

**Hastings Area Public Schools - ISD 200**  
**School Board Meeting Agenda**

Wednesday, August 7, 2024  
Work Session  
Middle School Media Center

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- I. **Items for Discussion**
  - a. Hockey Arena Roof - City Administrator Dan Wietecha
  - b. Resolutions to send to MSBA
  - c. Superintendent Goals
  - d. Cell Phone Policy Discussion with Principals
    - Cell Phone Toolkit
    - 524 Internet Acceptable Use and Safety Policy
  - e. Handbook Review
  - f. Discipline/Student Behavior Report Card Format
  - g. International Trip Approval/Background Information
  - h. Vermillion Township/Donated Land
  - i. Policies and Forms for Review
    - 506 Student Discipline

**INDEPENDENT SCHOOL DISTRICT 200 AND CITY OF HASTINGS  
JOINT POWERS AGREEMENT**

This Joint Powers Agreement is made and entered into between Independent School District No. 200 hereinafter called the SCHOOL DISTRICT and the City of Hastings hereinafter called the CITY pursuant to the authority granted in Minnesota Joint Powers Act (M.S. 471.59).

**ARTICLE 1: PURPOSE**

The purpose of this agreement is to jointly explore opportunities for collaboration in Joint Powers Programs pursuant to M.S. 124D.18 et. seq. in order to make maximum use of resources between the SCHOOL DISTRICT and the CITY.

**ARTICLE 2: JOINT POWERS STEERING COMMITTEE**

There is hereby created a Joint Powers Steering Committee hereinafter referred to as the STEERING COMMITTEE which shall consist of the following representatives:

- Superintendent of Schools
- Three School Board Members;
- One member, at-large appointed by the School Board;
- City Administrator;
- Three City Council Members;
- One member, at-large appointed by the City Council.

The Directors of Community Education and Parks and Recreation shall serve as ex-officio members of the STEERING COMMITTEE. All members shall serve without compensation. The term of office of the STEERING COMMITTEE MEMBER shall be established by each entity. Members shall continue in office until their successor has been duly named and qualified. The STEERING COMMITTEE shall elect officers as it deems necessary, except the Director of Community Education who shall serve as the executive secretary and chairperson of the STEERING COMMITTEE. The STEERING COMMITTEE may adopt such rules of procedure as it deems necessary.

**ARTICLE 3: DUTIES**

It shall be the function of the STEERING COMMITTEE to:

- A. Recommend to their respective governing bodies, operating procedures and policies consistent with the purpose of the program.
- B. Establish an annual operating budget, and recommend to their respective governing bodies, expenditures of funds necessary to carry out functions of all established Joint Powers Programs.
- C. The Steering Committee will generally meet two (2) times per year, or more frequently as needed. The regular meeting schedule will include one (1) meeting in the spring of each year, and one (1) meeting in the fall of each year. Specific dates and times will be set by the Steering Committee.

Each SPONSOR shall endeavor to make application for all State and Federal grants and funding programs and private and foundation resources that may be available to it to fund any items of expense of the Joint Powers Programs, including salaries; provided that in such SPONSOR'S opinion, the requirements of conditions necessary to obtain grants and programs acceptable to it.

*and recommended*

#### **ARTICLE 4: CITIZEN INVOLVEMENT**

The STEERING COMMITTEE shall direct the directors of Community Education and Parks and Recreation to work with appropriate community groups, community organizations, community agencies and advisory committees (e.g. Senior Citizens Advisory Committee, Special Services Advisory Committee, Athletics Advisory Committees, etc.) to accomplish the purposes of the Joint Powers Programs.

#### **ARTICLE 5: PROGRAM FUNDS**

All public program funds for the joint administration of the Joint Powers Programs shall be paid into and disbursed by the SCHOOL DISTRICT in a manner provided by law. Contracts let and purchases made under the agreement shall conform to the requirements applicable to contracts and purchases of the SCHOOL DISTRICT. Strict accountability of all funds and reports of all receipts and disbursements shall be provided for by the SCHOOL DISTRICT. Shared financial responsibility for each Joint Powers Program will be determined by the Joint Powers Steering Committee.

Within 30 days after the conclusion of the CITY'S fiscal year (January 1st), the SCHOOL DISTRICT shall submit an annual billing for expenditures incurred for the operations of the approved Joint Powers sponsored Programs. The annual billing will include supplemental financial documents which support annual expenditures and revenues.

#### **ARTICLE 6: CAPITAL IMPROVEMENT PROJECTS**

The SCHOOL DISTRICT and CITY agree to consider joint ventures in the development of recreational/athletic facilities that serve, and are mutually beneficial to both the SCHOOL DISTRICT and CITY. Capital Improvement Projects will be cooperatively developed by the directors of Community Education, Athletics, and Parks and Recreation, for approval by the STEERING COMMITTEE. This Plan will be reviewed annually by the STEERING COMMITTEE.

#### **ARTICLE 7: FUNDING AND ON-GOING MAINTENANCE OF CAPITAL IMPROVEMENT PROJECTS**

Cost sharing of Capital Improvement Projects will be negotiated individually, and each project will require a unique agreement. Shares may include cash and in-kind contributions. Land purchases or ownership of property is not considered part of the cost.

Project cost overestimate/ underestimate; cost increase/reductions will be shared on the same basis as the original cost.

The governmental unit that owns the land upon which the capital improvement projects are developed shall be responsible for payment of the project and billing for the cost sharing of the project.

**ON-GOING MAINTENANCE:** Upon completion of the capital project, on-going maintenance shall be per agreement.

#### **ARTICLE 8: JOINT POWERS PROGRAMS**

See attached agreement(s) for programs currently administered by the SCHOOL DISTRICT and CITY pursuant to this AGREEMENT:

1. Hastings Senior Center Program Agreement

### ARTICLE 9: TERMINATION

This AGREEMENT shall continue in full force and effect until terminated by either party by written notice to the other party at least one year prior to the date of desired termination.

### ARTICLE 10: DISTRIBUTION OF PROPERTY

Any property acquired as the result of this AGREEMENT shall be distributed in proportion to the contribution of the parties hereto in the event of termination of this AGREEMENT.

### ARTICLE 11: LIABILITY AND INDEMNIFICATION

A. **Hold Harmless.** Each party to this AGREEMENT shall be liable for its own acts to the extent provided by law and hereby agrees to defend, indemnify and hold harmless the other party, and its officers, employees and agents, against any and all liability, loss, costs, damages, expenses, claims or actions, including reasonable attorneys' fees, which the other party may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, and its officers, employees or agents, in the execution or performance or failure to adequately perform its obligations pursuant to this AGREEMENT. Nothing in this AGREEMENT shall require a party to defend, indemnify or hold harmless the other party for the other party's own acts or omissions.

B. **Liability Limits.** It is understood and agreed that the liability of the SCHOOL DISTRICT and CITY shall be limited by the provisions of Minnesota Statutes, chapter 466, and/or other applicable law. The hold harmless provision of this AGREEMENT does not constitute a waiver by either party of any limitations on liability provided under Minnesota Statutes, section 466.04, as amended. To the fullest extent permitted by law, actions by the SCHOOL DISTRICT and CITY pursuant to this AGREEMENT are intended to be and shall be construed as a "cooperative activity" and it is the intent of the SCHOOL DISTRICT and CITY that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, section 471.59, subdivision 1a(a) as amended. Each party to this AGREEMENT expressly declines responsibility for the acts or omissions of the other party. Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this AGREEMENT.

To: Trent and Kim  
From: Tim Collins  
Date: 4-11-2017

Thanks for taking the time to meet with me today....along with Tom Johnson as well. The following is what I have pieced together from folders, with the inability to find out what the original arena cost back in the 1970's. I don't really need that information for this "memory sheet" that I am pulling together.

I will place this document in Kim's folder for future administration to review if need be.

- A. The original Hockey Arena was built in the 1970s.
- B. In 1998 – probably due to the fact that Girls' Hockey was now a MSHSL sponsored sport, the City of Hastings approached the Hastings School District to jointly pay for the 2<sup>nd</sup> sheet of ice/arena. There is a document that outlines the following dollar figures:

Projected bond cost of:	\$850,000
Total 20 year payments:	\$1,329,597.50
City portion	\$500,000
School District portion:	\$250,000

Note: The city and school portion only totals \$750,000 of a projected \$850,000 cost....so I am guessing that there might have been some booster money put toward the project??

The annual cost for the school district was projected at: \$23,267 with final payment - January of 2017.

- C. In 2005, I tell Dave Osberg that I don't want to keep taking this amount out of capital dollars, turn it into an hourly charge so that we can lease levy for the 2<sup>nd</sup> sheet of ice. He agrees and the hourly rate was increased by about \$67 an hour to equate to the \$23,267 owed payment for the construction costs that were owed for the 2<sup>nd</sup> sheet of ice. This hourly rate is listed at "other cost" on our annual billing.

Note: When the 2<sup>nd</sup> sheet was added, there was an additional cost to the city for cleaning of the area, bathrooms, locker rooms etc. So we lease for \$12 an hour to help cover the cost of the cleaning of the facility....and we list it as "other." -☺ \$12 x 355 hours = \$4,260 for the year.

- D. In 2008 the City of Hastings informs the district that the original ice refrigeration system needs to be replaced on the East Rink. (Original) The total cost for this project was \$432,975. The city asked that we pay 30%.

School district 30% = \$129,892.50

At this time I made the decision to make a (one – time) payment for this project instead of lease levying for it. I am not 100% certain of my rationale but I am assuming that it was a combination of two factors:

1. We had recently entered into a lease levy to do the Library Media Center at JFK Elementary.
2. I was trying to get out of lease levy situations for Community Education Space, ALC, Senior Center, Etc.....as I was trying to move those programs under one roof.

As of the typing of this document all of the payments for the sheets of ice and refrigeration are now complete. We are being charged an hourly rate of:

\$12 for cleaning	\$4,200 estimate
\$180 for ice time	\$64,000 estimate

## HISTORY OF JOINT POWERS

- 1973-74** Established Community Education Recreation Joint Powers program and agreement; Paul Embretson was hired as the first Community Education Director. Programs included: Summer Recreation (T-Ball, softball, baseball, swimming lessons and open swim at Outdoor pool, summer gymnastics program), programs for senior citizens, blood pressure screenings;
- 1974-75** Added a Senior Citizens Coordinator to the staff;
- 1977-78** Established Special Services program (program for youth & Adults w/ disabilities) and hired a coordinator to develop this program;
- 1980** Marty McNamara hired as Parks & Recreation Director;
- 1981** Paul Embretson retires;  
Don Kramlinger hired as Community Education Director;
- 1982-83**
- Re-organized summer program. Organized HYAA. Organized PITS program;
  - Cooperatively planned and built Vets Park Athletic Complex;
  - Established Adult league user fee (\$4/player per sport season);
  - Organized Senior Center @ high school with a grant from Met Council;
- 1983-84** Organized volunteers to run the Flag Football, Volleyball and Basketball programs;
- 1986-87** Organized Hastings Youth Basketball Association;
- 1991** Conducted a collaborative, comprehensive "Health, Wellness and Recreation Needs Assessment" with the City, School District and Regina Medical Center
- 1996** Moved Senior Center to Westview Mall;
- 1999** Moved Senior Center to 213 Ramsey St.
- 2004** Marty McNamara retires. Barry Bernstein hired as new Parks & Recreation Director.

### Cooperative Planning for:

**New High School facilities (field house and athletic facilities)**  
**2<sup>nd</sup> sheet of ice @ the Arena**  
**Joint Maintenance Facility**

### Capital Outlay Projects:

**1982-1995** Various Joint Powers Capital outlay projects cost shared (70%-30% split)

**Capital Outlay Projects  
Joint Powers Historical Summary**

		City (A)	School (A)
<b>1982-83</b>			
<input type="checkbox"/> Vets Park built	\$260,000.00		
<b>1983-84</b>			
<input type="checkbox"/> Kennedy Shelter built	\$11,100.00	\$3,330.00	\$7,770.00
<input type="checkbox"/> Tennis Courts Resurface	\$16,000.00	\$11,200.00	\$4,800.00
<b>1984-85</b>			
<input type="checkbox"/> Vets Park Storage shed built	\$4,000.00	\$2,800.00	\$1,200.00
<input type="checkbox"/> Vets Park batting cage installed	\$1,800.00	\$1,260.00	\$540.00
<input type="checkbox"/> Vets Park bleachers installed	\$6,000.00	\$4,200.00	\$1,800.00
<b>1985-86</b>			
<input type="checkbox"/> Kennedy Soccer field upgraded	\$4,000.00	\$1,200.00	\$2,800.00
<input type="checkbox"/> Ag lime installed @ Conzemius, Pioneer and Wilson Parks	\$15,000.00	\$10,500.00	\$4,500.00
<input type="checkbox"/> Backstops installed @ Kennedy, Lions & Westview Parks	\$6,000.00	\$3,000.00	\$3,000.00
<b>1986-87</b>			
<input type="checkbox"/> Sr. High Tennis Courts resurfaced	\$46,000.00	\$13,800.00	\$32,200.00
<input type="checkbox"/> HYAA Soccer field @ Kennedy added	\$5,000.00	\$1,500.00	\$3,500.00
<input type="checkbox"/> Lighting 2 fields @ Vets Park	\$42,000.00	\$29,400.00	\$12,600.00
<b>1987-88</b>			
<input type="checkbox"/> Vets Park baseball hood added	\$1,224.00	\$856.80	\$367.20
<input type="checkbox"/> Vets Park Bleachers added	\$2,579.00	\$1,805.30	\$773.70
<input type="checkbox"/> Vets Park Asphalt Driveway added	\$24,000.00	\$16,800.00	\$7,200.00
<input type="checkbox"/> Senior Center Parking lot added	\$5,000.00	\$1,500.00	\$3,500.00
<b>1988-89</b>			
<input type="checkbox"/> Light Roadside Tennis Courts	\$25,000.00	\$17,500.00	\$7,500.00
<b>1989-90</b>			
<input type="checkbox"/> Resurface Roadside Tennis Courts	\$50,000.00	\$35,000.00	\$15,000.00
<input type="checkbox"/> Add 2 additional courts @ HS	\$15,000.00	\$4,500.00	\$10,500.00
<b>1990-91</b>			
<input type="checkbox"/> Develop Vets Park Soccer fields	\$160,000.00	\$112,000.00	\$48,000.00
<input type="checkbox"/> Light 2 additional softball fields @ Vets	\$44,000.00	\$30,800.00	\$13,200.00
<b>1994-95</b>			
<input type="checkbox"/> Portable HYAA Soccer goals	\$6,000.00	\$3,000.00	\$3,000.00
<b>1995-96</b>			
<input type="checkbox"/> Lighting Vets Park Baseball field	\$32,000.00	\$22,400.00	\$9,600.00
<b>2000 - 01</b>			
<input type="checkbox"/> Construction of high school athletic fields		(B)	(B)
<b>Total:</b>	<b>\$521,703.00</b>	<b>\$328,352.10</b> 62.94%	<b>\$193,350.90</b> 37.06%

(A): Excluded from total since the new high school fields are not included and used extensively in the summer by HYAA.

(B): Discussion occurred regarding City's participation in developing the new fields at the new high school. Was determined this would be a part of the total school bond issue.



July 5, 2024

Tammy Champa  
Superintendent, ISD #200  
1000 W. 11<sup>th</sup> St.  
Hastings, MN 55033

Via email: [tchampa@isd200.org](mailto:tchampa@isd200.org)

RE: Joint Powers Agreement – Cost Share for Hastings Civic Arena

Dear Dr. Champa:

The City of Hastings and Independent School District 200 have had a long-standing Joint Powers Agreement under which a cost-share (typically set at a 30/70 split) would be considered on a case-by-case basis for capital projects of direct benefit to both parties.

The City has begun necessary improvements to the Hastings Civic Arena to convert the refrigeration system from R-22 freon to an ammonia based system and to replace the west rink roof, including the addition of a 160 kW solar array.

The City proposes that ISD 200 cover 30% of the project cost. If ISD 200 wishes, this could be spread over 10 to 20 years with interest, similar to how construction of the east rink was financed in 1998. The current cost estimate for the Civic Arena project is about \$5.3M, as follows:

Construction	\$ 5,217,704
Change Order	\$ 19,171
Change Order	\$ 20,018
Financing Charges	\$ 248,868
Mighty Ducks Grant	(\$ 166,367)
TOTAL	\$ 5,339,394

We are expecting an additional change order and also intend to apply for another grant (tax credit) which would impact the overall final project cost.

As requested, a copy of the Civic Arena's financials for the past 5 years as well as the City's debt service schedule for constructing these improvements are attached. If you have any questions, please let me know.

Thank you,

A handwritten signature in black ink, appearing to read "Dan Wietecha". The signature is written in a cursive, slightly slanted style.

Dan Wietecha  
City Administrator

Encl: Xcel file "Arena financials & project debt schedule.xlsx"

Cc: Parks & Recreation Director Chris Jenkins

City of Hastings, Minnesota  
 \$4,915,000 General Obligation Charter Bonds, Series 2024A  
 Ice Arena Improvements

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
04/17/2024	-	-	-	-	-
02/01/2025	-	-	184,560.56	184,560.56	184,560.56
08/01/2025	-	-	116,975.00	116,975.00	-
02/01/2026	390,000.00	5.000%	116,975.00	506,975.00	623,950.00
08/01/2026	-	-	107,225.00	107,225.00	-
02/01/2027	410,000.00	5.000%	107,225.00	517,225.00	624,450.00
08/01/2027	-	-	96,975.00	96,975.00	-
02/01/2028	450,000.00	5.000%	96,975.00	526,975.00	623,950.00
08/01/2028	-	-	86,225.00	86,225.00	-
02/01/2029	455,000.00	5.000%	86,225.00	541,225.00	627,450.00
08/01/2029	-	-	74,850.00	74,850.00	-
02/01/2030	475,000.00	5.000%	74,850.00	549,850.00	624,700.00
08/01/2030	-	-	62,975.00	62,975.00	-
02/01/2031	500,000.00	5.000%	62,975.00	562,975.00	625,950.00
08/01/2031	-	-	50,475.00	50,475.00	-
02/01/2032	525,000.00	5.000%	50,475.00	575,475.00	625,950.00
08/01/2032	-	-	37,350.00	37,350.00	-
02/01/2033	550,000.00	5.000%	37,350.00	587,350.00	624,700.00
08/01/2033	-	-	23,600.00	23,600.00	-
02/01/2034	580,000.00	4.000%	23,600.00	603,600.00	627,200.00
08/01/2034	-	-	12,000.00	12,000.00	-
02/01/2035	600,000.00	4.000%	12,000.00	612,000.00	624,000.00
<b>Total</b>	<b>\$4,915,000.00</b>	<b>-</b>	<b>\$1,521,860.56</b>	<b>\$6,436,860.56</b>	<b>-</b>

Yield Statistics

Bond Year Dollars	\$32,867.39
Average Life	6.687 Years
Average Coupon	4.6303056%
Net Interest Cost (NIC)	3.0599860%
True Interest Cost (TIC)	2.8747471%
Bond Yield for Arbitrage Purposes	2.6847515%
All Inclusive Cost (AIC)	5.0194949%

IRS Form 8038

Net Interest Cost	2.6948721%
Weighted Average Maturity	6.728 Years

Optional Redemption

02/01/2032	@100.0000%
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**City of Hastings, Minnesota**

\$4,915,000 General Obligation Charter Bonds, Series 2024A

Ice Arena Improvements

**Sources & Uses**

Dated 04/17/2024 | Delivered 04/17/2024

**Sources Of Funds**

Par Amount of Bonds	\$4,915,000.00
Reoffering Premium	533,867.50

**Total Sources** **\$5,448,867.50**

**Uses Of Funds**

Deposit to Project Construction Fund	5,200,000.00
Deposit to Capitalized Interest (CIF) Fund	184,560.56
Costs of Issuance	44,882.95
Total Underwriter's Discount (0.361%)	17,744.44
Rounding Amount	1,679.55

**Total Uses** **\$5,448,867.50**

GL Number	Description	2019 Activity	2020 Activity	2021 Activity
---Revenue---				
Total 'PROPERTY TAXES':		112,625.00	145,599.00	101,031.00
Total 'FEDERAL GRANTS':		0.00	6,953.26	0.00
Total 'STATE CATEGORICAL AID':		0.00	0.00	0.00
CHARGE FOR SVCS				
202-4320-5466.0000	RENTAL - NON-TAXABLE	299,724.71	254,057.47	325,791.68
Total 'CHARGE FOR SVCS':		434,554.04	341,675.79	424,565.46
Total 'INVESTMENTS':		17,084.62	13,338.80	(1,570.59)
Total 'MISC':		372.25	143.34	10,685.86
Total 'TRANSFERS IN':		0.00	0.00	70,000.00
Total Estimated Revenue:		564,635.91	507,710.19	604,711.73
--Expenditures---				
Total 'MISC':		850.00	1,270.62	1,625.62
Total 'PERSONNEL':		267,673.65	246,854.72	264,748.49
Total 'OTHER SERVICES & CHARGES':		203,008.29	170,202.83	215,994.21
Total 'SUPPLIES':		43,504.82	25,814.64	35,048.72
CAPITAL				
202-4320-6520.0000	BUILDINGS & STRUCTURES	0.00	0.00	0.00
202-4320-6521.0000	NON CAP - BUILDING & STRUCTURES	5,088.25	452.42	0.00
202-4320-6530.0000	IMPROVEMENTS OTHER THAN BLDGS	0.00	0.00	0.00
202-4320-6580.0000	EQUIPMENT	0.00	0.00	136,157.05
202-4320-6581.0000	NON CAP - EQUIPMENT	49.66	0.00	0.00
202-4320-6590.0000	CONTRACTORS & CONSTRUCTION	0.00	0.00	0.00
Total 'CAPITAL':		5,137.91	452.42	136,157.05
Total 'TRANSF OUT':		9,222.00	10,211.00	9,222.00
Total Expenditures:		529,396.67	454,806.23	662,796.09
Net of Revenues & Expenditures:		35,239.24	52,903.96	(58,084.36)

GL Number	Description	2019 Activity	2020 Activity	2021 Activity
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**Key points**

- 1 Work on the Arena project, including the refrigeration system had substantial costs from Q4 2023 to date in Bond proceeds for these project costs will be transferred to the Arena to restore the fund's financial position. There was no reimbursement in 2023 because the bond sale did not occur until 2024.  
A debt schedule for the Arena is also included in a separate document.
- 2 The 2024 revenues include \$166,367 for a Mighty Ducks grant that will help fund some change orders for th
- 3 Ice Rental revenue is included in account 5466 - Rental - non taxable.

	2022 Activity	2023 Activity	YTD As Of 6/17/2024	12/31/2024 Amended Budget
	91,005.00	163,879.00	0.00	384,205.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	166,367.00
	353,594.54	361,411.58	205,600.29	360,500.00
	514,253.22	541,051.54	280,062.80	508,991.00
	(15,440.23)	22,922.43	1,625.91	5,000.00
	173,364.49	2,976.10	2,450.09	0.00
	0.00	78,100.00	0.00	0.00
	763,182.48	808,929.07	284,138.80	1,064,563.00
	1,345.54	2,276.61	2,664.78	1,050.00
	307,830.35	335,401.43	163,378.29	444,665.00
	364,627.12	241,982.56	66,281.08	211,373.00
	58,250.83	69,552.32	28,802.71	49,250.00
	0.00	34,985.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	11,381.76	15,750.00	165,750.00
	0.00	0.00	6,995.00	17,668.00
	0.00	496,355.57	1,797,290.97	0.00
	0.00	542,722.33	1,820,035.97	183,418.00
	10,263.00	10,722.00	0.00	11,258.00
	742,316.84	1,202,657.25	2,081,162.83	901,014.00
	20,865.64	(393,728.18)	(1,797,024.03)	163,549.00

	2022 Activity	2023 Activity	YTD As Of 6/17/2024	12/31/2024 Amended Budget
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2024

n.

2,328,631.54

e project.



# THE CELLPHONE TOOLKIT

July 2024



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During the Academic Day  
for Elementary, Middle Level  
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Extenuating Circumstances

Example Consequences

Handbook Language

Example Parent/Guardian Letter

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Passing Time and Lunch**

A High School Alternative Option

Extenuating Circumstances

Example Consequences

Handbook Language

Example Parent/Guardian Letter

## INTRODUCTION

# Cell Phone Toolkit

As representatives of MESPA and MASSP, we urge you to emphasize the shared responsibility of staff, parents, and the school community in educating students about the effects of social media and cell phone use. Effective management of these tools is critical, as is instilling a sense of responsibility and digital citizenship in our students. As they progress through our educational system, it is essential to provide age-appropriate guidance on the use of social media, helping them understand its impact on their mental health, academic performance, and social interactions. By working together, we can ensure our students develop the skills and knowledge necessary to navigate the digital world responsibly and successfully. **More importantly, we can provide a distraction-free classroom environment where students can thrive academically.** Your leadership and commitment to this cause are vital for fostering a safe and supportive learning environment.

This toolkit will provide model guidelines that school districts can adopt for student possession and use of cell phones in school(s). Individual districts have the discretion to adjust and modify these guidelines.

**This document is divided into two distinct sections:**

- **Elementary/Middle Level/High School**  
No Cell Phones Allowed During the Academic Day
- **High School Alternative Option**  
Limited Access - Cell Phone Use During Passing Time and Lunch

Guidelines have been written for each preference. Along with the guidelines, there are examples of consequences, handbook language and a parent/guardian letter.

## Legislation passed during the 2024 Minnesota State Legislative session

*A school district or charter school must adopt a policy on students' possession and use of cell phones in school by March 15, 2025. The Minnesota Elementary School Principals Association and the Minnesota Association of Secondary School Principals must collaborate to make best practices available to schools on a range of different strategies in order to minimize the impact of cell phones on student behavior, mental health, and academic attainment.*

Minn. Stat. § 121A.73

# The “Why”

## **Improving Academic Performance**

Recent research has shown that cell phone use in the classroom is a significant source of distraction. A study published in the *Journal of Educational Psychology* (2020) found that students who frequently use their cell phones in class tend to have lower academic performance. Similarly, an article in *Education and Information Technologies* (2022) emphasized that multitasking with cell phones negatively affects information retention and understanding.

## **Enhancing Mental Health**

Excessive cell phone use has been linked to increased anxiety and stress among students. Research from the *Behavioral Sciences* (2023) indicates that the pressures of constant connectivity and social media can lead to mental health issues. A study in *Clinical Psychological Science* (2022) also found that students who use cell phones during class are more likely to experience social isolation and depression.

## **Creating a Better Classroom Environment**

Cell phones disrupt the classroom environment, making it challenging for teachers to maintain control and for students to focus on learning. A review in the *Journal of Computers in Education* (2020) concluded that cell phones lead to increased incidents of cheating and reduced participation in class discussions. Moreover, an article in *Education Science* (2024) found that cell phone policies can improve the learning environment by promoting more face-to-face interactions among students.

## **Supporting Effective Teaching**

Surveys and studies have shown that both teachers and students recognize the disruptive nature of cell phones in the classroom. *Education Science* (2024) revealed widespread support for measures to limit cell phone use and highlighted that teachers feel more empowered and effective when cell phone use is restricted.

Additional resources can be found at the end of this toolkit

# No Cell Phones Allowed During Academic Day

Students are encouraged not to bring cell phones or other electronic devices including smart watches, and earbuds/air pods to school.

If students choose to bring a cell phone/device to school the expectations are as follows: Cell phones, electronic devices (including smart watches) and earbuds/air pods will remain in student backpacks/lockers during the academic school day, including lunch.

- Students who need to be in contact with their family during the academic day are to ask permission to use one of our school phones. Parents are welcome and encouraged to contact our main office if there is a message that needs to be relayed.
- Students assume the risk of damage, theft, or loss when choosing to bring a phone to school.
- Students may use their cell phone, smart watches, and earbuds/air pods before and after the academic school day. This includes:
  - Checking in or responding to family members.
  - Sending and receiving appropriate communication with friends.
  - Sharing school-appropriate material with friends.
- Cell phone use of any kind is not permitted in locker rooms or bathrooms.
- Earbuds/headphones may be allowed at designated times for instructional purposes on school approved devices.
- Phone usage during lockdown and fire drills is prohibited.
- Using a cell phone to record or take photos of staff members or other students is not allowed without permission.
- Recording or taking photos of classmates with the intent to bully or harass is not permitted.
- Using social media, apps, or any other function of a cell phone/device to spread rumors, bully, make fun of, exclude, or create a disruption in school or outside of school is not permitted.
- Sharing or asking classmates for inappropriate content is not permitted.
- Cell Phone Guidelines for off-campus school activities (i.e. extracurricular activities, outdoor and service trips, school field trips) will be individualized depending on the specific trip and activities. These expectations will be addressed at pre-trip meetings and/or on trip-specific permission slips.

# Extenuating Circumstances

- Students who use their cell phone to monitor a medical condition (i.e. diabetes, epilepsy) may have their cell phone with them at all times, but must adhere to all other expectations of the cell phone policy.

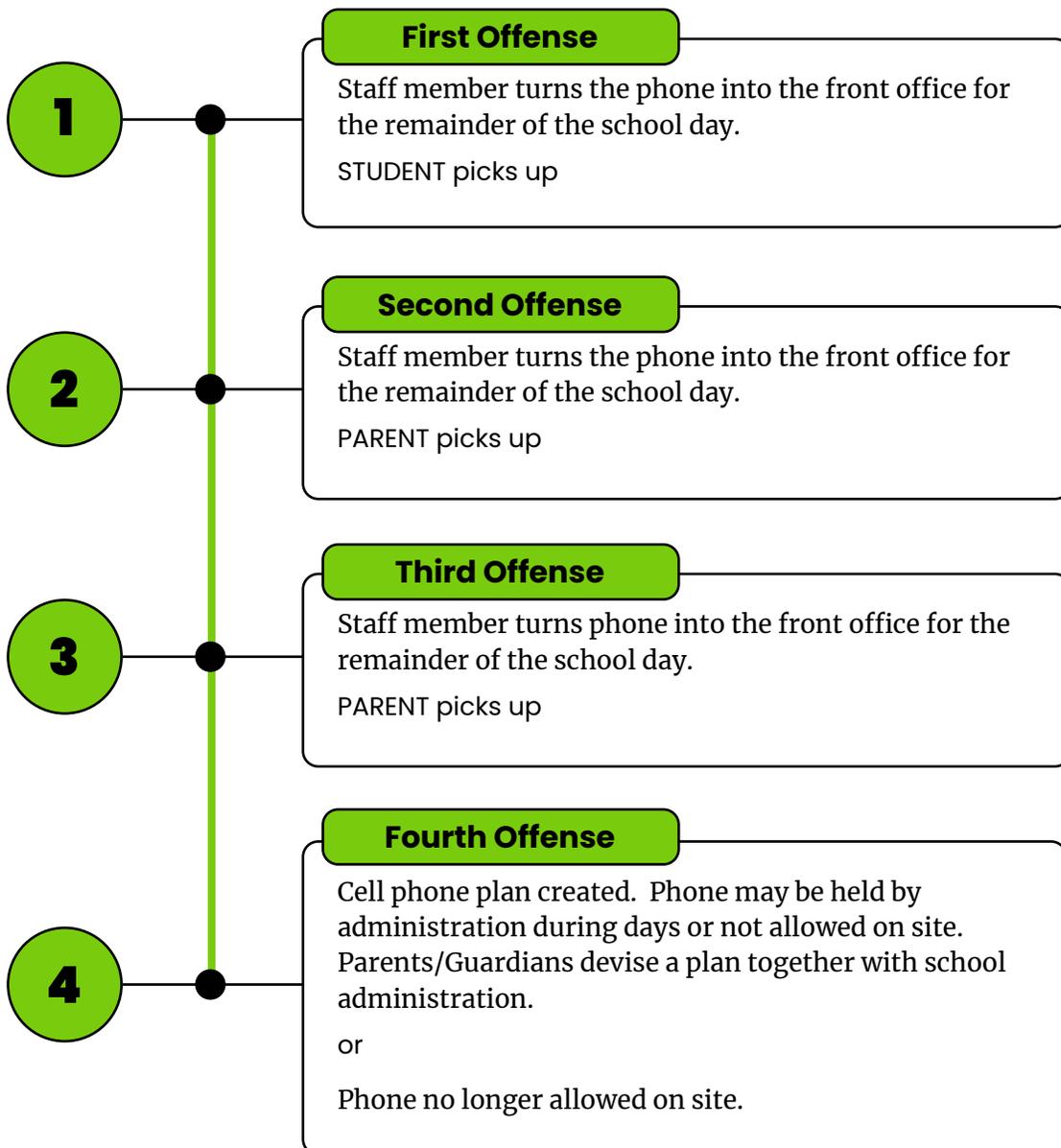
Please contact school administration if there is an essential need for a phone for approval.

- In the case of medical necessity or emergency, a student should have a health plan or prior approval.

# Example Consequences, Progressive Plans

These offenses are for using or accessing cell phones/electronic devices.

Violations with cell phones or other district policies will be addressed accordingly.



# Handbook Language

Electronic devices, Music, Telephones, Cell Phones, Headshpones, iPods, e-Readers, etc.

## General Guidelines

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

## Confiscation and Consequences

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

## Specific Restrictions

- **Locker Rooms and Bathrooms:** Devices with photo-taking capabilities are NOT allowed in locker rooms or bathrooms at any time. Confiscation and search of such devices is standard procedure if found in these areas.
- **Lockdowns and Fire Drills:** Phone usage during lockdown and fire drills is prohibited.
- **Unauthorized Recording:** Students who take pictures or videos of others without permission in any school setting, including the bus, will face disciplinary actions.
- **Smart Watches, Earbuds and Headphones:** Smart watches, earbuds and headphones may not be worn in the hallways or cafeteria.

## Investigations and Inspections

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

## School Responsibility

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

## Additional Rules

- **Recording and Posting:** Students may not use a device to record, transmit, or post photos or videos of a person or persons on school grounds or the bus without express permission of an administrator in addition to the individual or individuals that are the subjects of the recording.
- **Phone Calls:** Students are not to use their phones to call or text individuals during the school day. A telephone located in the office is available for student use. Students will NOT be called to the phone during the school day except for emergencies.

## Compliance

By following these guidelines, students will help maintain a focused and respectful learning environment. Failure to comply with these guidelines will result in disciplinary actions as described above.

# Example Parent/Guardian Letter

## New Student Cell Phone and Personal Device Rules & Guidelines

Dear Parents/Guardians,

You are receiving this letter to inform you about our school's student cell phone/personal device rules and guidelines for the 2024-2025 school year. Cell phones and personal digital devices are NOT required resources for students at school. However, we recognize that the prevalence of cell phones among students has increased significantly in recent years. In the school environment, cell phones can be a distraction, an interruption, and occasionally, a tool for exchanging inappropriate information.

### **AWAY FOR THE DAY!**

Starting the first day of school from the first class bell to the last class bell, cell phones or other electronic devices including smart watches, and earbuds/air pods should be turned off and put away.

We believe this new guideline will create a more positive learning environment and allow our students to be more engaged in classroom activities, and, conversely, less likely to be distracted by non-school activities. It will allow teachers to focus on lessons, instead of cell phone distractions in the classrooms. As more research on the impacts of cell phone use on adolescents is being published, we understand that it can lead to increased mental health issues in adolescents. As protecting and supporting the mental health of our students is a priority, we believe that eliminating cell phone use during school will assist us in these endeavors.

### **WHY do we require cell phones to be off and put away during school?**

- **Relationships** In order to be connected to learning in the classrooms students must be connected to one another and to the instructional staff. Significant research and experience have determined that student access to cell phones distracts from the learning environment and creates a significant barrier to the interactions and connections crucial to rich, relationship-based learning.
- **Focus** Students learn best when they are "present" and engaged in the learning activities and interactions from moment to moment. Research has determined that not only cell phone use but also the proximity of cell phone availability and access for students during class is a distraction from learning.
- **Safety** It is acknowledged that families may choose to have students carry cell phones for a variety of reasons related to safety, however, cell phones as vehicles for social media access and use have proven detrimental to our school community.

### **HOW do students manage phones?**

- **Cell phones are required to be off and put away in backpacks/lockers during the school day.** Phones are never allowed in bathrooms or locker rooms.
- Students who have a medical or other emergency reason for accessing their phone during the day should discuss an exception with an administrator.
- If parents need to reach their child during the school day, please call the main office. We will ensure students receive messages in a timely manner. For all other non-emergency messages, students may check their phones after school as they leave the building.

### **IF a student does not meet this expectation, what happens?**

- On the first offense, a student will be referred to the office and will pick up their cell phone at the end of the day. Expectations around cell phone use at school will be reinforced in partnership with the parent/guardian.
- If there is a second or third offense, the student's parent/guardian will be required to pick up the cell phone from the office.
- If there is a fourth offense, a plan will be made in partnership between the school and the family to either store the cell phone in the office each day or to leave it at home.

Please review this letter with your student prior to the start of school. Thank you for your continued support in ensuring a safe and healthy learning environment for your child. If you have any questions regarding our cell phone guidelines, please do not hesitate to contact the school directly.

Sincerely,  
(Enclose Cell Phone Policy)

# Cell Phone Use During Passing Time and Lunch

## Limited Access

Individual districts have the discretion to adjust and modify these guidelines. The bolded language is what differentiates this limited access version.

Students are encouraged not to bring cell phones or other electronic devices including smart watches, and earbuds/air pods to school.

If students choose to bring a cell phone/device to school the expectations are as follows: Cell phones, electronic devices (including smart watches) and earbuds/air pods will remain in student backpacks/lockers during instructional time.

- Students who need to be in contact with their family during the academic day are to ask permission to use one of our school phones. Parents are welcome and encouraged to contact our main office if there is a message that needs to be relayed.
- Students assume the risk of damage, theft, or loss when choosing to bring a phone to school.
- Students may use their cell phone, smart watches and earbuds/air pods before and after the academic school day. This includes:
  - Checking in or responding to family members.
  - Sending and receiving appropriate communication with friends.
  - Sharing school-appropriate material with friends.
- **Cell Phone use is allowed between classes and during lunch only.**
- Earbuds/headphones may be allowed at designated times for instructional purposes on school approved devices.
- Cell phone use of any kind is not permitted in locker rooms or bathrooms.
- Phone usage during lockdown and fire drills is prohibited.
- Using a cell phone to record or take photos of staff members or other students is not allowed without permission.
- Recording or taking photos of classmates with the intent to bully or harass is not permitted. Students in violation are subject to the district's Bullying and Harassment Policies.
- Using social media, apps, or any other function of a cell phone/device to spread rumors, bully, make fun of, exclude, or create a disruption in school or outside of school is not permitted.
- Sharing or asking classmates for inappropriate content is not permitted.
- **Cell phones and earbuds (may/will) be required to be placed in a designated area in each classroom as determined by the instructor.**
- **If your phone is seen or heard in class it will be placed in the device box or pouch holder. (Individual schools can determine the cell phone holding process.)**

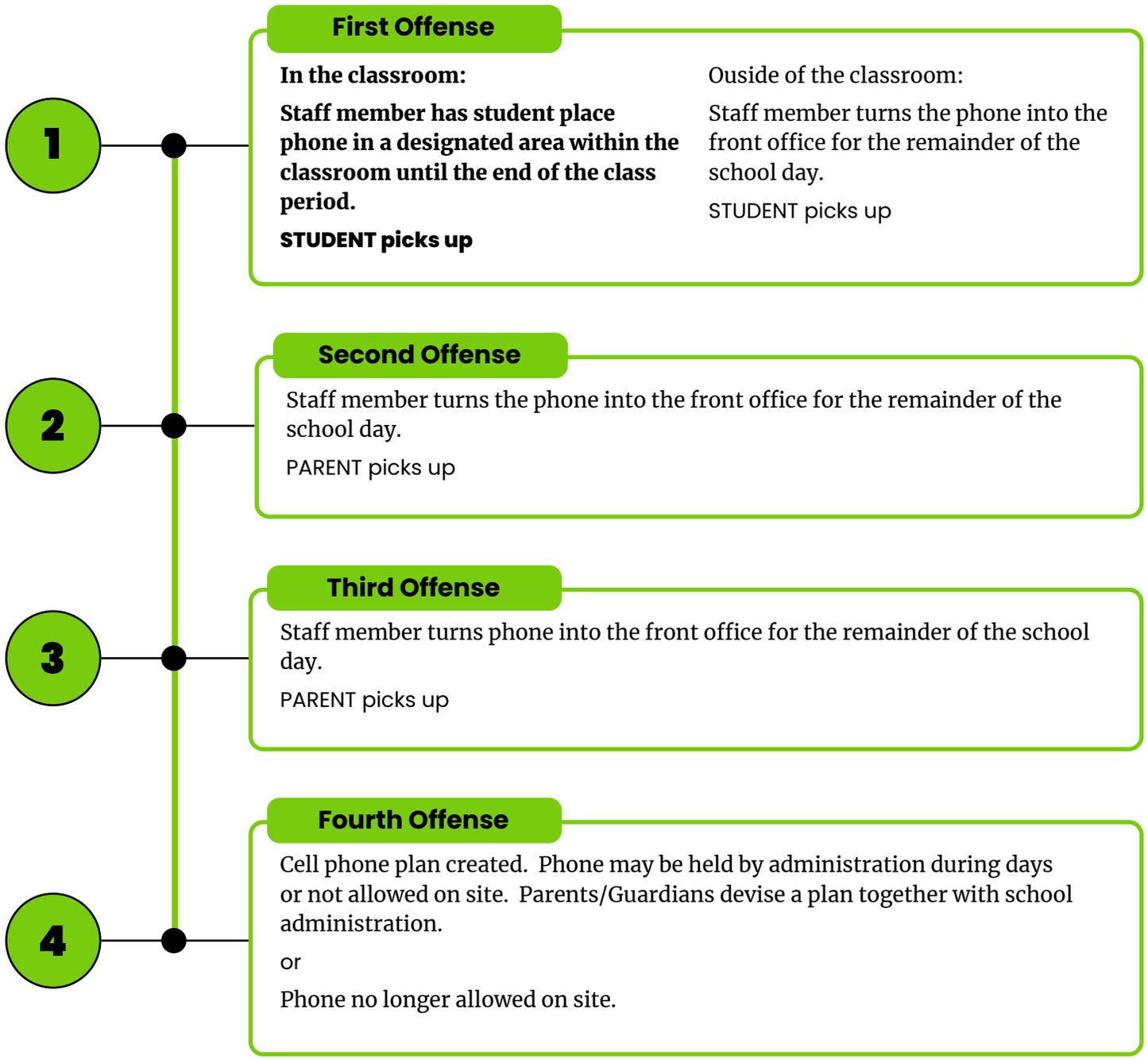
- **Students who need to go to the bathroom will need to place their cell phone in either the device box, pouch holder or teacher's desk.**
- During times of testing and other student evaluations, teachers may request that students remove their cell phone from their possession reducing the possibility of compromised test security.
- Cell phone guidelines for off-campus school activities (i.e. extracurricular activities, outdoor and service trips, school field trips) will be individualized depending on the specific trip and activities. These expectations will be addressed at pre-trip meetings and/or on trip-specific permission slips.

## **Extenuating Circumstances**

- Students who use their cell phone to monitor a medical condition (i.e. diabetes, epilepsy) may have their cell phone with them at all times, but must adhere to all other expectations of the cell phone policy.  
Please contact school administration if there is an essential need for a phone for approval.
- In the case of medical necessity or emergency, a student should have a health plan or prior approval.

# Example Consequences, Progressive Plans

These offenses are for using or accessing cell phones/electronic devices. Violations with cell phones or other district policies will be addressed accordingly.



# Handbook Language

Electronic devices, Music, Telephones, Cell Phones, Headshpones, iPods, e-Readers, etc.

## General Guidelines

- **Cell Phone Use:** Students may NOT use cell phones during class time.
- **Device Storage:** It is strongly suggested that all electronic devices be kept off and in a locker or out of sight during school hours.

## Confiscation and Consequences

- **Unauthorized Use:** If any electronic device, including cell phones, is seen or heard during school hours **without teacher/staff approval, excluding lunch and passing time**, it can be confiscated by any staff member.
- **First Infraction:** If the device is used or accessed in the classroom, the staff member will have the student place the phone in a designated area within the classroom until the end of the class period. If the device is used or found outside of the classroom, excluding lunch or passing time, the device will be taken to the office and the student will pick it up at the end of the school day.
- **Second Infraction:** A parent/guardian must pick up the device, and additional consequences may be assigned.
- **Third Infraction:** A parent/guardian must pick up the device, and additional consequences may be assigned.
- **Fourth Infraction:** Cell phone plan created. Phone may be held by administration during days or not allowed on site. Parents/Guardians devise a plan together with school administration.

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- **Locker Rooms and Bathrooms:** Devices with photo-taking capabilities are NOT allowed in locker rooms or bathrooms at any time. Confiscation and search of such devices is

standard procedure if found in these areas.

- **Lockdowns and Fire Drills:** Phone usage during lockdown and fire drills is prohibited.
- **Unauthorized Recording:** Students who take pictures or videos of others without permission in any school setting, including the bus, will face disciplinary actions.
- **Earbuds and Headphones:** Earbuds may not be worn in the hallways or cafeteria. Over-the-ear headphones are not allowed at school.

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## Investigations and Inspections

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administrator in addition to the individual or individuals that are the subjects of the recording.

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We believe this new guideline will allow our students to be more engaged in classroom activities, and, conversely, less likely to be distracted by non-school activities. It will allow teachers to focus on lessons, instead of cell phone distractions in the classrooms. As more research around the impacts of cell phone use of adolescents is being published, we understand that it can lead to increased mental health issues in adolescents. As protecting and supporting the mental health of our students is a priority, we believe that limiting cell phone use during school will assist us in these endeavors.

We recognize that cell phones are a safety and security tool for parents and students to stay connected. Rather than call or text students on their cell phones, parents and guardians should utilize the school phone number (add school number) to relay any messages that may be urgent in nature for your student. The office will relay the message to students in a prompt manner. Again, students will have access to their phones during passing time and lunch. We appreciate the support of guardians in following this procedure.

If a student is found using a cell phone during instructional time/classroom hours, the phone will be collected by a staff member and delivered to the office. Parents or guardians will also receive an email or a phone call. The attached document explains our cell phone policy in more depth. Please review them with your student prior to the start of school.

Please review this letter with your student prior to the start of school. Thank you for your continued support in ensuring a safe and healthy learning environment for your child. If you have any questions regarding our cell phone guidelines, please do not hesitate to contact the school directly.

Sincerely,

(Enclose Cell Phone Policy)

# Resources

Away for the Day Website

<https://www.awayforthe day.org>

AASA Article: A Mind Shift Over Cellphones in Schools

<https://www.aasa.org/resources/resource/mindshift-over-cellphones-schools>

Book Study: The Anxious Generation: How the Great Rewiring of Childhood Is Causing an Epidemic of Mental Illness by Jonathan Haidt

[United States Surgeon General Dr. Vivek Murthy released a new Surgeon General's Advisory on Social Media and Youth Mental Health - PDF](#)



**524 INTERNET, TECHNOLOGY, AND CELL PHONE ACCEPTABLE USE AND SAFETY POLICY**

**I. PURPOSE**

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, including electronic communications.

**II. GENERAL STATEMENT OF POLICY**

In making decisions regarding student and employee access to the school district computer system and the Internet, including electronic communications, the school district considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the school district computer system and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of the school district computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use.

**III. LIMITED EDUCATIONAL PURPOSE**

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

**IV. USE OF SYSTEM IS A PRIVILEGE**

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school

district policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.

## **V. UNACCEPTABLE USES**

- A. The following uses of the school district system and Internet resources or accounts are considered unacceptable:
1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
    - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
    - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
    - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
    - d. information or materials that could cause damage or danger of disruption to the educational process;
    - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
  2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
  3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
  4. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software,

hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.

5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.
  - a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).
  - b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
    - (1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
    - (2) such information is not classified by the school district as directory information but written consent for release of the

information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as “Facebook,” “Twitter,” “Instagram,” “Snapchat,” and “Reddit,” and similar websites or applications.
7. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person’s account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person’s property without the person’s prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
9. Users will not use the school district system (to include electronic messaging) for conducting business, for unauthorized commercial purposes, for outside organizational information, or for personal/financial gain unrelated to the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district’s Bullying Prohibition

Policy (ISD 200 Policy 514). This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.

- B. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations include, but are not limited to, situations where the school district system is compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.
  
- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

## **VI. FILTER**

- A. With respect to any of its computers with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
  - 1. Obscene;
  - 2. Child pornography; or

3. Harmful to minors.
- B. The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:
1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
  2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
  3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
- D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
- E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

## **VII. CONSISTENCY WITH OTHER SCHOOL POLICIES**

Use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

## **VIII. LIMITED EXPECTATION OF PRIVACY**

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a

discovery that a user has violated this policy, another school district policy, or the law.

- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents have the right at any time to investigate or review the contents of their child's files and email files. Parents have the right to request the termination of their child's individual account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and email files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure or discovery under Minn. Stat. Ch. 13 (the Minnesota Government Data Practices Act).
- F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

## **IX. INTERNET USE AGREEMENT**

- A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the school district.
- B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.
- C. The Internet Use Agreement form for students must be read and signed by the user, the parent or guardian, and the supervising teacher. The form must then be filed at the school office. As supervising teachers change, the agreement signed by the new teacher shall be attached to the original agreement.

## **X. LIMITATION ON SCHOOL DISTRICT LIABILITY**

Use of the school district system is at the user's own risk. The system is provided on an

“as is, as available” basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage, or unavailability of data stored on school district diskettes, tapes, hard drives, or servers, or for delays or changes in or interruptions of service or misedeliveries or nondeliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

## **XI. USER NOTIFICATION**

- A. All users shall be notified of the school district policies relating to Internet use.
- B. This notification shall include the following:
  - 1. Notification that Internet use is subject to compliance with school district policies.
  - 2. Disclaimers limiting the school district’s liability relative to:
    - a. Information stored on school district diskettes, hard drives, or servers.
    - b. Information retrieved through school district computers, networks, or online resources.
    - c. Personal property used to access school district computers, networks, or online resources.
    - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.
  - 3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
  - 4. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
  - 5. Notification that goods and services can be purchased over the Internet

that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.

6. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.
8. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

## **XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE**

- A. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and of the Internet if the student is accessing the school district system from home or a remote location.
- B. Parents will be notified that their students will be using school district resources/accounts to access the Internet and that the school district will provide parents the option to request alternative activities not requiring Internet access. This notification should include:
  1. A copy of the user notification form provided to the student user.
  2. A description of parent/guardian responsibilities.
  3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.
  4. A statement that the Internet Use Agreement must be signed by the user, the parent or guardian, and the supervising teacher prior to use by the student.

5. A statement that the school district's acceptable use policy is available for parental review.

### **XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS**

- A. "Technology provider" means a person who:
  1. contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
  2. creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.
- B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
- C. Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:
  1. identify each curriculum, testing, or assessment technology provider with access to educational data;
  2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
  3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.
- D. The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.
- E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:

1. the technology provider's employees or contractors have access to educational data only if authorized; and
  2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.
- F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

#### **XIV. SCHOOL-ISSUED DEVICES**

- A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. Except as provided in paragraph C, the school district or a technology providers must not electronically access or monitor:
1. any location-tracking feature of a school-issued device;
  2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
  3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.
- C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:
1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
  2. the activity is permitted under a judicial warrant;

3. the school district is notified or becomes aware that the device is missing or stolen;
  4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
  5. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.
- D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

#### ***XV. CELL PHONE USE***

~~The school board directs the superintendent and school district administration to establish rules and procedures regarding student possession and use of cell phones in schools. These rules and procedures should seek to minimize the impact of cell phones on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or similar criteria.~~

- A. Students are prohibited from using cell phones and other electronic communication devices during the instructional day. Students also are prohibited from using a cell phone or other electronic communication device to engage in conduct prohibited by school district policies including, but not limited to, cheating, bullying, harassment, and malicious and sadistic conduct.
- B. If the school district has a reasonable suspicion that a student has violated a school policy, rule, or law by use of a cell phone or other electronic communication device, the school district may search the device. The search of the device will be reasonably related in scope to the circumstances justifying the search.
- C. Students who use an electronic communication device during the school day and/or in violation of school district policies may be subject to disciplinary action pursuant to the school district's discipline policy. In addition, a student's cell phone

or electronic communication device may be confiscated by the school district and, if applicable, provided to law enforcement. Cell phones or other electronic communication devices that are confiscated and retained by the school district will be returned in accordance with school building procedures.

## **XVI. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN**

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

## **XVII. IMPLEMENTATION; POLICY REVIEW**

- A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.
- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.
- D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

**Legal References:** *Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)*  
*Minn. Stat. § 13.32 (Educational Data)*  
*Minn. Stat. § 121A.031 (School Student Bullying Policy)*  
*Minn. Stat. § 121A.73 (School Cell Phone Policy)*  
*Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)*  
*Minn. Stat. § 125B.15 (Internet Access for Students)*  
*Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)*  
*15 U.S.C. § 6501 et seq. (Children’s Online Privacy Protection Act)*  
*17 U.S.C. § 101 et seq. (Copyrights)*  
*20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)*

*47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))*  
*47 C.F.R. § 54.520 (FCC rules implementing CIPA)*  
*Mahanoy area Sch. Dist. v. B.L., 594 U.S. 141 S. Ct. 2038 (2021)*  
*Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)*  
*United States v. Amer. Library Assoc., 539 U.S. 1942003)*  
*Sagehorn v. Indep. Sch. Dist. No. 728, 122 F.Supp.2d 842 (D. Minn. 2015)*  
*R.S. v. Minnewaska Area Sch. Dist. No. 2149, 894 F.Supp.2d 1128 (D. Minn. 2012)*  
*Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), aff’d on other grounds 816 N.W.2d 509 (Minn. 2012)*  
*S.J.W. v. Lee’s Summit R-7 Sch. Dist., 696 F.3d 771 (8<sup>th</sup> Cir. 2012)*  
*Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)*  
*M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)*

**Cross References:** *ISD 200 Policy 406 (Public and Private Personnel Data)*  
*ISD 200 Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)*  
*ISD 200 Policy 506 (Student Discipline) ISD 200 Policy 514 (Bullying Prohibition Policy)*  
*ISD 200 Policy 515 (Protection and Privacy of Pupil Records)*  
*ISD 200 Policy 519 (Interviews of Students by Outside Agencies)*  
*ISD 200 Policy 521 (Student Disability Nondiscrimination)*  
*ISD 200 Policy 522 (Student Sex Nondiscrimination)*  
*ISD 200 Policy 603 (Curriculum Development) Policy 606 (Textbooks and Instructional Materials)*  
*ISD 200 Policy 806 (Crisis Management Policy)*

*Policy Reviewed:* 12.09.2020  
*Policy Adopted:* 01.27.2021  
*Policy Revised:* 07.01.2024

**School Sanctioned Trips Approval Form**

**Hastings ISD 200**

<b>Department/Staff Coordinating</b>	Jim Jacobsen/Emily Chandler(Band) & Kelly Olsen (Orchestra)
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<b>Fund 10 &amp; Account Name</b> <b>Fund 11 &amp; Account Name</b>	Fund 10 - Band and Orchestra Tour
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<b>Purpose</b>	Spring Break Band & Orchestra Performance Tour
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<b>Destination</b>	Greece
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<b>Type(s) of Transportation</b>	Airplane and bus
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<b>Dates</b>	<b>Depart</b>	<b>Date</b> 3/13/25	<b>Time</b> Morning	<b>Return</b>	<b>Date</b> 3/21/25	<b>Time</b> Evening
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<b>Cost per student</b>	\$3495 (approx.)	Attach copy of payment schedule for inclusion in Online Payment System
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<b>? Student drops out after paying</b>	Department decision due to cost already incurred
---	--

<b>? Payment was fundraised \$'s</b>	Required to stay in activity account because was earned as tax-exempt
--------------------------------------	---

<b># Students participating</b>	Estimated 55 students
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<b># Chaperones needed</b>	approx. 6 (will be determined by # of students who register for the trip)
----------------------------	---

All chaperone fees are the responsibility of the chaperone

<b>How are you ensuring equitable access for students of need?</b>	No students taking the pre-trip
--	---------------------------------

<b>Are there any additional pre-trips or other unique arrangements to be aware of?</b>	Emily was unable to travel last fall due. Due to the high number of participants, both Jim Jacobsen and myself were invited by GrandTours for an "Inspection Tour." The more directors that know the layout of the performances, attractions, hotels and safety concerns, the better.
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<b>P-Card-Other Expenses</b>	\$ unknown (tbd)	<b>Purpose</b>
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All receipts must be obtained and returned at the end of the trip

<b>Principal Approved</b>		<b>Date</b> 7/31/24
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<b>Superintendent Reviewed</b>	<b>Signature</b>	<b>Date</b>
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<b>Board Reviewed</b>	<b>Signature</b>	<b>Date</b>
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**School Sanctioned Trips Approval Form Hastings ISD 200**

Department/Staff Coordinating	Anthony Letourneau
-------------------------------	--------------------

Fund 10 & Account Name Fund 11 & Account Name	No school funds will be used for this trip
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Purpose	French Language and Culture Immersion Experience
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Destination	Switzerland & France through travel organization Language & Friendship (see attached itinerary for more details)
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Type(s) of Transportation	Airplane, Train, Boat, and Coach Bus (see itinerary for more details)
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Dates	Depart	6/8/2025	Time	Return	6/22/2025	Time
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Cost per student	approx \$5695	Attach copy of payment schedule for inclusion in Online Payment System
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Online Payment

? Student drops out after paying	See itinerary from Language and Friendship about their payment policies
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? Payment was fundraised \$'s	Required to stay in activity account because was earned as tax-exempt
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# Students participating	unknown at this time
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# Chaperones needed	We will be traveling with two high schools from Eau Claire, WI as we did in 2019. The lead teachers from Eau Claire as well as myself will be chaperones.
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All chaperone fees are the responsibility of the chaperone

How are you ensuring equitable access for students of need?	Fundraising is available as needed
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Are there any additional pre-trips or other unique arrangements to be aware of?	NA
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P-Card-Other Expenses	\$0	Purpose
All receipts must be obtained and returned at the end of the trip		

No Expense s

Principal Approved	SCOTT DORAN	Date
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Superintendent Reviewed	Signature	Date
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Board Reviewed	Signature	Date
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**VERMILLION TOWNSHIP  
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION NO. 24-06**

**APPROVING A CONDITIONAL USE PERMIT  
FOR AN OUTDOOR EDUCATION AREA WITH A GRAVEL PARKING AREA**

The Town Board of Vermillion Township hereby resolves as follows:

**WHEREAS**, Independent School District No. 200 (the “Applicant”) owns property located at unaddressed property at PID: 390150001012 (the “Property”) in Vermillion Township (the “Town”), Dakota County, Minnesota legally described as:

The North Half of the Northeast Quarter of Section 15, Township 114, Range 18, except the following:

That part of the North Half of the Northeast Quarter of Section 15, Township 114, Range 18, described as follows: Beginning at the northeast corner thereof; thence south along the east line thereof 1315.20 feet to the southeast corner thereof; thence west along the south line thereof 810.53 feet; thence northerly 1316.44 feet to a point on the north line of said North Half of the Northeast Quarter distant 775.36 feet west of said northeast corner; thence east along said north line 775.36 to the point of beginning, according to the Government Survey thereof, Dakota County, Minnesota.

AND

That part of the Northeast Quarter of the Northwest Quarter of Section 15, Township 114, Range 18, Dakota County, Minnesota described as follows: Beginning at the northeast corner of said Northeast Quarter of the Northwest Quarter; thence South 00 degrees 00 minutes 42 seconds West (assumed bearing) along the east line of said Northeast Quarter of the Northwest Quarter 1317.34 feet to the southeast corner of said Northeast Quarter of the Northwest Quarter; thence South 89 degrees 59 minutes 02 seconds West along the south line of said Northeast Quarter of the Northwest Quarter 6.96 feet; thence North 00 degrees 18 minutes 33 seconds West 1317.41 feet to the north line of said Northeast Quarter of the Northwest Quarter, thence South 89 degrees 49 minutes 20 seconds East along said north line 14.34 feet to the point of the beginning.

**WHEREAS**, the Property abuts and contains wetlands that are protected under the Wetland Conservation Act and a conservation easement held by Dakota County;

**WHEREAS**, the Property is accessible via a road that has a weight limit;

**WHEREAS**, the Applicant has, and will continue to, use the Property for in-person student coursework related to conservation, environmental sciences, biology courses, and the like;

**WHEREAS**, the Applicant is seeking to place gravel on the Property to create an area to facilitate student drop-off for school buses and to allow for students to drive themselves to the Property as depicted on the Site Plan attached hereto as Exhibit A (the “Project”);

**WHEREAS**, the Applicant has delineated the wetlands, received permission from Dakota County, and has submitted site plans showing the gravel parking area;

**WHEREAS**, the Property is zoned Agricultural and within this zoning district institutional uses require a conditional use permit; and

**WHEREAS**, after duly published and mailed notice in accordance with Minnesota Statutes, a public hearing on this application was held by the Vermillion Town Board on June 20, 2024.

**NOW, THEREFORE, BE IT RESOLVED** based upon the record before it and application of the Township’s Zoning Code and Comprehensive Plan, the Town Board of the Township of Vermillion hereby approves the requested conditional use permit, as described above, based on one or more of the below findings of fact subject to the following conditions:

#### **FINDINGS**

1. The above recitals are incorporated herein by reference as if restated in full.
2. Pursuant to Township Code § 201 (D), the following is a conditional use in the AG district: “Institutional Uses” which is defined as “the use of land under public or semi-public ownership which provides a benefit or service to the public. These uses shall include, but not be limited to schools, hospitals, churches, cemeteries, and fraternal organization meeting places.”
3. Township Code § 611 and state law provide the criteria which must be met in order to grant a conditional use permit. The Town Board finds the criteria are met as follows:
  - A. *The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare.*

The Project will not be detrimental to the Property. The Applicant is proposing to use the property in a reasonable manner that is consistent with the zoning in this district and prior use on this Property.

B. *The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.*

The Project will not be detrimental to or impact the use and enjoyment on any neighboring properties. The proposed plan for grading are expected to have no detrimental effects on adjoining or nearby properties. The Township has no evidence that the Project will substantially diminish and impair property values within the neighborhood.

The Project is preferable to the current practice of having vehicles parked on the side of the road and having students board and get out of vehicles onto a roadway.

C. *The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.*

The proposed construction shall conform to the applicable regulations of the district in which it is located.

D. *Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.*

If the Applicant abides by all road weight restrictions, there is adequate infrastructure in place to serve the Project.

E. *Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.*

This condition is met. This Project creates the means of ingress and egress in order to decrease roadway obstructions.

F. *The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.*

The Project is consistent with the purposes of the zoning code, which allows for institutional uses in the AG district.

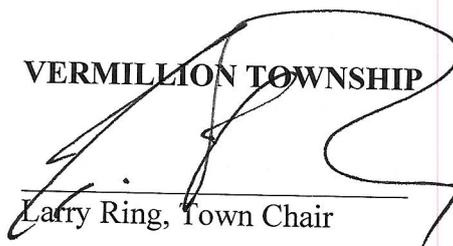
### CONDITIONS

1. The Project shall be completed in accordance with the plans and narrative submitted by the Applicant. Any significant changes to the plans, as determined by the Town Planner, shall require review and approval by the Town Board.
2. All comments from the Town Engineer and Attorney shall be met.

3. The Applicant must obtain and satisfy all required permits, regulations, and comments from the Vermillion River Watershed Joint Powers Organization.
4. The Applicant must abide by all posted law regarding road use, including any relevant weight limits. If the Applicant will not abide by weight limits the Applicant must enter into a maintenance plan agreement with the Township to protect the road from the excessive weight.
5. The Applicant must comply with the conservation easement on the Property.
6. The Applicant must comply with all relevant state and federal laws, including environmental laws, particularly the Wetland Conservation Act.
7. The Applicant must install two posts and a chain on either side of the Project's entrance. When the Property is not being used by the Applicant the Applicant must suspend the chain between the two posts to hinder use of the Project by others or the public.
8. The uses on the Property shall adhere to the narrative provided by the Applicant on June 13, 2024 and the approved site plan. Substantial modifications of these plans would require an amendment to this permit.

**PASSED and ADOPTED** by the Town Board of Vermillion Township this 11<sup>th</sup> day of July, 2024.

**VERMILLION TOWNSHIP**

  
Larry Ring, Town Chair

**ATTEST:**

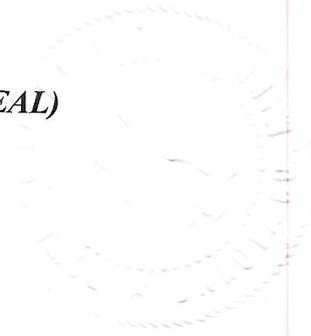
  
Cynthia Ladzun, Town Clerk

**CERTIFICATION**

Cynthia Ladzun, Town Clerk of Vermillion Township, Dakota County, Minnesota, certifies that on July 11, 2024, at a regularly held meeting of the Town Board, the foregoing resolution was duly adopted and this copy is a true and correct copy of the resolution adopted at that meeting.

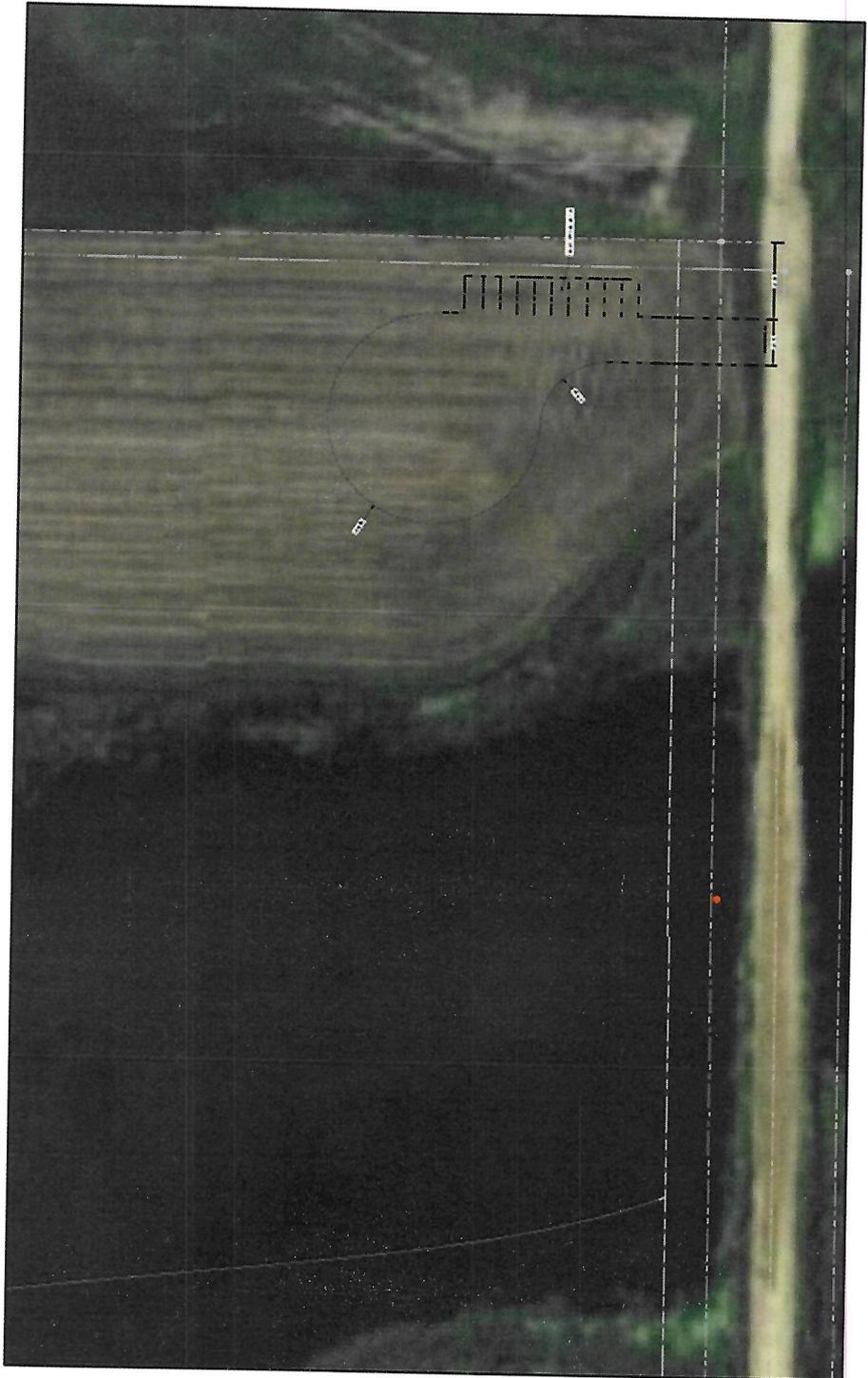
  
\_\_\_\_\_  
Cynthia Ladzun, Vermillion Town Clerk

(SEAL)



DRAFTED BY:  
**CAMPBELL KNUTSON,**  
**Professional Association**  
Grand Oak Office Center I  
860 Blue Gentian Road, Suite 290  
Eagan, Minnesota 55121  
Telephone: (651) 452-5000  
LCMK





ISO #200  
MULTI-SITE  
MONUMENT SIGNS

FOR THE DESIGN OF  
MONUMENT SIGNS  
FOR THE DESIGN OF  
MONUMENT SIGNS  
FOR THE DESIGN OF  
MONUMENT SIGNS



**BOLTON & MENK**  
LANDSCAPE ARCHITECTURE  
AND ENGINEERING  
1000 W. 10TH ST. SUITE 100  
DENVER, CO 80202

NATURE  
PRESERVE  
SITE PLAN

EX 2



ISO #230

MUL-T-SITE

MONUMENT SIGNS

112 N. ALDEN RD.  
 HOUSTON, WASHINGTON  
 112 N. ALDEN RD.  
 HOUSTON, WASHINGTON  
 112 N. ALDEN RD.  
 HOUSTON, WASHINGTON  
 112 N. ALDEN RD.  
 HOUSTON, WASHINGTON



WOLD PROJECTS  
 112 N. ALDEN RD.  
 HOUSTON, WASHINGTON  
 112 N. ALDEN RD.  
 HOUSTON, WASHINGTON



BOLTON & MENK  
 112 N. ALDEN RD.  
 HOUSTON, WASHINGTON

NATURE  
 PRESERVE  
 CRIP EXHIBIT

EX 3



BRIDGE TO SUCCESS

# Hastings Public Schools

INDEPENDENT SCHOOL DISTRICT 200  
1000 11<sup>TH</sup> STREET WEST  
HASTINGS, MN 55033-2597  
Phone (651) 480-7000  
Fax (651) 480-7004

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## Applicant's Narrative

The Applicant, Hastings Public Schools (Independent School District No. 200)(the "District") is the owner of 53.7 acres of property in the Town located on 180<sup>th</sup> Street East between Fischer Avenue and Goodwin Avenue (the "Property").

### About the Property

The Property is encumbered by a permanent natural area conservation easement that is held by Dakota County. The Property contains a wildlife habitat that includes an open water pond and wetland area. Many species of migrating birds can be found on the Property.

### Zoning of the Property

The Property is zoned Agricultural Preservation. "Institutional Use" is a conditional use in the Agricultural Preservation District. The definition of an "Institutional Use" in the Code is the use of land under public or semi-public ownership which provides a benefit of service to the public. Institutional uses include schools.

### The District's Use of the Property

The District plans to use the Property as follows:

- The District's students will visit the Property for educational purposes.
- The students will be on the Property no earlier than 7:00 a.m. and no later than 3:00 p.m. on weekdays.
- The students will only be on the Property during the months of September, October, April and May.
- The maximum number of visits by the students will be approximately 12 in the fall and 12 in the spring.
- The maximum number of buses on-site will be one at any given time.
- If the students are able to drive, there may be cars instead of a bus.

Some of the learning opportunities available to the students on the Property are:

**Grades K-4** - field trips to support grade level science standards (there would be two grade school classes on the Property at a time).

**Grades 5-8** – field trips for students for a variety of learning opportunities, including students learning to be "outdoors" without leaving a trace, preserving the natural beauty for future students to enjoy; students learning to utilize the natural environment for hands-on learning experiences / field trips; students collecting data on weather patterns, water quality, wildlife populations; and students using the natural environment to foster nature themed art projects.

**Grades 9-12** – field trips for students taking the District's Wildlife Biology course or the Natural Resource course.

### The District's Request

Prior to COVID, the District did have some groups of high school students visiting the Property as part of the District's educational programs. They were carpooling and parking on the street. The District would like to add a small gravel parking lot on the Property that would allow space for one bus to park. This is for safety reasons so that the students coming to the Property do not need to exit the bus on the road, park their vehicles on the road, or cross the road in order to access the Property.

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In addition to adding the parking lot, the District would like to add an “interpretive sign” for students to learn about the Property. The sign would include information about the persons who donated the Property to the District and what wildlife can be seen on the Property.

Because a parking area and a sign are considered to be accessory uses, they must be accessory to a principal use. In this case, the principal use would be the “Institutional Use” which the District would obtain through receiving a conditional use permit from the Town.

As previously stated, the Property is subject to a “permanent natural area conservation easement” that is held by Dakota County. The terms of the easement require the Property to permanently remain in its natural state as natural open space. In order to install a parking area or a sign, the District would need to obtain permission from the County. The District has discussed these improvements with the County and the County is supportive of these improvements.

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Vermillion Land Photos



Vermillion Land Photos





## **506 STUDENT DISCIPLINE**

### **I. PURPOSE**

The purpose of this policy is to ensure that students are aware of and comply with the school district's 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. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

### **II. GENERAL STATEMENT OF POLICY**

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

In view of the foregoing and in accordance with Minnesota Statutes, section 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the- district.

### III. DEFINITIONS

- A. “Non-exclusionary disciplinary policies and practices” means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, and academic services. Non-exclusionary disciplinary policies and practices include, but are not limited to, the policies and practices under Minnesota Statutes, sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph; and 122A.627, clause (3).
- B. “Pupil withdrawal agreement” means a verbal or written agreement between a school administrator or exclusionary district administrator and a pupil’s parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

### IV. POLICY

- A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include non-exclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.
- B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.
- C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with section Minnesota Statutes, section 121A.46, subdivision 5.
- D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:
  - 1. for a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes,

section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;

2. a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and
3. the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

## V. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.
- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising the principal's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A principal shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress, places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.
- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student

Conduct. A teacher, exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A teacher shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another. A school employee, which does not include a school resource officer, shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

For the purpose of Minnesota Statutes, section 121A.582 (Student Discipline; Reasonable Force), a school resource officer, as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c) is not a school employee or agent of the district.

- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of a positive atmosphere at events sponsored by the school district or held on school district property. See School Board Policy 903 (Visitors to School District Buildings and Sites) for additional information.
- I. Reasonable Force Reports
1. The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section

125A.0942, subdivision 3, paragraph (b).

2. Beginning with the 2024-2025 school year, the school district must report annually by July 15, in a form and manner determined by the MDE Commissioner, data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).
3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to the Minnesota Department of Education as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

## **VI. STUDENT RIGHTS**

All students have the right to an education and the right to learn.

## **VII. STUDENT RESPONSIBILITIES**

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;
- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H. To be aware of and comply with federal, state, and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to

such cases and to cooperate with school staff as appropriate;

- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical and verbal manner;
- N. To recognize and respect the rights of others; and
- O. To treat others in a respectful manner.

### **VIII. CODE OF STUDENT CONDUCT**

- A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exhaustive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; 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 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 unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.
  - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
  - 2. The use of profanity or obscene language, or the possession of obscene materials;
  - 3. Gambling, including, but not limited to, playing a game of chance for stakes;
  - 4. Violation of the school district's Hazing Prohibition Policy;

5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances. An American Indian student (MN 260.755, subd. 12) may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices (MN 144.4145);
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;
14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;

18. Using an ignition device, including a butane or disposable lighter or matches, on school property or contracted property and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
23. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
24. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
25. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
26. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
27. Possession or distribution of slanderous, libelous, or pornographic materials;
28. Violation of the school district' Bullying Prohibition Policy;
29. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to others or which connotes gang membership;
30. Criminal activity;
31. Falsification of any records, documents, notes, or signatures;
32. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;

33. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
34. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
35. Violation of the school district's Harassment and Violence Policy;
36. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to a student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
37. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
38. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
39. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;
40. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
41. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
42. Violation of the school district's Distribution of Non School-Sponsored Materials on School Premises by Students and Employees Policy;
43. Violation of the school district's one-to-one device rules and regulations;
44. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy; and
45. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes

with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

## **IX. RECESS AND OTHER BREAKS**

- A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.
- B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.
- C. The school district must not use recess detention unless:
  - 1. a student causes or is likely to cause serious physical harm to other students or staff;
  - 2. the student's parent or guardian specifically consents to the use of recess detention; or
  - 3. for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.
- D. The school district must not withhold recess from a student based on incomplete schoolwork.
- E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within 24 hours of using recess detention.
- F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request.
- G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

## **X. DISCIPLINARY ACTION OPTIONS**

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 District will attempt non-exclusionary discipline before any dismissal proceedings. Non-exclusionary options may be determined by each school and are aligned at each grade level. The actions in this section provide an non-exhaustive list of examples. Hastings Public Schools works to ensure developmentally appropriate, age appropriate, and

context appropriate interventions/consequences are applied as uniformly as possible. While the specific form of discipline chosen in a particular case is solely within the discretion of the school district, the district has developed an Administrative Procedure-Continuum of Responses which establishes a range of intervention and consequence options commensurate with a violation of the Student Code of Conduct. At a minimum, violation of school district code of conduct, 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. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Restorative options defined as working with students in a manner that focuses on repairing harm, the impact of their behavior on the culture and community and maintaining relationships;
- C. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the 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;
- D. Parent contact;
- E. Parent conference;
- F. Removal from class;
- G. In-school suspension;
- H. Suspension from extracurricular activities;
- I. Detention or restriction of privileges;
- J. Loss of school privileges;
- K. In-school monitoring or revised class schedule;
- L. Referral to in-school support services;
- M. Referral to community resources or outside agency services;

- N. Referral to chemical health assessment;
- O. Financial restitution;
- P. Referral to police, other law enforcement agencies, or other appropriate authorities;
- Q. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- R. Out-of-school suspension under the Pupil Fair Dismissal Act;
- S. Preparation of an admission or readmission plan;
- T. Saturday school;
- U. Expulsion under the Pupil Fair Dismissal Act;
- V. Exclusion under the Pupil Fair Dismissal Act; and/or
- W. Other disciplinary action as deemed appropriate by the school district.

## **XI. REMOVAL OF STUDENTS FROM CLASS**

- A. The teacher of record shall have the general control and government of the classroom within the framework of the school building's discipline procedures, such as MTSS, PBIS, Restorative Practices and Conscious Discipline. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class period or activity period for a period of time not to exceed five (5) days after each occurrence, pursuant to this district discipline policy. A class period or activity period is defined as a block of time devoted to one subject area or activity.

Grounds for removal from class shall include any of the following:

1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
3. Willful violation of any school rules, regulations, policies or procedures, including the

Code of Student Conduct in this policy; or

4. Other conduct, which is at the discretion of the teacher or administration, requires removal of the student from class.

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another. The removal from class shall be for a period of time deemed appropriate by the principal.

- B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the parent or guardian of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.
- C. Procedures for Removal of a Student From a Class:  
Each building may develop a specific set of procedures for removing a student from class. However, when a building does not have such procedures, the general procedures outlined below, will be expected for staff to follow:
  1. If a student is removed from class, the teacher, principal, or other district employee will complete a report describing the student's behavior in accordance with the building level procedure;
  2. Teachers removing students from class are required to direct the student to the school office or other predesignated location and verify his or her arrival as soon as practicable. Teachers will determine whether a student needs to be accompanied to the office, and, if so, make the necessary arrangements;
  3. The student will remain in the custody of the building administrator or his/her designee for the duration of the time prescribed;
  4. Students removed for more than one class period will receive assignments from the teachers to enable the student to keep up with his/her class work;
  5. It may be in the best interest to remove the class from the area for safety reasons;
- D. Period of Time for which a Student may be Removed from a Class (may not exceed five (5) class periods for a violation of a rule of conduct):
  1. The removal from class shall be for a period of time deemed appropriate by the

principal, in consultation with the teacher.

E. Responsibility for and Custody of a Student Removed from Class:

The administrator may, at his/her option, assign the student to supervision in another area specially designated for this purpose.

F. Procedures for Return of a Student to a Class From Which the Student Was Removed:

1. The student may return to class after a conference with the appropriate administrator, teacher, and/or the parent(s)/guardian(s). At the time of this conference, a plan of action will be established;
2. Students removed from class will be required to examine and take measures to correct it. (Language specific to each building level framework of behavior interventions- best practices like PBIS, restitution, restorative practices).

G. Procedures for Notifying a Student and the Student's Parents or Guardians of Violation of the Rules of Conduct and of Resulting Disciplinary Actions:

Each school building will create procedures that notify the student's parents/guardians as soon as practicable for violations of the code of conduct that led to the student's unscheduled removal from class, the resulting disciplinary action, and any conditions for readmission.

H. Students with a Disability; Special Provisions:

1. In cases involving students receiving special education services, appropriate special education staff will be notified of the removal to determine compliance with the student's IEP and to determine whether further assessment or change in the student's IEP is necessary;
2. In cases involving students with a suspected disability, the student assistance team or school counselor will be notified and the school's pre-referral intervention process will be followed.

I. Procedures for Detecting and Addressing Chemical Abuse Problems of Students While on School Premises:

1. The District has established a chemical /alcohol abuse pre-assessment team (Student Support Teams or Student Intervention Teams) pursuant to Minnesota Statute 121A.26;
2. The District has established teacher reporting procedures to the chemical/alcohol abuse pre-assessment team, pursuant to Minnesota Statute 121A.29.

J. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct will be in accordance to: the Administrative Procedures Continuum of

Response;

- K. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior:
1. During the enrollment process, schools will gather as much information from parent(s)/guardian(s) as possible to determine any pre-existing academic, behavioral, or attendance concerns;
  2. School administrators will ensure the building is adequately supervised and that a system is in place for reporting behavior concerns, regardless of the time and day;
  3. School administration will have a plan for reviewing attendance records on a regular basis and then act on the attendance concerns in accordance with the appropriate county truancy program;
  4. Schools will establish a structure for teachers to discuss student behavior concerns that is clearly communicated and followed up by administration;
  5. Schools must have a team including administration, counselors, the school nurse, and other staff as available to review student academic, attendance, behavior and social/emotional concerns;
  6. Staff will intervene and support students early on as behavior concerns are surfacing;
  7. Schools will work with chemical health support staff to assess student behavior and determine whether or not chemical issues are present;
  8. In conjunction with the Special Education process, schools will have regularly scheduled meetings to consider whether students with academic, behavioral, or social/emotional concerns might need to be assessed for special education services;
  9. A formal structure will be created to share information as students transition between schools and grades to assist in continuous support and intervention; and
  10. Schools will communicate with parents/guardians about academic progress and encourage parents/guardians to assist in identifying concerns.
- L. Any Procedures Determined Appropriate for Ensuring Victims of Bullying who Respond with Behavior not Allowed under the School's Behavior Policies have Access to a Remedial Response, Consistent with Minnesota Statutes, section 121A.031.

The public school must consult with child abuse prevention experts to incorporate best practices into the school policy. A public school with a policy on parental notification must include the policy in the employee handbook and disseminate information to school staff

regarding child abuse prevention in a school setting.

## **XII. DISMISSAL**

- A. “Dismissal” means the denial of the current educational program to any student, including exclusion, expulsion and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to use non-exclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

The use of exclusionary practices for early learners as defined in Minnesota Statutes, section 121A.425, is prohibited. The use of exclusionary practices to address attendance and truancy issues is prohibited.

- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:
1. Willful violation of any reasonable school board regulation, including those found in this policy;
  2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
  3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.
- C. Disciplinary Dismissals Prohibited
1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:
    - a) a preschool or prekindergarten program, including an early childhood family education, school readiness, school readiness plus, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or
    - b) kindergarten through Grade 3.
  2. This section does not apply to a dismissal from school for less than one school day,

except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.

3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under non-exclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

#### D. Suspension Procedures

1. "Suspension" means an action by the school administration, under rules promulgated by the school board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to will designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.
3. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
4. The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for one school day or less than one day, except as provided under federal law for a student with a disability. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission

plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

5. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6<sup>th</sup>) consecutive day of suspension or the tenth (10<sup>th</sup>) cumulative day of suspension has elapsed.
6. Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes section 120B.02, although in a different setting.
7. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an

explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

8. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:
  - a) strongly encourage a parent or guardian of the student to attend school with the student for one day;
  - b) assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and
  - c) petition the juvenile court that the student is in need of services under Minnesota Statutes, chapter 260C.
9. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference.
10. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
11. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
12. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

#### E. PreK-3 Discipline

1. Beginning the 2023-24 school year, MN Statute prohibits the suspension of any K-3 student for any reason. K-3 students may be "dismissed" for less than one school day.
2. Expulsions and exclusions may be used only after non-exclusionary discipline has

been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

3. Non-exclusionary discipline must include one of the following:
  - a) collaborating with the pupil's family or guardian, child mental health consultant or provider, education specialist, or other community-based support;
  - b) creating a plan, written with the parent or guardian, that details the action and support needed for the pupil to fully participate in the current educational program, including a preschool or pre kindergarten program; or
  - c) providing a referral for needed support services, including parenting education, home visits, other supportive education interventions, or, where appropriate, an evaluation to determine if the pupil is eligible for special education services or section 504 services.

#### F. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56; describe the non-exclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3)

present evidence; and (4) confront and cross-examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational

testimony.

15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes, section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

### **XIII. ADMISSION OR READMISSION PLAN**

A school administrator must prepare and enforce an admission or readmission plan for any

student who is excluded or expelled from school. The plan must include measures to improve the student's behavior, which may include completing a character education program consistent with Minnesota Statutes section 120B.232, subdivision. 1, social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

#### **XIV. NOTIFICATION OF POLICY VIOLATIONS**

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil, and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal, or assault, to the MDE Commissioner. This report must include a statement of the non-exclusionary disciplinary practices, or other sanction, intervention, or resolution in response to the assault given to the pupil and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the pupil's age, grade, gender, race, and special education status.

#### **XV. STUDENT DISCIPLINE RECORDS**

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13.

#### **XVI. STUDENTS WITH DISABILITIES**

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's

conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

## **XVII. OPEN ENROLLED STUDENTS**

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes, section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes, section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minnesota Statutes, chapter 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

## **XVIII. DISCIPLINE COMPLAINT PROCEDURE**

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

- A. provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;
- B. provide an opportunity for involved parties to submit additional information related to the complaint;
- C. provide a procedure to begin to investigate complaints within three school days of receipt,

and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;

- D. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;
- E. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

#### **XIX. DISTRIBUTION OF POLICY**

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

#### **XX. REVIEW OF POLICY**

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

**Legal References:**

- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)*
- Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)*
- Minn. Stat. § 120B.232 (Character Development Education)*
- Minn. Stat. § 121A.26 (School Preassessment Teams)*
- Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)*
- Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)*
- Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)*
- Minn. Stat. § 121A.58 (Corporal Punishment; Prone Restraint; And Certain Physical Holds)*
- Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)*
- Minn. Stat. § 121A.60 (Definitions)*
- Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)*
- Minn. Stat. § 121A.611 (Recess and Other Breaks)*
- Minn. Stat. § 122A.42 (General Control of Schools)*
- Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)*
- Minn. Stat. § 124D.03 (Enrollment Options Program)*

*Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions)*  
*Minn. Stat. Ch.125A (Special Education and Special Programs)*  
*Minn. Stat. § 152.22, Subd. 6 (Definitions)*  
*Minn. Stat. § 152.23 (Limitations)*  
*Minn. Stat. Ch. 260A (Truancy)*  
*Minn. Stat. Ch. 260C (Juvenile Safety and Placement)*  
*20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Act)*  
*29 U.S.C. § 794 et seq. (Rehabilitation Act of 1973, § 504)*  
*34 C.F.R. § 300.530(e)(1) (Manifestation Determination)*

**Cross References:**

*ISD 200 Policy 413 (Harassment and Violence)*  
*ISD 200 Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)*  
*ISD 200 Policy 501 (School Weapons)*  
*ISD 200 Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)*  
*ISD 200 Policy 503 (Student Attendance)*  
*ISD 200 Policy 505 (Distribution of Non-school Sponsored Materials on School Premises by Students and Employees)*  
*ISD 200 Policy 507.5 (School Resource Officers)*  
*ISD 200 Policy 514 (Bullying Prohibition Policy)*  
*ISD 200 Policy 524 (Internet Acceptable Use and Safety Policy)*  
*ISD 200 Policy 526 (Hazing Prohibition)*  
*ISD 200 Policy 610 (Field Trips)*  
*ISD 200 Policy 709 (Student Transportation Safety Policy)*

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