



**ROCK RIDGE PUBLIC SCHOOLS
1405 PROGRESS PARKWAY
VIRGINIA MN 55792**

**Regular Meeting
Monday, August 11, 2025 at 6:00 PM
Rock Ridge Administration Building, 1405 Progress Parkway,
Virginia, MN 55792**

AGENDA

1. Call to order.
2. Approval of agenda.
3. Recognition of visitors and visitor input.
4. Consent Agenda:
 1. Approval of July 14, 2025 regular meeting minutes. 4
 2. Approval of work agreement for Cassandra Hainey for work year July 1, 2025 - June 30, 2026 in the amount of \$60,737. (The funding for this position is provided by a grant from the State of MN.) 6
 3. Approval of hire of Janette Godec for the Secretary (RRHS) position at a rate of \$24.87/hour effective August 12, 2025.
 4. Approval of hire Drew Aho for the Elementary Teacher position (NSE) with a salary of \$50,163 (Step B BA) effective August 25, 2025. 8
 5. Approval of hire of Taryn Greiner for the Alternative Learning Program Instructor position with a salary of \$52,732 (Step C BA) effective August 25, 2025. 9
 6. Approval of hire of Amanda Delich for the Elementary Teacher position (LES) with a salary of \$90,420 (Step J MA+18) effective August 25, 2025. 11
 7. Approval of hire of Maria Poderzay for the Indigenous Education Director position at a rate of \$26.50/hour effective August 25, 2025. 13
 8. Approval of additional 0.22 FTE Pre-K/4 Teacher position for current School Readiness teacher Kathy Kemen with a salary of \$73,411 (1.0 FTE / Step J BA)

effective September 2, 2025.

9. Approval of hire of Gena Flank for the 1.0 FTE Pre-K/4 Teacher position with a salary of \$55,291 (Step D BA) effective September 2, 2025.

10. Approval of hire of David Mattila for the Part-Time Bus Driver position at a rate of \$25.14/hour effective September 2, 2025.

11. Approval of hire of Kate Putnam for the Youth Volleyball Coordinator position for the 2025-2026 school year with a stipend of \$1,500.

12. Approval of hire of Sayer Payne for the Youth Boys Basketball Coordinator position for the 2025-2026 school year with a stipend of \$1,500.

13. Approval of hire of Rene Moehlenbrock for the Casual Bus Driver position at a rate of \$23.64/hour effective August 26, 2025 (as needed).

14. Approval of transfer of Samantha Chad from 30-hour LPN to Health Service Assistant LPN (20 hours / LES & NSE) at a rate of \$25.10/hour effective September 2, 2025.

15. Approval of Fall coaches and volunteers for the 2025-2026 school year. (List attached) 14

16. Approval of hire of Kassie Strand for the Head Girls Hockey Coach position with a stipend of \$7,816 for the 2025-2026 school year.

17. Approval of additional duty of National Honor Society Advisor for Rebekah Deedrick with a stipend of \$2,018 effective for the 2025-2026 school year.

18. Approval of an unpaid leave of absence request following the use of accrued paid vacation time from Paraprofessional Michelle Pietila from September 2, 2025 through November 26, 2025.

19. Approval of an unpaid medical leave of absence request from Elementary Teacher Beth Bittmann for the 2025-2026 school year.

20. Acceptance of resignation of Ryan Malich from the Assistant Football Coach position effective August 5, 2025.

21. Acceptance of resignation of Jordan Orbeck-Stevens from the Paraprofessional position effective August 6, 2025.

22. Acceptance of resignation of Kayanna Boshey from the Paraprofessional position effective August 7, 2025.

23. Approval of lane change for Melissa Lautigar from MA+10 to MA+18 Step J effective August 25, 2025.

24. Acceptance of a donation of a 2007 Toyota Camry Hybrid by Noel Schmidt to the Rock Ridge High School Automotive class.

25. Acceptance of grants in the amount of \$6,000 from the Northland Foundation for early childhood initiative community coordinator (\$1,500), early learning scholarship outreach (\$2,500), and prenatal to grade 3 program grant (\$2,000). 17

5. Reports:

1. Technology budget adjustments for the 2025-2026 school year.

2. Online Learning.

3. Update on MA billing and ADSIS grant.

4. Superintendent.

5. Treasurer's Report. 23

6. Administration Items:

1. Consider approval of the 2025-2026 Elementary Student Handbook. 36

2. Consider approval of the 2025-2026 RRHS Student Handbook. 68
3. Consider approval of Income Contract for Postsecondary Enrollment Options between Minnesota North College and Rock Ridge Public Schools effective for the 2025-2026 Academic Year. 105
4. Consider approval of contract from KY Interpreting Services for sign language interpreting services from July 1, 2025 - June 30, 2026. 110
5. Consider approval of contract from Triumph Educational Consulting for Deaf/Hard of Hearing services and evaluation from July 1, 2025 - June 30, 2026. 111
6. Consider Channel 12 reducing quorum from 4 to 3. 117
7. Meeting Announcements:
 1. The next regular meeting will be held Monday, August 25, 2025 at 6:00 PM in the Rock Ridge Administration Building, 1405 Progress Pkwy, Virginia.
8. Adjournment.

**OFFICE OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2909
MONDAY, JULY 14, 2025, 6:00 P.M.**

**ROCK RIDGE ADMINISTRATION BUILDING, 1405 PROGRESS PARKWAY, VIRGINIA, MN 55792
MINUTES OF THE REGULAR SCHOOL BOARD MEETING**

Members Present:

Nicole Culbert-Dahl John Uhan
Jennifer Bonner Lisa Westby
Brandi Lautigar
Tim Riordan

Other Staff Present:

Andrea Lintula, Business Manager

Members Absent:

Jodi Westby

- I. Chair JOHN UHAN called the regular meeting to order at 6:00 P.M.
- II. **APPROVE AGENDA:** Motion to **approve the agenda** made by L. WESTBY, seconded by LAUTIGAR. Motion passed unanimously.
- III. **RECOGNITION OF VISITORS AND VISITOR INPUT:** Nola Kwiatkowski, Ayla Troutwine, Nancy Kwiatkowski – supporting the hiring of Kassie Strand as the 2025-26 Head Girls Hockey Coach.
- IV. **CONSTRUCTION:**
 - A. Pete Auvinen, Kraus-Anderson, presented the Building 1404 Special Education Design Development (DD) Estimate.
 - B. Motion to **approve to move into the Construction Documents (CD) phase for the 1404 Building Special Education project only** made by RIORDAN, seconded by BONNER. Motion passed unanimously.
- V. **CONSENT AGENDA:** Motion to **approve the Consent Agenda** made by RIORDAN, seconded by LAUTIGAR. Motion passed unanimously.
 - A. Approval of June 23, 2025 regular meeting minutes.
 - B. Approval of additional duty of Construction Club Advisor for Elementary Teacher Eli Little with a pro-rated stipend of \$288 for the 2024-2025 school year effective January 5, 2025.
 - C. Approval of hire of Kaitlyn Schreiner for the Secondary Language Arts position with a salary of \$67,609 (Step E MA) effective August 25, 2025.
 - D. Approval of transfer of Elisa Boe from the Secondary Counselor position to the RRHS Dean of Students position with a salary of \$80,070 (Step I MA) effective August 25, 2025.
 - E. Approval of unpaid Leave of Absence for Secondary Teacher Angie Kemp for the 2025-2026 school year.
 - F. Approval of leave of absence for the remainder of the 2025-2026 school year following depletion of FMLA for Elementary Teacher Samantha Sertich.
 - G. Approval to rescind the hire of Morgan Dobson for the ESY Summer Paraprofessional position effective June 25, 2025.
 - H. Acceptance of resignation of Emily Jankila Christiansen from the Indigenous Education Director position effective July 1, 2025.
 - I. Acceptance of resignation of Angie Miller from the Secretary (RRHS) position effective July 24, 2025.
 - J. Approval of lane change for Caley Hujanen from MA+10 to MA+18 Step J effective August 25, 2025.
 - K. Approval to remove Mark Winter from the activity fund account at Miners Bank and to add Scott Manni to the activity fund account.

- L. Acceptance and appreciation of a donation in the amount of \$250 from the VHS Class of 1975 to #RockRidgeRising campaign in gratitude to Willie Spelts for providing a tour of RRHS during their 50th class reunion.

VI. **REPORTS:**

- A. Road construction update: The roundabout construction on Hwy 53 is on schedule and should be open for the start of the school year.
- B. Motion to **approve the payment of the bills** made by CULBERT-DAHL, seconded by L. WESTBY. Motion passed unanimously.

VII. **ADMINISTRATION ITEMS:**

- A. Motion to **approve the transfer of Byron Negen from the Elementary Teacher position to the North Star Elementary Dean position (1-year) effective for the 2025-2026 school year and the assigning of Sheena Stefanich to principal of Parkview and North Star Elementary Schools** made by RIORDAN, seconded by L. WESTBY. Motion passed unanimously.
- B. Motion to **approve the Contracted District Literacy Lead Letter of Intent between RRPS and Northeast Service Cooperative for the 2025-2026 school year** made by BONNER, seconded by CULBERT-DAHL. Motion passed unanimously.
- C. Motion to **approve the Resolution Adopting Independent School District No. 2909 FY27 Long-Term Facilities Maintenance Ten-Year Plan** made by BONNER, seconded by LAUTIGAR. Roll call vote. Motion passed unanimously.

VIII. **MEETING ANNOUNCEMENTS** were made.

IV. **ADJOURNMENT:** Meeting adjourned at 6:28 P.M.

CHAIR

CLERK

ROCK RIDGE PUBLIC SCHOOLS

Salary and Benefits for the Positive Community Norms Grant Coordinator – Cassandra Hainey Work Year July 1, 2025 – June 30, 2026

The Funding for this Position is provided by a grant from the State of Minnesota

~~2023-2025: \$58,968~~ **2025-2026: \$60,737**

Days Worked = 261

Work Day = 8 hours exclusive of lunch, with more time as needed to meet the needs of the district.
Expectation to work on days that school is called off for inclement weather.

Holidays = 13 (New Year's Eve, New Year's Day, President's Day, Good Friday, Easter Monday, Memorial Day, Juneteenth, Fourth of July, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve, Christmas Day,)

Vacation = 25 Days

Sick Leave = 18 days accumulated to a maximum of 130. This includes bereavement leave.

Health Insurance: BC/BS VEBA plan #835 as chosen by the District.

The District will contribute to the employee's health insurance premiums as follows:

District Premium Contribution:	Single Policy =	95% less \$25/month
	Family Policy =	70% less \$25/month

Example: (monthly single premium x 95%) - \$25 = District contribution

The District will annually contribute to the employee's VEBA savings account as follows:

Annual District VEBA Contribution:	85% of VEBA deductible
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VEBA contribution deposits will be made quarterly.

Dental Insurance: This shall be the Delta Dental Non-Contracted Subgroup 0002 Plan. The District will pay 100% of the premium cost for a single policy or 75% of the premiums for a family policy.

Life Insurance: The premium for a \$50,000 Term Life Policy shall be paid by the District.

Long-Term Disability Insurance: Shall be provided by the district.

Tax-Sheltered Annuities: The employee will be eligible to participate in a tax-sheltered annuity plan through payroll deduction established pursuant to Section 403(b) or 457 (b) of the Internal Revenue Code of 1986, Minnesota Statutes, Section 123B.02, Subd. 15, and School District policy, and as otherwise provided by law. The School District will match the payroll deduction up to an amount of \$1,150 annually.

Health Care Savings Plan: Contribution based on School District Policy #430.

The purpose of this document is to set forth the wages and benefits for the listed position; it is not intended to serve as an employment contract. The district reserves the right to reduce or eliminate the position at any time or to terminate the employee for just cause. Signatures below indicate an understanding and acceptance of the terms of this document.

Signature of Employee _____ Date of Employee's Signature _____

Signature of Board Chair _____ Date of Chair's Signature _____

Signature of Board Clerk _____ Date of Clerk's Signature _____

School Board Recommendation

The recommendation is to increase the Positive Community Norms Coordinator (Cassandra Hainey)'s salary from \$58,968 annually to \$ 60,737 annually beginning on July 1, 2025. The salary and applicable fringe benefits are 100% provided by the PCN Grant and do not impact the general budget.

Rationale

This is indicative of a cost-of-living increase and is fully compensated by the grant without affecting any budget lines related to student activities or resources. It is compensated by the remaining funds unallocated in the salary section for financial support and assistant support that Cassandra has not utilized during the prior grant years.

Cassandra is an incredibly hard worker and has worked tirelessly to ensure PCN work supports Rock Ridge High School. Not only is she providing leadership within the district, but she is well respected in the community CAPE coalition and has been instrumental in propelling this group even further as well. As if this isn't enough, she is mentoring and reaching out to other PCN Coordinators, too! She is recruiting more individuals to be a part of the coalition and finding ways to go above the minimum, always with grant goals that will contribute to greater sustainability and transformation in the community.

Drew Aho

EDUCATION

<i>Bemidji State University</i>	Bemidji, MN	Dec. 2022
Bachelor of Science Degree		
• Major: Elementary Education Licensure: K-6		
<i>Mesabi Range Community College</i>	Virginia, MN	Spring 2019
Associate of Arts Degree		
<i>Virginia High School</i>	Virginia, MN	May 2017
High School Diploma		

EXPERIENCE RELATED TO TEACHING

L.T.S STEAM Teacher/Intervention , Rock Ridge District-North Star/P.L.C	2024-2025
OL LA Training , Rock Ridge District	2024
Long Term Substitute Teacher , Rock Ridge District-North Star	2023-2024
Substitute Teacher , Various Schools in Rock Ridge District	2023-2024
Student Teaching , North Star Elementary, Eveleth, MN	2022
Field Experience in Classrooms Teaching , Roosevelt Elementary School, Virginia, MN	2020-2022
Junior Varsity Basketball Coach , Rock Ridge High School, Virginia, MN	2020-Present
Elementary Basketball Camp Instructor , Rock Ridge High School, Virginia, MN	2020-Present
Volunteer Basketball Coach , Virginia High School, Virginia, MN	2018-2019

OTHER WORK EXPERIENCE

Dockhand , Lake Vermilion Houseboats, Tower, MN	2021- Present
Football/Basketball Official , Rock Ridge School District, Virginia, MN	2018-Present
Busser , Grandma's Saloon & Grill, Duluth, MN	Summer 2019
Basketball Official , Lake Superior Official Association, Duluth, MN	2019-2020

ACTIVITIES AND RECOGNITION

College:	Junior College Basketball	High School:	Student Council
			Varsity Baseball
			Varsity Football
			Varsity Basketball
			Football Captain
			Male Athlete of Year

Interests Hunting, fishing, sports, and spending time with family and friends

Taryn Greiner

SKILLS

Over the 2022-2023 school year I proved that I was a valuable member of the North Star team through my positive attitude, ability to adapt, willingness to help and handling of conflict resolution. Through my eight years working with various City of Gilbert departments, I have shown excellent customer service and ingenuity for solving problems. Faced with stressful situations I responded with grace, tact and respect. I enjoy and thrive working on a team and engaging in an environment that is evolving and requires the need to prioritize tasks and duties. One of my strengths is researching and implementing creative solutions. I enjoy learning new skills and systems and have a reputation of being a leader and also coachable.

EXPERIENCE

ISD 2909, -Paraprofessional

AUGUST 2022- PRESENT

- Effectively employ various conflict resolution/management solutions.
- Utilize problem-solving strategies on a daily basis based on what my students need and what will benefit my team members.
- Exhibit effective communication skills between team members, including: fellow paraprofessionals, special education teachers, general education teachers and administration.
- Create meaningful relationships with students and the North Star 6th grade team.
- Anticipate the needs of teachers, administration and students and provide solutions and help as needed.

Teachers On Call, - Substitute Teacher

JANUARY 2022- AUGUST 2022

- Ability to adapt to a daily changing schedule that included age range from preschool through senior high students.
- Exhibit successful classroom management skills for all ages.
- Follow lesson plans provided by the classroom teacher and leave detailed notes to assist the teacher when they return.
- Awareness of when to adapt the lesson plans to best serve the students at that time.

City of Gilbert, Gilbert, MN - Utility Billing Clerk/Administrative Assistant

MARCH 2020 - DECEMBER 2021

- Provide exceptional customer service to citizens, staff and contractors. Utilize extensive knowledge of City policies, ordinances and processes to handle questions and then direct to the proper resource.
- Created new and innovative ways and processes to complete tasks and routines.
- Provide leadership and direction to newly hired staff, coaching them through learning City ordinances, policies and processes such as cash control and customer service.
- Help update and improve the City of Gilbert website and update the door access system.

City of Gilbert, Gilbert, MN - Special Projects/Administrative Assistant

DECEMBER 2018 - MARCH 2020

-
- Coordinated with City police, fire, first responder and library departments to put on the first Gilbert Fun Day. Created an event timeline, organized all activities and food offered during the event, kept the team on task and oversaw the efficient flow of events.
 - Secretary for the Planning & Zoning Commission. Assisted the Zoning Administrator with creating the agenda and packet for the meetings and with follow up.
 - Local overseer of the safety program under the guidance of regional trainer provided by MMUA. Created an efficient, easy to understand and organized system.
 - Assisted City Clerk with numerous projects that often included extensive research.

Gilbert Public Library, Gilbert, MN - Youth Services and Circulation Specialist

JUNE 2013 - DECEMBER 2018

- Performed the tasks of copy and original cataloging. As well as adding barcodes and proper identifying labels on the materials.
- Plan, organize and advertise for events. Order and set up all supplies needed.
- Maintain a strong working knowledge of policies and procedures, both at the local and system wide level. Maintain strict policy of patrons' private information.
- Establish and maintain a monthly routine to create Library needed calendars, orders, reports and records.
- Performed numerous routine library functions.
- Responsible for ordering media of differing varieties for the library and followed a budget. Increased circulation of materials by studying and researching trends in movies, books and magazines. Part of the ALS team who ordered ebooks and audiobooks for OverDrive.

EDUCATION

The College of St. Scholastica, Duluth, MN - Bachelor of Science in Elementary/Middle Education

SEPTEMBER 2006 - MAY 2010

Cumulative GPA=3.73/4.00

English minor

Amanda Delich

Objective: My objective is to obtain an Elementary teaching position at Rock Ridge Public Schools where I can leverage my eleven years of experience teaching 4th grade in Hibbing Public Schools. I aim to create an inclusive, safe, and engaging classroom environment that encourages critical thinking, fosters a love for learning, and supports the academic and personal growth of all students.

Experience:

4th Grade Teacher

Lincoln Middle School – Hibbing, MN

August 2014-Present

- **Communication & Presentation:** Designing and delivering age-appropriate lessons aligned with state and district standards.
- **Relationship Building:** Established strong relationships with students, parents, and colleagues, fostering a supportive and collaborative learning environment.
- **Student Assessment & Evaluation:** Assessed student performance through various methods, providing personalized feedback and guidance to help them achieve their full potential. Became familiar with many types of assessment tools including: Fastbridge, IXL, STAR, and AR. Effectively administered MCA tests.
- **Classroom Management & Organization:** Managed a classroom of 25 plus students, maintaining a productive and positive atmosphere while ensuring that educational goals were met.
- **Adaptability:** Adapted teaching strategies to meet the evolving needs of students and the curriculum, demonstrating flexibility and creativity in problem-solving.
- **Leadership & Mentoring:** Provided mentorship to students, guiding them in their academic and personal growth, and contributed to school-wide initiatives. Spent 5 years on the District Leadership team helping with implementing and planning Professional Learning Communities (PLC).
- **Technical Skills:** Familiarity with student data tracking platforms (e.g., PowerSchool, Schoology, FastBridge, STAR, AR, IXL). Team member on the District Digital Curriculum/App Committee.

Special Education Teacher Grades 4-8

Chisholm Public Schools – Chisholm, MN

February 2014-May 2014

- **Developed and implemented Individualized Education Plans.** Collaborated effectively with general education teachers, support staff, parents, and administrators.

- **Differentiated instruction strategies.** Modified assignments, tests, and projects to ensure student success while also helping them reach the learning target.
- **Classroom behavior management techniques.** Implemented Positive Behavioral Interventions (PBIS).
- **Progress monitoring and data collection.** Maintained detailed records of student progress and evaluations.
- **Gained knowledge of legal requirements and compliance.**

Education:

St. Mary's University of Minnesota, Minneapolis, MN
 Master of Arts in Education with Curriculum and Instruction Specialization (2018)

Bemidji State University, Bemidji, MN
 Bachelor's of Science Degree- Elementary Education (2013)
 Cum Laude graduation honors

Licensure:

Tier 4 Elementary Education K-6
 File Folder Number: 478304

Expiration Date: 6/30/2023

Additional Training:

Completed required READ Act training through CAREIALL during the 2024/2025 school year.

Skills:

- Efficiently manage time and prioritize tasks to meet deadlines and goals.
- Exceptional empathy and interpersonal skills, fostering positive relationships with students and colleagues.
- Organized, hardworking, and dedicated to delivering high-quality education.
- Effective communication with parents, caregivers, students, and colleagues.
- Patience and empathy for diverse learners.
- Collaboration with multidisciplinary teams (e.g., therapists, counselors, SPED teachers)
- Establishing and maintaining classroom routines for optimal learning.
- Utilizing technology to enhance interactive learning and student collaboration.

Thank you for considering my application. I am available for an interview at your earliest convenience and can be reached at 218-348-3946 or via email at a.delich91@gmail.com.

Sincerely,
 Amanda Delich

ROCK RIDGE PUBLIC SCHOOLS

Salary and Benefits for Maria Poderzay - Indian Education Director Work Year September 2, 2025 through June 30, 2026.

Rate of Pay for 2025-2026: \$26.50/hour

Supervisors: Superintendent and HS Principal

Days Worked: Student contact days per annual school calendar plus hours during the summer. Hours not to exceed 1,478 total hours based on grants received and preapproved.

Sick Leave: Nine (9) days accumulative to a maximum of sixty (60). This includes bereavement leave.

Personal Leave: Three (3) days

Holidays: New Year's Day, Good Friday, President's Day, Memorial Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve, Christmas Day, and New Year's Eve.

Health Insurance: VEBA plan as chosen by the District.

The District will contribute to the employee's health insurance premiums as follows:

District Premium Contribution: Single Policy = 95% less \$25/month

Family Policy = 70% less \$25/month

Example: (monthly family premium x 70%) - \$25 = District contribution

The District will annually contribute to the employee's VEBA savings account as follows:

Annual District VEBA Contribution: 85% of VEBA deductible

VEBA contribution deposits will be made quarterly starting September.

Dental Insurance: Shall be the Delta Dental Non-Contracted Subgroup 0002 Plan. The District will pay 100% of the premium for a single policy or 75% of the premium for a family policy.

The purpose of this document is to set forth the wages and benefits for the listed position; it is not intended to serve as an employment contract. The district reserves the right to reduce or eliminate the listed position at any time or to terminate the employee for just cause. Signatures below indicate an understanding and acceptance of the terms of this document.

Signature of Employee: _____ Date of Employee's Signature _____

Signature of Board Chair: _____ Date of Chair's Signature _____

Signature of Board Clerk: _____ Date of Clerk's Signature _____

2025-2026 School Year - Fall		Salaries based on 24-25 contract	
Girls Tennis		Salaries	
Co- Head	Kortney Rosati*	\$5,043.00	Split Head and Asst. Stipend
Co- Head	Jessica Kralich*	\$5,043.00	
JH	Peyton Marks	\$3,278.00	
Volunteer	Jim Prittinen*		
Volunteer	Tom Prosen*		
Volunteer	Katie Troutwine*		
Volunteer	Dominic Pauling*		
Football			
Head Varsity	Brandon Borich*	\$7,060.00	
Varsity Assistant	Sean Streier*	\$4,791.00	
Varsity Assistant	Nick Miller	\$4,791.00	
JV Assistant	John Stanaway*	\$4,791.00	
JV Assistant	Jack Toman	\$4,791.00	
Head "C" Squad	Isaac Christenson	\$3,782.00	
8th Grade	Ed Cremers*	\$3,278.00	
7th grade	Jeff Teasck*	\$3,278.00	
Volunteer	Nate Kero*		
	John Westby*		
	Ryan Malich		

	Joe Mason*			
	Dean Rosier			
	Jake Mackey*			
Volleyball				
Head	Amy Kvaternik*		\$7,060.00	
JV	Jasmine Daugherty		\$4,791.00	
C	Madeline Faldet*		\$4,034.00	
8th	Sunnie Hardy		\$3,278.00	
7th	Kassandra Bjorgo		\$3,278.00	
Volunteer				
Girls Swimming				
Head	Perry Brown*		\$6,555.00	
Asst	Nancy Reed*		\$4,791.00	
JH	Skyler Harju*		\$3,278.00	
Cross Country				
Head	Chris Ismil*	*CC coaches will be splitting their		
Assistant	Ben Norman*	3 salaries up- we are working on the details.		
JH	Harry Shears*	It totals \$15,382		
JH	Alicia Dick			
Poms (year round)				

	Emily Jankila*	\$3,278.00	Split pay	
	Jessica Kralich*	\$1,765.00	\$2,521.50 each	
** Tennis boosters are paying school JH salary, FB boosters paying school one JH salary				
*CC eating the cut of one JH salary				
*Vb not having an assistant coach- cut that out.				
*Girls swim cut one of the 4 coaches only having 3 coaches				



2025-2026
Early Childhood Partner
Opportunity Commitment Form:
Early Childhood Coalition,
Child Care Mentoring Project, ELS
Outreach & Prenatal to Grade 3

Coalition Community: Quad City Coalition/Rock Ridge Public Schools

Early Childhood Community Coordinator: Shanon Kush-Jeffery

Email Address: shanon.kush@rrps.org Phone #: 218-742-3805

Fiscal Agent Name: Rock Ridge Public Schools

(The ACH be paid to this organization as listed above) Please pay via check

Below are 4 opportunities available. Check each opportunity that you are interested in participating in. Please note that final selection and funding allotted for each opportunity will be based on available resources. **Please complete Attachment A providing a brief narrative outlining the key activities for each area in which you are planning to participate, along with a budget which combines all funding sources.**

- 1. **Early Childhood Initiative Community Coordinator** (\$1,500)
- 2. **Child Care Mentoring** (\$5,000)
- 3. **Early Learning Scholarship Outreach** (\$2,500)
- 4. **Prenatal to Grade 3 Program (Grant)** (\$1,000 with opportunity to request potential funding if you are serving a large and/or multiple school districts up to a possible \$4,000)

€ **1. Early Childhood Initiative Community Coordinator** from September 1, 2025, to August 31, 2026. This \$1,500 in funding is to be used within the contract period to pay the salary of the local coordinator and related expenses.

Early Childhood Community Coordinator Responsibilities include:

- A. Share updates with the Northland Foundation about early care and education news and happenings in your community, especially in relation to licensed child care, as well as consider participation in special project opportunities.
- B. Complete required narrative and financial reports on the progress of the Early Childhood Initiative for their community.
- C. Participate in the Early Childhood Regional Alliance Meetings.

€ **2. Child Care Mentoring Project** - Interested Early Childhood Coalitions will build connections and provide support to licensed child care programs during July 25, 2025, to June 30, 2026. The Child Care Mentoring Project is designed to support the social-emotional well-being and school readiness of young children.

€ Child Care Mentoring Responsibilities include:

- A. Work with 4-6 Child Care Programs from July 25, 2025, to June 30, 2026.
- B. Plan 4-6 sessions focused on social-emotional development for each program.
- C. Share information about Parent Aware and Early Learning Scholarships
- D. Collect required evaluation data and provide information to the Northland Foundation.
- E. Participate in Learning Community Meetings.
- F. Complete Final Project Report.

Participating sites will invite approximately 4 to 6 licensed child care programs to receive mentoring support from an Early Childhood Family Educator, Parent Educator, or Mental Health Specialist who will offer virtual and/or onsite visits to promote skill-building in the areas of healthy social-emotional development and trauma-informed care. Funding may be used to support staff time to coordinate the project and for an early care and education professional to visit participating licensed child care programs 4 to 6 times by June 30, 2026. Funding can also be used for materials/supplies and travel (if needed). It is anticipated that each will be one hour plus one hour of prep/wrap up time.

- € **3. Early Learning Scholarship Outreach Partner** - The Northland Foundation has been serving as the Minnesota Early Learning Scholarship Area Administrator for Northeast Minnesota (Region 3) for the Minnesota Department of Education since 2017. This opportunity would assist with spreading the word about Early Learning Scholarships through your organizational and community efforts and providing resource navigation support, especially for children in priority populations (e.g., foster care, child protection, teen parents, homelessness, etc.). A total of \$2,500 in funding support will be available for your efforts for the period July 25, 2025, to June 30, 2026. Funding may be used to support staff time, outreach events, as well as provide incentives (food/snacks, children's books, gift cards, etc.), scholarship application materials, and other outreach resources.

Responsibilities include:

- Serve as an Early Learning Scholarship Outreach Partner, targeted children from priority populations for the period July 25, 2025, June 30, 2026.
- Participate in training sessions about the Early Learning Scholarship program provided by the Northland Foundation.
- Share information about Parent Aware and Early Learning Scholarships with your networks, program participants, especially newborn units at regional hospitals, as well as other local and regional partners.
- Provide resource navigation supports.
- Collect required outreach data and provide information to the Northland Foundation on a quarterly basis (reporting template to follow).
- Share updates at Learning Community Meetings when possible.
- Maintain project records and receipts.

€ **4. Prenatal to Grade 3 Program** from August 1, 2025, to July 30, 2026. This \$1,000 in funding is to be used for expanding Prenatal to Grade 3 planning and implementation. Larger school districts or multiple school district service areas can make a case for additional funding.

Responsibilities include:

- Share updates at Learning Community Meetings when possible.
- Complete a final report.

We are interested in receiving these resources from the Northland Foundation:

- € Getting School Ready Guides
- € Math & Language Tip Cards
- € Toolbox for Success
- € Tips for Parents

We would like # ____ of each of the above checklist.

<u>Shanon Kush-Jeffery</u>	<u>07/22/25</u>
Signature of Coordinator	Date
	8/5/2025
<u>Zane Bail, Senior Vice President of Programming & Development</u>	<u>Date</u>

Please complete and return to
Sandy Schieber at Sandy@northlandfdn.org
by July 25, 2025

Name: Shanon Kush-Jeffery

Community: Quad City Coalition/Rock Ridge Public Schools
Early Childhood Coalition Coordinator

Please share 2-3 sentence about your local early childhood efforts and express your commitment to undertaken the roles outlined on page 1.

I will share early care news and trainings with Mt. Iron public schools and the local childcare providers in our coalition area. I will help oversee the childcare mentoring program, connect with parents and resource providers for ELS outreach, monitor the FFN programming and complete the P3 project in our coalition area. I understand the commitment that I am undertaking for our service area.

Child Care Mentoring Program

Please provide 2-3 paragraphs answering the following questions.

1. Overall description of mentoring project plans, include the implementation timeline, key activities, the number of sessions per program, session type (e.g., virtual, in-person, both), the focus of the session's duration of each session.
2. How many child care programs do you plan to work with on this project? How will you identify the 4-6 licensed child care programs to be served?
3. Describe who will be involved in implementing the project, include the name(s) and current role(s)?
4. If applicable, please share how does your program built on your past Mentoring Program?
5. Project Coordinator Name and Email (if different than EC Coordinator)

ELS Outreach Partner

Briefly describe your outreach plans, including plans to reach priority populations and your commitment to fulfilling the responsibilities outlined on page 2.

My outreach plans this year include placing early learning scholarship information in the baby bags that our coalition provides to new mothers at the regional hospital. I plan to network more with social services providing the necessary links and supporting them with navigation help. I will also answer any questions and update new requirements to our local childcare providers. I will provide scholarship information at outreach events that I am tabling.

Prenatal to Grade 3 Program

Please provide 2-3 paragraphs answering the following questions.

1. What is the overall goal/purpose of your Prenatal to Grade 3 Team during the 2025-2026 school year? The goal of the Prenatal to Grade 3 team grant is to provide new teachers with the training and tools to help students self regulate. Teachers and paras will meet 6 times throughout the school year to discuss social emotional regulation strategies. These meetings will talk about second step and Leader in Me
2. How will your Prenatal to Grade 3 efforts engage families with young children?

Families will receive a pyramid newsletter every month listening helpful social emotional skills to try at home.

3. Identify the individuals and partners who will be involved in your Prenatal to Grade 3 efforts. Please include titles and roles.

Elizabeth Peters-Rust-presenter

Sheena Stefanich-Principal

Kathy Kemen-teacher

Ashley Tikkanen-teacher

Kayla Evans-ECSE teacher

Kindergarten representative teacher

Shanon Kush-Jeffery-early childhood coordinator/facilitator

Dominique Littel-teacher

new teacher

new ECSE teacher

4. Describe the support and contributions from your school district for your Prenatal to Grade 3 program. Approximately how many children (Prenatal to Grade 3) in your school district will benefit from this effort?

The school district is paying Elizabeth Peters-Rust to give a presentation on social emotional growth of young children with strategies that teachers can use in the classroom to set them up for success throughout the school year. The school is also supporting the classrooms using the Leader in Me model with online support from the manufacturer from PreK to 6 grade.

Approximately 120 will directly benefit this year and more students as years go on.

5. Project Coordinator Name and Email (if different than EC Coordinator)



**Project Budget for the
Early Childhood Partner Opportunity
2025-2026**

Please note budget corrections made to align with funding

Community: Quad City Coalition/Rock Ridge Public Schools

Total Requested: \$ 5,500

Implementation Timeline: July 25, 2025, to June 30, 2026

Budget Line Item (List each item separately)	NORTHLAND FOUNDATION FUNDS	OTHER SUPPORT		TOTAL (Line Item)
		Cash	*In-Kind	
1. Early Childhood Coalition Coordinator	\$ 1,500	\$	\$	\$ 1,500
2. ELS Outreach Partner-staff and incentives	\$ 2,500	\$	\$	\$ 2,500
3. staff time-teachers & paras	\$ 1,712.16 ^{\$1,000}	\$ 712.16	\$ 200	\$ 1912.16
4. Presenter	\$	\$	\$ 500	\$ 500
5.	\$	\$	\$	\$
6.	\$	\$	\$	\$
7.	\$	\$	\$	\$
8.	\$	\$	\$	\$
9.	\$	\$	\$	\$
10.	\$	\$	\$	\$
Column Totals	\$ 5712.16	\$ 712.16	\$ 700	\$ 6412.16

\$5500

*In-kind refers to any supplies, staff time, use of space, or other non-cash contributions that are provided by your organization or others.

Please Provide a Brief Budget Narrative:

The majority of money requested will be used to pay teachers and paras for their time at meetings related to the P3 program. The school will pay for presenter and supplies.

August 11, 2025

offered the following resolution and moved for its adoption.

RESOLVED, By the Board of Education of Independent School District #2909 that the following bills be allowed and the Chairperson and Clerk be and are hereby authorized to draw orders on the Treasurer for payment of same:

<u>CHECK NO.</u>	<u>VENDOR</u>	<u>UFARS CODE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
18062	#SOCIALSCHOOL4EDU	E 01 005 010 000 000 820	Dues/Mbrshp/Lic Fee	\$795.00
18062 Total				<u>\$795.00</u>
18063	AMAZON CAPITAL SERVICES INC	E 01 116 203 405 000 430	Instruct Supplies	\$196.29
18063	AMAZON CAPITAL SERVICES INC	E 01 101 203 402 000 430	Instructional Supply	\$127.93
18063	AMAZON CAPITAL SERVICES INC	E 01 112 201 000 000 430	Instruct Supplies	\$136.84
18063	AMAZON CAPITAL SERVICES INC	E 01 005 105 048 000 430	Instructional Supply	\$337.15
18063	AMAZON CAPITAL SERVICES INC	E 01 116 203 406 000 430	Instruct Supplies	\$189.16
18063	AMAZON CAPITAL SERVICES INC	E 01 112 201 000 000 430	Instruct Supplies	\$202.24
18063	AMAZON CAPITAL SERVICES INC	E 01 112 201 000 000 430	Instruct Supplies	\$22.12
18063	AMAZON CAPITAL SERVICES INC	E 01 112 203 401 000 430	Instruct Supplies	\$198.03
18063	AMAZON CAPITAL SERVICES INC	E 01 116 203 403 000 430	Instruct Supplies	\$203.73
18063	AMAZON CAPITAL SERVICES INC	E 01 101 212 000 000 430	Instructional Supply	\$62.86
18063	AMAZON CAPITAL SERVICES INC	E 01 112 203 000 000 401	General Supplies	\$269.88
18063	AMAZON CAPITAL SERVICES INC	E 01 112 201 000 000 430	Instruct Supplies	\$168.69
18063	AMAZON CAPITAL SERVICES INC	E 01 112 203 401 000 430	Instruct Supplies	\$192.97
18063	AMAZON CAPITAL SERVICES INC	E 01 112 203 000 000 401	General Supplies	\$203.56
18063 Total				<u>\$2,511.45</u>
18064	ANDRICK JAMES	E 03 005 750 000 720 311	Prof Tech Services	\$115.00
18064 Total				<u>\$115.00</u>
18065	ARROWHEAD REGIONAL COMPUTING CONSOR	E 05 005 110 000 302 316		\$66,202.51
18065	ARROWHEAD REGIONAL COMPUTING CONSOR	E 01 005 110 000 000 316		\$28,049.36
18065 Total				<u>\$94,251.87</u>
18066	ASCD	E 01 005 640 000 316 820	Dues-Memberships-Lic-Fees	\$289.00
18066 Total				<u>\$289.00</u>
18067	BOND TRUST SERVICES CORPORATION	E 07 005 910 000 000 790	Othr Debt Srvce Exp	\$475.00
18067 Total				<u>\$475.00</u>
18068	CEV MULTIMEDIA LLC	E 01 005 030 000 000 460	AS PER ATTACHED QUOTE Q-64679	\$1,500.00
18068 Total				<u>\$1,500.00</u>
18069	CPI	E 01 005 640 000 316 401	General Supplies	\$4,843.50
18069 Total				<u>\$4,843.50</u>
18070	DAHLHEIMER BEVERAGE	E 01 300 810 000 000 332	Custodial Supplies	\$77.76
18070	DAHLHEIMER BEVERAGE	E 01 300 810 000 000 332	Water	\$9.00
18070	DAHLHEIMER BEVERAGE	E 01 116 203 000 000 401	General Supplies	\$38.00
18070	DAHLHEIMER BEVERAGE	E 01 112 810 000 000 332	Water	\$25.92
18070	DAHLHEIMER BEVERAGE	E 01 118 810 000 000 332	Repair & Maint Service	\$9.00
18070	DAHLHEIMER BEVERAGE	E 03 005 760 000 720 401	General Supplies	\$9.00
18070 Total				<u>\$168.68</u>
18071	EDUCATORS BENEFIT CONSULTANTS	E 01 005 110 000 000 311	Prof Tech Services	\$260.81
18071 Total				<u>\$260.81</u>
18072	EMPOWER CONSULTING INC	E 01 005 030 000 000 406	Instructional Software License	\$9,307.50
18072 Total				<u>\$9,307.50</u>
18073	FRANKLIN COVEY CLIENT SALES INC	E 01 005 030 000 000 460	Textbooks/Workbooks	\$4,044.45
18073 Total				<u>\$4,044.45</u>

18074	FRONTLINE TECHNOLOGIES	E	01	005	110	000	000	311	Prof Tech Services	\$7,369.98
18074 Total										<u>\$7,369.98</u>
18075	GOPHER SPORTS	E	01	112	240	000	000	430	GP45-936 Tuff Stryke Bowling Ball 1 lb. Red	\$149.75
18075	GOPHER SPORTS	E	01	112	240	000	000	430	GP39-551 Aluminum Relay Batons Rainbow Set	\$34.95
18075	GOPHER SPORTS	E	01	112	240	000	000	430	Freight	\$25.86
18075	GOPHER SPORTS	E	01	116	240	000	000	430	GP29-418 Red Medium Rainbow fitpro classic v	\$34.75
18075	GOPHER SPORTS	E	01	116	240	000	000	430	GP29-422 Medium Blue Rainbow fitpro classic	\$34.75
18075	GOPHER SPORTS	E	01	116	240	000	000	430	GP29-412 Red large Rainbow fitpro classic vest	\$15.00
18075	GOPHER SPORTS	E	01	116	240	000	000	430	GP29-416 Blue large Rainbow fitpro classic ves	\$15.00
18075	GOPHER SPORTS	E	01	116	240	000	000	430	GP86-761 Rainbow FastTrack Scooter individua	\$99.95
18075	GOPHER SPORTS	E	01	116	240	000	000	430	Freight	\$27.93
18075 Total										<u>\$437.94</u>
18076	GRANDE ACE HARDWARE	E	01	101	810	000	000	350	Repair & Maint Service	\$18.52
18076	GRANDE ACE HARDWARE	E	01	101	810	000	000	410	Custodial Supplies	\$2.61
18076	GRANDE ACE HARDWARE	E	01	101	810	000	000	401	General Supplies	\$53.34
18076 Total										<u>\$74.47</u>
18077	HEALTH SPECIAL RISKS INC	E	01	005	940	000	000	340	Property&liab Ins	\$9,802.00
18077 Total										<u>\$9,802.00</u>
18078	HEGGERTY	E	01	005	030	000	000	460	AS PER ATTACHED PRICE QUOTE #728167	\$299.04
18078 Total										<u>\$299.04</u>
18079	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$196.26
18079	HILLYARD / HUTCHINSON	E	01	101	810	000	000	350	Repair & Maint Service	\$37.07
18079 Total										<u>\$233.33</u>
18080	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$336.00
18080	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$336.00
18080 Total										<u>\$672.00</u>
18081	IMSE	E	01	005	030	000	000	406	AS PER ATTACHED QUOTE #350606	\$1,350.00
18081 Total										<u>\$1,350.00</u>
18082	INFINITY ONLINE	E	01	300	690	000	000	390	Pmt Educ Pur MN Dist	\$1,500.00
18082 Total										<u>\$1,500.00</u>
18083	IRON RANGE ROTARY CLUB	E	01	005	010	000	000	820	Dues/Mbrshp/Lic Fee	\$175.00
18083 Total										<u>\$175.00</u>
18084	IXL LEARNING	E	01	005	606	000	000	430	Instruct Supplies	\$26,300.00
18084 Total										<u>\$26,300.00</u>
18085	KRUSE KEITH	E	03	005	750	000	720	311	Prof Tech Services	\$90.00
18085 Total										<u>\$90.00</u>
18086	L & M SUPPLY INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$52.98
18086 Total										<u>\$52.98</u>
18087	MACNEIL ENVIRONMENTAL INC	E	05	005	865	000	352	311	Prof Tech Services	\$6,400.00
18087 Total										<u>\$6,400.00</u>
18088	MARCIA BRENNER ASSOCIATES LLC	E	01	005	606	000	000	311	Prof Tech Services	\$6,539.00
18088 Total										<u>\$6,539.00</u>
18089	MASA	E	01	005	110	000	000	820	Dues/Mbrshp/Lic Fee	\$1,162.00
18089 Total										<u>\$1,162.00</u>
18090	MASBO	E	01	005	640	000	316	820	Dues-Memberships-Lic-Fees	\$115.00
18090 Total										<u>\$115.00</u>
18091	MENARDS	E	01	101	810	000	000	410	Custodial Supplies	\$7.96
18091 Total										<u>\$7.96</u>
18092	MESPA	E	01	101	203	000	000	820	Dues-Memberships-Lic-Fees	\$962.00
18092	MESPA	E	01	112	203	000	000	820	Membership for Sheena Stefanich	\$962.00
18092 Total										<u>\$1,924.00</u>
18093	MINNESOTA TELECOMMUNICATIONS	R	01	005	000	000	000	099	Miscellaneous	\$2,974.30
18093	MINNESOTA TELECOMMUNICATIONS	E	01	302	810	000	000	320		\$77.10

18093	MINNESOTA TELECOMMUNICATIONS	E	01	005	606	000	000	320		\$282.70
18093	MINNESOTA TELECOMMUNICATIONS	E	01	116	203	000	000	320		\$1,050.00
18093	MINNESOTA TELECOMMUNICATIONS	E	04	500	505	000	321	320		\$77.10
18093	MINNESOTA TELECOMMUNICATIONS	E	03	005	760	000	720	320		\$488.30
18093	MINNESOTA TELECOMMUNICATIONS	E	01	005	810	000	000	320		\$1,182.20
18093	MINNESOTA TELECOMMUNICATIONS	E	03	005	760	000	720	320		\$175.00
18093	MINNESOTA TELECOMMUNICATIONS	E	01	300	211	000	000	320		\$154.20
18093	MINNESOTA TELECOMMUNICATIONS	E	01	117	810	000	000	320		\$77.10
18093	MINNESOTA TELECOMMUNICATIONS	E	02	005	770	000	701	320		\$77.10
18093	MINNESOTA TELECOMMUNICATIONS	E	01	005	020	000	000	320		\$77.10
18093	MINNESOTA TELECOMMUNICATIONS	E	01	101	203	000	000	320		\$554.00
18093	MINNESOTA TELECOMMUNICATIONS	E	01	112	203	000	000	320		\$77.10
18093 Total										<u>\$7,323.30</u>
18094	MN DEPT OF HEALTH	E	04	500	580	000	325	430	Instructional Supply	\$180.00
18094 Total										<u>\$180.00</u>
18095	MN SCHOOL BOARDS ASSOCIATION	E	01	005	010	000	000	820	Dues/Mbrshp/Lic Fee	\$11,272.00
18095 Total										<u>\$11,272.00</u>
18096	MSOPA	E	01	005	010	000	000	820	Dues/Mbrshp/Lic Fee	\$100.00
18096 Total										<u>\$100.00</u>
18097	NASN	E	01	300	720	000	000	401	General Supplies	\$150.00
18097 Total										<u>\$150.00</u>
18098	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$44.00
18098	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$44.00
18098	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$49.92
18098	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$70.76
18098	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$71.26
18098	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$44.00
18098	PER MAR SECURITY SERVICES	E	05	005	865	000	363	311	Prof Tech Services	\$769.05
18098 Total										<u>\$1,092.99</u>
18099	POWER SCHOOL GROUP LLC	E	01	005	606	000	000	305	Consulting Fees	\$27,211.03
18099	POWER SCHOOL GROUP LLC	E	01	005	606	000	000	305	Consulting Fees	\$41,131.82
18099 Total										<u>\$68,342.85</u>
18100	QUADIENT LEASING USA INC	E	05	005	605	000	302	530	Equipment	\$2,504.12
18100 Total										<u>\$2,504.12</u>
18101	RENAISSANCE LEARNING INC	E	01	005	030	000	000	460	Textbooks/Workbooks	\$482.74
18101 Total										<u>\$482.74</u>
18102	SFM	B	01	215	270				Payroll Deductions-WC	\$32,154.00
18102 Total										<u>\$32,154.00</u>
18103	STARFALL EDUCATION FOUNDATION	E	01	112	201	000	000	430	My Starfall Writing Journal. #NM601	\$25.74
18103	STARFALL EDUCATION FOUNDATION	E	01	112	201	000	000	430	Freight	\$6.00
18103 Total										<u>\$31.74</u>
18104	VIGER SANDRA	E	01	005	105	000	000	329	Postage	\$31.40
18104 Total										<u>\$31.40</u>
18105	VITAMINK12 LLC	E	01	005	105	000	000	380	Advertise/Publish	\$900.00
18105 Total										<u>\$900.00</u>
18106	W A FISHER COMPANY	E	01	300	155	043	000	401	General Supplies	\$230.00
18106	W A FISHER COMPANY	E	01	300	155	043	000	401	General Supplies	\$700.00
18106 Total										<u>\$930.00</u>
18107	WRIGHT SPECIALTY PREMIUM TRUST	E	01	005	940	000	000	340	Property&liab Ins	\$66,725.95
18107 Total										<u>\$66,725.95</u>
18108	4IMPRINT INC	E	01	005	107	050	000	401	General Supplies	\$441.82
18108	4IMPRINT INC	E	01	005	107	050	000	401	General Supplies	\$1,261.39

18108	4IMPRINT INC	E	01	005	107	050	000	401	General Supplies	\$506.18
18108 Total										<u>\$2,209.39</u>
18109	A-1 SERVICES INC	E	01	101	810	000	000	350	Repair & Maint Service	\$186.00
18109	A-1 SERVICES INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$1,215.00
18109 Total										<u>\$1,401.00</u>
18110	AAGENES STEPHANIE	E	01	005	640	000	316	366	Travel	\$176.87
18110	AAGENES STEPHANIE	E	01	005	640	000	316	366	Travel	\$176.40
18110	AAGENES STEPHANIE	E	01	005	420	000	740	366	Travel	\$79.99
18110	AAGENES STEPHANIE	E	01	005	420	000	740	433	Sup/Mat Indiv Instr	\$53.91
18110 Total										<u>\$487.17</u>
18111	ALBIN ACQUISITION CORP	E	01	005	110	000	000	314	Services-Criminal Ck	\$80.00
18111 Total										<u>\$80.00</u>
18112	ALL FLAGS, LLC	E	01	005	810	000	000	350	Repairs Maint Serv	\$204.06
18112 Total										<u>\$204.06</u>
18113	AMAZON CAPITAL SERVICES INC	E	01	005	105	004	000	401	General Supplies	\$487.23
18113	AMAZON CAPITAL SERVICES INC	E	01	300	211	000	000	401	General Supplies	\$91.11
18113	AMAZON CAPITAL SERVICES INC	E	01	300	296	709	000	430	Instruct Supplies	\$119.94
18113	AMAZON CAPITAL SERVICES INC	E	01	300	296	709	000	430	Instruct Supplies	\$19.99
18113	AMAZON CAPITAL SERVICES INC	E	01	300	296	709	000	430	Instruct Supplies	\$41.98
18113	AMAZON CAPITAL SERVICES INC	E	01	005	110	000	000	401	General Supplies	\$200.12
18113	AMAZON CAPITAL SERVICES INC	E	01	112	203	920	000	433	Sup/Mat Indiv Instr	\$275.11
18113	AMAZON CAPITAL SERVICES INC	E	01	300	296	709	000	430	Instruct Supplies	\$62.97
18113 Total										<u>\$1,298.45</u>
18114	APG MEDIA OF MN	E	01	005	010	000	000	380	Print-Publish	\$276.91
18114 Total										<u>\$276.91</u>
18115	ARCHKEY SOLUTIONS	E	01	300	810	000	000	350	Repairs Maint Serv	\$2,081.80
18115	ARCHKEY SOLUTIONS	E	01	112	810	000	000	350	Repairs Maint Serv	\$1,186.23
18115 Total										<u>\$3,268.03</u>
18116	ARROW AUTO GLASS & SUPPLY CO	E	01	101	810	000	000	420	Repair Supplies	\$850.20
18116 Total										<u>\$850.20</u>
18117	ARROWHEAD REGIONAL COMPUTING CONSOR	E	01	005	640	000	316	366	Travel	\$650.00
18117 Total										<u>\$650.00</u>
18118	AT & T MOBILITY	E	01	005	690	000	000	320	Comm Telephone	\$603.29
18118	AT & T MOBILITY	E	01	005	690	000	000	320	Comm Telephone	\$1,190.28
18118	AT & T MOBILITY	E	01	005	690	000	000	320	Comm Telephone	\$3,569.00
18118 Total										<u>\$5,362.57</u>
18119	BARBER GRAPHICS INC	E	01	005	107	050	000	401	General Supplies	\$7,818.55
18119	BARBER GRAPHICS INC	E	01	005	107	050	000	401	General Supplies	\$12,155.00
18119 Total										<u>\$19,973.55</u>
18120	BSN SPORTS LLC	E	01	005	105	004	000	401	AS PER ATTACHED CART # 13472916	\$500.00
18120 Total										<u>\$500.00</u>
18121	CENTURY LINK	E	01	005	605	000	311	320	Communications Srv	\$117.18
18121	CENTURY LINK	E	01	005	605	000	311	320	Communications Srv	\$109.47
18121 Total										<u>\$226.65</u>
18122	CHRISTENSEN PARTS	E	01	005	810	000	000	350	Repairs Maint Serv	\$51.87
18122 Total										<u>\$51.87</u>
18123	CHRISTIANSEN EMILY	E	01	005	107	050	000	366	Travel	\$1,349.28
18123 Total										<u>\$1,349.28</u>
18124	CONSULTING PERKS LLC	E	01	005	107	050	000	311	Prof Tech Services	\$2,750.00
18124 Total										<u>\$2,750.00</u>
18125	COSTIN GROUP INC	E	01	005	010	000	000	311	Prof Tech Services	\$3,500.00
18125 Total										<u>\$3,500.00</u>

18126	DSGW	E	06	005	870	000	000	311	Prof Tech Services	\$17,745.00
18126 Total										<u>\$17,745.00</u>
18127	ESSENTIA HEALTH	E	03	005	750	000	720	311	Prof Tech Services	\$293.00
18127 Total										<u>\$293.00</u>
18128	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	333		\$560.50
18128	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	332		\$390.25
18128	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	334		\$1,645.00
18128	EVELETH PUBLIC UTILITIES	E	01	101	810	000	000	330		\$627.55
18128	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	334		\$705.00
18128	EVELETH PUBLIC UTILITIES	E	01	005	810	000	000	334	Garbage	\$94.00
18128	EVELETH PUBLIC UTILITIES	E	01	302	810	000	000	333		\$28.00
18128	EVELETH PUBLIC UTILITIES	E	01	302	810	000	000	332		\$30.00
18128	EVELETH PUBLIC UTILITIES	E	03	005	760	000	720	333		\$49.30
18128	EVELETH PUBLIC UTILITIES	E	03	005	760	000	720	332		\$34.50
18128	EVELETH PUBLIC UTILITIES	E	01	119	810	000	000	334		\$22.54
18128	EVELETH PUBLIC UTILITIES	E	01	119	810	000	000	333		\$28.00
18128	EVELETH PUBLIC UTILITIES	E	01	119	810	000	000	332		\$21.00
18128	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	333		\$42.20
18128	EVELETH PUBLIC UTILITIES	E	01	300	810	000	000	332		\$36.00
18128	EVELETH PUBLIC UTILITIES	E	01	118	810	000	000	332		\$96.75
18128	EVELETH PUBLIC UTILITIES	E	01	118	810	000	000	334		\$110.87
18128	EVELETH PUBLIC UTILITIES	E	01	118	810	000	000	333		\$63.50
18128 Total										<u>\$4,584.96</u>
18129	EVERSON CALVIN J, RPR, CRR	E	01	005	150	000	000	311	Prof Tech Services	\$1,245.00
18129 Total										<u>\$1,245.00</u>
18130	FENCE SCREENS LLC	E	01	005	107	050	000	401	General Supplies	\$5,964.40
18130 Total										<u>\$5,964.40</u>
18131	FOOTPRINT PROMOTIONAL ADVERTISING	E	01	005	107	050	000	401	General Supplies	\$947.11
18131 Total										<u>\$947.11</u>
18132	FRIEDLIEB EVAN	E	01	005	107	050	000	366	Travel	\$433.03
18132 Total										<u>\$433.03</u>
18133	GILBERT WATER & LIGHT DEPT	E	03	005	760	000	720	330	Water & Sewer	\$558.79
18133 Total										<u>\$558.79</u>
18134	GRANDE ACE HARDWARE	E	01	116	810	000	000	420	Repair Supplies	\$53.98
18134	GRANDE ACE HARDWARE	E	01	112	810	000	000	350	Repairs Maint Serv	\$6.99
18134	GRANDE ACE HARDWARE	E	01	005	810	000	000	350	Repairs Maint Serv	\$56.20
18134	GRANDE ACE HARDWARE	E	01	300	810	000	000	410	Custodial Supplies	\$24.95
18134 Total										<u>\$142.12</u>
18135	HAWKINS INC	E	01	300	810	000	000	401	General Supplies	\$2,114.13
18135	HAWKINS INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$773.07
18135 Total										<u>\$2,887.20</u>
18136	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$232.51
18136	HILLYARD / HUTCHINSON	E	01	300	810	000	000	401	General Supplies	\$300.40
18136 Total										<u>\$532.91</u>
18137	HIPPLE-JAM LAURIE	E	01	101	203	401	000	430	Instructional Supply	\$250.23
18137 Total										<u>\$250.23</u>
18138	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$496.00
18138	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$336.00
18138	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$300.00
18138	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$336.00
18138 Total										<u>\$1,468.00</u>
18139	INAC INC	E	02	005	770	000	701	490		\$2,995.65
18139	INAC INC	E	02	005	770	000	701	401		\$700.89

18139	INAC INC	E	02	005	770	000	701	311		\$406.67
18139	INAC INC	E	02	005	770	000	701	319		\$5,058.93
18139	INAC INC	E	02	005	770	000	701	495		\$1,011.43
18139 Total										<u>\$10,173.57</u>
18140	INDIGO SIGNS	E	06	116	870	000	000	311	Prof Tech Services	\$7,485.00
18140 Total										<u>\$7,485.00</u>
18141	ISD #118	E	01	300	361	965	475	303	Purchased Services	\$275.88
18141 Total										<u>\$275.88</u>
18142	ISD #2	E	01	300	361	958	475	303		\$486.20
18142	ISD #2	E	01	300	361	958	428	303		\$1,179.25
18142 Total										<u>\$1,665.45</u>
18143	ISD #2142	E	01	300	361	966	475	303		\$1,609.34
18143	ISD #2142	E	01	300	361	966	475	303		\$193.50
18143	ISD #2142	E	01	300	361	966	475	303		\$638.08
18143	ISD #2142	E	01	300	361	966	475	303		\$35.00
18143	ISD #2142	E	01	300	361	966	475	303		\$2,243.28
18143 Total										<u>\$4,719.20</u>
18144	ISD #316	E	01	300	361	956	475	303	Purchased Services	\$995.00
18144 Total										<u>\$995.00</u>
18145	ISD #317	E	01	300	361	952	428	303	Purchased Services	\$646.67
18145 Total										<u>\$646.67</u>
18146	ISD #318	E	01	300	361	955	475	303		\$738.77
18146	ISD #318	E	01	300	361	955	428	303		\$4,855.25
18146 Total										<u>\$5,594.02</u>
18147	ISD #319	E	01	300	361	963	475	303	Purchased Services	\$1,475.40
18147 Total										<u>\$1,475.40</u>
18148	ISD #361	E	01	300	361	959	428	303		\$725.17
18148	ISD #361	E	01	300	361	959	475	303		\$166.29
18148 Total										<u>\$891.46</u>
18149	ISD #6070 - IASC	E	01	300	361	950	475	303	Purchased Services	\$353.94
18149 Total										<u>\$353.94</u>
18150	ISD #701	E	01	300	361	957	428	303		\$2,269.70
18150	ISD #701	E	01	300	361	957	428	303		\$6,430.90
18150	ISD #701	E	01	300	361	957	475	303		\$361.20
18150	ISD #701	E	01	300	361	957	475	303		\$887.01
18150 Total										<u>\$9,948.81</u>
18151	ISD #709	E	01	300	690	000	000	390	Pmt Educ Pur MN Dist	\$9,855.90
18151 Total										<u>\$9,855.90</u>
18152	JAY'S PAC-N-SHIP	E	01	005	606	000	000	401	General Supplies	\$110.00
18152 Total										<u>\$110.00</u>
18153	JOBE RAYMOND	E	01	005	107	050	000	401	General Supplies	\$190.11
18153 Total										<u>\$190.11</u>
18154	L & M SUPPLY INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$30.99
18154	L & M SUPPLY INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$9.98
18154	L & M SUPPLY INC	E	01	005	810	000	000	420	Repair Supplies	\$25.99
18154	L & M SUPPLY INC	E	01	005	810	000	000	401		\$27.97
18154	L & M SUPPLY INC	E	05	005	865	000	347	401		\$139.99
18154 Total										<u>\$234.92</u>
18155	LAKESHORE LEARNING MATERIALS	E	01	112	203	920	000	433	GG348 Classic Wild Animal Collection	\$69.99
18155	LAKESHORE LEARNING MATERIALS	E	01	112	203	920	000	433	GG601 Classic Forest Animal Collection	\$139.98
18155	LAKESHORE LEARNING MATERIALS	E	01	112	203	920	000	433	Freight	\$31.50
18155 Total										<u>\$241.47</u>

18156	LAMPPA JOSHUA	E	01	300	292	000	000	366	Travel	\$1,237.04
18156 Total										<u>\$1,237.04</u>
18157	LINDE GAS & EQUIPMENT INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$85.50
18157	LINDE GAS & EQUIPMENT INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$108.85
18157	LINDE GAS & EQUIPMENT INC	E	01	005	810	000	000	350	Repairs Maint Serv	\$108.85
18157 Total										<u>\$303.20</u>
18158	MENARDS	E	01	101	810	000	000	420	Repair Supplies	\$97.96
18158 Total										<u>\$97.96</u>
18159	MESABI SIGN CO INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$2,500.00
18159 Total										<u>\$2,500.00</u>
18160	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	\$146.50
18160	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	\$356.99
18160 Total										<u>\$503.49</u>
18161	MIDWEST BUS PARTS INC	E	03	005	760	000	720	420	Repair Supplies	\$57.21
18161	MIDWEST BUS PARTS INC	E	03	005	760	000	720	420	Repair Supplies	\$59.25
18161 Total										<u>\$116.46</u>
18162	MINER'S INC	E	01	005	107	050	000	401	General Supplies	\$25.46
18162	MINER'S INC	E	01	005	107	050	000	401	General Supplies	\$69.84
18162 Total										<u>\$95.30</u>
18163	MINNEAPOLIS OXYGEN COMPANY	E	01	300	255	000	000	430	Instruct Supplies	\$150.59
18163 Total										<u>\$150.59</u>
18164	MINNESOTA ENERGY RESOURCES	E	03	005	760	000	720	440	Fuel For Buildings	\$10.20
18164	MINNESOTA ENERGY RESOURCES	E	01	101	810	000	000	330	Utilities	\$93.39
18164	MINNESOTA ENERGY RESOURCES	E	01	119	810	000	000	440	Fuel for Buildings	\$49.11
18164	MINNESOTA ENERGY RESOURCES	E	01	302	810	000	000	330	Utilities	\$19.33
18164	MINNESOTA ENERGY RESOURCES	E	01	302	810	000	000	330	Utilities	\$18.00
18164	MINNESOTA ENERGY RESOURCES	E	03	005	760	000	720	440	Fuel For Buildings	\$52.84
18164	MINNESOTA ENERGY RESOURCES	E	01	118	810	000	000	440	Fuel for Buildings	\$122.80
18164 Total										<u>\$365.67</u>
18165	MINNESOTA NORTH COLLEGE	E	01	300	361	963	475	303	Purchased Services	\$12,279.20
18165	MINNESOTA NORTH COLLEGE	E	01	300	361	963	428	304		\$8,718.18
18165	MINNESOTA NORTH COLLEGE	E	01	300	361	963	475	304		\$20,000.00
18165 Total										<u>\$40,997.38</u>
18166	MINNESOTA POWER	E	01	300	810	000	000	331	Electricity	\$385.59
18166 Total										<u>\$385.59</u>
18167	MYERS MAGDALEN	E	01	005	107	050	000	311	Prof Tech Services	\$1,416.00
18167	MYERS MAGDALEN	E	01	005	107	050	000	311	Prof Tech Services	\$1,416.00
18167 Total										<u>\$2,832.00</u>
18168	NORTH CENTRAL INTERNATIONAL LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$101.15
18168	NORTH CENTRAL INTERNATIONAL LLC	E	03	005	760	000	720	350	Repairs Maint Serv	\$46.90
18168 Total										<u>\$148.05</u>
18169	NORTHSTAR STUDENT TRANSPORTATION	E	03	005	760	000	723	361	Private Trans Cont	\$162,333.93
18169 Total										<u>\$162,333.93</u>
18170	QUALITY FLOW SYSTEMS	E	01	116	810	000	000	350	Repairs Maint Serv	\$1,575.00
18170 Total										<u>\$1,575.00</u>
18171	RANGE COOPERATIVE INC	E	03	005	760	000	720	442	Vehicle Gas & Oil	\$505.52
18171 Total										<u>\$505.52</u>
18172	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$238.74
18172	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$3,751.09
18172	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$63.37
18172	RANGE PAPER CORPORATION	E	01	005	107	050	000	401	General Supplies	\$1,579.48
18172 Total										<u>\$5,632.68</u>

18173	REALLY GOOD STUFF LLC	E	01	112	203	402	000	430	165063 Zaner Bloser 100 Grid Self Adhesive De	\$33.24
18173	REALLY GOOD STUFF LLC	E	01	112	203	402	000	430	142781 Happy Birthday Pencils set of 12 pencil:	\$9.48
18173	REALLY GOOD STUFF LLC	E	01	112	203	402	000	430	165023 Happy Birthday Silicone Bracelets 24 bi	\$16.14
18173 Total										<u>\$58.86</u>
18174	RICE BRIAN	E	03	005	760	000	720	401	General Supplies	\$56.00
18174 Total										<u>\$56.00</u>
18175	S&S WORLDWIDE	E	01	299	412	000	740	433	FA3377, COLOR-ME ANIMALS, PACK OF 12	\$176.52
18175	S&S WORLDWIDE	E	01	299	412	000	740	433	SC1202, CRAYOLA FABRIC MARKERS CLASSPACI	\$63.99
18175	S&S WORLDWIDE	E	01	299	412	000	740	433	FA3406, COLOR-ME FABRIC SEA LIFE CREATURE	\$61.99
18175	S&S WORLDWIDE	E	01	299	412	000	740	433	W10016, DODGE-IT TAG YOUTH VEST, PACK OF	\$39.99
18175	S&S WORLDWIDE	E	01	299	412	000	740	433	W10018, DODGE-IT TAG YOUTH PACK	\$98.99
18175	S&S WORLDWIDE	E	01	299	412	000	740	433	W14009, SOFT BOCCE BALL GAME	\$85.98
18175 Total										<u>\$527.46</u>
18176	SCHMIDT NOEL	E	01	005	020	000	000	820		\$300.00
18176	SCHMIDT NOEL	E	01	005	640	000	316	401		\$3,402.00
18176 Total										<u>\$3,702.00</u>
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402020 Sax Colored Art Paper, 12 x 18 Inches, l	\$69.50
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402012 Sax Colored Art Paper, 12 x 18 Inches, l	\$139.00
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	401997 Sax Colored Art Paper, 12 x 18 Inches, \	\$347.50
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	401999 Sax Colored Art Paper, 12 x 18 Inches, \	\$69.50
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402018 Sax Colored Art Paper, 12 x 18 Inches, l	\$69.50
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402006 Sax Colored Art Paper, 12 x 18 Inches, \	\$69.50
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402017 Sax Colored Art Paper, 12 x 18 Inches, l	\$104.25
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402005 Sax Colored Art Paper, 12 x 18 Inches, f	\$139.00
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402015 Sax Colored Art Paper, 12 x 18 Inches, C	\$69.50
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402021 Sax Colored Art Paper, 12 x 18 Inches, l	\$69.50
18177	SCHOOL SPECIALTY LLC	E	01	112	203	000	000	401	402000 Sax Colored Art Paper, 12 x 18 Inches, S	\$69.50
18177 Total										<u>\$1,216.25</u>
18178	SPELTS WILLIE	E	01	300	211	949	000	366	Travel	\$37.80
18178 Total										<u>\$37.80</u>
18179	SQUIRES, WALDSPURGER & MACE PA	E	01	005	150	000	000	311	Prof Tech Services	\$532.00
18179 Total										<u>\$532.00</u>
18180	ST LOUIS COUNTY	E	01	005	810	000	000	350	Repairs Maint Serv	\$69.61
18180 Total										<u>\$69.61</u>
18181	STEFANICH SHEENA	E	01	005	105	000	000	380	Advertise/Publish	\$1,491.25
18181 Total										<u>\$1,491.25</u>
18182	THE PERFECT MOUND	E	01	005	810	000	000	350	Repairs Maint Serv	\$1,582.00
18182 Total										<u>\$1,582.00</u>
18183	TNT CONSTRUCTION GROUP LLC	E	01	116	810	000	000	350	Repairs Maint Serv	\$1,137.00
18183 Total										<u>\$1,137.00</u>
18184	UHL COMPANY INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$5,086.86
18184 Total										<u>\$5,086.86</u>
18185	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	334		\$390.96
18185	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	333		\$230.88
18185	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	332		\$104.65
18185	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	331		\$3,379.83
18185	VIRGINIA PUBLIC UTILITITES	E	01	117	810	000	000	440		\$120.78
18185	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$16.26
18185	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	333		\$153.90
18185	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	332		\$84.85
18185	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	331		\$58.38
18185	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	440		\$75.42
18185	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$566.46

18185	VIRGINIA PUBLIC UTILITITES	E	01	116	810	000	000	333		\$301.36
18185	VIRGINIA PUBLIC UTILITITES	E	01	116	810	000	000	332		\$134.35
18185	VIRGINIA PUBLIC UTILITITES	E	01	116	810	000	000	331		\$512.82
18185	VIRGINIA PUBLIC UTILITITES	E	01	116	810	000	000	440		\$3,658.55
18185 Total										<u>\$9,789.45</u>
18186	WIERRMAA ALLEN	E	01	300	810	000	000	410	Custodial Supplies	\$39.00
18186 Total										<u>\$39.00</u>
18187	WIIRRE DEBBIE	E	01	005	110	000	000	401	General Supplies	\$28.30
18187 Total										<u>\$28.30</u>
18188	WL HALL COMPANY	E	05	005	865	000	363	311	Prof Tech Services	\$1,111.85
18188 Total										<u>\$1,111.85</u>
18189	CARDMEMBER SERVICE	E	01	005	810	000	000	335		\$167.11
18189	CARDMEMBER SERVICE	E	01	005	606	000	000	311		\$23.17
18189 Total										<u>\$190.28</u>
18190	COLOSIMO, PATCHIN, & KEARNEY LTD	E	01	005	150	000	000	311	Prof Tech Services	\$4,295.50
18190 Total										<u>\$4,295.50</u>
18191	LAMPPA JOSHUA	E	01	300	292	000	000	366	Travel	\$411.16
18191 Total										<u>\$411.16</u>
18192	MARIUCCI VIDEO PRODUCTION INC	E	19	005	105	000	000	401	General Supplies	\$2,000.00
18192 Total										<u>\$2,000.00</u>
18193	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	\$60.00
18193	METRO SALES INC	E	05	005	850	000	302	335	Short Term Lease	\$598.55
18193 Total										<u>\$658.55</u>
18194	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$87.39
18194 Total										<u>\$87.39</u>
18195	MINNESOTA ENERGY RESOURCES	E	01	302	810	000	000	330	Utilities	\$19.33
18195 Total										<u>\$19.33</u>
18196	MINNESOTA POWER	E	01	118	810	000	000	331	Electricity	\$3,951.90
18196	MINNESOTA POWER	E	01	101	810	000	000	350	Repair & Maint Service	\$3,334.90
18196	MINNESOTA POWER	E	01	119	810	000	000	331	Electricity	\$712.06
18196	MINNESOTA POWER	E	01	302	810	000	000	331	Electricity	\$83.41
18196 Total										<u>\$8,082.27</u>
18197	NEVCO SPORTS LLC	E	01	005	105	005	000	401	AS PER ATTACHED QUOTE NUMBER 00167505	\$4,502.00
18197 Total										<u>\$4,502.00</u>
18198	OJA JILL	E	01	300	211	949	000	366	Travel	\$35.00
18198 Total										<u>\$35.00</u>
18199	SHUBAT TRANSPORTATION	E	04	500	570	000	321	366	Travel	\$325.00
18199 Total										<u>\$325.00</u>
18200	VERIZON	E	01	005	690	000	000	320	Comm Telephone	\$105.14
18200 Total										<u>\$105.14</u>
18201	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	331	Electricity	\$64.78
18201	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	332		\$25.45
18201	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	331		\$1,233.40
18201	VIRGINIA PUBLIC UTILITITES	E	01	300	810	000	000	331		\$37,607.47
18201	VIRGINIA PUBLIC UTILITITES	E	01	300	810	000	000	440		\$6,548.74
18201	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$70.97
18201	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	333		\$128.24
18201	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	332		\$104.65
18201	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	331		\$301.44
18201	VIRGINIA PUBLIC UTILITITES	E	03	005	760	000	720	440		\$201.16
18201	VIRGINIA PUBLIC UTILITITES	E	01	005	810	000	000	334		\$917.46
18201	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	333		\$153.90
18201	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	332		\$74.95

18201	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	331		\$5,021.80
18201	VIRGINIA PUBLIC UTILITITES	E	01	112	810	000	000	440		\$161.09
18201 Total										<u>\$52,615.50</u>
18202	AAGENES STEPHANIE	E	01	299	412	000	740	433	Sup/Mat Indiv Instr	\$91.13
18202 Total										<u>\$91.13</u>
18203	AMAZON CAPITAL SERVICES INC	E	01	116	203	404	000	430	Instruct Supplies	\$23.47
18203	AMAZON CAPITAL SERVICES INC	E	04	500	580	000	325	430	Instructional Supply	\$296.70
18203	AMAZON CAPITAL SERVICES INC	E	01	112	810	000	000	420	Repair Supplies	\$7.95
18203	AMAZON CAPITAL SERVICES INC	E	01	116	203	405	000	430	Instruct Supplies	\$21.98
18203	AMAZON CAPITAL SERVICES INC	E	01	112	203	402	000	430	Instruct Supplies	\$127.86
18203	AMAZON CAPITAL SERVICES INC	E	01	116	203	404	000	430	Instruct Supplies	\$410.79
18203	AMAZON CAPITAL SERVICES INC	E	01	101	203	402	000	430	Instructional Supply	\$162.68
18203 Total										<u>\$1,051.43</u>
18204	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	Charging system Test Bus 2	\$204.12
18204	ASCENDANCE TRUCKS LLC	E	03	005	760	000	720	350	New power steering gear Bus 9	\$1,283.58
18204 Total										<u>\$1,487.70</u>
18205	AT & T MOBILITY	E	01	005	810	000	000	320	Comm Telephone	\$73.48
18205 Total										<u>\$73.48</u>
18206	CARDMEMBER SERVICE	E	01	005	606	000	000	311	Prof Tech Services	\$69.57
18206 Total										<u>\$69.57</u>
18207	CHRISTENSEN PARTS	E	01	005	810	000	000	350	Repairs Maint Serv	\$16.98
18207 Total										<u>\$16.98</u>
18208	COMPANION CORPORATION	E	01	300	620	000	000	305		\$2,008.00
18208	COMPANION CORPORATION	E	01	112	620	000	000	305		\$1,671.00
18208	COMPANION CORPORATION	E	01	116	620	000	000	305		\$1,671.00
18208	COMPANION CORPORATION	E	01	101	620	000	000	305		\$1,844.00
18208 Total										<u>\$7,194.00</u>
18209	CRISIS PREVENTION INSTITUTE	E	01	112	203	000	000	820	Dues/Mmbrshp/License	\$200.00
18209 Total										<u>\$200.00</u>
18210	DISCOUNT SCHOOL SUPPLY	E	01	112	201	000	000	430	Instruct Supplies	\$72.00
18210 Total										<u>\$72.00</u>
18211	GRANDE ACE HARDWARE	E	01	118	810	000	000	401	General Supplies	\$99.57
18211	GRANDE ACE HARDWARE	E	03	005	760	000	720	350	Drill, Tape cutting wheel	\$57.48
18211	GRANDE ACE HARDWARE	E	01	116	810	000	000	410	Custodial Supplies	\$7.73
18211 Total										<u>\$164.78</u>
18212	HAINNEY CASSANDRA	E	01	005	107	050	000	365	Transportation Chargeback	\$52.23
18212 Total										<u>\$52.23</u>
18213	HAWKINS INC	E	01	300	810	000	000	350	Repairs Maint Serv	\$1,090.00
18213 Total										<u>\$1,090.00</u>
18214	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$45.50
18214	HILLYARD / HUTCHINSON	E	01	101	810	000	000	410	Custodial Supplies	\$77.00
18214	HILLYARD / HUTCHINSON	E	01	101	810	000	000	420	Repair Supplies	\$397.47
18214	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$709.18
18214	HILLYARD / HUTCHINSON	E	01	101	810	000	000	410	Custodial Supplies	\$45.79
18214	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$85.81
18214	HILLYARD / HUTCHINSON	E	01	116	810	000	000	410	Custodial Supplies	\$99.30
18214	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$67.69
18214	HILLYARD / HUTCHINSON	E	01	300	810	000	000	420	Repair Supplies	\$77.00
18214	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$10.02
18214	HILLYARD / HUTCHINSON	E	01	300	810	000	000	420	Repair Supplies	\$8,291.58
18214	HILLYARD / HUTCHINSON	E	01	300	810	000	000	410	Custodial Supplies	\$8.09
18214 Total										<u>\$9,914.43</u>

18215	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$336.00
18215	HOMETOWN FOCUS	E	01	005	010	000	000	380	Print-Publish	\$42.00
18215 Total										<u>\$378.00</u>
18216	KELLER FENCE COMPANY-NORTH INC	E	06	116	870	000	000	520	Bldg Improvements	\$297.60
18216	KELLER FENCE COMPANY-NORTH INC	E	06	116	870	000	000	520	Bldg Improvements	\$13,147.89
18216 Total										<u>\$13,445.49</u>
18217	L & M SUPPLY INC	E	03	005	760	000	720	350	Sand paper	\$3.49
18217 Total										<u>\$3.49</u>
18218	LAKESHORE LEARNING MATERIALS	E	01	112	203	402	000	430	FG465 FG465 - Classic Primary Composition Box	\$8.97
18218	LAKESHORE LEARNING MATERIALS	E	01	112	203	402	000	430	FG465X FG465X - Classic Primary Composition I	\$57.98
18218	LAKESHORE LEARNING MATERIALS	E	01	112	203	402	000	430	Freight	\$10.05
18218 Total										<u>\$77.00</u>
18219	MANNI SCOTT	E	01	300	211	000	000	401	General Supplies	\$346.44
18219 Total										<u>\$346.44</u>
18220	MASA	E	01	005	640	000	316	366	Travel	\$289.00
18220 Total										<u>\$289.00</u>
18221	MENARDS	E	01	005	810	000	000	350	Repairs Maint Serv	\$46.02
18221	MENARDS	E	01	300	211	000	000	401	General Supplies	\$198.88
18221	MENARDS	E	01	005	810	000	000	350	Repairs Maint Serv	\$37.96
18221 Total										<u>\$282.86</u>
18222	MIDWEST BUS PARTS INC	E	03	005	760	000	720	350	Filters latches and rubrail	\$1,791.13
18222 Total										<u>\$1,791.13</u>
18223	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$84.85
18223	MINER'S INC	E	01	300	402	000	740	433	Ind Instructnl Mtrls	\$49.26
18223 Total										<u>\$134.11</u>
18224	MINNESOTA POWER	E	03	005	760	000	720	331	Electricity	\$181.74
18224	MINNESOTA POWER	E	03	005	760	000	720	331	Electricity	\$22.30
18224 Total										<u>\$204.04</u>
18225	MN DEPT OF LABOR & INDUSTRY	E	01	116	810	000	000	350	Repairs Maint Serv	\$145.00
18225 Total										<u>\$145.00</u>
18226	MPS	E	01	005	030	000	000	460	Textbooks/Workbooks	\$1,560.00
18226	MPS	E	01	005	030	000	000	460	Textbooks/Workbooks	\$6,790.41
18226	MPS	E	01	005	030	000	000	460	Textbooks/Workbooks	\$3,579.60
18226 Total										<u>\$11,930.01</u>
18227	NASCO	E	01	112	201	000	000	430	Instruct Supplies	\$48.75
18227 Total										<u>\$48.75</u>
18228	NORTHEAST SERVICE COOPERATIVE	E	01	005	010	000	000	820	Dues/Mbrshp/Lic Fee	\$200.00
18228 Total										<u>\$200.00</u>
18229	PEARSON EDUCATION	E	01	005	030	000	000	406	AS PER ATTACHED QUOTE	\$9,182.25
18229 Total										<u>\$9,182.25</u>
18230	RANGE PAPER CORPORATION	E	01	116	810	000	000	410	Custodial Supplies	\$349.66
18230	RANGE PAPER CORPORATION	E	01	300	810	000	000	410	Custodial Supplies	\$222.80
18230 Total										<u>\$572.46</u>
18231	RENAISSANCE LEARNING INC	E	01	005	030	000	000	460	Textbooks/Workbooks	\$29,519.61
18231	RENAISSANCE LEARNING INC	E	01	005	030	000	000	460	Textbooks/Workbooks	\$7,561.20
18231 Total										<u>\$37,080.81</u>
18232	ROCHESTER 100 INC	E	01	101	203	000	000	401	General Supplies	\$1,383.50
18232 Total										<u>\$1,383.50</u>
18233	SAVVAS LEARNING COMPANY LLC	E	01	005	030	000	000	406	Instructional Software License	\$2,425.00
18233 Total										<u>\$2,425.00</u>
18234	SCAN AIR FILTER INC	E	01	101	810	000	000	401	General Supplies	\$365.93
18234	SCAN AIR FILTER INC	E	01	101	810	000	000	401	General Supplies	\$418.65
18234 Total										<u>\$784.58</u>

18235	SCHMITT MUSIC CENTER	E	01	005	030	000	000	460	Textbooks/Workbooks	\$217.60
18235 Total										<u>\$217.60</u>
18236	SCHOOL SPECIALTY LLC	E	01	300	220	000	000	430	Instruct Supplies	\$277.82
18236	SCHOOL SPECIALTY LLC	E	01	101	203	406	000	430	Instructional Supply	\$93.98
18236	SCHOOL SPECIALTY LLC	E	01	112	201	000	000	430	Instruct Supplies	\$99.12
18236	SCHOOL SPECIALTY LLC	E	01	112	203	402	000	430	Instruct Supplies	\$49.54
18236	SCHOOL SPECIALTY LLC	E	01	101	212	000	000	430	Instructional Supply	\$871.43
18236 Total										<u>\$1,391.89</u>
18237	SFM	B	01	215	270				Payroll Deductions-WC	\$8,212.00
18237 Total										<u>\$8,212.00</u>
18238	SHERWIN WILLIAMS	E	01	101	810	000	000	420	Repair Supplies	\$73.99
18238 Total										<u>\$73.99</u>
18239	SPED FORMS	E	01	005	420	000	740	401	General Supplies	\$2,930.85
18239 Total										<u>\$2,930.85</u>
18240	STATE CHEMICAL SOLUTIONS	E	01	300	810	000	000	410	Custodial Supplies	\$931.17
18240 Total										<u>\$931.17</u>
18241	STEFANICH SHEENA	E	01	005	107	050	000	365	Transportation Chargeback	\$30.00
18241 Total										<u>\$30.00</u>
18242	TRIMARK INDUSTRIAL	E	01	005	810	000	000	420	Repair Supplies	\$340.61
18242 Total										<u>\$340.61</u>
18243	TWIG EDUCATION	E	01	005	030	000	000	460	Textbooks/Workbooks	\$99,438.25
18243 Total										<u>\$99,438.25</u>
18244	UNITED TRUCK BODY	E	03	005	760	000	720	350	Wheel Housing and Sealant	\$218.82
18244	UNITED TRUCK BODY	E	03	005	760	000	720	350	Inv # 13147, Parts for Bus	\$312.63
18244 Total										<u>\$531.45</u>
18245	US BANK EQUIPMENT FINANCE	E	05	005	850	000	302	335	Short Term Lease	\$1,226.67
18245 Total										<u>\$1,226.67</u>
18246	W A FISHER COMPANY	E	01	005	110	000	000	401	General Supplies	\$400.00
18246 Total										<u>\$400.00</u>
18247	WIIRRE DEBBIE	E	01	005	110	000	000	401	General Supplies	\$39.99
18247 Total										<u>\$39.99</u>
18248	WRIGHT SPECIALTY PREMIUM TRUST	E	03	005	760	000	720	340	Property&liab Ins	\$42,067.00
18248	WRIGHT SPECIALTY PREMIUM TRUST	E	01	005	940	000	000	341	Liability Ins	\$23,312.80
18248 Total										<u>\$65,379.80</u>
18249	BLUE CROSS / BLUE SHIELD OF MN	E	01	300	211	000	000	291	RETIREE	\$5,998.60
18249	BLUE CROSS / BLUE SHIELD OF MN	E	01	300	211	000	000	291	RETIREE	\$20,115.00
18249 Total										<u>\$26,113.60</u>
18250	MADISON NATIONAL LIFE	B	01	215	003				25AUG LIFE	\$1,822.57
18250	MADISON NATIONAL LIFE	B	01	215	004				25AUG LTD	\$2,487.19
18250 Total										<u>\$4,309.76</u>
18251	MEDICAREBLUE RX	E	01	300	211	000	000	291	RETIREE	\$1,828.20
18251	MEDICAREBLUE RX	E	01	300	211	000	000	291	RETIREE	\$28,013.40
18251 Total										<u>\$29,841.60</u>
18252	NORTHEAST SERVICE COOPERATIVE	B	01	215	001				25AUG MEDICAL	\$256,122.44
18252 Total										<u>\$256,122.44</u>
18253	NORTHERN MN DENTAL INC	B	01	215	002				25AUG DENTAL	\$3,552.00
18253 Total										<u>\$3,552.00</u>

PAYROLL 07/15/25	\$697,814.62
OASDI	\$41,282.35
MEDICARE	\$9,659.14
PERA	\$11,556.47
TRA	\$52,429.22
TSA MATCH	\$6,486.18
PAYROLL 07/31/25	\$642,691.51
OASDI	\$37,977.07
MEDICARE	\$8,886.06
PERA	\$9,486.49
TRA	\$49,997.94
TSA MATCH	\$5,240.26

TOTAL DISBURSEMENTS & PAYROLLS \$3,002,032.43

Seconded by

that the above resolution be adopted.

Resolution adopted August 11, 2025.

Clerk

Chairperson



Elementary Student Handbook

Laurentian Elementary
1409 Progress Parkway
Eveleth, MN 55734
218-735-6201

North Star Elementary
411 South 5th Avenue
Virginia, MN 55792
218-742-3944

Parkview Elementary
506 North 9th Ave.
Virginia, MN 55792
218-742-3801

Rock Ridge Vision

- An educational environment designed to inspire passion and joy for everyone
- Collaborative educational experiences with immediate real-world applications
- Meaningful integration of community professionals into the daily education of students
- Adaptable learning spaces that will continually meet the needs of an ever-changing world

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DISTRICT CALENDAR

Rock Ridge Public Schools

2025-2026 School Calendar

July					August					T-5	September					T-21	
	1	2	3	4					1	S-0	1	2	3	4	5	S-20	
7	8	9	10	11	4	5	6	7	8		8	9	10	11	12		
14	15	16	17	18	11	12	13	14	15		15	16	17	18	19		
21	22	23	24	25	18	19	20	21	22		22	23	24	25	26		
28	29	30	31		25	26	27	28	29		29	30*					
October					November					T-18	December					T-17	
		1	2	3	S-21	3**	4	5	6	7	S-17	1	2	3	4*	5	S-17
6	7	8	9	10		10	11	12	13	14		8	9	10	11	12	
13	14	15	16	17		17	18	19	20	21		15	16	17	18	19	
20	21	22	23	24		24^	25	26	27	28		22	23	24	25	26	
27	28	29	30	31								29	30	31			
January					February					T-18	March					T-21	
			1	2	S-19	2	3	4	5	6	S-18	2	3	4	5	6	S-20
5	6	7	8	9		9	10	11	12	13		9	10	11	12	13	
12	13	14	15	16**		16	17	18	19	20*		16	17	18	19	20	
19	20	21	22	23		23	24	25	26	27^		23	24**	25	26	27	
26	27	28	29	30							30	31					
April					May					T-20	June					T-0	
		1	2	3	S-18					1	S-19	1	2	3	4	5	S-0
6	7	8	9	10		4	5	6	7	8		8	9	10	11	12	
13	14	15	16	17		11	12	13	14	15		15	16	17	18	19	
20	21	22	23	24		18	19	20	21	22		22	23	24	25	26	
27	28*	29	30			25	26	27	28**	29		29	30				

Graduation Date: Friday, May 29, 2026

	First & Last Pupil Days	*Midterm (Quarter 1)	Sept. 30	^Trimester 1	Nov. 24
	No School	**Quarter 1	Nov. 3	^Trimester2	Feb. 27
	Student Contact Days	*Midterm (Quarter 2)	Dec. 4	^Trimester 3	May 28
	Conference Exchange Day <small>(no students or teachers)</small>	**Quarter 2	January 16	Pupil Days	169
	Inservice Days (no students)	*Midterm (Quarter 3)	Feb. 20	Conf. Exchange	1
	Inservice Days (no students) <small>Flex Day</small>	**Quarter 3	Mar. 24	Inservice days	10
		*Midterm (Quarter 4)	April 28	Teacher Days	180
		**Quarter 4	May 28		

ARRIVAL AND SCHOOL DISMISSAL

We love seeing our students each day and are committed to creating a consistent, safe, and welcoming environment for everyone. Regular attendance and on-time arrival help your child start the day off right and make the most of their learning.

Please note that each of our elementary buildings has slightly different start and end times. See the chart below for details:

	Drop off time	Start time	End Time
Laurentian	7:30 AM	8:05 AM	2:55 PM
North Star	7:30 AM	7:55 AM	2:45 PM
Parkview	7:20 AM	7:50 AM	2:40 PM

If you need to pick up your child during school hours, please contact your school secretary to make arrangements for pick-up. Please do not ask us to send your child home from school unattended. If plans for the care of your child after school should change, please notify our office by 1:30 p.m. These regulations are for the safety of your child. If your child is taking a bus to their after-school destination and is not a regular bus student, the office must receive a note stating the address of drop off.

ATTENDANCE - Board Policy #503

At ISD 2909, we are committed to making the most of every learning opportunity. When students are in school consistently and on time, they not only grow academically but also build habits that support personal growth and success beyond the classroom. We know that strong attendance is a team effort. Families, students, and school staff all play important roles in helping children get the most out of their education. That's why we're asking for your partnership in making daily attendance a priority. Good attendance helps students stay connected to their learning, their teachers, and their peers. It supports both academic achievement and social-emotional development—two key pieces of a well-rounded education. Our shared goal is to support every child in being present, engaged, and ready to learn. Together, we can build strong habits that lead to lifelong success.

Minnesota State Law: (a) Every child between seven and 17 years of age must receive instruction unless the child has graduated. Every child under the age of seven who is enrolled in a half-day kindergarten program shall receive instruction except as provided in subdivision 6, a parent may withdraw a child under the age of seven from enrollment at any time. (b) A school district by annual board action may require children subject to this subdivision to receive instruction in summer school. A district that acts to require children to receive instruction in summer school shall establish at the time of its action the criteria for determining which children must receive instruction. (c) A pupil 16 years of age or older who meets the criteria of MN 1234D.68, subdivision 2, may be assigned to an area learning center. Such assignment may be made only after consultation with the principal, area learning center director, and parent or guardian.

ABSENCES

If your child will be absent from school for any reason, please call your school's attendance line.

Laurentian = 218-735-6200

North Star = 218-742-3940

Parkview = 218-742-3800

Attendance is taken each school day by **8:30 AM**. If your child will be absent, please call the school's attendance line as early as possible that morning. If we haven't heard from you, we'll give you a quick call to check in and make sure everything is okay.

When leaving a message on the attendance line, please include:

- Your child's full name
- Grade
- Teacher's name
- Reason for the absence
- How long you expect the absence to last (if known)

Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes every day that school is in session. Students are required to make up all assignments or to complete alternative assignments for all absences as deemed appropriate by the classroom teacher.

Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

Teacher's/Supervisor's Responsibility

It is the teacher's/supervisor's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class. It is also the teacher's/supervisor's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's/supervisor's responsibility to work cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

Administrator's Responsibility

It is the administrator's responsibility to require students to attend all assigned classes.

EXPECTATIONS

In line with Rock Ridge district policy, students are allowed a maximum of 10 absences per semester course. Some absences—such as those related to verified medical appointments, religious observances, or school-sponsored events—are considered exempt and do not count toward this limit. You'll find a full list of exempt absences in the chart below. Absences that are not verified by a medical professional (such as general illness without documentation) do count toward the 10-day limit. To ensure student safety, no student is allowed to leave school during the day without permission from the nurse or a school administrator. If a student leaves without permission, the absence will be considered unexcused and truant. Once permission is given, students must sign out through the main office before leaving.

While our teachers and school staff will do their best to notify families when attendance becomes a concern, we ask that parents and guardians also keep track of their child's absences. You can monitor attendance through our student information system or reach out to the school office anytime for support. We're here to work with you and help every student stay on track for success—both in and out of the classroom.

EXEMPT Absences Do Not Count Towards 10	EXCUSED Absences Count Towards 10	UNEXCUSED Absences Count Towards 10
<p>Documented Medical Code M for Medical</p> <ul style="list-style-type: none"> - Appointments w/ Medical Note - Illness & Injuries w/ Medical Note - School Nurse Recommendation <p>School Related Activities Code S for School Excused</p> <ul style="list-style-type: none"> - School Related Assessment - Sport/Activity Participation - College Visits w/ Documentation - Career Visits w/Documentation <p>Administrative Referral Code I for I</p> <ul style="list-style-type: none"> - In School Suspension <p>Code O for OSS</p> <ul style="list-style-type: none"> - Out of School Suspension <p>Discretion of Administration Code X for Exempt</p> <ul style="list-style-type: none"> - Prior Approval Required - Community Service - Funerals of Immediate Family - Documented Legal Concerns - Religious/Cultural Observance 	<p>Undocumented Medical Code AE for Absence Excuse</p> <ul style="list-style-type: none"> - Illness - Injury - Appointments w/out Documentation - Serious Illness of Family <p>Physical Emergencies Code AE for Absence Excuses</p> <ul style="list-style-type: none"> - Fire or Similar Disturbance - Weather Related <p>Funerals Code AE for Absence Excuses</p> <ul style="list-style-type: none"> - Non-Immediate Family <p>Family Leave/Vacations Code AE for Absence Excuses</p> <ul style="list-style-type: none"> - Please make every effort to communicate with your teacher prior to your absence <p>Non-School Related Activities Code AE for Absence Excuses</p> <ul style="list-style-type: none"> - Community Activities <p>Unforeseen Circumstances Code AE for Absence Excuses</p> <ul style="list-style-type: none"> - Oversleeping - Transportation Trouble <p>Once a student has reached 10 cumulative excused/unexcused absences in a semester, all future absences will be coded as unexcused unless it is considered exempt.</p>	<p>Uncleared Absences Code AU for Absence</p> <ul style="list-style-type: none"> - Any absence that is not cleared by a parent/guardian within 24 hours <p>Truancy/Educational Neglect Code TR for Truancy/Educational Neglect</p> <ul style="list-style-type: none"> - Any absence in which a student leaves the building without parent/guardian notification - Any absence in which a student is not in the assigned location without prior notification <p>Once a student has reached 10 cumulative excused/unexcused absences in a semester, all future absences will be coded as unexcused unless it is considered exempt.</p>

OVER TEN CUMULATIVE ABSENCES

Our goal with attendance interventions is to **reconnect and reengage students** with their school community in positive, supportive ways. We understand that families may face challenges that impact school attendance, and we are committed to working together to support each child's well-being and success. Research shows that when students feel connected to school, they're more likely to attend regularly and graduate on time. That's why we focus on building relationships and creating a sense of belonging for every student. For students in **grades K-6** who accumulate **10 or more absences**, we may offer additional support through our **Check & Connect mentoring program**. This program pairs students with a caring adult mentor to provide encouragement, build strong connections, and help improve attendance. In some cases, we may also refer families to **county truancy or educational neglect resources**, especially when we believe additional community support could be helpful. Our intention is always to partner with families—not to punish—but to ensure every student has the opportunity to thrive. Please reach out if you have concerns or need help—we're here to support you.

NOTIFICATIONS

Daily

Daily notifications will be sent via electronic systems for all absences not cleared by a parent/guardian.

Continuing Truant (3 Unexcused Absences)

Minn. Stat. § 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minn. Stat. § 120A.22 and is absent from instruction in a school, as defined in Minn. Stat. § 120A.05, without valid excuse (unexcused absence) within a single school year for:

1. Three days if the child is in elementary school

When a student is initially classified as a continuing truant, Minn. Stat. § 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or legal guardians.

1. That the child is truant;
2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minn. Stat. § 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minn. Stat. § 120A.34;
4. That this notification serves as the notification required by Minn. Stat. § 120A.34;
5. That alternative educational programs and services may be available in the district;
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy;
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minn. Stat. Ch. 260;
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minn. Stat. § 260C.201.

Habitual Truant (7 Unexcused Absences)

A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days and who has not lawfully withdrawn from school.

- A principal shall refer a habitual truant child and the child’s parent or legal guardian to appropriate services and procedures, under Minn. Stat. Ch. 260A.
- Once a student has reached 7 excused or unexcused absences, a formal notification will be provided to the student and his/her guardian. This notification will be generated only one time per semester regardless of additional absences. A student who has missed 7 or more days will result in a parent/guardian conference with administration to discuss absenteeism and possible interventions.

BIRTHDAYS

We love celebrating our students’ birthdays! If you’d like to send in a treat for your child’s special day, please reach out to their teacher in advance to make arrangements. To keep everyone safe and healthy, all treats must be store-bought and commercially packaged, as home-baked items cannot be shared with students due to state health guidelines.

We kindly ask that birthday party invitations be distributed outside of school, such as through the mail. This helps us avoid any hurt feelings and ensures that all students feel included and respected.

BREAKFAST

A healthy start makes a big difference! Our school cafeteria offers a daily breakfast program for any students who would like to participate. Students who wish to eat breakfast at school should head straight to the cafeteria upon arrival so they have time to finish before the school day begins. Once students are done eating, they should clean up their area, empty their trays, and then head outside for morning recess or to their classroom, depending on the time. While we love that students enjoy spending time together, the cafeteria is reserved for breakfast only in the morning and not for socializing afterward.

BULLYING - Board Policy # 514

I. PURPOSE

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, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

II. GENERAL STATEMENT OF POLICY

A. An act of bullying, by either an individual student or a group of students, is expressly prohibited:

1. on the school premises, at the school functions or activities, on the school transportation;
2. by the use of electronic technology and communications on the school premises, during the school functions or activities, on the school transportation, or on the school computers, networks, forums, and mailing lists; or

3. by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.
- B. A school-aged child who voluntarily participates in a public school activity, such as a cocurricular or extracurricular activity, is subject to the policy provisions applicable to the public school students participating in the activity.
 - C. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources. This policy also applies to sexual exploitation.
 - D. Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.

Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as described in Article II.A above is prohibited.

- E. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.
- F. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.
- G. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
- H. False accusations or reports of bullying against another student are prohibited.
- I. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy (See MSBA/MASA Model Policy 506). The school district may take into account the following factors:
 1. The developmental ages and maturity levels of the parties involved;
 2. The levels of harm, surrounding circumstances, and nature of the behavior;
 3. Past incidences or past or continuing patterns of behavior;

4. The relationship between the parties involved; and
5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

- J. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

For purposes of this policy, the definitions included in this section apply.

- A. “Bullying” means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:
 1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
 2. materially and substantially interferes with a student’s educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term “bullying” specifically includes cyberbullying, malicious and sadistic conduct, and sexual exploitation.

- B. “Cyberbullying” means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.

- C. “Immediately” means as soon as possible but in no event longer than 24 hours.
- D. “Intimidating, threatening, abusive, or harming conduct” means, but is not limited to, conduct that does the following:
1. Causes physical harm to a student or a student’s property or causes a student to be in reasonable fear of harm to person or property;
 2. Under Minnesota common law, violates a student’s reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or
 3. Is directed at any student or students, including those based on a person’s actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.
- E. “Malicious and sadistic conduct” means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty.
- F. “On school premises, on school district property, at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student’s walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.
- G. “Prohibited conduct” means bullying or cyberbullying, malicious and sadistic conduct, sexual exploitation, or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about prohibited conduct.
- H. “Remedial response” means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.
- I. “Student” means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

- A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered complaints as well.
- C. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.
- E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.
- F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.

- G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.
- C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy (See MSBA/MASA Model Policy 506) and other applicable school district policies; and applicable regulations.
- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy.

VII. TRAINING AND EDUCATION

- A. The school district shall discuss this policy with school personnel and volunteers and provide appropriate training to school district personnel regarding this policy. The school district shall establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.
- B. The school district shall require ongoing professional development, consistent with Minnesota Statutes section 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:
 - 1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;
 - 2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;
 - 3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;
 - 4. The incidence and nature of cyberbullying; and
 - 5. Internet safety and cyberbullying.
- C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.

- D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.
- E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school environment;
 2. Partner with parents and other community members to develop and implement prevention and intervention programs;
 3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;
 4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
 5. Teach students to advocate for themselves and others;
 6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and
 7. Foster student collaborations that, in turn, foster a safe and supportive school climate.
- F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
 - G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy (See MSBA/MASA Model Policy 515) in the student handbook.

VIII. NOTICE

- A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.
- B. This policy must be conspicuously posted throughout each school building, in the administrative offices of the school district, and in the office of each school.
- C. This policy must be distributed to each school district or school employee and independent contractor at the time of hiring or contracting.
- D. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy (See MSBA/MASA Model Policy 506) distributed to parents at the beginning of each school year.
- E. This policy shall be available to all parents and other school community members in an electronic format in the language appearing on the school district's or a school's website.
- F. Each school must develop a process for discussing this policy with students, parents of students, independent contractors, and school employees.
- G. The school district shall provide an electronic copy of its most recently amended policy to the Minnesota Commissioner of Education.

BUS TRANSPORTATION

1. The bus driver has complete authority on the bus.
2. The school bus does not stop, nor does it wait for students who are not out at their designated school bus pick up location. Students who miss their bus through their own negligence must find their own transportation to or from school.
3. Students must ride their assigned bus to and from school unless administrative approval is granted. A written request must be made by a parent and the office must sign the request.
4. Students must board and leave their bus at the location designated by the district.
5. Permanent changes to the bus transportation (i.e. moving or change in before/after school care) must be made at least one week in advance by filling out a Transportation Change Request Form. Forms are available online or by contacting the office.

District Policy: Bus drivers will report serious and/or continued violations to the administration. Parents or guardians will be notified by letter. Transportation may be denied a student by school authorities for repeated or flagrant violation of bus rules. **NOTE: All School District Policies remain in effect while riding a school bus.**

Please visit the following for more information:

Bus Conduct: <https://rrps.org/district/transportation/bus-conduct/>

Bus Discipline: <https://rrps.org/district/transportation/bus-discipline-codes/>

CELLPHONES AND PERSONAL DEVICES

We understand that many students carry cell phones and other personal electronic devices. However, during the school day, we want to keep the focus on learning and face-to-face interactions. **All personal devices, including cell phones, should be turned off and stored in backpacks** unless a staff member gives direct permission for use. This helps minimize distractions and ensures a positive, respectful learning environment for everyone. Please note that the district **is not responsible for lost, stolen, or damaged personal devices** brought to school.

If a student uses a phone or device without permission:

- **First time:** The device will be held by the teacher and returned to the student at the end of the day.
- **Second time:** A parent or guardian will need to pick up the device from the main office.
- **Third time:** A meeting will be scheduled with administration to create a personal electronics plan or contract.

CHILD ABUSE AND NEGLECT

The safety and well-being of every child is our top priority. By law, all district employees are required to report any suspected cases of physical or sexual abuse, neglect, or emotional maltreatment to the Child Protection Unit of St. Louis County Social Services immediately. This legal responsibility ensures that concerns are taken seriously and that children receive the support and protection they may need. The goal of making a report is not to place blame, but to help ensure a child's safety and well-being. Anyone who is legally required to report and knowingly fails to do so may be guilty of a misdemeanor. On the other hand, any person who makes a report in good faith is protected by law and cannot be held civilly or criminally liable.

CODE OF CONDUCT - Board Policy # 506

At our school, we believe every student and staff member has the right to feel safe, be treated with kindness, and enjoy a positive learning environment. To support these important values, we have created clear guidelines that help everyone understand expectations and maintain a respectful, welcoming community.

While each teacher will share their own classroom rules, the following conduct guidelines are followed by everyone throughout the school to ensure consistency and fairness. Together, these help us create the best environment for learning and growing.

	Respect for <i>People</i>	Respect for <i>Space</i>	Respect for <i>Learning</i>
School	<ul style="list-style-type: none"> • Follow directions from adults • Treat others with respect. • Accept responsibility for your choices. 	<ul style="list-style-type: none"> • Caring for property of school and others. • Keep our school clean. 	<ul style="list-style-type: none"> • Respect of the learning of others • Be prepared with homework and supplies
Hallways	<ul style="list-style-type: none"> • Voices off/low • Hands to Self 	<ul style="list-style-type: none"> • Walk behind the person in front of you • Keep to the right side of the hallway 	<ul style="list-style-type: none"> • Do not disturb learning
Common Spaces	<ul style="list-style-type: none"> • Respect other's space • Appropriate voices 	<ul style="list-style-type: none"> • Value property / clean-up / help out • Stay in one place 	<ul style="list-style-type: none"> • Move in orderly fashion • Walking feet • Stay on task
Bathrooms	<ul style="list-style-type: none"> • Quiet - no visiting • Lock doors when in use • Flush • Wash hands with soap • Let teachers know if there is problem 	<ul style="list-style-type: none"> • One person per stall • Follow the arrows on the floor • Leave it as clean as you found it • Respect others privacy / space • Use space appropriately 	<ul style="list-style-type: none"> • Do not disturb learning
Cafeteria	<ul style="list-style-type: none"> • Respect all adults • Clean up after yourself • Use manners • Welcome all to the table 	<ul style="list-style-type: none"> • Stay at your space • Walking feet • Remain seated • Inside voices • Push in your chairs 	<ul style="list-style-type: none"> • Keep the space tidy • Stay on task
Playground / Outside	<ul style="list-style-type: none"> • Take turns • Include others • Line up when called • Show good sportsmanship • Keep hands to self 	<ul style="list-style-type: none"> • Stay off the rocks. • Stay within the boundaries • Respect the equipment • Respect play space 	<ul style="list-style-type: none"> • Do not disturb classrooms

Disciplinary Action for Inappropriate Behavior:

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district.

Consequences for inappropriate behavior may include but are not limited to:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation;
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-School suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;
- O. A request for petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act; 506-8
- Q. Preparation of an admission or readmission plan;
- R. Expulsion under the Pupil Fair Dismissal Act;
- S. Exclusion under the Pupil Fair Dismissal Act and/or
- T. Other disciplinary action as deemed appropriate by the school district.

All students are protected under the Pupil Fair Dismissal Act. Students involved in out of school suspension or possible expulsion will be given a copy of this document which outlines the steps the school district will be taking and defines the students' rights. Parents/guardians of students who have not been involved in suspension/expulsion situation who wish to view the Pupil Fair Dismissal Act may contact the school principal. Nothing in this handbook is intended to conflict with the Pupil Fair Dismissal Act or school board policy #506.

CHARACTERISTICS OF A SUCCESSFUL LEARNER

Kindergarten through 6th Grade

We are F.I.E.R.C.E.

F **FOCUSED**



- Pays attention
- Stays on task
- Follows directions



INQUISITIVE

- Asks questions
- Actively participates



EFFECTIVE COLLABORATOR

- Interacts respectfully with others

R **RESPONSIBLE**



C **COMPASSIONATE**



- Demonstrates organizational skills
- Shows self-control



- Speaks and acts with kindness toward everyone
- Demonstrates effort
- Uses time wisely

Elementary Behavior Matrix

	Level 1 Addressed by classroom teacher	Level 2 Addressed by teacher and/or other staff	Level 3 Addressed by staff and administration
Insubordination <input type="checkbox"/> Not listening <input type="checkbox"/> Not following directions/policies <input type="checkbox"/> Arguing/saying "no" repeatedly	1. Reteach expectations 2. Reteach expectations with 1:1 conversations 3. Log Entry by teacher and Parent Contact by Teacher * This log entry is not sent home to families	1. Log entry by teacher/staff 2. Think sheet (reteach) with designated adult 3. Parent Contact and log entry detailed by adult from previous step 4. Follow-up email to teacher by designated adult * This log entry is sent home to families	1. Log entry by teacher/staff 2. Reteach with designated adult 3. Consequence 4. Parent contact 5. MTSS/ADAPT referral possible * This log entry is sent home to families
Inappropriate Language <input type="checkbox"/> Cussing <input type="checkbox"/> Name calling/Threats <input type="checkbox"/> Using unkind words			
Disruptive <input type="checkbox"/> Distracting others <input type="checkbox"/> Disrupting the learning of others			
Physical Contact <input type="checkbox"/> Hitting/Pushing/Fighting <input type="checkbox"/> Biting/Pinching <input type="checkbox"/> Tripping/Kicking/etc.			
Vandalism/Theft <input type="checkbox"/> Vandalism/Graffiti <input type="checkbox"/> Breaking/Throwing/Dropping items <input type="checkbox"/> Stealing from peers/adults			
Safety Concern <input type="checkbox"/> Weapons <input type="checkbox"/> Drugs/Alcohol/Tobacco <input type="checkbox"/> Non-School appropriate items			
Technology Violation <input type="checkbox"/> Inappropriate images/sites <input type="checkbox"/> Cyber-bullying <input type="checkbox"/> Policy violation			

DIGITAL TOOLS

Rock Ridge Public Schools uses a variety of digital tools to support student learning. Technology vendors and software is utilized to support work as we help all students develop the skills necessary to succeed in an ever-changing world. We have an inventory of our curriculum, testing, and assessment tools posted <https://rrps.org/digital-tools/> and include an outline of the student data elements within each tool.

This list is maintained and communicated annually to all families at the start of the school year. Please reach out to Bill Bryson (bill.bryson@rrps.org) for additional questions regarding specific digital tools used in classrooms.

DRESS CODE - Board Policy # 504

At Rock Ridge, we're incredibly proud of our students and grateful to our families for helping to make our school a place where learning is the priority and students come ready to succeed. We truly appreciate the effort you put into ensuring your child comes to school dressed appropriately for both the learning environment and the weather. As a school, we aim to maintain a respectful, distraction-free atmosphere where students can focus on their education. To help us do that, we ask that students wear clothing and accessories that are suitable for school, reflect our shared community values, and do not interfere with the safety or learning of others.

Some clothing items and styles are not considered appropriate at school or school-related events, including:

- Clothing that shows the midriff, chest, or undergarments (including garments meant to look like undergarments)
- Spaghetti straps, short shorts, or see-through/overly revealing apparel
- Masks, costumes, painted faces, or disguises that prevent us from clearly identifying students or that may cause a disruption (except those used for health purposes)
- Clothing with words or images that are inappropriate, offensive, or that promote drugs, alcohol, tobacco, or hate speech
- Clothing or items that suggest gang affiliation or promote violence
- Hats are also not allowed inside the building during the school day

Please also avoid sending your child to school in flip-flops or shoes with wheels. These types of footwear can be unsafe, especially on stairs and during active play. If a student's attire does not meet these expectations, we'll help them make a quick change. This may involve contacting a parent/guardian or providing an option from the nurse's office.

EMERGENCY SCHOOL CLOSING

School will be open every day unless prevented by severe weather or other emergency or facility issues. In this event, an announcement will be made early in the morning via the district's instant alert system. This system will also alert you, by an automated phone message, to any school closings due to inclement weather.

In addition to an Instant Alert System, the local radio and TV stations will also announce information concerning the Rock Ridge Public Schools if school is cancelled in the morning. The same stations will announce early dismissals due to severe weather or other emergencies.

HAZING - Board Policy #526

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.
- E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.
- F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures. Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. Consequences for employees who permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge. Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.
- G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation.
- H. A person who engages in an act that violates school policy or law in order to be 526-2 initiated into or affiliated with a student organization shall be subject to discipline for that act. I. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

- A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to: 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body. 2.

Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student. 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student. 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school. 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

- B. "Immediately" means as soon as possible but in no event longer than 24 hours.
- C. "On school premises or school district property, or at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not 526-3 represent that it will provide supervision or assume liability at these locations and events.
- D. "Remedial response" means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.
- E. "Student" means a student enrolled in a public school or a charter school.
- F. "Student organization" means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. **REPORTING PROCEDURES**

- A. Any person who believes he or she has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person

responsible for receiving reports of hazing at the building level. Any adult school district personnel who receive a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be 526-4 subject to disciplinary action.
- D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.
- F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. **SCHOOL DISTRICT ACTION**

- A. Within three (3) days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials, or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.
- C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines hazing has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning,

suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies and regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law. 526-5 F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

- A. This policy shall appear in each school's student handbook and in each school's building and staff handbooks.
- B. The school district will develop a method of discussing this policy with students and employees.

HEALTH SERVICES

Each of our elementary schools has a Health Office staffed by a licensed nurse trained in CPR and First Aid. Our goal is to keep students healthy, safe, and ready to learn every day. If your child has a special health condition or needs, please be sure to inform the school nurse so we can provide the best care and support.

If your child feels sick during the school day, they should first tell their teacher and ask for a pass to visit the nurse. The nurse will evaluate their condition and contact you before any decision is made to send them home. Students must check out through the office before leaving school for any reason. Please note: Students are not allowed to call home to be picked up without first checking in with the nurse or office.

Accidents at School

All accidents or injuries that happen during the school day, on school grounds, or at school-sponsored events should be reported to the nurse right away.

- The nurse will assess the situation and provide basic first aid.
- If additional medical or dental care is needed, we'll contact you to transport your child
- If we can't reach you, we'll call the emergency contact listed on your child's emergency card.

In the case of a life-threatening emergency, we will contact you immediately and transport your child via school vehicle or ambulance to the facility listed on your emergency card. If you would like an alternate plan in place, please submit your request in writing to the school nurse.

Immunizations

As required by Minnesota law (Section 121A.15), all students must have up-to-date immunization records on file before their first day of school. If immunizations are medically not recommended or you have personal beliefs that prevent immunization, you must complete Section 2 of the "Student Immunization Form" (available on our website) and return it to the school nurse. Students who are not in compliance will not be allowed to attend school until proper documentation is submitted.

Medication at School

For everyone's safety, students may not carry any medications, including over-the-counter products, at school. If your child may need medication during the school day: A parent/guardian must complete the "Consent for Administration of Medication During School Hours" form (available from the health office).

1. All medication must be in its original container and labeled with the child's full name.
2. Medication will be stored in the health office and administered by school staff as needed.
3. Parents/guardians are responsible for providing and refilling medications.

If you have any questions about your child's health care at school, please don't hesitate to contact your school's nurse. We're here to help support your child's health and learning every step of the way!

Elementary Nursing Offices

Laurentian Nurse: 218-735-6206

North Star Nurse: 218-742-3947

Parkview Nurse: 218-742-3821

INSTRUCTIONAL MATERIALS

We respect that families may have different perspectives and values when it comes to learning content. Rock Ridge Public Schools provides a process for parents, guardians, or adult students (18 years or older) to review any instructional materials being used in the classroom. If a parent, guardian, or adult student has concerns about the content, they may request an opportunity to review the materials and work with school staff to arrange reasonable alternative instruction.

- Alternative instruction may be provided by the parent/guardian or adult student if the school's alternative does not meet their concerns.

- Please note: The school district is not responsible for any costs associated with instruction provided outside of school.
- Students will not be penalized academically or otherwise for receiving alternative instruction.
- However, school staff may still evaluate the student’s work to ensure it meets academic standards.

INTERVIEW OF STUDENTS BY OUTSIDE AGENCIES - Board Policy # 519

At Rock Ridge Public Schools, the safety and well-being of our students is a top priority. While we understand there may be times when someone outside of the school needs to speak with a student, we are also committed to minimizing disruptions to learning and protecting each child’s privacy. In general, students will not be interviewed during the school day by anyone other than their parent or guardian, school district staff or authorized personnel, or individuals legally authorized by court order or statute. If a request is made by someone outside of these categories—such as a law enforcement officer—it must go through the principal’s office. Before approving any such request, the principal will review it to determine whether it is appropriate under school policy and applicable law. The principal will also attempt to contact the student’s parent or guardian to inform them of the request, unless doing so is prohibited by law. These steps help ensure students are supported and that families are informed whenever possible.

LOCKERS - Board Policy # 502

The 1995 Omnibus Crime Act creates a statewide school policy. It provides that it is the policy of the State of Minnesota that:

“School lockers are the property of Rock Ridge Public Schools. At no time does the Rock Ridge District relinquish its exclusive control of lockers provided for the convenience of students. Periodic general inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities 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 authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.”

1. STUDENTS ARE RESPONSIBLE FOR ALL CONTENTS CONTAINED IN THEIR LOCKERS.
2. STUDENTS ARE ADVISED NOT TO LEAVE MONEY OR OTHER VALUABLES IN THEIR LOCKERS.
3. Students found tampering with another person’s locker will be subject to disciplinary actions and liable for damaged/stolen property
4. STUDENTS ARE NOT TO CHANGE LOCKERS.
5. Students will be expected to honor a request by the administration to open his/her locker for inspection. Should a student refuse to honor the request, the school reserves the right to cut the lock on the student’s locker.

LOST AND FOUND

Each of our elementary schools has a Lost and Found area where misplaced items are collected and displayed. To help your child recover lost items quickly, we recommend clearly labeling clothing, lunch boxes, backpacks, and other personal belongings with your child’s name.

Unclaimed items will be periodically cleared out and donated or discarded, so be sure to check the Lost and Found regularly if something goes missing. We want to help every item find its way back home!

LUNCH/RECESS

The cafeteria is a welcoming place where students enjoy their lunch and spend time visiting with classmates. During lunch, students are expected to remain seated at their assigned table with their class. Lunch periods typically include about 20 minutes for eating followed by recess time outside on the playground. Both the cafeteria and playground are supervised by our caring and attentive lunchroom aides to help ensure a safe and respectful environment for all students. We encourage students to participate in our well-balanced, hot lunch program, which offers nutritious meals each day. Families are also encouraged to complete the educational benefits application, even if you don't think you'll qualify. Submitting this form helps ensure our school receives important educational funding that supports all students. To maintain a clean and safe environment, students are not allowed to take food out of the cafeteria or bring it onto the playground.

PERSONAL PROPERTY

To help keep our school environment safe, respectful, and focused on learning, we kindly ask that students leave personal items at home that are not directly related to classroom activities. Items such as cell phones, video games, music players, and extra money can become distractions during the school day and are often difficult to store securely. Because we cannot guarantee the safety of these belongings, we strongly encourage families to keep them at home. Please note that Rock Ridge Public Schools are not responsible for lost or stolen personal items. We appreciate your support in helping us create a learning-focused environment for all students.

PEST CONTROL: (PARENT'S RIGHT TO KNOW ACT)

Our school district utilizes a licensed, professional pest control service form for the prevention and control of rodents, insects, and other pests in and around the district's buildings. The program consists of:

1. inspection and monitoring to determine whether pests are present and whether treatment is needed;
2. recommendations for maintenance and sanitation to help eliminate pests without the need for pest control materials;
3. utilization of non-chemical measures such as traps, caulking and screening; and application of EPA-registered pest control materials when needed.

Pests can sting, bite, cause contamination, damage property, and spread disease; therefore, we must prevent and control them. The long-term health effects on children from the application of such pest control materials, or the class of materials to which they belong, may not be fully understood. All pest control materials are chosen and applied according to the label directions per Federal law.

An estimated schedule of interior pest control inspections and possible treatments is available for review or copying at each school office. A similar estimated schedule is available for application of herbicides and other materials to school grounds. Parents of students may request to receive, at their expense, prior notification of any application of a pest control material, should an application be deemed necessary on a day different from the days specified in the schedule.

PETS

To help ensure the safety and comfort of all students and staff, we kindly ask that pets not be brought to school by students or parents. While we understand that pets are often a special part of the family, having animals on school grounds can present safety, allergy, and distraction concerns. Thank you for your understanding and cooperation.

PLEDGE OF ALLEGIANCE - Board Policy # 531

The Pledge of Allegiance will be recited daily on the days school is in session. It is the responsibility of every citizen to show proper respect to his/her country and its flag. However, students may decline to recite the Pledge of Allegiance and may refrain from saluting the flag, on the basis of personal belief or religious convictions. Students who choose to refrain from such participation shall respect the rights and interests of classmates who do wish to participate in a meaningful ceremony. A student who chooses not to participate may either stand or sit, remaining respectfully silent. No homework may be done during this short time.

PTA/PTO

We're proud to have amazing PTA groups at each Rock Ridge elementary school! Our Parent/Teacher Associations do incredible work to support students and staff throughout the year. From organizing successful fundraisers and running Book Fairs to funding class field trips, providing treats for classroom celebrations, and showing appreciation to our teachers—they make a big difference in our school communities. Getting involved with your school's PTA is a great way to stay connected and make a positive impact. To learn more or find out how to join, simply contact your child's elementary school office. We'd love to have you on board!

SEXUAL, RELIGIOUS, RACIAL HARASSMENT & VIOLENCE POLICY - Board Policy # 413

Everyone at Rock Ridge Public Schools has a right to feel respected and safe. Consequently, we want to familiarize you with our policy to prevent religious, racial or sexual harassment and violence of any kind. A harasser may be a student or an adult. Harassment may include the following when related to religion, race, sex or gender:

1. name calling, jokes or rumors
2. pulling on clothing
3. graffiti
4. notes or cartoons
5. unwelcome touching of a person or clothing
6. offensive or graphic posters or book covers or
7. any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad.

If any words or actions make a student feel uncomfortable or fearful, he/she needs to tell a teacher, a counselor, the principal or the Human Rights Officer, who is the School Nurse. Students may also make a written report. The students' right to privacy will be respected as much as possible. We take all reports seriously and will take appropriate actions based on the reports. The school district will also take action if anyone tries to intimidate the victim or take action to harm him/her because he/ she reported the situation.

This is just a summary of the Rock Ridge School District's policy against religious, racial and sexual harassment and violence. Complete copies are available in the Superintendent's office. Remember: Religious, racial and sexual harassment and violence are against the law! For more information contact:

School Nurse, Human Rights Officer,
Rock Ridge Public Schools
411 Fifth Avenue South
Virginia, MN 55792

749-5437, extension 1918

STUDENTS TECHNOLOGY RESOURCES & INTERNET POLICY - Board Policy # 524

A copy of the *Technology Resource Acceptable Use Policy* is available on the school district website. iPad Handbooks are also available on the district web site or may be obtained from your school office.

Students are not allowed access to school computers or devices until their signature pages have been signed by both the student and a parent or guardian and returned to school.

TESTING

In a world of increasing system accountability, schools are being asked how well they are educating their students and how their students compare with students in other schools. To help measure our system's accountability and to give parents/students an idea of how we're doing, students at Rock Ridge participate in a computer testing program called Fastbridge and/or Capti. These tests measure academic progress in reading and math. Students in grades 3-6 also participate in the Minnesota State MCA testing each spring.

WEAPONS POLICY - Board Policy # 501

Bringing a dangerous weapon on school property is a violation of Minnesota law. It is a serious violation called a felony. You may not possess a dangerous weapon at any time on school property.

A dangerous weapon can be many things. It includes guns, switchblades, brass knuckles, nun-chucks, certain liquids and pellet guns. It does not matter, for instance, whether the gun is loaded or unloaded. A dangerous weapon includes any device or instrument designed as a weapon or through its use is capable of producing great bodily harm or death.

Possession on school property includes on a school bus, at a bus stop, on school property, on any property leased by a school and whether the school is public or private. It also includes off campus locations where school hosted activities are taking place.

Violation of the terms of Minnesota law will result in penalties including expulsion from school in addition to statutory penalties, which include significant fines and prison.

+Please keep this handbook for future reference.

Listed Policies:

- Policy 413: Harassment and Violence:*
The purpose of this policy is to maintain a learning and working environment that is free from religious, racial or sexual harassment and violence. Rock Ridge Public Schools prohibits any form of religious, racial or sexual harassment and violence.
- Policy 501: Weapons Policy:*
The purpose of this policy is to assure a safe school environment for students, staff and the public.
- Policy 502: Search of student lockers, desks, personal possessions, and student's person:*
The purpose of this policy is to provide for a safe and healthful educational environment by enforcing Rock Ridge Public School's policies against contraband.
- Policy 503: Attendance:*
- A. The Board of Education of Rock Ridge Public Schools believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between students and establishes regular habits of dependability important to the future of the student. The purpose of to encourage regular school attendance. It is intended to be positive and not punitive.
 - B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher and administrators. This policy will assist students in attending class.
- Policy 504: Student Dress and Appearance:*
The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.
- Policy 506: Student Discipline:*
The purpose of this policy is to ensure that students are aware of and comply with Rock Ridge Public Schools' expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. Rock Ridge Public Schools will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.
- Policy 514: Bullying:*
A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. Rock Ridge Public Schools 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, it is the school district's intent to prevent bullying and to take action to investigate, respond, remediate, and discipline 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, intimidation, violence, and other similar disruptive behavior.
- Policy 520: Student Surveys:*
Occasionally Rock Ridge Public Schools utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.
- Policy 524: Student Technology Use Agreement Policy:*
The term "Technology Resource(s)" includes, but is not limited to: computer hardware and software, Internet, web-pages, instant messaging systems, networks, telephones, pagers, scanners, printers, digital cameras, photocopy and facsimile machines and all communications and information communicated thereby, including e-mail and voice-mail and all communications and information transmitted by, received from, entered into, or stored in these resources. The term "District" refers to the Rock Ridge Public Schools, Independent School District #2909. The term "user(s)" includes all Rock Ridge Public Schools, Independent School District #2909 faculty/staff members, students, and any other person who may use or access the Technology Resources belonging to the District.

For a list of all board policies, please refer to the webpage below:

<http://rrps.org/school-board/school-board-policies/>

DRAFT ONLY COPY

Needs:

- Proof Read**
- Update Links (some waiting for 25-26 versions)**
- Policies need to be checked/revised**
- Editing & Formatting - Add Pictures, Logos, Quotes, etc**
- Athletic Director needs to weigh in on certain sections
(Athletic Handbook)**
- Maintenance Director needs to provide map for
doors/floors**
- Finalize Table of Contents**

Rock Ridge High School

2025-26 STUDENT/PARENT HANDBOOK

"OUR SCHOOL, OUR RESPONSIBILITY"



WE SEE

- *An educational environment designed to inspire passion and joy for everyone
- *Collaborative educational experiences with immediate real-world applications
- *Meaningful integration of community professionals into the daily education of students
- *Adaptable learning spaces that will continually meet the needs of an ever-changing world

FIND US USING THE FOLLOWING LINKS:



1403 Progress Parkway
Virginia, MN 55792

Phone: 218-735-3501
Fax: 218-744-4381

Rock Ridge Public Schools

2025-2026 School Calendar

July					August					T-5	September					T-21
	1	2	3	4					1	S-0	1	2	3	4	5	S-20
7	8	9	10	11	4	5	6	7	8		8	9	10	11	12	
14	15	16	17	18	11	12	13	14	15		15	16	17	18	19	
21	22	23	24	25	18	19	20	21	22		22	23	24	25	26	
28	29	30	31		25	26	27	28	29		29	30*				

October					T-21	November					T-18	December					T-17
		1	2	3	S-21	3**	4	5	6	7	S-17	1	2	3	4*	5	S-17
6	7	8	9	10		10	11	12	13	14		8	9	10	11	12	
13	14	15	16	17		17	18	19	20	21		15	16	17	18	19	
20	21	22	23	24		24^	25	26	27	28		22	23	24	25	26	
27	28	29	30	31								29	30	31			

January					T-20	February					T-18	March					T-21
			1	2	S-19	2	3	4	5	6	S-18	2	3	4	5	6	S-20
5	6	7	8	9		9	10	11	12	13		9	10	11	12	13	
12	13	14	15	16**		16	17	18	19	20*		16	17	18	19	20	
19	20	21	22	23		23	24	25	26	27^		23	24**	25	26	27	
26	27	28	29	30								30	31				

April					T-19	May					T-20	June					T-0
		1	2	3	S-18					1	S-19	1	2	3	4	5	S-0
6	7	8	9	10		4	5	6	7	8		8	9	10	11	12	
13	14	15	16	17		11	12	13	14	15		15	16	17	18	19	
20	21	22	23	24		18	19	20	21	22		22	23	24	25	26	
27	28*	29	30			25	26	27	28**	29		29	30				

Graduation Date: Friday, May 29, 2026

	First & Last Pupil Days	*Midterm (Quarter 1)	Sept. 30	^Trimester 1	Nov. 24
	No School	**Quarter 1	Nov. 3	^Trimester2	Feb. 27
	Student Contact Days	*Midterm (Quarter 2)	Dec. 4	^Trimester 3	May. 28
	Conference Exchange Day (no students or teachers)	**Quarter 2	January 16		
	Inservice Days (no students)	*Midterm (Quarter 3)	Feb. 20	Pupil Days	169
	Inservice Days (no students) Flex Day	**Quarter 3	Mar. 24	Conf. Exchange	1
		*Midterm (Quarter 4)	April 28	Inservice days	10
		**Quarter 4	May 28	Teacher Days	180

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WELCOME TO ROCK RIDGE

Home of the



**We are Respectful
We are Responsible
We are Safe
We are **WOLVERINES****

School Song: Rock Ridge Rouser

Rock Ridge High School, fight on for all,
brave and bold, we answer the call.
Proud of our colors, we're black and green,
with our spirit, let them hear it: **GO WOLVERINES!**
We are to stand up and cheer, to our school be true,
and **FIGHT!** and **FIGHT!** With all of your might,
We're here to honor you.



INTRODUCTION & SIGNATURE LINK

The student handbook should be used as a source of regulations, policies, and information for the student while attending 7-12 Rock Ridge Public Schools. Students should read the student handbook carefully, review it with their parents/guardians and keep it as a reference. The administration reviews the rules and procedures each year, making them relevant to protecting the rights of all students and allowing the school to function in a safe environment. **Students and parents are responsible for knowing and following the rules, regulations, policies, and procedures contained in the student handbook.** The handbook will be sent home electronically to families at the start of the school year. It is expected that the parent(s)/guardian(s) review the handbook with the student(s) and acknowledge the rules, regulations, policies and procedures as stated by completing the **SIGNATURE PAGE**. Any questions or concerns should be addressed to school administration.

The Rock Ridge Public School District will continue with an educational plan designed to develop students' educational and social skills as well as a better understanding of responsibility, respect and resourcefulness. The educational plan includes behavior expectations, achievement expectations, student self-management, and student social skills. The purpose of the plan is for the staff to work together to raise the quality of work done by students, and enhance the attitude of both students and teachers towards school and learning. The total education system teaches students such outcomes as self-discipline, self-management, respect, responsibility, planning, organization, persistence, tact, courtesy and coping skills. The education plan has had an impact on the rules and procedures that are written in this handbook.

The **Rock Ridge Student/Parent Handbook** is a *living* document which means it is continuously edited and updated as needed. The handbook may be changed or amended during the school year. Changes will be posted in the office of the Principal and relayed to the students by means of the Daily Bulletin. This handbook is *not* intended to represent a complete description of all district policies. A detailed description of all policies adopted by ISD 2909 is accessible on the main website. (www.rtps.org). A printed copy is available upon request. Any questions on the policies herein should be addressed to the administration.



LETTER FROM THE PRINCIPAL

Welcome Back, Rock Ridge Students!

Dear Rock Ridge Students,

Welcome to the 2025–26 school year!

If you've read any of my emails or heard me speak, you know I believe in the power of purpose, responsibility, and community. This year will be no different—together, we will continue to build a school culture grounded in pride, effort, and respect.

Our school and community have given us some of the best facilities in the country. Now it's up to us to bring them to life—by supporting one another, taking responsibility for our spaces and actions, and pushing ourselves to be better every day.

I am honored to be your principal and incredibly proud of what we're building here. Let's make this year one we'll never forget.

Go Wolverines!

Mr. Manni

Principal, Rock Ridge High School



DISTRICT INFORMATION

All school information can be found on the district website: www.rrps.org

Parents and students are encouraged to click on the **green** online links prior to contacting the school with questions.

[Activity, Athletic, and Event Schedules](#)

[Parent Portal in PowerSchool](#)

[Schoolology](#)

[Lunch Menus & Food Service Information](#)

[Staff Emails](#)

[YouTube Link and/or Broadcasting](#)

[Rock Ridge Rising](#)

BUILDING INFORMATION & HOURS

Building Hours

For the typical school day, the building will be open from 7:30am-3:15pm. All students and visitors are expected to enter and leave the building using the main entrance (Door #1) which is located at the front of the school and leads into the Cleveland Cliffs Commons.

To protect our school community, all side and back doors should never be opened for any guests, visitors or other students during the school day.

Students arriving after 8:10 am will be required to be buzzed in to the building at Door #1. After school is released at 3:05pm, students should be in their assigned location with a staff supervisor or out of the building by 3:15pm.

Campus and Grounds

The Rock Ridge High School Campus is *our school, our responsibility* for many hours of our day. Students, staff, and visitors are expected to do their part in keeping the building, facilities, and grounds clean by picking up after themselves and showing respect to all property.

All students, staff, and visitors at Rock Ridge are expected to uphold the security of our school building and behave accordingly with safety in mind at all times while on school grounds and while participating in school-sponsored activities.

For our safety, **Rock Ridge High School is a closed campus**, which means that once a student boards the yellow bus for school in the morning (or enters through the doors for high school students), you are considered to be the responsibility of the school district. You are expected to remain in your designated areas on school grounds during the entire school day, unless leaving the building prior to dismissal time has been authorized by a parent or guardian and the school office has been notified. ***If you leave school grounds during the school day unexcused, you will be considered truant and may not be allowed back into the building.***

Visitors

Visitors are welcome in our school. All visitors must enter Door #1 and register in the school office to obtain a visitor badge. The practice of casual student visits is not allowed. Students wishing to tour the school must make prior arrangements through the main office.

Building Map with Doors?

DAILY SCHEDULE

Daily Bulletin

Events of the day and important school information will be posted in the daily bulletin. *It is the student's responsibility to check the bulletin each day.* The office will post the bulletin which goes out to school emails and can be viewed in PowerSchool and Schoology as well. All items for the bulletin must be concerned with school business.

Rock Ridge Bell Schedule 2025-2026

Monday - Friday

Lunch #1 - Grade 7-8	
Period	Time
1	8:10-9:01
2	9:06-9:57
3	10:02-10:53
Lunch	10:53-11:23
4	11:26-12:17
5	12:22-1:13
6	1:18-2:09
7	2:14-3:05

Lunch #2 - Grade 9-12 A	
Period	Time
1	8:10-9:01
2	9:06-9:57
3	10:02-10:53
4	10:58-11:49
Lunch	11:49-12:19
5	12:22-1:13
6	1:18-2:09
7	2:14-3:05

Lunch #3 - Grade 9-12 B	
Period	Time
1	8:10-9:01
2	9:06-9:57
3	10:02-10:53
4	10:58-11:49
5	11:54-12:45
Lunch	12:45-1:15
6	1:18-2:09
7	2:14-3:05

CIS Course Adjusted Schedule

*CIS classes will run on an adjusted/shortened schedule each week.

STUDENT CELEBRATIONS

"Be bright. Be brave. Be bold. Be beautiful. Be brilliant. Be YOU." -Paulo Coelho

Wolverine of the Month

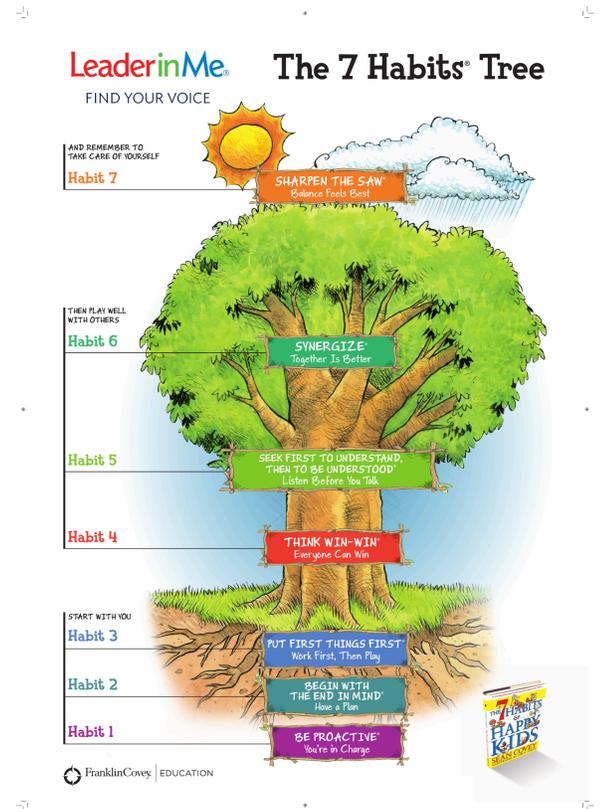
Each month, students will be honored by teachers and staff for exhibiting the **Rock Ridge Leader in Me Habits** including: Leadership, goal-setting, time management, cooperation, understanding, synergy, and self-renewal.

Elks Student of the Month

Language

Senior Awards Banquet

Language



See the Graduation section for information on **Graduating with Honors.**

GENERAL INFORMATION

Appointments with School Personnel

Anyone desiring a conference with a staff member or a conversation regarding the progress of their son/daughter should contact the instructor. Contact information can be located by clicking on this link:

[Staff Emails](#)

Change of Address/Phone Number/Contact Information

A change in a student's address or phone number should be reported to the high school office. This is necessary for keeping school records accurate, for school mailings, and for emergencies.

Concerns & Complaints

Students, parents/guardians, employees, or other persons may report concerns or complaints to the school district. Complaints may be either written or oral and should follow the appropriate chain of command, as appropriate. Questions, concerns, or complaints should be directed first to the teacher or coach.

Copy Machines

The copy machines are provided for the instructional staff. Students are not to use the copy machines without administrative approval.

Counseling & Guidance

Counseling services are available to all students. The counselor is prepared to assist students and parents/guardians who have concerns about vocational or educational plans in high school or for college preparation, programming and course selection, test results, achievement, study habits, personal matters, or social/emotional development. Scholarship and college information will be available outside the counselor's office.

Fees

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student.

Students are expected to provide their own pencils, paper, erasers, and notebooks. Students may be required to pay certain other fees or deposits, including (not an inclusive list):

- Cost for materials for a class project that exceeds minimum requirements and is kept by the student.
- Security deposits for the return of materials, supplies, or equipment.
- Field trips considered supplementary to the district's educational program.
- Admission fees or costs to attend or participate in optional extracurricular activities and programs.
- Use of musical instruments owned or rented by the school district.

Students will be charged for iPads, textbooks, workbooks, library books, and other resources that are lost or destroyed. The school district may waive a required fee or deposit if the student and parent/guardian are unable to pay. For more information, contact the building principal.

Every family should have received and completed a copy of the Free and Reduced Lunch Form in the mail. If not, please use this link to complete the [Free and Reduced Lunch Form](#).

Fieldtrips

On field trips, every student is a responsible, respectful, teachable and safe representative of Rock Ridge Public Schools. The student may need to be in good academic standing with minimal or no behavioral and/or attendance issues in order to attend field trips.

Food and Beverages

Breakfast and lunch are served daily in the Rock Ridge Cafe, Ridgewood Market, and Ala Carte areas. All students will receive one free breakfast and one free lunch daily. However, students will be charged for additional items, meals or ala carte items will be cash pay only.

All food and beverages (with the exception of water) will remain in Cleveland Cliff Commons, Activities Commons, or the outside courtyard.

Fragrances

Students who apply fragrances should do so at home before arriving at school. Please do not bring perfumes, colognes, body sprays, or any other type of fragrance to school, as many students and staff members have physical sensitivities to such fragrances. Please respect this expectation out of empathy and respect for the people this affects, as this is a serious health concern. Thank you for your cooperation with this.

iPad Use

Use of school iPads is meant to enrich each student's education by making learning more accessible to all and by providing engaging educational tools. Students are expected to utilize and care for their iPads appropriately throughout the year and it's the student's responsibility to keep their iPads charged and functioning each day. Students are encouraged to purchase insurance for their iPads so that any accidental damages would be covered by the insurance. If an iPad gets damaged or any technological issues arise, students should send in a Tech Ticket for assistance by emailing tech@rrps.org.

Library/Media Commons

The library has an extensive print and ebook collection, as well as subscriptions to magazines, research databases, and the local newspaper. The library is open daily from 7:45am until 3:15pm on days that school is in session. Our librarian is shared between buildings so students are encouraged to use the self-checkout and return system. For questions, please contact the librarian via email.

Library Conduct

The Library is a great place to:

- Checking out and requesting materials
- Read
- Conduct research
- Study
- Completing school assignments
- Do quiet group work

Students are expected to use the Library responsibly at all times and abide by the following Library rules:

- Students who come to the Library during class time must have a pass from a teacher
- Students must use school-issued IDs to check out books
- Gum chewing, food, and beverages (other than water) are prohibited.
- Jackets, backpacks and purses are not allowed.
- Students may check out up to 3 items at a time for a period of 3 weeks and can be renewed once.

Library Resources

The library catalog, and links to ebooks, online databases and other helpful sites can be accessed through the library catalog webpage <https://rockridgehs.goalexandria.com/>

Lost/Damage Items

Students who have overdue materials will not be able to check out additional materials until the overdue

materials are returned or paid for. When library books are overdue, students will receive a notice via email. Excessively overdue books will be marked as lost. Students must pay for lost or damaged materials.

Locker Use ([See Policy 502](#))

Students have the option to use a school locker. School lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules.

Any vandalism to the lockers will be cleaned and/or repaired by the students or by a custodian with the student providing restitution for materials and labor. If the administration deems necessary, the lock will be cut off at any time.

Nondiscrimination

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, or age in its programs and activities. Contact the school superintendent as needed.

Optional Individual Class Purchases

All seniors will be given the option to purchase a graduation cap and gown, but one will be provided to students to utilize for the ceremony if a student decides not to purchase the cap/gown. The purchase of class rings, announcements, caps/gowns, and graduation pictures are all optional.

Pledge of Allegiance

The Pledge of Allegiance will be recited once a week. It is the responsibility of citizens to show proper respect to their country and its flag. However, students may decline to recite the Pledge of Allegiance and may refrain from saluting the flag, on the basis of personal belief or religious convictions. Students who choose to refrain from such participation shall respect the rights and interests of classmates who do wish to participate. A student who chooses not to participate may either stand or sit, remaining respectfully silent. No homework may be done during this short time.

Purchasing, Selling, or Soliciting

Students are not permitted to make any purchase for the school or for any club or organization without permission of the club advisors. Receipts for purchased items shall be given to the club or class advisor so payment may be made. The Principal must approve any type of selling or soliciting to be carried on in the school building or on the school grounds. All notices, signs, advertising bills displayed in the corridors or on the school bulletin board must be approved by school administration. It is a policy to display materials pertaining only to approved high school student activities.

PSEO

PSEO students who are at the Rock Ridge campus are expected to follow all the rules and expectations of Rock Ridge high school students. PSEO students must check in at the main office, report to the designated PSEO space, and remain there until checking out or going to a Rock Ridge class where attendance will be taken.

Social Media Information

Rock Ridge uses several social media outlets (Facebook, Twitter, Instagram, etc) to inform the public of all events, accomplishments, and positive things happening in our schools. This may include sharing photos and videos of students participating in school activities on these social media platforms. If parent(s)/guardian(s) do not want their student to be shared on these social media platforms, they may opt out by filling out the **No Photograph Form.**

Student Passes

Hall Passes

In order to promote education and safety and limit distractions, all students must use the hall pass system developed by the school to be out of class for any reason. Students will be encouraged to keep their time out of class to a minimum and to use their unstructured time well.

Pass to Leave Campus

To leave the school during the school day, a student will need a student pass from the office and to sign out. To obtain this pass, a student must have a parent/guardian call, email or give a written request in advance to the school office. Students leaving the building without signing out will be considered truant. This pass is given out for, but not limited to: court appearances, probation visits, dentist and clinic appointments, church participation activity, family emergencies, funerals, and illness during the day.

Student Parking

Parking space is limited on the Rock Ridge High School campus so we are encouraging students to carpool. All highway approved vehicles will be required to purchase a \$20 parking permit to park in the school parking lot. All vehicles must park in an approved parking space. **Parking permits will go on sale the week prior to school starting.** Priority for purchasing parking passes will first be given to Seniors, then Juniors, Sophomores, etc. Parking passes are a privilege and can be revoked due to behavioral infractions.

Parking on school grounds is a privilege—not a right. Students must apply for and display a valid parking permit to park on school property during school hours. By accepting a parking permit, students agree to abide by all school rules, driving regulations, and expectations outlined in this handbook.

Parking privileges may be **revoked or suspended** at any time for reasons including, but not limited to:

- Excessive tardiness or truancy
- Repeated behavior or disciplinary violations
- Unsafe or reckless driving on school grounds
- Transporting unauthorized passengers (e.g., students leaving campus without permission)
- Academic ineligibility or failure to meet attendance expectations
- Accumulating unserved detentions or suspensions

The school reserves the right to **search any vehicle** parked on school grounds when there is reasonable suspicion of a violation of school policy.

Unauthorized vehicles or vehicles parked improperly may be ticketed, towed at the owner's expense, or subject to other disciplinary action.

ATTENDANCE INFORMATION

Attendance ([See Policy 503](#))

ISD 2909 is committed to maximizing instructional time. Students present in class are proven to have higher student achievement and dedication to personal growth. We are continuously striving to improve the academic success and social/emotional learning of our students; school attendance and punctuality are foundational pieces of the process. We ask students, parents, and guardians to partner with us in proactively making attendance a priority every day. These procedures recognize that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher and administrators. These practices will assist students in attending class.

Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence. Students are required to make up all assignments or to complete alternative assignments for all absences as deemed appropriate by the classroom teacher.

Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence within 24 hours, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

Teacher's/Supervisor's Responsibility

It is the teacher's/supervisor's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's/supervisor's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's/supervisor's responsibility to work cooperatively with the student's parent/guardian and the student to solve any attendance problems that may arise.

Administrator's Responsibility It is the administrator's responsibility to require students to attend all assigned classes and study halls.

Expectations

Rock Ridge district policy states that students will attend all classes. Under no condition shall a student leave the school without permission from the nurse or office administration. Families are encouraged to plan vacations around the school calendar.

Tardies

Students arriving after the beginning of their class will be marked tardy. If students arrive 10 minutes after the start of class, they will be marked absent.

Notifications

Daily notifications will be sent via electronic systems for all absences not cleared by a parent/guardian.

Rock Ridge Extracurricular Activities Absences

Students participating in extracurricular activities must be present for all classes preceding the activity unless pre-excused by administration in order to be eligible for practice or games.

Students participating in extracurricular activities on school evenings are expected to be in attendance for all periods the next school day unless excused by administration to remain eligible.

It is the responsibility of the student in a school activity to let her/his teachers know in advance if she/he will be missing class time due to an activity and to complete work as expected by the teacher.

Open-Enrolled Students

Under MN Statute 124D.03, subdivision 12, open enrolled students may be assigned to their home district if they meet the definition of habitual truant and have been referred as indicated by law for truancy. A habitual truant is a child under the age of 16 years who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school, junior high school, or high school, or a child who is 16 or 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days and who has not lawfully withdrawn from school.

Progress Reporting

Teachers in grades 7-12 will record an INCOMPLETE for all students over 10 non-exempt absences (See Attendance Matrix) at the quarter or semester report cards. Students will then be given 2 additional weeks to make up the absences. Students participating in MSHSL activities will not be eligible until the incomplete has been made up or turns into no credit at which time additional eligibility requirements will be reviewed.

Over 10 Non-Exempt Absences

The purpose of attendance interventions are to re-engage students with the school community. We recognize the students and families may be struggling with a variety of concerns and we recognize the need to work together to re-engage students with the positive support a school community can offer. Research shows that students connected to school are less likely to miss classes and more likely to graduate on time.

Students must participate in re-engagement activities to ensure they do not lose credit. **Students who do not make up the non-exempt absences over 10 will fail the course.** This means that students will be required to retake the course in order to receive credit. In general, these absences must be made up prior to the end of the semester unless special arrangements have been made with the administrator.

While students are encouraged to make the arrangements with individual teachers, administration reserves the right to approve specific options for reengaging with the school community.



Attendance Matrix

EXEMPT Absences Do Not Count Towards 10	EXCUSED Absences Count Towards 10	UNEXCUSED Absences Count Towards 10
<p>Documented Medical Code M for Medical -Appointments w/ Medical Note -Illness & Injuries w/ Medical Note -School Nurse Recommendation</p> <p>School Related Activities Code S for School Excused -School Related Assessment -Sport/Activity Participation -College Visits w/ Documentation -Career Visits w/Documentation</p> <p>Funerals Code X for Exempt with Admin note</p> <p>Administrative Referral Code I for ISS -In School Suspension Code O for OSS Out of School Suspension</p> <p>Discretion of Administration Code X for Exempt -Prior Approval Required -Community Service -Documented Legal Concerns -Religious/Cultural Observance</p>	<p>Undocumented Medical Code AE for Absence Excuse -Illness -Injury -Appointments w/out Documentation -Serious Illness of Family</p> <p>Physical Emergencies Code AE for Absence Excuses -Weather Related</p> <p>Family Leave/Vacations Code AE for Absence Excuses -Please make every effort to communicate with your teacher prior to your absence</p> <p>Non-School Related Activities Code AE for Absence Excuses -Community Activities</p> <p>Unforeseen Circumstances Code AE for Absence Excuses -Oversleeping -Transportation Trouble</p> <p>Once a student has reached 10 cumulative excused/unexcused absences in a semester, all future absences will be coded as unexcused unless it is considered exempt.</p>	<p>Uncleared Absences Code AU for Absence -Any absence that is not cleared by a parent/guardian within 24 hours</p> <p>Truancy Code TR for Truancy -Any absence in which a student leaves the building without parent/guardian notification -Any absence in which a student is not in the assigned location without prior notification. Skipping students are considered truant. -Confirmed truanancies cannot be parent excused.</p> <p>Once a student has reached 10 cumulative excused/unexcused absences in a semester, all future absences will be coded as unexcused unless it is considered exempt.</p>

The school will be working with the county worker regarding truanancies and will be requesting a truancy review team meeting with parent(s)/student if truant. Parents have a right to appeal the truancy and/or absence determination.

ACADEMIC INFORMATION

Academic Honesty and Integrity

Rock Ridge High students will receive a world class education. School assignments, class activities, discussions, projects, and tests are measures of a student's academic performance. All work submitted for credit is expected to be original work created by the student submitting it.

SPECIAL NOTE ON AI GENERATED CONTENT: Artificial intelligence is now a part of the world we live in. While AI can be useful and has some academic applications, copying the answers you get from AI is academic dishonesty. It also cheats you out of the practice of critical thinking and learning how to communicate your original thoughts and ideas. If a teacher believes a significant portion of your assignment was completed using AI, they reserve the right to have you redo the assignment in their presence, assign you another way to show what you have learned, or follow the consequences outlined below.

Cheating: Dishonestly or unfairly gaining an advantage, especially in a game or examination.

Collusion: Secret or illegal cooperation or conspiracy, especially in order to cheat or deceive others.

Plagiarism: The practice of taking someone else's work or ideas and passing them off as one's own.

Examples of academic dishonesty include, but are not limited to the following:

- Copying and/or sharing academic work
- Asking or letting your project partner do your fair portion of the work
- Sharing test questions and/or answers with other students either orally or electronically
- Looking on another's test/quiz or allowing another to copy a test/quiz
- Submitting another's work as your own with or without the other person's knowledge (i.e., plagiarism).
- Submitting work solely created using AI
- Working with others on an assignment that is intended to be done individually

Procedures for Reporting

If a staff member has reason to believe that a student has violated the academic honesty policy, the staff will meet with the student to discuss the incident. Following this conference, if the teacher still believes the student acted dishonestly, he or she will contact the parent or guardian via telephone or schedule a face-to-face meeting and complete a Discipline Log Entry in PowerSchool.

Consequences

Offenses accumulate through the entire school year and across all courses. Physical evidence is not necessarily required. If the behavior warrants, the principal may increase the level of consequences based on the facts and the violations of other policies. Acts of academic dishonesty are also subject to MSHSL Code of Conduct Rules which includes **all** Rock Ridge extracurricular activities (i.e. Student Council, WEB, all theater productions, and athletics).

Occurrence	Assessment Consequences	Assignment Consequence Options Determined by Teacher	Parent/Guardian Contact
1	0 on assessment NHS Removal MSHSL Code of Conduct Review	Re-Do assignment 0 on assignment National Honor Society Removal	Teacher must contact the parent and enter the information in PowerSchool.

2	0 on assessment NHS Removal MSHSL Code of Conduct Review	Re-Do assignment 0 on assignment National Honor Society Removal Course grade reduction of 25%	Teacher and administration meet with parent and student.
3	0 on assessment NHS Removal MSHSL Code of Conduct Review	Re-Do assignment 0 on assignment National Honor Society Removal Course grade reduction of 25% Failing Course (Record 59% Unless Lower) Scholarship Committee Notification Removal from Class	Teacher and administration meet with parent and student; school counselors included.

Graduation Credit Requirements

To graduate from Rock Ridge Public Schools, each student must have completed 24 credits in grades 9-12. Students are required to take a minimum of 6.0 credits per year.

Courses, especially in the math-science areas must be chosen in a timely fashion to ensure that the requirements will be met by graduation. Student's files will be reviewed annually by the counselor for any deficiencies in the credit count. The parent/student will be notified via phone call and/or mail of the deficiency and the remedial options available.

Rock Ridge High School Graduation Credits

Requirement	Class of 2026	Class of 2027	Class of 2028 & 2029
Career Exploration	Career Exploration (0.5)	Career Exploration (0.5)	Career Exploration (0.5)
English	Literature & Communication (1.0)	Literature & Communication (1.0)	Literature & Communication (1.0)
	English Concepts (1.0)	English Concepts (1.0)	English Concepts (1.0)
	English Electives (2.0)	English Electives (2.0)	English Electives (2.0)
Fine Arts	Fine Arts Elective (1.0)	Fine Arts Elective (1.0)	Fine Arts Elective (1.0)
Health	Health Elective (.5)	Health Elective (.5)	Health Elective (.5)
Math	Math Elective (1.0)	Math Elective (1.0)	Math Elective (1.0)
	Geometry (1.0)	Geometry (1.0)	Geometry (1.0)
	Algebra II (1.0)	Algebra II (1.0)	Algebra II (1.0)
Physical Education	Phy Ed Elective (.5)	Phy Ed Elective (.5)	9 th Grade Phy Ed Class (.5)
Science	Intro to Physics & Chemistry (1.0)	Earth Science (1.0)	Earth Science (1.0)
	Biology (1.0)	Biology (1.0)	Biology (1.0)
	Science Elective (1.0)	Physics <i>or</i> Chemistry (1.0)	Physics <i>or</i> Chemistry (1.0)
Social Studies	Foundations of Social Studies (1.0)	Foundations of Social Studies (.5)	Foundations of Social Studies (0.5)
	World History (1.0)	World History (1.0)	World History (1.0)
	U.S. History (1.0)	U.S. History (1.0)	U.S. History (1.0)
	Government (0.5)	Government (0.5)	Government (0.5)
		Economics (.5)	Economics (.5)
Personal Finance			Personal Finance (.5)
Electives	Electives (8.0)	Electives (8.0)	Electives (7.5)
Total Credits Required To Graduate	24	24	24

7th & 8th Grade Requirements

GRADE 7

Honors English 7 or English 7
Honors US Studies 7 or US Studies 7
Honors Math 7 or Math 7
Honors Integrated Science or Integrated Science 7
Physical Education 7
Music (Band, Choir or Orchestra)
STEAM Expeditions/Computer
Family and Consumer Science
Art
My Futures 7

GRADE 8

Honors English 8 or English 8
Honors US Studies 8 or US Studies 8
Honors Math 8 or Math 8
Honors Integrated Science or Integrated Science 8
Physical Education 8
Music (Band, Choir or Orchestra)
STEAM Expeditions/Computers
Health
Industrial Tech
My Futures 8

*Special Education and REACH classes may be substituted for some electives

Honorary Diploma

Exchange students will receive a diploma marked “Honorary Diploma” as exchange students have not met the academic standards of their respective schools. Students moving to the Bridge to Independence Program following their senior year will also receive an honorary diploma until they have completed the Bridge to Independence Program.

Grade Point Average Computation *Point Values of Letter Grades*

A = 4.0+ A- = 3.667 B+ = 3.333 B = 3.0 B- = 2.667 C+ = 2.333 C = 2.0
C- = 1.667 D+ = 1.333 D = 1.0 D- = .667 F = 0 P = 1.5

Rock Ridge High School Honor Roll:

A Honor Roll 3.667+ B Honor Roll 3.000-3.666

Marking Periods

Mid-Quarter, Quarter, and Semester Grades can be viewed through the Parent Portal of PowerSchool. Daily progress should be viewed on Schoology for the most up to date and comprehensive information.

If parents or legal guardians do not have access to the Internet, you may request, in writing, to have paper report cards mailed home for the year. You only need to make this request once per year. If you would like to cancel that request later in the year, please contact the office. \

AP CLASSES

The **Advanced Placement (AP)** program of college level coursework includes rigorous requirements and more work than typical high school courses. **Therefore, AP courses will carry a weighted grade. The weighted value will be 1.25 per grade point versus the 1.0 for non-AP classes.**

In addition, upon completion of the curriculum, students are encouraged to take the national AP exam for the course(s) and may be able to earn college credit depending on their performance on the exam. Colleges then determine whether or not to grant college credit or placement in a more advanced course during freshman year. Courses are taught by trained AP Rock Ridge teachers and classes are held at Rock Ridge High School. Course options include:

AP Biology	AP Psychology	AP Economics	AP Government & Politics
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*For more information on Advanced Placement program, please visit the College Board website:

<https://apstudent.collegeboard.org/home>

Wolverine University

Benefits of CIS at Rock Ridge

What is CIS? (College in the Schools)

- Classes taught at Rock Ridge High School by high school teachers with a master's degree in that subject
- Students receive college credit, just as they would at Minnesota North, that count toward an AA or as transfer credits
- CIS courses prepare students for the rigor of college courses in an environment that offers the same support as high school

Why Students Choose CIS Over PSEO

- Students know their teachers and have personal connections already built on the RR campus
- RR teachers are available everyday and more often than college professors for additional help
- Students can be more involved in activities at the high school
- Students and parents are able to check grades through powerschool throughout the quarter/semester- parents and RR counselors do not have access to PSEO grades
- Meeting more often allows for more review or more material covered

CIS Classes Offered (depending on enrollment)

English:

American Literature 1 & 2
College Composition 1 & 2
Intro to Communication

Math:

College Trigonometry
College Algebra
Calculus 1 & 2
Tech Math

Science:

Intro to Chemistry
General Biology
Intro to Forensics
Intro to Physics
Microbiology
Human Anatomy and Physiology

Health Care/Teaching:

Basic Life Support/CPR
CNA/Home Health Aide
Emergency Medical Responder
Child Development
Intro to Teaching

Social Studies

American History 1 & 2
AP Government
AP Psychology

Music/Art:

CIS Ceramics
CIS Photography
(offered 2026-27 and can be taken for college credit even if you took the high school class)

College In School (CIS)

Rock Ridge Public Schools offers the College in the Schools (CIS) options. CIS classes allow students the opportunity to earn high school and college credits without leaving the Rock Ridge campus. CIS classes will run on an adjusted/shortened schedule each week.

AA Degree

The Associate of Arts (AA) is a 60 college-level credit degree designed for students who plan to transfer to four-year institutions. Students who complete the AA degree will also have met the Minnesota Transfer Curriculum (MnTC) requirements. The MnTC is complete when the specific requirements for each Goal Area are met and a minimum of 40 credits from within the MnTC course list is earned. A 2.00 GPA is required for both the MnTC and AA degree. A student may complete the Minnesota Transfer Curriculum without completing the Associate of Arts degree. A single course can count toward two Goal Areas, but the course credits only count once toward the 40 MnTC credits required.

Course Drops & Withdrawals

The following college "grades" *will* affect your high school grade in the course as follows:

W (Withdrawing from the course after the drop deadline) = F

FW (Failure to Withdraw & not completing the course) = F

FN (Failure due to Non-Attendance) = F

Incomplete Grades

Students may receive an incomplete grade because their work was not completed at the end of the marking period. All incomplete grades on assignments must be made up within two weeks or the assignment grade will turn to a zero. Failure to complete work may result in no credit being given. Seniors receiving an incomplete in courses needed for graduation will not participate in the graduation ceremony if the incomplete is not made up before graduation day.

Athletic Eligibility is affected by incomplete grades. Students that earn an incomplete are ineligible to play until the incomplete has been made up and recorded in the office. If the eligibility was the result of an incomplete grade, eligibility may be re-established once work for the incomplete grade is made up and the grade change is made in the office.

Work Experience

If a junior or senior has a job and wishes to participate in the Work Experience Program, the student must obtain a work permit from the office. Rock Ridge will be offering a Work Experience Program starting during the second semester of the 2025-2026 school year.

Zero / Failing Policy

Students will earn no lower than a 59% for the quarter grade if it is due to plagiarism or other course regulations unless the earned grade from other assignments is lower than 59%. CIS & PSEO courses must follow collegiate regulations so they may differ depending upon the course.

If a student fails a required class in grades 7-8, the student team will review data to determine the best interventions for a student. This may include summer school and/or participation in an intervention and study skills course.

If a student fails a required class in grades 9-12, the failing grade will remain on their transcript and the student must make-up the unearned credit. Students will not be allowed to graduate if all the requirements are not met. Refer to the current graduation policy.

Instructional Materials (Extenuating circumstances may apply.)

The school district shall have a procedure for a parent, guardian, or an adult student, 18 years of age or older, to review the content of the instructional materials to be provided to a minor child or to an adult student and, if the parent, guardian, or adult student objects to the content, to make reasonable arrangements with school personnel for alternative instruction. Alternative instruction may be provided by the parent, guardian, or adult student if the alternative instruction, if any, offered by the school board does not meet the concerns of the parent, guardian, or adult student. The school board is not required to pay for the costs of alternative instruction provided by a parent, guardian, or adult student. School personnel may not impose an academic or other penalty upon a student merely for arranging alternative instruction under this section. School personnel may evaluate and assess the quality of the student's work.

EXTRACURRICULAR ACTIVITIES INFORMATION

RRHS Activities Handbook Link - See Athletic Director

Student Options and Fees for Athletic & Activity can be found by clicking: [Click Here](#)

All students in grades 7-12 who participate in Rock Ridge extracurricular activities (such as semi-formal and formal dances, participation in athletic practices/games/performances, extracurricular activities and clubs) are subject to the same eligibility requirements which are listed in the MSHSL Athletic Eligibility Information and must be read and signed by each student and a parent/guardian prior to participating in the activity. It will be the duty of the sponsor of an activity to inform all participants of the scholastic eligibility requirements.

Academic Eligibility

MSHSL Athletics & Activities Academic Eligibility Procedures

1. Grades will be checked quarterly and at midterms for a total of 8 times per year. Students must have zero failing grades at each marking period to remain eligible.
2. Students cannot have incomplete grades. Students that earn an incomplete are ineligible to play until the incomplete has been made up and recorded in the office. If the ineligibility was the result of an incomplete grade, eligibility may be re-established once work for the incomplete grade is made up and the grade change is made in the office.
3. Students participating in PSEO must submit official documentation showing academic progress at regular intervals, equivalent to grade checks for traditional students.
4. First quarter grades will determine winter sport eligibility regardless of the activity start date.
5. Fourth quarter grades will determine fall sport eligibility regardless of the activity start date.

MSHSL Athletics & Activities Academic Eligibility Consequences

Mid-Term Eligibility / Quarter Eligibility

1. Athletic/Activity schedules with 15 or fewer scheduled contests will serve a 1 contest penalty.
2. Athletic/Activity schedules with 16 or more scheduled contests will serve a 2 contest penalty.
3. Students must be passing all classes to resume eligibility.
4. Students may travel with the team, if allowed by the coach, as long as they are not missing any class in order to do so.
5. In an event where a student is academically ineligible and only participates in a category 2 activity, that student will follow the MSHSL guidelines for Category 2 activities for violations.

Attendance Eligibility

Students participating in Rock Ridge extracurricular activities on school evenings are expected to be in attendance for all periods the next school day unless excused by administration to remain eligible.

Any students who are considered to be chronically truant from school may be suspended from extracurricular activities under [MSHSL Policy](#).

MSHSL Athletics & Activities Attendance Eligibility Consequences

Students participating in Rock Ridge extracurricular activities must be present for all classes preceding any practice, activity, concert, contest, or game. Excuses documented by a medical note or funeral arrangement are exempt.

Students with 11+ accumulated absences are not eligible to participate in athletics or activities. If a student has exceeded the 10 allowable absences, the student must make up the time to return to eligible status.

Code of Conduct Eligibility

1. Students with unserved detentions are ineligible for all Rock Ridge extracurricular activities.
2. Students serving administratively determined consequences in the restorative room (ISS) or other disciplinary locations will be ineligible from participating in any Rock Ridge extracurricular activity.

Chemical Eligibility

The Minnesota State High School League recognizes the use of mood-altering chemicals including drugs, alcohol, tobacco, vaping, or other similar items as a significant health problem for many adolescents, resulting in negative effects on behavior, learning and the total development of each individual. The misuse and abuse of mood-altering chemicals for some adolescents affect co-curricular participation and development of related skills. Others are affected by the misuse and abuse by family, team members or other significant persons in their lives. Penalties shall be accumulative beginning with the student's first enrollment. This includes all students in grades 7-12. Rock Ridge Public Schools enforces the following chemical eligibility policies. Students violating the chemical policy will be subject to both Category I and Category II consequences, if applicable.

Students not accompanied by their parents are prohibited from entering bar areas, liquor establishments, or attending parties where liquor is made available to high school students. **This rule puts the burden on the student to know, in advance, whether alcoholic beverages will be made available to students at a party.** If there is any doubt, the student or parent/guardian should contact the host family to determine whether alcoholic beverages will be served. Students violating this rule are not eligible to participate in activities sponsored by the Rock Ridge schools for a period consistent with the Minnesota State High School League Rules (MSHSL Bylaw Section 205.00 regarding the Use of Mood Altering Chemicals, i.e. Alcohol, Tobacco, Drugs or Marijuana). A student employed by a business establishment is exempt from this rule while working.

Category I

This includes all MSHSL sponsored activities in which the member school has a schedule of interscholastic contests, including league sponsored tournaments. This includes all Athletics, Speech & Debate Team, One Act Play, Robotics (if a season is scheduled), and other new activities if they meet the definition .

Category II

This includes MSHSL sponsored activities in which a member school does not have a schedule of interscholastic events. This includes Music Contests (including sections, subsections, state, etc), One Act Play, if only participating in one league sponsored tournament, Robotics, if only participating in one league sponsored tournament, Knowledge Bowl, Math Counts and other new activities if they meet the definition.

Violation	Category 1	Category 2	Special Provision
1st Violation	The student shall lose eligibility for the next 2 consecutive interscholastic contests or two weeks, 14 calendar days, whichever is greater.	The student shall lose eligibility for the next contest or until 15 hours of community service is documented. The community service must be pre-approved by the administration and coaching staff of the activity.	
2nd Violation	The student shall lose eligibility for the next 9 consecutive interscholastic contests or 5 weeks, 35 calendar days whichever is greater.	The student shall lose eligibility for the next 2 contests or until 30 hours of community service is documented. The community service must be pre-approved by the administration and coaching staff of the activity.	
3rd + Violations	The student shall lose eligibility for the next 18 consecutive interscholastic contests or 7 weeks, 49 calendar days whichever is greater.	The student shall lose eligibility for the next 4 contests or until 45 hours of community service is documented. The community service must be pre-approved by the administration and coaching staff of the activity	A student who chooses to become a participant in a treatment program may become eligible for participation after a minimum period of six weeks after entering treatment if all of the following conditions are met: A) The student is assessed as chemically dependent B) The student enters treatment voluntarily C) The director of the treatment center certifies that the student is successfully participating and/or has successfully completed the treatment program D) All prior violation consequences must still be served.

Dances

School dances will be held periodically throughout the school year for Rock Ridge Students only. Students must have all detention hours served in order to attend a semi-formal or formal dance. All school rules and policies apply, see dance advisors for details.

National Honor Society

Rock Ridge Schools supports the National Honor Society in which the four criteria of scholarship (GPA), leadership, service and character are given equal weight in determining membership. Potential candidates will be contacted in the fall of their junior and senior year with instructions on making the appropriate application for membership. The selection procedure shall be determined by the Faculty Council and shall be consistent with the rules and regulations of NHS. NASSP shall not review the judgment of the Faculty Council regarding selection of individual members to local chapters.

Royalty Candidates

If a student receives a quarter grade of an “F” in the quarter previous to Homecoming or Snow Week, that individual is not eligible to be in the Royal Court. The 4th quarter grades (for Homecoming) and the most recent quarter grades for Snow Week will be reviewed for failure violations.

Student Council

Student Council is an organization made up of students representing the student body. It furnishes responsible leadership training for student leaders.

Grades 9 -12

The Student Council consists of student members, including a president, vice president, secretary and treasurer. The membership shall be elected to the council in the fall of the current school year. The qualifications that one should look for when electing their representative and officers are: good character and positive leadership ability.

Transportation Policy for Students

Participants in extracurricular contests must use transportation provided by the school. The only exception is in the event that parents request in writing via the Rock Ridge extra-curricular alternate transportation form to have their student ride with a parent, grandparent or immediate family member, in which case they assume all responsibility. No student may ride with another student under any circumstance.

Students with outstanding violations relating to alcohol, tobacco, or other mood altering chemicals will not be approved for overnight or out of state travel.

Weather Related Policy

Please be aware that just because school is closed, it does not mean all Rock Ridge School District events and contests are canceled. Our policy is such that if school is closed before the start and the weather improves throughout the day, the administration can decide to play games as scheduled.

RULES AND EXPECTATIONS

Interventions and Responses to Behavior

Restorative Intervention/Mediation

Restorative practices represent a step forward in teaching students to focus on resolving conflict, repairing harm, and healing relationships. Restorative practices support a positive and safe school climate, prevent

bullying, and reduce disciplinary incidents.

Deescalation and mediation are at the center of our restorative approach to poor student behavior. We seek answers to the following questions:

- What happened?
- What was your thinking at the time of the incident?
- Who was affected by what happened?
- What do you think you need to do to make things right?

Once the individual responsible for causing harm has had an opportunity to reflect on the incident, we often seek to bring all involved parties together to both discuss and resolve continued conflict and repair harm done. This may include but is not limited to the issuing and acceptance of an apology (written or verbal), an in-person meeting of affected parties directed by school staff, and/or the completion of a [Behavior Ownership Form](#). Mediations of this kind are contingent upon the readiness of those involved in the incident to move forward.

Detention

Students with unserved detentions are ineligible for semi-formal and formal dances, participation in athletic practices/games/performances, extracurricular activities, and all school activities.

Detention will be held at lunch for ½ hour and is available daily. Students will report to the designated detention area to meet the supervisor and then be dismissed by the advisor to get in the lunch line.

1. Students will be permitted to do homework assignments during detention. Students may not talk, sleep, or use electronic devices other than for school work.
2. Inappropriate behavior in detention will result in added consequences. If the student is tardy getting to detention, the student will receive additional consequences.
3. The Restorative Practice Behavior Ownership Form must be submitted and accepted on the day of service or the student will not receive credit for the detention and will continue to serve detention daily until an acceptable form is submitted.

Restorative Room (formally In-School Suspension or ISS)

The Restorative Room will be used in the event that a student's behavior rises to the level of needing to be removed from their classes for a period of time. This can be for all or a portion of one day or multiple days. Often the Restorative Room provides students with the time and space they need to move forward socially and emotionally from what took place. Students typically receive ISS for repeated behaviors causing harm to their peers or to their own ability to maintain positive social relationships.

Students in the Restorative Room have access to and are expected to complete missed instruction and assignments. Students may also be asked to complete a Behavioral Ownership Form as a strategy to foster positive social and emotional decision-making.

Students who have been assigned to the Restorative Room will leave all belongings except for instructional supplies in the HS Office. This includes their phones, backpacks, etc.

Students are not allowed to talk, sleep, or use their iPads for any purpose other than school work.

Restorative Justice and Out-of-School Suspension (OSS)

To promote the safety of our students, restore expectations, and move forward educationally, a scheduled re-entry meeting will be required in order for a student to return to school. At least one parent/guardian and the student will attend the meeting with school representatives. Prior to each meeting, the student will complete a

Behavioral Ownership Form to be presented and discussed during the meeting and shared with the student's teachers.

Behavioral Consequences Matrix

The matrix below is not all inclusive, but is representative of the most common discipline concerns affecting our schools. Subsequently the consequences listed are not definitive and school administration has the right to deviate from the chart based on the investigation findings for each incident.

Behavioral Consequences Matrix

Infraction	1st Offense	2nd Offense	3rd Offense
Appropriate Bathroom Use	1 Day ISS	1-2 days OSS	3-5 days OSS
Bullying Contributing to the Continuance of Bullying	Detention(s)	1-3 days ISS or OSS	4-5 days ISS or OSS Possible Expulsion
Dress Code Violation	Sent to Dean's office or School Nurse Change Clothing	Sent to Dean's office or School Nurse Change Clothing Detention(s)	Parent Conference Administrative Discretion
Drug Sales and Distribution	OSS/Expulsion Police Referral	OSS/Expulsion Police Referral	OSS/Expulsion Police Referral
Drug/Synthetic/Alcohol Use or Possession	3 days OSS, Police Referral Rule 25 Recommended	5 days OSS, Police Referral Rule 25 Recommended	10 days OSS, Possible Expulsion Police Referral Treatment Recommended
Fighting/Assault	1-3 days ISS/OSS Possible Police Referral	3-5 days ISS/OSS Possible Police Referral	OSS/Possible Expulsion Police Referral
Harassment (Sexual, Religious, Racial)	1-3 days ISS/OSS Parent Conference Possible Police Referral	3-5 days ISS/OSS Parent Conference Possible Police Referral	OSS/Possible Expulsion Police Referral
Inappropriate Language/Behavior	Warning Possible Detention(s)	Detention(s)	ISS
Directed Inappropriate Language	ISS	1-3 Days OSS	3-5 Days OSS
Insubordination	1-3 days ISS	3-5 days ISS Parent Conference	OSS
Failure to Identify Self	1 day ISS Sent to the Office	3 days ISS Parent Conference	OSS
Use of Cell Phone or Electronic Devices	Staff will collect device and return at the end of the hour.	Staff will deliver device to the office and student picks it up at the end of the day.	Staff will deliver device to office and parent picks it up at the end of the day.
Misuse of Technology	Review Policies and Detention(s)	WiFi restriction Check in/out	Reviewed by Administration
Public Display of Affection	Warning	Detention(s)	Detention(s)/ISS

Safety Concerns	Administrative Discretion w/ Possible Police Referral	Administrative Discretion w/ Possible Police Referral	Administrative Discretion w/ Possible Police Referral
Skipping Detention	1 day ISS	1-3 Days OSS	3-5 Days OSS
Theft & Vandalism	1-5 days ISS/OSS and Restitution; Possible Police Referral	1-5 days ISS/OSS and Restitution; Possible Police Referral	OSS/Expulsion/Restitution/ Possible Police Referral
Tobacco/E-cig/Vape Use or Possession	3 days ISS Police Referral	5 days ISS Police Referral	5 days OSS Police Referral
Tardy (Marked per Semester)	Teacher Warning for Tardy #1 and #2 per class	Teacher Log Entry for Detention(s) or equivalent for Tardy #3 and #4 per class	#5+ Administrative Discretion;
Truancy/Skipping	1 to 5 Lunch Detentions	1-3 days ISS	1-3 Days OSS Administrative Discretion
Weapon Possession	OSS/Expulsion Police Referral	OSS/Expulsion Police Referral	OSS/Expulsion Police Referral

Bathroom Use

Bathrooms are to be used for their intended purposes only, and within a reasonable timeframe. Only one student is allowed in each bathroom at a time.

Bus Conduct

Consequences for failure to follow bus safety rules or other school rules are consistent with all other school policies and practices. Please remember that school transportation is a privilege and not a right. Administration reserves the right to remove students from school transportation.

Cell Phones/iPads/Other Electronic Devices

Rock Ridge Public Schools holds high expectations for student behavior, academic integrity and responsible use of personal electronic devices. Students who possess or use such devices at school must do so with the greatest respect for the educational environment and the rights and privacy of all individuals within the school community.

Technology use is allowed at lunch, during passing periods unless it becomes a tardy/truancy concern, before school, and after school. Cell phone use during class periods is **NOT** allowed. Cell phones must be off and put away during these times. Administration, teachers, and students will follow guidelines listed below.

1. Cell phone usage is not allowed during lockdowns or fire drills.
2. Students are not allowed to take pictures or videos of any student or staff member without the express written consent of all parties involved.
3. Electronic video devices in any locker room is strictly forbidden.

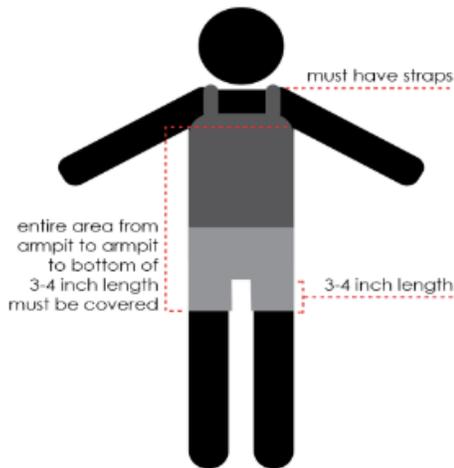
CONSEQUENCES FOR USE OF CELL PHONES OR ELECTRONIC DEVICES
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1st OFFENSE	2nd OFFENSE	3rd + OFFENSES
An employee shall direct the student to turn in their electronic device for the hour. The teacher will return it to the student at the end of the class period.	The second infraction shall result in disciplinary referral and the phone turned into the office immediately. The office will return it to the student at the end of the day.	The third infraction shall result in disciplinary referral and the phone turned into the office immediately. The office will return it to the parent/guardian and the loss of privileges to possess a cellular phone or electronic device at school for a set period of time.

Dress Code [504 Student Dress and Appearance](#)

Dressing appropriately for school is preparing you to dress appropriately for activities outside of school and in your future (post-secondary endeavors, public events, job interviews, places of employment, etc). While we want to celebrate your individuality, clothing should also be conducive to a positive and healthy learning environment for all. Therefore, students are expected to dress appropriately and abide by the Dress Code Policy at all times. Dress Code reminders are summarized below or click here for the full Dress Code Policy: [504 Student Dress and Appearance](#))

1. No inappropriate or discriminatory language, innuendos, imagery or products or content that is offensive or disruptive to the learning of others
2. No potentially hazardous, damaging, or harmful attire or accessories.
3. No attire is allowed to cover or conceal the identity of a student or cover their ears or face.
4. Student attire should provide, at minimum, the coverage illustrated by the image below and must cover armpit to thigh.



Students with incomplete, inappropriate or offensive attire will be sent to the Deans’ or Nurses’ offices to change and the Dress Code violation will be documented in PowerSchool.

Excused Study Halls - Off Campus Eligibility 1st and 7th periods

Eleventh and Twelfth graders have the opportunity to be excused from their study hall and be approved to leave the building if they meet the following criteria:

1. Earn a minimum GPA of 3.0 the previous quarter and earn all passing grades. Students will not be rechecked at midterms to earn access; however, student grades will be checked at midterm to ensure they remain eligible.

2. Maintain all passing grades for the quarter once permission is granted or pass is revoked.
3. Acquire Parent/Guardian/Administrator permission.
4. Remain in good standing for attendance (under 10) and disciplinary requirements such as detention.
5. Students must stay in study hall as assigned until their schedule is changed.
6. Only applicable to 1st and 7th periods.

Fieldtrips

Field trips are a privilege and an extension of the learning in class. Rock Ridge teachers and administration expect students to act in accordance with the daily expectations of your class and those outlined in this handbook. In other words, even if you are no longer on school grounds, the same rules and expectations apply because you are on a school-related field trip.

Example: students will not be on their phones during presentations/performances

Example: students will not leave the establishment/event/activity

Students should always be within sight of their teachers, staff or chaperones at all times. The student may need to be in good academic standing with minimal or no behavioral and/or attendance issues in order to attend field trips.

Internet Policy ([See Policy 524](#))

Rock Ridge Public Schools' Internet Use Policy Statement

Students are responsible for good behavior on school computer networks just as they are in a classroom or school hallway. Communications on the network are to be considered public in nature. General school rules for behavior and communications apply. Network resources are provided for students to conduct research and communicate with others in relation to school work. Access to network services is given to students who agree to act in a responsible manner. Access is a privilege, not a right. Therefore, based upon the acceptable use guidelines outlined in this document, the administration and staff will deem what is inappropriate use and their decisions are final. Upon identification of inappropriate use of network services by the administration, faculty, and staff, access may be denied, revoked, or suspended at any time.

Lunch

All food must be consumed in Cleveland Cliff commons or the courtyard. All students must remain on campus during the entire lunch period. No student will leave the lunch areas during this time except when excused by a supervisor. Students are not allowed to have any food or drink deliveries sent to Rock Ridge during the school day without prior permission.

Public Displays of Affection

The public display of affection is not acceptable school behavior. Respect yourself and the rights of others by demonstrating appropriate school behavior. Students are expected to refrain from intimate behavior including kissing, embracing, intimate touching, etc, and other inappropriate contact in the halls, classrooms, on school grounds and at school events. Staff may correct students if their behavior is not acceptable. Students should accept redirection in a constructive manner in an effort to maintain a proper, respectful, and educational atmosphere for all students and employees in the building.

Recording Others

Students *may not* record Rock Ridge faculty, staff, or fellow students without their expressed consent. Students found to have caused a disruption to our school day by having recorded and/or shared to social media an adult or peer without their expressed consent are subject to school disciplinary consequences and legal ramifications.

Removal from Class ([See Policy 506](#))

Students serving administratively determined consequences in the restorative room (ISS) or other disciplinary locations will be ineligible from participating in after school activities, practices, and athletic contests.

Occurrence	Consequence
1	It will be documented by the teacher and the parent will be notified by the teacher. The student may also receive additional disciplinary action.
2	The parent will be notified and a meeting will be scheduled within 48 hours with the student, teacher, parent, and administration. During this meeting the teacher will explain the expectations for behavior. The student and parent will have the opportunity to ask any questions they may have with the goal being a solution to the behavioral problem.
3	The school team will discuss alternative programming options for the student, which may include removal from class and loss of credit.

Skateboards & Rollerblades

Skateboarding and rollerblading are not allowed on school property.

Tobacco Free Schools

Use or possession of tobacco products including electronic nicotine delivery systems in the building, on school property, during school activities, or leaving school grounds during school hours will not be tolerated. Violators of this regulation will receive consequences consistent with school policy and students will not be readmitted until after a parent/guardian has been contacted by the administration. Cigarettes, electronic cigarettes, vaping devices and paraphernalia or other tobacco products are not to be carried by students within the school during school hours. Students should realize the State High School League rules carry a penalty for smoking and tobacco use that also will be enforced by the School. b. Minnesota Statute 609.685, subd. 3, a state that possession or use of tobacco or tobacco related devices by anyone under the age of 18 is unlawful. Because of the health consequences for our youth and the mixed message that is given when laws are not enforced, the NO SMOKING LAW for those under the age of 18 will be enforced. Law enforcement officials will be contacted for violation of the district's policy.

Pupil Fair Dismissal Act

All students are protected under the Pupil Fair Dismissal Act. Students who are involved in suspension from school should ask what their rights are under this act. See the Assistant Principal for a copy of this document.

HEALTH & SAFETY INFORMATION

Accidents

Students involved in an injury of any kind on campus must report the accident to the teacher in charge immediately. The student will be referred to the main office or nurse's office as soon as possible to complete the proper forms. Tardiness in reporting an accident makes it difficult to record the circumstances accurately.

Age of Majority/18 Year Old Students

Students 18 years of age or older must comply with the same rules and regulations as younger students according to State Statute M.S. 120.06 unless it has been determined by the school and the student's legal parents/guardians that the student is to be treated as an "independent student". Once a student is deemed independent, the parent/guardian no longer has access to educationally relevant information including attendance, behavior, and academics. They may not write their own notes or excuses if they are living in the parental home. Families are cautioned in providing the independent status.

Background Checks for Employees and Volunteers

The school district will seek criminal history background checks for all applicants who receive an offer of employment with the school district and 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. The school district may elect to seek criminal history background checks for other volunteers, independent contractors, and student employees.

Parents/guardians are welcome in the schools and are encouraged to volunteer in their children's classrooms. In most instances, volunteers will be required to have a background check on file with the school district prior to volunteering or visiting a classroom. Always call the day prior to make an appointment if you would like to visit the school.

Emergency School Closing/Media Announcements

School closing information will be placed on the homepage of the Rock Ridge Public Schools website, sent by electronic alerts (**please update your contact information**) and broadcast on the local radio and television stations, as well as instant alerts through bright arrow, social media and the school website at www.rrps.org

Fire Drills, Emergency Evacuation & Lockdowns

Rock Ridge High School is committed to student safety and security. We will be having 4 Fire Drills, 4 Lockdown (Hold) Drills and 1 Tornado Drill throughout the school year.

Fire, evacuation, and lock down drills are held to reduce the probability of serious damage or injury in case of a real emergency and are required by the state of Minnesota. Teachers will provide exit information and explain the procedure in case of a fire drill or evacuation; students are to follow these instructions. All books and other materials must be left and students are to leave the building in a quiet and orderly manner. Only upon a signal will students return to the building and their classrooms in an orderly fashion. A detailed crisis manual has been developed by the school district and is available in each learning area.

Health Program

Students with health concerns or experiencing symptoms of illness at school should notify the school nurse. If a student needs to leave school due to a medical reason the nurse's office will contact parents or guardians.

School nurses are responsible for the health of students by, including, but not limited to:

- Assessing severity of illness or injury
- Distributing medications that are provided and approved by parents and healthcare providers
- Caring for students with chronic conditions such as diabetes, epilepsy, asthma, allergies/anaphylaxis, and others
- Ensuring students are up to date on vaccinations
- Screening students for vision, hearing, and other potential health issues ● Preventing and controlling the spread of communicable diseases
- Connecting students and families to relevant health resources
- Providing mental health support to students in need
- Promotion of health through education and wellness initiatives
- Collecting health data in school to provide to local, state, and national officials ● Providing urgent, episodic care to students including band-aids or ice packs to students with cuts, scrapes, and bruises

We follow the "Infectious Diseases in Childcare Settings and Schools Manual"

<https://www.hennepin.us/childcaremanual>. This manual provides technical and parent fact sheets about a variety

of infectious disease prevention and control. Information is intended for parents, childcare providers, and school staff.

Medications

Parents/guardians are responsible to provide student medication for school administration. Medications may be dispensed in school when the student's health may be jeopardized without it, and when needed to maintain/promote the health of the student so that learning is enhanced.

If a student needs to take medication at school, the school district requires that the parent/guardian and prescribing care provider complete either the "Medication General Administration" form or the "Medication Self-Administration" form for each school year or anytime there is a change in the medication prescription. These forms are available on www.rrps.org under "District",> "Health and Wellness,">"Forms."

Prescription medication must be in a properly labeled pharmacy container and are to be kept and administered in the health office. Parents/Guardians are advised to ask the pharmacist for a bottle for home and second/separate labeled bottle for school.

The following medications are allowed for self-carry and or administration after a "Medication Self-Administration" form is completed: Over the counter pain relievers such as ibuprofen or tylenol and emergency medications such as epi-pens, emergency seizure medications, emergency diabetic medications, or inhalers.

Over the counter pain relief medication may be self-carried and self-administered (grades 7-12 only) in a manner consistent with labeling for their own use only if approved by guardians and care providers. The school district may revoke the privilege of self-carry and self-administering of medications if it is determined that the student is abusing the privilege or is at risk of harm to self or others.

Emergency Self-Carry Medications like epi-pens, seizure medications, diabetic medications, and inhalers also require the completion of an emergency care plan. These plans communicate to teachers and staff what they are to do if an emergency should occur that requires these medications. Allergy, seizure, asthma, and diabetic emergency action plans are also found on the district website with the medication administration forms.

For further medication questions, please see: Policy 516 "Student Medication" is available on the district's website www.rrps.org under "District->School Board-> Policies".

Immunizations

As required by Minnesota Statutes Section 121A.15, <https://www.revisor.mn.gov/statutes/cite/121A.15>, children enrolled in Rock Ridge Public Schools must receive required immunizations prior to the student's first day of school or submit an exemption. Minnesota K-12 Immunization Law and the specific immunization requirements for school can be found here:

<https://www.health.state.mn.us/people/immunize/basics/readyk12.pdf>

Notification to Staff Regarding Placement of Students With Violent Behavior

Rock Ridge Public Schools recognizes the rights of students and data privacy. In an effort to provide a safe school environment, staff members will be notified by the Administration of a student's history of violent behavior. The history of violent behavior and notice to the appropriate staff is an educational record and will be transferred to an enrolling school district. Parents have the right to review and challenge records or data, including the data documenting the history of violent behavior, under both state and federal law as set forth in the school district's Data Practices Policy.

SCHOOL POLICY LINKS & REQUIRED INCLUSIONS

It is the policy of the Rock Ridge Public Schools to maintain a learning and working environment that is free from religious, racial or sexual harassment and violence. For a complete list of policies for ISD #2909, please refer to our website at www.rrps.org under “District”, “School Board”, and “Board Policies” or use this [link](#).

Minnesota Statewide Assessment - Student Participation

For Minnesota’s statewide assessments to reflect the full impact of district- and state-level implementation of the applicable standards, as well as district-level success at teaching the standards, it is important for all Minnesota students to take the statewide tests. The impact of this data spans the state, impacts each district, and demonstrates clear trends across time. The data on today’s third graders, for example, helps us understand those same students learning in fifth, ninth, and 12th grade. Also, today’s third graders help us understand every third grade class for years to come, and whether changes to curriculum, efforts toward equity, and emphasis on inclusion make a substantial difference to our students.

In addition, English learners must take the ACCESS and Alternate ACCESS to exit English language instruction. Without these test scores, students will continue to receive English learner services.

[Statewide Assessments: 2024-25 Parent/Guardian Participation Guide and Refusal Information](#) - 8/7/23

This version of the form will be used for the 2024–25 school year.

F.Y. 2026	Cost Center	Obj. Code	Amount	Vendor #	P.O. #
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STATE OF MINNESOTA

MINNESOTA STATE COLLEGES AND UNIVERSITIES

MINNESOTA NORTH COLLEGE

INCOME CONTRACT

FOR POSTSECONDARY ENROLLMENT OPTIONS (PSEO) BY CONTRACT

This contract is by and between Rock Ridge Public School, ISD #2909; 1405 Progress Parkway, Virginia, MN 55792 (hereinafter "SCHOOL DISTRICT") and the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota North College (hereinafter "COLLEGE/UNIVERSITY"). This contract does not apply to concurrent enrollment courses.

WHEREAS, the SCHOOL DISTRICT has a need for a specific service provided by COLLEGE/UNIVERSITY in accordance with Minnesota Statutes §124D.09 and Minnesota State Board Policy 3.5 and System Procedure 3.5.1; and applicable COLLEGE/UNIVERSITY policies.

WHEREAS, the COLLEGE/UNIVERSITY, is empowered to enter into income contracts pursuant to Minnesota Statutes, Chapter 136F;

NOW, THEREFORE, it is agreed:

- I. DUTIES OF SCHOOL DISTRICT. The SCHOOL DISTRICT agrees to provide the following:
 - a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (Attachment A) and Minnesota State Board Policy 3.5 and System Procedure 3.5.1 (Attachment B).

- II. DUTIES OF COLLEGE/UNIVERSITY. COLLEGE/UNIVERSITY agrees to provide the following:
 - a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (Attachment A) and Minnesota State Board Policy 3.5 and System Procedure 3.5.1 (Attachment B).

- III. DUTIES OF COLLEGE/UNIVERSITY and SCHOOL DISTRICT. Both the SCHOOL DISTRICT and the COLLEGE/UNIVERSITY agree to:
 - a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (Attachment A) and Minnesota State Board Policy 3.5 and System Procedure 3.5.1 (Attachment B); and all other duties as stipulated in Attachment C.

IV. CONSIDERATION AND TERMS OF PAYMENT.

A. Consideration for all services performed by the COLLEGE/UNIVERSITY pursuant to this contract shall be paid by the SCHOOL DISTRICT limited to the courses listed in Attachment D as follows:

1) The SCHOOL DISTRICT will be invoiced by the COLLEGE/UNIVERSITY at the respective academic year rate for tuition, fees, and textbook rental per credit hour per student as follows.

Academic Year	Rate
2025-2026	\$248.37

2) Additional fees required for students to complete course(s) shall be negotiated between the two parties and described here.

3) Other non-required costs related to course specific software and tools are the responsibility of the student and described here.

B. Terms of Payment. Payments shall be made by the SCHOOL DISTRICT as follows:

1) Invoices will be sent by the COLLEGE/UNIVERSITY to the SCHOOL DISTRICT by December 1, 2025 in the fall and May 1, 2026 in the spring.

2) Payments to the COLLEGE/UNIVERSITY by the SCHOOL DISTRICT for the tuition/fees/textbooks charge for each semester will be made within thirty (30) days of the SCHOOL DISTRICT receiving the invoice.

V. TERM OF CONTRACT. This contract shall be effective on August 25, 2025, **or upon the date that the final required signature is obtained by the COLLEGE/UNIVERSITY, whichever occurs later**, and shall remain in effect until May 14, 2026, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. The COLLEGE/UNIVERSITY understands that NO work should begin under this contract until ALL required signatures have been obtained, and the COLLEGE/UNIVERSITY is notified to begin work by the SCHOOL DISTRICT's Authorized Representative.

This agreement is effective for the 2025-2026 Academic Year(s).

VI. CANCELLATION. This contract may be canceled by the COLLEGE/UNIVERSITY or the SCHOOL DISTRICT at any time, with or without cause, upon thirty (30) days' written notice to the other party. In the event of such a cancellation, the COLLEGE/UNIVERSITY shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

VII. AUTHORIZED REPRESENTATIVES.

THE COLLEGE/UNIVERSITY'S AUTHORIZED REPRESENTATIVE. The COLLEGE'S Authorized Representative for the purposes of administration of this contract is:

Name: Richard Kangas, Associate Vice President of Student Affairs
Address: 1851 East Highway 169, Grand Rapids, MN 55744
Telephone: 218.322.2319
E-Mail: richard.kangas@minnesotanorth.edu
Fax: 218-322-2325

THE SCHOOL DISTRICT'S AUTHORIZED REPRESENTATIVE. The SCHOOL DISTRICT'S Authorized Representative for the purposes of administration of this contract is:

Name: Noel Schmidt
Address: 1405 Progress Parkway, Virginia, MN 55792
Telephone: 218-742-3901
E-Mail: noel.schmidt@rrps.org
Fax: 218-744-4381

The SCHOOL DISTRICT'S Authorized Representative shall have final authority for acceptance of the COLLEGE/UNIVERSITY services and, if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to Clause II, paragraph B.

VIII. ASSIGNMENT. The SCHOOL DISTRICT shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of the COLLEGE/UNIVERSITY.

IX. LIABILITY. Each party will be responsible for its own acts and behavior and the results thereof. The COLLEGE/UNIVERSITY and the SCHOOL DISTRICT's liability is governed by the Minnesota Tort Claims, Act, Minn. Stat. § 3.736, and other applicable laws.

X. AMERICANS WITH DISABILITIES ACT COMPLIANCE (hereinafter "ADA"). The SCHOOL DISTRICT is responsible for complying with the ADA Act, 42 U. S. C. 12101, et seq. and regulations promulgated pursuant to it for educational services it provides to its students. The COLLEGE/UNIVERSITY will inform students of support services available at COLLEGE/UNIVERSITY but IS NOT responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.

XI. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.

XII. GOVERNMENT DATA PRACTICES ACT. Both parties must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by either party in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by either party in accordance with this contract. The civil remedies of Minnesota Statutes Section 13.08, apply to the release of the data referred to in this Article by either the SCHOOL DISTRICT or the COLLEGE/UNIVERSITY. In the event either party receives a request to release the data referred to in this Article, the receiving party must immediately notify the other and receive instructions from the other party concerning the release of the data to the requesting party before the data is released.

XIII. JURISDICTION AND VENUE. This contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or the breach thereof, shall be in the state or federal court with competent jurisdiction in St. Louis County, Minnesota.

XIV. AUDITS. The books, records, documents, and accounting procedures and practices of either party relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor for the COLLEGE/UNIVERSITY and the State Auditor for the SCHOOL DISTRICT.

XV. OTHER PROVISIONS. (Attach additional page(s) if necessary):

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. MINNESOTA STATE COLLEGES AND UNIVERSITIES

Minnesota North College

By (authorized college/university/office of the chancellor initiating agreement)
Title: AVP of Student Affairs
Date:

2. SCHOOL DISTRICT:

School District certifies that the appropriate person(s) have executed the contract on behalf of the School District as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature)
Title:
Date:

KY Interpreting Service Contract

KY Interpreting Services
3251 Dahl Road
Duluth MN 55804
kyinterp@gmail.com
218.393.3504

Point of Contact: Noel Schmidt / Stacie Lamppa
Location of Services: Rock Ridge School District
Office: 1405 Progress Pkwy, Virginia, MN 55792
Service: Sign Language Interpreting
Date of services: July 1, 2025 – June 30, 2026

Rate:

Billed at a base rate of 2 hours for any job of 2 hours or less in duration.
\$55/hour for Pre-certified sign language interpreter.
\$75/hour for certified sign language interpreter.

Evenings/Weekends base rate of \$160 per interpreter for any job up to 2 hours 5pm – 8am and Saturday/Sunday. Additional time increments will be billed to the half hour.

Some assignments over 2 hours long will have 2 interpreters depending on content. Regular school days will have 1 educational interpreter to provide language access in accordance with the IEP and Interpreter guidelines and best practices as per the Code of Professional Conduct from the Registry of Interpreters for the Deaf (RID). This may include but not be limited to interpreting pre & post teaching content, facilitating language development through interpreting in both ASL and English as well as continued collaboration with the educational team.

Travel: Daily school hours will be billed including travel hours for interpreters.

Cancellation Notice: 48 business hour cancellation notice required. If canceled within 48 business hours, the job will be billed in full.

Late Payment Notice: Payment must be received within 30 days of the sent date of the invoice. Beyond 30 days as per Minnesota Law, interest may be charged and added to the bill.

By signing this document (print name) _____ agrees to pay the above charges.

Signature: _____ Date: _____

Referral Agency:

Signature: _____ Date: _____
Print Name: _____

Section 12. Representations. The parties represent that entering into this Agreement does not create a conflict of interest or breach any of the parties' existing agreements. The parties further understand and agree that, by entering into this Agreement, they are not entering into a partnership or joint venture with one another.

Section 13. Special Education Provisions. The Services provided are specially designed instruction, at no cost to the parents, to meet the unique needs of a student with a disability or related services in order for a child with a disability to benefit from specially designed instruction.

WHEREFORE, THIS Agreement was entered into on the date set forth below and undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby acknowledge receipt of a copy hereof.

<u>Stephanie Agones</u>	<u>Special Ed. Director</u>	<u>7/9/2025</u>
District Representative Signature	Title	Date

<u>Sarah Rebe</u>	<u>Executive Director</u>	<u>7-9-2025</u>
Triumph Educational Consulting Signature	Title	Date



D/HH CONTRACT 2025-2026

This Agreement, is made and entered into by and Rock Ridge Public Schools 1405 Progress Pkwy, Virginia, MN 55792 (hereinafter referred to as the “DISTRICT”) and Triumph Educational Consulting (hereinafter referred to as the “CONTRACTOR”).

RECITALS

Whereas, the DISTRICT desires to enter into an agreement with a qualified CONTRACTOR with expertise in providing Deaf/Hard of Hearing direct service and due process; and

Whereas, the CONTRACTOR is duly qualified and will provide the requested consulting services;

Whereas, the DISTRICT is willing to enter into an agreement with the CONTRACTOR to provide these services; and

Whereas, the CONTRACTOR understands and agrees that:

1. The CONTRACTOR will act as an independent contractor in the performance of all duties under this agreement;
2. The CONTRACTOR is not an agent, servant or employee of the DISTRICT and shall not make any such representations nor hold themselves out as such;
3. The CONTRACTOR shall have no authority to bind the DISTRICT for the performance of any services or to otherwise obligate the DISTRICT, the CONTRACTOR’s authority being specifically limited to the duties assigned to the CONTRACTOR under this Agreement;
4. The CONTRACTOR shall not be considered, under the provisions of this Agreement or provisions of this Agreement or otherwise, as having employee status, and accordingly, the CONTRACTOR shall be responsible for payment of all taxes, including federal, state and local taxes arising out of the CONTRACTOR’s activities under this Agreement, including, but not limited to, federal and state income tax, FICA, unemployment insurance taxes, and any other taxes or business license fees as required;
5. The CONTRACTOR shall not accrue any continuing contract rights for the services performed to this Agreement;
6. The CONTRACTOR shall comply with all applicable School Board policies, procedures, rules and regulations that are relevant to the CONTRACTOR’s provision of services under this Agreement.
7. Services provided are for students with a disability and whose Individual Education Program (IEP) contain documentation of the need for services. This service is unique to students identified as special education students. It is specifically designed instruction and not available to non-disabled students. The decision to provide this service was made by the IEP team. This service is provided at no cost to the parent. Facilities where this service is provided are of high quality.
8. The CONTRACTOR holds and will maintain the licensure required to perform services outlined in this contract.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and board members, its administrators, its employees, its officers, its attorneys, its insurers, agents, CONTRACTORS, and representatives other good and valuable consideration, it is agreed as follows:

ARTICLE I

SERVICES TO BE PROVIDED

Section 1. Provision of Services. The CONTRACTOR agrees to provide Deaf/Hard of Hearing services and evaluation as identified by the IEP team and documented in the student's IEP. Direct service and consultation services may include, but are not necessarily limited to, review of pertinent educational records of selected students; discussion and consultation with teaching staff, school administration and related service providers, and providing consultation and recommendations on appropriate goals and objectives and working individually with students on educationally related issues. The Services provided by the CONTRACTOR pursuant to this Agreement will be determined exclusively by the DISTRICT.

Section 2. Agreement Term. This Agreement is in effect for the school year beginning July 1, 2025-June 30 2026 unless prematurely terminated as outlined in Article V below. This Agreement may be renewed only in writing and signed by both parties.

Section 3. Monitoring/Review of Services. Services performed under this Agreement are reviewed semi-annually. During this review period, the CONTRACTOR will collect documentation of services provided, the dates thereof, costs of service and remaining balance on the contract. If incongruences between the contract and work performed occur, Sarah Rabe, the owner of Triumph Educational Consulting will, work alongside the DISTRICT and CONTRACTOR to find a resolution.

Section 4. Warranties/Disclaimers. The CONTRACTOR has the required skill, experience, and qualifications to perform the Services, shall perform the Services in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services, and shall devote sufficient resources to ensure that the Services are performed in a timely and reliable manner. The CONTRACTOR shall also perform the Services in accordance with applicable law and warrants that the CONTRACTOR has all rights and title to the work product delivered under the Agreement and it does not infringe on the intellectual property of other parties.

ARTICLE II **COMPENSATION**

Section 1. Compensation/Fees. The CONTRACTOR shall provide the agreed to services at a rate not to exceed \$130 per hour including any travel time. All on-site and off-site services are billed in increments of 15-minute units of time, with a minimum of 15 minutes billed per service. Total maximum threshold of expenditure is \$9100 (70 hours). Absent written agreement from both parties, CONTRACTOR shall bear the risk and expense of any amounts in excess of this maximum, and the DISTRICT shall bear no liability for such excess. Superintendent has the authority to sign legally binding contracts up to \$9100. Contracts beyond that amount must be approved by DISTRICT Board Chair.

The CONTRACTOR services to be provided will be determined solely by the DISTRICT. The CONTRACTOR will not provide any services above and beyond those services in which the DISTRICT specifically requests. It is the responsibility of the CONTRACTOR to submit an itemized invoice for payment, within 30 days of services provided. The itemized invoice should include a breakdown of all services and expenses and shall include the time, place, and method of acceptable payment.

ARTICLE III **INSURANCE AND OTHER BENEFITS**

Section 1. Insurance. During the term of this Agreement, it is specifically agreed and understood that the CONTRACTOR shall not be eligible for nor provided insurance coverage of any kind from the DISTRICT, including, but not limited to, health, medical, dental, life, and long-term disability. CONTRACTOR is solely

responsible for obtaining or providing such insurance coverage to CONTRACTOR and CONTRACTOR's employees, as applicable.

Section 2. Other Benefits. It is specifically agreed and understood that the CONTRACTOR shall not be eligible for nor provided any other DISTRICT-provided benefits, including, but not limited to, working compensation and unemployment benefits. CONTRACTOR is solely responsible for obtaining or providing such benefits to CONTRACTOR and CONTRACTOR's employees, as applicable.

Section 3. Liability Insurance. CONTRACTOR must provide and maintain, during the life of this agreement, insurance coverage with minimum limits as follows:

- General Liability Insurance
 - a. Commercial Liability – Occurrence (Form CG 00 01 98 or its equivalent)
 - i. Combined Single Limit \$1,000,000
 - ii. Personal Injury Limit \$1,000,000
 - iii. Products Completed Operations \$3,000,000
 - iv. General Aggregate \$3,000,000
- Professional Liability Insurance with limits of \$1,000,000 each occurrence, \$3,000,000 aggregate.

CONTRACTOR must provide proof of insurance upon request by DISTRICT. CONTRACTOR must provide the DISTRICT with 30-day notice of cancellation, non-renewal or material change to coverage.

CONTRACTOR IS NOT required to provide a performance bond pursuant to Minn. Stat. 574.26.

ARTICLE IV **INDEMNIFICATION**

Section 1. [DISTRICT] Indemnification. Except to the extent that such liability is caused by the negligence or tortious act or omission of CONTRACTOR or its agents, contractors or employees, the DISTRICT agrees, to the extent permitted by law, to defend, indemnify, and hold harmless the CONTRACTOR, its members, managers, governors, contractors, representatives, agents, and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from the following: (i) any willful, negligent or tortious act or omission of the DISTRICT, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable in the delivery of education services, and (ii) against all loss by reason of the failure of the DISTRICT or its employees to adhere to applicable state and federal law. In no event, however, will the DISTRICT accept liability in excess of its insurance caps.

Section 2. (CONTRACTOR) Indemnification. Except to the extent that such liability is caused by the negligence or tortious act or omission of the DISTRICT or its agents, contractors or employees, CONTRACTOR agrees, to the extent permitted by law, to defend, indemnify, and hold harmless the DISTRICT, its members, managers, governors, contractors, representatives, agents, and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from the following: (i) any willful, negligent or tortious act or omission of CONTRACTOR, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable in the delivery of education services, and (ii) against all loss by reason of the failure of the CONTRACTOR or its employees to adhere to applicable state and federal law.

Section 3. Duty to Notify. The indemnified party shall promptly notify the indemnifying party of any claim, action, cause of action or litigation brought against the indemnified party, its employees, officers, agents or

sub-schools, which arises out of the services contained in this Agreement. The indemnified party shall also notify the indemnifying party whenever the indemnified party has a reasonable basis for believing that the indemnified party and/or its employees, officers, agents or sub-school, and/or the indemnifying party might become the subject of a claim, action, cause of action, criminal arrest, criminal charge or litigation arising out of and/or related to the services contained in this Agreement, except to the extent providing such notice would interfere with integrity of an ongoing investigation, criminal proceeding, or litigation.

Section 4. Failure to provide the notices required by this section is a material violation of the terms and conditions of this Agreement.

ARTICLE V GENERAL

Section 1. Data. The CONTRACTOR agrees that any information and data received by the CONTRACTOR during the term of this Agreement shall be treated and maintained by the CONTRACTOR in accordance with all applicable federal, state and local laws, rules and regulations governing same, including, but not limited to, the confidentiality and other provisions of the Minnesota Government Data Practices Act (MGDPA), Minnesota Statutes Chapter 13 and the Family Educational Rights and Privacy Act (FERPA). The CONTRACTOR also agrees to comply with all of the provisions and requirements of DISTRICT's data privacy policies. Any and all data or materials, including, but not limited to, reports, studies, photographs, negatives, or any and all other documents prepared by the CONTRACTOR in the performance of the CONTRACTOR's obligations under this Agreement shall be the exclusive property of the DISTRICT, and any such data and materials shall be remitted to the DISTRICT by the CONTRACTOR upon completion or termination of the Agreement. The DISTRICT may not protect information that is public under the MGDPA and FERPA.

The CONTRACTOR agrees to maintain confidentiality of all information it obtains or is provided pursuant to this Agreement to the extent permitted by law. The requirements of this section survive termination of the Agreement.

A violation of the provisions of this section entitles the DISTRICT to any and all available remedies, including but not limited to injunctive relief and other equitable remedies.

Section 2. Non-discrimination. CONTRACTOR is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, sex, national origin, age, marital status, familial status, disability, public assistance status, veteran status, sexual orientation, gender identity, or any other status protected by law, and is committed to transacting business only with firms who follow these practices. CONTRACTOR must apply every good faith effort to ensure implementation of this policy in their practices of employment, upgrade, demotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. As applicable, CONTRACTOR shall also develop and have on file for each of its establishments, written Affirmative Action Plans, as may be required by the rules and regulations of the Secretary of Labor. If applicable, Contractor certifies that it has received a certificate of compliance from the Minnesota Commissioner of Human Rights for its affirmative action plan. By accepting this Contract, DISTRICT certifies that it complies with all applicable federal and state laws as well as DISTRICT policies related to non-discrimination, equal employment opportunity, and affirmative action.

Section 3. Termination. Either party may terminate this Agreement, with or without cause, with Thirty (30) days written notice to the other Party. In the event of such termination, CONTRACTOR shall be entitled to payment, calculated on a pro rata or other equitable basis, determined by the District in its sole discretion, for work or services satisfactorily performed prior to the termination date. In no event shall CONTRACTOR be paid for work performed or costs incurred after the termination date, or for unnecessary costs incurred by suppliers or subcontractors which reasonably could have been avoided.

Section 4. Notices. Any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing and shall be sent registered or certified mail to the authorized representative of the Party. Notices to CONTRACTOR shall be sent to: Sarah Rabe 8913 Loch Lomond Blvd, Brooklyn Park, MN 55443. Notices to DISTRICT shall be sent to: 1405 Progress Pkwy, Virginia, MN 55792. Where a notice is for a specific action or event, the effective date of the event shall be included in the notice.

Section 5. Waiver. Either party's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed as a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the agreement.

Section 6. Severability. If any portion, provision, or part of this Agreement is held, determined, or adjudicated to be invalid, unenforceable or void for any reason whatsoever, each such portion, provision or part shall be severed from the remaining portions, provisions or parts of this Agreement and shall not affect the validity or enforceability of any remaining portions, provisions, or parts.

Section 7. Force Majeure. Neither party shall be held responsible for any delay or failure in performance of any part of this agreement to the extent such delay or failure is caused by fire, flood, explosion, war, embargo, government requirement, civil or military authority, act of God, or other similar causes beyond its control and without the fault or negligence of the delayed or non-performing party. The affected party will notify the other part in writing within ten (10) days after the beginning of any such cause that would affect its performance. Notwithstanding, if a party's performance is delayed for a period exceeding thirty (30) days from the date the other party receives notice under this paragraph, the non-affected party will have the right without any liability to the other party, to terminate this agreement.

Section 8. Dispute Resolution. If a dispute arises as to either parties' performance of this Agreement, the parties will meet to resolve the dispute at the offices of the DISTRICT or a mutually agreed upon neutral location. If the Parties fail to reach a resolution within a period of Sixty (60) days, then, upon notice by either party to the other, the parties agree to privately mediate the dispute.

This Agreement and any rights, remedies or obligations arising from or provided for in this Agreement, shall be construed and enforced in accordance with the laws of the State of Minnesota. Disputes not subject to or resolved through mediation are to be brought in Minnesota state court and venued in St. Louis County, unless the parties voluntarily agree to another method of dispute resolution.

Section 9. Counterparts. This Agreement may be executed in counterparts, and each executed counterpart shall have the same force and effect as the original instrument as if all the Parties to the counterparts had signed the same instrument. The Parties also agree that facsimile, portable document format ("PDF"), scanned, and/or electronic signatures shall have the same effect as manually signed originals and shall be effective upon transmission.

Section 10. Entire Agreement. The Agreement is the entire agreement between the DISTRICT and the CONTRACTOR and it supersedes all prior written or oral agreements. There are no covenants, promises, undertakings, or understandings outside of this Agreement other than those as specifically set forth. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement is null and void and of no effect unless in writing and signed by representatives of both parties authorized to amend this Agreement.

Section 11. Assignment. The CONTRACTOR may not assign its rights and obligations under this Agreement without written consent of the DISTRICT.



Public Access Television
Eveleth – Fayal – ISD #2909
Joint Cable Television Access Board
1405 Progress Parkway, Virginia, MN 55792

August 8, 2025

Superintendent Noel Schmidt
Independent School District NO. 2909, Rock Ridge
1405 Progress Parkway,
Virginia MN 55792

Dear Dr. Schmidt

The Amended Joint Powers Agreement Relating To The Establishment Of A Joint Cable Television Access Board, hereafter referred to as the Joint Powers Agreement, states in Section 2 of Article III, that the board shall consist of seven (7) members, three appointed by the City of Eveleth, two appointed by the Town of Fayal and two appointed by the Rock Ridge school board.

The Joint Powers Agreement further states in Section 4 of Article IV that a quorum of the board shall consist of four (4) members.

The Town of Fayal is withdrawing from the Joint Powers Agreement and although the effective date of their withdrawal is approximately April 26, 2026, their two (2) members have indicated via text message that they will no longer be attending meetings.

The board has been experiencing difficulty convening meetings because we have only four active members and we have had little success finding meeting times when all four are available. As pointed out, our quorum is four and that fact requires all active members to be in attendance.

The Joint Cable Television Access Board (JCTAB) requests that City of Eveleth and Independent School District No. 2909, Rock Ridge, amend the Joint Powers Agreement to change the language requiring a quorum of four to requiring a quorum of three as follows.

Present language: (*Article IV*) **Section 4. Quorum.**

A quorum of the joint board shall consist of four (4) members. A quorum shall be necessary to conduct or transact any business....

Proposed language: (*Article IV*) **Section 4. Quorum.**

A quorum of the joint board shall consist of three (3) members. A quorum shall be necessary to conduct or transact any business....

Thank you for your attention to this matter.

Ken Larsen

JCTAB Chair