

Regular School Board Meeting

Monday, August 17, 2026 5:15 PM

FHS Library and YouTube Live Stream, 1515 11th Street, International Falls, Minnesota 56649

This School Board Meeting is available to watch via Live Stream by selecting the following link or by going to the "Falls High Journalism" youtube page.

Call to Order

1. Roll Call:

- ___ Jessica Crosby, Vice Board Chair
- ___ Dale Johnson, Director
- ___ Toni Korpi, Clerk
- ___ Tina Sather, Treasurer
- ___ Roxanne Skogstad-Ditsch, Director
- ___ JoAnn Smith, Board Chair

Non-Voting Members:

- ___ Beth Shermoen, Superintendent

2. Pledge of Allegiance

Approval of Agenda

1. Approve agenda as presented.

Motion by _____, second by _____. Motion carried / failed.

Open Forum

1. Sale Day Report for General Obligation Facilities Maintenance Bonds, Series 2026A Presentation.
2. Request of renaming the track, Dick Ostroot Track - Tim Ostroot
3. Public Open Forum

Committee and Administrative Reports

1. Melissa Tate, Secondary Principal:
2. Lisa West, Elementary Principal:
3. Molly Larson, Community Education Director:
4. Timm Ringhofer, Activities Director:
5. Beth Shermoen, Superintendent:
6. Policy Committee:
7. Athletic Committee:
8. Legislative Committee:

Consent Agenda

Approve the Consent Agenda as presented.

Motion by _____, second by _____. Motion carried / failed.

1. Approve payroll in the amount of \$364,204.02 for pay periods 7/24/26 (At Will Retro Payroll, Teacher Payoff Payroll, Regular Payroll) and 8/7/26 (Regular Payroll, Teacher Payoff Payroll).
2. Approve current accounts payable due in the amount of \$4,220,429.46.
3. Approve past meeting minutes for the regular school board meeting on July 20, 2026.
4. Approve the contract for Rainy Lake Medical Center.
5. Approve the contract between ISD 361 and Minnesota North College for Scheela Field.
6. Approve the addition of three new at-will positions to add to the At-Will Employment Schedule. These include: Community Education Aquatic Program Coordinator, School-Age Child Care Program Lead, and School-Age Child Care Program Assistant.
7. Approve the resignation of Sarah Stapes, English Teacher, effective February 1, 2026.
8. Approve the resignation of Steve Joslyn as Head Boys Varsity Swim Coach.
9. Approve the resignation of Shawn Bowles as One Act Coach.
10. Approve the resignation of Shawn Bowles as Speech Coach.
11. Approve the hire of Chelsea Ness as Student Support Specialist for FHS.
12. Approve the hire of Haley Linder as Third Grade Teacher.
13. Approve the hire of Bryanne Kleinert as Band/Choir Teacher.
14. Approve the hire of Karsen Korpi as paid Junior High Volleyball Coach.
15. Approve the hire of Paetyn Zahn as paid Junior High Volleyball.
16. Approve the hire of Shane Donner as paid Junior High Football Coach.
17. Approve the hire of Dylan Holt as paid Junior High Football Coach.
18. Approve the hire of Troy Freeberg as paid Junior High Football Coach.
19. Approve the hire of Jace Hallin as paid Football Coach.
20. Approve the hire of Kristie LaVign as unpaid Junior High Volleyball Coach
21. Approve the hire of Emily Nicholson as unpaid Elementary Volleyball Coach.
22. Approve the hire of Kim O'Loughlin as unpaid Elementary Volleyball Coach.
23. Approve the hire of Joann Smith as unpaid Elementary Volleyball Coach.

24. Approve the hire of Brittany Eldien as unpaid Elementary Volleyball Coach.
25. Approve the hire of Julia O'Bert as unpaid Elementary Volleyball Coach.
26. Approve the hire of Kyle Sinninghe as unpaid Elementary Volleyball Coach.
27. Approve the hire of Morgan Demars as unpaid Elementary and Junior High Volleyball Coach.
28. Approve the hire of Brad Kokesh as unpaid Junior High Football Coach.
29. Approve the hire of Shawn Bowles as unpaid Flag Football Coach.
30. Approve the hire of Brady Bowles as unpaid Flag Football Coach.
31. Approve the hire of Ben Line as unpaid Volunteer Out-of-Town Boys Basketball Scorekeeper.
32. Approve the hire of Norm Nelson as unpaid Football Coach.
33. Approve the hire of Hailey Silvers as unpaid Girls Swimming and Diving Coach.
34. Approve the hire of Missy Tate as Student Council advisor for the 26/27 school year.
35. Approve the 2026-2027 FES Student Handbook.
36. Approve the 2026-2027 ISD361 Falls High School Athletic & Extra-curricular Activities Handbook
37. Approve the 2026-2027 FHS Student Handbook.
38. Approve the 2025-2026 ALC Student Handbook.

39. Approve the Bronco Football Cheerleaders Fundraiser; Mini-leaders 10/12/26-10/14/26.

40. Approve the Volleyball Booster Fundraisers; Clothing Order, Volleyball Pledge, Elementary Volleyball Tournament (9/26/26), Cancer Walk and Concessions at all home games.

Action Items

1. Improving systems and structures to create a culture where all are welcome and supported.
- 1.a. Resolution Acceptance of Gifts and Donations. Motion by _____, second by _____. Motion carried / failed.
- 1.b. Approve the updated 26/27 school year calendar. Motion by _____, second by _____. Motion carried / failed.
- 1.c. Approve the: Resolution Awarding the Sale of the General Obligation Facilities Maintenance Bonds, Series 2026A, In the Original Aggregate Principal Amount of \$2,525,000; Fixing their Form and Specifications; Directing their Execution and Delivery; and Providing for their Payment. Motion by _____, second by _____. Motion carried / failed.

Adjournment

1. Motion by _____, second by _____ to adjourn meeting at _____ p.m.
Motion carried / failed.

August 17, 2026

SALE DAY REPORT FOR:

Independent School District No. 361 (International Falls), Minnesota

**\$2,525,000 General Obligation
Facilities Maintenance Bonds, Series 2026A**



Prepared by:

Ehlers
3001 Broadway Street, Suite 320
Minneapolis, MN 55413

Shelby McQuay,
Senior Municipal Advisor

Jen Chapman,
Associate Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

Sale Results

PURPOSE: To finance health and safety/indoor air and roofing projects included in the District's ten-year facility plan approved by the Commissioner of Education

RATING: MN Credit Enhancement Rating: S&P Global Ratings "AAA"
Underlying Rating: S&P Global Ratings "A" / Stable

NUMBER OF BIDS: 6

LOW BIDDER: BOK Financial Securities, Inc., Milwaukee, Wisconsin

COMPARISON FROM LOWEST TO HIGHEST BID: (TIC as bid)

LOW BID:* 3.8182%

HIGH BID: 3.9919%

Summary of Sale Results:	
Principal Amount:	\$2,525,000
Underwriter's Discount:	\$30,113
Reoffering Premium:	\$107,558
True Interest Cost:*	3.8042%
Capitalized Interest:	\$113,000
Costs of Issuance:	\$66,975
Yield:	2.80%-3.90%
Total Net P&I:	\$3,461,796

* After receipt of bids, certain maturities were adjusted. This caused a slight change in the True Interest Cost.

NOTES: Bond Trust Services Corporation, Minneapolis, Minnesota will serve as the Paying Agent on the Bonds.

The Bonds maturing February 1, 2035 and thereafter are callable February 1, 2034 or any date thereafter.

CLOSING DATE: September 10, 2026

SCHOOL BOARD ACTION: Adopt the Resolution Awarding the Sale of \$2,525,000 General Obligation Facilities Maintenance Bonds, Series 2026A.

SUPPLEMENTARY ATTACHMENTS

- Bid Tabulation
- Updated Sources and Uses of Funds
- Updated Combined Net Debt Service Schedule
- Updated Net Debt Service Schedule – IAQ Portion
- Updated Net Debt Service Schedule – Roofing Portion
- Updated Long-Term Financing Plan for Debt and Capital Payments and Levies
- Rating Report
- Bond Resolution (provided separately)

BID TABULATION

\$2,525,000 General Obligation Facilities Maintenance Bonds, Series 2026A

Independent School District No. 361 (International Falls), Minnesota

SALE: August 17, 2026

AWARD: BOK FINANCIAL SECURITIES, INC.

MN Credit Enhancement Rating: S&P Global Ratings "AAA"

Underlying Rating: S&P Global Ratings "A" / Stable

Tax Exempt - Bank Qualified

NAME OF INSTITUTION	MATURITY (February 1)	COUPON RATE	REOFFERING YIELD	PRICE	TRUE INTEREST RATE
BOK FINANCIAL SECURITIES, INC. Milwaukee, Wisconsin	2029	5.000%	2.800%	\$2,598,075.35	3.8182%
	2030	5.000%	2.870%		
	2031	5.000%	2.950%		
	2032	5.000%	3.000%		
	2033	5.000%	3.120%		
	2034	5.000%	3.210%		
	2035	4.000%	3.390%		
	2036	4.000%	3.440%		
	2037 ¹	4.000%	3.650%		
	2038 ¹	4.000%	3.650%		
	2039 ²	4.000%	3.750%		
	2040 ²	4.000%	3.750%		
	2041 ³	4.000%	3.900%		
	2042 ³	4.000%	3.900%		
	2043 ³	4.000%	3.900%		

* Subsequent to bid opening the individual maturity amounts were adjusted.

Adjusted Price: \$2,602,445.20

Adjusted Net Interest Cost: \$972,351.05

Adjusted TIC: 3.8042%

¹ \$365,000 Term Bond due 2038 with mandatory redemption in 2037.

² \$365,000 Term Bond due 2040 with mandatory redemption in 2039.

³ \$595,000 Term Bond due 2043 with mandatory redemption in 2041-2042.

NAME OF INSTITUTION	TRUE INTEREST RATE
RAYMOND JAMES & ASSOCIATES, INC. St. Petersburg, Florida	3.8527%
STIFEL, NICOLAUS & COMPANY, INCORPORATED Birmingham, Alabama	3.8574%
BAIRD Milwaukee, Wisconsin	3.8699%
NORTHLAND SECURITIES, INC. Minneapolis, Minnesota	3.8916%
TD FINANCIAL PRODUCTS LLC New York, New York	3.9919%

RESULTS OF BOND SALE

International Falls School District, ISD #361

Estimated Sources and Uses for Facilities Maintenance Bond Issue

August 17, 2026

	School Building Bonds	LTFM-DM	LTFM - IAQ	LTFM - Roofing	Total 2026A	Total Project
Estimated Bond Amount	\$18,430,000	\$2,375,000	\$2,125,000	\$400,000	\$2,525,000	
Estimated Project Costs	19,317,616	2,950,525	2,091,500	408,500	2,500,000	\$24,768,141
Dated Date of Bonds	01/30/25	01/30/25	09/10/26	09/10/26		
Sources of Funds						
Par Amount	\$18,430,000	\$2,375,000	\$2,125,000	\$400,000	\$2,525,000	
Reoffering Premium ¹	827,298	128,943	80,545	27,013	107,558	
Funds on Hand ²		500,000	95,000	18,000	113,000	
Investment Earnings ³	860,000	102,254				962,254
Total Sources	\$20,117,298	\$3,106,197	\$2,300,545	\$445,013	\$2,745,558	
Uses of Funds						
Underwriter's Compensation ⁴	\$189,833	\$24,360	\$25,342	\$4,770	\$30,113	
Capitalized Interest ²			95,000	18,000	113,000	
Legal and Fiscal Costs ⁵	119,757	15,368	56,365	10,610	66,975	
Net Available for Project Costs	19,807,708	3,066,469	2,123,837	411,633	2,535,470	\$25,409,647
Total Uses	\$20,117,298	\$3,106,197	\$2,300,545	\$445,013	\$2,745,558	
Initial Deposit to Construction Fund	\$18,947,708	\$2,964,215	\$2,123,837	\$411,633	\$2,535,470	\$24,447,393

¹ The underwriter received a reoffering premium in the sale of the bonds. They will retain a portion of the premium as their compensation, or underwriter's discount. The remainder of the premium will be deposited in the construction fund and used to fund a portion of the project costs.

² The District will use funds on hand in the debt service fund to pay a portion of the interest payments due during fiscal year 2027-28.

³ Investment earnings for the 2025A issue are estimates as of June 30, 2026. Investment earnings on the 2026A bonds are negligible due to the project nearing completion.

⁴ The underwriter's compensation is an estimate of the compensation taken by the underwriter who provides the lowest true interest cost as part of the competitive bidding process and purchases the bonds. Ehlers provides independent municipal advisory services as part of the bond sale process and is not an underwriting firm.

⁵ Includes fees for municipal advisor, bond counsel, rating agency, county certificates and paying agent.

International Falls School District No. 361

\$2,525,000 General Obligation Facilities Maintenance Bonds, Series 2026A

Issue Summary

Dated: September 10, 2026

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
09/10/2026	-	-	-	-	-	-	-
08/01/2027	-	-	97,771.25	97,771.25	(97,771.25)	-	-
02/01/2028	-	-	54,825.00	54,825.00	(15,228.75)	39,596.25	39,596.25
08/01/2028	-	-	54,825.00	54,825.00	-	54,825.00	-
02/01/2029	140,000.00	5.000%	54,825.00	194,825.00	-	194,825.00	249,650.00
08/01/2029	-	-	51,325.00	51,325.00	-	51,325.00	-
02/01/2030	130,000.00	5.000%	51,325.00	181,325.00	-	181,325.00	232,650.00
08/01/2030	-	-	48,075.00	48,075.00	-	48,075.00	-
02/01/2031	135,000.00	5.000%	48,075.00	183,075.00	-	183,075.00	231,150.00
08/01/2031	-	-	44,700.00	44,700.00	-	44,700.00	-
02/01/2032	145,000.00	5.000%	44,700.00	189,700.00	-	189,700.00	234,400.00
08/01/2032	-	-	41,075.00	41,075.00	-	41,075.00	-
02/01/2033	155,000.00	5.000%	41,075.00	196,075.00	-	196,075.00	237,150.00
08/01/2033	-	-	37,200.00	37,200.00	-	37,200.00	-
02/01/2034	160,000.00	5.000%	37,200.00	197,200.00	-	197,200.00	234,400.00
08/01/2034	-	-	33,200.00	33,200.00	-	33,200.00	-
02/01/2035	165,000.00	4.000%	33,200.00	198,200.00	-	198,200.00	231,400.00
08/01/2035	-	-	29,900.00	29,900.00	-	29,900.00	-
02/01/2036	170,000.00	4.000%	29,900.00	199,900.00	-	199,900.00	229,800.00
08/01/2036	-	-	26,500.00	26,500.00	-	26,500.00	-
02/01/2037	180,000.00	4.000%	26,500.00	206,500.00	-	206,500.00	233,000.00
08/01/2037	-	-	22,900.00	22,900.00	-	22,900.00	-
02/01/2038	185,000.00	4.000%	22,900.00	207,900.00	-	207,900.00	230,800.00
08/01/2038	-	-	19,200.00	19,200.00	-	19,200.00	-
02/01/2039	180,000.00	4.000%	19,200.00	199,200.00	-	199,200.00	218,400.00
08/01/2039	-	-	15,600.00	15,600.00	-	15,600.00	-
02/01/2040	185,000.00	4.000%	15,600.00	200,600.00	-	200,600.00	216,200.00
08/01/2040	-	-	11,900.00	11,900.00	-	11,900.00	-
02/01/2041	190,000.00	4.000%	11,900.00	201,900.00	-	201,900.00	213,800.00
08/01/2041	-	-	8,100.00	8,100.00	-	8,100.00	-
02/01/2042	200,000.00	4.000%	8,100.00	208,100.00	-	208,100.00	216,200.00
08/01/2042	-	-	4,100.00	4,100.00	-	4,100.00	-
02/01/2043	205,000.00	4.000%	4,100.00	209,100.00	-	209,100.00	213,200.00
Total	\$2,525,000.00	-	\$1,049,796.25	\$3,574,796.25	(113,000.00)	\$3,461,796.25	-

Yield Statistics

Bond Year Dollars	\$25,163.96
Average Life	9.966 Years
Average Coupon	4.1718248%
Net Interest Cost (NIC)	3.8640624%
True Interest Cost (TIC)	3.8042475%
All Inclusive Cost (AIC)	4.1364266%
Bond Yield for Arbitrage Purposes	3.6363470%

IRS Form 8038

Net Interest Cost	3.6353714%
Weighted Average Maturity	9.845 Years
Dated	9/10/2026
First Available Call Date	2/01/2034

International Falls School District No. 361

\$2,125,000 General Obligation Facilities Maintenance Bonds, Series 2026A

FM - IAQ Portion

Dated: September 10, 2026 - Purpose 1 of 2

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
09/10/2026	-	-	-	-	-	-	-
08/01/2027	-	-	81,275.42	81,275.42	(81,275.42)	-	-
02/01/2028	-	-	45,575.00	45,575.00	(13,724.58)	31,850.42	31,850.42
08/01/2028	-	-	45,575.00	45,575.00	-	45,575.00	-
02/01/2029	95,000.00	5.000%	45,575.00	140,575.00	-	140,575.00	186,150.00
08/01/2029	-	-	43,200.00	43,200.00	-	43,200.00	-
02/01/2030	95,000.00	5.000%	43,200.00	138,200.00	-	138,200.00	181,400.00
08/01/2030	-	-	40,825.00	40,825.00	-	40,825.00	-
02/01/2031	95,000.00	5.000%	40,825.00	135,825.00	-	135,825.00	176,650.00
08/01/2031	-	-	38,450.00	38,450.00	-	38,450.00	-
02/01/2032	105,000.00	5.000%	38,450.00	143,450.00	-	143,450.00	181,900.00
08/01/2032	-	-	35,825.00	35,825.00	-	35,825.00	-
02/01/2033	110,000.00	5.000%	35,825.00	145,825.00	-	145,825.00	181,650.00
08/01/2033	-	-	33,075.00	33,075.00	-	33,075.00	-
02/01/2034	115,000.00	5.000%	33,075.00	148,075.00	-	148,075.00	181,150.00
08/01/2034	-	-	30,200.00	30,200.00	-	30,200.00	-
02/01/2035	115,000.00	4.000%	30,200.00	145,200.00	-	145,200.00	175,400.00
08/01/2035	-	-	27,900.00	27,900.00	-	27,900.00	-
02/01/2036	120,000.00	4.000%	27,900.00	147,900.00	-	147,900.00	175,800.00
08/01/2036	-	-	25,500.00	25,500.00	-	25,500.00	-
02/01/2037	130,000.00	4.000%	25,500.00	155,500.00	-	155,500.00	181,000.00
08/01/2037	-	-	22,900.00	22,900.00	-	22,900.00	-
02/01/2038	185,000.00	4.000%	22,900.00	207,900.00	-	207,900.00	230,800.00
08/01/2038	-	-	19,200.00	19,200.00	-	19,200.00	-
02/01/2039	180,000.00	4.000%	19,200.00	199,200.00	-	199,200.00	218,400.00
08/01/2039	-	-	15,600.00	15,600.00	-	15,600.00	-
02/01/2040	185,000.00	4.000%	15,600.00	200,600.00	-	200,600.00	216,200.00
08/01/2040	-	-	11,900.00	11,900.00	-	11,900.00	-
02/01/2041	190,000.00	4.000%	11,900.00	201,900.00	-	201,900.00	213,800.00
08/01/2041	-	-	8,100.00	8,100.00	-	8,100.00	-
02/01/2042	200,000.00	4.000%	8,100.00	208,100.00	-	208,100.00	216,200.00
08/01/2042	-	-	4,100.00	4,100.00	-	4,100.00	-
02/01/2043	205,000.00	4.000%	4,100.00	209,100.00	-	209,100.00	213,200.00
Total	\$2,125,000.00	-	\$931,550.42	\$3,056,550.42	(95,000.00)	\$2,961,550.42	-

Yield Statistics

Bond Year Dollars	\$22,517.29
Average Life	10.596 Years
Average Coupon	4.1370447%
Net Interest Cost (NIC)	3.8918895%
True Interest Cost (TIC)	3.8418556%
All Inclusive Cost (AIC)	4.1585368%
Bond Yield for Arbitrage Purposes	3.6363470%

IRS Form 8038

Net Interest Cost	3.6828779%
Weighted Average Maturity	10.477 Years
Dated	9/10/2026
First Available Call Date	2/01/2034

International Falls School District No. 361

\$400,000 General Obligation Facilities Maintenance Bonds, Series 2026A

FM - Roofing Portion

Dated: September 10, 2026 - Purpose 2 of 2

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
09/10/2026	-	-	-	-	-	-	-
08/01/2027	-	-	16,495.83	16,495.83	(16,495.83)	-	-
02/01/2028	-	-	9,250.00	9,250.00	(1,504.17)	7,745.83	7,745.83
08/01/2028	-	-	9,250.00	9,250.00	-	9,250.00	-
02/01/2029	45,000.00	5.000%	9,250.00	54,250.00	-	54,250.00	63,500.00
08/01/2029	-	-	8,125.00	8,125.00	-	8,125.00	-
02/01/2030	35,000.00	5.000%	8,125.00	43,125.00	-	43,125.00	51,250.00
08/01/2030	-	-	7,250.00	7,250.00	-	7,250.00	-
02/01/2031	40,000.00	5.000%	7,250.00	47,250.00	-	47,250.00	54,500.00
08/01/2031	-	-	6,250.00	6,250.00	-	6,250.00	-
02/01/2032	40,000.00	5.000%	6,250.00	46,250.00	-	46,250.00	52,500.00
08/01/2032	-	-	5,250.00	5,250.00	-	5,250.00	-
02/01/2033	45,000.00	5.000%	5,250.00	50,250.00	-	50,250.00	55,500.00
08/01/2033	-	-	4,125.00	4,125.00	-	4,125.00	-
02/01/2034	45,000.00	5.000%	4,125.00	49,125.00	-	49,125.00	53,250.00
08/01/2034	-	-	3,000.00	3,000.00	-	3,000.00	-
02/01/2035	50,000.00	4.000%	3,000.00	53,000.00	-	53,000.00	56,000.00
08/01/2035	-	-	2,000.00	2,000.00	-	2,000.00	-
02/01/2036	50,000.00	4.000%	2,000.00	52,000.00	-	52,000.00	54,000.00
08/01/2036	-	-	1,000.00	1,000.00	-	1,000.00	-
02/01/2037	50,000.00	4.000%	1,000.00	51,000.00	-	51,000.00	52,000.00
Total	\$400,000.00	-	\$118,245.83	\$518,245.83	(18,000.00)	\$500,245.83	-

Yield Statistics

Bond Year Dollars	\$2,646.67
Average Life	6.617 Years
Average Coupon	4.4677266%
Net Interest Cost (NIC)	3.6273147%
True Interest Cost (TIC)	3.5146128%
All Inclusive Cost (AIC)	3.9673826%
Bond Yield for Arbitrage Purposes	3.6363470%

IRS Form 8038

Net Interest Cost	3.2449324%
Weighted Average Maturity	6.584 Years
Dated	9/10/2026
First Available Call Date	2/01/2034

RESULTS OF BOND SALE

International Falls School District No. 361

Analysis of Possible Structure for Capital and Debt Levies

\$2,525,000 Bond Issue
17 Tax Levies
Wrapped Around Existing Debt

August 17, 2026

Type of Bond	Principal Amount	Dated Date	Interest Rate
FM- Health & Safety	\$2,125,000	09/10/26	3.84%
FM- Roofing	\$400,000	09/10/26	3.51%

Levy		Tax Capacity		Existing Commitments ¹						Proposed New Board Approved Bonds				Proposed New Board Approved Bonds				Combined Totals		
Payable	Fiscal	Value ¹		Building Bonds ²	Alt Fac/Fac Maint H&S Bonds ²	Est. Debt Excess ³	Net Levy	Tax Rate	Existing Tax Rate	Principal	Interest	Add'l. Debt Excess ³	Net Levy	Principal	Interest	Add'l. Debt Excess ³	Net Debt Levy	Initial Debt Levy	Net Levy	Tax Rate
Year	Year	(\$000s)	% Chg																	
2025	2026	11,685	0.9%	1,343,266	330,960	-	1,674,226	14.33	14.33	-	-	-	-	-	-	-	-	1,674,226	1,674,226	14.33
2026	2027	12,418	6.3%	1,407,735	-	-	1,407,735	11.34	11.34	-	-	-	94,106	-	-	-	48,169	1,550,010	1,550,010	12.48
2027	2028	12,629	1.7%	1,409,100	342,510	-	1,751,610	13.87	13.87	-	126,850	5	33,443	-	25,746	5	8,133	1,793,186	1,793,186	14.20
2028	2029	12,629	0.0%	1,099,560	502,845	(70,064)	1,532,341	12.13	12.13	95,000	91,150	-	195,458	45,000	18,500	-	66,675	1,794,473	1,794,473	14.21
2029	2030	12,629	0.0%	1,105,335	519,435	(64,096)	1,560,674	12.36	12.36	95,000	86,400	(7,818)	182,652	35,000	16,250	(2,667)	51,146	1,794,471	1,794,471	14.21
2030	2031	12,629	0.0%	1,624,560	-	(64,991)	1,559,569	12.35	12.35	95,000	81,650	(7,306)	178,176	40,000	14,500	(2,046)	55,179	1,792,925	1,792,925	14.20
2031	2032	12,629	0.0%	1,623,510	-	(64,982)	1,558,528	12.34	12.34	105,000	76,900	(7,127)	183,868	40,000	12,500	(2,207)	52,918	1,795,313	1,795,313	14.22
2032	2033	12,629	0.0%	1,620,360	-	(64,940)	1,555,420	12.32	12.32	110,000	71,650	(7,355)	183,378	45,000	10,500	(2,117)	56,158	1,794,956	1,794,956	14.21
2033	2034	12,629	0.0%	1,620,360	-	(64,814)	1,555,546	12.32	12.32	115,000	66,150	(7,335)	182,872	45,000	8,250	(2,246)	53,666	1,792,084	1,792,084	14.19
2034	2035	12,629	0.0%	1,623,248	-	(64,814)	1,558,433	12.34	12.34	115,000	60,400	(7,315)	176,855	50,000	6,000	(2,147)	56,653	1,791,942	1,791,942	14.19
2035	2036	12,629	0.0%	1,623,510	-	(64,930)	1,558,580	12.34	12.34	120,000	55,800	(7,074)	177,516	50,000	4,000	(2,266)	54,434	1,790,530	1,790,530	14.18
2036	2037	12,629	0.0%	1,621,620	-	(64,940)	1,556,680	12.33	12.33	130,000	51,000	(7,101)	182,949	50,000	2,000	(2,177)	52,423	1,792,052	1,792,052	14.19
2037	2038	12,629	0.0%	1,623,300	-	(64,865)	1,558,435	12.34	12.34	185,000	45,800	(7,318)	235,022	-	-	-	-	1,793,457	1,793,457	14.20
2038	2039	12,629	0.0%	1,623,090	-	(64,932)	1,558,158	12.34	12.34	180,000	38,400	(9,401)	219,919	-	-	-	-	1,778,077	1,778,077	14.08
2039	2040	12,629	0.0%	1,620,990	-	(64,924)	1,556,066	12.32	12.32	185,000	31,200	(8,797)	218,213	-	-	-	-	1,774,280	1,774,280	14.05
2040	2041	12,629	0.0%	1,622,250	-	(64,840)	1,557,410	12.33	12.33	190,000	23,800	(8,729)	215,761	-	-	-	-	1,773,172	1,773,172	14.04
2041	2042	12,629	0.0%	1,621,410	-	(64,890)	1,556,520	12.33	12.33	200,000	16,200	(8,630)	218,380	-	-	-	-	1,774,900	1,774,900	14.05
2042	2043	12,629	0.0%	1,623,720	-	(64,856)	1,558,864	12.34	12.34	205,000	8,200	(8,735)	215,125	-	-	-	-	1,773,988	1,773,988	14.05
2043	2044	12,629	0.0%	1,618,470	-	(64,949)	1,553,521	12.30	12.30	-	-	-	-	-	-	-	-	1,553,521	1,553,521	12.30
2044	2045	12,629	0.0%	1,621,620	-	(64,739)	1,556,881	12.33	12.33	-	-	-	-	-	-	-	-	1,556,881	1,556,881	12.33
2045	2046	12,629	0.0%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2046	2047	12,629	0.0%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2047	2048	12,629	0.0%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals				30,697,014	1,695,750	(1,107,567)	31,285,196			2,125,000	931,550	(110,041)	3,093,693	400,000	118,246	(17,873)	555,554	34,934,443	34,934,443	

1 Tax capacity value for taxes payable in 2025 is the actual value. Estimates for future years are based on the percentage changes as shown above.

2 Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.

3 Debt excess adjustment for taxes payable in 2025 and 2026 are the actual amounts. The adjustment for 2027 is an estimate using the June 30, 2025 debt service fund balance. Debt excess for future years is estimated at 4% of the prior year's initial debt service levy.

4 As part of the 2025 Payable 2026 Levy, a component of the district's debt service levy was inadvertently excluded.

5 A portion of the interest payments due on the new bonds due during fiscal year 2027-28, estimated at \$113,000, will be made from funds on hand in the Debt Service Fund.



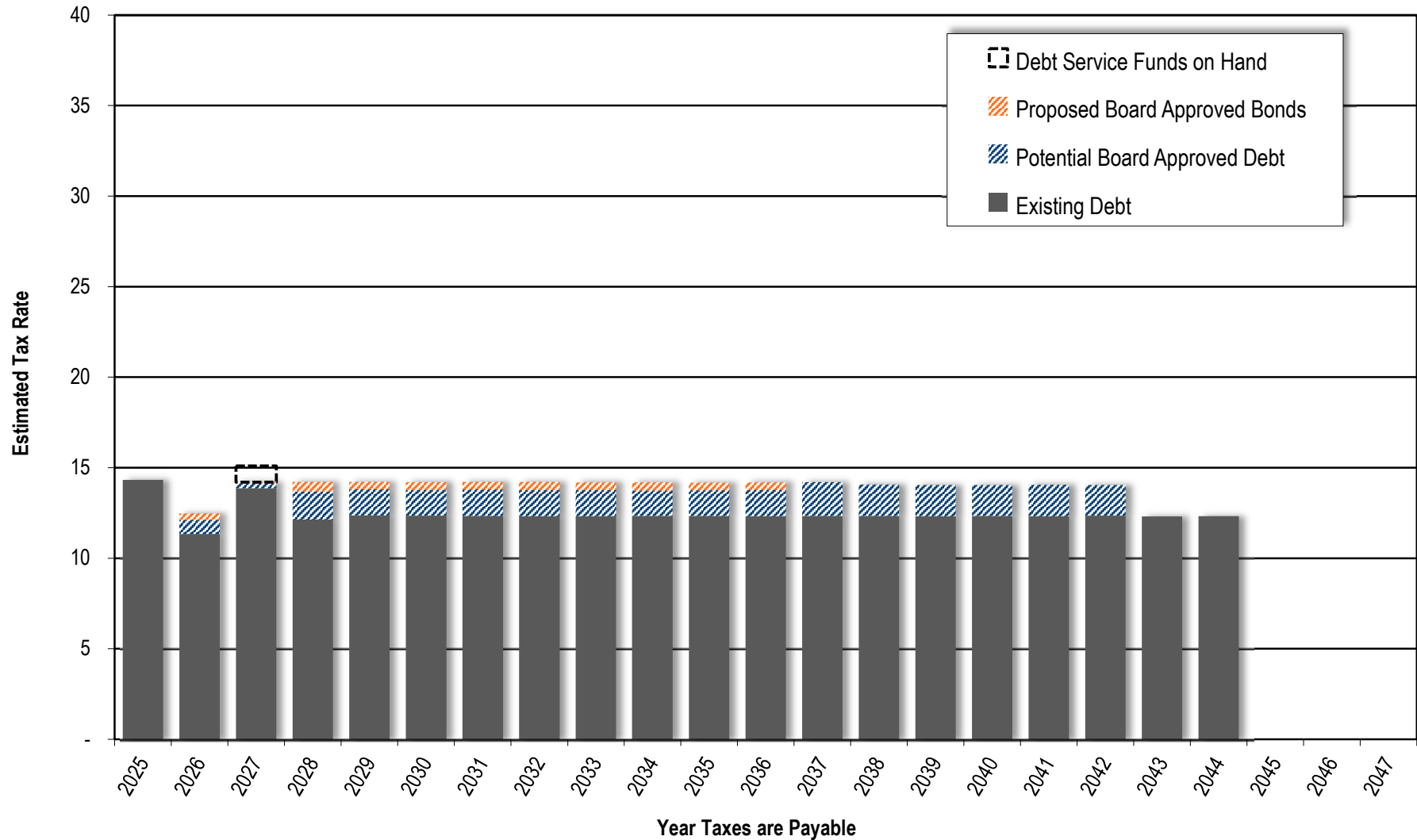
International Falls School District No. 361

Estimated Tax Rates for Capital and Debt Service Levies
Existing Commitments and Proposed New Debt

\$2,525,000 Bond Issue

17 Tax Levies

Wrapped Around Existing Debt



Date Prepared:

August 17, 2026



Research Update:

International Falls Independent School District No. 361, MN Series 2026A GO Facilities Maintenance Bonds Rated 'A'

August 11, 2026

Overview

- S&P Global Ratings assigned its 'AAA' long-term rating (based on credit enhancement) and 'A' underlying rating to [International Falls Independent School District No. 361](#), Minnesota's expected \$2.525 million series 2026A general obligation (GO) facilities maintenance bonds.
- At the same time, S&P Global Ratings affirmed its 'A' underlying rating on the district's GO debt outstanding.
- The outlook is stable.

Rationale

Security

Revenue from the district's unlimited ad valorem property tax secures the GO bonds. The district will use proceeds for roofing improvements and indoor air projects in alignment with its long-term facilities maintenance plan.

The long-term rating reflects our assessment of the district's eligibility for, and participation in, Minnesota's School District Credit Enhancement Program. The outlook mirrors and moves in tandem with that on the Minnesota GO rating. For more information, see "[Minnesota Credit Enhancement Programs](#)," July 10, 2024.

Credit highlights

The 'A' underlying rating reflects the district's limited local economy, long-term trend of declining enrollment, and less formalized financial management policies and practices. Offsetting these weaknesses are the district's robust available fund balances that compare favorably with those of similarly rated peers and its manageable debt profile with no additional near-term debt plans. We consider economic factors, including the long-term trend of local population decline, to be a constraint on upward pressure given ongoing demographic headwinds.

The district outperformed its deficit budget for fiscal 2025, ending the year with a smaller-than-anticipated deficit of \$233,000 (1.6% of general fund revenues) due to favorable variances on

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investment income. Projections show a \$75,000 surplus (0.5%) for fiscal 2026 based on the latest available budget to actuals, which management attributes to its more proactive approach to securing state and federal grant funding. The district adopted a \$479,000 (3.2%) surplus budget for fiscal 2027, reflective of additional staffing cuts and grant funding. Management expects to maintain available reserves at or above current levels.

The rating further reflects our view of the district's:

- Limited local economy and somewhat remote location along the Canadian border in Koochiching County. Economic metrics are largely in line with those of similarly rated state peers. Packaging Corp. of America, a local paper mill, and a major employer and taxpayer for the district, is undergoing some modest expansion. Management also notes some positive trends in the local economy, including downtown redevelopment projects and local retail growth. We consider the longstanding trends of population decline at the local and county levels a negative factor in our assessment of the local economy, and we have incorporated this into our analysis. Management has implemented a comprehensive online and hybrid school program designed to increase enrollment and strengthen district programming, which we view as a credit strength.
- Overall trend of positive financial performance, despite a modest deficit in fiscal 2025. The district is projecting a small surplus for 2026 and adopted a surplus budget for 2027 (fiscal year-end June 30). Management does not expect to draw down available general fund reserves from current levels in the near term. We view the district's robust fund balances as a positive factor, as they provide some additional buffer should the district be faced with greater-than-expected enrollment declines.
- Financial management framework, which includes conservative budgetary assumptions; limited monitoring of budget-to-actual performance; a detailed five-year financial forecast; a 10-year capital improvement plan for projects funded through long-term facility maintenance revenue; and a formal investment management policy. The district maintains a formal fund balance policy that requires the district maintain a minimum of two-and-a-half months of expenditures in unassigned general fund balance, which it is currently slightly below. We view cyber risk mitigation measures as consistent with our view of the district's credit fundamentals.
- Manageable debt and liabilities profile, which is partially offset by 6.0% of gross debt support by the state's Ag2School tax credit. Management has no additional debt plans. The district participates in the Minnesota Teachers Retirement Assn., funded at 84.5%, and the Minnesota General Employee Retirement Fund, funded at 90.8%. We do not consider pension liabilities a near-term source of budgetary pressure.
- For more information on our institutional framework assessment for school districts, see ["Institutional Framework Assessment: Minnesota Local Governments,"](#) Sept. 10, 2024.

Outlook

The stable outlook reflects our view that the district's sound reserve balances will continue to support rating stability despite potential pressures from declining enrollment.

Downside scenario

We could lower the rating if the district is unable to maintain balanced operations, leading to material deterioration of reserves.

Upside scenario

We could raise the rating if local population trends and enrollment stabilize and the local economy improves.

International Falls Independent School District No. 361, Minnesota--credit summary

Institutional framework (IF)	2
Individual credit profile (ICP)	3.09
Economy	6.0
Financial performance	3
Reserves and liquidity	1
Management	2.95
Debt and liabilities	2.50

International Falls Independent School District No. 361, Minnesota --key credit metrics

	Most recent	2025	2024	2023
Economy				
Real GCP per capita % of U.S.	63	--	63	63
County PCPI % of U.S.	79	--	79	79
Market value (\$000s)	1,349,005	1,251,076	1,270,274	1,232,172
Market value per capita (\$)	148,831	138,027	142,743	134,107
Top 10 taxpayers % of taxable value	18.7	--	19.0	--
County unemployment rate (%)	5.5	5.3	4.3	4.0
Local median household EBI % of U.S.	91	91	86	85
Local per capita EBI % of U.S.	95	95	93	92
Local population	9,064	9,064	8,899	9,188
Financial performance				
Operating fund revenues (\$000s)	--	14,817	15,372	14,225
Operating fund expenditures (\$000s)	--	15,079	13,987	13,719
Net transfers and other adjustments (\$000s)	--	29	9	96
Operating result (\$000s)	--	(233)	1,394	602
Operating result % of revenues	--	(1.6)	9.1	4.2
Operating result three-year average %	--	3.9	4.2	(0.7)
Enrollment	--	866	865	878
Reserves and liquidity				
Available reserves % of operating revenues	--	22.5	25.9	21.1
Available reserves (\$000s)	--	3,332	3,979	3,003
Debt and liabilities				
Debt service cost % of revenues	--	3.4	3.3	3.5
Net direct debt per capita (\$)	2,579	2,423	330	370
Net direct debt (\$000s)	23,372	21,960	2,934	3,396
Direct debt 10-year amortization (%)	40	44	100	--
Pension and OPEB cost % of revenues	--	4.0	4.0	5.0
NPLs per capita (\$)	--	659	749	997

International Falls Independent School District No. 361, Minnesota --key credit metrics

	Most recent	2025	2024	2023
Combined NPLs (\$000s)	--	5,972	6,664	9,164

Financial data may reflect analytical adjustments and are sourced from issuer audit reports or other annual disclosures. Economic data is generally sourced from S&P Global Market Intelligence, the Bureau of Labor Statistics, Claritas, and issuer audits and other disclosures. Local population is sourced from Claritas. Claritas estimates are point in time and not meant to show year-over-year trends. GCP--Gross county product. PCPI--Per capita personal income. EBI--Effective buying income. OPEB--Other postemployment benefits. NPLs--Net pension liabilities.

Ratings List

New Issue Ratings	
US\$2,525,000 International Falls Independent School District No.361, Minnesota, General Obligation Facil Maintenance Bonds, Series 2026A, dated: Date of Delivery, due: February 1, 2043	
Long Term Rating	AAA/Stable
Underlying Rating for Credit Program	A/Stable
Ratings Affirmed	
Local Government	
International Falls Independent School District #361 MN Unlimited Tax General Obligation	A/Stable

The ratings appearing below the new issues represent an aggregation of debt issues (ASID) associated with related maturities. The maturities similarly reflect our opinion about the creditworthiness of the U.S. Public Finance obligor's legal pledge for payment of the financial obligation. Nevertheless, these maturities may have different credit ratings than the rating presented next to the ASID depending on whether or not additional legal pledge(s) support the specific maturity's payment obligation, such as credit enhancement, as a result of defeasance, or other factors.

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at <https://disclosure.spglobal.com/ratings/en/regulatory/ratings-criteria> for further information. A description of each of S&P Global Ratings' rating categories is contained in "S&P Global Ratings Definitions" at <https://disclosure.spglobal.com/ratings/en/regulatory/article/-/view/sourceId/504352>. Complete ratings information is available to RatingsDirect subscribers at www.capitaliq.com. All ratings referenced herein can be found on S&P Global Ratings' public website at www.spglobal.com/ratings.

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Detail Payment Register By Check

8/6/2026

10:48 AM

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type			
	Internal Revenue Service		Wire			
		FICA Deduction	\$21,074.16			
		FICA Deduction	\$1,222.38			
		FTA,FTP, FTX Deductions	\$11,900.36			
		FTA,FTP,FTX Deductions	\$590.93			
		MDCR Medicare Deduct	\$4,928.63			
		Medicare Deduction	\$285.91			
PO#:	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$40,002.37	
				Check Amount:	\$40,002.37	
	MN DEPT OF REVENUE		Wire			
		SITA, SITMN, SITP - MN StateTx	\$6,536.13			
		SITA,SITMN,SITP MN State Tax	\$390.56			
PO#:	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$6,926.69	
				Check Amount:	\$6,926.69	
	MN TEACHERS RETIREMENT ASSN		Wire			
		TRA Deduction	\$31,499.57			
		TRA Deduction	\$1,847.13			
PO#:	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$33,346.70	
				Check Amount:	\$33,346.70	
	Thrivent Financial		Wire			
		TSA Contribution	\$188.47			
		TSA Benefit & Deduction	\$115.40			
PO#:	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$303.87	
				Check Amount:	\$303.87	
	Ameriprise Financial		Wire			
		TSA Contribution	\$192.32			
		TSA Benefit & Contribution	\$96.16			
		TSA Benefit & Deduction	\$96.16			
		TSA Benefit & Contribution	\$96.16			
PO#:	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$480.80	
				Check Amount:	\$480.80	
	ASPIRE		Wire			
		TSA Contribution	\$1,462.32			
		TSA Benefit & Deduction	\$438.50			
PO#:	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$1,900.82	
				Check Amount:	\$1,900.82	

Detail Payment Register By Check

8/6/2026

10:48 AM

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type			
PO#:	EFS Financial		Wire			
		TSA Contribution	\$1,365.31			
		TSA Benefit & Contribution	\$96.16			
		TSA Benefit & Deduction	\$882.43			
		TSA Benefit & Contribution	\$96.16			
	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$2,440.06	
				Check Amount:	\$2,440.06	
PO#:	Franklin/Templeton		Wire			
		TSA Contribution	\$938.48			
		TSA Benefit & Deduction	\$384.64			
	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$1,323.12	
				Check Amount:	\$1,323.12	
PO#:	Horace Mann		Wire			
		TSA Contribution	\$92.31			
		TSA Benefit & Deduction	\$76.94			
	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$169.25	
				Check Amount:	\$169.25	
PO#:	Invesco		Wire			
		TSA Contribution	\$526.94			
		TSA Benefit & Deduction	\$270.95			
	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$797.89	
				Check Amount:	\$797.89	
PO#:	VALIC		Wire			
		TSA Contribution	\$1,976.10			
		TSA Benefit & Contribution	\$129.23			
		TSA Benefit & Deduction	\$380.80			
		TSA Benefit & Contribution	\$80.77			
	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$2,566.90	
				Check Amount:	\$2,566.90	
PO#:	Vanguard Fidelity Trust		Wire			
		TSA Contribution	\$2,134.24			
	Invoice	Invoice No: B2026252	7/10/2026	Paid Amt:	\$2,134.24	
				Check Amount:	\$2,134.24	
	Voya Financial		Wire			
		Deferred Compensation	\$181.56			
		HCSP Benefit	\$1,961.25			

Detail Payment Register By Check

8/6/2026

10:48 AM

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
Voya Financial			
	HCSP Benefit		Wire
			\$200.67
PO#:	Invoice	Invoice No: B2026252	7/10/2026
		Paid Amt:	\$2,343.48
		Check Amount:	\$2,343.48
Internal Revenue Service			
	FICA Deduction		Wire
			\$21,074.07
	FICA Deduction		\$1,222.37
	FTA,FTP, FTX Deductions		\$11,900.38
	FTA,FTP,FTX Deductions		\$590.93
	MDCR Medicare Deduct		\$4,928.62
	Medicare Deduction		\$285.90
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$40,002.27
		Check Amount:	\$40,002.27
MN DEPT OF REVENUE			
	SITA, SITMN, SITP - MN StateTx		Wire
			\$6,536.13
	SITA,SITMN,SITP MN State Tax		\$390.56
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$6,926.69
		Check Amount:	\$6,926.69
MN TEACHERS RETIREMENT ASSN			
	TRA Deduction		Wire
			\$31,499.57
	TRA Deduction		\$1,847.13
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$33,346.70
		Check Amount:	\$33,346.70
Thrivent Financial			
	TSA Contribution		Wire
			\$188.47
	TSA Benefit & Deduction		\$115.40
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$303.87
		Check Amount:	\$303.87
Ameriprise Financial			
	TSA Contribution		Wire
			\$192.32
	TSA Benefit & Contribution		\$96.16
	TSA Benefit & Deduction		\$96.16
	TSA Benefit & Contribution		\$96.16
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$480.80
		Check Amount:	\$480.80

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
	ASPIRE		Wire
		TSA Contribution	\$1,462.32
		TSA Benefit & Deduction	\$438.50
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$1,900.82
		Check Amount:	\$1,900.82
	EFS Financial		Wire
		TSA Contribution	\$1,365.23
		TSA Benefit & Contribution	\$96.16
		TSA Benefit & Deduction	\$882.43
		TSA Benefit & Contribution	\$96.16
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$2,439.98
		Check Amount:	\$2,439.98
	Franklin/Templeton		Wire
		TSA Contribution	\$938.48
		TSA Benefit & Deduction	\$384.64
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$1,323.12
		Check Amount:	\$1,323.12
	Horace Mann		Wire
		TSA Contribution	\$92.31
		TSA Benefit & Deduction	\$76.94
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$169.25
		Check Amount:	\$169.25
	Invesco		Wire
		TSA Contribution	\$526.94
		TSA Benefit & Deduction	\$270.95
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$797.89
		Check Amount:	\$797.89
	VALIC		Wire
		TSA Contribution	\$1,976.10
		TSA Benefit & Contribution	\$129.23
		TSA Benefit & Deduction	\$380.80
		TSA Benefit & Contribution	\$80.77
PO#:	Invoice	Invoice No: B2026253	7/24/2026
		Paid Amt:	\$2,566.90
		Check Amount:	\$2,566.90

Detail Payment Register By Check

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
	Vanguard Fidelity Trust		Wire
	TSA Contribution		\$2,134.24
PO#:	Invoice Invoice No: B2026253	7/24/2026	Paid Amt: \$2,134.24
			Check Amount: \$2,134.24
	Voya Financial		Wire
	Deferred Compensation		\$181.56
	HCSP Benefit		\$1,961.25
	HCSP Benefit		\$200.67
PO#:	Invoice Invoice No: B2026253	7/24/2026	Paid Amt: \$2,343.48
			Check Amount: \$2,343.48
	DEPT OF EMPLOYEMENT & ECONOMIC DEVELOPMENT		Wire
	PFML-Payroll Deductions		\$2,939.38
	PFML-Payroll Deductions		\$117.46
	PFML-Payroll Deductions		\$193.18
PO#:	Invoice Invoice No: B2026210	7/6/2026	Paid Amt: \$3,250.02
	PFML-Payroll Deductions		\$3,045.79
	PFML-Payroll Deductions		\$122.62
	PFML-Payroll Deductions		\$189.99
	PFML-Payroll Deductions		\$8.14
PO#:	Invoice Invoice No: B2026220	7/6/2026	Paid Amt: \$3,366.54
	PFML-Payroll Deductions		\$301.05
	PFML-Payroll Deductions		\$86.02
	PFML-Payroll Deductions		\$5.33
PO#:	Invoice Invoice No: B202622R10	7/6/2026	Paid Amt: \$392.40
	PFML-Payroll Deductions		\$3,064.15
	PFML-Payroll Deductions		\$150.70
	PFML-Payroll Deductions		\$201.27
PO#:	Invoice Invoice No: B2026230	7/6/2026	Paid Amt: \$3,416.12
	PFML-Payroll Deductions		\$1,594.82
PO#:	Invoice Invoice No: B202623S10	7/6/2026	Paid Amt: \$1,594.82
	PFML-Payroll Deductions		\$572.62
	PFML-Payroll Deductions		\$41.54
PO#:	Invoice Invoice No: B202624S10	7/6/2026	Paid Amt: \$614.16
	PFML-Payroll Deductions		\$3,060.56
	PFML-Payroll Deductions		\$138.66
	PFML-Payroll Deductions		\$211.88
PO#:	Invoice Invoice No: B2026240	7/6/2026	Paid Amt: \$3,411.10

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type		
DEPT OF EMPLOYEMENT & ECONOMIC DEVELOPMENT			Wire		
				PFML-Payroll Deductions	\$3,037.23
				PFML-Payroll Deductions	\$145.20
				PFML-Payroll Deductions	\$186.11
PO#:	Invoice	Invoice No: B2026250	7/6/2026	Paid Amt:	\$3,368.54
				PFML-Payroll Deductions	\$1,592.73
				PFML-Payroll Deductions	\$91.59
PO#:	Invoice	Invoice No: B2026251	7/6/2026	Paid Amt:	\$1,684.32
				PFML-Payroll Deductions	\$1,043.24
				PFML-Payroll Deductions	\$11.24
				PFML-Payroll Deductions	\$66.08
PO#:	Invoice	Invoice No: B2026260	7/6/2026	Paid Amt:	\$1,120.56
				PFML-Payroll Deductions	\$95.15
				PFML-Payroll Deductions	\$16.65
PO#:	Invoice	Invoice No: B202620R10	7/6/2026	Paid Amt:	\$111.80
				PFML-Payroll Deductions	\$2,765.63
				PFML-Payroll Deductions	\$79.68
				PFML-Payroll Deductions	\$168.99
PO#:	Invoice	Invoice No: B2026200	7/6/2026	Paid Amt:	\$3,014.30
				Check Amount:	\$25,344.68
MN DEPT OF REVENUE			Wire		
				Bronco Brew	\$100.38
				Industrial Arts	\$263.32
				Facilities Rental Scheela Field	\$285.53
				Facilities Rental Arena	\$278.20
				Open Swim	\$74.57
PO#:	Invoice	Invoice No: Q2 2026	7/7/2026	Paid Amt:	\$1,002.00
				Check Amount:	\$1,002.00
Internal Revenue Service			Wire		
				FICA Deduction	\$11,049.82
				FICA Deduction	\$117.00
				FICA Deduction	\$1,018.80
				FICA Deduction	\$126.20
				FTA,FTP, FTX Deductions	\$5,676.68
				FTA,FTP,FTX Deductions	\$13.89
				FTA,FTP,FTX Deductions	\$260.36
				MDCR Medicare Deduct	\$2,584.34

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type			
PO#:	Internal Revenue Service		Wire			
		MDCR Medicare Deduction	\$27.36			
		Medicare Deduction	\$238.26			
		MDCR, Deduction	\$29.52			
	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$21,142.23	
				Check Amount:	\$21,142.23	
PO#:	MN DEPT OF REVENUE		Wire			
		Employee Garnishments	\$106.02			
		SITA, SITMN, SITP - MN StateTx	\$3,588.96			
		SITA,SITMN,SITP MN State Tax	\$20.69			
		SITA,SITMN,SITP MN State Tax	\$136.46			
	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$3,852.13	
				Check Amount:	\$3,852.13	
PO#:	MN TEACHERS RETIREMENT ASSN		Wire			
		TRA Deduction	\$5,292.08			
		TRA Deduction	\$29.24			
		TRA Deduction	\$304.92			
	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$5,626.24	
				Check Amount:	\$5,626.24	
PO#:	Public Employees Retirement Association		Wire			
		DCP	\$6.00			
		DCP Deduction	\$6.00			
		PERAB, PERAC, PERA Deduction	\$7,004.21			
		PERAB,PERAC PERA Deduction	\$116.06			
		PERAB,PERAC PERA Deduction	\$273.00			
	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$7,405.27	
				Check Amount:	\$7,405.27	
PO#:	ASPIRE		Wire			
		TSA Contribution	\$575.01			
		TSA Benefit & Deduction	\$250.01			
	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$825.02	
				Check Amount:	\$825.02	
PO#:	EFS Financial		Wire			
		TSA Contribution	\$400.00			
	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$400.00	
				Check Amount:	\$400.00	

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type			
	Invesco		Wire			
		TSA Contribution	\$849.46			
		TSA Benefit & Contribution	\$94.38			
PO#:	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$943.84	
				Check Amount:	\$943.84	
	VALIC		Wire			
		TSA Contribution	\$525.00			
		TSA Benefit & Contribution	\$125.00			
		TSA Benefit & Deduction	\$96.16			
PO#:	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$746.16	
				Check Amount:	\$746.16	
	Voya Financial		Wire			
		Deferred Compensation	\$1,840.82			
		Deferred Compensation	\$175.00			
		Deferred Compensation	\$165.50			
		HCSP Benefit	\$4,388.00			
		HCSP Benefit	\$24.23			
PO#:	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt:	\$6,593.55	
				Check Amount:	\$6,593.55	
	DELTA DENTAL		Wire			
		Delta Dental Monthly Premium FY27 Employer	\$5,765.16			
		Delta Dental Monthly Premium FY27 Retirees	\$1,990.98			
PO#: 3028	Invoice	Invoice No: CNS0002187785	7/7/2026	Paid Amt:	\$7,756.14	
				Check Amount:	\$7,756.14	
	HOLIDAY INN		Wire			
		Hotel rooms state B Golf 06-07 to 06-10 3 roo	\$625.98			
PO#: 2869	Invoice	Invoice No: 305	7/7/2026	Paid Amt:	\$625.98	
		Hotel rooms state B Golf 06-07 to 06-10 3 roo	\$625.98			
PO#: 2869	Invoice	Invoice No: 304	7/7/2026	Paid Amt:	\$625.98	
		Hotel rooms state B Golf 06-07 to 06-10 3 roo	\$625.98			
PO#: 2869	Invoice	Invoice No: 322	7/7/2026	Paid Amt:	\$625.98	
				Check Amount:	\$1,877.94	
	Amazon Business		Wire			
		B08BQGCF41 Storex Wiggle Stool – Active Fl	\$59.95			
		Freight	\$0.50			
PO#: 2881	Invoice	Invoice No: 060426	7/7/2026	Paid Amt:	\$60.45	

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
	Amazon Business		Wire
PO#: 2892	Invoice	Invoice No: 060526 7/7/2026	Paid Amt: \$48.99
		B0C4ZPX3SZ ePackageSupply 5 Gallon Buck	\$48.99
		B0GSD2NYJN JOYLDIAS Toy Storage Organi:	\$239.98
		coupon	(\$12.00)
PO#: 2827	Invoice	Invoice No: 052726 7/7/2026	Paid Amt: \$227.98
		B0D97MTHYN VEVOR Single Post Handrail fc	\$289.80
		Amazon Shipping Charge	\$0.00
PO#: 2936	Invoice	Invoice No: 061826 7/7/2026	Paid Amt: \$289.80
		B0077R9HYO Kerick Valve PS050525 PVC Fl	\$25.60
		Amazon Shipping Charge	\$6.99
PO#: 2917	Invoice	Invoice No: 061126 7/7/2026	Paid Amt: \$32.59
		B0FGYCY2PV SMART SIP-727SMART Board	\$1,777.54
PO#: 2880	Invoice	Invoice No: 060526 7/7/2026	Paid Amt: \$1,777.54
		B08643FZSH Elmo 1433 Model OX-1 Visual P	\$148.00
		Amazon Shipping Charge	\$0.00
PO#: 2838	Invoice	Invoice No: 060326 7/7/2026	Paid Amt: \$148.00
		0648488802 Hey Warrior	\$25.77
		0648488829 Hey Awesome: A Book for Kids al	\$25.23
PO#: 2861	Invoice	Invoice No: 061126 7/7/2026	Paid Amt: \$51.00
		B01MU5C3DC Classroom Calendar Days of th	\$29.99
		B086DBC2NN Yocada Carpet Sweeper Clean	\$21.59
		B09GYF3MG7 Small Broom and Dustpan Set,	\$13.68
		B0BBSP16RN IRIS USA Plastic Drawer Stora	\$134.97
		B0CS97MQS5 Plastic Storage Baskets with Li	\$53.98
		B0CV43DCDT Chapou Chair Pockets for Clas	\$75.98
		B0FGXCNKWS Area Rugs 9x12 Living Room:	\$129.99
		B0G63SCL6T THINKLEARN 2PCS Small Dus	\$9.99
		B0GJTFCDDJP Calendar Pocket Chart for Clas	\$8.99
		promo	(\$5.40)
PO#: 2882	Invoice	Invoice No: 060826 7/7/2026	Paid Amt: \$473.76
		B074WLK14Y KINGORIGIN Paint Tray Liner, 2	\$19.98
		B07BVYXL1Y 10 Pack Pro-Grade Premium W	\$43.50
		B0BX9NKM1G Pinkunn 48 Pcs Paint Roller C	\$59.99
		B0F7LVHXQ2 VOISEN 21 Packs Painters Tap	\$49.60
		B0G8HGH8NQ Pinkunn 48 Pcs 4" x 1/2" Paint	\$29.99

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
	Amazon Business		Wire
PO#: 2837	Invoice	Invoice No: 060426 7/7/2026	Paid Amt: \$203.06
		Amazon Shipping Charge	\$0.00
		B0000205WQ Jacquard Tie Dye Kit (F-JAC93;	\$37.42
		B000J07BRQ Scotch Heavy Duty Shipping Pa	\$23.98
		B00MJ8JSFE Crayola Construction Paper Bull	\$11.76
		B06ZZ2NDZX Amazon Basics Fine Tip Perma	\$20.74
		B07FXJGNZV Augshy Nursery Pot, 110 Pcs 4'	\$9.95
		B08RYRD95M Shuttle Art 18 Colors Acrylic Pa	\$39.99
		B0B1H55YT2 Friendly Loom Cotton Weaving I	\$48.00
		B0B8D6RDVB Artkey Canvases for Painting 8:	\$43.98
		B0BZR2RR9V Yuanhe Bingo Daubers Dot Ma	\$29.99
		B0C33TV3XZ Hortsun 6 Pcs Fluorescent Ligh	\$28.99
		B0C9XYPNRY 3.15 inch Clear Plastic Orname	\$18.99
		B0DSH5V1TT Amazon Basics Cardstock Pape	\$12.55
		B0FHKMR577 KOVIEDE 100 Sheets Watercol	\$19.99
		B0FVSJK54G Eternal Moment 36 Pack 8 OZ F	\$26.99
		Freight	\$6.99
PO#: 2893	Invoice	Invoice No: 060926 7/7/2026	Paid Amt: \$380.31
		B0DDVRD1YK Simplay3 Rock and Spin Sens	\$75.19
PO#: 2918	Invoice	Invoice No: 061026 7/7/2026	Paid Amt: \$75.19
		B0185HGKLC ECR4Kids ACE Active Core Eng	\$359.94
PO#: 2894	Invoice	Invoice No: 060526 7/7/2026	Paid Amt: \$359.94
		B0044SEK0A Crayola Washable Paint (12ct),	\$39.60
		B00D8STBHY Hasbro Gaming Connect 4 Clas	\$8.89
		B0B7RMN4ZV Hortsun 4 Pack 4 x 2 Feet Fluo	\$39.98
		B0DRHYSVD3 gnomantic Turtle Weighted Stu	\$42.98
PO#: 2926	Invoice	Invoice No: 061726 7/7/2026	Paid Amt: \$131.45
		B0C2Z28HQQ VASAGLE Side Table with Chair	\$29.99
PO#: 2836	Invoice	Invoice No: 060126 7/7/2026	Paid Amt: \$29.99
		B099M33949 Talvania 33 Feet Inflatable Proje	\$325.99
		Amazon Shipping Charge	\$12.99
PO#: 2833	Invoice	Invoice No: 060126 7/7/2026	Paid Amt: \$338.98
		B0CZN1172D OAKHAM Comfy Chair for Adult	\$89.99
PO#: 2836	Invoice	Invoice No: 060126 7/7/2026	Paid Amt: \$89.99
		B07TTKCR99 Really Good Stuff Classic Chair	\$76.99
PO#: 2897	Invoice	Invoice No: 060626 7/7/2026	Paid Amt: \$76.99

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
Amazon Business			Wire
PO#: 2861	Invoice	Invoice No: 061526	
		7/7/2026	
		B083V4CPB6 maxtek Magnetic Mobile White I	\$89.99
		B092J129S1 YUCAN Hammock Chair Stand w	\$89.59
		B0BKFDNJ72 Sensory Autism Toys for Kids - T	\$13.29
		B0CJGWH5BB Active Seat Peanut Shaped Bc	\$21.98
		B0CSQC7L1S hand2mind Calming Sensory Ti	\$14.49
		B0D4VDF1QC MoonxHome Ball Pit Balls for T	\$76.48
		B0DG3YZN28 Pushpeel Sensory Activity Boar	\$19.50
		B0DQPPFTHZ Sumbababy Foam Climbing Bk	\$179.98
		B0DT1J3W1B Sensory-N-Stuff Sensory Bin Fil	\$21.55
		B0FB3LPGK6 COLORLIFE Sensory Bubble Ti	\$29.89
		B0FJRVGF87 Light Up Sensory Floor Tiles for	\$113.98
		B0FP2J1PYJ BALAPET Large Sensory Chair f	\$156.99
		B07JP6FV2L 4E's Novelty Expandable Breathi	\$30.39
		B09F17JRHV Special Supplies Vibrating Ball	\$32.89
		B0CL1734XP Harkla Weighted Lap Pad for Kic	\$37.99
		B0CPLKZ3NB Staryou Sensory Lights Baby S	\$35.99
		B0D7QXPKKR 2 Cups of Rainbow Pasta Sens	\$14.83
		B0DQGQ9Z4X Vtopmart 6 Qt Plastic Storage I	\$29.98
		B0DTK13NV8 JOY SPOT! 8-Pack Play Dough	\$26.99
		B0FV2YNC4P Acoustic Panels, Magrowill 12-F	\$18.99
		B0FVF337DF 85 Pcs Sensory Bin Filler Kit wit	\$21.99
		B0D3Q77NNN Edusense 6Pcs Sensory Mats f	\$49.99
		B0D7MBX5QR OUTREE Sensory Tent 47 * 47	\$61.29
		B0DQPW4S56 Swing Stand Frame with Senc	\$98.98
		B0FNLHP335 Zplontya 12Set Large Sensory M	\$37.99
		B0FVXLM2H2 BALAPET Barrel Roll Sensory C	\$99.99
		B0GVDZ7BXX Fluorescent Light Covers with 1	\$30.24
		promo	(\$11.10)
PO#: 2916	Invoice	Invoice No: 062526	
		7/7/2026	
		B0G4CKCRW5 Kekow 6-Pack Black Plastic S	\$49.99
PO#: 2882	Invoice	Invoice No: 060526	
		7/7/2026	
		B08BQGCF41 Storex Wiggle Stool – Active Fl	\$179.85
		Freight	\$2.01
PO#: 2881	Invoice	Invoice No: 060526	
		7/7/2026	
		B000BNP6D2 Cosom Scooter Board, 16 Inch I	\$241.05

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
PO#: 2892	Amazon Business	7/7/2026	Wire
			B002LIE6M2 Champion Sports 7-inch Racque \$68.99
			B01LWP5LP9 Pro Disc Cones (Set of 50) - Agi \$23.95
			B0CGX2SLY3 Eastgoing Heavy Duty Baseball \$53.98
			B0D83W7C7B Aodaer 10 Pack PVC Skipping \$16.99
			B0DJXJSQP6 SWRT 2" x 110FT Red Floor Mats \$38.36
			B0DP5F1HVV Tarutaru 12 Pack Foam Pickleball \$24.88
			B0FCS7Z2VD 6 Pcs 8 Inch Foam Flying Discs \$35.99
			B0FHK3KRFP KUJYOTQ Soft Indoor Volleyball \$99.95
			B0GJLHDJQK Treeroot 40Pack Tennis Balls, 1 \$29.99
PO#: 2894	Invoice	Invoice No: 060826	Paid Amt: \$634.13
			B0C8NB96YY AFMAT Electric Pencil Sharpener \$79.98
			B0CDLVFJXZ HOOBRO Literature Organizer, \$90.99
			B0F8848DZ8 Bulk Headphones 25 Pack for Kids promo (\$4.00)
PO#: 2920	Invoice	Invoice No: 060626	Paid Amt: \$203.02
			B0FMK7346H PAOFIN 75"H Metal Garage Storage \$547.05
PO#: 2881	Invoice	Invoice No: 061126	Paid Amt: \$547.05
			B0G57YBB6X Vabches 47" Farmhouse Executive \$179.90
PO#: 2881	Invoice	Invoice No: 060526	Paid Amt: \$179.90
			B0DZC58HPL Leather Office Chair, PU Home \$108.99
PO#: 2881	Invoice	Invoice No: 060426	Paid Amt: \$108.99
			B01GP0WCYU MMM08448-3Mtrade; Brown S \$231.48
PO#: 2878	Amazon Shipping Charge	7/7/2026	\$0.00
			Paid Amt: \$231.48
			0316450014 The Color Monster: A Story About \$10.88
			031657452X Dr. Color Monster and the Emotic \$13.80
			031658505X The Color Monster: A Coloring Book \$7.99
			1683734262 The Not-So-Friendly Friend: How \$17.46
			1951287665 A Little SPOT of Feelings 8 Book \$52.83
			1958350117 The Teens' Workbook to Self Reg \$18.49
			B0027HGQHA Thumball Emotion Mania 4" \$16.60
			B08F55SKST LOVIMAG Strong Magnetic Hoo \$21.99
	Invoice	Invoice No: 060526	Paid Amt: \$231.48
			B0B1GZ6FRM 4 Pcs Marble Maze Mat Sensor \$8.99
			B0BBLDH9K7 52 Essential Social Dilemmas: \$24.99
			B0D42CQT87 Feelings Builder - Therapy Gam \$32.95
			B0F1YDRG3P 12 Pack Slow Rising Stress Cu \$16.99

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
	Amazon Business		Wire
		B0F1ZYMHRX Rzaemuush 200PCS Mental H	\$7.99
		B0FXH5K89P oooYYDSxxx 3D Cloud Lamp 3	\$56.99
		1338831186 When Things Aren't Going Right,	\$10.08
		1683734017 CBT Deck for Kids and Teens: 58	\$19.99
		B07TT6664Z Scientoy Fidget Toy Set, 35 Pcs	\$19.99
		B0D8HZV9MV Garybank Emotions Swat Gam	\$22.99
		B0DKT4R589 8 Pcs Fluorescent Light Covers	\$31.99
		B0F4QJZ4LQ Silicone Sensory Activity Board	\$15.99
		B0F58YXBR3 InfPokid Visual Timer for Kids w	\$13.49
		B0FDGF9PRN 10-Piece Picky Pad, Skin Pickin	\$12.99
		Amazon Shipping Charge	\$0.00
PO#: 2861	Invoice	Invoice No: 061726 7/7/2026	Paid Amt: \$456.45
		0063238144 Old School	\$243.18
		0375866280 The Running Dream (Schneider F	\$80.41
PO#: 2879	Invoice	Invoice No: 060726 7/7/2026	Paid Amt: \$323.59
		B078T1W52N Foam Number Math Dice - 12 P	\$10.58
PO#: 2897	Invoice	Invoice No: 060526 7/7/2026	Paid Amt: \$10.58
		B00TFYYWQA Texas Instruments TI-84 Plus C	\$3,325.50
		B07QQTRNJR Oxford Filler Paper, 8-1/2" x 11'	\$25.02
		Amazon Shipping Charge	\$0.00
PO#: 2835	Invoice	Invoice No: 060126 7/7/2026	Paid Amt: \$3,350.52
		B0CLTYFXN9 Stylus Pens for Touchscreens,M	\$5.99
		B0D4C37SZ4 Dry Erase Boards 32 Pack, Dou	\$46.81
		B0F16MJ62D EXPO Dry Erase Markers, Low	\$65.98
PO#: 2895	Invoice	Invoice No: 060626 7/7/2026	Paid Amt: \$118.78
		B0185HGKLC ECR4Kids ACE Active Core Eng	\$239.96
PO#: 2836	Invoice	Invoice No: 060126 7/7/2026	Paid Amt: \$239.96
		B0GH8VT5GS Sterilite 16-Pack Industrial Tote	\$312.59
PO#: 2892	Invoice	Invoice No: 060426 7/7/2026	Paid Amt: \$312.59
		B0002T3WLS Crayola Broad Line Markers Cla	\$59.99
		B00N7CD4BK Brain Flakes 500 Piece Set, Ag	\$19.99
		B06XKVLZTW Tosnail 24 Pieces 3" x 3" Mini C	\$13.49
		B078DZY9Z5 JARLINK Electric Pencil Sharpe	\$33.92
		B08PXZFMTY Unfinished Natural Wood Slices	\$16.98
		B0BVFMMWMP Coodoo 60 PCS Magnetic Bui	\$26.99
		B0D73LBWKK Meland Marble Run - 132Pcs M	\$39.79

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Check No	Vendor	Pmt/Void Date	Pmt Type
	Amazon Business		Wire
PO#: 2896	Invoice	Invoice No: 060826 7/7/2026	Paid Amt: \$209.45
		promo	(\$1.70)
		B07B3Q485Y Nnewvante Floor Chair Adjustab	\$130.54
		B0CQ84D993 Furinno LUDER Book Shelf, 11-	\$45.57
		B0CTHPJH5C SUNEE Hanging File Folders, 5	\$26.99
		B0G5DV3GGJ 2-Pack Art and Craft Organizer	\$28.47
		shipping	\$4.98
PO#: 2881	Invoice	Invoice No: 060626 7/7/2026	Paid Amt: \$236.55
		B0CJV12L6Z POWERTEC Threaded Leveling	\$43.20
		Amazon Shipping Charge	\$0.00
PO#: 2935	Invoice	Invoice No: 061826 7/7/2026	Paid Amt: \$43.20
		B0BWBWRWWD Time-2-Play Play Table Larg	\$313.98
		Amazon Shipping Charge	\$0.00
PO#: 2834	Invoice	Invoice No: 060226 7/7/2026	Paid Amt: \$313.98
		B077K5S5MV 40 Buffalo Christmas Plaid Lodg	\$27.90
		Freight	\$6.95
PO#: 2922	Invoice	Invoice No: 061026 7/7/2026	Paid Amt: \$34.85
		B0FGYCY2PV SMART SIP-727SMART Board	\$1,784.54
PO#: 2895	Invoice	Invoice No: 060526 7/7/2026	Paid Amt: \$1,784.54
		1683731441 The DBT Deck for Clients and Th	\$25.09
		1683732464 The CBT Deck: 101 Practices to I	\$25.15
		B0007VB4NE Gaiam 610-6002RTL Balance B	\$149.20
		B002G9705Q Dr. Playwell's Worry-Less Game	\$59.95
		B008Y21I7A Childsworld / Childsplay Learning	\$57.14
		B07FNTN9RP You Know Social Skills Games	\$23.95
		B09V366BDY KSIPZE 100ft Led Strip Lights R	\$9.99
		B0DH1W5JG7 Kigley 2 Pack Vibrating Pillow	\$31.99
		B0G39L8328 Tudomro Gray Egg Chair Cushio	\$0.00
		B0G39L8328 Tudomro Gray Egg Chair Cushio	\$48.99
		Amazon Shipping Charge	\$0.00
PO#: 2865	Invoice	Invoice No: 060426 7/7/2026	Paid Amt: \$431.45
		B001RQ5TI4 CanDo Children's Ball Chair - Inf	\$83.81
		B07RG7GR71 Bouncyband Wiggle Feet, Dark	\$24.99
		B08WBVQ779 Educational Insights Pluffle Min	\$24.09
		B09QZDHB6M ZOHAN Kids Ear Protection 2 I	\$21.99
		B0BKMY7W7B Weighted Vest for Kids - Adjus	\$39.95

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Check No	Vendor	Pmt/Void Date	Pmt Type
	Amazon Business		Wire
		B0CR1NYWM9 Weighted Vest for Kids (Small,	\$43.99
		B0DTQ6TQ66 Pteryng 21" L x 19" W Large Si	\$44.90
		B0FWJMNPTT Mini Trampoline for Kids, Indoc	\$97.19
PO#: 2923	Invoice	Invoice No: 061226 7/7/2026	Paid Amt: \$380.91
		B01NBEI44H American Flags for Outside 5X8	\$101.96
		B0D5CMK9K2 TOPFLAGS New Minnesota St	\$36.08
		Amazon Shipping Charge	\$6.99
		promo	(\$10.60)
PO#: 2877	Invoice	Invoice No: 060626 7/7/2026	Paid Amt: \$134.43
		B00006IFHD Sharpie Permanent Markers, Fin	\$17.98
		B08B1KQSHR JARLINK 20 Pack 10 Colors Zi	\$15.99
		B08CHJ6D77 Crayola Colored Pencils Bulk, K	\$27.06
		B0C9DFBHXF AILIHEN Kids Headphones Wir	\$35.99
		B0CJCNCD21 Big Joe Classic Bean Bag Chai	\$76.46
		B0CPDH5HZ4 32 Pack Dry Erase Boards, 9"x	\$49.99
		B0D5JXPX8G SCRIBBLEDO Dry Erase Numt	\$29.97
		B0F3878BB3 Soize 2 PCS Star Student Chai	\$11.99
		Freight	\$6.99
PO#: 2897	Invoice	Invoice No: 060726 7/7/2026	Paid Amt: \$272.42
		B0DBR4FJFN 4 Cups of Frozen Themed Ditali	\$59.32
PO#: 2919	Invoice	Invoice No: 061126 7/7/2026	Paid Amt: \$59.32
		B0CN57X5BH SYKIARIOL Rolling Storage Ca	\$59.99
		B0DM1GF9R1 Bateso Toy Storage Organizer	\$39.99
		B0FHJ3L7DF DoubleFill Wooden Sand and W	\$139.99
		B0FPM9JDDS 10 Drawers Rolling Cart with W	\$178.16
		Amazon Shipping Charge	\$0.00
PO#: 2827	Invoice	Invoice No: 060126 7/7/2026	Paid Amt: \$418.13
		B0B28G5Y4R HAPPRUN Native 1080P Projec	\$84.94
PO#: 2833	Invoice	Invoice No: 060626 7/7/2026	Paid Amt: \$84.94
		B008XJT7DG Clorox 30112 Disinfecting Wipe,	\$41.91
PO#: 2925	Invoice	Invoice No: 061026 7/7/2026	Paid Amt: \$41.91
		0316537047 The Color Monster Goes to Scho	\$10.64
		086171573X Moody Cow Meditates	\$9.41
		1433842513 Taco Falls Apart (Food for Thoug	\$12.49
		1950168018 You Weren't With Me	\$12.72
		1950168050 Holdin Pott	\$11.95

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Check No	Vendor	Pmt/Void Date	Pmt Type
PO#: 2861	Amazon Business		Wire
	1951287134 A Little SPOT of Emotion 8 Book		\$42.00
	1951287398 A Little SPOT of Emotion 8 Plush		\$37.27
	195128755X A Little SPOT of Feelings and Err		\$26.05
	1958350168 The DBT Workbook for Teens: Mi		\$11.98
	1958350176 Beyond Coping Skills: The Ultima		\$17.99
	9527634105 Growth Mindset and Executive Fu		\$29.97
	B001G073QM Thumball - Who Are You? - Awa		\$18.99
	B07FQVX9Q2 The Coping Skills Thumball, Gr		\$22.99
	B0BG22JHL7 LPMOERA Stuffed Animal Stora		\$86.97
	B0CHDZSWHN Woanger 30 Pieces Boo Boo l		\$32.99
	B0DGK5DLPZ Airve Feelings Wheel Pillow Co		\$12.99
	B0F4XMRGW9 The Invisible String Series 4-B		\$43.97
	B0FJXSQPWP MIULEE 20x20 Pillow Inserts v		\$23.98
	B0FR9D4WB2 DBT Skills Coaching Cards wtl		\$15.99
	B0G39L8328 Tudomro Gray Egg Chair Cushio		\$48.99
	B0GC2HVZG6 Fahrendom Calming Corner De		\$12.99
	B0GJ43JHRN Meshcraft 4PCS 3D Printed Fra		\$9.99
	Invoice Invoice No: 060826	7/7/2026	Paid Amt: \$553.31
	B08BLHHPC3 Brewish Jellyfish Lamp, 16 Col		\$35.90
	B0981RMD9Z 76 Pack Sensory Fidget Toys S		\$22.13
	B09XTLDSF8 Eersida 50 Pcs Anxiety Sensory		\$8.99
	B0B7HMLXM Kivik Weighted Lap Blanket, 7 l		\$25.99
	B0C6MRCBFW WORLD WIN Floor Lamp, 61"		\$39.95
	B0CF1XFVDX 550pcs Fidget Toys Adults ,Sen		\$12.58
	B0CS3HR31P 48 Pieces Anxiety Sensory Sticl		\$9.99
	B0D9GFHLD6 OLANLY 5x8 Machine Washabl		\$39.98
	B0DB1YDM7L Gear Ball 3D Printed Cube Fidc		\$14.99
	B0DG2JQ1KP GearSphere 3D Printed Spin B		\$14.99
	B0DGG922VL Hobestluk 4ft Bean Bag Chairs		\$85.99
	B0DJ77QCW6 Weighted Lap Blanket 7 lbs for		\$35.99
	B0DQ85Q5YV Sensory Fidget Toys for Kids Ac		\$15.99
	B0DYDG119P 7PCS Quiet Twisty Fidget Toys		\$9.89
	B0F1SZN6LN 100pcs Inspirational Stickers, M		\$4.49
	B0F1ZXDBTL Rzaemuush 200PCS Motivation		\$7.99
	B0FWHVTTLS DAYBETTER LED Strip Lights		\$15.99
	B0GVFJYYTN Poola Voidra 64 Pcs Textured S		\$24.99

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Check No	Vendor	Pmt/Void Date	Pmt Type			
Amazon Business			Wire			
		Amazon Shipping Charge	\$0.00			
PO#: 2836	Invoice	Invoice No: 060226	7/7/2026	Paid Amt:	\$426.81	
				Check Amount:	\$18,616.23	
BUREAU OF EDUCATION RESEARCH			Wire			
		RESTORATIVE PRACTICES RECORDED SE	\$295.00			
		MAXIMIZE SUCCESS IN YOUR BLOCK SCHI	\$295.00			
PO#: 2821	Invoice	Invoice No: 85904	7/7/2026	Paid Amt:	\$590.00	
				Check Amount:	\$590.00	
Comfort Suites			Wire			
		Hotel rooms state track and Field 06-02 to 06-(	\$302.16			
PO#: 2867	Invoice	Invoice No: 225	7/7/2026	Paid Amt:	\$302.16	
		Hotel rooms state track and Field 06-02 to 06-(	\$302.16			
PO#: 2867	Invoice	Invoice No: 216	7/7/2026	Paid Amt:	\$302.16	
		Hotel rooms state track and Field 06-02 to 06-(	\$302.16			
PO#: 2867	Invoice	Invoice No: 217	7/7/2026	Paid Amt:	\$302.16	
				Check Amount:	\$906.48	
DOLLAR TREE			Wire			
		Miscellaneous PALS items for events	\$32.75			
PO#: 2430	Invoice	Invoice No: 060226	7/7/2026	Paid Amt:	\$32.75	
		Miscellaneous PALS items for events	\$20.00			
PO#: 2430	Invoice	Invoice No: 052826	7/7/2026	Paid Amt:	\$20.00	
		Miscellaneous	\$22.50			
PO#: 1388	Invoice	Invoice No: 060226	7/7/2026	Paid Amt:	\$22.50	
				Check Amount:	\$75.25	
DOMINO'S PIZZA			Wire			
		PIZZA PARTY 3RD GRADE \$ FUNDS	\$24.99			
PO#:	Invoice	Invoice No: 052926	7/7/2026	Paid Amt:	\$24.99	
				Check Amount:	\$24.99	
HARDEES			Wire			
		6TH GRADE FIELD TRIP TREAT TO HARDEE	\$324.47			
PO#: 2790	Invoice	Invoice No: 052726	7/7/2026	Paid Amt:	\$324.47	
				Check Amount:	\$324.47	
MENARDS			Wire			
		FHS Blanket-Supplies	\$72.74			
PO#: 1064	Invoice	Invoice No: 061526	7/7/2026	Paid Amt:	\$72.74	

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type		
MENARDS			Wire		
		FHS Blanket-Supplies	\$29.99		
PO#: 1064	Invoice	Invoice No: 052826 7/7/2026	Paid Amt:	\$29.99	
		FHS Blanket-Supplies	\$37.98		
PO#: 1064	Invoice	Invoice No: 062226 7/7/2026	Paid Amt:	\$37.98	
		FHS Blanket-Supplies	\$19.82		
PO#: 1064	Invoice	Invoice No: 052926 7/7/2026	Paid Amt:	\$19.82	
		KAPE - FHS yr end Donation Supplies - Pottin	\$14.97		
PO#: 2851	Invoice	Invoice No: 052926 7/7/2026	Paid Amt:	\$14.97	
		FHS Blanket-Supplies	\$37.98		
PO#: 1064	Invoice	Invoice No: 062326 7/7/2026	Paid Amt:	\$37.98	
		FHS Blanket-Supplies	\$209.52		
PO#: 1064	Invoice	Invoice No: 060826 7/7/2026	Paid Amt:	\$209.52	
		FHS Blanket-Supplies	\$14.37		
PO#: 1064	Invoice	Invoice No: 060326 7/7/2026	Paid Amt:	\$14.37	
			Check Amount:	\$437.37	
MSHSCA			Wire		
		3 Class AA State Banquet	\$105.00		
		booking fee	\$1.50		
PO#:	Invoice	Invoice No: 052926 7/7/2026	Paid Amt:	\$106.50	
			Check Amount:	\$106.50	
NAPA FALLS SUPPLY			Wire		
		Blanket PO Bus Garage	\$113.79		
PO#: 2098	Invoice	Invoice No: 981892 7/7/2026	Paid Amt:	\$113.79	
			Check Amount:	\$113.79	
Boom Learning			Wire		
		BOOM LEARNING CORE SUBSCRIPTION 1	\$21.77		
PO#: 2891	Invoice	Invoice No: 060126 7/7/2026	Paid Amt:	\$21.77	
			Check Amount:	\$21.77	
OUTDOORSMANS PRO			Wire		
		Fishing Rod/Tackle - Prize for FHS year end ev	(\$0.01)		
		Fishing Rod/Tackle - Prize for FHS year end ev	\$99.42		
		Fishing Rod/Tackle - Prize for FHS year end ev	\$99.42		
PO#: 2854	Invoice	Invoice No: 052726 7/7/2026	Paid Amt:	\$198.83	
			Check Amount:	\$198.83	

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Check No	Vendor	Pmt/Void Date	Pmt Type		
POSTMASTER			Wire		
		Blanket PO - POSTAGE: STAMPS	\$16.00		
PO#: 1460	Invoice	Invoice No: 061026 7/7/2026	Paid Amt:	\$16.00	
		Blanket PO - POSTAGE: STAMPS	\$4.88		
PO#: 1460	Invoice	Invoice No: 061326 7/7/2026	Paid Amt:	\$4.88	
				Check Amount:	\$20.88
SUPER ONE			Wire		
		BLANKET PO FOR ALC STUDENTS	\$251.68		
PO#: 2488	Invoice	Invoice No: 052726 7/7/2026	Paid Amt:	\$251.68	
		Plates, bags, cups, lemonade - FHS Yr End St	\$143.60		
PO#: 2858	Invoice	Invoice No: 052826 7/7/2026	Paid Amt:	\$143.60	
		BLANKET PO FOR ALC STUDENTS	\$102.97		
PO#: 2488	Invoice	Invoice No: 052826 7/7/2026	Paid Amt:	\$102.97	
		BLANKET PO FOR ALC STUDENTS	\$152.24		
PO#: 2488	Invoice	Invoice No: 052926 7/7/2026	Paid Amt:	\$152.24	
		PALS Prom food	\$472.93		
PO#: 2818	Invoice	Invoice No: 060426 7/7/2026	Paid Amt:	\$472.93	
		PALS	\$20.50		
PO#: 1793	Invoice	Invoice No: 052826 7/7/2026	Paid Amt:	\$20.50	
		Last Day - PD Day - Breakfast Food Staff	\$434.64		
		Last Day - PD Day - Breakfast Food Staff	\$434.65		
PO#: 2886	Invoice	Invoice No: 060126 7/7/2026	Paid Amt:	\$869.29	
				Check Amount:	\$2,013.21
Teachers Pay Teachers			Wire		
		GRADE 1 CKLA KNOWLEDGE SUPER BUNL	\$88.00		
		FIRST GRADE CKLA AMPLIFY INDEPENDEN	\$35.00		
		tax	\$2.94		
PO#: 2884	Invoice	Invoice No: 338474353 7/7/2026	Paid Amt:	\$125.94	
		3rd EDITION CKLA KNOWLEDGE FIRST GR/	\$120.00		
PO#: 2885	Invoice	Invoice No: 338473415 7/7/2026	Paid Amt:	\$120.00	
		tax refund	\$2.94		
PO#:	Credit	Invoice No: 338474353 7/7/2026	Paid Amt:	(\$2.94)	
				Check Amount:	\$243.00
TechCheck			Wire		
		Monthly Phone Service FY26	\$301.19		
PO#: 1049	Invoice	Invoice No: 37923992 7/7/2026	Paid Amt:	\$301.19	
				Check Amount:	\$301.19

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Check No	Vendor	Pmt/Void Date	Pmt Type
US POSTAL SERVICE			
		USPS Bulk Mailer Fee	Wire
			\$370.00
PO#: 3006	Invoice	Invoice No: 061826 7/7/2026	Paid Amt: \$370.00
			Check Amount: \$370.00
Worthington Direct Holdings, LLC			
		Aero-lift table with Phenolic Top	Wire
		Shipping and handling	\$5,069.70
			\$127.59
PO#: 2860	Invoice	Invoice No: 000180451 7/7/2026	Paid Amt: \$5,197.29
			Check Amount: \$5,197.29
Kwik Trip			
		Gas for State Track and Field 06-03 through 06-03	Wire
			\$32.53
PO#: 2872	Invoice	Invoice No: 060426 7/7/2026	Paid Amt: \$32.53
		Gas for State Track and Field 06-03 through 06-03	\$26.36
PO#: 2872	Invoice	Invoice No: 060526 7/7/2026	Paid Amt: \$26.36
		Gas for state B Golf 06-07 to 06-10	\$86.31
PO#: 2871	Invoice	Invoice No: 061026 7/7/2026	Paid Amt: \$86.31
			Check Amount: \$145.20
Coronado Springs Resort			
		NAESP LODGING FOR LISA WEST 2026 PRI	Wire
			\$291.38
PO#: 2357	Invoice	Invoice No: 061526 7/7/2026	Paid Amt: \$291.38
			Check Amount: \$291.38
Fortune Bay Resort Casino			
		B.Shermoen-'26 MASA Region7 Conference H	Wire
			\$158.65
PO#: 2725	Invoice	Invoice No: 147 7/7/2026	Paid Amt: \$158.65
		L.West-'26 MASA Region7 Conference Hotel -	\$158.65
PO#: 2725	Invoice	Invoice No: 145 7/7/2026	Paid Amt: \$158.65
			Check Amount: \$317.30
Docusign, Inc.			
		refund	Wire
			\$600.00
PO#:	Credit	Invoice No: 052826 7/7/2026	Paid Amt: (\$600.00)
			Check Amount: (\$600.00)
All Rise For Justice			
		RISE Conference PD - Beth Shermoen Regt F	Wire
			\$960.00
PO#: 2990	Invoice	Invoice No: 95131160 7/7/2026	Paid Amt: \$960.00

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type			
	All Rise For Justice		Wire			
		RISE Conference PD - Regt Fee - C. Dowty - u		\$960.00		
PO#: 2991	Invoice	Invoice No: 95131114	7/7/2026	Paid Amt:	\$960.00	
				Check Amount:	\$1,920.00	
	Speedway		Wire			
		Gas for state B Golf 06-07 to 06-10		\$91.68		
PO#:	Invoice	Invoice No: 060826	7/7/2026	Paid Amt:	\$91.68	
				Check Amount:	\$91.68	
	MN Unemployment Insurance		Wire			
		Food Service Unemployment Qtr 2		\$7,294.59		
		Falls High Staff Unemployment Qtr 2		\$8,083.35		
		Bus Driver Unemployment Qtr 2		\$1,883.00		
		Falls Elementary Staff Unemployment Qtr 2		\$17,598.21		
PO#: 3052	Invoice	Invoice No: 19667553	7/16/2026	Paid Amt:	\$34,859.15	
				Check Amount:	\$34,859.15	
	Internal Revenue Service		Wire			
		FICA Deduction		\$9,940.33		
		FICA Deduction		\$103.66		
		FICA Deduction		\$397.47		
		FTA,FTP, FTX Deductions		\$4,874.61		
		FTA,FTP,FTX Deductions		\$15.96		
		FTA,FTP,FTX Deductions		\$139.15		
		MDCR Medicare Deduct		\$2,324.79		
		MDCR Medicare Deduction		\$24.24		
		Medicare Deduction		\$92.97		
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$17,913.18	
				Check Amount:	\$17,913.18	
	MN DEPT OF REVENUE		Wire			
		SITA, SITMN, SITP - MN StateTx		\$3,228.61		
		SITA,SITMN,SITP MN State Tax		\$21.14		
		SITA,SITMN,SITP MN State Tax		\$59.47		
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$3,309.22	
				Check Amount:	\$3,309.22	
	MN TEACHERS RETIREMENT ASSN		Wire			
		TRA Deduction		\$4,804.27		

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Check No	Vendor	Pmt/Void Date	Pmt Type			
	MN TEACHERS RETIREMENT ASSN		Wire			
		TRA Deduction	\$227.29			
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$5,031.56	
				Check Amount:	\$5,031.56	
	Public Employees Retirement Association		Wire			
		DCP	\$6.00			
		DCP Deduction	\$6.00			
		PERAB, PERAC, PERA Deduction	\$6,795.64			
		PERAB,PERAC PERA Deduction	\$122.43			
		PERAB,PERAC PERA Deduction	\$278.61			
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$7,208.68	
				Check Amount:	\$7,208.68	
	WEX		Wire			
		Flex Med & Depend Care	\$312.65			
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$312.65	
				Check Amount:	\$312.65	
	ASPIRE		Wire			
		TSA Contribution	\$575.01			
		TSA Benefit & Deduction	\$250.01			
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$825.02	
				Check Amount:	\$825.02	
	EFS Financial		Wire			
		TSA Contribution	\$400.00			
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$400.00	
				Check Amount:	\$400.00	
	Invesco		Wire			
		TSA Contribution	\$849.45			
		TSA Benefit & Contribution	\$94.39			
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$943.84	
				Check Amount:	\$943.84	
	VALIC		Wire			
		TSA Contribution	\$525.00			
		TSA Benefit & Contribution	\$125.00			
		TSA Benefit & Deduction	\$96.16			
PO#:	Invoice	Invoice No: B2027020	7/24/2026	Paid Amt:	\$746.16	
				Check Amount:	\$746.16	

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
	Voya Financial		Wire
		Deferred Compensation	\$1,479.12
		Deferred Compensation	\$186.20
		Deferred Compensation	\$123.00
		HCSP Benefit	\$345.03
		HCSP Benefit	\$24.23
PO#:	Invoice	Invoice No: B2027020	7/24/2026
		Paid Amt:	\$2,157.58
		Check Amount:	\$2,157.58
	First Dakota Indemnity Co		Wire
		FY27 RAS Worker's Compensation Policy Ren	\$49,274.00
PO#: 3031	Invoice	Invoice No: 3826951	7/23/2026
		Paid Amt:	\$49,274.00
		Check Amount:	\$49,274.00
	WEX		Wire
		WEX FY27 Flex Account	\$206.25
PO#: 3046	Invoice	Invoice No: 0002405148	7/24/2026
		Paid Amt:	\$206.25
		Check Amount:	\$206.25
	MN PEIP		Wire
		MN PEIP Health Premiums FY27 Employees	\$113,731.62
		MN PEIP Health Premium FY27 Community E	\$918.92
		MN PEIP Health Premiums FY27 Food Service	\$1,837.84
PO#: 3040	Invoice	Invoice No: 1652150	7/28/2026
		Paid Amt:	\$116,488.38
		Check Amount:	\$116,488.38
101396	AFT Local #331		Check
		Employee Deduct L331 Union Due	\$180.00
PO#:	Invoice	Invoice No: B2026252	7/10/2026
		Paid Amt:	\$180.00
		Check Amount:	\$180.00
101473	Bond Trust Services Corporation		Check
		General Obligation School Building and Faciliti	\$441,150.00
PO#: 2940	Invoice	Invoice No: 104865	7/1/2026
		Paid Amt:	\$441,150.00
		Check Amount:	\$441,150.00
101474	Bond Trust Services Corporation		Check
		General Obligation Alternative Facilities Refun	\$13,000.00
PO#: 2940	Invoice	Invoice No: 104864	7/1/2026
		Paid Amt:	\$13,000.00
		Check Amount:	\$13,000.00

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type	
101475	Bond Trust Services Corporation		Check	
	General Obligation School Building Bonds, Sei		\$12,500.00	
PO#: 2940	Invoice	Invoice No: 104863	7/1/2026	Paid Amt: \$12,500.00
				Check Amount: \$12,500.00
101476	AFSCME Council 65		Check	
	ASCME Employee Ded Dues		\$443.53	
PO#:	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt: \$443.53
				Check Amount: \$443.53
101477	AFSCME People		Check	
	ASCME Employee Ded Dues		\$4.25	
PO#:	Invoice	Invoice No: B2027010	7/10/2026	Paid Amt: \$4.25
				Check Amount: \$4.25
101478	Arrowhead Regional Computing Consortium		Check	
	Base Membership Dues		\$3,700.00	
	APU Membership Dues		\$5,231.15	
	Finance/UFARS Dues		\$16,191.66	
	Payrolls Processed Fees		\$1,705.00	
	Payroll Forms Processed Fees		\$928.40	
	Payroll/STAR APU Dues		\$12,206.02	
	ARCC INfinite Campus Support		\$8,010.00	
	MARSS, EdFI, CRDC, MCCC Support		\$2,000.00	
PO#: 2957	Invoice	Invoice No: 2351	7/9/2026	Paid Amt: \$49,972.23
				Check Amount: \$49,972.23
101479	Bond Trust Services Corporation		Check	
	General Obligation School Building and Faciliti		\$475.00	
PO#: 2941	Invoice	Invoice No: 106133	7/9/2026	Paid Amt: \$475.00
	General Obligation School Building Bonds, Sei		\$475.00	
PO#: 2941	Invoice	Invoice No: 106132	7/9/2026	Paid Amt: \$475.00
				Check Amount: \$950.00
101480	Commercial Refrigeration Systems, Inc.		Check	
	Yearly refrigerant and Oil-Arena		\$3,739.00	
PO#: 3010	Invoice	Invoice No: 1001446	7/9/2026	Paid Amt: \$3,739.00
				Check Amount: \$3,739.00

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type			
101481	Dowty, Christina		Check			
		C. Dowty Delta Flight for Rise Conference	\$557.31			
PO#: 2998	Invoice	Invoice No: 070826	7/9/2026	Paid Amt:	\$557.31	
				Check Amount:	\$557.31	
101482	MESPA (MN Elem. School Principals' Assoc.)		Check			
		MEMBERSHIP RENEWAL 2026-2027 SCHOC	\$710.00			
PO#: 2984	Invoice	Invoice No: 21776	7/9/2026	Paid Amt:	\$710.00	
				Check Amount:	\$710.00	
101483	MN Association of School Administrators		Check			
		MASA Active Member - Annual Membership D	\$907.00			
		AAsa Administrator membership - Membership	\$485.00			
PO#: 3000	Invoice	Invoice No: 3783	7/9/2026	Paid Amt:	\$1,392.00	
				Check Amount:	\$1,392.00	
101484	MN DEPT OF HEALTH		Check			
		26/27 Monthly Birth Reports	\$180.00			
PO#: 2811	Invoice	Invoice No: 070126	7/9/2026	Paid Amt:	\$180.00	
				Check Amount:	\$180.00	
101485	MN SCHOOL BOARD ASSN		Check			
		Policy Services Subscription - International Fal	\$775.00			
		ISD Membership - International Falls	\$4,673.00			
		BoardBook Subscription - International Falls	\$3,225.00			
PO#: 2985	Invoice	Invoice No: 15691-V3W2K3	7/9/2026	Paid Amt:	\$8,673.00	
				Check Amount:	\$8,673.00	
101486	RENAISSANCE LEARNING INC		Check			
		FASTflix Online Training 1/7/26-30/6/27	\$520.00			
		FastBridge Subscription FES 1/7/26-30/6/27	\$3,936.60			
		FastBridge Subscription FHS 1/7/26-30/6/27	\$4,131.00			
PO#: 3003	Invoice	Invoice No: 5704166	7/9/2026	Paid Amt:	\$8,587.60	
				Check Amount:	\$8,587.60	
101487	Align Chiropractic & Wellness Center, PLLC		Check			
		Bus Driver Dot Physicals	\$100.00			
PO#: 1420	Invoice	Invoice No: 13566	7/9/2026	Paid Amt:	\$100.00	
				Check Amount:	\$100.00	
101488	AT & T Mobility First Net		Check			
		Transportation - 2 Bus Wifi's	\$77.46			
		District - 4 Moveable Hotspots (Wifi)	\$154.92			

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type		
101488	AT & T Mobility First Net		Check		
		IT Cell Phone	\$45.46		
PO#: 2005	Invoice	Invoice No: 28729771316707032026	7/9/2026	Paid Amt:	\$277.84
				Check Amount:	\$277.84
101489	BSN SPORTS		Check		
		PP Green True Pitch Mound Baseball	\$3,000.00		
		Baseball Boosters Green True Pitch Mound Fr	\$3,399.99		
PO#: 2841	Invoice	Invoice No: 93436548	7/9/2026	Paid Amt:	\$6,399.99
				Check Amount:	\$6,399.99
101490	Cedulies's Photography Inc		Check		
		44 Team Photos	\$178.00		
PO#: 2996	Invoice	Invoice No: 4464	7/9/2026	Paid Amt:	\$178.00
				Check Amount:	\$178.00
101491	CRANDALLS SEPTIC PUMPING		Check		
		Summer Ball Port-a-Potties	\$140.00		
PO#: 2661	Invoice	Invoice No: 9847	7/9/2026	Paid Amt:	\$140.00
		6 Toilets for Spring Sports 04-18-26	\$120.00		
PO#: 2663	Invoice	Invoice No: 9866	7/9/2026	Paid Amt:	\$120.00
		Summer Ball Port-a-Potties	\$120.00		
PO#: 2661	Invoice	Invoice No: 9861	7/9/2026	Paid Amt:	\$120.00
		Summer Ball Port-a-Potties	\$120.00		
PO#: 2661	Invoice	Invoice No: 9860	7/9/2026	Paid Amt:	\$120.00
		Summer Ball Port-a-Potties	\$120.00		
PO#: 2661	Invoice	Invoice No: 9848	7/9/2026	Paid Amt:	\$120.00
		Summer Ball Port-a-Potties	\$140.00		
PO#: 2661	Invoice	Invoice No: 9862	7/9/2026	Paid Amt:	\$140.00
		6 Toilets for Spring Sports 04-18-26	\$120.00		
PO#: 2663	Invoice	Invoice No: 9867	7/9/2026	Paid Amt:	\$120.00
				Check Amount:	\$880.00
101492	Ecolab Pest Elimination		Check		
		Monthly billing for pest control	\$74.55		
PO#: 1281	Invoice	Invoice No: 2760016	7/9/2026	Paid Amt:	\$74.55
				Check Amount:	\$74.55
101493	Hillyard, Inc.		Check		
		HIL4413075 KAIVW1PC, Kaivac, Inc., Wand V	\$197.09		

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type			
101493	Hillyard, Inc.		Check			
		Freight		\$40.00		
PO#: 2504	Invoice	Invoice No: 90200189	7/9/2026	Paid Amt:	\$237.09	
				Check Amount:		\$237.09
101494	KGHS-AM		Check			
		School Matters		\$250.00		
PO#:	Invoice	Invoice No: 009226065246	7/9/2026	Paid Amt:	\$250.00	
				Check Amount:		\$250.00
101495	MIDCONTINENT COMMUNICATIONS		Check			
		124861401 - Stadium and Fields Modern Interr		\$161.54		
PO#: 1479	Invoice	Invoice No: 12486140115559	7/9/2026	Paid Amt:	\$161.54	
				Check Amount:		\$161.54
101496	MN ENERGY RESOURCES		Check			
		Garage		\$62.43		
PO#: 1115	Invoice	Invoice No: 062226 garage	7/9/2026	Paid Amt:	\$62.43	
				Check Amount:		\$62.43
101497	Rainy Lake Gazette		Check			
		Advertising Local Paper		\$680.00		
PO#:	Invoice	Invoice No: 340466	7/9/2026	Paid Amt:	\$680.00	
				Check Amount:		\$680.00
101498	Rainy Lake Oil, Inc.		Check			
		bus tire repair		\$62.97		
PO#:	Invoice	Invoice No: 045660	7/9/2026	Paid Amt:	\$62.97	
				Check Amount:		\$62.97
101499	Schwartz, Angela		Check			
		January Mileage ECSE Teacher		\$21.68		
		February Mileage ECSE Teacher		\$79.03		
		March, Mileage ECSE Teacher		\$210.03		
		April Mileage ECSE Teacher,		\$56.04		
		May Mileage ECSE Teacher		\$53.22		
PO#: 3004	Invoice	Invoice No: 063026	7/9/2026	Paid Amt:	\$420.00	
				Check Amount:		\$420.00
101500	Tate, Melissa M		Check			
		Cell Phone Reimbursement		\$450.00		
PO#: 3005	Invoice	Invoice No: 063026	7/9/2026	Paid Amt:	\$450.00	
				Check Amount:		\$450.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type	
101501	WATER DEPT		Check	
		Arena Water	\$103.31	
PO#: 1071	Invoice	Invoice No: 062026 arena	7/9/2026	Paid Amt: \$103.31
		FES Water	\$854.06	
PO#: 1071	Invoice	Invoice No: 062026 FES	7/9/2026	Paid Amt: \$854.06
		Scheela Field	\$41.88	
PO#: 1071	Invoice	Invoice No: 062626 Scheela Field	7/9/2026	Paid Amt: \$41.88
		bus garage	\$75.42	
PO#: 1071	Invoice	Invoice No: 062026 bus garage	7/9/2026	Paid Amt: \$75.42
		FHS Water	\$1,022.06	
PO#: 1071	Invoice	Invoice No: 062026	7/9/2026	Paid Amt: \$1,022.06
			Check Amount:	\$2,096.73
101502	West, Lisa M		Check	
		Dinner Meal Reimbursement MASA Conferenc	\$30.00	
PO#: 2965	Invoice	Invoice No: 062626	7/9/2026	Paid Amt: \$30.00
		Cell Phone Reimbursement January 2026 to Ji	\$450.00	
PO#: 3007	Invoice	Invoice No: 063026	7/9/2026	Paid Amt: \$450.00
			Check Amount:	\$480.00
101503	Aviben		Check	
		Aviben FY27 403b Monthly Service Fee	\$208.22	
PO#: 3026	Invoice	Invoice No: 42694	7/17/2026	Paid Amt: \$208.22
			Check Amount:	\$208.22
101504	C1st Technologies		Check	
		#16245 Office 365 A3 (Education Faculty Prici	\$86.70	
PO#: 3065	Invoice	Invoice No: 101541	7/17/2026	Paid Amt: \$86.70
			Check Amount:	\$86.70
101505	LVC Companies Inc		Check	
		Gym Sound System FHS	\$17,352.50	
PO#: 2983	Invoice	Invoice No: 202025	7/17/2026	Paid Amt: \$17,352.50
			Check Amount:	\$17,352.50
101506	TK Elevator Corp		Check	
		Elevator inspection and service	\$266.07	
PO#: 3049	Invoice	Invoice No: 3009613018	7/17/2026	Paid Amt: \$266.07
			Check Amount:	\$266.07

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
101507	Bennett, Kendra A		Check
		June mileage to and from bank/post office	\$31.32
PO#: 3027	Invoice	Invoice No: June 2026	7/17/2026
		Paid Amt:	\$31.32
		Check Amount:	\$31.32
101508	Birchbark Books		Check
		Bowwow Powwow	\$35.90
		Ojibway Animals	\$24.00
		Niiwin Bakwadinaan - The Four Hills of Life for	\$33.90
		My Powerful Hair	\$18.99
		Little Dandelion	\$12.95
		The Ribbon Skirt	\$25.98
		I Am on Indigenous Land	\$37.98
		Thankful/Miigwechiwendam	\$43.90
		Rock Your Mocs	\$39.98
		The Sugarbush Coloring Book	\$5.99
		The Powwow Coloring and Activity Book	\$5.99
		Wild Ricing Coloring and Activity Book	\$5.99
		Shipping	\$15.00
PO#: 2839	Invoice	Invoice No: 50025812	7/17/2026
		Paid Amt:	\$306.55
		Check Amount:	\$306.55
101509	FRIENDS GARBAGE SERVICE, LLC		Check
		Garbage container Service	\$2,322.45
PO#: 1085	Invoice	Invoice No: 124088	7/17/2026
		Garbage container Service	\$252.72
PO#: 1085	Invoice	Invoice No: 124298	7/17/2026
		Paid Amt:	\$252.72
		Check Amount:	\$2,575.17
101510	Hillyard, Inc.		Check
		Gym waxing Supplies	\$1,663.83
PO#: 3071	Invoice	Invoice No: 90189496	7/17/2026
		gym wax hardener	\$282.24
PO#: 3013	Invoice	Invoice No: 90177057	7/17/2026
		Paid Amt:	\$282.24
		Check Amount:	\$1,946.07
101511	MN ENERGY RESOURCES		Check
		FES	\$250.17
PO#: 1115	Invoice	Invoice No: 070626	7/17/2026
		FES	
		FHS Boilers	(\$0.01)
		FHS Boilers	\$19.62

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type		
101511	MN ENERGY RESOURCES		Check		
				FHS Boilers	\$58.85
PO#: 1115	Invoice	Invoice No: 070126	7/17/2026	FHS boilers	
				FHS General	\$127.67
				FHS General	\$383.02
PO#: 1115	Invoice	Invoice No: 070226	7/17/2026	FHS general	
				Arena	\$1,089.28
PO#: 1115	Invoice	Invoice No: 070226	7/17/2026	arena	
				Paid Amt:	\$78.46
				Paid Amt:	\$510.69
				Paid Amt:	\$1,089.28
				Check Amount:	\$1,928.60
101512	Rainy Lake Medical Center		Check		
				OT Services	\$880.60
				PT Services	\$640.70
PO#: 1792	Invoice	Invoice No: 4497	7/17/2026		
				Paid Amt:	\$1,521.30
				Check Amount:	\$1,521.30
101513	TeamWorks International, Inc.		Check		
				Consulting - Jun 1/26 - Prep for Jun 3 session:	\$262.50
				Consulting-Jun 3/26 - Vision Card Draft Sessio	\$700.00
				Consulting-Jun 3/26 - DDE Statement Updates	\$175.00
				Consulting-Jun 3/26-Zoom Meeting-Finalize DI	\$525.00
				Consulting-Jun 4/26-Julie/Missy-Fastbridge Da	\$175.00
PO#: 3084	Invoice	Invoice No: 15045	7/17/2026		
				Paid Amt:	\$1,837.50
				Check Amount:	\$1,837.50
101514	The McDowell Agency, Inc.		Check		
				Background Check Charges FY26	\$45.10
PO#: 1876	Invoice	Invoice No: 170031	7/17/2026		
				Paid Amt:	\$45.10
				Check Amount:	\$45.10
101515	VEX Robotics, Inc.		Check		
				228-8205 - Vex IQ Large Classroom Bundle	\$7,999.99
				228-2536 - 200 mm Omnidirectional Wheels (2	\$129.90
				228-7456 - Motor Shaft Add-on Pack	\$128.90
PO#: 2883	Invoice	Invoice No: 879599	7/17/2026		
				Paid Amt:	\$8,258.79
				Check Amount:	\$8,258.79
101516	AFSCME Council 65		Check		
				ASCME Employee Ded Dues	\$432.10
PO#:	Invoice	Invoice No: B2027020	7/24/2026		
				Paid Amt:	\$432.10
				Check Amount:	\$432.10

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
101517	AFSCME People		Check
		ASCME Employee Ded Dues	\$4.25
PO#:	Invoice	Invoice No: B2027020 7/24/2026	Paid Amt: \$4.25
			Check Amount: \$4.25
101518	BCI Construction, Inc.		Check
		Elementary School Referendum	\$865,771.55
		Elementary School LTFM-Building Envelope	\$100,000.00
		Elementary School LTFM-Interior Surfaces	\$12,337.50
PO#: 3063	Invoice	Invoice No: 07-June 7/22/2026	Paid Amt: \$978,109.05
		Bronco Ice Arena Referendum	\$188,824.79
PO#: 3064	Invoice	Invoice No: 07-June 7/22/2026	Paid Amt: \$188,824.79
			Check Amount: \$1,166,933.84
101519	Escape Fire Protection, Inc.		Check
		HS/MS/Stadium/Ice Arena Referendum	\$13,015.00
PO#: 3066	Invoice	Invoice No: PF-020232 7/22/2026	Paid Amt: \$13,015.00
			Check Amount: \$13,015.00
101520	GearGrid, LLC		Check
		Arena Referendum - lockers & parts	\$86,428.92
		Arena Referendum - shipping/freight	\$5,138.02
PO#: 2928	Invoice	Invoice No: 0027627 7/22/2026	Paid Amt: \$91,566.94
			Check Amount: \$91,566.94
101521	Hanson Electric of Bemidji, Inc.		Check
		Elementary School Referendum	\$20,220.00
		Elementary School LTFM-Building Hardware/E	\$147,000.00
		Elementary School LTFM-Electrical	\$239,000.00
PO#: 3069	Invoice	Invoice No: 31921 7/22/2026	Paid Amt: \$406,220.00
		HS/MS/Stadium/Ice Arena Referendum	\$169,354.05
		HS/MS/Stadium LTFM-Building Hardware/Equi	\$65,200.00
PO#: 3070	Invoice	Invoice No: 31922 7/22/2026	Paid Amt: \$234,554.05
			Check Amount: \$640,774.05
101522	Horizon Equipment LLC		Check
		Elementary School Capital - Kitchen Equipmer	\$24,470.64
PO#: 3072	Invoice	Invoice No: 062426 7/22/2026	Paid Amt: \$24,470.64
			Check Amount: \$24,470.64

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Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type		
101523	Innovative		Check		
		Elementary School Referendum	\$50,070.06		
PO#: 2963	Invoice	Invoice No: 242211	7/22/2026	Paid Amt:	\$50,070.06
		Bronco Ice Arena Referendum	\$1,724.35		
		High School Referendum	\$6,988.55		
PO#: 2950	Invoice	Invoice No: 243506	7/22/2026	Paid Amt:	\$8,712.90
				Check Amount:	\$58,782.96
101524	KANTOR ELECTRIC INC		Check		
		Bronco Ice Arena LTFM-Electrical	\$9,500.00		
PO#: 3073	Invoice	Invoice No: 19399	7/22/2026	Paid Amt:	\$9,500.00
				Check Amount:	\$9,500.00
101525	Nelson Roofing INC.		Check		
		Elementary School Referendum	\$154,716.43		
PO#: 3075	Invoice	Invoice No: 8626	7/22/2026	Paid Amt:	\$154,716.43
				Check Amount:	\$154,716.43
101526	Nexus Solutions LLC		Check		
		HS/MS/Stadium LTFM - Professional Fees	\$3,000.00		
		Elementary School LTFM - Professional Fees	\$6,000.00		
		Bronco Ice Arena Referendum LTFM-Professic	\$1,792.39		
		HS/MS/Stadium Referendum	\$27,000.00		
		Elementary School Referendum	\$42,526.71		
		Bronco Ice Arena Referendum	\$11,516.56		
PO#: 3081	Invoice	Invoice No: 2452	7/22/2026	Paid Amt:	\$91,835.66
				Check Amount:	\$91,835.66
101527	Nor-Son Construction		Check		
		HS/MS/Stadium/Ice Arena Referendum	\$230,721.23		
		HS/MS/Stadium LTFM - Interior Surfaces	\$75,800.79		
		HS/MS/Stadium LTFM - Site Projections (Outd	\$3,188.50		
PO#: 3080	Invoice	Invoice No: 10	7/22/2026	Paid Amt:	\$309,710.52
				Check Amount:	\$309,710.52
101528	NORTHEAST SERVICE COOPERATIVE		Check		
		Elementary School LTFM-Asbestos Removal	\$1,637.00		
PO#: 3053	Invoice	Invoice No: 63813	7/22/2026	Paid Amt:	\$1,637.00
				Check Amount:	\$1,637.00

Detail Payment Register By Check

8/6/2026

10:48 AM

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
101529	RANGE CORNICE & ROOFING COMPANY		Check
		HS/MS/Stadium/Ice Arena Referendum	\$10,909.80
PO#: 3054	Invoice	Invoice No: 26215	7/22/2026
			Paid Amt: \$10,909.80
			Check Amount: \$10,909.80
101530	SHANNON'S INC		Check
		Bronco Ice Arena Referendum	\$51,720.74
PO#: 3078	Invoice	Invoice No: 07	7/22/2026
		Elementary School Referendum	\$31,961.06
		Elementary School LTFM-Indoor Air Quality	\$55,955.12
		Elementary School LTFM-Mechanical Systems	\$44,743.40
		Elementary School LTFM-Plumbing	\$69,712.62
PO#: 3077	Invoice	Invoice No: 08	7/22/2026
		HS/MS/Stadium/Ice Arena Referendum	\$42,744.15
		HS/MS/Stadium LTFM-Indoor Air Quality	\$56,050.50
		HS/MS/Stadium LTFM-Mechanical Systems	\$57,929.91
		HS/MS/Stadium LTFM-Plumbing	\$46,136.95
PO#: 3079	Invoice	Invoice No: 10	7/22/2026
			Paid Amt: \$202,372.20
			Check Amount: \$456,954.45
101531	UP NORTH BUILDERS INC		Check
		Falls High School Referendum - Ceiling Tile-R	\$4,000.00
PO#: 2989	Invoice	Invoice No: 10321	7/22/2026
			Paid Amt: \$4,000.00
			Check Amount: \$4,000.00
101532	BSN SPORTS		Check
		Purple Pride Spalding Two court lite Steel Syst	\$1,859.24
		Purple Pride Spalding Two court lite Steel Syst	\$2,082.36
		Purple Pride Spalding Two court lite Steel Syst	\$3,495.39
		Ground Sleeve and cover Plate	\$327.48
		Ground Sleeve and cover Plate	\$366.79
		Ground Sleeve and cover Plate	\$615.68
		Ground Sleeve installation	\$2,094.52
		Ground Sleeve installation	\$2,589.44
		Ground Sleeve installation	\$4,275.14
		Freight	\$284.90
		Freight	\$319.09
		Freight	\$535.61
		Power Volleyball Cart	\$174.99
		Power Volleyball Cart	\$196.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

8/6/2026
10:48 AM

Check No	Vendor	Pmt/Void Date	Pmt Type
101532	BSN SPORTS		Check
	Power Volleyball Cart		\$329.00
	VB net storage system 2 nets		\$72.49
	VB net storage system 2 nets		\$81.20
	VB net storage system 2 nets		\$136.30
	Folding Judges stand		\$212.49
	Folding Judges stand		\$238.00
	Folding Judges stand		\$399.50
	Black Judges Stand Pad		\$113.49
	Black Judges Stand Pad		\$127.12
	Black Judges Stand Pad		\$213.38
	BSN Hammock VB Cart		\$0.00
PO#: 2732	Invoice	Invoice No: 934387099	7/23/2026
		Paid Amt:	\$21,139.60
		Check Amount:	\$21,139.60
101533	MN POWER		Check
	Garage Electricity		\$496.38
	Arena Electricity		\$3,257.48
	FES		\$5,616.66
	FHS/POOL		(\$0.01)
	FHS/POOL		\$2,618.81
	FHS/POOL		\$7,856.42
	Fields and Stadiums		\$164.75
PO#: 1065	Invoice	Invoice No: 070926 #0117600000	7/23/2026
		Paid Amt:	\$20,010.49
		Check Amount:	\$20,010.49
101534	Tilson Bay Company		Check
	Teacher Retirement Gifts - 40 oz Laser - Engra		\$120.00
PO#: 3055	Invoice	Invoice No: 2199	7/23/2026
		Paid Amt:	\$120.00
		Check Amount:	\$120.00
101535	Align Chiropractic & Wellness Center, PLLC		Check
	FY27 DOT Physicals-Bus		\$100.00
PO#: 3025	Invoice	Invoice No: 13685	7/23/2026
		Paid Amt:	\$100.00
		Check Amount:	\$100.00
101536	BSN SPORTS		Check
	BBBLPLUGPK-BIG League Base Plug 3 Pack		\$209.93
	RWR00702334-Rawlings Official 24-"Dual Gro		\$182.97

Detail Payment Register By Check

8/6/2026

10:48 AM

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type	
101536	BSN SPORTS		Check	
	Freight		\$20.00	
PO#: 2995	Invoice	Invoice No: 934589398	7/23/2026	Paid Amt: \$412.90
				Check Amount: \$412.90
101537	CRANDALLS SEPTIC PUMPING		Check	
	Port a potties for the 26-27 summer/fall sports		\$210.00	
PO#: 2801	Invoice	Invoice No: 10007	7/23/2026	Paid Amt: \$210.00
				Check Amount: \$210.00
101538	Madison National Life		Check	
	NIS LTD Premiums FY27 Employees		\$208.19	
PO#: 3033	Invoice	Invoice No: 1787061	7/23/2026	Paid Amt: \$208.19
	NIS Life Premiums FY27 Retirees COBRA		\$88.08	
	NIS Life Premiums FY27 Community Ed Empl		\$22.80	
	NIS Life Premiums FY27 Food Service Employ		\$25.65	
	NIS Life Premiums FY27 Employees		\$1,031.46	
PO#: 3034	Invoice	Invoice No: 1787062	7/23/2026	Paid Amt: \$1,167.99
				Check Amount: \$1,376.18
101539	Marco Technologies LLC		Check	
	HS 2nd Floor - Konica C300i/SN# AA2K01100i		\$52.52	
	Comm Ed - Konica C450i/SN# AA7R01101362		\$52.52	
	FHS Copy Room - Konica 950i/SN# ACVX015		\$384.45	
	FHS Mail Room - Konica 950i/SN# ACVX0155		\$384.45	
	FES Color Copier - Konica C751i/SN# ADXD0		\$396.72	
	FES Main BW - Konica 950i/SN# ACVX01550i		\$384.45	
	Papercut (6 Copiers)		\$258.76	
	Maintenance Contract (6 Copiers)		\$1,796.55	
	SFF/Helpdesk		\$46.76	
PO#:	Invoice	Invoice No: 586202939	7/23/2026	Paid Amt: \$3,757.18
				Check Amount: \$3,757.18
101540	MIDCONTINENT COMMUNICATIONS		Check	
	124861501 FHS Fax - Student Lounge/Comm		\$116.08	
PO#:	Invoice	Invoice No: 12486150115641	7/23/2026	Paid Amt: \$116.08
	124755701 Bus Garage Internet Service		\$131.54	
PO#:	Invoice	Invoice No: 12475570115641	7/23/2026	Paid Amt: \$131.54
				Check Amount: \$247.62

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 7/1/2026-7/31/2026 Period: 202701-202701 Void Status: N

Check No	Vendor	Pmt/Void Date	Pmt Type
101541	NCPERS Group Life Ins.		Check
		NCPERS Life Insurance FY27	\$64.00
PO#: 3042	Invoice	Invoice No: 164913082026	7/23/2026
		Paid Amt:	\$64.00
		Check Amount:	\$64.00
101542	PAUL BUNYAN COMMUNICATIONS		Check
		6703700 District Internet Service 6GB/s	\$835.00
PO#:	Invoice	Invoice No: 6703700 070126	7/23/2026
		Paid Amt:	\$835.00
		Check Amount:	\$835.00
101543	Serrano, Cherie L		Check
		Pals paint class with Cherie Serrano for 30 par	\$1,040.00
PO#: 3043	Invoice	Invoice No: 1	7/23/2026
		Paid Amt:	\$1,040.00
		Check Amount:	\$1,040.00
101544	UNITED TRUCK BODY		Check
		Parts for bus #5 and #10	\$269.02
PO#: 3083	Invoice	Invoice No: S 15745	7/23/2026
		Paid Amt:	\$269.02
		Check Amount:	\$269.02
		Report Total:	\$4,220,429.46

Regular School Board Meeting
Monday, July 20, 2026 5:15 PM Central

FHS Library and YouTube Live Stream
1515 11th Street
International Falls, Minnesota 56649

Jessica Crosby:	Present
Dale Johnson:	Present
Toni Korpi:	Present
Tina Sather:	Absent
Roxanne Skogstad-Ditsch:	Present
Joann Smith:	Present

Present: 5, Absent: 1.

Board Member - out of town

This School Board Meeting is available to watch via Live Stream by selecting the following link or by going to the "Falls High Journalism" youtube page.

Call to Order

1. Roll Call:

☐	Jessica Crosby, Vice Board Chair
☐	Dale Johnson, Director
☐	Toni Korpi, Clerk
☐	Tina Sather, Treasurer
☐	Roxanne Skogstad-Ditsch, Director
☐	JoAnn Smith, Board Chair

Non-Voting Members:

☐	Beth Shermoen, Superintendent
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2. Pledge of Allegiance

Approval of Agenda

1. Approve agenda as presented.

Motion to approve agenda as presented. Motion by Roxanne Skogstad-Ditsch, then second by Dale Johnson. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea

Yea: 5, Nay: 0, Absent: 1

Open Forum

1. Presentation of the Pre-Sale Report for General Obligation Facilities Maintenance Bonds, Series 2026A - Jen Chapman, Associate Municipal Advisor, Ehlers

2. CESO LTFM Presentation - Lauren Syrup; Business Manager

3. Public Open Forum

Committee and Administrative Reports

1. Melissa Tate, Secondary Principal:
2. Lisa West, Elementary Principal:
3. Molly Larson, Community Education Director:
4. Timm Ringhofer, Activities Director:
5. Beth Shermoen, Superintendent:
6. Policy Committee:
7. Athletic Committee:
8. Legislative Committee:

Consent Agenda

Approve the Consent Agenda as presented.

Motion to approve Consent Agenda as presented. Motion by Jessica Crosby, then second by Dale Johnson. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea
Yea: 5, Nay: 0, Absent: 1

1. Approve payroll in the amount of \$339,137.93 for pay periods 6/26/26 (Regular & Teacher Payout Payroll) and 7/10/26 (Regular & Teacher Summer Checks Payroll).
2. Approve current accounts payable due in the amount of \$3,345,403.31.
3. Approve past meeting minutes for the regular school board meeting on June 22, 2026.
4. Approve the District's Fiscal year 2027-2028 Long-Term Facilities Maintenance Plan.
5. Approve the renewal of the Marsh McClannan Insurance Services for the 26/27 School Year.
6. Approve the 2026–2029 Environmental, Health and Safety Management Services (IEA) Renewal for ISD 361.
7. Approve SLP Becca Nelson FTE increase from .50 FTE to 1.0 FTE for the 26/27 school year.
8. Approve Seth Ettestad as a TOSA (Teacher on Special Assignment) under the 331 contract as the Full Service Community School Coordinator for Falls Elementary School for the 26/27 school year.
9. Approve the hire of Justin Carney as a Special Education teaching position.
10. Approve the hire of Katie Barras as the Falls Elementary Indian Education Liaison for the 26/27 school year.
11. Approve the hire of Adyson Wallander as Part-Time Administrative Assistant at FES.

12. Approve the hire of Lexi Erickson as Assistant Girls Hockey Coach for the 2026-2027 season.

13. Approve the hire of Marc Glowack as Assistant Girls Hockey Coach for the 2026-2027 season.

14. Approve the hire of Karla Olson-Line as Boys Basketball Cheerleading Coach for 2026-2027.

15. Approve the hire of Hailey Silvers as the Part-time Community Education Aquatic Program Coordinator.

16. Approve the formal recognition of the resignation of Jenesa Balaski as the KAPE Coordinator on August 11, 2025.

17. Approve posting two positions: School-Age Child Care Program Lead & School-Age Child Care Assistant.

18. Approve the full day teacher sub pay to \$145.00.

19. Approve the updated ISD 361 Booster Club Guidelines.

20. Approve the food service Milk Bid for the 2026-2027 school year. Recommendation to accept Sandstrom's bid.

21. Approve the food service Bread Bid for the 2026-2027 school year. Recommendation to accept Pan O Gold bid.

22. Approve the price increase for adult / visitor lunch meal price to \$5.65 and adult / visitor breakfast meal price to \$3.50.

23. Second Reading: Policy 404 - Employment Background Checks

24. Second Reading: Policy 601 - Student District Curriculum and Instruction Goals

25. Second Reading: Policy 602 - Organization of School Calendar and School Day

26. Second Reading: Policy 603 - Curriculum Development

27. Second Reading: Policy 604 - Instructional Coaches

28. Second Reading: Policy 605 - Alternative Programs

29. Second Reading: Policy 606 - Textbooks and Instructional Materials

30. Second Reading: Policy 606.5 - Library Materials

31. Second Reading: Policy 607 - Organization of Grade Levels

32. Second Reading: Policy 609 - Religion and Religious and Cultural Observations

33. Second Reading: Policy 610 - Field Trips

34. Second Reading: Policy 612.1 - Development of Parent and Family Engagement Policies for Title 1 Programs

35. Second Reading: Policy 615 - Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 and LEP Students

36. Second Reading: Policy 616 - School District System Accountability

37. Second Reading: Policy 620 - Credit for Learning

38. Second Reading: Policy 623 - Mandatory Summer School Instructions

39. Second Reading: Policy 701 - Establishment and Adoption of School District Budget

40. Second Reading: Policy 701.1 - Modification of School District Budget

41. Second Reading: Policy 702 - Accounting

42. Second Reading: Policy 703 - Annual Audit

Action Items

1. Improving systems and structures to create a culture where all are welcome and supported.

1.a. Resolution Acceptance of Gifts and Donations.

Motion to approve gifts and donations. Motion by Roxanne Skogstad-Ditsch, then second by Jessica Crosby. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea

Yea: 5, Nay: 0, Absent: 1

1.b. Resolution Relating to the Election of School Board Member and Calling the District General Election.

Motion to approve resolution relating to the election of school board member and calling the district general election. Motion by Toni Korpi, then second by Roxanne Skogstad-Ditsch. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea

Yea: 5, Nay: 0, Absent: 1

1.c. Approval of the At-Will Contract.

Motion to approve At-Will Contract. Motion by Jessica Crosby, then second by Dale Johnson. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea

Yea: 5, Nay: 0, Absent: 1

2. Implementing data-driven teaching practices and staff collaboration to increase student academic success.

2.a. Approval of a 1.0 fte First Grade Teaching Position due to Increased Enrollment.

Motion to approve 1.0 First Grade Teaching Position. Motion by Jessica Crosby, then second by Roxanne Skogstad-Ditsch. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea

Yea: 5, Nay: 0, Absent: 1

2.b. Approval of the July 1, 2026 - June 30, 2029 Superintendent Employment Agreement. Motion to approve Superintendent Employment Agreement. Motion by Roxanne Skogstad-Ditsch, then second by Jessica Crosby. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea
Yea: 5, Nay: 0, Absent: 1

3. Maintain our facilities to be welcoming, safe and efficient for use by students and the community.

3.a. Resolution Adopting the School Districts FY2027-2028 Long Term Facilities Maintenance Plan (LTFM).

Motion to adopt LTFM plan FY2027-2028. Motion by Dale Johnson, then second by Jessica Crosby. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea
Yea: 5, Nay: 0, Absent: 1

Adjournment

1. Motion to adjourn at 6:28pm. Motion by Toni Korpi, then second by Jessica Crosby. Motion Carried.

Tina Sather: Absent, Jessica Crosby: Yea, Dale Johnson: Yea, Toni Korpi: Yea, Roxanne Skogstad-Ditsch: Yea, Joann Smith: Yea
Yea: 5, Nay: 0, Absent: 1

Approved Minutes:

District Clerk	Date	Board Chair	Date:
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Falls Elementary School

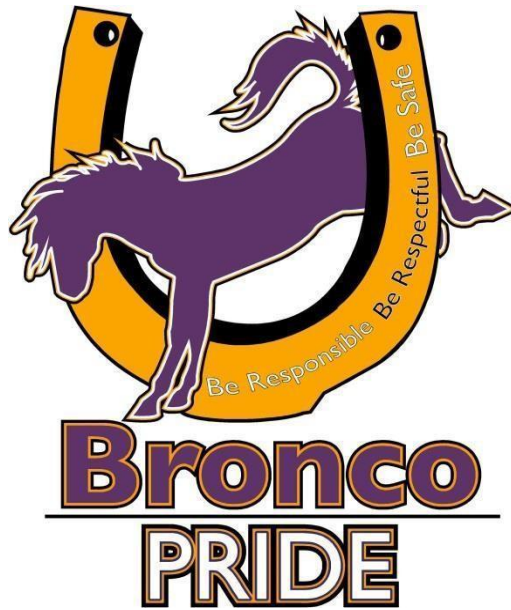
Student Handbook

2026-2027

BETH SHERMOEN
SUPERINTENDENT

LISA WEST
PRINCIPAL

MARK GLOWACK
STUDENT SUPPORT SPECIALIST



International Falls School District

Mission Statement:

Through intentional partnership with parents and the community, the International Falls School District will prepare every student to become a contributing citizen by developing their maximum potential within a safe and inclusive climate of mutual respect and trust.

Vision:

The vision of the International Falls Schools is to be a model of excellence in academics, life skills, student activities, technology, and efficient school district operations.

Dear Students, Parents, and Guardians,

Welcome to Independent School District 361 and Falls Elementary School. We are proud of our dedicated staff, rigorous academic standards, and commitment to providing every student with an exceptional educational experience.

At Falls Elementary, we promote **Bronco Pride** by encouraging students to be **Respectful, Responsible, and Safe** in all areas of the school. These expectations are reinforced through **Positive Behavioral Interventions and Supports (PBIS)**, a research-based framework that fosters a positive school climate, supports academic achievement, and develops social competence.

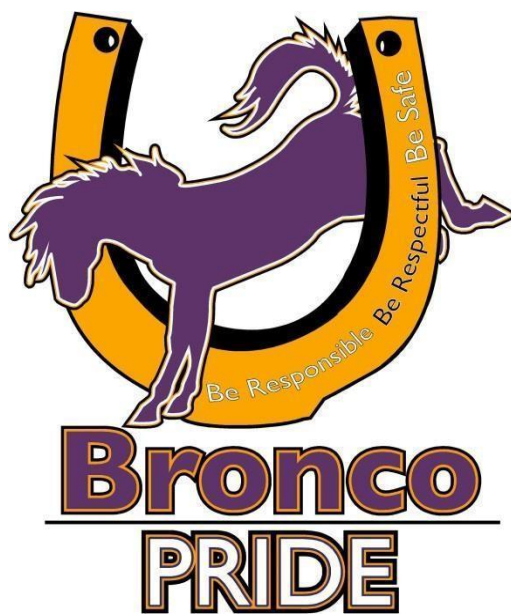
Our **behavior matrix**, included in this handbook, outlines expected behaviors in classrooms, hallways, buses, the cafeteria, restrooms, and playgrounds. Staff will use this matrix throughout the year to teach, model, and reinforce expectations while recognizing positive behaviors consistently.

We encourage families to review the matrix with their children and to engage actively in our school community. Together, we can ensure that every student thrives academically, socially, and emotionally.

Should you have questions or need additional information, please contact us!

Sincerely,

Falls Elementary School Staff



Pride Matrix

	Arrival/Dismissal	Bus	Playground	Cafeteria	Hallways	Bathroom	Classroom
Be Respectful	Greet people Use appropriate language/volume Keep personal space Follow adult directions Gather belongings quickly and quietly	Be on time Be ready Use inside voices Use kind words	Take turns Invite others to play Use kind words Be a good sport Respect personal space Enter the building quietly	Use an inside voice Use manners Keep hands/feet to self	Inside voices Quietly greet others with a smile Hats off Follow directions	Allow privacy Leave no trace Inside voices	Inside voices Accept/include others Be positive/engaged Take turns Listening ears
Be Responsible	Be on time Report to designated area quickly Enter building at appropriate time Remain in class line Leave through designated exit Follow after school plans	Clean up space Follow adult direction Know after school plans Follow bus rules	Bring in what you take out Dress appropriate Use equipment appropriately	Clean up space Eat what you take Eat only food on your tray Use time wisely	Walk in a straight line Walk on the right side of the hallway Stay with your class	Throw garbage in trash can Don't dawdle Return to class quickly Use bathroom materials responsibly	Be prepared and on time Give best effort Complete work Participate
Be Safe	Keep hands/feet, and objects to self Walk on sidewalk Wait in designated area for pickup Walk around buses, not between	Remain seated Keep hands/feet to self Stay out of danger zone Keep aisles clear	Follow adult directions Line up quickly/quietly Keep hands/ feet to self	Follow adult directions Wash hands Walk Remain seated	Keep hands/feet to self Keep shoes tied Walk Keep hallway clear	Wash hands with soap Keep hands/feet to self	Follow adult direction Use materials properly Walk safely Keep hands/feet, and objects to self

We believe that learning is a team approach and value your role in working to help your child achieve high academic standards. Together we can improve teaching and learning. We are asking all parents and teachers to review this compact with their child(ren).

STUDENT AGREEMENT: As a student I pledge to:

- Attend school regularly and on time.
- Have a positive attitude toward myself, others, school and learning.
- Know and obey all school and class rules.
- Be respectful to my schoolmates and the adults that help me learn.
- Ask questions and for help when I don't understand.
- Work as hard as I can and complete all assignments on time.
- Come prepared for class each day.
- Limit my TV viewing and do quiet activities such as reading instead.
- Share what I am learning at school with my parents or guardian.

PARENT/GUARDIAN AGREEMENT: As a parent/guardian I pledge to:

- See that my child attends school regularly and on time.
- Support the school in its efforts to maintain proper discipline.
- Establish a quiet study time and encourage good study habits.
- Encourage my child's efforts and be available for questions.
- Be aware of how my child is progressing through communication and attendance at conferences.
- Provide 15-20 minutes a day reading to/with my child.
- Monitor screen time and encourage positive use of your child's extracurricular time.

TEACHER AGREEMENT: As a teacher I pledge to:

- Respect, love, and encourage children, their ideas and their growth.
- Provide a high quality curriculum.
- Find and vary techniques and materials that work best for each student.
- Be available to answer questions about the school program.
- Provide necessary assistance to parents so their children can become successful learners.
- Communicate regularly with parents and students regarding progress in learning and behavior.

PRINCIPAL AGREEMENT: As a principal I pledge to:

- Create a welcoming environment for students and parents.
- Maintain a positive learning environment.
- Reinforce the partnership between parents/guardians, students, and staff members.
- Provide appropriate in-service and training for staff members and parents/guardians.
- Maintain and foster high standards of academic achievement and behavior.

Approved: 2026/2027 - ISD 361 School Calendar

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

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

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

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

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

January 2027						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MTH	T	S	Jan	20	20
Aug	4	0	Feb	19	18
Sep	21	21	Mar	18	18
Oct	20	19	Apr	22	21
Nov	19	18	May	20	19
Dec	14	14	June	0	0
Total			177	168	

Holiday - No School	Students: 1st & last days	**Staggered Start: PreK & K** - Notification will come from teachers and admin on times.
Staff Inservice - No Student School	Conference Exchange days - No School	
Break - No school	New staff orientation day	

Conferences:

Kindergarten ONLY Sept. 1st and 2nd by scheduled appointment
(Please bring students to the conference for a brief assessment.)

K-6 Oct. 20 and Oct. 22 4:00--7:40 pm by scheduled appointment

K-6 January 27 4:00-7:40 pm by scheduled appointment

After-School Plans and Student Pick-Up Procedures

- To ensure a smooth and safe dismissal process, please finalize your child's after-school plans before the start of the school day.
- If you plan to pick up your child, please send a dated note to the classroom teacher indicating this change. If plans change during the day, updates may be made by **calling the office no later than 1:00 PM.**
- For safety reasons, parents are not permitted to wait inside the building unless there are extenuating circumstances (e.g., a child is ill).
- Parents picking up students for appointments or early dismissal should pull up in front of the school during non-bus times and wait in the vestibule until their child is released.

After School Activities

There are many activities that take place after school during the year. Students should only be in the building to wait for an activity when there is a coach or adult supervisor present. Students should arrive at the building no more than five minutes prior to an activity starting. Students should be picked up at the designated door before the coach departs. Siblings need to be supervised by a parent or guardian if they are staying to watch an after school activity.

Background Checks

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

Fees

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students will be charged for textbooks, workbooks, ipads, chromebooks and library books that are lost or destroyed.

Food in the Classrooms

Water bottles are permitted in classrooms and must be managed responsibly. Breakfast can be eaten in classrooms if a student is unable to finish in the cafeteria. Food is permitted as per classroom teacher's discretion for parties, celebrations etc. Treats for the entire class should be pre-packaged/purchased due to health regulations. Please consult with the classroom teacher prior to bringing treats. Please include the entire class and be sure to ask about allergies.

Fundraising

All fundraising activities conducted by student groups and organizations and/or parent groups must be approved in advance by the school board. Participation in nonapproved fundraising activities is a violation of school district policy. Solicitations of students or employees for nonschool-related activities will not be allowed during the school day.

Nondiscrimination

The school district is committed to non discrimination and an inclusive education and providing an equal educational opportunity for all students.

School Closing Procedures

School may be cancelled when the superintendent believes severe weather or other circumstances threaten the safety of students and employees. The superintendent will decide as early in the day as possible about closing school or school buildings. School closing announcements will be shared through our Infinite Campus Student Information System on social media, local radio stations, school website and regional television stations.

Searches

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

Lockers and Personal Possessions Within a Locker

Under Minnesota law, school lockers are school district property. At no time does the school district relinquish its exclusive control of lockers provided for students’ convenience. School officials may inspect the interior of lockers for any reason at any time, without notice, without student consent, and without a search warrant.

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

Desks

School desks are school district property. At no time does the school district relinquish its exclusive control of desks provided for students’ convenience. School officials may inspect the interior of desks for any reason at any time, without notice, without student consent, and without a search warrant.

Personal Possessions and Student’s Person

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

Student Publications and Materials

The school district’s policy is to protect students’ free speech rights while, at the same time, preserving the district’s obligation to provide a learning environment that is free of disruption. All school publications are under the supervision of the building principal and/or sponsor. Nonschool-sponsored publications may not be distributed without prior approval.

Distribution of Nonschool-Sponsored Materials on School Premises

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing nonschool-sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner.

Student Records

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an “eligible” student is one who is 18 or older or who is enrolled in an institution of post-secondary education.

Video and Audio Recording~ School Buses

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

Video and Audio Recording ~Places Other Than Buses

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

Homework

Students are given ample time during the school day to complete assignments. There will be limited homework assigned to your child throughout the year, however there may be occasional projects or activities that your child may need your help with. We believe it is more important to spend your evenings together as a family. Eat dinner as a family, read together, and play outside. Children need regular sleep to be at their best day in and day out, please try to get your child to bed early to be ready for the day.

Accidents

Every accident in the school building, on the school grounds, at practice sessions, or at an activity sponsored by the school must be reported immediately to the person in charge and to the principal.

Tobacco Free Schools

School district students and staff have the right to learn and work in an environment that is tobacco free. School policy is violated by any individual's use of tobacco, tobacco-related devices, or carrying or using activated electronic delivery devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Students may not possess any type of tobacco, tobacco related devices, or electronic delivery devices in a public school, on school grounds, in any school owned vehicles, or at any school events or activities. Any student who violates this policy is subject to school district discipline. For detailed information on the school district's "Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices" policy, see www.isd361.org. Contact the building principal if you have questions or wish to report violations.

Note: A limited exception to the tobacco prohibition exists for adult members of an Indian tribe, as defined under Minnesota law, who may light tobacco on school district property as part of a traditional Indian spiritual or cultural ceremony. In addition An American Indian student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices.

Emergency Response Drills

Emergency response drills are held to teach students and keep them familiar with emergency response protocols should a crisis event happen on school property or in the immediate vicinity of the school. Throughout the school year we will hold a variety of emergency response drills that may include evacuation drills, lockdown drills (including soft lockdowns for medical emergencies), fire drills and tornado drills. State law requires a minimum of 5 school lockdown drills, and 5 fire drills each year.

Fire Drills

The fire alarm is an emergency warning system. They are not to be set off by anyone unless there is a real emergency. Tampering with the alarm system is a violation of federal law, and violators will be reported to the proper legal authorities.

Students should discontinue immediately whatever they are doing and walk out of the building.

The following directives will be observed during a fire drill:

- 1.) No books or personal belongings should be taken along.
- 2.) Students must be quiet in case any special instructions are given.
- 3.) Walk out in single file.
- 4.) Once outside, move away from the building to the designated area.
- 5.) Re-enter the building only after the all-clear signal has been given by the principal/designee.

988 Suicide and Crisis Line

Anyone can dial or text 988 24 hours a day, seven days a week, to reach crisis support or to use an online chat feature to connect with crisis support (**Koochiching Mobile Crisis Unit**). Dial 988 if you need help or if someone else needs crisis support. You can also dial 1-844-772-4724.

Visitor Check In Policy

As part of our district's Crisis Management Plan, to help ensure the safety of our students, when entering our Schools, visitors to the building will be screened through our *Raptor Management System*. This is an electronic database that screens against the sex offender databases in all 50 states. It provides us with an electronic record intended to increase student safety by screening who is entering and exiting the building.

- **Sign in at the office.**
- **When approved, get a "Visitor Badge".**
- **Sign out when leaving and return "Visitors Badge".**
- **Enter and Exit using only the main office doors.**
- **Visitors are not allowed in the lunch room or on the playground.**

Doors will be locked during the school day. Visitors will need to use the buzzer system and report directly to the office.

NOTE: When picking up or dropping off students we ask that you wait in the main office and your child will be called down to the lobby.

Release of Student

Early dismissal from school is discouraged.

Please try to make all appointments for your children after school hours. However, if your child needs to be released from class during the school day, the following procedure should be used.

- Indicate the time of dismissal in a note to the teacher. A student cannot be released from school without a parent/guardian (or designated adult) present to pick them up.
- Sign your child out from school in the office.
- Pick your child up at the office.
- Your child must sign back in at the office upon returning to school that day.

After School Pick Up

Families are expected to finalize after-school plans prior to the start of the school day. If a student will be picked up after school, parents or guardians must either:

- Provide the classroom teacher with a **dated written note** indicating the pick-up arrangement, or
- **Contact the school office before 1:00 p.m.** to notify staff of the change.

For safety and data privacy reasons, **parents and guardians are not permitted to enter classrooms** at dismissal time. Individuals picking up students must wait in the designated pick-up area.

After School Activities

There are many activities that take place after school during the year. Students should only be in the building to wait for an activity when there is a coach or adult supervisor present. Students should arrive at the building no more than five minutes prior to an activity starting. Students should be picked up at the designated door before the coach departs. Siblings need to be supervised by a parent or guardian if they are staying to watch an after school activity.

Attendance Policy

At ISD #361, we know that showing up to school—on time and every day—makes a big difference. Regular attendance helps your child learn, build friendships, and stay on track for success from PreK through graduation.

When students miss school—whether it's full days or arriving late—they lose valuable learning time that can't always be made up. Even missing just **two days per month** can make it harder for students to catch up and stay connected.

Reporting an Absence

If your child will be absent or tardy, please call the school office attendance line **before 10:00 a.m.** at **218-283-2571 (option 2, then 0)** and leave a detailed message. Please include:

Your child's name
Your name and relationship to the student
The reason for the absence

You may also send a note with your child when they return to school. We check messages throughout the morning. Please do not call your child's teacher to report an absence — all absences are reported through the office attendance line.

All absences must be cleared within 3 school days. Absences not cleared within 3 school days will be recorded as unexcused and will count toward your child's total number of unexcused absences.

When picking up your child early, please sign them out through the school office. Students will be called down from their classrooms for dismissal.

Excused Absences

The following reasons are considered *excused* and will not count as truancy when reported according to school procedures:

- **Illness:** serious illness of the student or an immediate family member
- **Death:** death in the immediate family, or of a close friend or relative
- **Medical or Dental Appointments**
- **Court Appearances:** required by law or family/personal action
- **Religious Instruction or Holidays:** up to 3 hours per week
- **Physical Emergencies:** such as fire, flood, or storm
- **Official School Trips or Activities:** field trips, sports, or school-sponsored events
- **Suspensions:** in- or out-of-school suspensions (students may complete make-up work)
- **Personal or Family Business:** important appointments or obligations that cannot be scheduled outside school hours
- **Family Emergencies**
- **Active Military Duty:** absences related to active duty in any branch of the United States military
- **Family Vacations:** must be approved in advance in writing. Missed work should be completed and turned in promptly.

After six (6) excused absences per trimester, or eighteen (18) total excused absences during the school year, medical or other appropriate documentation may be required for additional absences to be excused. The school district may require formal documentation under the direction of the Superintendent and the ISD 361 Attendance and Truancy Team.

Required Attendance Reporting

Regular school attendance is important, and Minnesota law requires children to attend school regularly. Our goal is to work with families early when attendance becomes a concern and help address any barriers that may be making it difficult for a student to attend school.

When Does an Attendance Concern Become Truancy?

For elementary students, Minnesota law considers a student to be **continuing truant** when they have **three or more days of unexcused absences during the school year**.

If a student reaches this point, the school will contact the parent or guardian to:

- Let you know that your child has reached the truancy threshold.
- Give you an opportunity to provide information about any absences that may have a valid excuse.
- Work with you to identify and address any barriers to regular attendance.
- Discuss resources or support that may be available to your family.
- Explain the next steps if attendance concerns continue.

Our goal is to partner with families and provide support before attendance concerns become more serious.

When Attendance Concerns Continue

Under Minnesota law, an elementary student who has **seven or more days of unexcused absences during the school year** may be considered a **habitual truant**.

When this occurs, the school may work with the family and county services to provide additional support and address the attendance concerns. If unexcused absences continue, the matter may be referred for further truancy intervention or legal action as required by Minnesota law.

We understand that families may face challenges that make regular attendance difficult. Please communicate with us if your child is struggling to attend school. We want to work together to find solutions and support your child's success.

Unexcused Absences

Unexcused absences occur when a student misses school without a valid reason or when the absence is not reported within 3 school days. Examples include:

- Truancy (absence not approved by parent or school)
- Not reporting an absence as required
- Oversleeping or missing the bus
- Hair/beauty appointments during school hours
- "Skip days" or choosing not to attend
- Working at home or a family business (unless part of a school program)
- Family trips or vacations not approved in advance
- Excessive personal trips to post-secondary schools
- Taking care of family members
- Any other absence not included under the attendance procedures set out in this policy

Exempt Absences

These absences **do not count** toward total absences or truancy:

- In-school or out-of-school suspension
- School-sponsored activities (sports, field trips, etc.)
- Required court appearances
- Active military duty

Why Attendance Matters

- Students who attend school regularly are more likely to do well academically and graduate on time.
- Consistent attendance helps children build positive routines, friendships, and confidence.
- Good attendance in elementary school builds strong habits for middle school, high school, and beyond.

Our Attendance Process

We want to work with families to identify and solve barriers to regular attendance. The steps below outline how we support students and families when unexcused absences begin to accumulate:

<u>Number of Absences</u>	<u>What Happens</u>	<u>Purpose</u>
3 unexcused absences	Friendly postcard and/or phone call from the school	Check in, show care, and offer support
5 unexcused absences	Letter or email from the district and possible meeting with parent/guardian	Talk through what's happening and offer help
7 unexcused absences	Follow-up letter or meeting with parent/guardian	Continue working together and provide interventions
7+ unexcused absences	Possible referral to county services or truancy court	Ensure additional supports are in place
6 excused absences <i>per trimester</i> ~ total of 18 per year	Medical or other appropriate documentation may be required for additional absences to be excused	Reinforce the need for communication and documentation

These steps are designed not as consequences, but as interventions to ensure we are working together to address barriers that may be preventing regular attendance. We are here to support and work with you as home/school partners.

Working Together for Student Success

Our Attendance Team's goal is to partner with families to:

- Identify barriers that make attendance difficult.
- Create solutions and supports that help your child get to school.
- Build lifelong habits of responsibility and engagement.

If your family is facing challenges that affect your child's attendance—such as illness, transportation, or family circumstances—please reach out. We are here to help.

Together, we can help every student show up, learn, and thrive.

Breakfast and Lunch

Breakfast is available to students from 7:35-8:00 . Grades K-1 enjoy a class breakfast together from 8:00-8:30. Minnesota has approved universal free meals for all students for both breakfast and lunch. Students in Pre-K- Grade 12 are eligible for one free breakfast and one free lunch. If a student chooses to purchase a second breakfast or lunch, the cost is as follows: Breakfast: \$3.50 Lunch: \$5.30

Free and Reduced Lunch Form

We encourage all families to complete and turn in a free and reduced-priced lunch form despite the approval for universal free meals. The free and reduced meal forms determine how much funding Falls Elementary school will get for certain areas, without this funding we are not able to provide additional supplemental services for students who need them most. Federal Education Dollars are directly tied to the number of children who qualify for free or reduced lunch. By filling out a LUNCH APPLICATION form, your family could help our schools qualify for more Federal Education dollars.

By filling out this form:

- **Your child DOES NOT have to eat hot lunch at school.**
- **Your child DOES NOT have to receive Title I services.**

Bus Service

Bus transportation is provided for all eligible students. The bus schedule and routes are available by contacting the Director of Transportation at 218-283-2571, ext. 1185.

Students are expected to be at the bus stop 5 minutes prior to the pick-up time. Any student in preschool or kindergarten must have an adult present at the bus drop off. **The bus driver will not release a preschool or kindergarten student without seeing an adult present.** If there is no adult present, the bus driver may contact law enforcement (i.e. school or county social worker) for assistance.

School bus safety is the highest priority for our Transportation Department. Behaviors that take the bus driver's attention off the road endanger the safety of all staff and students on the bus. The school bus is considered an extension of the school environment and as a result, students are expected to follow the same expectations:
BE SAFE, BE RESPECTFUL, BE RESPONSIBLE

School Bus Safety Expectations:

1. Immediately follow the directions of the driver.
2. Sit in your assigned seat facing forward.
3. Talk quietly and use appropriate language.
4. Keep all parts of your body inside the bus seats.
5. Keep your arms, legs and belongings to yourself.
6. No fighting, harassment, intimidation, or horseplay.
7. Do not throw any object.
8. No eating, drinking, or use of tobacco or drugs, including e-cigarettes.
9. Do not bring any weapon or dangerous objects on the school bus.
10. Refrain from vandalism or damaging the school bus.
11. Students should report all problems to the driver or principal.

Consequences for Bus Violations:

Riding the bus to school is a privilege, not a right. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or district policies, or for violation of any other law governing student conduct. Consequences for school bus/stop misconduct apply to all routes, including co-curricular and extra-curricular events (i.e. field trips, activities/athletics). Parents or guardians will be notified of any suspension of bus privileges. Consequences are based on the severity of the offense and may be paired with restorative action to prevent future violations.

The following outlines an example of progressive discipline for continued violation of school bus expectations. Assigned seating may be used at the full discretion of the driver or school administration. Refusal to comply with assigned seating may result in immediate loss of riding privileges.

- **1st Offense:** Verbal conference with student by the driver and call to the parent.
- **2nd Offense:** Written referral to building administrator/transportation department from driver; (may include meeting with student, driver, parent and administration).
- **3rd Offense:** Possible consequences include, but not limited to-Detention, ISS, OSS, up to 3-5 days suspension from the bus; suspension from riding the bus will require a parent/student meeting to return to full bus privileges.

Further Offenses: Individually considered. Students may be suspended for longer periods of time (5-10 days), up to and including the remainder of the school year.

Serious misconduct may result in police action. Student use of electronic devices to take pictures or video of anyone on the bus or school grounds is strictly prohibited. Drivers need to be notified regarding any specific student behavior plans.

Examples of behaviors that may result in immediate bus suspension include vandalism, assault/fighting, harassment/bullying, and drugs/weapons violation.

Home and School Communication

Open communication between home and school is essential to your child's success. We use a variety of methods—such as conferences, open house events, report cards, school bulletins, and newsletters—to keep families informed about their child's school experience.

Parents and guardians are also asked to keep the school informed of important updates. A dated, signed note is required in the following situations:

- When your child needs to stay indoors during recess or be excused from physical education (a doctor's note is required for the latter).
- When your child will leave school early or leave and return during the school day.

If your child's end-of-day plan will differ from the norm, please discuss it with them before school and send a note with your child indicating the change. Please do not call the school office to speak with your child unless it is a family emergency.

Connecting with your child's teacher

When you would like to talk to your child's teacher during the school day, please send a note to school with a choice of preferred times for the teacher to call you. All staff have voice mail and parents or guardians can leave a message at any time. A prep-time would be the only time we would interrupt a classroom during the day, except for an emergency. You may also e-mail the teacher.

Field Trips

On occasion students will attend educational field trips with his/her classroom. All field trips will be properly supervised and the classroom teacher will notify parents/guardians prior to any field trips that students will attend. Behavior expectations will be shared in advance.

Data Privacy

Due to data privacy laws, student information cannot be shared for any reason other than with parents/guardians.

Conferences and Report Cards

Parent-teacher conferences are scheduled in the fall and spring. They provide a valuable opportunity for the parent/guardian and teacher to share information about the child. In addition, parents or teachers may request special conferences at any time of the year, if desired.

Report cards are issued four times a year at the end of each quarter.

Minnesota Comprehensive Assessment (MCA) Refusal to Participate

Parents have the right to refuse to have their student complete the state-required standardized assessments. Parents need to complete an authorization form to opt out. This form must be returned to the school no later than January 15 if they wish to opt their student out of testing in the spring. See attached.

We encourage parents to allow their students to participate in the MCA testing in the spring at our school. This is a way that we can measure how well the academic standards have been aligned to our curriculum and daily instruction. Having our students participate in the assessments and then analyzing the results is an effective way to measure how well we are doing as a school and helps us to make necessary changes to help improve our instruction.

More information regarding MCA testing can be found at the following website

<http://education.state.mn.us/MDE/fam/tests/index.htm>

Discipline

We believe that all students can behave appropriately at school. In order to create an environment where learning can best take place, students are expected to conduct themselves in a safe and non-violent manner, respecting the rights of others. Behavior that disrupts the environment, infringes upon others, or creates unsafe conditions by a student while under school jurisdiction is not acceptable. The staff at our schools has the goal of establishing an atmosphere in which students feel safe and secure, maximizing their opportunities to learn. Falls Elementary School works hard to ensure that ALL students are successful by promoting "BRONCO PRIDE":

- **Being Respectful**
- **Being Responsible**
- **Being Safe**

Any student who disturbs or interrupts the peace and good order of the school or school-sponsored activities will be subject to disciplinary action, which may include suspension from school.

The goal of school discipline is to assist all students in functioning in their educational and social environments as well as to protect the school community and public property. Discipline aims to promote positive behavior change. School staff will use a wide array of behavioral interventions to support students that are having behavioral difficulties that are not a direct threat to the safety of students and staff. Administrative and staff actions and interventions should be designed to address student behavior, reinforce school and classroom expectations for appropriate behavior, and prevent future behavioral issues. Disciplinary actions should ensure time out of the classroom is minimal to avoid missing key instruction needed for making academic progress.

Our school uses restorative practices to build a strong, positive community where relationships are valued and harm can be repaired through meaningful dialogue. Rather than focusing solely on punishment, we address misbehavior by bringing together those involved to discuss what happened, how it affected others, and what steps can be taken to make things right. We are committed to fostering a school climate grounded in respect, accountability, and cooperation for all students, staff, and families.

Below is an outline of general guidelines that represent the majority of behavioral violations that occur in schools, but other violations may occur that would result in disciplinary action. Within these general guidelines of behavioral violations there is also an array of possible disciplinary interventions that may be implemented for each violation.

The principal's discretion regarding enforcement of policy will be used when age, culture, and development/ability are factors in behavioral matters.



CELL PHONE & ELECTRONIC DEVICE PROCEDURES

GRADES K-6

ISD 361 • INTERNATIONAL FALLS BRONCOS

ELECTRONIC DEVICES, MUSIC, TELEPHONES, CELL PHONES, HEADPHONES, IPODS, E-READERS, ETC.

GENERAL GUIDELINES

- **Cell Phone Use:** Students may NOT use cell phones during the academic day - first bell to last bell.
- **Device Storage:** It is strongly suggested that all electronic devices be kept off and in a locker during school hours.

CONFISCATION AND CONSEQUENCES

- **Unauthorized Use:** If any electronic device, including cell phones, is seen or heard during school hours, it may be confiscated by any staff member.
- **First Infraction:** The device will be taken to the office and the student will pick it up at the end of the school day.
- **Second Infraction:** A parent/guardian must pick up the device, and additional consequences may be assigned.
- **Third Infraction:** A parent/guardian must pick up the device, and additional consequences may be assigned.
- **Fourth Infraction:** A cell phone plan will be created. The phone may be held by administration during school days or may not be allowed on site. Parents/guardians will develop a plan with school administration.

SPECIFIC RESTRICTIONS

- **Locker Rooms and Bathrooms:** Devices with photo-taking capabilities are NOT allowed in locker rooms or bathrooms at any time. Confiscation and search of such devices is standard procedure if found in these areas.
- **Lockdowns and Fire Drills:** Phone usage during lockdowns and fire drills is prohibited.
- **Unauthorized Recording:** Students who take pictures or videos of others without permission in any school setting, including the bus, will face disciplinary action.
- **Smartwatches, Devices, and Earbuds:** These items may be required to be placed in a designated classroom area as determined by the instructor and building administrator.
- **Headphones:** Earbuds are not allowed in classrooms, hallways or the cafeteria. Over-the-ear headphones are not permitted during the school day unless a teacher or administrator gives permission.

INVESTIGATIONS AND INSPECTIONS

- **Device Disabling:** Disabling a cell phone or computer to thwart an investigation of a disciplinary matter will result in disciplinary action.
- **Device Inspection:** The school reserves the right to inspect a student's electronic device, through proper legal channels, if there is reason to believe the student violated school policies or engaged in misconduct while using the device.

SCHOOL RESPONSIBILITY

- **Lost, Stolen, or Damaged Devices:** The school is not responsible for, nor required to investigate, lost, stolen, or damaged electronic devices brought onto school grounds or the bus.

ADDITIONAL RULES

- **Recording and Posting:** Students may not record, transmit, or post photos or videos of anyone on school grounds or the bus without express permission from an administrator and the individual(s) being recorded.
- **Phone Calls and Texts:** Students are not to use phones to call or text during the school day. An office telephone is available for student use. Students will not be called to the phone during the school day except for emergencies.

COMPLIANCE

- Following these guidelines helps maintain a focused and respectful learning environment. Failure to comply will result in disciplinary action as described above.

<u>Behavior</u>	<u>Definition</u>	<u>Possible Consequences</u>
Disruption - minor	Any behavior (verbal, Physical, etc.) that disrupts the classroom lesson or classroom activity.	Take a break, Buddy room, individualized instruction, student conference, review classroom expectations, parent phone call, temporary loss of privileges
Disruption - major	Any repeated disruptive behavior (verbal, physical, etc.) that disrupts the classroom lesson or classroom activity; behavior may be unsafe or intentional in nature	Parent phone call or meeting, individual instruction, possible detention, referral to School Social Worker, temporary loss of privileges
Teasing/Taunting - minor	Making fun of someone, or provoking them, in a manner more playful than malicious	Classroom teacher mediates altercation, students take a break, Buddy room, temporary loss of student privileges, Parent phone call
Harassment: Sexual/Racial - major	Any unwanted physical advance or verbal confrontation of a sexual or racial nature taking place between two or more individuals	Parent phone call, individualized instruction, possible out of school suspension, possible referral to School Social Worker, Parent/Student/Staff conference
Property Misuse - minor	Using an object in a manner other than directed; in a manner that may cause harm to self, others, or property	Loss of privilege relating to the item being misused, take a break, re-teaching or modeling desired behavior, recognize or reward appropriate behavior, student conference, written apology, detention

Vandalism - major	Defacing either school, or another individual's property	Student cleans mess, student pays restitutions, loss of privilege, Parent phone call, Student/Parent/Staff conference, detention, possible out of school suspension, possible referral to School Social Worker, possible referral to Law Enforcement
Property Damage - major	Damaging either school, or another individual's property	Student cleans mess, student pays restitution, loss of privilege, parent phone call, Student/Parent/Staff conference, detention, possible out of school suspension, possible referral to School Social Worker or Home Interventionist, possible referral to Law Enforcement
Physical Contact - minor	Horseplay, "roughhousing", or intentionally disrespectful or harmful contact with another student/staff member	Take a break, Buddy room, loss of privilege, student conference, detention, Parent phone call
Fighting/Physical Aggression - major	Fighting with students or staff, using one's body to intentionally harm another person	Loss of privilege, mediation between students, re-teaching desired behavior, detention, possible out of school suspension, Parent phone call, Student/Parent/ Staff conference, conflict resolution
Inappropriate Language - minor	Using inappropriate slang terms/using words out of context to create an inappropriate or disrespectful environment	Individualized instruction with student, loss of privilege, conference with student and/or Parent phone call

Abusive/Inappropriate Language - major	Swearing, using slurs, or using derogatory terms or slang, etc.	Loss of privilege, individualized instruction with student, re-teach Bronco Pride expectations, detention, student/staff/parent conference, possible out of school suspension, referral to School Social Worker
Dress Code Violation - minor	Wearing clothes that displays offensive images or verbiage	Change clothing, conference with student, individualized instruction, phone call home
Non-Compliance - minor	Refusing to follow adult directions	Loss of privilege, individualized instruction with student, re-teach Bronco Pride expectations, Parent phone call, Student/Staff/Parent conference
Insubordination/Defiance - major	Consciously and purposely defying adult directions or school rules and guidelines	Phone Call, referral to Home School Interventionist or School Social Worker, possible out of school suspension, Behavior Intervention Plan if necessary, IEP referral if appropriate
Disrespect - minor	Showing intentional and brash contempt or rudeness towards a staff member or fellow student	Parent phone call, loss of privilege, conference with student, review Bronco Pride expectations on matrix, possible referral to School Social Worker
Disrespect - major	Showing repeated or intentionally malicious contempt or rudeness towards a staff member or fellow student	Parent phone call, loss of privilege, conference with student, review Bronco Pride expectations on matrix, Students/Staff/Parent conference, detention, possible referral to School Social Worker

Skipping Class/Tuancy - major	Any instance where a student is independently responsible for missing class or not being present at the time they were directed to be present	Parent phone call, individualized instruction, student conference, referral to Home School Interventionist
Weapons - major	Bringing to school any object identified as a weapon per the student handbook	Parent phone call, referral to Law Enforcement, out of school suspension, loss of privilege, could result in expulsion
Lying/Cheating - major	Intentionally misinforming an adult when questioned about an incident	Parent phone call, individualized instruction, conference with student, detention, Student/ Staff/Parent conference
Theft - major	Claiming another's property as one's own	Parent phone call, individualized instruction, conference with student, detention possible OSS, Student/Staff/Parent conference
Forged Note - major	Presenting a false document in an attempt to achieve permission to participate in an activity	Parent phone call, individualized instruction, conference with student and family, detention
Bullying - minor/major	Behavior that is aggressive in nature and includes a perceived imbalance of power; the behavior is repetitive and happens many times over a given period of time	Parent phone call, individualized instruction, conference with student, loss of privilege, detention, eventually OSS, possible referral to School Social Worker, Student/Staff/ Parent conference

Possession of Illegal Substance - major	Possessing any substance that is either illegal or disallowed per the school handbook	Parent phone call, referral to Law Enforcement, individualized instruction, conference with student, loss of privilege, detention, eventually OSS
Threats of Violence-major	Any direct threat made that is specific and targeted	Conference with student, parent phone call, parent meeting, conduct threat assessment, Law Enforcement contacted, possible OSS

Discipline Complaint Procedure:

If you have concerns that district policies on discipline are not being followed, information and necessary forms to report this are available in the FES and FHS offices.

General School Rules While Riding the Bus

Listed below you will find general school rules to assist in promoting a safe and positive experience for all students while on campus. Please review the rules below with your children to ensure they understand the expectations while at school.

- Respect yourself and others.
- Keep yourself and others safe.
- Listen to and follow directions.
- Be Responsible.

Lunchroom Guidelines

- Use proper table manners at all times.
- Keep the lunchroom neat and clean.
- Use inside voices.
- Always walk.

Playground Rules

- When the bell rings, line up properly and enter the school quietly.
- Keep hands and feet to yourself.
- Tell an adult about:

Any injuries.

Unsafe playground conditions.

Unsafe behavior of other students.

All Playgrounds

- Students will come down slides feet first.
- Electronics are not allowed on the school playground.
- Students will not slide down the supporting poles.
- Staff may choose to keep students off the equipment when it is wet or icy.
- Wall ball is only permitted on the north wall
- Only tennis balls or soft pucks are permitted for hockey

Spider Web Playground

Boundaries

- Avoid going beyond the bike rack.
- Avoid play on/around the bike rack out of respect for bike owners
- Stay within the spider web playground boundaries
- The edge of the building (basketball court) marks the boundary line.

Spider web

- Students are not permitted to jump off the spider web.
- No pushing at any time.

Zip line/Monkey Bars

- Sitting on top of the monkey bars or the rock wall is prohibited.

Back Playground

- Sliding on Ice can lead to injuries~ this will not be allowed.

Boundaries

- Stay on the FES side of the tree line.

Spinners

- Hands and feet stay on spinners at all times.

Monkey Bars/Climbing Wall

- Sitting on top of the monkey bars or climbing wall is prohibited.

Kindergarten and Grade 1 Playground

Boundaries

- Avoid woods
- Stay back of the tree line

General Rules

- Slide down slides and hills only; Avoid playing on the back of the snow hills.
- No sliding on the ice at any time.
- Sand toys need to stay in the sandbox.
- No throwing wood chips.
- No sitting on top of the monkey bars.
- No standing on top of the bus or ambulance bars.

Miscellaneous

- **Tackle football is not permitted.** Flag football is permitted unless it gets too rough.
- Students will not jump on other children's backs, spit, or swear.
- Students who are asked to take a break from play are to sit by the wall and must remain there until an adult dismisses them.
- Under no circumstances are skateboards, snowboards or roller blades to be used at school.
- Students need to remain at their designated playground.
- No suckers or pop allowed on the playground.
- No electronics of any kind at any time.

Snow:

- Students are not allowed to throw snowballs.
- Students will not put snow in other children's faces, down their backs, etc.
- Students will not play "King of the Hill."
- Students MUST have boots and snow pants to slide down the hill.

Bullying Prohibition

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 a student's ability to learn and/or a teacher's 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 school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, harassment, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

For further information on our bullying policy and procedures refer to ISD 361 Policy #514. ISD 361 policy information can be found at www.isd361.org

Bullying Definition

Bullying is aggressive behavior that involves unwanted, negative actions.

Bullying involves a pattern of behavior repeated over time.

Bullying involves an imbalance of power or strength.

Recognizing the Difference

NORMAL PEER CONFLICT	BULLYING
Equal power of friends	Imbalance of power: not friends
Happens occasionally	Repeated negative action
Accidental	Purposeful
Not Serious	Serious with threats of physical or emotional harms
Equal emotional reaction	Strong emotional reaction from victim and little or no emotional reaction from bully
Not seeking attention or power	Seeking power, control or material things
Not trying to get something	Attempt to gain material things or power
Remorse-will take responsibility	No remorse-blames victim
Effort to solve the problem	No effort to solve the problem

The complete bullying policy (514) is available on the District 361 web page at: <http://www.isd361.org>

Harassment and Violence Prohibition

The school district strives to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. Detailed information on the school district's "Harassment and Violence Prohibition" policy is included on our website. ISD 361 policy information can be found at www.isd361.org

Assault and Dangerous Threats

Threats to normal school operations or school activities, such as reporting of dangerous or hazardous situations that do not exist, are against school rules and state statute.

Physical Assault~ Fighting

Physical assault is an act which intentionally inflicts, or attempts to inflict, bodily harm upon another.

Physical assault by students against staff members or students is considered to be Bottom Line behavior and the principal or staff member must take immediate action to halt such behavior. In reacting to incidents of assault, staff members may be required to use reasonable physical force to prevent or minimize injury to students or staff.

Verbal Assault

Abusive, threatening, profane, or obscene language either oral or gestures by a student towards a staff member or another student are forbidden.

Dangerous Weapons and Articles

It is unlawful for any person to bring to school or have in their possession any weapons: guns, knives, explosive devices (fake or real) fire crackers, stink bombs, or anything construed by the school to be dangerous or cause alarm or fear in any person in the school or on school property.

Violation of said article will result in immediate suspension until a hearing can be arranged with school, parents, and law enforcement personnel.

A student who brings a weapon to school shall be expelled for a period of (1) year. The principal, under appropriate circumstances, may recommend and the board may impose a lesser penalty. The student may also have charges filed against him/her by a law enforcement agency.

Dress/Clothing

The School District of International Falls recognizes that the primary responsibility for a student's attire resides with the student and his/her parents or guardians. However, as part of the District's commitment to creating a safe and inclusive environment to learn, work, and succeed, a Dress Code is necessary for the following purposes:

- 1.) To protect the health and safety of staff and students,
- 2.) To ensure students are prepared to fully participate in the class or activity; and
- 3.) To establish a respectful and positive school environment free of hostility, intimidation, marginalization, or oppression.

Students will be expected to go outside after lunch so they need to dress appropriately for the weather.

We ask you, as parents and guardians, to guide your children in dressing appropriately for the weather conditions and for the learning environment. Boots, hats and mittens are necessary during the cold winter months. Students should have snow pants. Please label your child's clothing and boots for easy identification in case they become lost or misplaced. If you are missing something, remember to stop by and check the "Lost and Found" items.

Generally, students should be given the most choice possible in how they dress for school for their own comfort and self-expression. Restrictions shall be made only to support the overall educational goals of the school and will be explained within the dress code.

- 1.) **Basic Principle:** Certain body parts must be covered for all students at all times. Clothes must be worn in a way such that genitals, buttocks, and nipples are fully covered with non-transparent (opaque) fabric. All items listed in the "must wear" and "may wear" categories below must meet this basic principle.
- 2.) **Students Must wear**, while following the basic principle:
 - a. Shirt
 - b. Bottom (pants/sweatpants/shorts/skirt/dress/leggings), AND
 - c. Shoes
- 3.) **Students May Wear**, as long as these items do not violate the Basic Principle above or Section 4 below:
 - a. Religious headwear
 - b. Hats, as long as face and ears remain visible (classroom teachers may choose not to allow hats in classrooms.
 - c. Fitted pants, including opaque leggings, yoga pants and "skinny jeans"
 - d. Pajamas
 - e. Ripped jeans, as long as underwear and buttocks are not exposed
 - f. Tank tops, including spaghetti straps
 - g. Halter Tops
 - h. Athletic Attire
 - i. Midriff baring shirts
 - j. Visible waistbands/straps on undergarments worn under clothing
 - k. Strapless shirts
- 4.) **Students Cannot Wear:**
 - a. Violent language or images
 - b. Images or language depicting or promoting drugs or alcohol (or any illegal item or activity).
 - c. Hate speech, profanity, pornography.
 - d. Images or language that creates a hostile or intimidating environment based on any protected class.
 - e. Visible undergarments. Visible waistbands or straps on undergarments worn under other clothing are not a violation.
 - f. Swimsuits (except as required in class, in which case, one-or two piece swimsuits are acceptable).
 - g. Accessories that could be considered dangerous or could be used as a weapon.

Weather Policy:

The following are the guidelines we will use this winter to determine whether recess will be outdoors. We will check the weather at 9:00 AM to assess conditions prior to the 10:00 AM recess and continue to monitor throughout the day. Weather conditions can change, so for example, we may keep morning recess indoors but determine that temperatures have improved enough for outdoor recess in the afternoon. **Safety comes first!**

We will primarily use The Weather Channel and cross-reference with 1–2 other sources as needed to verify conditions. Listen for the announcements.

Guidelines:

- **Above 0°F -10°F (Feels Like):** Outdoor recess is usually held. Warm gear is required.
- **Cold: 10°F to -15°F (Feels Like):** Outdoor recess may be held, but we will monitor conditions closely. **Wind will be considered.** Students should wear extra warm layers.
- **Very Cold: Below -16°F (Feels Like):** Recess will be held indoors to ensure safety.
- **Precipitation:** Rain, heavy snow, or high winds may also trigger indoor recess.

These guidelines are designed to balance the benefits of fresh air with student safety, protecting against frostbite and other cold-related risks.

***“Feels like” refers to wind chill factor

Volunteers

Volunteers are truly a gift to our schools! Volunteers are invaluable members of the school-home-community team dedicated to enriching public education. Please check with your child’s teacher to see how you can help in your child’s classroom. If you come to volunteer, please check in at the office. You will be required to check in through our Raptor system. Some volunteer experiences will need background checks, such as for overnight field trips.

Confidentiality

Our schools promote the rights of all children with regard to confidentiality. If you are volunteering at school, information regarding student progress, actions, behavior and skills are confidential. The classroom teacher is the person who communicates with a parent about how their child is doing. It is mandatory to keep student information within the classroom. Students have the right to know that visiting adults will not be talking about them after they have been helping out in their classroom. If you have issues you are concerned about, please talk to the classroom teacher or principal.

Mandated Reporting

District 361 school personnel are mandated by law to report all incidences of abuse or suspected abuse or neglect of children. This includes physical, sexual or emotional abuse.

Medication Policy

If your child takes medication at school, a signed doctor’s order, parent signature and the original prescription bottle or container for this medication are all necessary. Medicine in envelopes or baggies will not be accepted.

Aspirin or other over the counter drugs cannot be given to a child without written permission from a doctor. A Medication Authorization Form for both prescription and over the counter medication is included in this handbook. If you need additional forms, please contact your school nurse.

Immunization

Minnesota Statutes, Section **121A.15** requires that all children, prior to enrolling in a Minnesota school, must be immunized against diphtheria, tetanus, pertussis (whooping cough), polio, measles, mumps and rubella, Hepatitis B, Varicella (chickenpox) and (Hib for all preschoolers) or meet one of the allowable alternatives. The law allows for these exemptions:

A signed statement from a doctor exempting the person from the required vaccine because of medical reasons.

A notarized statement that immunization goes against personal beliefs.

Illness at School

A student who becomes ill while at school may go to the nurse's office. If the student needs to go home the nurse will call the parents. If parents cannot be reached, the person designated by parents on the emergency information sheet will be notified.

If your child has a fever above 100 degrees while at school he/she will be sent home.

Special Education

Special education is intended to meet the needs of identified students with disabilities whose needs are not met by regular education. Specifically, the learning of these students is significantly impacted by their disability. Federal and State laws specifically direct the eligibility and implementation of the services and programs. Special Education students are served in regular classrooms, special settings, or both, depending on team decisions based on student needs. If you have questions regarding special education programs, please contact the school principal.

Student Registration

Each spring our school conducts a kindergarten registration drive for the next year's kindergarten classes. Your child may enroll in kindergarten if he/she will be five years old as of September 1 of the school year in which you are registering for. You will need to provide a birth certificate and an updated immunization record at the time of registration. Pre-school screening is also required.

Emergency Phone Numbers

We must have on file the name; address and phone number of a relative or friend in case we cannot reach you in an emergency. If you have a regular schedule of activities, such as sports or volunteer work, please let us know your schedule and the phone numbers where you can be reached.

It is essential that this record be kept current. Please notify the office if there are changes or additions during the year.

Lost and Found

Parents should give the following suggestions careful consideration to help eliminate lost items:

- Clearly label your child's coats, jackets, sweaters, caps, and boots with his/her name and grade.
- When an article is lost, don't let time elapse before trying to locate it.
- Use caution in allowing articles of sentimental or monetary value to be brought to school.

Personal Property

Children should not bring expensive jewelry, valuable toys, money, etc. to school. The use of cell phones, and hand-held games are not permitted during school hours. These items must be kept in the student's backpack or locker. The school district is not responsible for lost, stolen or damaged items brought to school.

If it is necessary to send money to school, please put it in a sealed envelope with the child's name, date, and purpose of the money written on the envelope. Any payments should be brought to the office before classes begin each morning.

Distribution of Non-School-Sponsored Materials on School Premises by Students and Employees:

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, non-school sponsored material.

To protect First Amendment rights, while at the same time preserving the integrity of the educational objectives and responsibilities of the school district, the school board adopts the following regulations and procedures regarding distribution of non-school sponsored material on school property and at school activities.

Please review the full policy (**Policy 505: Distribution of Non-School-Sponsored Materials on School Premises by Students and Employees**) located on the district website under policies.

Independent School District No. 361

International Falls Public Schools does not discriminate on the basis of race, color, creed, national origin, sex, sexual orientation, religion, disability, receipt of public assistance, marital status or age.

Section 504 Officer (Gr. K-6)

Lisa West, FES Principal
1414 15th Avenue; International Falls, MN 56649

218-283-2571 ext. 1104

Alternative: Marc Glowack

Section 504 Officer (Gr. 7-12)

Melissa Tate, FHS Principal
1515 11th Street; International Falls, MN 56649

218-283-2571 ext. 1157

Alternative: Chelsea Ness

Title IX Officer (District-wide)

Beth Shermoen, Superintendent of Schools
1515 11th Street; International Falls, MN 56649

218-283-2571 ext. 1112

Title IX Officer (Alternate)

Melissa Tate, FHS Principal
1515 11th Street; International Falls, MN 56649

218-283-2571 ext. 1104

Human Rights Officer

Lisa West, FES Principal
1414 15th Avenue; International Falls, MN 56649

218-283-2571 ext. 1104

Human Rights Officer (Alternate)

Melissa Tate, FHS Principal
1515 11th Street ; International Falls, MN 56649

218-283-2571 ext. 1232

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 public and charter schools. Minnesota prioritizes high-quality education, and statewide assessments gives educators and leaders an opportunity to evaluate student and school success.

Minnesota Comprehensive Assessments (MCA) and Minnesota Test of Academic Skills (MTAS)

MCA and MTAS are the annual assessments in reading, mathematics and science that measure a snapshot of student learning of the Minnesota K–12 Academic Standards.

ACCESS and Alternate ACCESS for English Learners

The ACCESS and 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 helps families see a snapshot of their student's learning so they can advocate for their success in school. High school students can use MCA results:

- For 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.
- For Postsecondary Enrollment Options (PSEO) and College in the Schools programs.

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

Explore the
Statewide
Testing page
for more
information.

[education.mn.gov > Students
and Families > Programs and
Initiatives > Statewide Testing](https://education.mn.gov/Students-and-Families/Programs-and-Initiatives/Statewide-Testing)

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

Additional Information

- On average, students spend less than 1 percent 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 beginning of each school year. Refer to your district or charter school's website for more information on assessments.

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



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 returned to your student's school before the applicable test administration.

Statewide Assessment: Parent/Guardian Decision Not to Participate

Student Information

First Name: _____ Middle Initial: _____ Last Name: _____

Date of Birth: _____ Current Grade in School: _____

School: _____ District: _____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

Reason for Refusal: _____

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

☐

MCA/MTAS Reading

☐

MCA/MTAS Science

☐

MCA/MTAS Mathematics

☐

ACCESS/Alternate ACCESS

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



FALLS SCHOOLS

(218) 283-2571 ~ FAX (218) 283-8104 1515 ~ 11th Street ~ International Falls, MN
Nurse ext. 1231

Medication Permit Form

Student's Name: _____ Birthdate: _____ Grade: _____

School Year: _____ Teacher: _____

Parents of students requesting prescription medication to be given to their child during school hours by school personnel are **required** to provide the school with the following information:

1. Written doctor's order
2. Written parent's consent
3. Medication **must** be supplied in the **original** pharmacy-labeled bottle; ask for prescription medication to be divided into two bottles completely labeled—one for home and one for at school.

All medication must be provided by the parent/guardian. All medications should be delivered to the school by the parent/guardian or parent/guardian-designated responsible adult. Medication **should not** be sent on the school bus.

Please have your physician complete this part of this form and return it to the health office.

PHYSICIAN ORDER

I have prescribed the following medication for this child and request this dosage be given during school hours.

Medication	Dosage	Time	Route	Possible side effects

Diagnosis: _____

Other medications student is taking: _____

Start date: _____ End date: _____ (All authorizations expire at end of school year.)

- _____ Student is knowledgeable about the medication(s) and how to self administer
- _____ Student may self-administer the medication(s). (Not applicable for controlled substances).

Special Instructions: _____

Physician signature: _____ Date: _____

Print or Type Name of Physician or Licensed Provider: _____

Phone #: _____ Fax #: _____

Health Care Facility Name and Address: _____

PARENTS: PLEASE READ AND SIGN BACK OF THIS FORM

PARENT REQUEST FOR ADMINISTRATION OF MEDICATION

Parents please complete this area of form and return to health office.

1. ☐ I request that the above medication(s) be given during school hours as ordered by this student's physician/ licensed health care provider.
2. I release school personnel from liability in the event adverse reactions result from taking medication(s).
3. I will notify the school nurse of any changes in medication(s) such as dosage changes, time changes, discontinuations, etc. and obtain the appropriate health care provider order.
4. I give permission for the school nurse to communicate with the student's teachers, coaches, and necessary school staff about the student's health care condition(s) and the action and side effect of the medication(s).
5. I give permission for the school nurse to consult with the above-named student's physician/ licensed prescriber and/or pharmacist regarding questions that arise with regard to the medication(s) or medical condition(s) being treated by the medication.
6. I give permission for the medications(s) to be given designated school personnel as delegated by the school nurse.
7. Field trips and Extra Curricular Activities. I give permission for the assigned teacher or other responsible adult to dispense the medication(s) on a field trip and/or extracurricular activity as arranged by the school nurse.
8. I agree to provide the medication(s) in a container labeled by the pharmacy or physician/health care provider with current prescription number and date or in the original over the counter medication bottle.
9. ☐ I request that my child be allowed to carry and self-administer asthma treatment medication(s) as ordered by the physician and arranged with the school nurse.
10. ☐ I request that my child be allowed to carry and self-administer _____ medication(s) as arranged with the school nurse. (Applicable to high school students for over the counter pain medications only).

Name of medication _____ Dosage: _____ How often: _____

Parent/ Guardian signature: _____ Date: _____

Phone number: _____



FALLS SCHOOLS

(218) 283-2571 ~ FAX (218) 283-8104
Nurse ext. 1231

1515 – 11th Street ~ International Falls, MN

Over the Counter Medication Authorization Form

Tim Everson - FHS Principal

Melissa Tate - FES Principal

Kevin Grover - Superintendent

Leah Bacon- School Nurse

_____ has my permission to take _____
(student's name) (medication and dosage)

while at school. The reason this student is to take the above listed medication is _____

He/she understands that the medication will be locked in the nurse's cabinet and that he/she may come and request it for the above stated reason only. The school nurse or staff will assess the student and based on her judgment, may choose not to allow the student access to the medication.

(parent or guardian's signature)

(phone number)

(date)



INTERNATIONAL FALLS HIGH SCHOOL ATHLETIC & EXTRA-CURRICULAR ACTIVITIES HANDBOOK 2026 – 2027

International Falls School District
1515 Eleventh Street
International Falls, MN 56649
218/283/2571
218/283/2384



ISD #361 ACTIVITIES

POLICY 100.1

THE ADMINISTRATION OF INTERSCHOLASTIC ACTIVITIES

I. STATEMENT OF PHILOSOPHY

The Athletic Department's aim is to provide a well-balanced competitive activities program, to create a wide range of opportunities for all, to aid in the enrichment of the lives of the athletes through sacrifices striving toward maximum effort and performance, and to seek the realization of individual and group achievements of worth accomplished through the participant's own efforts.

II. OBJECTIVES

- a. To provide the participants with a program in which they are coached by qualified personnel whenever and wherever possible.
- b. To expose participants to an environment in which their health and welfare are always of primary concern.
- c. To develop total fitness through a planned conditioning program for efficient and effective performance.
- d. To develop an understanding of the theory of play, a thorough knowledge of the rules of the game, mastery of skills, and mental alertness to enable participants to perform successfully.
- e. To learn to exercise self-control and self-discipline and to accept responsibility regardless of the quality of their performance or that of their opponents, creating good sportsmanship.
- f. To demand the total involvement of all aspects of individuals -- physically, intellectually, socially, and emotionally -- in an integrated effort toward reaching the goal.
- g. To win -- but with the understanding that the value of winning is dependent upon the many sacrifices and the satisfaction derived by the players in successfully meeting the many challenges which competitive situations offer.

III. AFFILIATIONS

- a. Minnesota State High School League (MSHSL)
- b. Northeast District ~ Football only
- c. Iron Range Conference
- d. Arrowhead Conference
- e. East Range Conference – Golf only

ISD #361 ACTIVITIES

POLICY 101.1

TITLE IX - ELIMINATION OF SEX DISCRIMINATION IN ACTIVITIES PROGRAMS

- I. The Federal Government states: "No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance."
- II. Intramural, Club, and Interscholastic Activities (Subpart D, Section 86.41)
 - a. Information found on the school website under BOARD POLICY 522 Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process
- III. Codes of Conduct (Including Dress Codes) and other regulations governing the students (Subpart D, Section 86.31 (b) (4-6)).
 - a. Basic principles - A recipient may not, on the basis of sex:
 - i. Subject any person to separate rules of behavior or other treatment.
 - ii. Apply different standards for determining compliance with such rules.
 - iii. Make out different punishments or penalties for violations.
 - iv. Apply different rules of appearance, including different regulations governing length of hair. In addition, regulations prohibiting beards or moustaches, as they basically only apply to males, are prohibited. In reviewing dress codes, apply a rule of reason. While recipients should be encouraged to adopt dress codes that are not gender specific, i.e., "neat," "clean," "appropriate," the regulation should not be followed so strictly so that to apply it specifically would be disruptive to the educational process. Thus, a regulation requiring male students to wear either skirts or slacks would not be a violation.
- IV. Honors and Awards (Subpart D, Section 86.31 (b) (1-3))
 - a. Basic Principle -- An LEA may not:



- i. Differentiate on the basis of sex in bestowing awards -- for example, award letters to outstanding male athletes and certificates to outstanding female activities.
 - ii. Sponsor activities or clubs that limit membership to one sex -- for example, separate letter clubs or honor societies for girls and boys.
 - iii. Bestow awards on the basis of sex -- for example, outstanding boys and outstanding girls. It may give awards to outstanding students, some or all of whom may be male or female. For such honors as Homecoming Royalty, Winter Sports Week Royalty, Prom Royalty, etc. the overall opportunities for males and females to be selected should be comparable.
 - iv. Have different criteria on the basis of sex for selection – for example, a higher-grade point average for members of one sex than for the other for eligibility for membership in an honor society.
- V. Employment (Board of Education, Superintendent, Principals, Activities Director, or any other person employing someone.)
 - a. The policy regarding the specific implications of Title IX for school employment (or employment related practice and procedures) will be as follows:
 - i. All recommendations/decisions relating to employment selection, compensation, and/or promotion, are made on the basis of nondiscriminatory criteria as specified by the central administration and apply without regard to sex.
 - ii. All recommendations/decisions regarding the assignment and compensation of staff for extra-duty functions are made on the basis of nondiscriminatory criteria as specified by the central administration and apply without regard to sex.
 - iii. All recommendations/decisions regarding leave privileges are made on the basis of nondiscriminatory criteria as specified by the central administration and apply without regard to sex.
 - iv. All decisions regarding room assignment, access to and use of facilities and supplementary materials are made on the basis of specific criteria and without regard to sex.

ISD #361 ACTIVITIES

POLICY 102.1

STAFF AND COMMITTEE RESPONSIBILITIES IN ATHLETICS/ACTIVITIES OVERSIGHT

- I. Superintendent
 - a. Role: District Executive Leadership
 - b. Primary Responsibilities:
 - i. The Superintendent is in charge of the School District with supervision of the athletic and activities department.
 - ii. Ensure compliance with state laws, MSHSL, and district policies
 - iii. Advise and support the implementation of district-wide athletic and activity programs
 - iv. Approve major decisions, including hiring recommendations, disciplinary actions, and budget allocations
 - v. Act as liaison between the school board and school administration
 - vi. Make final determinations on appeals, emergencies, or disputes involving athletics
- II. Principal
 - a. Role: Building-Level Educational and Operational Leader
 - b. Primary Responsibilities:
 - i. Supports day-to-day student discipline, academic eligibility, and code of conduct enforcement
 - ii. Collaborate with the Athletic Director on staffing, scheduling, and student concerns
 - iii. Assists in the evaluation of the athletic and activities programs
 - iv. Serve as the school's representative at events, when needed
 - v. Support the athletic/activities program as part of the overall student experience
 - vi. Address parental or community concerns, when appropriate
- III. Athletic/Activities Committee
 - a. (Advisory group; may consist of administrators, coaches, teachers, parents, school board reps, and students)



- b. Primary Responsibilities:
 - i. Review and advise on philosophy, program needs, and policy development
 - ii. Recommend facility upgrades, scheduling ideas, or program improvements
 - iii. Provide feedback on budgetary needs, uniform rotation, and sports offerings
 - iv. Assist with co-curricular alignment and community engagement
 - v. Help evaluate and review athletic programs annually
 - c. Note: The committee does not have administrative authority but plays a consultative and planning role.
- IV. School Board
 - a. Role: Policy-Making and Governance Body
 - b. Primary Responsibilities:
 - i. Adopt and revise policies related to athletics, transportation, funding, and student participation
 - ii. Approve the hiring of coaches/staff as recommended by the administration
 - iii. Set and approve the athletic budget and major capital expenditures
 - iv. Act on appeals or recommendations from the Superintendent
 - v. Ensure alignment between district goals and co-curricular programming
- V. Athletic Director
 - a. The Athletic Director (AD) is responsible for the leadership, coordination, and administration of all interscholastic athletic programs and extracurricular activities for ISD 361. This includes compliance with district policies, the Minnesota State High School League (MSHSL), and fostering a positive culture of sportsmanship, academic achievement, and student development.
- VI. Essential Duties & Responsibilities
 - a. Program Administration
 - i. Coordinate all aspects of the athletic program, including scheduling, transportation, facilities, and eligibility.
 - ii. Develop and publish season schedules, practice times, and tournament participation.
 - iii. Ensure compliance with MSHSL, district, and school policies.
 - iv. Supervise the ordering, inventory, maintenance, and distribution of equipment and uniforms.
 - v. Oversee facility use and collaborate with custodial staff and community partners.
 - b. Personnel Management
 - i. Recruit, recommend, and help hire qualified coaching staff.
 - ii. Supervise and evaluate head and assistant coaches in collaboration with the principal.
 - iii. Organize regular coaches' meetings and professional development.
 - iv. Address coach conduct, parent complaints, and performance issues.
 - c. Budget & Fund Management
 - i. Prepare and administer the athletic department budget.
 - ii. Oversee team fundraising efforts and ensure financial transparency.
 - iii. Track and approve athletic-related purchases in line with district protocols.
 - d. Student Eligibility & Conduct
 - i. Monitor academic and behavioral eligibility in coordination with administration.
 - ii. Maintain accurate student records for MSHSL eligibility, physicals, and insurance.
 - iii. Promote and enforce the student-athlete code of conduct.
 - e. Communication & Public Relations
 - i. Act as the spokesperson for the athletic department with parents, media, and the community.
 - ii. Coordinate public relations including event promotion, social media, and recognition of student achievements.
 - iii. Handle parent inquiries, concerns, and formal complaints in a timely and professional manner.
 - f. Event Supervision
 - i. Serve as the on-site administrator for home athletic and activities events or assign game supervisors.
 - ii. Coordinate officials, ticket takers, announcers, and security personnel.
 - iii. Ensure emergency procedures and protocols (AED access, injury response) are in place.



- g. Equity, Sportsmanship, and Student Welfare
 - i. Promote participation, inclusion, and fairness across all programs.
 - ii. Address issues of harassment, bullying, or hazing.
 - iii. Support students' academic and athletic balance through communication and advocacy.
- h. Qualifications
 - i. Required:
 - 1. Bachelor's Degree in Education, Sports Management, or related field
 - 2. Valid Minnesota teaching or administrative license (preferred)
 - 3. Prior experience in coaching or athletic administration
 - 4. Strong organizational, communication, and leadership skills
 - 5. Familiarity with MSHSL rules and eligibility requirements
 - i. Working Conditions & Physical Demands
 - i. Must be available for frequent evening/weekend events
 - ii. Regular walking and standing for extended periods at games/events
 - iii. Occasional lifting and handling of athletic equipment
 - j. Other duties as assigned by the Superintendent
- VII. Performance Evaluation
 - a. Performance is evaluated annually by the Superintendent based on established district criteria.

**ISD #361 ACTIVITIES
POLICY 103.1
SEXUAL HARASSMENT AND SEXUAL VIOLENCE POLICY**

- I. General Statements of Policy:
 - a. Sexual harassment is a form of sex discrimination which violates Section 703 of Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. Section 2000, et. seq. and Minnesota Statute sub-section 363.01-.14, the Minnesota Human Rights Act. Sexual violence is a physical act of aggression that includes a sexual act or sexual purpose.
 - b. It is the policy of Independent School District No. 361 to maintain a learning and working environment that is free from sexual harassment and sexual violence. The School District prohibits any form of sexual harassment and sexual violence.
 - c. It shall be a violation of this policy for any student or employee through conduct or communication of sexual nature as defined by this policy.
 - d. It shall be a violation of this policy for any student or employee of School District No. 361 to be sexually violent to a student or employee.
 - e. The School District will act to investigate all complaints, either formal or informal, verbal or written, or sexual harassment or sexual violence and to discipline any student or employee who sexually harasses or is sexually violent to a student or employee of the School District.
- II. Sexual Harassment/Sexual Violence Defined
 - a. Sexual Harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
 - i. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or (b) Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
 - ii. That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating hostile or offensive employment or education environment.
 - iii. Any sexual harassment as defined when perpetrated on any student or employee will be treated as sexual harassment under this policy.
 - b. Sexual harassment may include but is not limited to:
 - i. verbal harassment or abuse;
 - ii. subtle pressure for sexual activity;
 - iii. inappropriate patting or pinching;
 - iv. intentional brushing against a student's or an employee's body;



- v. demanding sexual favors accompanied by implied or overt threats concerning an individual's employment or educational status;
- vi. demanding sexual favors accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status.
- vii. any sexually motivated unwelcome touching; or
- viii. sexual violence which is a physical act of aggression that includes a sexual act or sexual purpose.

III. Reporting Procedures

- a. Any person who believes he or she has been the victim of sexual harassment or sexual violence by a student or an employee of the School District, or any third person with knowledge or belief of conduct which may constitute sexual harassment or sexual violence should report the alleged acts immediately to an appropriate School District official as designated by this policy.
- b. The School District encourages the reporting party or complainant to use the report form available from the principal of each building or available from the School District office.

IV. INDEPENDENT SCHOOL DISTRICT NO. 361

International Falls Public Schools does not discriminate on the basis of race, color, creed, national origin, sex, sexual orientation, religion, disability, receipt of public assistance, marital status or age.

**ISD #361 ACTIVITIES
POLICY 104.1
CODE OF ETHICS & FORMS**

Minnesota State High School League (MSHSL) Code of Ethics

The purpose of the MSHSL Code of Ethics is to promote integrity, sportsmanship, and respect in all interscholastic activities. All participants—students, coaches, officials, and school personnel—are expected to uphold the highest standards of ethical conduct in all school-related athletic and activity programs.

For Coaches

- I. Coaches serve as role models and leaders within the school and community.
- II. Coaches shall:
 - a. Exemplify high moral character and behavior.
 - b. Respect the integrity and judgment of officials.
 - c. Promote respect for opponents and model fair play.
 - d. Place the emotional and physical well-being of athletes above personal or team success.
 - e. Support the rules of the game, the letter and spirit of competition, and the goals of educational athletics.
 - f. Refrain from use of tobacco, alcohol, or illegal substances during school events or while responsible for students.
 - g. Strive for excellence while maintaining perspective on the purpose of high school sports.

For Student-Athletes

- III. Student-athletes represent their schools and communities and must act accordingly.
- IV. Athletes shall:
 - a. Show respect to teammates, coaches, officials, opponents, and spectators.
 - b. Accept victory or defeat with dignity and humility.
 - c. Commit to honesty and integrity in competition and personal conduct.
 - d. Refrain from taunting, trash talk, or unsportsmanlike behavior.
 - e. Abide by all school rules, training expectations, and eligibility standards.
 - f. Avoid the use of tobacco, alcohol, drugs, and performance-enhancing substances.

For Officials

- V. Officials play a critical role in maintaining the integrity of interscholastic competition.
- VI. Officials shall:
 - a. Enforce the rules of play fairly and consistently.
 - b. Maintain professionalism and impartiality at all times.
 - c. Communicate respectfully with coaches and participants.
 - d. Prepare adequately for all assignments and remain physically and mentally fit.
 - e. Act as role models for sportsmanship and fair competition.

For School Representatives (Administrators, Fans, Volunteers)

- VII. The school community contributes to the culture of athletics and activities.
- VIII. Representatives shall:



- a. Model positive behavior and sportsmanship at all events.
- b. Support coaches and student-athletes constructively and respectfully.
- c. Avoid engaging in or condoning abusive language, disruptive behavior, or harassment.
- d. Promote a safe, welcoming, and educational environment for all students and spectators.

MSHSL Expectations

All schools and participants agree to:

- IX. Uphold MSHSL bylaws, eligibility standards, and competition regulations.
- X. Encourage compliance with state and federal laws, school board policies, and activity guidelines.
- XI. Address violations of this Code of Ethics with fairness and accountability.

MSHSL Code of Ethics – Student-Athlete Acknowledgement Form

ISD #361

Academic Year: _____

I, the undersigned, acknowledge that I have read and understand the Minnesota State High School League (MSHSL) Code of Ethics as it applies to me as a student-athlete.

By signing this form, I agree to:

- Show respect toward teammates, coaches, opponents, officials, and fans.
- Accept victory and defeat with dignity and sportsmanship.
- Abide by all team, school, and MSHSL rules, including those regarding eligibility and conduct.
- Refrain from the use of alcohol, tobacco, illegal drugs, and performance-enhancing substances.
- Be a positive representative of my team, school, and community at all times.
- I understand that failure to follow this code may result in disciplinary action, suspension, or dismissal from the team.

Student Name (Printed): _____

Student Signature: _____

Date: _____

Parent/Guardian Name (Printed): _____

Parent/Guardian Signature: _____

Date: _____

MSHSL Code of Ethics – Coach Acknowledgement Form

ISD #361

Academic Year: _____

I, the undersigned, acknowledge that I have read and understand the Minnesota State High School League (MSHSL) Code of Ethics for coaches.

By signing this form, I agree to:

- Uphold the highest standards of sportsmanship, integrity, and professionalism.
- Model appropriate behavior for athletes, fans, and fellow coaches.
- Respect the authority and decisions of game officials.
- Prioritize the physical and emotional well-being of all student-athletes.
- Comply with all district, MSHSL, and league rules, including conduct and eligibility standards.
- Refrain from the use of alcohol, tobacco, and drugs during supervision of students or at school events.
- I understand that a violation of this code may result in disciplinary measures, including suspension or removal from coaching responsibilities.

Coach Name (Printed): _____



Coach Signature: _____ **Date:** _____

Athletic Director Signature: _____ **Date:** _____

**INTERNATIONAL FALLS PUBLIC SCHOOLS INDEPENDENT SCHOOL
DISTRICT #361
BOARD POLICY 404**

**Background Checks: Extracurricular Activities, Athletic Coaches/Personnel, Volunteers,
Chaperones and other Persons in Direct Contact with Students**

[NOTE: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment in the school district in order to promote the physical, social, and psychological well-being of its students. To that end, the school district will seek a criminal history background check for applicants who receive an offer of employment with the school district and on all individuals, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether any compensation is paid, or such other background checks as provided by this policy. The school district may also elect to do background checks of other volunteers, independent contractors, and student employees in the school district.

II. GENERAL STATEMENT OF POLICY

The school district shall require applicants for school district positions who receive an offer of employment and all individuals, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services, volunteers, chaperones and other persons in direct contact with students under the school district, regardless of whether any compensation is paid, submit to a criminal history background check. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the applicant individual from employment with, or provision of services to, the school district.

- a. The school district specifically reserves any and all rights it may have to conduct background checks regarding current employees, applicants, or service providers without the consent of such individuals.
- b. Adherence to this policy by the school district shall in no way limit the school district's right to require additional information, or to use procedures currently in place or other procedures to gain additional background information concerning employees, applicants, volunteers, chaperones, service providers, independent contractors, and student employees.

III. PROCEDURES

- a. Normally an applicant individual will not commence employment or provide services until the school district receives the results of the criminal history background check. The school district may conditionally hire an applicant or allow an individual to provide services pending completion of the background check but shall notify the individual that the individual's employment or opportunity to provide services may be terminated based on the result of the background check. Background checks will be performed by the Minnesota Bureau of Criminal Apprehension "(BCA".). The BCA shall conduct the background check by retrieving criminal history data as defined in Minnesota Statutes, section 13.87. The school district reserves the right to also have criminal history background checks conducted by other organizations or agencies.
- b. In order for an individual to be eligible for employment or to provide athletic coaching services or other extracurricular academic coaching services to the school district, except for an enrolled student volunteer, the individual must sign a criminal history consent form, which provides permission for the school district to conduct a criminal history background check, and provide a money order or check payable to either the BCA or to the school district, at the election of the school district, in an amount equal to the actual cost to the BCA and the school district of conducting the criminal history background check. The cost of the criminal history background check is the responsibility of the individual, unless the school district decides to pay the costs for a volunteer, an independent contractor, or a student employee. If the



individual fails to provide the school district with a signed Informed Consent Form and fee at the time the individual receives a job offer, or permission to provide services, the individual will be considered to have voluntarily withdrawn the application for employment or request to provide services.

[NOTE: If the school district elects to receive payment, it may, at its discretion, accept payment in the form of a negotiable instrument other than a money order or check and then pay the superintendent of the BCA directly to conduct the background check.]

- c. The school district, in its discretion, may elect not to request a criminal history background check on an individual who holds an initial entrance license issued by the Minnesota Professional Educator Licensing and Standards Board or the Minnesota Commissioner of Education within the 12 months preceding an offer of employment or permission to provide services.
- d. The school district may use the results of a criminal background check conducted at the request of another school hiring authority if:
 - i. the results of the criminal background check are on file with the other school hiring authority or otherwise accessible;
 - ii. the other school hiring authority conducted a criminal background check within the previous 12 months;
 - iii. the individual executes a written consent form giving the school district access to the results of the check; and
 - iv. there is no reason to believe that the individual has committed an act subsequent to the check that would disqualify the individual for employment or provision of services.
- e. For all non-state residents who are offered employment with or the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, the school district shall request a criminal history background check on such individuals from the superintendent of the BCA and from the government agency performing the same function in the resident state, or, if no government entity performs the same function in the resident state, from the Federal Bureau of Investigation. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district. Such individuals must provide an executed criminal history consent form.
- f. When required, individuals must provide fingerprints to assist in a criminal history background check. If the fingerprints provided by the individual are unusable, the individual will be required to submit another set of prints.
- g. Copies of this policy shall be available in the school district's employment office and will be distributed to applicants for employment and individuals who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services upon request. The need to submit to a criminal history background check may be included with the basic criteria for employment or provision of services in the position posting and position advertisements.
- h. The individual will be informed of the results of the criminal background check(s) to the extent required by law.
- i. If the criminal history background check precludes employment with, or provision of services to, the school district, the individual will be so advised.
- j. The school district may apply these procedures to other volunteers, chaperones, independent contractors, student employees or any person in direct contact with students.
- k. At the beginning of each school year or when a student enrolls, the school district will notify parents and guardians about this policy and identify those positions subject to a background check and the extent of the school district's discretion in requiring a background check. The school district may include this notice in its student handbook, a school policy guide, or other similar communication. A form notice for this purpose is included with this policy.

IV. CRIMINAL HISTORY CONSENT FORM

A form to obtain consent for a criminal history background check is included with this policy.

V. ATHLETIC, EXTRA CURRICULAR, VOLUNTEERS, CHAPERONES, AND OTHER PERSONS IN DIRECT CONTACT WITH STUDENTS

VI. Purpose



The purpose of this policy is to ensure the safety and well-being of all students participating in extracurricular and athletic programs. To that end, the School District requires criminal background checks for all employees, volunteers, and officials involved in these activities.

VII. This policy applies to:

- A. All school district employees assigned to or volunteering in extracurricular or athletic programs.
- B. All non-employee volunteers (including coaches, club advisors, and event chaperones).
- C. All contracted or third-party individuals with direct or regular contact with students (e.g., referees, instructors, or trainers).

VIII. Background Check Requirements

A. Pre-Engagement Screening

- i. All individuals listed in the scope must successfully complete a criminal history verification form and a criminal background check prior to beginning any duties or interaction with students. This includes:

- 1. State and federal criminal history check (including fingerprinting, where required).
- 2. Sex offender registry check.
- 3. Child abuse/neglect registry check, if applicable.

IX. Frequency of Checks

- A. Employees: Every five (5) years, or as otherwise required by state law or regulation.
- B. Volunteers/Officials: Annually or prior to each new season/year of involvement.
- C. Bus drivers: May require annual checks, including driving record reviews.
- D. Additional checks may be conducted at the discretion of the district in response to new information

or concerns.

X. Employee Obligation to Notify District of Triggered Background Check Events

- A. According to best practices and guidance from the Minnesota School Boards Association (MSBA), the district requires:

- i. Any employee who is arrested, charged with, or convicted of a criminal offense—particularly one that could impact their fitness to work in a school environment (e.g., offenses involving violence, alcohol, drugs, theft, child protection, or sexual misconduct)—must notify the Superintendent or Human Resources Director in writing within five (5) calendar days of the event.

- B. Failure to report such events may be considered a violation of district policy and could result in disciplinary action, up to and including termination.

XI. Disqualifying Offenses

- A. Any individual found to have been convicted of the following offenses shall be disqualified from participation in extracurricular or athletic programs:

- i. Any offense involving harm or risk of harm to a child.
- ii. Any violent felony.
- iii. Any sexual offense.
- iv. Any offense involving controlled substances in the last 5 years.

- B. Other offenses may be reviewed on a case-by-case basis by the Superintendent or designee.

XII. Confidentiality and Record Retention

- a. All background check results shall be handled confidentially and stored in accordance with district record retention policies and applicable laws. Access is limited to designated administrative personnel.

XIII. Appeals Process

- a. Individuals disqualified due to background check findings may submit a written appeal to the Superintendent or designee within ten (10) business days of notice. The district will review the appeal and provide a written determination.

XIV. Compliance

- a. Failure to comply with this policy will result in immediate suspension or removal from extracurricular or athletic duties. It may also result in disciplinary action, up to and including termination (for employees), or permanent disqualification (for volunteers/officials).

Legal References: Minn. Stat. § 13.04, Subd. 4 (Rights of SubjectSubjects of Data)

Minn. Stat. § 13.87, Subd. 1 (Criminal Justice Data)

Minn. Stat. § 123B.03 (Background ChecksCheck)

Minn. Stat. §§ 299C.60-299C.64 (Minnesota Child, Elder, and Individuals with Disabilities Protection Background Check Act)

Minn. Stat. § 364.09(b) (Exception for School Districts)



Cross References: None

**ISD #361 ACTIVITIES
POLICY 200.1
REQUIREMENTS FOR COACHING**

I. REQUIREMENTS FOR COACHING

- a. Certification - The Board of Education believes that each activity coaching assignment normally should be under the supervision of a qualified and duly appointed certified faculty member. However, there may be situations in which certified and qualified faculty members are not available to supervise/coach the activity. After an effort has been made to secure the services of a qualified and certified faculty member, a qualified non-faculty individual may be employed, and if such an individual is not available, a qualified non-certified individual may be employed.
- b. Coaching qualifications – To qualify for employment as a coach, the applicant should adhere to Minnesota State Statutes and the Minnesota State High School League regarding coaching requirements. Individuals who wish to serve as a head coach in a Minnesota public high school and do not have a Minnesota Teaching and Coaching License issued by the Department of Education may meet the Head Coach requirement of MS122A.33 in one of three ways.
 - i. Coaching Minor or Equivalency - One college credit in coaching theory or methods AND Six college credits in Care and Prevention of Athletic Injuries.
 - ii. American Sports Education Program (Prior to 2010)
 - iii. MN Head Coaches Course - Coaches who attend the in-person MN Head Coaches Course and complete two on-line modules; Fundamentals of Coaching and Safety and First Aid, will meet the requirements of MS122A.33 - Head Coach Licensure

**ISD #361 ACTIVITIES
POLICY 200.2
COACHING ASSIGNMENT PROCEDURES**

I. COACHING ASSIGNMENT PROCEDURES:

- a. The following regulations will be in force when coaching vacancies arise:
 - i. The Activity Director shall survey the coaching staff each year to determine coaches' intentions for the following year.
 - ii. At a Board of Education meeting, recommendations for coaching assignments will be made.
 - iii. When vacancies develop or new positions are added to the coaching staff, the following actions shall be taken:
 1. The Activity Director shall post the position to determine whether or not any present staff members have interest in the position.
 2. Once interested candidates are identified, the activity director, in consultation with the principal and head coach (when hiring assistant coaches) shall determine whether or not the interested persons possess the minimum qualifications.
 3. The Activity Director shall then notify interested candidates concerning whether or not further consideration will be extended.
 - iv. The interview committee shall then recommend the best qualified coaching candidates to the superintendent.

II. HEAD COACH HIRING PROCESS, EVALUATION AND RENEWAL/NON-RENEWAL
III. PURPOSE

- a. To establish a fair, consistent, and transparent process for recruiting, screening, and hiring Head Varsity Coaches who embody the mission, values, and educational philosophy of ISD #361 and the Minnesota State High School League (MSHSL).

IV. GUIDING PRINCIPLES

- a. Equal Opportunity Employment
- b. Alignment with MSHSL and District policies



- c. Promotion of academic and athletic excellence
 - d. Support for holistic student development
 - e. Professionalism, sportsmanship, and ethical leadership
- V. JOB POSTING AND ADVERTISEMENT
 - a. The position will be:
 - i. Posted on the school/district website
 - ii. Advertised internally and externally (including MSHSL, MASSP, EdPost, and local job boards)
 - iii. Open for a minimum of 10 business days
 - b. The posting will include:
 - i. Minimum qualifications (coaching certifications, background checks, etc.)
 - ii. Preferred experience (prior coaching, education credentials)
 - iii. Expectations for leadership, student engagement, and community involvement
- VI. INTERVIEW COMMITTEE AND FORMAT
 - a. A committee will be formed, typically consisting of:
 - i. Athletic Director
 - ii. Principal or Superintendent
 - iii. Athletic Committee Member or Board Member
 - iv. Teacher or staff representative
 - v. Parent and/or community member (optional)
 - 1. Interview Format
 - 2. Structured interviews using standardized questions
 - 3. Scenarios addressing coaching philosophy, conflict resolution, equity, and player development
 - 4. Assessment rubric used for consistency
- VII. REFERENCE AND BACKGROUND CHECKS
 - a. References will be contacted prior to offering the position
 - b. A "criminal history consent form" and criminal background check is required for all finalists per district and state policy
 - c. MSHSL coaching certification and training compliance must be verified
- VIII. SELECTION AND OFFER
 - a. The Athletic Director will recommend a finalist to the Board.
 - b. Final offer is contingent upon:
 - i. Administrative approval (Superintendent)
 - ii. Completion of all background and compliance checks
 - iii. Board approval
 - c. Once approved, the candidate will be formally offered the position in writing and will complete onboarding with the district.
- IX. ONBOARDING AND COMPLIANCE
 - a. Must complete MSHSL required training within the designated time frame (e.g., Heads Up, Why We Play)
 - b. Attend mandatory district orientation for coaches
 - c. Sign the ISD #361 Coach Code of Conduct, Ethics Policy, and Employee Handbook
- X. EVALUATION AND RETENTION
 - a. Head Coaches will be evaluated within 2 weeks of the end of the last day of the coaching season
 - b. Head Coaches will be evaluated annually by the Athletic Director, Superintendent, and Athletic Committee using:
 - i. Program development and player improvement
 - 1. Knowledge of sport and coaching effectiveness
 - ii. Player and parent feedback
 - 1. Both positive and negative feedback will be documented by the Athletic Director, Superintendent, Principal, and School Board
 - 2. Communication with athletes, parents, and staff
 - iii. Sportsmanship and ethical conduct
 - 1. Any violations will be recorded
 - iv. Adherence to school and MSHSL policies
 - v. Leadership and professionalism
 - c. Evaluations, feedback and complaints will be kept in the coach's personnel file.



- XI. GUIDING PRINCIPLES
 - a. Commitment to student-athlete welfare and development
 - b. Professionalism and accountability in coaching roles
 - c. Clear and consistent communication of performance standards
 - d. Fair evaluation and non-retaliatory employment practices
 - e. Alignment with MSHSL policies and District Human Resources policies
- XII. CRITERIA FOR POOR PERFORMANCE
 - a. Performance deemed unsatisfactory may include, but is not limited to:
 - i. Repeated violations of district or MSHSL policies
 - ii. Poor treatment of athletes or failure to maintain a safe, supportive environment
 - iii. Failure to communicate with administration, players, or parents effectively
 - iv. Lack of leadership, organization, or commitment to program development
 - v. Consistent negative feedback from students, families, or staff
 - vi. Failure to complete required certifications or trainings
- XIII. NON-RENEWAL OF COACHING CONTRACT
 - a. In accordance with Minnesota Statute § 122A.33, the School District shall employ all members of the coaching staff—including head varsity coaches, assistant coaches, and volunteer coaches—on an annual basis. These contracts are limited-term appointments that do not carry an expectation or guarantee of renewal from year to year.
 - i. This policy applies to all extracurricular athletic coaching positions at the middle school and high school levels, including but not limited to:
 - 1. Head Varsity Coaches
 - 2. Assistant Coaches
 - 3. Junior Varsity and Freshman Coaches
 - 4. Middle School Coaches
 - 5. Volunteer and Part-Time Coaches
 - b. Annual Appointments
 - i. All coaching positions will be filled through one-year contracts. Employment ends automatically at the conclusion of the contract term unless explicitly renewed by the School Board.
- XIV. NOTIFICATION OF NON-RENEWAL
 - a. Varsity Head Coaches will receive written notice of non-renewal from the Athletic Director or Superintendent.
 - i. In accordance with § 122A.33, a head varsity coach may request a written reason for the non-renewal and may also request an opportunity to present to the school board. This does not obligate the board to reverse its decision.
 - b. Written notice of nonrenewal must be given no later than June 1.
 - c. The coach has the right to request the reason(s) for nonrenewal in writing.
 - d. The coach may also request a meeting with the Superintendent, Athletic Director and Principal.
 - e. No Tenure or Continuing Contract Rights
 - i. This policy reaffirms that coaching contracts do not establish tenure, seniority, or continuing contract rights. All positions are contingent upon annual renewal, review and Board approval.
- XV. REAPPLICATION
 - a. A coach with previous poor performance may reapply for future coaching vacancies. Reapplication does not guarantee rehire and will be considered in light of past performance records.
 - b. Evaluation and Hiring Process
 - i. Following the conclusion of each season, all coaching positions shall be reviewed. Positions will be publicly posted and open to all applicants, including previous coaches.
 - c. Parent/Community Input
 - i. While the Board values community feedback, parent complaints alone shall not constitute sufficient grounds for non-renewal, consistent with § 122A.33.
- XVI. BEST PRACTICE: DOCUMENTATION
 - a. To protect all parties and ensure transparency:
 - b. The coach's evaluation should be well-documented.
 - c. Disagreements should be documented, showing that multiple perspectives were considered.



- d. Decisions should align with established policies and evaluation criteria to minimize bias or personal influence.
- XVII. CHAIN OF COMMAND
 - a. The decision to renew or hire a coach is made collaboratively by the Athletic Director and Superintendent, with final Board approval as required by district procedures.
 - i. Default Chain of Command
 - 1. The Superintendent has the final administrative authority over hiring and staffing decisions. The Athletic Director makes recommendations, but those are subject to Principal and Superintendent approval, and in some districts, School Board ratification.
 - b. Step-by-Step Procedure in Case of Disagreement
 - i. Step 1: Internal Administrative Discussion
 - a. The Athletic Director and Superintendent should meet to discuss their perspectives, with the Principal or Human Resources Director included if needed.
 - b. Each party should present their reasoning, referencing evaluation data, feedback, and alignment with school or district goals.
 - c. The goal is to reach a consensus in the best interest of student-athletes and the school.
 - ii. Step 2: Superintendent's Decision (Final Administrative Authority)
 - a. If consensus cannot be reached, the Superintendent's decision prevails.
 - b. The Superintendent has the authority to recommend renewal or non-renewal to the School Board, if Board approval is required.
 - c. The Athletic Director's input is part of the administrative record but is not binding.
 - iii. Step 3: School Board Approval
 - a. The School Board formally approves all coaching appointments and non-renewals.
 - b. If the Superintendent recommends non-renewal despite the AD's opposition, the Board will vote based on the Superintendent's recommendation.
- XVIII. CONFIDENTIALITY
 - a. All evaluations, concerns, and personnel actions will be handled in a professional and confidential manner consistent with school district policy and state data privacy laws.

Head Varsity Coach Interview Assessment Rubric

Criteria	Excellent (4 points)	Good (3 points)	Fair (2 points)	Poor (1 point)	Score
Leadership & Vision	Clear, compelling vision for program; demonstrates strong leadership philosophy; inspires confidence.	Solid leadership ability; articulates vision, but lacks some detail or clarity.	Some leadership traits shown; vision is vague or underdeveloped.	Lacks clear leadership traits or coherent vision.	/4
Coaching Experience	Extensive coaching experience at appropriate levels; strong track record of success.	Relevant coaching experience with some success.	Limited experience or success at appropriate levels.	Minimal or no relevant experience.	/4



Player Development Philosophy	Strong plan for individual and team development, both athletic and character-based.	Good understanding of development; touches on both skill and character.	Basic or inconsistent development philosophy.	No clear philosophy; lacks focus on development.	/4
Communication & Collaboration	Communicates clearly; fosters strong relationships with players, staff, parents, and school personnel.	Generally good communicator; willing to collaborate with stakeholders.	Communication skills need improvement; some collaboration mentioned.	Poor communicator; limited interest in collaboration.	/4
Program Management	Demonstrates strong organizational skills, off-season planning, budgeting, equipment, and scheduling.	Understands core management duties; has some systems in place.	Limited awareness of non-coaching responsibilities.	No plan or understanding of program operations.	/4
Discipline & Team Culture	Clear and consistent discipline philosophy; promotes accountability and positive team culture.	Reasonable discipline strategies; values team culture.	Discipline plan is vague or reactive; culture unclear.	Lacks clear discipline plan or team culture priorities.	/4
Knowledge of the Game	High-level technical and tactical understanding; up-to-date with current coaching trends.	Solid grasp of game strategy and rules.	Limited strategic insight or outdated knowledge.	Poor understanding of game fundamentals or strategy.	/4
Commitment to Academics & Eligibility	Strong commitment to student-athlete academic success and eligibility compliance.	Supports academics; monitors grades and eligibility.	Acknowledges importance, but lacks specific strategies.	No clear plan or concern for academics or eligibility.	/4
Inclusivity & Character Building	Emphasizes inclusion, sportsmanship, and character development.	Supports character and team unity.	Mentions inclusion or character vaguely.	Ignores or devalues these elements.	/4
Interview Presence & Fit	Confident, enthusiastic, aligns with school culture and values.	Professional and personable; moderate fit.	Nervous or reserved; unclear cultural fit.	Poor fit for school culture or values.	/4



Total Score _____ / 40

Additional Notes:

- **Strengths Observed:**
(e.g., Strong leadership presence, excellent development plan, solid communication style)

 - **Concerns or Red Flags:**
(e.g., Weak understanding of program management, lack of clear discipline philosophy)

 - **Recommendation:**
 - Strongly Recommend
 - Recommend
 - Recommend with Reservations
 - Do Not Recommend
-

**ISD #361 ACTIVITIES
POLICY 200.3
TERMS OF COACHING CONTRACT**

- I. TERMS OF THE COACHING CONTRACT:
- a. All coaching assignments shall be for one school year. A supplemental contract shall be executed according to the adopted salary schedule. Subject to requirements of law, the Board of Education has final authority for employing or discontinuing employment of coaching personnel.
 - b. Seasonal AD Meeting – All head coaches will meet with the AD prior to the start of their activity seasons. Assistant coach attendance is optional.
 - c. Non-faculty Coaches Guidelines
 - i. Coaching positions filled with a person that is not a certified faculty member of the Int'l. Falls School District presents some unique problems in the administration of the activity program:
 - 1. Recruiting, selecting, orienting, and supervising non-faculty coaches.
 - 2. Communications between the Activity Director and the coach.
 - 3. Limited school day and interpersonal relationships between the player and the coach.
 - 4. Philosophical difference concerning academics, program goals, bench decorum, and public relations with parents and fans.
 - 5. Time conflicts between the coach's occupation and coaching responsibilities.
 - 6. Filing reports with the activity office and collecting, care and storage of equipment may not be a priority of the non-faculty coach.
 - ii. Therefore, the non-faculty coach needs to place special emphasis on becoming more familiar with the philosophies, goals and objectives of the department of activities by:
 - 1. Meeting the coaching qualifications required of all coaches.
 - 2. Meeting with the Activity Director prior to the start of the season for indoctrination in the athletic policies and regulations found in the activity handbook.
 - 3. Calling the activity office or stopping by on a regular basis.
 - 4. Attending all program staff meetings or holding periodic conferences with the head coach.
 - 5. Following all procedures found in the respective coach's job description.
 - 6. Setting aside time before or after practices to meet individually with team members.



7. Conferring with the activity director during the last week of season to discuss the awards banquet, end of season reports, and the collection and storage of equipment.
8. Being loyal to the school, its tradition, and supporting all of the programs by attending as many activity contests as possible.

II. COACH CONTRACT TERMS

- a. To establish consistent terms, responsibilities, and expectations for Head Varsity Coaches at ISD #361, ensuring alignment with Minnesota State High School League (MSHSL) guidelines, district policies, and educational best practices.
- b. This policy applies to all Head Varsity Coaches of MSHSL-sanctioned sports employed by ISD #361.
- c. Coaching positions are seasonal and at-will, subject to annual non-renewal, unless otherwise specified.
- d. Head Coaches are contracted per sport season, not as full-time district employees unless they hold another district position.
- e. Contract Term and Compensation
 - i. Length: Contracts run the length of the designated athletic season, including pre-season preparation and postseason responsibilities.
 - ii. Pay Schedule: Compensation is established per the district's extracurricular salary schedule and paid according to the payroll calendar.
 - iii. Deductions: Subject to applicable state and federal tax withholdings.
 - iv. Additional Pay: Stipends for off-season activities, camps, or summer programming must be pre-approved and may require a separate agreement.
- f. Termination and Non-Renewal
 - i. The contract may be terminated or not renewed at the discretion of the administration at the end of the season, with written notice provided.
 - ii. Immediate termination may occur for cause, including but not limited to: misconduct, insubordination, legal violations, or breach of duties.
 - iii. Non-renewal does not require cause, but performance documentation will be maintained.
- g. Compliance
 - i. The coach must:
 1. Complete all required district onboarding and training prior to beginning duties.
 2. Submit all necessary paperwork, schedules, and rosters in a timely manner.
 3. Report all incidents, injuries, or discipline matters to the Additional Provisions
 4. Coaches must not use their position for personal financial gain outside approved district programming.
- h. Additional Provisions
 - i. Any outside employment, clinics, or camps must not interfere with coaching duties and must follow district conflict of interest guidelines.
 - ii. Coaches may be required to attend or support school-wide athletic or academic events as ambassadors of the program.

ISD #361 ACTIVITIES POLICY 200.4 COACHING EXPECTATIONS & RESPONSIBILITIES

I. PURPOSE

To define the professional responsibilities, conduct expectations, and leadership duties of all Head Varsity Coaches at ISD 361, ensuring alignment with the school's mission, district policies, and the Minnesota State High School League (MSHSL).

I. The Head Varsity Coach is expected to:

- a. Embody and promote the educational mission of ISD #361 through athletics.
- b. Prioritize student-athlete development: physically, mentally, academically, and emotionally.



- c. Establish a positive, inclusive team culture that fosters sportsmanship, effort, discipline, and integrity.
- d. Serve as the visionary leader of the entire program, including lower-level teams (JV, C, 9th grade).
- e. Program Management
 - i. Design and implement age-appropriate skill development and conditioning plans.
 - ii. Coordinate and oversee practice schedules, game preparation, and in-game coaching.
 - iii. Evaluate and supervise all assistant coaches, ensuring consistency across the program.
 - iv. Build a vertically aligned program philosophy from youth through varsity levels (when applicable).
- f. Athlete Development
 - i. Conduct tryouts and team selection with fairness and transparency.
 - ii. Monitor the academic standing of athletes and promote accountability.
 - iii. Develop and communicate clear team rules, discipline procedures, and expectations.
- g. Communication
 - i. Maintain regular, professional communication with:
 - 1. Athletes
 - 2. Parents/guardians
 - 3. Athletic Director
 - 4. School staff and counselors
 - ii. Use appropriate methods to handle complaints, concerns, or conflicts.
 - iii. Attend and contribute to parent meetings, team banquets, and pre-season informational sessions.
- h. Safety and Compliance
 - i. Ensure adherence to MSHSL rules, district policies, and sport-specific regulations.
 - ii. Supervise all events, practices, and travel to maintain a safe environment.
 - iii. Maintain current certifications (First Aid/CPR, concussion training, MSHSL modules).
 - iv. Immediately report all injuries, incidents, and code of conduct violations.
- i. Program Integrity
 - i. Model ethical behavior and sportsmanship at all times.
 - ii. Foster relationships with opposing teams, officials, and league coordinators that reflect respect and professionalism.
 - iii. Handle equipment inventory and care for school facilities responsibly.
 - iv. Support equitable opportunities for all participants, regardless of background or ability.
- j. Evaluation and Accountability
 - i. Head Coaches will be evaluated annually by the Athletic Director, administration and team. A follow up evaluation session will be held with the Athletic Director.
 - ii. Evaluations will consider: leadership, communication, team culture, compliance, and program success.
 - iii. Ongoing performance concerns may result in a Performance Improvement Plan (PIP) or non-renewal of contract.
- k. Head Coaches/Coaches are expected to:
 - i. Adhere to all district employment policies, including professional ethics and boundaries.
 - ii. Refrain from any form of harassment, discrimination, or abuse.
 - iii. Maintain confidentiality and discretion regarding student-athletes and staff.
 - iv. Represent ISD #361 with integrity in the school, community, and public throughout the year.
- l. Ethical Behavior and Code of Ethics
 - i. Head Varsity Coaches/Coaches must uphold the highest standards of ethical behavior and model Bronco Pride, including but not limited to:
 - 1. Integrity: Demonstrate honesty, consistency, and fairness in all decisions and actions.
 - 2. Respect: Treat all athletes, officials, staff, parents, and opponents with dignity and professionalism.



3. Responsibility: Accept accountability for the behavior and performance of the team, assistant coaches, and personal conduct.
 4. Equity: Provide a safe and inclusive environment that respects diversity and does not tolerate discrimination or favoritism.
 5. Role Modeling: Exhibit the behavior expected of student-athletes both on and off the field, including in language, demeanor, and appearance.
 6. Confidentiality: Protect the privacy of student records, disciplinary issues, and team matters in accordance with district and FERPA guidelines.
 7. Avoidance of Conflicts of Interest: Do not use the coaching role for personal financial gain, favoritism, or undue influence.
 8. Compliance: Abide by all rules set forth by the MSHSL, district, and sport governing bodies.
- ii. Violations of this Code of Ethics may result in disciplinary action, including suspension or non-renewal of contract.

Minnesota State High School League (MSHSL) Code of Ethics

The purpose of the MSHSL Code of Ethics is to promote integrity, sportsmanship, and respect in all interscholastic activities. All participants—students, coaches, officials, and school personnel—are expected to uphold the highest standards of ethical conduct in all school-related athletic and activity programs.

For Coaches

- II. Coaches serve as role models and leaders within the school and community.
 - a. Coaches shall:
 - i. Exemplify high moral character and behavior.
 - ii. Respect the integrity and judgment of officials.
 - iii. Promote respect for opponents and model fair play.
 - iv. Place the emotional and physical well-being of athletes above personal or team success.
 - v. Support the rules of the game, the letter and spirit of competition, and the goals of educational athletics.
 - vi. Refrain from use of tobacco, alcohol, or illegal substances during school events or while responsible for students.
 - vii. Strive for excellence while maintaining perspective on the purpose of high school sports.

For Student-Athletes

- b. Student-athletes represent their schools and communities and must act accordingly.
- c. Athletes shall:
 - i. Show respect to teammates, coaches, officials, opponents, and spectators.
 - ii. Accept victory or defeat with dignity and humility.
 - iii. Commit to honesty and integrity in competition and personal conduct.
 - iv. Refrain from taunting, trash talk, or unsportsmanlike behavior.
 - v. Abide by all school rules, training expectations, and eligibility standards.
 - vi. Avoid the use of tobacco, alcohol, drugs, and performance-enhancing substances.

For Officials

- d. Officials play a critical role in maintaining the integrity of interscholastic competition.
- e. Officials shall:
 - i. Enforce the rules of play fairly and consistently.
 - ii. Maintain professionalism and impartiality at all times.
 - iii. Communicate respectfully with coaches and participants.
 - iv. Prepare adequately for all assignments and remain physically and mentally fit.
 - v. Act as role models for sportsmanship and fair competition.

For School Representatives (Administrators, Fans, Volunteers)

- f. The school community contributes to the culture of athletics and activities.
- g. Representatives shall:
 - i. Model positive behavior and sportsmanship at all events.
 - ii. Support coaches and student-athletes constructively and respectfully.
 - iii. Avoid engaging in or condoning abusive language, disruptive behavior, or harassment.
 - iv. Promote a safe, welcoming, and educational environment for all students and spectators.



MSHSL Expectations

- h. All schools and participants agree to:
 - i. Uphold MSHSL bylaws, eligibility standards, and competition regulations.
 - ii. Encourage compliance with state and federal laws, school board policies, and activity guidelines.
 - iii. Address violations of this Code of Ethics with fairness and accountability.

MSHSL Code of Ethics – Coach Acknowledgement Form

ISD #361

Academic Year: _____

I, the undersigned, acknowledge that I have read and understand the Minnesota State High School League (MSHSL) Code of Ethics for coaches.

By signing this form, I agree to:

- Uphold the highest standards of sportsmanship, integrity, and professionalism.
- Model appropriate behavior for athletes, fans, and fellow coaches.
- Respect the authority and decisions of game officials.
- Prioritize the physical and emotional well-being of all student-athletes.
- Comply with all district, MSHSL, and league rules, including conduct and eligibility standards.
- Refrain from the use of alcohol, tobacco, and drugs during supervision of students or at school events.

I understand that a violation of this code may result in disciplinary measures, including suspension or removal from coaching responsibilities.

Coach Name (Printed): _____

Coach Signature: _____

Date: _____

Athletic Director Signature: _____

Date: _____

**ISD #361 ACTIVITIES
POLICY 200.5
COACH RELATIONSHIPS & COMMUNICATION**

I. COACHING RELATIONSHIPS

PURPOSE

This policy establishes expectations for how all coaches, including Head and Assistant Coaches, conduct themselves in relationships with student-athletes, parents/guardians, school staff, and the broader community. The goal is to promote mutual respect, clear communication, professional boundaries, and a safe, supportive environment for all involved in school athletics.

- a. Relationships with Student-Athletes
 - i. Coaches are expected to:
 - 1. Build relationships grounded in trust, respect, encouragement, and accountability.
 - 2. Maintain appropriate professional boundaries at all times (see district boundaries policy).
 - 3. Foster a positive, safe, inclusive team culture that supports student growth and well-being.
 - 4. Refrain from:
 - a. Favoritism, belittling, or retaliatory behavior.
 - b. Engaging in private, inappropriate, or excessive communications (e.g., text messaging or social media).
 - c. Transporting athletes without written parent/guardian consent and school approval.



5. Serve as role models in conduct, language, and emotional regulation.
6. Report any concerns regarding student well-being, bullying, or abuse to the Athletic Director or mandated authorities, in accordance with state law.
- b. Relationships with Parents and Guardians
 - i. Coaches are expected to:
 1. Communicate early and regularly regarding team expectations, schedules, rules, and roles.
 2. Address parental concerns with professionalism and composure, avoiding public confrontations.
 3. Follow a 24-hour rule for difficult conversations after games or incidents to allow reflection.
 4. Encourage parent involvement that is supportive but not interfering with coaching responsibilities.
 5. Clarify that playing time, strategy, and team selection are professional decisions, not subject to negotiation.
 - ii. Coaches must not:
 1. Use sarcasm, hostility, or retaliatory language with parents.
 2. Discuss other players or families when addressing concerns.
- c. Relationships with School Staff and Administration
 1. Coaches are representatives of the school and are expected to:
 - a. Communicate with teachers and counselors to support student-athlete academic performance.
 - b. Coordinate with custodians, transportation, and office staff in a courteous and organized manner.
 - c. Follow the school's chain of command, bringing concerns first to the Athletic Director before involving principals or higher administration.
 - d. Attend staff training, meetings, and supervision duties as required by school administration.
 - ii. Relationships with Opposing Teams, Officials, and the Public
 - iii. Coaches must:
 1. Demonstrate sportsmanship and respect toward referees, opposing coaches, players, and fans.
 2. Avoid public criticism of officials, opponents, or school decisions.
 3. Serve as ambassadors of [School Name] by behaving with dignity and professionalism at all public events.
 4. Address community concerns or media inquiries only in coordination with the Athletic Director or school administration.
- d. Social Media, Electronic, and Public Communication
 - i. Coaches must follow the school district's technology and communication policy when using social media.
 - ii. Personal posts must not contain disparaging, discriminatory, or confidential content related to players, families, or the school.
 - iii. Coaches are discouraged from "friending" or private messaging students on personal accounts.
 - iv. All digital communication should be team-related, group-based, and professionally appropriate.
 - v. All communication between coaches and student-athletes must adhere to the following:
 - vi. Coaches may only use district-approved platforms (e.g., school email, TeamReach, etc.).
 - vii. One-on-one text messaging with students is prohibited unless a parent or administrator is included.
 - viii. Coaches may not connect with students via personal social media (e.g., no friending/following).
 - ix. Messages must be informational (e.g., schedules, cancellations) and professional in tone.
 - x. Failure to follow this policy may result in disciplinary review and corrective action.
- e. Enforcement and Accountability



- i. Violations of this policy will be reviewed by the Athletic Director, Superintendent, and/or Principal.
- ii. Depending on severity, consequences may include a verbal warning, written reprimand, suspension, or non-renewal of contract.
- iii. Serious misconduct (e.g., harassment, abuse, boundary violations) will be referred to the Superintendent and Human Resources, and if necessary, law enforcement.

**ISD #361 ACTIVITIES
POLICY 200.6
END OF SEASON OBLIGATIONS**

I. END OF SEASON OBLIGATIONS

Policy ~ All coaches/advisors in School District 361 must complete certain end of the season responsibilities in order to consider their coaching assignment finalized. Failure to comply may affect future assignments and, in some cases, final coaching stipend payment.

- a. Annual Sports Report ~ In an attempt to keep the Board of Education informed about the accomplishments and problems of our programs, all head varsity, head junior varsity and head freshman coaches must submit an annual sports report. These reports should be completed within a 15-day period after your season is over. This report will include the following:
 - i. A brief summary of the season and suggestions for improving your program.
 - ii. Complete inventory of all equipment and supplies.
 - iii. Names of squad members -- indicate letter winners, captains, managers, etc.
 - iv. Schedule played with results of games, meets or matches.
 - v. Special honors received by team members.
 - vi. New records set for the season, such as individual performance, team scoring, etc.
 - vii. Budget request for the next season listing all items in priority order.
- b. Coach's Annual Report
 - i. Each head coach is to meet with the Activities Director to complete a written report at the conclusion of his/her season. The report should summarize the season from the Coach's perspective and include any recommendations to improve his/her activity.

**ISD #361 ACTIVITIES
POLICY 200.7
COACH EVALUATIONS**

- I. COACH EVALUATIONS
- II. Purpose
 - a. The purpose of this policy is to provide a structured and consistent process for evaluating coaches. The evaluation is intended to promote continuous professional growth, recognize effective leadership, ensure alignment with district values, and maintain a high-quality athletic program.
- III. Evaluation Frequency
 - a. Annually: All varsity head coaches shall be formally evaluated at the end of each season.
 - b. Mid-Season Review (Optional): A mid-season check-in may be conducted for support or corrective action, particularly for new coaches or coaches on performance plans.
- IV. Evaluator
 - a. The Athletic Director will lead the evaluation process.
 - b. In collaboration with the Principal and/or Superintendent, as needed.
 - c. Input may be gathered from assistant coaches, student-athletes (via anonymous survey), and parents (via optional feedback form).
- V. Evaluation Process
 - a. Pre-Season Expectations Meeting
 - b. The coach meets with the Athletic Director to review:
 - i. Coaching philosophy



- ii. Program goals
 - iii. District policies and expectations
 - iv. Budget and facility needs
 - c. Seasonal Performance Monitoring
 - d. Observations during practices and games
 - e. Team culture, sportsmanship, and game management
 - f. Communication with athletes, families, and administration
 - g. Post-Season Evaluation Meeting
 - h. Formal meeting between coach and evaluator
 - i. Review of written evaluation form
 - j. Discussion of successes, areas for growth, and next season goals
- VI. Evaluation Criteria
 - a. Evaluations will assess performance in the following categories:
 - i. Program Management
 - 1. Organization of practices, schedules, and communication
 - 2. Supervision of assistant coaches
 - 3. Equipment and facility care
 - b. Coaching Effectiveness
 - i. Game preparation and strategy
 - ii. Teaching of fundamentals and skill development
 - iii. Ability to motivate and develop student-athletes
 - c. Leadership & Conduct
 - i. Role modeling of sportsmanship and ethics
 - ii. Compliance with MSHSL and district rules
 - iii. Behavior of team on and off the field
 - d. Communication & Relationships
 - i. Positive communication with athletes, parents, officials, and staff
 - ii. Conflict resolution and problem-solving
 - iii. Encouraging a respectful and inclusive environment
 - e. Professionalism & Development
 - i. Participation in clinics, workshops, or certifications
 - ii. Self-evaluation and willingness to improve
 - iii. Alignment with the mission and values of the district
- VII. Documentation
 - a. A Coach Evaluation Form will be completed and signed by the evaluator and coach.
 - b. A copy will be kept on file by the Athletic Director and submitted to Human Resources (if applicable).
 - c. If performance concerns exist, a Performance Improvement Plan (PIP) may be developed.
- VIII. Confidentiality
 - a. All evaluation materials and discussions are confidential and shared only with those directly involved in the process.
- IX. Appeal Process
 - a. Coaches may appeal their evaluation in writing to the Principal within 10 business days of the post-season meeting. Appeals will be reviewed by the Superintendent or designee.

**ISD #361 ACTIVITIES
POLICY 200.8
EXTRA-CURRICULAR SALARIES**

- I. EXTRA-CURRICULAR SALARIES
 - a. Salaries for extracurricular duties, performed by contract employees, will be paid according to the contract reached with employees.

**ISD #361 ACTIVITIES
POLICY 300.1
BUSINESS POLICIES PURSUANT TO ACTIVITIES**

- I. BUSINESS POLICIES PURSUANT TO ACTIVITIES



- a. Annual Equipment Budgets
 - i. Equipment budget requests for each sport are to be written by the coaches at the conclusion of their respective seasons, giving all the specific data for ordering. The following items will be purchased by the school:
 - 1. Game uniforms
 - 2. Any protective equipment not listed below.
- b. The following practice equipment is required to be purchased by the athlete. The following are examples:
 - i. Baseball caps
 - ii. Baseball gloves
 - iii. Footwear for games, meets, and matches
 - iv. Golf clubs
 - v. Golf gloves
 - vi. Hockey skates
 - vii. Hockey sticks
 - viii. Practice jerseys
 - ix. Practice socks
 - x. Practice uniforms or suits
 - xi. Supporters
 - xii. Sweat suits
 - xiii. Game socks
- c. The coach and Activities Director will go over each item as to the need and cost.
- d. All ISD 361 athletic and activities equipment must be approved and ordered through the Athletic Director.

II. PURCHASING

- a. The Superintendent and Activities Director then review each budget. If the price is satisfactory, then a purchase is made.
- b. The method of selection followed in purchasing is to be set up by the Superintendent with the Activities Director.

**ISD #361 ACTIVITIES
POLICY 300.2
MEDICAL POLICY & INCIDENT REPORT FORM**

- I. Purpose
 - a. To ensure the health and safety of all student-athletes by outlining medical requirements, procedures for handling injuries, and return-to-play protocols in accordance with the policies of the Minnesota State High School League (MSHSL).
- II. Pre-Participation Requirements
 - a. All student-athletes must:
 - i. Have a current physical examination on file, completed by a licensed medical provider within the last three years, and updated every three years thereafter (or more frequently if required by their health care provider).
 - ii. Submit a completed MSHSL Sports Qualifying Physical Exam Clearance Form before participating in practices or competitions.
 - iii. Complete the MSHSL Annual Sports Health Questionnaire prior to each new athletic season.
 - b. Note: No participation (including tryouts or practices) is allowed without proper documentation.
- III. Emergency Contact and Health Information
 - a. Parents/guardians must submit emergency contact information and relevant health history through the school's athletic registration platform.
 - b. Coaches must have access to emergency information during all practices and events.
- IV. Injury Reporting and Protocols
 - a. All injuries occurring during practice or competition must be immediately reported to the coach and, if available, the school athletic trainer.
 - b. An Incident Report Form must be completed by the coach or supervising adult.



- c. The school may require clearance from a licensed healthcare professional before a student returns to play after injury.
 - V. Concussion Management (per MSHSL Concussion Protocol)
 - a. Coaches, players, and parents must follow the MSHSL Concussion Management Plan, including:
 - i. Immediate removal from play if a concussion is suspected.
 - ii. No return to play the same day.
 - iii. Required evaluation by a licensed health care provider.
 - iv. Written clearance from a healthcare provider trained in concussion management is required for return.
 - VI. Return-to-Play (RTP) Requirements
 - a. Students may return to athletic participation only when all of the following are met:
 - i. Written medical clearance (if required).
 - ii. Symptom-free and physically ready, as determined by the school trainer or physician.
 - b. Gradual re-entry to practice under supervision.
 - c. Final approval from the Activities Director or designee (if needed for high-risk or extended absences).
 - VII. Medical Coverage and Event Safety
 - a. The district will make reasonable efforts to have a qualified medical professional (e.g., licensed athletic trainer, EMT, or RN) present at home varsity events.
 - b. Emergency action plans shall be developed for all athletic venues and reviewed annually by staff.
 - VIII. Medication at Events
 - a. Student-athletes must manage their own prescription medications unless a health care plan is on file.
 - b. Coaches may not administer medication unless trained and authorized under a documented medical plan.
 - IX. Communicable Illnesses
 - a. Students with a contagious illness (e.g., flu, COVID-19, strep throat) must stay home until medically cleared to return.
 - X. MSHSL health guidance will be followed during public health emergencies.
-

Incident Report Form

ISD #361

Use for: Injuries, Fights, Safety Violations, Facility Damage, or Other Noteworthy Incidents

1. General Information

Date of Incident: _____

Time of Incident: _____

Location of Incident: _____

Type of Incident:

- ☐ Injury
- ☐ Behavioral/Misconduct
- ☐ Property Damage
- ☐ Safety Concern
- ☐ Other: _____

2. People Involved

Name	Role (Student, Staff, Spectator, etc.)	Grade (if student)	Contact Info (if applicable)
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3. Description of Incident

(Be specific: What happened, who was involved, what was said/done, what actions were taken, etc.)

4. Injuries Sustained?

- ☐ Yes
- ☐ No

If Yes, describe injury and first aid/response given:

Was emergency medical care required?



☐ Yes ☐ No

Name of responder (nurse, EMT, coach, etc.): _____

5. Witnesses (if any)

Name Contact Info Statement Taken (Y/N)

6. Immediate Actions Taken

- ☐ Parent/Guardian Contacted
- ☐ Removed from Activity/Event
- ☐ First Aid Administered
- ☐ Reported to Administration
- ☐ Facility Secured
- ☐ Other: _____

7. Report Filed By

Name: _____

Position: _____

Signature: _____

Date: _____

8. Administrative Review (For Office Use Only)

Reviewed By: _____

Title: _____

Follow-Up Action Required:

- ☐ None
- ☐ Disciplinary Action
- ☐ Facility Repair
- ☐ Investigation
- ☐ Contact Authorities
- ☐ Other: _____

Administrator Signature: _____

Date: _____

**ISD #361 ACTIVITIES
POLICY 300.3
TRANSPORTATION**

- I. Athletic and Student Activity Transportation Policy
- II. Purpose
 - a. This policy outlines the expectations and procedures for transporting students to and from athletic contests, practices, and school-sponsored extracurricular activities. The district prioritizes safety, supervision, and accountability during all school-related travel.
- III. District-Provided Transportation
 - a. The district will provide transportation to all away games, meets, competitions, and off-site practices whenever possible.
 - b. Approved transportation may include school buses, district vehicles, or contracted transportation services.
 - c. Students must travel to and from events using the transportation provided by the school, unless an exception is granted in advance.
- IV. Student Expectations During Travel
 - a. All school rules apply while riding in district or chartered vehicles.
 - b. Students are expected to:
 - i. Remain seated and wear seatbelts when provided
 - ii. Use respectful language and behavior
 - iii. Follow directions from coaches, bus drivers, or staff
 - iv. Misconduct may result in disciplinary action, including loss of travel privileges.
- V. Parent/Guardian Transportation Requests



- a. Parents/guardians may request that their child ride home from an event with them rather than returning on school transportation.
 - b. A written request must be submitted in advance or in person to the coach or Activities Director. (Districts may use a Travel Release Form.)
 - c. Students may not ride home with another student or non-parent adult without prior written authorization and approval from school administration.
- VI. Use of Private Vehicles
 - a. In limited cases, school staff or approved adults may transport students in private vehicles under these conditions:
 - b. Driver must be:
 - i. A district employee or approved volunteer
 - ii. At least 21 years old
 - iii. Licensed and insured in accordance with district requirements
 - c. The driver must complete:
 - i. A Volunteer Driver Application
 - ii. A Background Check
 - iii. Proof of valid driver's license and current auto insurance
 - d. Prior approval is required from school administration or the Activities Director.
 - e. Note: Students are not allowed to drive themselves or other students to school-sponsored events unless explicitly authorized under district policy.
- VII. Student Driving Policy
 - a. If the district allows limited student driving to events or practices:
 - i. A Student Driver Permission Form must be signed by the student, parent/guardian, and school administrator.
 - ii. Students may not transport other students unless a separate Parent Waiver is signed for each passenger.
 - iii. Vehicles must be operated legally and responsibly at all times.
- VIII. Emergency Transportation
 - a. In emergency situations, a student may be transported by a parent/guardian or designated emergency contact with approval from the coach and/or administrator.
 - b. In the event of injury or illness, school staff may arrange emergency transport in accordance with health and safety protocols.
- IX. Consequences for Non-Compliance
 - a. Violation of transportation rules or unauthorized travel may result in:
 - b. Removal from the team or activity for the day
 - c. Suspension from future events or competitions
 - d. School disciplinary consequences
 - e. Loss of transportation privileges
- X. Transportation of Spectators to School-Sponsored Events
- XI. Purpose
 - a. The purpose of this policy is to define the district's procedures and limitations when transporting spectators—including students not involved in competition and community members—to off-campus, school-sponsored events such as athletic contests, tournaments, or performances.
- XII. General Guidelines
 - a. Primary Transportation Priority
 - i. District transportation is provided primarily for student-athletes, performers, coaches, and staff.
 - b. Spectator transportation may be considered on a space-available basis or when part of a pre-approved spectator bus program.
 - c. Spectator Bus Trips (Optional/Planned Events)
 - d. The district may organize fan buses for high-interest events (e.g., state tournaments) at the discretion of the Activities Director or administration.
 - i. These buses are usually fee-based and may be open to:
 - 1. High school students
 - 2. Staff and faculty
 - 3. Parents/guardians or community members (with approval)
 - e. Eligibility for Student Spectators



- i. Students must submit a signed permission slip and may need to meet grade/behavior eligibility criteria.
 - ii. Students must ride both to and from the event unless prior written permission is granted by a parent and approved by administration.
 - f. A designated school chaperone or staff member must accompany all student spectator buses.
- XIII. Rules for Student Spectators on District Transportation
 - a. All district behavior expectations and school rules apply during transport.
 - b. Students must:
 - i. Remain seated and wear seatbelts (if applicable)
 - ii. Use respectful language and behavior
 - iii. Comply with the authority of the driver and chaperones
 - iv. Failure to comply may result in disciplinary action and loss of future transportation privileges.
- XIV. Transportation by Private Vehicles
 - a. Parents/guardians are responsible for transporting themselves or their students to events if not riding district-approved transportation.
 - b. Students may not ride with other students or non-family members unless a signed waiver is submitted and approved in advance.
- XV. Liability Notice
 - a. The school district is not responsible for any injury, damage, or loss incurred while traveling to or from events in non-district vehicles, including carpools or privately arranged transportation.
- XVI. Chaperone Guidelines
 - a. All spectator buses must have an approved school employee or designated adult chaperone onboard.
 - b. Chaperones must:
 - i. Enforce student conduct expectations
 - ii. Maintain an accurate attendance list
 - iii. Communicate with administration if concerns arise
- XVII. Special Needs Accommodations
 - a. Requests for transportation accommodations due to disability or special needs must be submitted to the Activities Director or principal at least 5 business days in advance of the event.

ISD #361 ACTIVITIES

POLICY 300.4

WEATHER POLICY

I. WEATHER POLICY

Inclement Weather Policy/Athletics

- a. In the event that school is closed or classes are cancelled due to inclement weather, all practices and/or events will also be cancelled or postponed until a later date. However, at the Athletic Director's and coach's discretion, and with consideration for coach and parent concerns regarding the weather, practices may be held on those days that school is cancelled or postponed if the following conditions are met:
 - i. No practices will be allowed before noon. This provides time for snow removal from school grounds or for the temperature to rise in the case of cold weather.
 - ii. Practices should be held at their regularly scheduled times after school unless the coaches of those teams that share facilities communicate with each other and agree upon earlier start times.
 - iii. If practices are to be held at their regularly scheduled time after school, the following schedule should be used:
 - 1. If a team was scheduled to be out of town and that trip is postponed, that team will be placed into the second practice time slot, unless coaches of the teams involved mutually agree on a schedule change. (Example: Boys basketball was scheduled out of town but the game was postponed. Girls' basketball would practice first. Boys basketball would follow.)
 - 2. If a team is scheduled for a home game and the game is postponed, that team will practice in the second practice time slot, unless coaches of the teams



- involved mutually agree on a schedule change. (Example: Boys basketball was scheduled for a home game but the game was postponed. Girls' basketball would practice first. Boys basketball practice would follow.)
3. If both teams (boys/girls basketball, for example) were scheduled to be out of town and those games are postponed, the teams would practice according to their regular practice schedule, unless coaches of the teams involved mutually agreed on a schedule change.
 - iv. All practices will be voluntary.
 - v. There will be no consequences for those students who miss practice because of weather conditions.
 - vi. Coaches are responsible for contacting ALL players about practice times.
 - vii. On days that school is closed, or classes are cancelled, travel to an out-of-town event may be allowed, provided the opposing school is in session.
 - viii. In the event that the weather should decline while in transit to or from a contest, it is the responsibility of the bus driver to determine if travel can be completed in a safe manner.
 - ix. On those days that school is in session for students, student-athletes must be in attendance for at least ½ day in order to participate in practice or contest that evening.

**ISD #361 ACTIVITIES
POLICY 300.5
TOURNAMENTS**

- I. TOURNAMENTS
 - a. Tournament Play
 - i. Is the responsibility of Minnesota State High School League, Region or Sub-Region.
 - ii. It is the responsibility of participating schools.
- II. Coach's State Tournament Policy with a Team or Individual Athletes Qualifying
 - a. Only varsity coaches will travel with the team with school time off. Their expenses, plus the team or individual athletes' will be the allotment allowed by the MSHSL, or a plan established by the Superintendent, Principal, and Activities Director.
 - b. Junior Varsity or any other coach paid by the school district may be allowed time off from school and/or any other expenses to attend the state tournament if he/she has specific assigned responsibilities approved by the Superintendent, Principal, and Activities Director.
 - c. If a "B" coach is the only other person working with the varsity coach, he/she will serve as the assistant coach.
 - d. Verification of all expenses must be turned into the Activities Department!!
 - e. Staff Development Funds may be applied for by coaches to attend clinics

**ISD #361 ACTIVITIES
POLICY 300.6
ADMISSION**

- I. Purpose
 - a. This policy outlines the expectations, procedures, and rights regarding admission to school-sponsored events held on district-owned property. It ensures fairness, promotes safety, and helps maintain a welcoming and orderly environment for all attendees.
- II. General Admission Guidelines
 - a. Admission may be charged for certain events, including but not limited to:
 - i. Varsity athletic competitions
 - ii. School dances and fundraising events
 - iii. Theater performances and concerts
 - iv. Tournaments and invitational events
 - b. All admission charges must be pre-approved by the Activities Director and consistent with district guidelines.



- c. A district-approved ticketing method (e.g., cash at the door, digital ticketing system) must be used for all paid events.
- III. Admission Prices
 - a. Admission rates will be reviewed annually and set by the school administration or activities office. Typical pricing may include:
 - i. Students (K–12): \$5
 - ii. Adults: \$7
 - iii. Seniors (65+): Free or discounted entry
 - iv. Children under 5: Free
 - v. Family Season Passes: Available through Activities Office
 - vi. Student Activity Passes: Valid for regular-season home events only
 - b. Note: Prices may vary for post-season events governed by MSHSL or other governing bodies.
- IV. Passes and Complimentary Admission
 - a. The following groups may receive complimentary admission, as authorized:
 - i. District staff and one guest (with valid ID or badge)
 - ii. Student-athletes not currently in season (with student ID)
 - iii. Children under age 5
 - iv. Booster club volunteers and event staff
 - v. Coaches, officials, and media (credentialed only)
 - vi. Visiting team members and staff (as per agreements)
- V. Behavior and Entry Expectations
 - a. All spectators are subject to the district's Code of Conduct for Visitors.
 - b. No re-entry is permitted without prior approval from event staff or administration.
 - c. Prohibited items (e.g., alcohol, tobacco, weapons) will result in denial of entry or removal.
 - d. Bags may be subject to inspection.
 - e. Admission staff reserve the right to deny entry to any individual for safety or disciplinary reasons.
- VI. Refunds
 - a. Refunds will only be issued in the event of:
 - i. Event cancellation by the district
 - ii. Duplicate or erroneous digital purchases
 - b. No refunds will be issued for removal due to behavioral misconduct or policy violations.
- VII. Outside Group Events
 - a. Community groups or non-school organizations using school facilities must:
 - i. Receive approval from the district to charge admission
 - ii. Submit a plan for ticketing and crowd management
 - iii. Adhere to the same safety, security, and conduct standards
- VIII. Unauthorized Entry
 - a. Applies to: All students, visitors, and community members attending school-sponsored events on district property.
 - b. Any attempt to gain unauthorized access to a ticketed or restricted event—such as sneaking into a venue, jumping fences, opening locked doors for others, or otherwise avoiding paid admission—is considered a violation of district policy and school rules. This behavior undermines the integrity of the event, creates safety concerns, and is unfair to those who follow proper procedures.
 - c. Examples of Prohibited Behavior
 - i. Entering a facility through an unsupervised or restricted entrance
 - ii. Jumping barriers or fences
 - iii. Hiding in bathrooms, locker rooms, or equipment areas to avoid paying
 - iv. Allowing others to enter through side doors, gates, or exits without paying
 - v. Using fake credentials or misusing activity passes
 - d. Consequences for Violations
 - i. Depending on the individual's role (student, visitor, staff), consequences may include:
 - 1. For Students:
 - a. Immediate removal from the event
 - b. Loss of privilege to attend future events (temporary or permanent)
 - c. School disciplinary action (e.g., detention, suspension)
 - d. Possible restitution (required payment of ticket price)
 - 2. For Non-Students/Visitors:



- a. Immediate removal from the event
 - b. Ban from attending future events for a period of time
 - c. Referral to law enforcement for trespassing if warranted
 - ii. For Students Helping Others Sneak In:
 - 1. Treated the same as committing the act themselves
 - 2. Subject to additional disciplinary review
 - e. Reporting and Prevention
 - i. Staff and event supervisors are trained to monitor all access points.
 - ii. Spectators are encouraged to report any unauthorized entry attempts to event personnel or administration.
 - iii. Schools may utilize surveillance footage to review suspected violations.
- IX. Code of Conduct for Attendees/Visitors
 - a. Purpose
 - i. The school district welcomes and encourages visitors at athletic events, concerts, performances, meetings, and other public activities. To maintain a safe, respectful, and inclusive environment, all visitors are expected to conduct themselves in accordance with this Code of Conduct while on district property or at district-sponsored events.
- X. Visitor Expectations
 - a. All visitors must:
 - i. Follow School Policies
 - ii. Abide by all district rules, including those regarding tobacco, weapons, drugs, and alcohol.
 - iii. Respect any posted signage or instructions from school staff and event supervisors.
 - iv. Maintain Appropriate Behavior
 - v. Use respectful, civil language at all times.
 - vi. Refrain from using profanity, discriminatory remarks, or inflammatory statements.
 - vii. Remain in designated public areas and avoid restricted zones (locker rooms, staff areas, etc.).
 - viii. Demonstrate Sportsmanship and Respect
 - ix. Cheer positively for all participants.
 - x. Avoid criticism of players, coaches, referees, or staff.
 - xi. Follow event guidelines for fan behavior, including noise levels, signs, and seating.
 - xii. Follow Entry and Admission Rules
 - xiii. Pay admission fees when required.
 - xiv. Enter through authorized gates or doors.
 - xv. Do not assist others in gaining unauthorized entry to events or facilities.
 - xvi. Comply with Staff and Security Directions
 - xvii. Respond promptly and respectfully to directions from school staff, law enforcement, or contracted security.
 - xviii. Remain calm in emergencies and follow safety procedures.
- XI. Prohibited Conduct
 - a. The following behaviors are strictly prohibited on school grounds or at district events:
 - i. Verbal or physical harassment of students, staff, officials, or other guests
 - ii. Use or possession of drugs, alcohol, or weapons
 - iii. Destruction or theft of property
 - iv. Unauthorized entry or loitering in non-public areas
 - v. Fighting, aggressive behavior, or disorderly conduct
 - vi. Use of slurs, hate speech, or discriminatory language
 - vii. Unauthorized recording, live-streaming, or photography that invades student privacy
- XII. Enforcement & Consequences
 - a. Visitors who violate this Code of Conduct may be subject to one or more of the following consequences:
 - i. Verbal warning
 - ii. Removal from the premises
 - iii. Temporary or permanent ban from attending future events
 - iv. Involvement of law enforcement, if necessary
 - v. Civil or criminal penalties as allowed by law
 - b. Note: Consequences may escalate based on the severity or frequency of behavior.



- XIII. This policy applies equally to regular school hours, extracurricular events, and evening or weekend facility use.

**ISD #361 ACTIVITIES
POLICY 400.1
AWARDS & LETTERING**

I. AWARDS & LETTERING

- a. Awards Programs are to be determined by individual activities
 - i. The School Letter - Varsity Competition
 - ii. Criteria for lettering in athletics are listed below. Along with these criteria athletes must have completed the sports season as members of their respective squads and have recommendations from their coaches.
 1. BASEBALL:
 - a. The athlete must play in at least one-third of the total innings played during the regular season or 50% of regular season games. Pitchers are exempt from the above because some don't play in every game. In these cases, it becomes a coach's decision.
 2. BASKETBALL (BOYS AND GIRLS):
 - a. The athlete must play in at least ¼ of the total halves played during the regular season. (Exceptions may be made if a team wins its' conference, section or qualifies for the State competition.)
 3. CLAY TARGET LEAGUE (BOYS AND GIRLS):
 - a. Athletes must average 19 or more points per round in competition play at season end. (2) Athletes must have a valid score for every week of competition.
 - b. Lettering will be left to the discretion of the coach.
 4. CROSS-COUNTRY:
 - a. Letters will be given to the top nine (9) runners on both teams. (If they make the Section Team, sometimes it ends up being ten (10) depending on how tight it is.).

5. FOOTBALL: The athlete must have played in at least twelve quarters of all games played during the regular season.

1. GOLF:
 - a. The athlete must qualify through local weekly competition and participate in at least ¾ of the total matches played during the regular season.
 - b. The athlete qualifies to play in the regional golf match.
2. HOCKEY (BOYS AND GIRLS):
 - a. The Athlete must have played in at least 1/3 of the total periods played during the regular season.
3. SOFTBALL:
 - a. Play in at least 1/3 the total innings played during the regular season. Pitchers are exempt and they become a coach's decision.
4. SWIMMING/DIVE (BOYS AND GIRLS):
 - a. BOYS:
 - i. Earn 70 or more individual points in a season or by the following individual event time or point standards.
 - ii. The athlete meets one of the standards below in a varsity meet.
 1. 2:15.00-200 Freestyle
 2. 2:45.00-200 Individual Medley
 3. 0:27.00-50 freestyle
 4. Diving: score 140 points in a 6 dive meet or 240 points in an 11dive meet
 5. 1:15.00-100 Butterfly
 6. 1:00.00-100 freestyle
 7. 6:30.00-500 freestyle



8. 1:15.00-100 Backstroke
9. 1:20.00-100 Breaststroke
10. Place top 8 at section Finals

b. GIRLS:

- i. Score 70 points or more in a season.
- ii. Finish in the Top 18 at Section 7A Finals.
- iii. A senior swimmer who has participated fully throughout the season and shown Improvement.

9. TRACK (BOYS):

- a. The athlete must score one or more points in the IRC meet or qualify for the Region 7 meet.
- b. The athlete must average at least two points per meet for all varsity meets completed during the season. (In both 1 & 2, relay points will be divided among all relay team members.)
- c. Any senior who has completed three consecutive seasons shall be awarded a letter, subject to the coach's approval.
- d. The athlete meets one of the standards listed below in a varsity track meet:
 - i. 100 11.7 110 H.H. 17
 - ii. 200 24.2 Shot Put 45'
 - iii. 400 54.0 Discus 130'
 - iv. 800 2:10 Pole Vault 11'
 - v. 1600 4:50 High Jump 5'8"
 - vi. 3200 10:40 Long Jump 19'
 - vii. I.M. 44.5 Triple Jump 38'

10. TRACK (GIRLS):

- a. The athlete must score one or more points in the IRC meet or qualify for the Region 7 meet.
- b. The athlete has averaged at least two points per meet for all varsity meets completed during the season. (In both 2 & 3, relay points will be given to all relay team members.) (3) Any senior who has completed three consecutive seasons shall be awarded a letter, subject to the coach's approval.
- c. The athlete who meets one of the standards listed below in a varsity track meet:
 - i. 100 13.5 300 Hurdles 54.0
 - ii. 200 27.5 Shot Put 32'
 - iii. 400 64.0 Discus 100'
 - iv. 800 2:35 High Jump 4'8"
 - v. 1600 5:50 Long Jump 15'
 - vi. 3200 13:00 Triple Jump 28'
 - vii. 100 Hurdles 17.4 Pole Vault 8'

11. VOLLEYBALL:

- a. The athlete must play in at least ½ of the total matches played during the regular season.
- b. Or discretion of the coach with the final decision to be made by the coach. m. STUDENT MANAGERS AND STATISTICIANS: The coach's decision determines letter winners.
- iii. Coaches may decide to award letters to athletes under the following circumstances: a. An athlete is injured during the season.
- iv. An athlete has faithfully participated in the sport for two or more years, one year being the senior year.
- v. An entire team qualifies for the state tournament. An example would be a spare goalie who did not qualify under the hockey criteria.
- vi. An athlete may be short a few quarters, innings, periods, or points, but has been a valuable member of the squad.

II. Letter Jacket Policy:

- a. Students who letter in either a boys' sport or girls' sport are entitled to purchase the same letter jacket.



**ISD #361 ACTIVITIES
POLICY 400.2
PRACTICES & GAMES**

I. ACTIVITY PRACTICES & GAMES

- a. There shall be no activity practices scheduled for Sunday or on any other legal holiday observed by the School District - unless approved by the Principal or Activities Director.
- b. There shall be no athletic practices or games scheduled after 7:00 p.m. on Wednesday, (Family night) during the period of time school is in session.
- c. There shall be no school sponsored events held between 6:00 p.m. and 8:00 p.m. on the day that an election is held.
- d. Games, meets, or contests are not to be scheduled on Precinct Caucus Day.
- e. The guidelines of the Minnesota State High School League should be followed in the starting practice sessions.
- f. Practice sessions should be pre-planned with the head coach supervising assistant coaches in this area.
- g. Practice sessions should not be unreasonable in their duration.
- h. Coaches should make use of every possible practice opportunity and not call off practice without due cause. A few examples are listed.
 - i. Example #1 - During boys' home track meets, girls' track practice should be conducted in available areas and facilities.
 - ii. Example #2 - On boys' track trips out-of-town where a full squad is not involved and does not require all coaches, arrangements should be made to conduct practices for those athletes remaining home.
- i. All head and assistant coaches are expected to begin their coaching duties on the official date established by the Minnesota State High School League for the opening of practice and to coach until the close of their season. Any exception should be approved by the Activities Director.
- j. All coaches, head and assistants, should be coaching high school students and middle school students participating on a high school varsity/B team.
- k. Coaches should report to practice sessions promptly.
- l. Coaches should be in charge of supervision of player personnel while under their jurisdiction. This includes locker room supervision before and after games and practices, during bus trips, and overnight trips involving athletes staying in motels or hotels. Coaches are responsible for locking and unlocking locker rooms.
- m. Coaches should not drink or smoke in the presence of athletes under their supervision.

**ISD #361 ACTIVITIES
POLICY 400.3
ACTIVITY MEALS & LODGING**

I. ACTIVITY MEALS & LODGING

- a. Cost for Activity Meals and Lodging
 - i. No provision for athletes' meals and lodging is made except when reimbursed for State competition.
 - ii. Events requiring overnight lodging should not be scheduled; however, special arrangements should be made if it becomes necessary.
 - iii. Activity teams contemplating eating meals enroute to an event should incorporate the time needed into their departure and game site arrival times.
 - iv. Eating a team meal in town prior to departure is not allowed. If a coach feels there are special circumstances making this necessary, permission must be received from the High School Principal.

ISD #361 ACTIVITIES



POLICY 400.4 SCHEDULING OF EVENTS

- I. Purpose
 - a. This policy establishes clear procedures and expectations for scheduling all school-sponsored events, practices, competitions, performances, meetings, and travel. The purpose is to ensure appropriate use of facilities, minimize conflicts between groups, and protect instructional time and student well-being.
- II. Scheduling Authority
 - a. The Activities Director (or designee) is the central point of coordination for all events.
 - b. Final approval for dates, times, and facilities rests with the school administration in consultation with program leaders.
 - c. No event is considered official until it has been approved and published on the school's master calendar.
- III. Scheduling Process: Step-by-Step
 - a. Step 1: Submit a Request
 - i. Submit all event requests (games, practices, fundraisers, meetings, banquets, etc.) through the official Event Request Form or online scheduling system.
 - ii. Requests should be submitted at least 3 weeks in advance of the proposed date.
 - b. Step 2: Review and Approval
 - i. The Activities Director will review requests for:
 1. Conflicts with other events
 2. Facility availability
 3. Transportation needs
 4. Staff or supervision requirements
 - ii. Requests may be approved, adjusted, or denied based on space, staffing, or student scheduling impact.
 - c. Step 3: Calendar Posting
 - i. Once approved, events are added to the master district activities calendar.
 - ii. Changes or cancellations must be reported immediately so the calendar stays accurate.
- IV. Prioritization of Events
 - a. When scheduling conflicts arise, the following priorities generally apply:
 - i. Academic Programs and Testing
 - ii. School-Sponsored Varsity-Level Athletic Events
 - iii. Fine Arts and Performance Events
 - iv. Sub-varsity and Club Activities
 - v. Community Use (non-school groups)
- V. Rescheduling & Weather-Related Changes
 - a. Weather cancellations or emergency schedule changes must be communicated immediately to the Activities Director.
 - b. Rescheduled events must go through the approval process again and may not automatically retain original facility space.
- VI. Expectations for Program Leaders
 - a. Coaches, advisors, and directors are expected to:
 - i. Avoid double-booking or over-scheduling students
 - ii. Communicate clearly with families about scheduled events
 - iii. Coordinate with other programs when students are shared between groups (e.g., band and athletics)
 - iv. Plan ahead and meet deadlines for requests
- VII. Transportation Coordination
 - a. Any event requiring school transportation must include details in the scheduling request.
 - b. Transportation requests must follow district procedures and be submitted separately but concurrently with the event form.
- VIII. Violations of This Policy
 - a. Failure to follow scheduling procedures may result in:
 - i. Loss of facility access
 - ii. Event cancellation
 - iii. Delay in future scheduling approvals
 - iv. Administrative review of program oversight



**ISD #361 ACTIVITIES
POLICY 400.5
OFFICIALS HIRING PRACTICES**

I. OFFICIALS HIRING PRACTICES

- a. All officials are contracted by the Activities Director.
- b. Officials must meet the Minnesota State High School League requirements, and if they don't the Activities Director should get the right to use the ones from the Minnesota State High School League.
- c. Fees paid officials are arranged by the Iron Range Officials Association with the approval of the Iron Range Conference Executive Committee.

**ISD #361 ACTIVITIES
POLICY 500.1
BEHAVIORAL EXPECTATIONS & SUSPENSION OF ATHLETES**

I. BEHAVIORAL EXPECTATIONS & SUSPENSION OF ATHLETES

II. Behavioral Expectations of Athletes

- a. Minnesota State High School League Eligibility Information Bulletin will be followed.
- b. Individual coach's expectations.
- c. LOCKER ROOMS:
 - i. Cell phones, cameras, PDA's with camera capability and similar devices are not permitted to be used in the locker rooms or bathrooms of ISD 361 at any time. Use of such items in the locker room or bathroom will result in disciplinary action.
- d. TOILET PAPERING:
 - i. Any student/athlete caught or involved in toilet papering property will be suspended as follows:
 1. 1st offense=1 week/1 game (greater amount);
 2. 2nd offense=3 weeks/3 games (greater amount);
 3. 3rd or more=determined by school administration. (Toilet papering penalty will be accumulative throughout the student's school career.)

III. Suspension Procedure

- a. Minnesota State High School League suspension rules will be followed.
- b. The Coach and Activities Director will notify the offender, giving them a chance to explain his/her situation.

IV. Practice while ineligible:

- a. The Minnesota State High School League rule applies only to competition against another team in a game or meet. The question of whether to allow an athlete to practice when ineligible is one of local determination.
- b. School Policy is that the athlete is required to practice with the team during suspension in order to return for competition in that sport.
- c. A student serving a penalty for a Category I violation may participate in another Category I activity. Participation must commence with the opening date of practice to the season's completion to satisfy any penalty previously imposed.

**ISD #361 ACTIVITIES
POLICY 500.2
SCHOOL ATTENDANCE OF ATHLETES**

I. SCHOOL ATTENDANCE OF ATHLETES

- a. Students are required to be in attendance at school for at least ½ day to be eligible on the day they will participate in an interscholastic game or practice.
- b. If a student has an excused absence for Friday and there is competition on Saturday, it then becomes the coach's decision whether the student should participate or not.



- c. Allowing students to "sleep in" for a couple of hours the morning after an out-of-town game will NOT be permitted. The exception to this would be tournament play where we are required to participate in two or three out-of-town games in a given week. Another exception would be returning from a long distance (Example: Fergus Falls). Head coaches should check with the Activities Director, who in turn will notify the administration on the day preceding the contest if this becomes necessary. Student athletes who fail to comply with this regulation will be rendered ineligible for the next out-of-town game.
- d. There will be no excuses granted to athletes to leave school on game day unless there is administrative approval.
- e. Athletes who are excused early from school to play out-of-town games, meets, etc., are not to leave the school grounds without permission.

**ISD #361 ACTIVITIES
POLICY 500.3**

SCHOOL POLICY REGARDING STUDENT COMPETITION AT THE NATIONAL LEVEL

- I. SCHOOL POLICY REGARDING STUDENT COMPETITION AT THE NATIONAL LEVEL
 - a. National competition is not authorized for students in curricular or extra-curricular activities except when a national contest is held in Minnesota or within a radius of 350 miles from International Falls.
 - b. Students may attend national competitions other than that stipulated in item #1 only if they are accompanied by their parents, with the parents taking all responsibility and expenses are paid by the student and/or parent. Under no circumstances will staff members be released unless at their own expense.
 - c. All principals and instructors who may be working with students who potentially may qualify for national competition should notify those students prior to the start of the competition that they will be unable to participate in national competition with school support, sponsorship, or sanction.

**ISD #361 ACTIVITIES
POLICY 500.4**

EXTRA-CURRICULAR AND CO-CURRICULAR ACADEMIC ELIGIBILITY POLICY

- I. EXTRA-CURRICULAR AND CO-CURRICULAR ACADEMIC ELIGIBILITY POLICY
 - a. Students will be certified eligible to represent Falls High School in Minnesota State High School League activities, all clubs and extra/co-curricular activities, in grades 7-12 according to Article I, Section 10, of the MSHSL rules and the following criteria:
 - i. In order to be scholastically eligible, a student must be passing all their classes. Falls High School eligibility will be based upon Quarter 1, Semester 1, Quarter 3 and Semester 2 grades. Scholastic eligibility can be regained by following steps 3 through 12 below.
 - b. If a student is ruled ineligible because of a failing grade, s/he may become eligible in two games or two weeks, whichever is greater, after the date that grades become official. It is the student's responsibility to show evidence of satisfactory (passing) work in ALL classes in the second week of the semester. A student not passing after the 2 weeks or 2 games penalty will remain ineligible until passing all classes.
 - c. A student who drops a course with a grade of "F" will be ineligible for two weeks or two contests (whichever is greater) with a minimum ineligibility of two weeks. A student shall have one week at the beginning of any course to drop that course with no penalty. A student may also drop a course within one week after the start of any semester with no penalty. A student who drops a course after the one-week period will receive a grade of "F" in the course and will be ineligible from the date the course is officially dropped for two weeks or two contests whichever is greater, with a minimum ineligibility of two weeks.



- d. A student who is ruled ineligible for one quarter may practice but not play, with the approval of the principal, the coach, and the activities director.
- e. Students who are assigned to Special Education classes shall be eligible as long as they are making satisfactory progress towards their Individual Education Plan (IEP) goals.
- f. Official school records constitute the basis for determining scholastic eligibility.
- g. Work done during summer school or other district approved activities, for the purpose of removing scholastic deficiencies, may be used in determining eligibility in athletics/activities. All deficiencies must be successfully removed prior to being certified for eligibility.
- h. Medical excuses and other emergencies will be considered on an individual basis.
- i. College courses taken for high school credit are covered by academic rules of School District #361. Any student who receives a failing grade or a no-credit for a college course taken for high school credit will be declared ineligible on the date Falls High School grades become official, with a minimum ineligibility of two weeks or two games whichever is greater.
- j. In an elective course, if at any time the teacher, student, and parent unanimously agree that the dropping of a course is desirable, there will be no eligibility penalty.
- k. A student may appeal his/her ineligibility status. The appeal will be heard by a panel of the Principal, Activities Director, and one non-involved teacher. The panel will hear from the student, the teacher involved, parents and other interested parties, and give its decision within one week. The student will remain eligible until the appeal is decided. If the appeal is denied, a five-week ineligible period begins on the day the student is informed of the panel's decision.
- l. All students enrolled in approved on-line learning programs and students who are home-schooled will be required to follow the same guidelines and deadlines as students enrolled at Falls High School. Students in an on-line class will be ineligible if the class is not completed at the end of the semester unless Administration deems an extenuating circumstance.

LEGAL REFERENCE ~ Minnesota State High School League Rules, Article I, Section 10 (EDU 701)

**ISD #361 ACTIVITIES
POLICY 600.1
NON-ATHLETIC ACTIVITIES**

I. NON-ATHLETIC ACTIVITIES

a. CHEERLEADING

- i. Cheerleader Squad Composition
- ii. Each of the following "A" squad sports will have "A" squad cheerleaders:
 - 1. Football
 - 2. Boys Basketball
 - 3. Boys Hockey
- iii. Squads will consist of the following maximum numbers including the mascot when traveling with the sport teams:
 - 1. Football=9 maximum
 - 2. Basketball=9 maximum
 - 3. Hockey=8 maximum
- iv. The "A" and "B" squads will consist of students in grades 9, 10, 11, 12.
- v. Cheerleader Practice and Game Policies
- vi. Practice days and times will be set by the advisors.
- vii. Football cheerleader practice starts three weeks before the first game or scrimmage. Fall sports participants are not required to attend winter sport practice until their season is complete.
- viii. Practice may be cancelled by the advisor only.
- ix. If a cheerleader misses the last practice before a game, s/he will not cheer at the next game.
- x. The captain is responsible for relaying all messages to other cheerleaders in the event practice is changed, times are changed, etc.



- xi. Cheerleaders will wear their official uniforms to school the day of a game or other "Bronco" gear as specified by their advisor.
- xii. The Minnesota State High School League Rules govern the participant's use of alcohol, drugs, and tobacco.
- xiii. Any cheerleader caught skipping school will not cheer at the next event and may be removed from the squad.
- xiv. Any foul or abusive language or unsportsmanlike actions during a game will result in not cheering at the next game.

b. CHEERLEADER ADVISOR PROCEDURES

- i. Responsibilities for tryouts:
 - 1. All cheer advisors will collaborate to determine tryout practices and dates.
 - 2. Practice, game, and other responsibilities
 - 3. After cheerleaders are chosen, have squads elect captains.
- ii. Be sure each cheerleader has filled out the necessary forms and paid his/her fee to the Activities Office.
- iii. Hand out and collect uniforms.
- iv. An advisor or approved representative is required to be at all practices on school property.
- v. During Winter Sports Week all squads will cheer at all home games.
- vi. If an advisor from one group cannot make it to practice, the other advisor may take his/her group.
- vii. Cheerleaders must be in uniform for the whole game and stay for the duration of the game.
- viii. The advisor must schedule a conference with the Activities Director to review their season.
- ix. Any payments required out of the Area Association Fund must be approved by the cheerleading advisors and an administrator of the school.
- x. School policy on tournaments for cheerleaders
- xi. Squads for Football, Boys Basketball and Boys Hockey will go to all tournament games in their respective sports and do not pay for bus fare or tickets.
- xii. Cheerleaders are not allowed to "sleep in" the morning after a game. If a cheerleader is not at school the day following a game, the cheerleader will not cheer at the next event.
- xiii. When a band bus is provided for tournament games, cheerleaders go with them.
- xiv. School policy on out-of-town games:
 - 1. Cheerleaders should be ready to go when picked up at the departure site.
 - 2. Cheerleaders must ride home with their advisor unless the principal's office has received a written note from a parent prior to trip departure.
 - 3. They cannot go to games sites on their own and wear their uniforms.
 - 4. The School Board requires cheerleaders to travel on the team bus if space is available.
 - 5. After the game, all cheerleaders will return to school. Rides home will have to be arranged from there.
- xv. School policy under which cheerleaders may represent International Falls High School at certain out-of-town games.
 - 1. Present policy allows the cheerleaders to go with the team they represent anytime there is room on the bus, excluding overnight games.

c. CHEERLEADER LETTERING

- i. The cheerleader must cheer in at least 90% of the practices and games.
- ii. Habitual tardiness in both practices and games will be viewed as an absence.
- iii. All lettering criteria are at the discretion of the advisor.
- iv. Dismissal from a squad is at the discretion of the advisor in consultation with administration.

II. BAND & PEP BAND

a. Concert band (grades 9-12) lettering:

- i. To letter in concert band, a student must earn a superior rating at the Section/State level of competition in a solo event or in an ensemble.



- b. Pep Band (grades 7-12) will play an equal number of games for each sport: football, volleyball, boys and girls basketball, boys and girls hockey. The total number of regular season games shall not exceed 18, unless agreed upon by the band director and administration.
- c. All students in the junior high and senior high bands are members of the pep band. Students not signed up for band during the school day will be accepted in the pep band upon the consent of the director.
- d. The pep band will travel out of town for tournament games as decided upon by the band director and administration.
- e. Weather may be a factor in canceling a performance.
- f. The pep band will play for pep fests during the school day.
- g. Depending on the number of participants for a particular game, the pep band will play pre game music, "The Star-Spangled Banner", and provide music at half-time and/or between periods.
- h. The pep band will play for a maximum of two events in the same week.
- i. The pep band will be supervised by the band director or a person approved by administration.
- j. Pep Band lettering:
 - i. A student will letter in pep band after participating in at least 50% of all scheduled events. Students will be given credit towards lettering for playing "The Star-Spangled Banner" for an unscheduled game.

III. FIGURE SKATING

- a. Policies and procedures are under the direction of the activities department.

IV. Speech

- a. Expectations and responsibilities for students participating in Speech.
- b. Practices (meetings)
- c. Practice (meeting) times will be set by the coach or advisor.
- d. Students are to be on time for each practice (meeting) and are expected to be able to stay for the entire practice (meeting).
- e. During practice (meetings), students are to be respectful of the coach/advisor and team members. When critiquing a team member, it must be done in a positive and productive manner
- f. If a student misses or knows they will be gone for a practice (meeting), they must notify the coach/advisor. Failure to do this could result in an unexcused absence.
- g. Participation in a meeting cannot be made up; however, the student needs to make arrangements with the coach/advisor about making up practice time.
- h. If a student needs to leave a practice (meeting) early, they need to discuss this with the coach/advisor prior to the practice (meeting) NOT during the practice (meeting) or as they get up to leave. Failure to do this could result in that practice (meeting) attendance not being counted.
- i. Commitment to Speech Meets/Tournaments
 - i. The coach/advisor will have the final decision on each student's selection and the cutting of the selection. This is to meet the Community Standard requirement from the MSHSL. Profanity is NOT allowed in the selection.
 - ii. Students will receive a schedule of the Speech Meets and Tournaments. These start in January and end in April. Students are expected to participate in ALL scheduled meets. It is the student's responsibility to give this information to their parents or guardians so they are also aware of these dates and can plan accordingly.
 - iii. Proper attire will be required at ALL times! EVERYONE will remain in their competition clothes for the awards (competition clothes are business attire, in some cases casual business attire). Students do not travel in competition clothes, so that they wear to and from each meet should be appropriate to be in public.
 - iv. Students must compete in 80% of Speech meets to compete in subsections or sections. The coach/advisor may waive this with extenuating circumstances; however, the student must meet the coach/advisor if a waiver is needed.
 - v. Prior to a student competing in subsections they need to make sure they do not have a conflict with the date of sections and state. If a student advances, they are expected to compete.
 - vi. While traveling to and from a Speech meet and while competing, students are expected to be a good representation of Falls High School.
- j. Awards



- i. If any award program is held, it will be held after the last competition.
 - k. Varsity lettering policy is as follows:
 - i. Comply with the Rules and Guidelines as outlined by ISD 361 and MN State High School League
 - ii. Must be a student in good standing with ISD 361
 - iii. Full attendance at 80% of practices (meetings)
 - iv. Compete in 80% of Speech meets (if a student is registered for a meet and the meet is canceled by the coach/advisor or the host school, that meet will count toward the 80% requirement).
 - v. Compete in subsections or sections
 - l. Maintain a positive attitude, be a good role model to others and be a good representative of Falls High School.
 - m. The coach/advisor may waive part of these requirements if prior arrangements are made and/or due to extenuating circumstances. However, it is the student's responsibility to meet with the coach/advisor if a waiver is needed.
- V. STUDENT COUNCIL
 - a. Elections
 - i. Elections for student council members will be held in the spring of each year.
 - ii. Meetings – The Student Council advisor will set dates for meetings.
- VI. KNOWLEDGE BOWL
 - a. Expectations and responsibilities for students participating in the Knowledge Bowl.
 - i. Practices (meetings):
 1. Practice (meeting) times will be set by the coach or advisor.
 2. Students are to be on time for each practice (meeting) and are expected to be able to stay for the entire practice (meeting).
 3. During practice (meetings), students are to be respectful of the coach/advisor and team members.
 4. If a student misses or knows they will be gone for a practice (meeting), they must notify the coach/advisor. Failure to do this could result in an unexcused absence and may limit participation in future meetings.
 5. If a student needs to leave a practice (meeting) early, they need to discuss this with the coach/advisor prior to the practice (meeting) NOT during the practice (meeting) or as they get up to leave. Failure to do this could result in that practice (meeting) attendance not being counted.
 - ii. Commitment to a Knowledge Bowl Meets and Tournaments
 1. The coach/advisor will have the final decision on who will attend meets.
 2. Students will receive a schedule of the Speech Meets and Tournaments. For senior high, these start in January and end in April. Students are expected to participate in ALL scheduled meets. It is the student's responsibility to give this information to their parents or guardians so they are also aware of these dates and can plan accordingly.
 3. Dress code for meets is either a business casual outfit or Bronco attire. Team attire is preferred. All clothing must be clean, free of profanity or vulgarity and school appropriate in regard to fit. Students should consider they are representing Falls High School and dress appropriately.
 4. Students must compete in all three regular season meets to compete in subsections or sections. The coach/advisor may waive this with extenuating circumstances; however, the student must meet the coach/advisor if a waiver is needed.
 5. Prior to a student competing in subsections, they need to make sure they do not have a conflict with the date of sections and state. If a student advances, they are expected to compete.
 6. While traveling to and from a Speech meet and while competing, students are expected to be a good representation of Falls High School.
 - iii. Awards
 1. If any award program is held, it will be held after the last competition.
 2. Varsity lettering policy is as follows:
 - a. Comply with the Rules and Guidelines as outlined by ISD 361 and MN State High School League.



- b. Must be a student in good standing with ISD 361.
 - c. Full attendance at 80% of practices (meetings).
 - d. Compete in all scheduled meets.
 - iv. Compete in subsections or sections if applicable.
 - v. Maintain a positive attitude, be a good role model to others and be a good representative of Falls High School.
 - vi. The coach/advisor may waive part of these requirements if prior arrangements are made and/or due to extenuating circumstances. However, it is the student's responsibility to meet with the coach/advisor if a waiver is needed.
- VII. MINNESOTA HONOR SOCIETY
- VIII. ONE ACT PLAY
 - a. Lettering Requirements:
 - i. Participants must attend at least 75% of rehearsals
 - ii. Be present for all performances

**ISD #361 ACTIVITIES
POLICY 700.1
PROM**

- I. PROM POLICY
- II. Purpose
 - a. Prom is a formal school-sponsored event designed to provide an enjoyable and safe experience for students. This policy establishes the rules and guidelines that ensure a respectful, inclusive, and secure environment for all attendees.
- III. Eligibility
 - a. To attend prom, students must meet the following criteria:
 - i. Be enrolled as a junior or senior at [School Name].
 - ii. Be in good academic and behavioral standing.
 - iii. Have no outstanding school discipline, suspensions, or attendance issues as determined by administration.
 - iv. Purchase tickets by the announced deadline.
 - v. Submit a completed Prom Permission/Guest Form (if applicable).
- IV. Guest Policy
 - a. Guests must be at least a high school freshman and no older than 20 years of age.
 - b. A completed Guest Permission Form is required and must be signed by the guest's school administrator or employer.
 - c. All guests are subject to administrative approval and may be denied without explanation.
 - d. Guests must present a valid photo ID upon entry.
- V. Dress Code
 - a. Prom is a formal event. Attire must be appropriate and meet school dress code standards.
 - b. Acceptable attire includes:
 - i. Formal gowns or dresses
 - ii. Dress pants with a dress shirt, tie, and jacket
 - iii. Dress shoes (no slippers, flip-flops, or athletic shoes)
 - c. The school reserves the right to deny entry or require modification of attire that is deemed inappropriate.
- VI. Arrival & Departure
 - a. Students may not leave and re-enter once admitted.
 - b. No one will be admitted after [Insert Time, e.g., 8:00 PM] without prior approval.
 - c. Students must have their own transportation arranged. No loitering in the parking lot or surrounding areas is allowed before, during, or after the event.
- VII. Conduct Expectations
 - a. All school rules and the student code of conduct are in effect, including but not limited to:
 - i. No use or possession of alcohol, tobacco, or illegal substances.
 - ii. No inappropriate dancing or public displays of affection.
 - b. Respect for all chaperones, staff, venue property, and fellow students.
 - c. Students and guests must follow all reasonable instructions from staff and security.
 - d. Violations may result in removal from the event, disciplinary action, or law enforcement involvement.



- VIII. Supervision & Security
 - a. The event will be supervised by school staff, administrators, and law enforcement/security officers.
 - b. All bags, purses, or large items are subject to search upon entry.
 - c. Students may be subject to breathalyzer testing upon entry or during the event if there is reasonable suspicion of alcohol use.
- IX. Consequences for Misconduct
 - a. Students who violate prom policies may face:
 - i. Immediate removal from prom
 - ii. Parent/guardian notification
 - iii. Suspension from future school activities (including graduation)
 - iv. Police involvement, if necessary

**ISD #361 ACTIVITIES
POLICY 701.1
CHAPERONE DUTIES & AGREEMENT FORM**

- I. Chaperone Expectation Policy
- II. Purpose
 - a. The purpose of this policy is to ensure that all chaperones for school-sponsored events (athletic contests, field trips, overnight travel, etc.) understand and fulfill their responsibilities to maintain student safety, support supervision, and uphold school standards.
- III. Definition
 - a. A chaperone is any adult—staff member, coach, parent, or approved volunteer—assigned to supervise students during school-sponsored activities or travel.
- IV. Expectations for Chaperones
 - a. Supervision Duties
 - i. Actively supervise students at all times during the event/trip.
 - ii. Maintain a visible presence and circulate among students regularly.
 - iii. Immediately address inappropriate behavior and report major incidents to the event supervisor or school administration.
 - b. Student Safety & Conduct
 - i. Ensure students follow the school's Code of Conduct, dress code, and activity-specific rules.
 - ii. Prevent and report any bullying, harassment, or unsafe behavior.
 - iii. Never allow students to be unsupervised in hotel rooms, locker rooms, or public places.
 - c. Communication
 - i. Carry a cell phone and maintain communication with coaches, staff, or the lead supervisor.
 - ii. Inform the event lead immediately of any emergency, illness, or injury.
 - d. Professional Conduct
 - i. Refrain from smoking, vaping, drinking alcohol, or using illegal substances.
 - ii. Maintain appropriate boundaries with students at all times.
 - iii. Dress appropriately and act in a manner that reflects positively on the school.
 - e. Confidentiality
 - i. Respect the privacy of students and staff. Do not publicly share student behavior, health information, or incidents.
 - f. Transportation (if applicable)
 - i. Only transport students if approved in writing and in compliance with district policies (e.g., proof of license, insurance, background check).
 - ii. Ensure all passengers wear seatbelts and follow safe travel procedures.
 - g. Emergency Response
 - i. Be familiar with emergency plans for medical situations, severe weather, lockdowns, etc.
 - ii. Know the location of first aid kits, emergency contacts, and AED devices when relevant.



- h. Requirements for All Chaperones
 - i. Must be at least 21 years old (unless otherwise approved by administration).
 - ii. Must complete any required district training, orientation, and background check process.
 - iii. Must sign a Chaperone Agreement Form before each event or activity.
- i. Failure to Comply
 - i. Failure to follow these expectations may result in removal from chaperoning duties and loss of future volunteer privileges. In cases of misconduct, further disciplinary or legal action may be taken.
- j. Acknowledgement
 - i. All chaperones must sign and return the Chaperone Agreement Form confirming they have read, understood, and agree to follow this policy.

Chaperone Agreement Form ISD #361

Event/Trip Information

Event/Trip Name: _____

Date(s): _____

Location: _____

Staff Contact/Sponsor: _____

Chaperone Information

Name: _____

Phone Number: _____

Email: _____

Emergency Contact Name & Number: _____

Relationship to Students (Parent, Teacher, Community Member, etc.): _____

Agreement

I, the undersigned, acknowledge and agree to the following:

- ☐ I have received, read, and understand the Chaperone Expectation Policy from ISD #361.
- ☐ I agree to actively supervise students and enforce all rules and behavior expectations during the event/trip.
- ☐ I will conduct myself professionally and refrain from using tobacco, alcohol, or illegal substances.
- ☐ I will maintain appropriate boundaries and never be alone one-on-one with a student unless in an emergency.
- ☐ I will follow the directions of school staff and promptly report any incidents, concerns, or injuries.
- ☐ I will maintain confidentiality regarding student behavior, discipline, or medical issues.
- ☐ If transporting students (if allowed), I certify that I have a valid driver's license, auto insurance, and district approval.
- ☐ I understand that failure to meet these expectations may result in my immediate removal and future exclusion from chaperoning.

Chaperone Signature: _____

Date: _____

School Administrator/Trip Coordinator Signature: _____

Date: _____



**ISD #361 ACTIVITIES
POLICY 800.1
USE OF FACILITIES & REQUEST FORM**

- I. Purpose
To provide clear guidelines for the fair, safe, and responsible use of district facilities by school groups, student organizations, community groups, and outside organizations. The goal is to ensure facilities are used in a manner that supports student programs, protects district assets, and serves the broader community.
- II. Priority of Use
 - a. District facilities will be made available in the following priority order:
 - i. School-Sponsored Activities
 - ii. Curricular and extracurricular events (e.g., athletics, fine arts, assemblies)
 - iii. Practices and rehearsals
 - b. School-Related Organizations
 - i. Booster clubs, parent-teacher organizations, school-affiliated youth clubs
 - c. Community Youth Programs
 - i. Local youth sports or educational programs
 - d. Other Community or Private Organizations
 - i. Civic clubs, adult recreational groups, religious or political groups (as allowed by law)
- III. Request Process
 - a. All facility use must be requested through the district office or designated online portal.
 - b. Requests must be submitted at least 10 business days in advance.
 - c. Use is not approved until written confirmation is issued by the district.
- IV. Requirements for Use
 - a. Supervision
 - i. An adult supervisor (21+) must be present at all times.
 - ii. Custodial or security staff may be required based on the event type and size.
 - b. Fees & Insurance
 - i. Rental fees may be assessed for non-school groups (see Facility Use Fee Schedule).
 - ii. Proof of liability insurance is required for non-district users (minimum: \$1,000,000 per occurrence).
 - c. Condition of Facilities
 - i. Facilities must be left in the condition found or better.
 - ii. Any damages incurred will be the responsibility of the renting group.
 - d. Restrictions
 - i. No smoking, vaping, or alcohol on district property.
 - ii. No weapons or illegal substances permitted.
 - iii. Access is limited to approved areas only.
- V. Cancellations
 - a. The district reserves the right to cancel or modify facility use if a conflict with school events arises or if conditions (e.g., weather, safety) require closure.
 - b. A minimum of 24 hours' notice will be given when possible.
- VI. Violations
 - a. Failure to follow this policy may result in:
 - i. Loss of facility privileges
 - ii. Fines for damage or excessive cleaning
 - iii. Possible legal action depending on the severity of the violation
- VII. Policy Review
 - a. This policy shall be reviewed annually by district administration and updated as needed

Event / Facility Request Form

Submit to: Activities Director / Facility Coordinator
Submission Deadline: At least 3 weeks prior to the event

1. Requestor Information

Name of Organization/Team/Club: _____



Contact Person: _____
Email: _____
Phone: _____
Coach/Advisor Name (if different): _____

2. Event Information

Event Name: _____

Type of Event:

- ☐ Game/Competition
- ☐ Practice
- ☐ Meeting
- ☐ Performance
- ☐ Fundraiser
- ☐ Banquet
- ☐ Other: _____

Purpose of Event:

Requested Date(s):

Primary: _____

Alternate: _____

Start Time: _____ End Time: _____

Estimated Attendance: _____

3. Facility Request

Requested Facility or Room(s):

- ☐ Main Gym
- ☐ Auxiliary Gym
- ☐ Football Field
- ☐ Auditorium
- ☐ Cafeteria
- ☐ Commons
- ☐ Classroom(s): _____
- ☐ Other (describe): _____

Special Setup Needs:

- ☐ Chairs: _____ ☐ Tables: _____ ☐ Podium
- ☐ Scoreboard
- ☐ Microphone/Sound
- ☐ Stage Lighting
- ☐ Custodial Support
- ☐ Other: _____

4. Additional Details

Will food be served? ☐ Yes ☐ No

If yes, describe: _____

Is this event open to the public? ☐ Yes ☐ No

Is admission being charged? ☐ Yes ☐ No

Will this event require transportation? ☐ Yes ☐ No

If yes, has a transportation request been submitted? ☐ Yes ☐ No

Will any outside vendors or speakers be involved? ☐ Yes ☐ No

If yes, describe: _____

5. Agreement & Signature

I certify that I am authorized to submit this request and agree to follow all school/district policies for facility use. I understand that my event is not approved until confirmed by administration and posted to the master calendar.

Signature: _____

Date: _____



For Office Use Only

☐ Approved

☐ Not Approved (reason): _____

Facility Approved: _____

Added to Master Calendar: ☐ Yes

Transportation Confirmed: ☐ Yes ☐ N/A

Notes: _____

Approved by: _____

Date: _____

**ISD #361 ACTIVITIES
POLICY 800.2
WEIGHT ROOM AND WHIRLPOOL POLICY**

I. WEIGHT ROOM AND WHIRLPOOL POLICY

- a. The weight room and the whirlpool must be supervised at all times.
- b. Never is a teacher/coach who is supervising to leave those areas without a qualified person in charge.
- c. Never leave the weight room without being sure it is locked.
- d. A student may supervise if under the direct supervision of a qualified adult.
- e. Do not make arrangements for other persons to use these facilities; an example might be a college student or a friend.
- f. Do not open the weight room unless you intend to stay in the room and supervise.
- g. Do not assign any students to the use of the weight room or the whirlpool unless you have knowledge that they will be properly supervised.

**ISD #361 ACTIVITIES
POLICY 801.1
ACTIVITY FEE SCHEDULE**

I. ACTIVITY FEE SCHEDULE

- a. ACTIVITIES
 - i. **Athletics:** Varsity, JV & C Teams: \$120.00 per season
 - ii. Equipment Fee:
 1. Hockey & Football \$40 per season
 - iii. **Athletics:** 7th & 8th Grade Junior High: \$80.00 per season
 - iv. **Activities:** \$60.00 per session
 1. Knowledge Bowl, Speech, etc.
 - v. Athletic & Activities CAP Per Family: \$400.00 per school year
 - vi. Sponsorship & Scholarship Activities & Athletic Program maybe be available, contact the Superintendent or Athletic Director
- b. Fees are paid to ISD #361
- c. Fees must be paid before the first scheduled contest. Fees can be paid online through Infinite Campus or in the FHS office.
- d. REFUNDS will be made for the following reasons:
 - i. Injury or illness approved with a physician's statement.
 - ii. Moving out of the school district.
 - iii. Cut from the squad by the coaches.
- e. Full refunds will be made up until the time of the first contest. After the first contest, refunds of 50% will be made up until the mid-season of each activity. There will be NO REFUNDS made after the activity has passed the mid-season point. Refunds will NOT be made to those who quit or are dismissed from an activity for discipline or rule violations.



**ISD #361 ACTIVITIES
POLICY 900.1
MEDIA POLICY**

- I. Purpose
- II. This policy establishes expectations and guidelines for responsible use of social media and interactions with the media by high school student-athletes and athletic staff. The goal is to uphold the integrity of the athletic program and promote respectful communication in all public forums.
- III. Athletes are role models in the school and community. Their words and actions—on and off the field—reflect not only on themselves, but also on their teammates, coaches, families, and the school district. This policy promotes awareness, accountability, and appropriate boundaries when engaging with media and social platforms.
- IV. Expectations for Student-Athletes
 - a. Social Media Conduct
 - i. Student-athletes are expected to:
 - 1. Use respectful and appropriate language in all posts, comments, and messages.
 - 2. Avoid posting anything that could be considered:
 - a. Harassing, bullying, or discriminatory
 - b. Sexually explicit or suggestive
 - c. Violent or threatening
 - d. Drug, alcohol, or tobacco related
 - e. Offensive or inflammatory (e.g., profanity, slurs, inappropriate humor)
 - f. Refrain from sharing confidential team or school information (e.g., injuries, internal team matters, disciplinary actions).
 - 3. Never engage in trash talk toward opponents, officials, coaches, or teammates online.
 - 4. Understand that even private posts can become public.
 - b. When interacting with reporters, photographers, or other media representatives:
 - i. Be respectful and honest in your responses.
 - ii. Refer questions about team issues or sensitive topics to your coach or athletic director.
 - iii. Do not speak on behalf of the team, coach, or school unless authorized.
 - iv. Understand that anything you say can be quoted or broadcast.
- V. Coach and Staff Responsibility
 - a. Coaches are expected to:
 - i. Model appropriate behavior on social media.
 - ii. Address any concerns regarding player posts or interactions.
 - iii. Notify administration of any violations of this policy.
- VI. Disciplinary Action
 - a. Violations of this policy may result in:
 - i. A warning or required social media training
 - ii. Loss of playing time or team leadership roles
 - iii. Suspension from athletic participation
 - iv. Removal from the team (in cases of serious or repeated violations)
- VII. Disciplinary Procedure for Social Media/Media Violations
 - a. Step 1: Initial Review & Documentation by Head Coach, Athletic Director, and Superintendent/Principal
 - i. What happens:
 - 1. Receive and review report or evidence of the alleged violation (e.g., screenshot, video, media statement).
 - 2. Document the violation with time, date, and nature of the offense.
 - 3. Determine if it violates school, district, or team policy.
 - ii. Note: If the post involves threats, harassment, or illegal activity, report immediately to school administration or law enforcement.
 - b. Step 2: Private Meeting with Athlete
 - i. Who attends: Head Coach (and optionally AD or assistant coach)
 - ii. What happens:
 - 1. Meet privately with the athlete to review the issue.
 - 2. Show evidence and allow the athlete to respond and explain.
 - 3. Remind the athlete of the social media/media policy and expectations.



- c. Step 3: Determination of Consequence
 - i. Based on the severity and intent of the violation:
 - 1. Tier 1 – Minor Offense
 - a. Examples: Inappropriate language, mild trash talk, vague team-related comments
 - b. Consequences:
 - i. Verbal warning
 - ii. Required re-education (e.g., digital citizenship session or reflection assignment)
 - iii. Parent notified
 - 2. Tier 2 – Moderate Offense
 - a. Examples: Derogatory comments, posting during team time, repeated Tier 1 behavior
 - b. Consequences:
 - i. Temporary suspension from practice or game(s)
 - ii. Written apology to affected parties
 - iii. Meeting with parents, athlete, and coach/AD
 - 3. Tier 3 – Major Offense
 - a. Examples: Harassment, threats, discriminatory language, posts involving drugs/alcohol, media interview without permission
 - b. Consequences:
 - i. Immediate suspension from team activities
 - ii. Formal disciplinary referral to school administration
 - iii. Possible removal from team
 - iv. Required restorative conference before re-entry (if applicable)
- d. Step 4: Communication with Parent/Guardian
 - i. Parents are contacted after any Tier 2 or Tier 3 offense.
 - 1. Provide a clear summary of the incident, the policy violated, the consequences, and expectations moving forward.
- e. Step 5: Documentation
 - i. Document each step taken:
 - 1. Date/time of incident and meetings
 - 2. Summary of conversations and responses
 - 3. Disciplinary actions assigned
 - 4. Keep records in the athlete's file (coach and AD copies).
- f. Step 6: Reentry & Monitoring (if applicable)
 - i. Athletes may be asked to complete an action plan (e.g., written reflection, apology, digital literacy training).
 - ii. Monitor future behavior and check in periodically.
 - iii. Restore the athlete to full status only after completion of required steps and administrative approval (if needed).

ISD #361 ATHLETICS POLICY

Student-Athlete Policy: Cell Phone, Camera, Video, and Social Media Use

- I. Purpose
 - a. The purpose of this policy is to provide clear expectations for student-athletes regarding the use of cell phones, cameras, video equipment, and social media platforms in connection with school-sponsored athletic activities. The policy is intended to promote student safety, privacy, and responsible use of digital tools while preserving the integrity of athletic programs.
- II. Scope
 - a. This policy applies to all student-athletes participating in district-sponsored sports, both during the athletic season and at school-related events, practices, travel, and competitions—whether on or off school grounds.
- III. Cell Phone Use
 - a. Restricted Areas



- i. Cell phones must be powered off and stored in lockers, bags, or designated areas in the following settings:
 - 1. Locker rooms
 - 2. Restrooms
 - 3. Training rooms
 - 4. During team meetings or film review
 - 5. While on the team bench or sideline during games
 - b. Team and Travel Expectations
 - i. Cell phone use during team travel or hotel stays is at the discretion of the head coach and must follow district supervision guidelines.
 - ii. Head coaches may collect phones overnight during travel to ensure athlete rest and accountability.
 - c. Emergency Use
 - i. In case of an emergency, student-athletes may request permission from a coach or chaperone to use their phone.
 - d. Camera and Video Recording
 - i. Privacy Protections
 - 1. The use of cell phones, cameras, or video recording devices is strictly prohibited in locker rooms, restrooms, or other areas where privacy is expected.
 - 2. Unauthorized photographing or filming of teammates, opponents, coaches, officials, or fans is prohibited.
 - e. Permitted Use
 - i. Coaches may approve team-managed video use for:
 - ii. Performance analysis
 - iii. Game film
 - iv. Highlight creation (subject to privacy and MSHSL/media rules)
- IV. Social Media Conduct
 - a. Expectations for Student-Athletes
 - i. Student-athletes represent their team, school, and community both on and off the field. As such, they are expected to:
 - ii. Avoid posting, sharing, or liking content that includes profanity, harassment, threats, or discriminatory comments.
 - iii. Refrain from engaging in online arguments, “trash talk,” or conduct that disrespects teammates, opponents, coaches, or officials.
 - iv. Avoid posting videos or images that violate privacy, consent, or MSHSL competition guidelines.
 - b. Team Guidelines
 - i. Coaches may establish team-specific expectations regarding social media during the season, including digital “media blackouts” during playoffs or high-pressure periods.
- V. Disciplinary Action
 - a. Inappropriate social media use may result in:
 - b. Temporary or permanent removal from the team
 - c. Suspension from contests or practices
 - d. Additional consequences under the district’s Code of Conduct and Acceptable Use Policy
- VI. Oversight and Enforcement
 - a. Coaches, Athletic Directors, and school administrators are responsible for monitoring and enforcing this policy.
 - b. Violations will be documented and addressed according to the district’s disciplinary procedures.
- VII. Policy Acknowledgement
 - a. All student-athletes and their parent/guardian must sign an annual Athlete Digital Conduct and Technology Agreement acknowledging this policy as a condition of participation.
- VIII. Related Policies and References
 - a. Minnesota State High School League (MSHSL) Bylaws & Code of Conduct
 - b. District Acceptable Use Policy
 - c. Student Discipline Policy
 - d. Title IX and Student Privacy Policy



Acknowledgement Form: Student-Athlete Digital Conduct Agreement

ISD #361

Student-Athlete Digital Conduct & Technology Use Agreement

Academic Year: _____

Purpose

This form acknowledges that the student-athlete and their parent/guardian have read and agree to follow the district policy regarding the use of cell phones, cameras, video, and social media in athletics.

Key Commitments

As a student-athlete, I agree to:

- Use cell phones respectfully and never in private areas such as locker rooms or restrooms.
- Obtain permission from a coach before using any device to record video or photos.
- Refrain from posting disrespectful, harmful, or inappropriate content on social media.
- Represent my team, school, and community positively both online and in person.
- Accept consequences for any policy violations.

As a parent/guardian, I agree to:

- Support and reinforce the expectations for digital behavior with my child.
- Monitor my child's use of technology and social media to ensure safe and appropriate conduct.

Student-Athlete Name (Print): _____

Student Signature: _____

Date: _____

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

Coach Signature (verifying review with team): _____

Date Reviewed: _____

Team Meeting Handout: Digital Conduct Summary

Student-Athlete Digital Conduct & Technology Summary

Why This Matters

You represent yourself, your teammates, your family, and your school — on and off the field. Responsible technology use keeps everyone safe and shows pride in your program.

Cell Phones:

- OK in: Bus rides (unless team rule says otherwise), free time
- NOT OK in: Locker rooms, bathrooms, team meetings, benches/sidelines

Cameras & Video:

- Never record others without permission



- No photos or videos in private spaces
- Film is OK if approved by your coach

Social Media:

- No trash talk, threats, bullying, or sharing private content
- Be respectful and use good judgment — if you wouldn't say it at a pep rally, don't post it online

Consequences:

Violations may result in:

- Warnings
- Missing practices or games
- Removal from the team

"When in doubt, don't send it out."

Coach Talking Points for Team Meeting

Introduction (2–3 minutes):

"We're part of a school, a team, and a community. What you post or record can affect your eligibility, your teammates, and your reputation."

"This isn't just about rules—it's about showing leadership and being someone others can trust."

Discussion Prompts (5–10 minutes):

"Where is it never appropriate to have your phone out?"

"Have you seen a post that crossed the line? How should we respond?"

"What does it mean to 'represent your team well' on social media?"

Wrap-Up (1–2 minutes):

"You're responsible for your choices. Think before you post, and check with a coach if you're unsure."

"Sign the acknowledgement form today. Let's keep ourselves, our teammates, and our program safe and respected."

**ISD #361 ATHLETICS
POLICY**

Use of Booster Club Funds for District Athletics and Extracurricular Activities

- I. Purpose
 - a. The purpose of this policy is to establish clear guidelines for the acceptance, oversight, and use of booster club funds to support school-sponsored athletic and extracurricular programs. This ensures equity, transparency, and compliance with school district policies, Minnesota state law, and relevant Minnesota Department of Education (MDE) and MSHSL guidelines.
- II. Definitions
 - a. Booster Club: A parent- or community-run, non-profit group organized to support specific school teams or activities through fundraising and volunteer support. To operate in partnership with the district, a booster club must be in good standing, which includes compliance with all applicable laws, submission of required documents, and adherence to district policies.
 - b. District Activity: Any school-approved and supervised athletic or extracurricular program under the control of the district or Minnesota State High School League (MSHSL).
- III. General Guidelines



- a. Independent Status
 - i. Booster clubs are considered independent organizations and are not under direct control of the district but must work in partnership with school administration.
- b. All fundraising must comply with IRS 501(c)(3) regulations (if applicable), state charitable registration laws, and district policy.
- c. Good Standing Requirement
 - i. To be recognized by the school district and permitted to raise or expend funds in connection with district programs, booster clubs must:
 - 1. Be registered as a non-profit or otherwise legally organized under Minnesota law.
 - 2. Operate with an active board and documented bylaws.
 - 3. Submit an annual statement of officers, fundraising plan, and financial report to the Athletic Director.
 - 4. Maintain open communication with the coach/advisor and school administration.
 - 5. Abide by all district, state, and federal rules, including this policy.
 - 6. Failure to meet these standards may result in loss of recognition and/or suspension of booster privileges.

IV. Use of Funds

- a. Booster club funds must directly benefit students participating in the school-sponsored activity.
- b. Permitted uses include:
 - i. Equipment, uniforms, and supplies not provided by the district
 - ii. Team travel and lodging not otherwise covered
 - iii. Tournament and entry fees
 - iv. Banquets, awards, or recognition
 - v. Clinics, camps, or training (with district approval)
- c. Prohibited Uses
 - i. Personal payments or gifts to individual students, coaches, or staff
 - ii. Stipends or salaries for district staff or coaches (except through proper district employment processes)
 - iii. Purchases that create inequity across programs without administrative approval
 - iv. Alcohol, tobacco, or any illegal items
- d. Donated Equipment or Uniforms
 - i. All equipment or uniforms purchased by booster funds become district property.
 - ii. Donations must be reviewed and accepted by the Activities Director and School Board.
 - iii. Items must meet MSHSL, OSHA, and district safety requirements.

V. Approval and Oversight

- a. Coordination with District Staff
 - i. All booster club purchases or donations intended for student use must be coordinated with the Athletic Director or Activity Coordinator.
 - ii. Coaches or advisors may not directly solicit or accept funds, donations, or gifts without prior administrative approval.
- b. Annual Budget Review
 - i. Booster clubs must submit an annual fundraising and expenditure plan for review by the Activities Director and building principal.
 - ii. Any mid-year expenditure exceeding \$500 outside of the plan must be pre-approved.
- c. Financial Transparency
 - i. Booster clubs must maintain clear financial records, including bank statements, receipts, and meeting minutes.
 - ii. Upon request, financial reports must be submitted to the district for review.

VI. Equity and Title IX Compliance

- a. Booster club spending must not create or perpetuate inequities between male and female sports or between different student groups.
- b. The district reserves the right to decline or redirect booster club donations if they violate Title IX or district equity policies.

VII. Acknowledgement and Training

- a. Booster leaders are encouraged to attend an annual district-led training on finance, Title IX, and fundraising practices.

VIII. Policy Enforcement



- a. Violations of this policy may result in:
 - i. Denial of donation acceptance
 - ii. Suspension of booster activity in the district
 - iii. Revocation of facility or event privileges

ISD #361 ATHLETICS

POLICY

Vigilance and Oversight in Athletic and Extracurricular Programs

- I. Purpose
 - a. The purpose of this policy is to ensure that all athletic and extracurricular programs within the school district uphold the highest standards of safety, ethics, and accountability. This policy establishes procedures and expectations for the vigilant supervision and oversight of staff, volunteers, and program activities to safeguard the well-being of all students.
- II. Rationale
 - a. Given the close interactions between staff and students in athletics and extracurricular activities, maintaining a culture of vigilance and proactive oversight is essential. This protects students, preserves public trust, and upholds the integrity of school programs.
- III. Scope
 - a. This policy applies to all school-sponsored athletic and extracurricular activities and includes all staff, volunteers, contractors, and outside personnel working with students.
- IV. Policy Provisions
 - a. Background Checks and Screening
 - i. All individuals employed or volunteering in extracurricular or athletic roles must undergo a comprehensive background check prior to service and every three years thereafter.
 - ii. Contractors and outside instructors must provide proof of background screening that meets or exceeds district standards.
 - iii. Any individual with findings of sexual misconduct, abuse, exploitation, or crimes against minors shall be disqualified from working with students.
 - b. Training and Code of Conduct
 - i. All coaches, advisors, and volunteers must complete annual training on student safety, mandated reporting, sexual harassment prevention, and ethical conduct.
 - ii. A district-approved Code of Conduct must be reviewed and signed annually by all personnel involved in extracurricular programs.
 - iii. Training must include education on maintaining appropriate professional boundaries and recognizing grooming behaviors.
- V. Oversight and Supervision
 - a. The Athletic Director and Activities Coordinator shall conduct regular audits and unscheduled observations of practices, meetings, trips, and performances.
 - b. All one-on-one meetings between staff and students must occur in a visible, supervised, or recorded setting unless otherwise approved in writing by the building principal.
 - c. Overnight trips must have a clear supervision plan, with a minimum of two screened adults present at all times.
- VI. Reporting and Response
 - a. All allegations or observations of misconduct must be reported immediately to the building principal and designated Title IX Coordinator.
 - b. Staff are required to follow mandated reporter laws and district reporting procedures.
 - c. Investigations will be handled in accordance with state law, collective bargaining agreements, and school board policy, and findings will be documented in writing.
- VII. Evaluation and Accountability
 - a. All personnel in extracurricular roles will be subject to annual performance evaluations that include adherence to ethical standards and supervision expectations.
 - b. Any substantiated violations of policy may result in disciplinary action, up to and including termination and referral to law enforcement.
 - c. The school board will receive an annual report on program compliance, incidents, and oversight improvements.
- VIII. Policy Review and Updates



- a. This policy shall be reviewed every two years by the Superintendent, Athletic Director, and School Board to ensure alignment with best practices, legal updates, and community expectations.

**ISD #361 ATHLETICS
POLICY
VISITORS TO SCHOOLS & SITES**

- I. PURPOSE
 - a. The purpose of this policy is to inform the school community and the general public of the position of the School Board regarding visitors to school buildings and other school properties.
- II. GENERAL STATEMENT OF POLICY
 - a. The School Board encourages interest on the part of parents and community members in school programs and student activities. The School Board welcomes visits to school buildings and school property by parents, community members and guests from other school districts, provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the School District.
 - b. The School Board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.
- III. RESPONSIBILITY
 - a. The District Administration shall present recommended visitor procedures and requirements to the School Board for review and approval. Upon approval by the School Board, such procedures and requirements shall be an addendum to this policy.
- IV. VISITOR LIMITATIONS
 - a. Implementation of this policy during the regular school day and in the classroom, setting must consider the following:
 - i. Student Safety: Parents and guardians send children to school expecting that reasonable precautions will be taken for their safety and well being. To this end precautionary steps must be built into visitation procedures.
 - ii. Classroom Teaching/Learning Climate: Students and teachers are sometimes distracted when visitors are present. Research reveals that time on task is closely associated with pupil achievement. Therefore, visitations should be planned to minimize interruptions, reduce loss of learning time, and avoid talk with teachers when students are being supervised.
 - iii. Accuracy of Information: Some ongoing school activities are not self-explanatory. Efforts should be made to make the visitation as useful and accurate as possible to the visitor and as fair and objective as possible to the program and district employee being visited.
 - iv. An individual or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the School District procedures and regulations or if the visit is not in the best interest of students, employees or the School District.
 - v. An individual or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

FALLS HIGH SCHOOL

Student & Family Handbook

2026-2027

BRONCO POWER



Home of the Broncos

International Falls, Minnesota

Welcome to the 2026-2027 School Year

Dear Students, Parents, and Guardians,

Welcome to a new and exciting year at Falls High School! We are proud to welcome you to the Bronco community and look forward to partnering with students and families throughout the 2026-2027 school year.

This year marks an important new chapter for Falls High School. Our transition to a trimester schedule provides greater flexibility, more opportunities for students to explore their interests, and expanded access to engaging electives in career and technical education, fine arts, business, communications, natural resources, technology, family and consumer sciences, physical education, and other areas designed to help students discover their strengths and prepare for life after high school.

Students also have opportunities to complete significant college coursework - potentially including an Associate of Arts degree or the Minnesota Transfer Curriculum - while remaining on the Falls High School campus. Through college partnerships and College in the Schools courses, eligible students may earn both high school and college credit while staying connected to teachers, classmates, activities, and the FHS community.

Our building will continue to be transformed through community-supported renovations that create updated learning environments, expanded student gathering spaces, and new opportunities for hands-on learning, wellness, collaboration, and school engagement.

Even as programs, courses, and spaces evolve, our commitment remains the same: to provide a safe, caring, inclusive, and academically challenging environment where every student feels welcomed, supported, and encouraged to succeed. We want students to be proud of their school, engaged in their learning, and prepared for their next steps.

This handbook is designed to make important school expectations, opportunities, procedures, and required notices easy to find. Please review it together and contact the school whenever questions arise.

Welcome to Falls High School - Home of the Broncos!

Melissa Tate

Falls High School Principal
mtate@isd361.org
218-283-2571 ext. 1232

How to Use This Handbook

This handbook is a student- and family-facing guide. It summarizes key school expectations, procedures, opportunities, and required notices. Complete Board of Education policies remain the controlling authority. If handbook language conflicts with an adopted district policy or applicable law, the policy or law controls. Current Board policies are available through the district website and district office.

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Quick Reference

Item	Information
School Office Hours	7:30 a.m.-3:30 p.m.
Regular School Day	8:00 a.m.-2:54 p.m.
Student Drop-Off	After 7:30 a.m.
Student Pick-Up	By 3:00 p.m., unless participating in an approved after-school activity
Main Office	218-283-2571
Attendance Line	Call 218-283-2571; select FHS, then the FHS attendance line and leave the student name, caller name/relationship, and reason for absence
Principal	Melissa Tate mtate@isd361.org ext. 1232
Superintendent	Beth Shermoen
Student Support Specialist	Chelsea Ness
FHS Counselor	Thane Grewatz
Athletic Director	Timm Ringhoffer
School Nurse / Health Office	Brittany Spry Contact the FHS office
District Website / Board Policies	www.isd361.org

Annual calendar

Because dates can change and the school operates on a trimester schedule, families should use the current district calendar and school communications for conference dates, grading dates, breaks, graduation, and other annual events.

I. General Information

Arrival, Dismissal, and Building Access

Students may arrive after 7:30 a.m. The regular school day is 8:00 a.m.-2:54 p.m. Students should be picked up by 3:00 p.m. unless they are participating in an approved after-school activity or are otherwise under staff supervision. Students are expected to follow posted building access and supervision expectations before, during, and after the school day.

Complaints and Concerns

Students, parents/guardians, employees, and other community members may report concerns or complaints orally or in writing. When appropriate, concerns should begin at the building level so staff can respond promptly. The appropriate administrator will respond regarding the district's handling of the concern. Matters that cannot be resolved at the building level may be referred to the superintendent or handled under the applicable district policy.

Eighteen-Year-Old Students

All enrolled students, regardless of age, are governed by school rules, district policies, and this handbook while participating in school or school-sponsored activities.

Employment Background Checks

The school district seeks criminal history background checks for applicants who receive offers of district employment and for individuals offered athletic coaching or other extracurricular academic coaching positions, whether paid or unpaid. The district may also require background checks for other volunteers, independent contractors, or student employees as allowed by law and district policy.

Fees

Materials that are part of the basic educational program are provided without charge. Students may be responsible for personal school supplies and may be charged allowable fees or deposits for optional activities, materials retained by the student, lost or damaged items, equipment, field trips, extracurricular participation, or other items permitted by law and district policy. A required fee or deposit may be waived when a student or family is unable to pay. Contact the principal or school office with questions.

Fundraising

Student group, organization, and school-related fundraising must be approved in advance by the building principal or designee. Nonapproved fundraising and nonschool solicitations during the school day are prohibited.

Deliveries and Messages to Students

To reduce classroom disruption, gifts, flowers, balloons, restaurant or delivery-app food, and similar items will not be delivered to students during the school day. Forgotten school items may be brought to the FHS office for student pickup. Students will be notified as soon as practical without interrupting instruction.

Visitors and Volunteers

All visitors and volunteers must report to the school office upon arrival and follow school check-in and identification procedures. Parents and guardians are encouraged to volunteer; volunteers working directly with individual students may be required to complete a background check. Visitors must follow all safety, confidentiality, and staff-direction requirements while on school property.

School Closing and E-Learning

The superintendent determines when severe weather, emergency conditions, or other circumstances require a delayed start, early dismissal, building closure, or school cancellation. Notifications are provided through Infinite Campus messaging and local communication channels. When an E-Learning Day is used, students are expected to check school email and learning platforms, follow teacher directions, and complete assigned work. Attendance and participation requirements apply.

Pledge of Allegiance

Falls High School will follow Minnesota law and district policy regarding recitation of the Pledge of Allegiance. A student or other person who does not wish to participate for a personal reason may choose not to do so. Everyone must respect another person's decision to participate or not participate. The school also provides instruction regarding proper etiquette, display, and respect for the flag.

Nondiscrimination and Equal Educational Opportunity

International Falls School District is committed to inclusive education and equal educational opportunity. The district does not discriminate in its programs or activities on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, including gender identity and expression, age, or any other status protected by law.

Questions or complaints involving discrimination, Title IX, disability access, or other civil-rights concerns may be directed to the district office. The superintendent serves as the district human rights officer. The district publishes current Title IX and ADA/Section 504 coordinator contact information through district policies and official district communications.

Student Records and Privacy

Student records are classified as public, private, or confidential under state and federal law. Parents/guardians and eligible students - generally students age 18 or older or enrolled in postsecondary education - have rights to inspect, review, and seek amendment of education records and to control disclosures except where law permits disclosure without consent. The district's Protection and Privacy of Pupil Records policy explains directory information, access rights, disclosure rules, complaint rights, and annual notice requirements. Copies are available from the district office and through current Board policies.

Student Surveys and Protected Information

The district may use surveys to gather student opinions and information. Parents/guardians and eligible students have rights under federal and state law regarding surveys that request protected information, the collection or use of student information for marketing, and certain nonemergency physical examinations or screenings. The district will provide required notices and opportunities for consent or opt-out when applicable. Complete procedures are available through the district's current student survey policy.

Notice of Violent Behavior by Students

The district will provide notice to teachers and other appropriate staff before a student with a documented history of violent behavior is placed in their classroom, as required by district policy. Before notice is given, the student's parent/guardian will be informed. Parents/guardians retain rights to review and challenge education records, including data documenting the history of violent behavior.

Student Publications and Nonschool Materials

FHS supports student expression consistent with law and district policy. School-sponsored media is supervised by the student media adviser and principal. Student journalists have speech and press rights subject to lawful

limitations, including restrictions on defamatory, unlawful, harassing, threatening, obscene, privacy-invasive, or materially disruptive content. Nonschool-sponsored materials may be distributed on school premises only in accordance with district time, place, and manner procedures.

Searches, Lockers, Desks, and Vehicles

School lockers and desks are district property. School officials may inspect their interiors at any time without notice, student consent, or a search warrant. Personal possessions inside a locker, a student's personal belongings, or a student's person may be searched when school officials have reasonable suspicion that the search will uncover evidence of a violation of law or school rules, and any search will be reasonable in scope.

School officials may conduct routine patrols and exterior inspections of vehicles on district property without notice. The interior of a student vehicle may be searched when officials have reasonable suspicion that the search will uncover a violation of law or school rules. A student who refuses to open a locked vehicle or compartment under the student's control may lose parking privileges and may be subject to discipline.

Parking and Canine Detection Services

Student parking is a privilege and is limited to designated areas. Unauthorized vehicles may be subject to towing or loss of parking privileges. The district may use trained detection canines for random, unannounced inspections of campus buildings, parking areas, grounds, and school events in accordance with district procedures. Detection of prohibited items may result in school discipline and, when appropriate, referral to law enforcement.

Video and Audio Recording by the District

School buses, school buildings, and school grounds may be equipped with video cameras. Recordings may be used when addressing safety, conduct, or discipline. Video surveillance in locker rooms or bathrooms is used only in extraordinary circumstances with heightened controls and superintendent approval as permitted by law.

II. Academics

Academic Expectations: Cheating and Plagiarism

Cheating and plagiarism are prohibited. Students are expected to submit their own work and accurately acknowledge sources. Academic consequences may include no credit, redoing work, grade reduction, parent/guardian contact, and disciplinary action consistent with the circumstances and district policy. Repeated or serious academic dishonesty may result in additional consequences.

Grading and Academic Recognition

Grades are reported at midterm and at the end of each trimester. Families may monitor schedules, attendance, grades, assignments, behavior records, report cards, and transcripts through Infinite Campus Parent Portal.

Letter Grade	GPA Value
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70
D+	1.30
D	1.00
D-	0.60
F	0.00

Falls High School does not award valedictorian or salutatorian honors. Current academic recognition includes:

- Graduating with Honors: cumulative GPA of 3.80 or higher through the senior year.
- Academic Excellence Award: eligible students in grades 9-12 may apply under criteria communicated annually by FHS.
- Principal's List: 4.00 GPA for the trimester.
- A Honor Roll: 3.700-3.999 GPA for the trimester.
- B Honor Roll: 3.000-3.699 GPA for the trimester.

Graduation Requirements

Students must satisfy all graduation requirements established by Minnesota law and the International Falls School Board. FHS local requirements may exceed state minimum requirements. Students and families should use the current course-registration materials and counselor guidance when planning a four-year program.

Subject Area	FHS Credits	Notes
Language Arts	4.0	Meets required English language arts standards.
Mathematics	3.0	Includes Algebra I, Algebra II, Geometry, and required state standards.

Subject Area	FHS Credits	Notes
Science	3.0	Includes biology and chemistry or physics; courses must satisfy applicable state science standards.
Social Studies	4.0	FHS local requirement; includes U.S. history, geography, government/citizenship, world history, economics, and applicable standards.
Arts	1.0	Visual and/or performing arts.
Technology/FACS	1.0	Local FHS requirement.
Physical Education	1.0	Local FHS credit requirement and state standards.
Health	0.5	Local FHS credit requirement and state standards.
Personal Finance	0.5	Required for students beginning grade 9 in 2024-25 or later; may be incorporated within an approved course as allowed by FHS.
Electives	6.5	Selected to complete FHS graduation requirements and student goals.

State minimum vs. FHS requirement

Minnesota minimum course requirements and FHS local graduation requirements are not identical. Where FHS requires more credit than the state minimum, the FHS requirement applies to an FHS diploma. Students should confirm their individual graduation plan with the school counselor.

Statewide Assessments and Parent/Guardian Refusal

Students participate in statewide assessments as required by Minnesota law. A parent/guardian may refuse participation for a student by completing the current Minnesota Department of Education refusal form and returning it to the school. The current form is available from the FHS office and through the Minnesota Department of Education. Students and families should discuss the academic implications of opting out with the school counselor or principal.

Parent Right to Know

Upon request, the district will provide parents/guardians with information regarding the professional qualifications of their child's classroom teachers, including applicable state licensing or qualification status and whether the student receives services from paraprofessionals and, if so, their qualifications. The district also provides parents with information about their child's performance on state academic assessments and any other notices required by federal law for schools receiving applicable federal funds.

Postsecondary Enrollment Options (PSEO)

FHS follows Minnesota PSEO requirements. Students interested in PSEO should meet with the FHS counselor and their parent/guardian to review eligibility, graduation planning, course rigor, transportation, deadlines, and student responsibilities. FHS requires students pursuing PSEO to complete the school's planning and responsibility process. State timelines and college deadlines may change; students should begin planning early and contact the guidance office for current requirements.

Concurrent Enrollment / College in the Schools

Falls High School offers Concurrent Enrollment (CE) and College in the Schools (CIS) courses in which eligible students may earn both high school and college credit. Through the partnership with Lake Superior College, eligible students may work toward an Associate of Arts degree or complete the Minnesota Transfer Curriculum while attending FHS. Interested students should schedule a planning meeting with the FHS counselor.

Falls Virtual Academy

Students enrolled at FHS may be approved to take district-provided online courses through Falls Virtual Academy while remaining enrolled in the in-person high school program. Online coursework may be used for credit recovery, to complete a missing graduation requirement, or, in approved circumstances, for initial credit when the course supports a student's educational plan. Approval is based on educational need, graduation planning, course availability, schedule conflicts, transfer-credit needs, individualized circumstances, and the student's readiness for online learning.

Online courses require regular engagement, timely completion of work, and communication with the assigned instructor. Enrollment changes must follow FHS schedule-change procedures. Students interested in online learning should contact the FHS counselor.

Alternative Learning Opportunities

The district provides alternative learning options for students who may be at risk of not succeeding in a traditional program. Supports may include tutoring, modified curriculum and instruction, electronic learning, special education services, homebound instruction, or enrollment in an alternative learning center when eligibility criteria are met. Contact the counselor or principal for current options.

Schedule Changes and Dropping Courses

Students are expected to keep the classes selected during registration. Schedule changes are considered when there is a graduation need, an error or conflict, course sequencing issue, or another educationally significant reason. Preference for a different teacher, easier workload, or being with friends is not a basis for a change. Students seeking a change should contact the counselor promptly; the normal drop/add window is the first five school days of a course or trimester. After that window, withdrawal may result in an F unless an approved exception applies. Parent/guardian approval is required for dropping a course.

Work-Based Learning

Work-based learning is a structured academic program that combines school instruction with supervised learning in a community workplace. Students may explore careers, demonstrate course learning objectives, and earn academic credit under the supervision of a licensed work-based learning coordinator. Students in grades 10-12 should contact the FHS counselor for eligibility, placement, and scheduling information.

Homework, Promotion, and Retention

Teachers assign homework based on course goals and instructional needs. Students are expected to complete assignments thoroughly and on time. Students who demonstrate acceptable proficiency are promoted to the next grade level. Retention may be considered when school staff and parents/guardians determine it is in the student's best educational interest. The district provides supports to help students make progress toward graduation.

III. Student Expectations & Discipline

Advisory

Advisory is a required part of the FHS school day and is designed to support academic success, student connection, communication, intervention, and college and career readiness. Students are expected to report to their assigned Advisory on time each scheduled day.

Attendance is taken during Advisory. Absences and tardies during Advisory are subject to the same attendance expectations as other scheduled class periods.

Students must report to their assigned Advisory before going to another location unless they have received prior authorization. After attendance is taken, students may be released to another teacher or approved location for academic assistance, intervention, make-up work, testing, counseling, or another school-related purpose. Students must follow FHS pass and check-in/check-out procedures so staff know their location.

Advisory is not an open or unsupervised period. Students are expected to participate in assigned Advisory activities and use available academic support time productively.

Attendance

Regular attendance is essential to academic success, school connection, and future readiness. Students are expected to attend every assigned class and study hall on every school day unless excused. Parents/guardians are responsible for notifying the school of absences and working with the school when attendance concerns arise. Students are responsible for requesting and completing missed work.

Reporting an Absence

Parents/guardians should call 218-283-2571, select FHS, then select the FHS attendance line. Leave the student's name, the caller's name and relationship to the student, and the reason for the absence. Absences are considered unexcused until verified. Verification should be provided within three school days.

Excused and Unexcused Absences

Excused absences may include illness, serious family illness, death or funeral, medical/dental/orthodontic or counseling appointments, court appearances, approved religious instruction, emergencies, school-sponsored activities, suspension, family emergencies, military duty, or other reasons recognized by district policy or law. The school may request documentation when appropriate.

Examples of unexcused absences include truancy, failure to follow reporting procedures, work not connected to an approved school program, vacations or personal trips not approved under school procedures, missing the bus, sleeping in, leaving school without permission, or other absences not recognized as excused under district policy. Repeated unexcused absences may result in family meetings, attendance plans, county referral, or other action required by law and district policy.

Leaving School, Late Arrival, and Extended Absence

Students leaving during the school day must have parent/guardian authorization documented by the office and must sign out unless they are participating in an approved open study hall or authorized open-lunch privilege. Students arriving late must check in and provide parent/guardian verification. Students who become ill during the school day should report to the health office rather than arranging their own dismissal. For planned absences of three or more consecutive days, families should contact the school in advance and complete any required prearranged-absence process.

Tardiness

Students are expected to be in their assigned area when class begins. A student arriving within 15 minutes of the start of the school day is marked tardy; after 15 minutes the student may be marked absent for first period.

During the remainder of the day, arriving after the bell is a tardy. Repeated tardiness may result in detention or other attendance interventions and may be counted toward unexcused absence/truancy thresholds in accordance with district policy.

Attendance and Extracurricular Activities

Students must attend the full school day to participate in an athletic practice, contest, performance, or extracurricular activity that day. The principal or Athletic Director may approve exceptions for documented medical appointments, school-sponsored activities, family emergencies, or other approved circumstances. Students absent without an approved excuse or who leave school without permission are not eligible to participate that day.

Attendance policy

This handbook intentionally summarizes attendance procedures rather than reproducing lengthy statutory language. District attendance policy and current Minnesota law govern truancy definitions, notices, referrals, and legal requirements.

Personal Electronic Communication Devices

Falls High School uses grade-level device expectations to reduce instructional distractions while allowing age-appropriate access during designated noninstructional times. The expectations below apply to cell phones, earbuds/headphones, smartwatches, and other personal electronic communication devices unless an approved medical, IEP, Section 504, or individualized learning-plan accommodation provides otherwise.

Grades 7-8: Bell-to-Bell Device-Free

Students in grades 7-8 may not use cell phones or other personal electronic communication devices from the beginning of the school day through the dismissal bell. This bell-to-bell expectation includes class time, passing time, study periods, and lunch. Devices must be turned off or silenced and stored out of sight or in the classroom provided storage area for the entire school day unless a staff member authorizes use for a specific educational purpose or an approved accommodation applies.

Grades 9-12: Limited Noninstructional Use

Students in grades 9-12 may use cell phones and other personal electronic communication devices before school, after school, during passing time between classes, and during lunch. During instructional time, devices must be turned off or silenced and stored out of sight or in the classroom provided approved storage area unless a teacher or administrator authorizes use for an educational purpose or an approved accommodation applies.

Rules for All Students

- Cell phones and other recording devices may not be used in locker rooms or restrooms.
- Photographs or recordings may not be made without explicit staff permission and any consent required for the situation.
- Devices may not be used for bullying, harassment, academic dishonesty, unlawful conduct, or sharing sexually explicit material.
- Approved medical, IEP, Section 504, or individualized learning-plan accommodations will be honored.
- The school is not responsible for lost, damaged, or stolen personal devices.

Response to Violations

Staff will generally begin with redirection and a reminder of the applicable grade-level expectation. A device used in violation of the policy may be temporarily collected. Repeated violations may result in parent/guardian contact, documentation, referral to administration, a requirement that a parent/guardian pick up the device, loss

of device privileges, or other consequences based on the frequency and circumstances of the violation. Refusal to comply with a reasonable staff direction may be treated as insubordination.

Student Dress Code

Students should have as much choice as possible in how they dress for comfort and self-expression. Restrictions are limited to supporting health, safety, participation, and a respectful learning environment. Dress-code enforcement will be applied without reinforcing or increasing marginalization based on protected status, household income, body type, or maturity.

At all times, genitals, buttocks, and nipples must be fully covered with opaque fabric. Students must wear a shirt, a bottom garment, and shoes. Courses or activities may require additional clothing or safety equipment when necessary for participation.

Students may wear religious headwear; hats, bandanas, hoods, and other headwear when the face and ears remain visible; fitted pants and leggings; pajamas; ripped jeans that do not expose underwear or buttocks; tank tops and spaghetti straps; halter or strapless tops; athletic attire; midriff-baring shirts; and visible waistbands or straps of undergarments worn under other clothing, provided the basic coverage rule is met.

Students may not wear clothing or accessories that display violent content; depict or promote illegal drugs or alcohol; contain hate speech, pornography, or materially disruptive profanity; create a hostile or intimidating environment based on a protected class; expose undergarments beyond waistbands/straps; constitute swimwear outside an approved activity; or could reasonably be used as a weapon or create a safety hazard.

Bullying, Harassment, Violence, and Hazing

Bullying

Bullying in any form is prohibited on school property, at school-related functions or activities, on school transportation, and through misuse of technology when school jurisdiction applies. FHS will respond under District Policy 514 and related law. Students should report bullying to a trusted adult, teacher, counselor, Student Support Specialist, or administrator.

Harassment and Violence

The district prohibits harassment and violence based on protected characteristics and strives to maintain a learning and working environment free from discrimination, intimidation, harassment, and violence. Reports should be made promptly to school administration or another trusted staff member and will be handled under applicable district policy and law.

Hazing

Hazing is prohibited. Hazing includes committing an act against a student, or coercing a student to commit an act, that creates a substantial risk of harm for initiation, affiliation, membership, status, or another group-related purpose. The prohibition applies to teams, clubs, classes, grade levels, informal groups, and school events whether or not the group is officially recognized by the school.

Drug-Free School and Tobacco/Vaping

Possession, use, distribution, or being under the influence of alcohol, controlled substances, toxic substances, cannabis products prohibited by law or school policy, or associated paraphernalia is prohibited at school, on district property, on school transportation, and at school-sponsored activities. Prescription medication must be handled in accordance with the district's medication procedures.

Tobacco, nicotine products, tobacco-related devices, vaping devices, electronic delivery devices, and activated e-cigarette or similar devices are prohibited on school property, in district vehicles, and at school-sponsored events. Students who violate these expectations are subject to school discipline and may be referred to

cessation or support resources. See current District Policy 419 for the complete tobacco-free environment requirements and lawful exceptions.

Weapons, Dangerous Objects, and Vandalism

Weapons, look-alike weapons, ammunition, explosives, incendiary devices, and dangerous objects are prohibited except where specifically authorized by law and district policy. Vandalism, theft, arson, false fire alarms, and intentional damage to school or personal property are prohibited. Serious conduct may result in removal from school, law-enforcement referral, restitution, suspension, expulsion, or other action required by law and district policy.

Discipline Philosophy and Restorative Practices

FHS is committed to a safe and effective learning environment. Discipline is intended to protect the school community, reinforce expectations, build skills, repair harm, and prevent recurrence. The school prioritizes nonexclusionary responses and restorative practices when appropriate so students remain connected to instruction and relationships. Removal from class or exclusionary discipline may be used when behavior significantly disrupts learning, creates a safety risk, or when other responses are not appropriate or have not been effective.

Consequences are individualized. Factors may include severity, frequency, student age and developmental level, impact on others, prior interventions, safety needs, disability-related considerations, and applicable law and district policy. The examples below are a guide rather than a fixed sequence. All discipline is subject to administrative discretion.

Level	Examples	Possible Responses
Level 1 - Minor / Classroom	Brief disruption, off-task behavior, minor disrespect, dress-code issue, public display of affection, minor device violation, leaving class without permission, first academic-integrity concern.	Redirection; student conference; restorative conversation; parent/guardian contact; temporary confiscation; loss of privilege; reteaching; behavior plan; assignment consequence where appropriate.
Level 2 - Repeated / Significant	Repeated Level 1 behavior, bullying, gross disruption or insubordination, threats, vandalism, fireworks, gambling, significant technology misuse, repeated inappropriate language or physical contact.	Administrative conference; parent/guardian meeting; detention; restorative process; social-emotional skill building; removal from activity; temporary removal from class; in-school suspension; restitution or other supports.
Level 3 - Serious / Safety	Assault, fighting, weapons or look-alikes, ammunition, arson, explosive threats, major vandalism, theft/robbery, serious harassment, hate speech, hazing, sexual violence, drug/alcohol/vape possession or distribution, major threats.	Immediate safety response; parent/guardian conference; in-school or out-of-school suspension; activity removal; referral to law enforcement or outside services; alternative placement; expulsion/exclusion proceedings when authorized by law; restorative process when safe and appropriate.

Detention, In-School Suspension, and Removal from Class

Students assigned detention or in-school suspension must follow school rules, bring schoolwork, comply with staff directions, and refrain from sleeping or using unauthorized electronic devices. Students may be assigned restorative, social-emotional learning, or skill-building activities. When removal from class is necessary, the school will work to address the underlying concern, communicate with families as appropriate, and return the student to instruction as soon as reasonably possible.

School Transportation Conduct

Riding school transportation is a privilege. Students must follow the driver's directions, remain seated facing forward while the vehicle is moving, use appropriate language, keep aisles and exits clear, respect others and property, and avoid fighting, harassment, horseplay, throwing objects, substances, weapons, or unsafe

behavior. Students waiting at a bus stop must stay out of the roadway, respect property, and follow safe crossing directions from the driver.

Misconduct may result in family contact, assigned seating, school discipline, temporary or long-term loss of transportation privileges, restitution, or law-enforcement referral. Serious incidents may result in immediate suspension from transportation. The district may use bus video recordings as evidence when addressing misconduct.

IV. Health & Safety

Health Services and First Aid

FHS health services support students so they can participate in school in optimal health. Students who become ill or injured during the school day should report to the health office. School staff will provide reasonable first aid and emergency assistance and will contact parents/guardians when needed. For a serious medical emergency, 911 may be called. Families should keep emergency contact and health information current in Infinite Campus.

Communicable Diseases

Students with contagious illnesses should remain home while contagious. Parents/guardians who suspect a communicable disease should contact the school nurse or principal so the school can respond appropriately. Students with communicable diseases will be supported in their normal school setting when their health permits and attendance does not create a significant risk of transmission, consistent with law and district policy.

Immunizations

Students must provide proof of immunization or appropriate exemption documentation as a condition of enrollment and continued attendance, as required by Minnesota law. Medical and conscientiously held belief exemptions must be documented in the manner required by law. The school may exclude a student who does not provide required records until documentation is complete. Contact the school nurse or FHS office for current immunization schedules and forms.

Medications at School

Students who need prescription medication during the school day must follow district medication procedures. A parent/guardian authorization form is required annually and when medication orders change. Prescription medication must generally be provided in the original pharmacy-labeled container and kept with designated school personnel. Approved exceptions may apply for asthma inhalers, emergency medications, or medications addressed in an IEP, Section 504 plan, individual health plan, or written agreement. Marijuana is not permitted on school property even if prescribed.

Seizure Action Plans

When a parent/guardian notifies the district that a student has a diagnosed seizure disorder and has seizure rescue medication or other medication prescribed to treat seizure symptoms, the district will create an individualized seizure action plan and provide required training and supports in accordance with Minnesota law.

Mental Health Supports and Crisis Response

FHS provides school-based mental health support through school staff, including the School Social Worker. Supports may include brief counseling, social-emotional skill building, consultation with teachers and families, individual or group support, and referrals to community providers. School-based services do not replace long-term psychotherapy or clinical treatment when those services are needed.

When a student may be at risk of harming self or others, trained school personnel may initiate a risk or threat assessment and contact the parent/guardian as soon as practical. Emergency services may be contacted when necessary to protect safety.

Crisis resources

988 Suicide & Crisis Lifeline: call or text 988, 24 hours a day. Koochiching County Mobile Mental Health Crisis Response Services: 1-844-772-4724.

Asbestos Management Plan

The district maintains an asbestos management plan as required by federal law. The plan identifies asbestos-containing building materials, inspection and response actions, and ongoing management requirements. Families and employees may review the plan through the district office during normal business hours and may request information about the district's asbestos management activities.

Lead in School Drinking Water

The district conducts lead testing and remediation in accordance with Minnesota requirements. Parents/guardians may review current lead testing results and information describing remediation efforts through the district's official website or district office. The district updates this information at least annually and provides required annual notices about testing and remediation.

Pesticide Application Notice

The district may apply pesticides on school property when needed. When state law requires notice for the types of pesticides being used, the district provides the required annual notice. An estimated application schedule is available for review or copying through the school or district office. A parent/guardian may request advance notice of qualifying pesticide applications and may request information about the pesticides used and applicable health information.

Emergency Drills and Safety

FHS conducts required emergency drills and uses district crisis procedures for fire, severe weather, evacuation, lockdown, and other emergencies. Students must treat alarms and drills seriously, follow staff directions promptly, and never tamper with emergency or safety equipment. Parents/guardians will receive notice of scheduled active-shooter drills as required by law and may follow the process provided by the district for student participation.

Child Abuse and Neglect Reporting

School employees are mandated reporters. When staff have reason to believe a child may have been abused or neglected, they must make reports to the appropriate child-protection or law-enforcement agency as required by Minnesota law. School staff may not promise confidentiality when a safety concern triggers mandatory reporting obligations.

V. Student Life, Activities & FHS Opportunities

School Activities and MSHSL Participation

FHS provides opportunities for students to pursue interests that support physical, mental, social, and emotional growth. Academic instruction remains the school's first priority. Students who participate in school-sponsored activities are expected to represent FHS and the community responsibly. Student conduct and discipline rules apply to practices, competitions, performances, trips, and other school-sponsored activities.

International Falls School District is a member of the Minnesota State High School League (MSHSL). Students participating in MSHSL activities must follow current MSHSL rules and school eligibility requirements. Coaches and advisers review applicable expectations with students and families. Contact the Athletic Director for current eligibility rules, fees, refunds, transportation procedures, and activity-specific requirements.

Activities information moves with the season

Year-specific fees, refund schedules, detailed eligibility procedures, appeals, and sport/activity-specific rules change more often than the core student handbook. FHS publishes those details separately through the Activities Office, current registration materials, and school communications.

Open Study Hall

Open Study Hall is a privilege available to eligible juniors and seniors. Approved students may leave school or report to designated areas during an open hour, subject to the conditions of the authorization form. The privilege may be suspended or revoked for unsafe behavior, academic concerns, loss of credit progress, discipline, or failure to follow sign-out and supervision requirements. Students must complete the current application process through the FHS office and Student Support Specialist before the privilege begins.

Students with approved open hours - including eligible juniors and seniors, PSEO students, and students completing approved online coursework - must follow the Open Hours & Student Location Procedures in Appendix A. PSEO students who enter or return to the building during the school day must sign in at the main office.

Lunch and Closed Campus

FHS operates a closed campus for students except for approved junior and senior privileges. Students may eat in designated cafeteria and student areas. Juniors and seniors may use the student lounge and may leave campus for lunch only when the current FHS permission requirements have been satisfied. Students who leave without authorization may be treated as unexcused or truant and may lose privileges. Students leaving with a parent/guardian must follow office sign-out and return procedures.

Cafeteria and School Meals

Each student is entitled to one school breakfast and one school lunch at no charge each school day under Minnesota's current school-meals program. Families are still encouraged to complete the Application for Educational Benefits because the information may affect school funding and eligibility for reduced activity fees or other benefits.

Breakfast is generally served from 7:30-7:55 a.m.; lunch times vary by schedule. Students must use their own food-service account credentials, maintain account privacy, keep eating areas clean, dispose of waste properly, treat cafeteria staff respectfully, and follow designated eating-area rules. A la carte items are not part of the free breakfast/lunch benefit and require sufficient funds in the student meal account.

District meal procedures prohibit denying a reimbursable school meal to an eligible student because of meal-account debt and prohibit stigmatizing or shaming students regarding unpaid meal balances, consistent with Minnesota law and the district's School Meals Policy. Contact the district food-service office for current account procedures and policy details.

Prom and Special Events

Prom eligibility, guest requirements, age limits, academic/community standing expectations, chemical-violation restrictions, and event procedures are published annually by FHS. Prom is a school privilege and participants must follow school conduct expectations and applicable MSHSL rules. At least one member of a prom couple must be an eligible FHS student. Students and families should use the current prom information packet for final requirements rather than relying on prior-year rules.

Graduation Ceremony

Participation in the graduation ceremony is a privilege. Students who have completed graduation requirements may participate unless participation is denied for an appropriate reason, including serious discipline. Graduation exercises are under the direction of the building principal. Current ceremony dates, rehearsal details, attire expectations, and guest information are communicated annually.

Required Notices & Policy References

This handbook includes concise student-facing notices in the sections where families are most likely to need them. Complete district policies contain the full requirements and should be consulted when a question involves rights, procedures, timelines, or legal standards. The following index helps families locate major notices in this handbook.

Notice / Topic	Where to Find It
Student Records and Privacy	I. General Information
Student Surveys and Protected Information	I. General Information
Pledge of Allegiance	I. General Information
Nondiscrimination / Title IX / ADA	I. General Information
Employment Background Checks	I. General Information
Searches / Lockers / Vehicles	I. General Information
Parent Right to Know	II. Academics
Statewide Assessment Refusal	II. Academics
Attendance	III. Student Expectations & Discipline
Bullying / Harassment / Hazing	III. Student Expectations & Discipline
Cell Phones / Personal Electronic Devices	III. Student Expectations & Discipline
Tobacco / Vaping	III. Student Expectations & Discipline
Asbestos / Lead / Pesticides / Seizure Plans	IV. Health & Safety
School Meals	V. Student Life, Activities & FHS Opportunities

Board policies are available through the International Falls School District website and district office. Families may request a paper copy of a policy from the district.

Handbook Acknowledgement

Families are encouraged to review this handbook together. The school may request electronic or written acknowledgement that a student and parent/guardian received the handbook and the notices contained in it. Acknowledgement of receipt does not waive any student or parent/guardian rights provided by law or district policy.

MSBA Copyright Notice

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Bronco POWER

BRONCO POWER



P - Proud

Take pride in your learning, your choices, your school, and your community.

O - Optimistic

Approach challenges with persistence, curiosity, and a belief that growth is possible.

W - Welcoming

Help create a school where people feel seen, included, and safe to participate.

E - Engaged

Be present, prepared, involved, and responsible for your learning.

R - Respectful

Treat people, property, ideas, and shared spaces with care.

Appendix A: Open Hours & Student Location Procedures

These procedures apply to juniors and seniors with approved open hours, PSEO students who are on campus outside a scheduled FHS class, and students completing approved online coursework during an unscheduled period.

Situation	Student Expectation
PSEO arrival/return	Sign in at the main office before reporting to a scheduled class, meeting, or approved open area.
Approved areas	Library, cafeteria, Student Lounge, and Game Room when open and available.
Online coursework	Complete approved online coursework in an approved open area unless another location is specifically approved by staff.
Classrooms	Only with the teacher's permission for a specific academic purpose such as tutoring, make-up work, testing, or a teacher meeting.
Hallways/parking lot	Open hours are not roaming time. Do not hang out in hallways, unsupervised areas, or the parking lot.
Scheduled obligations	Report on time to all scheduled classes, Advisory periods, testing, interventions, meetings, and other school obligations.

Additional Expectations

- Students remaining on campus must stay in an approved area and follow the supervision and behavior expectations for that space.
- Students may move between approved areas as needed but should not congregate in unsupervised parts of the building.
- Only students with an approved privilege or authorization may leave campus. All applicable sign-out and sign-in procedures must be followed.
- Open-hour privileges may be restricted or revoked for repeated attendance, location, behavior, or supervision concerns, or when a student no longer meets the conditions of the privilege.

Open hours provide flexibility, but students remain responsible for being in an approved location and for arriving on time to every school obligation.



Statewide Assessments:

Parent/Guardian Participation Guide and Refusal Information

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

Assessments Connect to Standards

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

Minnesota Comprehensive Assessments (MCAs)

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

WIDA ACCESS and WIDA Alternate ACCESS for English Learners

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

Statewide Assessments Help Families and Students

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

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

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

Taking Statewide Assessments Helps Your Student's School

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

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

Student Participation in Statewide Assessments

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

Consequences of Not Participating in Statewide Assessments

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

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

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

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

Additional Information

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

Statewide Assessments: Parent/Guardian Decision Not to Participate

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

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

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

- | | |
|--|--|
| ☐ Reading MCA/Alternate MCA | ☐ Science MCA/Alternate MCA |
| ☐ Mathematics MCA/MTAS | ☐ WIDA ACCESS/WIDA Alternate ACCESS |

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

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

Updated March 2026



THE BRONCO WAY

CELL PHONE & ELECTRONIC DEVICE PROCEDURES

GRADES 7-8



ISD 361 • INTERNATIONAL FALLS BRONCOS

ELECTRONIC DEVICES, MUSIC, TELEPHONES, CELL PHONES, HEADPHONES, IPODS, E-READERS, ETC.



GENERAL GUIDELINES



- **Cell Phone Use:** Students may NOT use cell phones during the academic day – first bell to last bell.



- **Device Storage:** It is strongly suggested that all electronic devices be kept off and in a locker during school hours.



CONFISCATION AND CONSEQUENCES

- **Unauthorized Use:** If any electronic device, including cell phones, is seen or heard during school hours, it may be confiscated by any staff member.



First Infraction: The device will be taken to the office and the student will pick it up at the end of the school day.



Second Infraction: A parent/guardian must pick up the device, and additional consequences may be assigned.



Third Infraction: A parent/guardian must pick up the device, and additional consequences may be assigned.



Fourth Infraction: A cell phone plan will be created. The phone may be held by administration during school days or may not be allowed on site. Parents/guardians will develop a plan with school administration.



SPECIFIC RESTRICTIONS



- **Locker Rooms and Bathrooms:** Devices with photo-taking capabilities are NOT allowed in locker rooms or bathrooms at any time. Confiscation and search of such devices is standard procedure if found in these areas.



- **Lockdowns and Fire Drills:** Phone usage during lockdowns and fire drills is prohibited.



- **Unauthorized Recording:** Students who take pictures or videos of others without permission in any school setting, including the bus, will face disciplinary action.



- **Smartwatches, Devices, and Earbuds:** These items may be required to be placed in a designated classroom area as determined by the instructor and building administrator.



- **Headphones:** Earbuds are not allowed in classrooms, hallways or the cafeteria. Over-the-ear headphones are not permitted during the school day unless a teacher or administrator gives permission.



INVESTIGATIONS AND INSPECTIONS



- **Device Disabling:** Disabling a cell phone or computer to thwart an investigation of a disciplinary matter will result in disciplinary action.



- **Device Inspection:** The school reserves the right to inspect a student's electronic device, through proper legal channels, if there is reason to believe the student violated school policies or engaged in misconduct while using the device.



SCHOOL RESPONSIBILITY



- **Lost, Stolen, or Damaged Devices:** The school is not responsible for, nor required to investigate, lost, stolen, or damaged electronic devices brought onto school grounds or the bus.



ADDITIONAL RULES



- **Recording and Posting:** Students may not record, transmit, or post photos or videos of anyone on school grounds or the bus without express permission from an administrator and the individual(s) being recorded.



- **Phone Calls and Texts:** Students are not to use phones to call or text during the school day. An office telephone is available for student use. Students will not be called to the phone during the school day except for emergencies.



COMPLIANCE



- Following these guidelines helps maintain a focused and respectful learning environment. Failure to comply will result in disciplinary action as described above.



BE RESPECTFUL. BE RESPONSIBLE. BE A BRONCO.

— FOCUSED • SAFE • KIND • ACCOUNTABLE • TOGETHER —

ISD 361 • INTERNATIONAL FALLS BRONCOS • BRONCO PRIDE



THE BRONCO WAY

CELL PHONE & ELECTRONIC DEVICE PROCEDURES

GRADES 9-12



ISD 361 • INTERNATIONAL FALLS BRONCOS

ELECTRONIC DEVICES, MUSIC, TELEPHONES, CELL PHONES, HEADPHONES, IPODS, E-READERS, ETC.



GENERAL GUIDELINES



- **Cell Phone Use:** Students may NOT use cell phones during class.



- **Required Storage:** During class, students must place phones in the designated cell phone holder.



- **Device Storage:** It is strongly suggested that all electronic devices be kept off and in a locker during the school day.

Students may have phones between classes and during lunch.



EXTENUATING CIRCUMSTANCES



- **Medical Monitoring:** Students monitoring a medical condition may have their phone at all times.



- **Essential Need:** Contact school administration if there is an essential need for an approved phone.



- **Approval:** In case of medical necessity or emergency, a health plan or prior approval is required.



CONFISCATION AND CONSEQUENCES

- **Unauthorized Use:** If an electronic device is seen or heard during school hours without staff approval (excluding lunch and passing time), it may be confiscated by any staff member.

1

First Infraction: The device is placed in the designated classroom area until the end of the class period. If used outside class, excluding lunch or passing time, it will be taken to the office and picked up by the student at the end of the day.

2

Second Infraction: The student brings the device to the office and picks it up at the end of the day. Additional consequences may apply.

3

Third Infraction: The student brings the device to the office; a parent/caregiver must pick it up. Additional consequences may apply.

4

Fourth Infraction: Parents/caregivers create a plan with school administration. Phones may be held by administration or not allowed on site.



SPECIFIC RESTRICTIONS



- **Locker Rooms and Bathrooms:** Devices with photo-taking capabilities are NOT allowed in locker rooms or bathrooms at any time.



- **Safety Drills:** No phone use during lockdowns or fire drills.



- **Recording:** No taking pictures or videos of others without permission in any school setting.



- **Headphones:** Over-the-ear headphones are not permitted during the school day unless approved.



- **Designated Area:** Smartwatches, electronic devices, and earbuds may be required to be placed in a designated area.



INVESTIGATIONS AND INSPECTIONS



- **Device Disabling:** Disabling a cell phone or computer to thwart an investigation will result in disciplinary action.



- **Device Inspection:** The school reserves the right to inspect a student's device if there is reason to believe school policies have been violated.



SCHOOL RESPONSIBILITY



- **Lost, Stolen, or Damaged Devices:** The school is not responsible for lost, stolen, or damaged devices and is not required to investigate such cases.



ADDITIONAL RULES



- **Recording and Posting:** No recording, transmitting, or posting photos or videos without express permission from an administrator and the individuals involved.



- **Phone Calls:** Students may not use phones to make calls during the school day; the office phone is available for emergencies only.



COMPLIANCE



- Following these guidelines helps maintain a focused and respectful learning environment. Failure to comply will result in disciplinary action.



BE RESPECTFUL. BE RESPONSIBLE. BE A BRONCO.

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FALLS HIGH SCHOOL
ALTERNATIVE LEARNING PROGRAM
STUDENT HANDBOOK
2026-2027

Learning Beyond the Traditional Classroom

BE RESPONSIBLE. EARN INDEPENDENCE. BUILD YOUR FUTURE.

HANDBOOK PURPOSE

This handbook explains the expectations, supports, opportunities, and procedures specific to students enrolled in the Falls High School Alternative Learning Center (ALC). It should be used together with the ISD 361 district policies and the Falls High School Student Handbook.

Welcome to the Falls High School ALC

The Falls High School Alternative Learning Center provides a personalized pathway to graduation while helping students build the attendance, academic, career, and independent-living habits needed after high school. Our program combines structure, relationships, flexible learning, and increasing independence. Every student begins with a clear plan and receives ongoing progress reviews and support.

Our shared goal is simple: every Bronco attends, works, achieves, and graduates prepared for the next step.

THE BRONCO WAY

Focused • Safe • Kind • Accountable • Together

Quick Reference

TOPIC	EXPECTATION
	8:00 a.m.-12:30 p.m., Monday-Friday for Level 1; Daily In-Person Instruction
Program day	Level 2 follows the approved blended schedule.(M/W/F) In-Person (T/TH) Virtual
	Level 3: Independent Online Learning
Course load	Up to 5 courses per trimester and 15 courses per school year.
Graduation participation	Students must maintain at least part-time enrollment (3 courses) in each trimester, unless an exception is approved by the building administrator.
Leaving campus	Students may leave only with permission. A student who leaves without permission may not return that day and will be marked truant.
Primary contacts	ALP teacher/mentor, school counselor, and building administrator.

Contents

1. Program Purpose and Student Eligibility
2. Enrollment, Course Load, and Credit
3. Individual CLP and Graduation Plan
4. Levels of Independence
5. Attendance, Truancy, and Campus Expectations
6. Graduation Participation
7. Work-Based Learning and Career Opportunities
8. Academic Progress and Course Completion
9. Academic Integrity, Technology, and Cell Phones
10. Behavior, Safety, and Student Support
11. Family Partnership and Communication
12. Student Rights, Accommodations, and Administration
13. Student and Parent/Guardian Agreement

1. Program Purpose and Student Eligibility

Falls High School ALP serves students who benefit from a smaller, more flexible, and individualized learning environment. Placement is determined by the school team based on student need, graduation progress, attendance, academic history, and other relevant factors.

ALP enrollment is not simply an easier or less structured option. Students are expected to participate consistently, complete assigned work, communicate with staff, and demonstrate increasing responsibility.

Program Priorities

Recover credits and complete graduation requirements.

Improve attendance and engagement.

Develop organization, time-management, communication, and independent work habits.

Connect coursework to career and postsecondary goals.

Build positive relationships and responsible citizenship.

Enrollment Review

Enrollment and continued placement may be reviewed when a student is not attending, is not making academic progress, is not communicating with staff, or requires a different level of support. The school team may adjust the student's schedule, level, supervision, or placement to support success.

2. Enrollment, Course Load, and Credit

Standard Course Load

ALP students are primarily enrolled in credit-recovery coursework. A student may be assigned up to five courses per trimester, for a maximum of fifteen courses during a standard school year. Course placement is based on the student's credit deficit, graduation plan, readiness, and the sequence needed to satisfy graduation requirements.

ADDITIONAL COURSES OR CREDIT

Any course or credit beyond the standard annual limit requires prior approval from the building administrator. Approval will be considered only when the additional course or credit is necessary to address a documented credit deficit or graduation requirement. Additional coursework is not automatic and may not create duplicate or unearned credit.

Course Changes

Students may not independently add, drop, replace, or rearrange courses after a trimester begins.

Course changes require review by the ALC teacher, and building administrator. A course is not complete until all required activities, assessments, teacher reviews, and final grading requirements are satisfied.

Failure to complete a course within the assigned term may result in no credit, an incomplete when permitted, reassignment, or a requirement to repeat the course.

Credit Recovery

Credit-recovery courses are assigned to replace or recover a course or graduation requirement that the student previously attempted but did not successfully complete. The district determines the course match, credit value, and how the credit applies to graduation requirements.

3. Individual CLP and Graduation Plan

Upon enrollment, each student will complete an individual Continual Learning Plan (CLP) and graduation plan with school staff. These documents serve as the student's roadmap through the program and will be reviewed and updated regularly.

The plan will include:

- Credits earned and credits still needed.
- Required courses and recommended course sequence.
- Expected graduation date and trimester-by-trimester enrollment plan.
- Attendance and academic goals.
- Career, military, college, technical education, or workforce goals.
- Work-based learning or internship goals, when appropriate.
- Supports, accommodations, interventions, and responsible staff members.

STUDENT RESPONSIBILITY

Students are expected to understand their plan, participate in reviews, ask questions, and complete the courses and actions identified in the plan. The CLP and graduation plan guide decisions, but do not waive district or state graduation requirements.

4. Levels of Independence

Greater independence is earned through demonstrated responsibility. All students begin at Level 1 unless the ALP team approves a different initial placement. Progress is reviewed regularly, and students may advance, remain at their current level, or return to a more structured level when additional support is needed.

LEVEL 1 - ON-CAMPUS LEARNING

Monday-Friday, 8:00 a.m.-12:30 p.m. Daily in-person instruction, support, progress monitoring, and relationship building. Students attend daily, complete assigned coursework, build attendance habits, meet regularly with staff, and use the Bronco Success Tracker.

LEVEL 2 - BLENDED LEARNING

In-person Monday, Wednesday, and Friday from 8:00 a.m.-12:30 p.m.; approved virtual learning from home Tuesday and Thursday. Virtual days are regular school days and count toward attendance. Students log in, complete daily assignments, communicate with teachers, and remain on pace.

LEVEL 3 - INDEPENDENT LEARNING

Primarily independent online learning. Students report to school at least one day each week for a scheduled conference and complete required check-ins, assessments, meetings, or support sessions. Eligible juniors and seniors may also participate in work-based learning, employment, internships, or career exploration.

Typical Readiness Indicators

For Level 2: Approximately 90% or higher attendance; passing or making satisfactory progress; approximately 90% of assignments completed; positive behavior and responsible work habits; ALC team recommendation.

For Level 3: Approximately 95% or higher attendance; passing all courses and on pace for graduation; approximately 95% of assignments completed; strong independent work habits; positive citizenship and responsibility; ALC team recommendation.

5. Attendance, Truancy, and Campus Expectations

Attendance is based on meaningful participation, not simply logging in. The school may use time on task, assignment completion, pacing, communication, required meetings, and in-person attendance to determine whether a student is present and engaged.

Daily Expectations

Arrive on time and remain for the full scheduled program day.
Work in every assigned course according to the pacing plan.
Attend required conferences, testing, interventions, and support sessions.
Communicate with staff when absent or when help is needed.
Follow all district attendance procedures for excused absences.

LEAVING CAMPUS WITHOUT PERMISSION

Students may leave campus only with staff or administrative permission and must follow school checkout procedures. A student who leaves the building or school grounds without permission may not return to campus that day and will be marked truant for the applicable time. Additional consequences or a re-entry conference may be required.

Approved Locations

Students must remain in the ALC classroom or another location specifically assigned or approved by staff. Students may not remain in hallways, teacher classrooms, the cafeteria, parking areas, or other unsupervised spaces during scheduled learning time. Visits to another classroom require the teacher's invitation and must not interfere with instruction.

Transportation and Return to Campus

Students released from campus are responsible for transportation and for arriving on time for any later course, meeting, activity, work-based learning placement, assessment, or appointment. Students may not return during the same day unless the return is part of an approved schedule or staff has granted permission.

6. Graduation Participation

MINIMUM ENROLLMENT REQUIREMENT

To remain eligible to participate in the Falls High School graduation ceremony, a student must maintain at least part-time enrollment during each trimester. For this purpose, part-time enrollment means enrollment in at least three courses during each trimester.

FALLS HIGH SCHOOL • ALTERNATIVE LEARNING PROGRAM

A reduced schedule below three courses requires prior approval from the building administrator. An exception may be considered when the student has fewer than three courses remaining for graduation, has a documented individualized need, or has another circumstance approved by administration. Approval of a reduced schedule does not automatically guarantee graduation-ceremony participation; students must also satisfy all district graduation and participation requirements.

Students must also:

Remain actively enrolled through the end of the school year unless all requirements are completed and an approved plan is in place.

Complete required credits and other graduation obligations.

Maintain appropriate attendance, conduct, and communication.

Follow senior deadlines and ceremony expectations published by Falls High School.

7. Work-Based Learning and Career Opportunities

Work-based learning helps students connect academic progress to future employment, training, and career goals. Opportunities may include paid employment, internships, job shadowing, service learning, career exploration, or other approved placements.

Eligibility

Juniors and seniors may be considered for work-based learning.

Sophomores may participate only with prior building-administrator approval.

Students must be in good standing in coursework, attendance, and behavior.

Participation must support the student's CLP, graduation plan, and career goals.

Students must complete all required paperwork, safety training, time records, evaluations, and check-ins.

WORK-BASED LEARNING IS EARNED

A placement may be delayed, reduced, suspended, or ended when a student falls behind in coursework, has attendance concerns, demonstrates unsafe or inappropriate behavior, fails to communicate, or does not meet employer or school expectations.

Student Responsibilities at a Placement

Arrive on time, dress appropriately, and follow workplace rules.

Use respectful communication and protect confidential information.

Notify both the employer and school when absent.

Complete required school assignments and maintain progress in all courses.

Represent Falls High School and the Broncos in a responsible manner.

8. Academic Progress and Course Completion

Regular Progress Reviews

The ALC team will review each student's progress regularly. Reviews may include attendance, assignment completion, grades, pace, behavior, graduation status, career planning, and personal goals. Students may advance to a higher level, remain at the current level while building skills, or return to a more structured level.

Interventions

A student who is inactive, significantly behind pace, failing to communicate, or not completing required work may be assigned additional supervised work time, tutoring, progress meetings, parent/guardian conferences, an academic intervention plan, a reduced course load, or a different learning setting.

Support Available

ALC teacher and mentor support.

Virtual instructor feedback and communication.

School counselor and graduation planning.

Tutoring or reteaching when available.

Special education, Section 504, English learner, health, and other services required by the student's plan.

Career and postsecondary planning.

9. Academic Integrity, Technology, and Cell Phones

Academic Integrity

Students must complete coursework, quizzes, tests, projects, and written assignments honestly and independently unless collaboration is expressly authorized. The school may require in-person or proctored assessments, oral checks, identity verification, or teacher review to confirm learning.

Copying another student's work or sharing answers.

Using answer websites, unauthorized notes, or another person's assistance.

Submitting artificial-intelligence-generated work when the teacher has not approved its use.

Misrepresenting time, attendance, identity, or completion.

Academic dishonesty may result in loss of credit for the work, reassessment, parent/guardian contact, a behavior or academic plan, loss of independence privileges, or other consequences under district policy.

Technology Use

Use district devices, accounts, and networks for educational purposes.

Protect passwords and never use another person's account.

Do not bypass filters, monitoring, security settings, or device-management tools.

Report lost, damaged, or malfunctioning equipment immediately.

Understand that district devices, accounts, networks, and online activity may be monitored or reviewed for educational, safety, security, and compliance purposes.

Cell Phones and Personal Devices

ALC students follow the Falls High School cell phone and electronic-device procedures for their grade level and any additional expectations established by the ALP teacher. During scheduled instructional or supervised work time, phones must be placed in the designated phone holder or stored as directed. Use is permitted only when specifically approved for instruction, medical monitoring, an emergency, or another authorized need.

10. Behavior, Safety, and Student Support

Students are expected to follow the Falls High School Student Handbook, district policies, staff directions, and the Bronco Way. A flexible setting requires a high level of trust. Behavior that disrupts learning, creates safety concerns, or interferes with another person's rights may result in a loss of privileges, increased supervision, removal from campus for the day, or other disciplinary action.

ALC Expectations

Use respectful language and behavior.

Follow staff directions and remain in approved areas.

Protect the physical and emotional safety of others.

Do not possess or use alcohol, nicotine, vaping products, controlled substances, weapons, or prohibited items.

Do not record or post images, audio, or video of others without permission.

Care for school property and maintain a clean learning space.

Restorative and Supportive Responses

Whenever appropriate, staff will use problem solving, reteaching, restorative conversations, family communication, behavior plans, and other supports to help students repair harm and return successfully. Serious or repeated misconduct will be addressed under district discipline policies.

11. Family Partnership and Communication

Families are important partners in student success. Parents/guardians are encouraged to review progress, support a consistent work routine, respond to school communication, attend conferences, and help the student follow the CLP and graduation plan.

Communication Expectations

Students should check school email and course messages each school day.

Students and families must keep phone numbers, email addresses, and emergency contacts current.

The school may contact families about attendance, pace, grades, behavior, level changes, work-based learning, or graduation status.

Students age 18 or older remain responsible for school expectations; the school will follow applicable law and district procedures regarding parent/guardian access and communication.

12. Student Rights, Accommodations, and Administration

Individualized Needs

Students with an Individualized Education Program, Section 504 plan, health plan, English learner plan, or other documented need will receive services and accommodations consistent with applicable plans and law. ALC placement does not replace required services or team decision-making.

Nondiscrimination and Harassment

Falls High School is committed to a safe, respectful, and inclusive environment. Discrimination, harassment, bullying, retaliation, and hazing are prohibited and should be reported promptly to a staff member or administrator. District reporting and investigation procedures apply.

Administrative Authority and Exceptions

The building principal or designee administers this handbook and may approve reasonable exceptions when necessary to meet legal requirements or address documented student circumstances. Exceptions must preserve the integrity of graduation requirements and may not be used to create duplicate, excessive, or unearned credit. When this handbook conflicts with law, school board policy, or the district Student Handbook, the controlling law or district policy will apply.

13. Student and Parent/Guardian Agreement

Enrollment in the Falls High School Alternative Learning Center is a shared commitment. By signing below, the student and parent/guardian acknowledge that they have received and reviewed this handbook and understand the program expectations.

- ☐ I understand that I may be enrolled in up to five courses per trimester and fifteen courses per school year, and that additional courses or credit require administrative approval and must address a documented credit deficit.
- ☐ I understand that my CLP and graduation plan will guide course enrollment, progress reviews, and graduation planning.
- ☐ I understand that greater independence is earned and may be reduced when attendance, academic progress, communication, or behavior does not meet expectations.
- ☐ I understand that I must maintain enrollment in at least three courses each trimester to remain eligible for graduation participation unless the building administrator approves an exception.
- ☐ I understand that leaving campus without permission may result in truancy, loss of the ability to return that day, and additional consequences.
- ☐ I understand that work-based learning is a privilege based on good standing in coursework, attendance, and behavior.
- ☐ I agree to follow the Falls High School Student Handbook, district policies, technology expectations, cell phone procedures, and staff directions.

Student Name (print): _____

Student Signature: _____ Date: _____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

ALP Staff Signature: _____ Date: _____

CONTACT

Falls High School Alternative Learning Center • International Falls School District 361 • Building Principal or Designee



FALLS HIGH SCHOOL

ALTERNATIVE LEARNING CENTER

CONTINUAL LEARNING PLAN (CLP)

Individual Graduation, Engagement, and Career Success Plan

Purpose: Created with the student, family, and school team upon enrollment, this plan serves as the student's roadmap for credit recovery, attendance, course completion, graduation, work-based learning, and increasing independence. Review it at least once each trimester and whenever needs or the graduation timeline change.

Student Name

Student ID

Grade

Date of Birth

Enrollment Date

Expected Graduation Date

Parent/Guardian

Primary Phone

ALP Teacher/Mentor

School Counselor

Case Manager/Other Support

Initial ALP Level

ATTEND. WORK. ACHIEVE. GRADUATE.

Be Responsible. Earn Independence. Build Your Future.

1. Student Profile and Planning Team

Student preferred name/pronouns _____

Home address _____

Student phone/email _____

Parent/guardian name(s) _____

Parent/guardian phone/email _____

Emergency contact _____

Transportation plan to/from school _____

Planning Team Member	Role	Best Contact Method	Responsible for Follow-Up
----------------------	------	---------------------	---------------------------

2. Student Strengths, Interests, and Voice

Complete through conversation with the student and family.

Student strengths and skills

Interests, hobbies, activities, and talents

What helps the student learn and stay engaged?

What has made school difficult in the past?

What does the student want adults to understand?

Student's vision for life after high school

3. Graduation Credit Audit and Completion Status

Use: Attach the most current transcript or graduation audit. Record only credits verified by the school.

Graduation Requirement	Required	Earned	Remaining	Notes / Courses Needed
English / Language Arts				
Mathematics				
Science				
Social Studies				
Physical Education / Health				
Arts				
Electives				
Other local/state requirements				
TOTAL CREDITS				
☐ State or district testing requirements reviewed ☐ Community service requirement reviewed ☐ Senior deadlines and graduation obligations reviewed ☐ IEP/504 transition requirements reviewed, when applicable ☐ Graduation ceremony participation requirement reviewed (minimum 3 courses each trimester unless approved exception)				

4. Expected Graduation Date and Course Load

Expected graduation month/year

Current credit deficit

Total courses planned this school year

Courses remaining after this school year

Is a reduced schedule anticipated?

Administrator approval date

Graduation eligibility reviewed by

Date reviewed

Course-load expectation: Students may take up to 5 courses per trimester and 15 courses per school year. Additional courses or credit require building-administrator approval and must address a documented credit deficit. Students must maintain enrollment in at least 3 courses each trimester to remain eligible for graduation participation unless an exception is approved.

5. Trimester-by-Trimester Course and Credit Plan

TRIMESTER 1

#	Course	Requirement Area	Credit	Delivery	Status / Notes
1					
2					
3					
4					
5					

Total planned credits: _____ Minimum 3-course enrollment met? ☐ Yes ☐ No ☐ Administrator-approved exception

TRIMESTER 2

#	Course	Requirement Area	Credit	Delivery	Status / Notes
1					
2					
3					
4					
5					

Total planned credits: _____ Minimum 3-course enrollment met? ☐ Yes ☐ No ☐ Administrator-approved exception

TRIMESTER 3

#	Course	Requirement Area	Credit	Delivery	Status / Notes
1					
2					

3
4
5

Total planned credits: _____ Minimum 3-course enrollment met? ☐ Yes ☐ No ☐ Administrator-approved exception

Courses requiring additional-credit approval and rationale

Building administrator decision / date

6. Annual Goals and Success Measures

Directions: Set measurable goals that can be reviewed with the student at progress meetings.

Goal Area	Goal Statement	Baseline	Target / Measure	Supports / Responsible Person	Review Date
Attendance					
Course completion / pace					
Academic skill					
Organization / self-management					
Behavior / engagement					
Career / postsecondary					

I will _____

When I need help, I will _____

The adults supporting me will _____

7. Attendance and Engagement Plan

Current attendance rate

Attendance target

Daily arrival/departure schedule

Procedure when absent or late

Barriers and planned solutions

Campus expectation: Students must remain in approved locations. A student who leaves the building or campus without permission may not return that day and will be marked truant. Document any approved release schedule, transportation plan, and return-to-campus permission below.

Approved release schedule / locations

Return-to-campus conditions or permissions

8. Level of Independence and Readiness Plan

Level	Learning Format	Primary Expectations	Current Placement / Notes
1	On-campus learning	Daily in-person instruction, structured support, regular staff check-ins.	☐ Current ☐ Goal Notes:
2	Blended learning	In person Monday/Wednesday/Friday; approved virtual learning Tuesday/Thursday; regular communication and pace.	☐ Current ☐ Goal Notes:
3	Independent learning	Primarily online; scheduled weekly conference; strong attendance, pace, responsibility, and graduation progress.	☐ Current ☐ Goal Notes:

Indicator	Current Data	Target	Evidence / Notes
Attendance			
Assignment completion			
Course pass/progress status			
Independent work habits			
Behavior / citizenship			
Communication with staff			

Conditions or skills needed to advance

9. Supports, Services, and Accommodations

- | | |
|---|--|
| ☐ ALP teacher/mentor check-ins | ☐ Tutoring / reteaching |
| ☐ School counselor | ☐ Transportation support |
| ☐ Special education services / IEP | ☐ Technology / internet access |
| ☐ Section 504 accommodations | ☐ Attendance intervention |
| ☐ English learner services | ☐ Behavior support / restorative plan |
| ☐ School social worker / mental health | ☐ Family conference schedule |
| ☐ Health plan / school nurse | ☐ Other |

Specific supports, frequency, accommodations, and staff responsible

10. Career, Postsecondary, and Work-Based Learning Plan

Primary career interest(s)

Postsecondary goal

Training / education needed

Career exploration activities

Industry credentials / skills

Next action step and deadline

Eligibility: Juniors and seniors may participate when in good standing in coursework, attendance, and behavior. Sophomores require prior building-administrator approval. Participation must support the CLP, graduation plan, and career goals.

Student grade / eligibility

☐ Yes ☐ No ☐ N/A

Coursework good standing

☐ Yes ☐ No ☐ N/A

Attendance good standing

☐ Yes ☐ No ☐ N/A

Behavior good standing

☐ Yes ☐ No ☐ N/A

Employer / placement

☐ Yes ☐ No ☐ N/A

Schedule and transportation

☐ Yes ☐ No ☐ N/A

Required paperwork / training

☐ Yes ☐ No ☐ N/A

School staff supervising placement

Employer contact information

Performance expectations / reasons participation may be paused

11. Communication and Family Partnership Plan

Preferred family contact method

Frequency of progress updates

Who receives attendance alerts

Student check-in routine

Scheduled conference dates

Family strengths, concerns, or commitments

Student communication expectations

12. CLP Progress Review Log

Review cycle:

Review the CLP regularly and at least once each trimester. Update goals, course plans, supports, level

placement,
work-based
learning
status,
and
expected
graduation
date as
needed.

Date	Attendance	Course Pace	Credits Earned	ALP Level	Decision / Changes	Initials
------	------------	-------------	----------------	-----------	--------------------	----------

- | | |
|---|---|
| ☐ Continue current plan | ☐ Revise course load or sequence |
| ☐ Advance to a higher independence level | ☐ Add academic/attendance/behavior or intervention |
| ☐ Remain at current level with supports | ☐ Refer for additional support review |
| ☐ Return to a more structured level | ☐ Update graduation date or eligibility status |

Summary of progress _____

Changes to goals, supports, schedule, or level

Student reflection _____

Family input _____

Next review date _____

13. Initial Agreement and Signatures

- ☐ Credit status, expected graduation date, and course plan were reviewed.
- ☐ Attendance, engagement, campus, and truancy expectations were reviewed.
- ☐ The 3-course-per-trimester graduation participation requirement and exception process were reviewed.
- ☐ Greater independence is earned through attendance, academic progress, communication, and responsible behavior.
- ☐ Work-based learning eligibility and expectations were reviewed, when applicable.
- ☐ The team agrees to review and update this CLP as needs or progress change.

Signature	Printed Name / Role	Date
-----------	---------------------	------

Student

Parent/Guardian

ALC Teacher/Mentor

Counselor / Case Manager



FALLS HIGH SCHOOL ALTERNATIVE LEARNING PROGRAM

Learning Beyond the Traditional Classroom



OUR PHILOSOPHY

The Falls High School Alternative Learning Program (ALP) provides students with a personalized pathway to graduation while preparing them for success in college, technical education, military service, or the workforce.

★ GREATER INDEPENDENCE IS EARNED THROUGH DEMONSTRATED RESPONSIBILITY.

Students begin in Level 1 and may earn additional flexibility as they demonstrate strong attendance, academic progress, responsibility, and independent work habits. Students may also return to a previous level if additional support is needed.

LEVEL 1

ON-CAMPUS LEARNING



MONDAY–FRIDAY
8:00 A.M. – 12:30 P.M.
DAILY IN-PERSON INSTRUCTION



PURPOSE

Level 1 provides students with the structure, support, and relationships needed to build successful learning habits.

STUDENT EXPECTATIONS

- ✓ Attend school daily
- ✓ Complete assigned coursework
- ✓ Build positive attendance habits
- ✓ Develop organization and time-management skills
- ✓ Meet regularly with the ALP teacher
- ✓ Complete the Bronco Success Tracker



TYPICAL READINESS INDICATORS

- Working toward 90% attendance
- Completing 80% or more of weekly assignments
- Making progress toward graduation
- Demonstrating positive behavior and engagement

LEVEL 2

BLENDED LEARNING



**MONDAY, WEDNESDAY & FRIDAY
IN PERSON**
8:00 A.M. – 12:30 P.M.



**TUESDAY & THURSDAY
VIRTUAL LEARNING
FROM HOME**

Virtual learning days are regular school days and count toward attendance.

Students are expected to:

- ✓ Log into coursework
- ✓ Complete daily assignments
- ✓ Communicate with teachers as needed
- ✓ Stay on pace with coursework



TO EARN LEVEL 2

- 90% or higher attendance
- Passing classes or making satisfactory progress toward graduation
- Approximately 90% of assignments completed
- Positive behavior and responsible work habits
- Recommendation from the ALP team

LEVEL 3

INDEPENDENT LEARNING



INDEPENDENT ONLINE LEARNING
Students complete coursework primarily through independent online learning.



Students report to school **one day each week** for a scheduled conference with the ALP teacher to review:

- Academic progress
- Attendance
- Graduation requirements
- Career and postsecondary planning
- Personal goals



ELIGIBLE JUNIORS AND SENIORS MAY ALSO PARTICIPATE IN:

- Work-Based Learning
- Paid employment
- Internships
- Career exploration opportunities



TO EARN LEVEL 3

- 95% or higher attendance
- Passing all courses and remaining on pace for graduation
- Approximately 95% of assignments completed
- Strong independent work habits
- Positive citizenship and responsibility
- Recommendation from the ALP team



PROGRESS REVIEWS

Student progress is reviewed regularly by the ALP team. Students may:



ADVANCE

to a higher level by demonstrating responsibility and readiness.



REMAIN

at their current level while continuing to build skills.



RETURN

to a previous level if additional support and structure are needed for success.



OUR COMMITMENT

The Falls High School ALP is designed to prepare students for life after graduation by developing the habits that lead to long-term success.

Through strong relationships, high expectations, and increasing independence, students gain the skills needed to become confident, responsible, and successful adults.

*Be Responsible.
Earn Independence.
Build Your Future.*



INDEPENDENCE AGREEMENT

When students move to Level 2 or Level 3, they will complete an Independence Agreement with their parent/guardian and ALP teacher. This agreement outlines expectations for maintaining that level of independence.

RESOLUTION FOR ACCEPTANCE OF GIFTS AND DONATIONS

Whereas, School Board Policy 706 establishes the guidelines for the acceptance of gifts or donations to the District;

Whereas, the International Falls School District Board encourages the support of the District's educational programs through gifts or donations that meet the goals and objectives of the School District;

Whereas, Minnesota Statute §465.03 states the School Board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members;

Therefore, be it resolved, the School Board of International Falls Public Schools, ISD #361, accepts with appreciation the following gifts, donations or grants received by the School District:

District Donations received:

Motion by _____, seconded by _____, to accept the gifts and donations.

The following voted in favor:

Volleyball Boosters	Fall Elementary Net System	\$6,000
Becky Griffin	FACS Class - fabric for classroom use and patterns	
Tilson Bay Company	Basketball Cheer - 67 Bronco t-shirts to give-away for the Ranier Days Parade	

Voting against:

Whereupon, the resolution was declared adopted.

Approved: 2026/2027 - ISD 361 School Calendar

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

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

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

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

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

January 2027						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			



	Holiday - No School		Students: 1st & last days		**Staggered Start: PreK & K** - Notification will come from teachers and admin on times.
	Staff Inservice - No Student School		Conference Exchange days - No School		Graduation - May 28, 2026 - 3:30 pm - FHS Gym
	Break - No school		New staff orientation day		