

June 2021 Activities Director Report

- 1. Please review the spring participation numbers. (attached)**
- 2. We did not have the musical this spring because of the early end to the school year.**
- 3. Boys tennis had two wins this season and were competitive in other matches as well. Coach DuHoux was happy with this progress since we have not had a team win in many years and hopes this will help spark more interest.**
- 4. The golf season has come to an end but Coach Kent did have 6 team members make it to the 2nd day of the section tournament. Sadly no one qualified for state.**
- 5. Softball ended their season losing to LQPV in the section tournament. They did go 2-2 in the section tournament with wins over YME and Lakeview.**
- 6. The baseball team is one of the final 3 teams remaining in the section. I'll give a verbal update since we are still competing at the time of this report.**
- 7. The MACCRAY/RCW track team qualified 14 girls and 6 boys for the section meet this Thursday. I will give a verbal report with the results.**
- 8. The summer coaches contact period started on June 7 and ends on July 31. They also may not have contact from July 3-9.**
- 9. Discuss next year's MSHSL membership fees and request approval for membership.**

2021-21 Spring Athletic Participation

Baseball	7th	8th	9th	10th	11th	12th	
	8	11	2	2	4	6	Total = 33
Golf	7th	8th	9th	10th	11th	12th	
Boys	1	0	2	1	5	1	Total = 10
Girls	0	0	4	3	0	1	Total = 8
Softball	7th	8th	9th	10th	11th	12th	
_____	4	3	4	3	4	3	Total = 21_____

Tennis (B)	7th	8th	9th	10th	11th	12th	
	0	0	0	7	2	2	Total = 11
Track	7th	8th	9th	10th	11th	12th	
Boys	0	0	5	3	4	0	Total = 12
Girls	6	8	4	2	6	4	Total = 30

Grand Total = 125

In Grades 7-12, there are 125 of 337 students out for a spring sport (37%).

2020-21 Spring Participation by grade:

7th - 19/56	- 34%
8th - 22/62	- 35%
9th - 21/62	- 34%
10th - 21/55	- 38%
11th - 25/55	- 45%
12th - 17/47	- 36%

MACCRAY ISD 2180
Clara City, MN 56222
Construction Trailer
Monday, June 14, 2021
6:00 pm

TENTATIVE AGENDA

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Approval of the Agenda/Additions/Deletions
- 4.0 Public Comment
- 5.0 Consent Agenda – Action Required
 - 5.1 Adoption of Minutes
 - 5.2 Approve payment of bills and financial report.
 - 5.3 Approve Teacher Contract - J. Goblish
 - 5.4 Approve Employment Agreement – Head Cook – R. Gueningsman
 - 5.5 Approve Employment Agreement – Dishwasher – B. Johnson
 - 5.6 Approve Employment Agreement – Asst. Cook – N. Hoogheem
 - 5.7 Accept Retirement – Head Cook – J. Canatsey
- 6.0 Communication Report
 - 6.1 Administrative Reports
 - 6.1.1 Dan Hiemenz, ICS
 - 6.1.2 Jim Trulock, Activities Director
 - 6.1.3 Judd Wheatley, Elementary Principal
 - 6.1.4 Melissa Sparks, High School Principal - written
 - 6.1.5 Sherri Broderius, Superintendent
 - 6.2 Committee Reports
- 7.0 Discussion items – No action required
- 8.0 Business items – Action Required
 - 8.1 Motion to approve membership in MSHSL for 21/22 school year.
 - 8.2 Motion to approve the 10-year LTFM Plan.
 - 8.3 Motion to approve the contingency fee agreement for Franz Law Group of San Diego, CA in Juul Labs Inc. et. al.
 - 8.4 Motion to approve membership in MSBA.
 - 8.5 Motion to approve MACCRAY Safe Learning Plan as a precursor to receiving ESSER III Funds.
 - 8.6 Motion to approve the Student Handbook for 21-22 school year.
 - 8.7 Motion to approve ending the Pandemic Clause on MACCRAY School Board Meetings effective July 12, 2021.
 - 8.8 Motion to approve joining MIST. (Pending analysis of coverages and premiums)
- 9.0 Upcoming Meetings
 - 9.1 Regular Board Meeting, Monday, July 12, 2021, MACCRAY High School, 6pm.
 - 9.2 Regular Board Meeting, Monday, August 9, 2021, MACCRAY High School, 6pm.
 - 9.3 Regular Board Meeting, Monday, Sept. 13, 2021, MACCRAY High School, 6pm.
- 10.0 Adjournment
 - 10.1 Tour of remodeling and new addition.
 - 10.2 Motion to adjourn.

**Minutes of the Board of Education
Independent School District #2180
Regular Meeting #11
Monday, May 10, 2021 6:00 PM
HS Media Center/Live Stream**

Members Present: Tate Mueller, Julie Alsum, Scott Ruiter, Debi Brandt, Lane Schwitters, Carmel Thein.
Others Present: Sherri Broderius, Superintendent; Kim Sandry, Business Manager; Jim Trulock, Activities;
Dan Hiemenz, ICS

Chair Julie Alsum called the meeting to order at 6:00 pm.

Pledge of Allegiance

Motion by Schwitters, second by Ruiter, to approve the agenda as presented.

Motion carried by unanimous vote.

Public comment: none

Approval of Consent Agenda:

Motion by Brandt, second by Thein, to approve the consent agenda but move "Approve Elementary Principal Contract" and "Approve High School Principal Contract" to business items.

Motion carried by unanimous vote.

Adoption of Minutes

Approve payment of bills and financial report.

Approve "Cobra" as the Quad County Wrestling Mascot.

Approve Math Teacher contract – S. Stranberg

Approve Elementary Principal Contract – M. Kent

Approve Resignation of Teacher – K. Krizan

Approve Evening Custodian Employment Agreement – A. DeBey

Approve Resignation of Teacher – M. Beekman

Approve Retirement of Custodian – L. Boike

Approve Retirement of Para/Custodian – K. Minke

Approve Teacher Contract – A. Reszel

Approve donation of Bose Sound System valued at \$1000 by Chip Goeman.

Approve High School Principal Contract – J. Wheatley

Approve Social Studies Teacher Contract – H. Clemenson

Communications Reports:

Dan Hiemenz: Construction project update.

Mrs. Smith – Summer programming, winter programming final numbers

Mr. Wheatley – Thank you's.

Mrs. Sparks – end of school details.

Ms. Broderius: Legislation update, end of school items update.

Committee Report: none

Business Items:

Motion by Schwitters, second by Mueller, to approve the 2021-2022 Original Budget.

Motion carried by unanimous vote.

Motion by Schwitters, second by Ruiter, to approve the Elementary Principal Contract with Mitchell Kent. Motion carried 5-1.

Motion by Ruiter, second by Mueller, to approve the High School Principal Contract with Judd Wheatley. Motion carried 5-1.

Meetings and Workshops:

Regular Board Meeting, Monday, June 14, 6pm, MACCRAY High School/Zoom.

Regular Board Meeting, Monday, July 12, 6pm, MACCRAY High School/Zoom.

Adjournment of Meeting

Motion by Schwitters, second by Thein, for adjournment. Motion carried by unanimous vote. Meeting adjourned at 7:10 pm.

Respectfully submitted,

Carmel Thein, Clerk

Kim Sandry, Business Manager

Ind. School District #2180
Exp Summary - Fd, Pro Series
Period Ending May 31, 2021

Sequence: Fd, Pro

		21RVSD		Year To Date		% YTD		% YTD		Remaining	
Description		Annual Budget	Period 202111	Year To Date	% YTD	Encumbrances	+ Enc			Balance	
01	General										
	000 Administration	669,458.00	51,525.52	651,235.15	97%	511.92		97%		17,710.93	
	100 District Support Services	292,115.00	16,671.10	267,387.94	92%	900.00		92%		23,827.06	
	200 Elem & Secondary Regular Instr	3,963,314.00	357,067.76	3,253,707.15	82%	11,805.21		82%		697,801.64	
	300 Vocational Education Instr	222,157.00	17,678.31	162,256.43	73%	799.84		73%		59,100.73	
	400 Special Education Instr	1,686,313.00	143,197.14	1,444,827.43	86%	0.00		86%		241,485.57	
	600 Instructional Support Services	573,580.00	94,261.16	620,884.19	108%	93,153.20		124%		(140,457.39)	
	700 Pupil Support Services	1,023,373.00	107,095.49	1,008,903.52	99%	19.95		99%		14,449.53	
	800 Sites & Buildings	805,676.00	72,464.42	769,837.10	96%	44.32		96%		35,794.58	
	900 Fiscal & Other Fixed Costs	102,000.00	0.00	102,683.38	101%	0.00		101%		(683.38)	
01	General	9,337,986.00	859,960.90	8,281,722.29	89%	107,234.44		90%		949,029.27	
02	Food Service										
	700 Pupil Support Services	416,685.00	34,159.28	401,421.71	96%	0.00		96%		15,263.29	
02	Food Service	416,685.00	34,159.28	401,421.71	96%	0.00		96%		15,263.29	
04	Community Service										
	500 Community Ed & Services	581,742.00	43,156.57	422,470.74	73%	526.36		73%		158,744.90	
04	Community Service	581,742.00	43,156.57	422,470.74	73%	526.36		73%		158,744.90	
05	Capital Outlay										
	200 Elem & Secondary Regular Instr	46,000.00	1,050.98	42,591.83	93%	142.86		93%		3,265.31	
	600 Instructional Support Services	66,000.00	0.00	13,919.55	21%	0.00		21%		52,080.45	
	800 Sites & Buildings	215,916.00	(2,264.60)	213,086.31	99%	8,300.00		103%		(5,470.31)	
05	Capital Outlay	327,916.00	(1,213.62)	269,597.69	82%	8,442.86		85%		49,875.45	
07	Debt Redemption										
	900 Fiscal & Other Fixed Costs	2,807,395.00	0.00	2,807,395.03	100%	0.00		100%		(0.03)	
07	Debt Redemption	2,807,395.00	0.00	2,807,395.03	100%	0.00		100%		(0.03)	
	Report Totals:	13,471,724.00	936,063.13	12,182,607.46	90%	116,203.66		91%		1,172,912.88	




Division of School Finance
1500 Highway 36 West
Roseville, MN 55113-4266

Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only

Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.	Enter Information	District Info.	Enter Information								
District Name:	MACCRAY Schools	Date:	6/4/2021								
District Number:	2180-01	Email:	sandryk@maccray.k12.mn.us								
District Contact Name:	Kim Sandryk										
Contact Phone #	320-847-2154 ext 1355										

Expenditure Categories		Fiscal Year (FY) Ending June 30									
		2021 (base year)	2022	2023	2024	2025	2026	2027	2028	2029	2030
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.											
Finance Code	Category (1)										
347	Physical Hazards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
349	Other Hazardous Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
352	Environmental Health and Safety Management	\$8,500	\$8,500	\$8,500	\$8,500	\$9,000	\$9,500	\$10,000	\$10,500	\$11,000	\$11,500
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$13,000	\$13,500	\$14,000	\$14,500	\$15,000
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects		\$20,500	\$20,500	\$20,500	\$20,500	\$21,000	\$22,500	\$23,500	\$24,500	\$25,500	\$26,500
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year											
Finance Code	Category (2)										
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151											
Finance Code	Category (3)										
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Approved Voluntary Pre-K Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accessibility											
Finance Code	Category (4)										
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Accessibility Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects											
Finance Code	Category (5)										
368	Building Envelope	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0
369	Building Hardware and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
379	Interior Surfaces	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
380	Mechanical Systems	\$25,000	\$25,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
381	Plumbing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
382	Professional Services and Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
383	Roof Systems	\$8,500	\$8,500	\$6,000	\$6,000	\$6,000	\$8,000	\$8,000	\$8,000	\$10,000	\$10,000
384	Site Projects	\$0	\$300,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Deferred Capital Expense and Maintenance		\$33,500	\$333,500	\$216,000	\$26,000	\$16,000	\$18,000	\$18,000	\$18,000	\$20,000	\$20,000
Total Annual 10-Year Plan Expenditures		\$54,000	\$354,000	\$236,500	\$46,500	\$37,000	\$40,500	\$41,500	\$42,500	\$45,500	\$46,500

		Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266	ED - 02478-07
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota			
District Info.		Enter Information	
District Name:	MACCRAY Schools		
District Number:	2180-01		
District Contact Name:	Kim Sandry		
Contact Phone #	320-847-2154 ext 1355		
Expenditure Categories			2031
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.			
Finance Code	Category (1)		
347	Physical Hazards		\$0
349	Other Hazardous Materials		\$0
352	Environmental Health and Safety Management		\$12,000
358	Asbestos Removal and Encapsulation		\$0
363	Fire Safety		\$15,500
366	Indoor Air Quality		\$0
Total Health and Safety Capital Projects			\$27,500
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year			
Finance Code	Category (2)		
358	Asbestos Removal and Encapsulation		\$0
363	Fire Safety		\$0
366	Indoor Air Quality		\$0
Total Health and Safety Capital Projects \$100,000 or More			\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151			
Finance Code	Category (3)		
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.		\$0
Total Remodeling for Approved Voluntary Pre-K Projects			\$0
Accessibility			
Finance Code	Category (4)		
367	Accessibility		\$0
Total Accessibility Projects			\$0
Deferred Capital Expenditures and Maintenance Projects			
Finance Code	Category (5)		
368	Building Envelope		\$0
369	Building Hardware and Equipment		\$0
370	Electrical		\$0
379	Interior Surfaces		\$0
380	Mechanical Systems		\$10,000
381	Plumbing		\$0
382	Professional Services and Salary		\$0
383	Roof Systems		\$10,000
384	Site Projects		\$0
Total Deferred Capital Expense and Maintenance			\$20,000
Total Annual 10-Year Plan Expenditures			\$47,500



Fiscal Year (FY) 2023 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

General Information: Minnesota school districts, intermediate school districts, cooperative districts, applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2021. Submit to [Sarah C. Miller](mailto:Sarah.C.Miller@mde.state.mn.us) (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

Identification Information

Name of District or Cooperative:	District Number and Type:	Date Submitted:
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Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2023 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
4. All actual expenditures to be reported in UFARS for FY 2023 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. § 127A.411, subd. 3).
6. The district’s plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. § 121A.335). ***The district’s ten-year plan does not include a request for a second-time project cost for: (1) replacement of an existing mechanical ventilation system to the current Minnesota State Mechanical Code/American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidelines; or, (2) to provide a level of approximately 15 Cubic Feet per Minute (CFM) per person.***

Certification of Statement of Assurances

Signature – Must be signed by Superintendent or Cooperative Director:	Name – Superintendent or Cooperative Director (Please print)	Date:
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High School Happenings
June 2021
Submitted by Melissa Sparks, High School Principal

Congratulations to the Class of 2021!

Here is my list of thank yous to all who helped with the graduation ceremony:

- Thank you to Sue Goeman and Kathi Beseman for all the hard work that they put into graduation each year, from ordering all the graduation gowns and diplomas, to creating and printing the program, and finally for the outstanding job that they do decorating the stage each year.
- Thank you to Joel Gronseth and Aubrey Ross as well as their band and choir students who willingly perform at graduation.
- Thank you to all the staff at MACCRAY West and MACCRAY High School along with graduates Arianna Freese, JoAnna Johnson, Emma Rand, Logan Cronen, Gabe Sparks, Kaisa Jaenisch, Grace Macht, Ashley Levitz Mickels, and parent Vic Sparks for taking down the graduation set up at West and moving it to the high school. Many hands make light work.
- Thank you too to the custodians for the initial setup and final take down and to all who helped out in any way with graduation.

Class of 2021 Stats: (45 graduates)

Here is what the MACCRAY Class of 2021 will be up to this fall:

- 4-year college: 31% (14)
- 2-year college: 51% (23)
- Workforce: 16% (7)
- Military: 2% (1)

Did you know that....

- 75.5% of students (31) took at least one class for college credit while in high school
- **602 total college credits** were earned by the Class of 2021!

Summer School is off and running at the Bethany Reformed Church in Clara City. Special thank you to Ashley Larson, Ben Johnson, Lori Olivier, Deb Berghuis, and Avery Winter for running our summer school program. Our students are doing a phenomenal job finishing up courses. We have 23 students participating in summer school. As of 5/28/21, we have already had 8 students complete at least one class through credit recovery this summer.

Thank you also to our cooks for providing a daily summer school snack and to the teachers for providing the makeup work necessary for students to pass their courses.

Teacher Accomplishments: At the end of the school year I have always asked teachers one to three questions when they check out individually with me for the summer. This year I asked them, “What is your proudest tech accomplishment because of COVID?” Here are some of their responses (paraphrased):

“I learned to navigate distance learning through Zoom and became versed in using breakout rooms.”

“I became more effective at monitoring students through the use of multiple screens; I was able to present to the students and monitor them on Go Guardian simultaneously.”

“I learned how to run Google Meets.”

“I learned to reach out and communicate with students using a headset, monitor, and Google Classroom.”

“I am really proud that I have been able to use my Chromebook for notes in my classes. I think it is a great way to go through them, and I plan to do them this way even when COVID restrictions are no longer applicable.”

“I learned how to balance distance learners and in-person learners at the same time.”

“I figured out how to use Kami. I used it to write math problems and share it on the screen.”

“I learned how to prevent the audio from cutting out after playing a musical instrument on my end of a virtual class. I found that with hybrid classes I could also incorporate music theory; this was a silver lining and will be something I plan to continue.”

“I learned how to record two bands together for one concert.”

“Using Screencastify to create video lessons for students and to provide feedback on assignments was incredibly helpful for most students.”

“I learned how to manage multiple students on multiple devices at the same time.”

“I think the biggest tech accomplishment was watching the students learn to be independent and manage their time and technology to be able to attend class virtually. This is an important life skill that many people overlooked during this pandemic. Students learned new skills in a short amount of time. As for my personal tech accomplishments I learned how to adequately run a virtual classroom and breakout rooms for small group activities.”

“I became good at online teaching through Google Classroom. I thought it was difficult at first but I figured it out and it went very well.”

“I improved greatly with my use of Zoom and how I was able to interact virtually with my students.”

I wanted to share some of their responses with you. ***I am very proud of our teachers and all that they have accomplished this year!*** Our teachers, as well as our students, made it through a school year that was like none they had ever experienced before. Congratulations to the staff, students, and paraprofessionals for a job well done!

In closing: I would like to thank the MACCRAY community, staff, students, parents, and administration both past and present for helping me grow as an educator over the past 26 years at the district. I wish the MACCRAY staff and all future Wolverines the best!

INVESTMENTS OUTSTANDING

June 30, 2020

MSDMAX Fund – MSDLAF

MSDMAX Fund Balance as of June 30, 2020	\$2,266.31
Interest - July 31, 2020	\$.39
Interest – August 31, 2020	\$.29
Interest – Sept. 30, 2020	\$.23
Interest – October 31, 2020	\$.08
Interest – November 30, 2020	\$.13
Interest – December 31, 2020	\$.08
Interest – January 31, 2021	\$.13
Interest – February 28, 2021	\$.07
Interest – March 31, 2021	\$.08
Interest – April 30, 2021	\$.07
Interest – May 31, 2021	\$.06
BALANCE	<u>\$2,267.92</u>

LIQUID ASSET FUND

Money Market Balance as of June 30, 2020	\$1,542.25
Interest – July 31, 2020	\$.14
Interest – August 31, 2020	\$.07
Interest – Sept. 30, 2020	\$.05
Interest – October 31, 2020	\$.03
Interest – November 30, 2020	\$.06
Interest – December 31, 2020	\$.03
Interest – January 31, 2021	\$.06
Interest – February 28, 2021	\$.02
Interest – March 31, 2021	\$.03
Interest - April 30, 2021	\$.02
Interest – May 31, 2021	\$.01
BALANCE	<u>\$1,542.77</u>

Heritage Bank N.A. (Savings)

Balance on June 30, 2020	\$46,030.28
Interest – July 31, 2020	\$12.90
Interest – August 31, 2020	\$12.20
Interest – Sept. 30, 2020	\$9.84
Interest – October 31, 2020	\$7.22
Interest – November 30, 2020	\$10.17
Interest – December 31, 2020	\$9.20
Interest – January 31, 2021	\$6.96
Interest – February 28, 2021	\$6.72
Interest – March 31, 2021	\$7.92
Interest - April 30, 2021	\$7.20
Interest – May 31, 2021	\$6.72
BALANCE	<u>\$46,129.96</u>

Citizens Alliance Bank Special Money Market Savings

Balance as of June 30, 2020	\$4,215,124.28
Interest – July 31, 2020 (Transfer out \$550,000)	\$1002.07
Interest – Aug. 31, 2020 (Transfer in \$200,000)	957.12
Interest – Sept. 30, 2020 (Transfer in \$200,000)	\$1001.20
Interest – October 31, 2020	\$1003.09
Interest – November 30, 2020 (Transfer in \$300,000)	\$1086.71
Interest – December 31, 2020 (Transfer out \$1,550,000)	\$912.16

Interest – January 31, 2021 (Transfer in \$300,000)	\$580.90
Interest – February 28, 2021 (Transfer out \$300,000)	\$563.74
Interest – March 31, 2021	\$637.90
Interest – April 30, 2021	\$580.04
Interest – May 31, 2021 (Transfer in \$1,200,000)	\$578.47
BALANCE	<u>\$4,024,027.68</u>

FY 23 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 5/12/2021												
2180 <= Type in School District Number																
M.A.C.C.R.A.Y. SCHOOL DISTRICT																
Calculations for Ten Year Projection				Pay 21	Change only if requiring levy adjustments	Payable 2021 LLC Certification	Current Estimate									
	LLC #	FY 2021	FY 2022	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031			
1		Type your district number in cell A2 (Minneapolis = 1.2)														
2		Type APU, health and safety and alternative facilities project, and bond estimates in lines 6a, 14, 16b to 18, 20, 21, 26, 27 and 50b														
3		Type debt excess, intermediate/coop district, and revenue reduction data in lines 13, 15, 23, 31, and 33														
4		Look-up data from following tabs														
5		Initial Formula Revenue														
6	57		693.80	818.97	814.69	814.69	814.69	814.69	814.69	814.69	814.69	814.69	814.69	814.69		
6a		Additional Pre-K Pupil Units (line 19 of Pre-K application)														
6b		Total Adjusted Pupil Units = (6) + (6a)														
7	451		55.51	818.97	814.69	814.69	814.69	814.69	814.69	814.69	814.69	814.69	814.69			
8			380.00	55.51	56.51	57.51	58.51	59.51	60.51	61.51	62.51	63.51	64.51			
9	452		380.00	380.00	380.00	380.00	380.00	380.00	380.00	380.00	380.00	380.00	380.00			
10	453		263,644	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000			
11		Added revenue for Eligible H&S Projects > \$100,000 / site														
12	702			610,299	612,609	609,512	612,623	611,048	-	-	-	-	-			
13	756			-	-	-	-	-	-	-	-	-	-			
14	701			-	-	-	-	-	-	-	-	-	-			
15	755			-	-	-	-	-	-	-	-	-	-			
16a				-	-	-	-	-	-	-	-	-	-			
16b				-	-	-	-	-	-	-	-	-	-			
17	767			-	-	-	-	-	-	-	-	-	-			
18	455			-	-	-	-	-	-	-	-	-	-			
19	456		610,300	610,299	612,609	609,512	612,623	611,048	-	-	-	-	-			
		Added revenue for Pre-K remodeling (for VPK approvals only)														
20a	768			-	-	-	-	-	-	-	-	-	-			
20b	457			-	-	-	-	-	-	-	-	-	-			
20c				-	-	-	-	-	-	-	-	-	-			
20d	458			921,508	922,193	919,095	922,206	920,631	309,583	309,583	309,583	309,583	309,583			

MACCRA Y Independent School District #2180



Student Handbook 2021-2022
Board Approved: June XX, 2021

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Welcome to the MACCRAY School District

Thank you for trusting us with your child's education. We look forward to providing all students with a high quality education, in a safe and enriching environment.

Our Mission

The mission of the MACCRAY School District is to provide an environment for individuals to become productive lifelong learners who are positive contributors to society.

The MACCRAY Student Handbook is comprised of five parts:

- 1) Information;*
- 2) Academics;*
- 3) Rules and Discipline;*
- 4) Health and Safety; and*
- 5) Miscellaneous*

Policy Information

All District policies can be found online on the school website. You may find them by navigating to: District Office>District Policies

or

You may type in the following: <http://www.maccray.k12.mn.us/page/3263>

Purpose

This handbook was written with the purpose of providing information and guidance to students and parents, both new and continuing. It covers such topics as curriculum, conduct, extracurricular activities, grades, discipline, and transportation. As additional communication is deemed necessary, it shall be distributed by special bulletins and / or through the daily announcements. **It is your responsibility as a student and parent to become familiar with its contents. Every situation cannot be covered, so if you are in doubt about something, please ask.**

- A. Aims and Objectives of the MACCRAY School District:
 1. To provide a wide-ranging curriculum which is conducive to educational growth and development.
 2. To provide experiences in the social interaction and development of its students.
 3. To provide for citizen development that will extend beyond the classroom.
 4. To commit itself to helping individual students determine personal goals in keeping with his/her capabilities and move steadily towards those goals.
 5. We feel that education should stress development in the skills of reading,

- writing, speaking, listening, computing, thinking, and evaluating.
6. We will provide opportunities for development of physical and mental health and wellbeing.
- B. **Interpretation of the MACCRAY Student/Parent Handbook shall be subject to the discretion of the administration.**

PART I – INFORMATION

Arrival and Dismissal Hours

School building hours are from 8:00 AM to 4:00 PM.

Students may be dropped off beginning at 7:35 AM, and picked up at 4:00 PM.

Calendar

The school calendar is adopted annually by the school board. A copy of the school calendar can be found on the school district's website as a quick link on the district's home page.

Class Assignments

Student schedules and class assignments are subject to the discretion of the District based on student needs and course availability.

High School Only

Class changes, at the request of students, may be made by the end of the fourth day of school for both first and second semesters. All requests must be approved by the School Counselor and/or the Principal. Please remember the following:

- You must carry the equivalent of seven classes each semester.
- You may not drop required courses for graduation.
- Requests may be denied because of student overload in a class or for other reasons.
- No schedule changes will be made to accommodate jobs or other non-educational factors.

Complaints

Students, parents/guardians, employees, or other persons may report concerns or complaints to the school district. Complaints may be either written or oral. People are encouraged, but not required, to file a written complaint at the building level where appropriate. The

appropriate administrator will respond in writing to the complaining party regarding the school district's response to the complaint.

Eighteen-Year-Old Students

The age of majority for most purposes in Minnesota is 18 years of age. All students, regardless of age, are governed by the rules for students provided in school district policy.

Employee Directory

Staff information may be found on the district website for each individual school. Staff are listed by academic area for the high school or by grade level for each of our elementary buildings.

Equal Access to School Facilities

The school district has created a limited open forum for secondary students to conduct non-curriculum-related meetings during non-instructional time. The school district will not discriminate against or deny equal access or a fair opportunity on the basis of the religious, political, philosophical, or other content of the speech at such meetings. These limited open forum meetings will be voluntary and student initiated; will not be school sponsored; employees or agents of the school will be present at religious meetings only in a non-participatory capacity; the meetings will not interfere with the orderly conduct of educational activities within the school; and non-school persons will not direct, control, or regularly attend activities of student groups. All meetings under this provision must follow the procedures established by the school district.

Fees [*]

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, paper, erasers, and notebooks. Students may be required to pay certain other fees or deposits, including (not an inclusive list):

- Cost for materials for a class project that exceeds minimum requirements and is kept by the student.
- Security deposits for the return of materials, supplies, or equipment.
- Field trips considered supplementary to the district's educational program.
- Admission fees or costs to attend or participate in optional extracurricular activities and programs.
- Voluntarily purchased student health and accident insurance.
- Use of musical instruments owned or rented by the school district.
- A school district-sponsored driver or motorcycle education training course.
- Transportation to and from school for students living within two miles of school.
- Transportation of students to and from optional extracurricular activities or post-secondary instruction conducted at locations other than school.

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

Food in the Classrooms

MACCRAY Elementary Schools

The allowance of food in the classrooms will be at the discretion of the Administration and classroom teachers and is subject to change. Food brought to school for service to students should be prepared in an institutional/certified kitchen.

MACCRAY High School

Food should be eaten in the cafeteria with the exception of any designated breakfast or snack time. Food should be kept out of the hallways and the gym. Exceptions will be made at the discretion of the administration and the classroom teachers and is subject to change.

For more information on the District Wellness Policy, please see: Wellness Policy 533.

Fundraising

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

Gifts to Employees

Employees are not allowed to solicit, accept, or receive a gift from a student, parent, or other individual or organization of greater than nominal value. Parents/guardians and students are encouraged to write letters and notes of appreciation or to give small tokens of gratitude.

Graduation Ceremony

Student participation in the graduation ceremony is a privilege, not a right. A student may participate in the graduation ceremony if ALL of the following conditions are met:

- All credits for graduation are completed by the last Wednesday prior to graduation.
- All service learning hours have been submitted and accepted by the last Wednesday prior to graduation.
- All bills are paid and detentions are served (if assigned).
- Students with a cumulative GPA of 3.75 or higher from the 1st semester of 9th grade through the 1st semester of the senior year will earn Highest Honors.

- Students with a cumulative GPA of 3.5 - 3.749 from the 1st semester of 9th grade through the 1st semester of the senior year will earn High Honors.
- Students with a cumulative GPA of 3.00 - 3.499 from the 1st semester of 9th grade through the 1st semester of the senior year will earn Honors.
- Students may earn a purple honor cord recognizing their outstanding service by
- doing the following:
 - 1) Complete 160+ hours of service; 2) Put together a portfolio outlining the different types of service involved;
 - 3) Meet with a panel to review the hours of service submitted and the portfolio. Successful completion of the above will result in the student earning a purple cord for service.
- Students entering the military will receive a red, white and blue honor cord from Blue Star Mothers of America in recognition of their willingness to serve our country
- Students are not allowed to decorate their graduation wardrobe (caps and gowns).
- Graduation exercises are under the control and direction of the High School Principal.

Elementary Holiday Celebrations and Parties

Teachers and parents plan classroom parties on a cooperative basis. The exchange of gifts at the winter holiday party is left to the discretion of the classroom teacher. Children are permitted to bring store bought treats for the class for their birthday. Treats made at home are not permitted.

Interviews of Students by Outside Agencies

Students may not be interviewed during the school day by persons other than a student's parents/guardians or school district officials, employees, and/or agents, except as provided by law and/or District policy.

Library and Media Center

Students may use the library/media center during the school day and before and after school only when a supervisor is present. No food or beverages may be consumed inside the library/media center.

Breakfast and Lunch

Breakfast and lunch are to be eaten in designated areas only. Lunch and breakfast times vary by school. Students will be notified of their assigned breakfast and lunch times on the first day of school. Students will use their ID number for breakfast and lunch purchases. Students may purchase meals at school or bring a prepared meal from home. Milk will be available for purchase to supplement meals brought from home.

Students will be notified when their account balance is insufficient to provide food service for a week. See Policy 750 on the district's website for more information.

We encourage all families to complete the Application for Educational Benefits, as students may be eligible for free and reduced price lunches and/or breakfasts. Free and reduced price eligibility forms are available in each school office. For more information regarding eligibility for free and reduced price meals, contact the school secretary.

Messages to Students

Office telephones are not for students' personal use. Students will not be called out of class to receive phone messages except in the event of an emergency. Personal cell phone use during the instructional day is also prohibited, with the exception of use between classes or during lunch time.

1. Students should learn to plan ahead and develop personal responsibility by not asking to call for forgotten materials and equipment, or instructions.
2. The school will cooperate in taking messages and relaying the information to the students, but this must be done in a manner and at a time that will not interrupt classes.

Nondiscrimination [*]

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, gender, marital status, parental status, status with regard to public assistance, disability, sexual orientation, or age in its programs and activities. The school board has designated the Superintendent, as the district's human rights officer to handle inquiries regarding nondiscrimination.

Notice of Violent Behavior by Students []**

The school district will give notice to teachers and other appropriate school district staff before students with a history of violent behavior are placed in their classrooms. Prior to giving this notice, district officials will inform the student's parent or guardian that the notice will be given. The student's parents/guardians have the right to review and challenge their child's records, including the data documenting the history of violent behavior.

Parent and Teacher Conferences

Parent and teacher conferences will be held twice per year. Please watch for more information from your child's school.

Parent Volunteers

Parents/guardians are welcome in the schools and are encouraged to volunteer in their children's classrooms. To volunteer in the school district, parents/guardians should speak to the Superintendent. To volunteer in the school building or classroom, parents/guardians should contact the classroom teacher, and receive prior permission. The teacher will then notify the building principal. Parents/guardians who visit the school should sign in at the school office before entering a classroom. For more information, contact the School Secretary.

Pledge of Allegiance [*]

Students will recite the Pledge of Allegiance to the flag of the United States of America at the beginning of each school day. Any person who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice. Students will also receive instruction in the proper etiquette toward, correct display of, and respect for the flag.

School Activities

The school district provides opportunities for students to pursue special interests that contribute to their physical, mental, and emotional health; however, instruction is the school district's priority.

Students who participate in school-sponsored activities are expected to responsibly represent the school and community. All rules pertaining to student conduct and student discipline apply to school activities.

All spectators at school-sponsored activities are expected to behave appropriately. Students and employees may be subject to discipline and parents/guardians and other spectators may be subject to sanctions for inappropriate, illegal, or unsportsmanlike behavior at these activities or events.

The MACCRAY School District is a member of the Minnesota State High School League (MSHSL). Students who participate in MSHSL activities must also abide by the MSHSL rules. The district will enforce all MSHSL rules during the school year and in the summer where applicable.

Employees who conduct MSHSL activities will cover applicable rules, penalties, and opportunities with students and parents/guardians prior to the start of an activity. For more information about the MSHSL rules and student eligibility requirements, contact Jim Trulock, Activities Director.

School Closing Procedures

School may be cancelled when the superintendent believes the safety of students and employees is threatened by severe weather or other circumstances. The superintendent will make a decision about closing school or school buildings as early in the day as possible. An instant alert via Infinite Campus will be sent out to all parents who have registered for this service. Additional notifications will be broadcast on the MACCRAY Facebook page, TV stations WCCO, KSTP, KARE11, FOX9 and radio stations KQIC (FM102.5), KWLM (AM1340 and FM96.3), KDMA (AM1460), KDJS (AM1590), KMGM (FM105), K95.3 FM, and 97.3FM. Be sure your child's early dismissal and snow emergency information is completed and is in the school office.

Searches

In the interest of student safety and to ensure that schools are drug free, district authorities may conduct searches. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in their desks, lockers, or vehicles parked on school property. "Contraband" means any unauthorized item, the possession of which is prohibited by school district policy and/or law. Local law enforcement will conduct random, unannounced searches for drugs/alcohol and weapons.

If a search yields contraband, school officials will seize the item(s) and, where appropriate, give the item(s) to legal officials for ultimate disposition. Students found to be in violation of this policy are subject to discipline in accordance with the school district's "Student Discipline" policy, which may include suspension, exclusion, expulsion, and, when appropriate, the student may be referred to legal officials.

Lockers and Personal Possessions Within a Locker [*]

According to state law, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

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

Desks

School desks are the property of the school district. At no time does the school relinquish its exclusive control of desks provided for the convenience of students. Inspection of the

interior of desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant

Personal Possessions and Student's Person

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

Vehicles on Campus []**

Patrols and Inspections

School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exterior of the motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

Search of the Interior of a Student's Motor Vehicle

The interior of a student's motor vehicle in a school district location, including the glove and trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle or its compartments under the student's control upon the request of a school official.

Student Publications and Materials

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

School-Sponsored Student Publications

The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies. Students producing official school publications and participating in school activities will be under the supervision of a faculty advisor and the school principal. "Official school publications" means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as part of the curriculum. Expression in an official school publication or school-sponsored activity is prohibited when the material:

- Is obscene to minors;

- Is libelous or slanderous;
- Advertises or promotes any product or service not permitted for minors by law;
- Encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;
- Expresses or advocates sexual, racial, or religious harassment or violence or prejudice;
- Is distributed or displayed in violation of time, place, and manner regulations.

Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content when the school district's actions are reasonably related to legitimate pedagogical concerns. Official school publications may be distributed at reasonable times and locations.

Student Records [*]

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

Student Surveys [*]

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. For complete information on the rights of parents/guardians and eligible students about conducting surveys, collection and use of information for marketing purposes, and certain physical examinations, see *Appendix 4* in the back of this handbook. A complete copy of the school district's “Student Surveys” policy may be obtained by viewing District Policy 520 on the MACCRAY website.

Transportation of Public School Students

The school district will provide transportation, at the expense of the school district, for all resident students. Transportation will be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break, except in certain circumstances. The school district will not provide transportation for students whose transportation privileges have been revoked or have been voluntarily surrendered by the student's parent or guardian.

Extracurricular Transportation

The school district may provide transportation for students to and from extracurricular activities. To the extent the school district provides extracurricular transportation, the district may charge a fee for transportation of students to and from extracurricular activities and optional field trips at locations other than school.

[Note: The school board determines whether to provide transportation for students, spectators, or participants to and from extracurricular activities. If the school district does not provide extracurricular transportation, students who wish to participate or watch are responsible for arranging for or providing their own transportation.]

Video and Audio Recording

School Buses

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

Places Other Than Buses

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

PART II — ACADEMICS

Alternative Educational Opportunities

Some students may be at risk of not completing their educational programs. The school district provides alternative learning options for students who are at risk of not succeeding in school. Alternative educational opportunities may include special tutoring, modified curriculum and instruction, instruction through electronic media, special education services, homebound instruction, and enrollment in an alternative learning center, among others. Students and parents/guardians with questions about alternative educational opportunities should contact the school counselor or the high school principal.

Cheating and Plagiarism

Cheating and plagiarism are prohibited. Students who cheat or commit plagiarism on any test or assignment will be given a failing grade for that test or assignment and will be disciplined in accordance with the school district's "Student Discipline" policy.

Class Rank/Academic Standing

Provisions for recognizing class rank and awarding academic honors are local decisions. Transcript grade point average is calculated on a graduated 4-point scale. Highest Honors

(3.75-4.0), High Honors (3.5-3.749) Honors (3.00-3.499) students are identified after the 1st semester of the senior year for calculated class work in grades 9-12.

College in the High School (CIHS)

MACCRAY High School offers a growing number of credits in-house through a partnership with Southwest Minnesota State University and Ridgewater College where students may earn dual credit. Currently a student may earn up to 35 college credits at MACCRAY. These courses are taught by MACCRAY teachers under the supervision of the college/university and a cooperating professor. The grading scale may be different from the MACCRAY High School grading scale.

Early Graduation

Students may be considered for early graduation after completing the conditions provided in district policy.

Extended School Year Opportunities

The school district provides extended school year opportunities to a student who is the subject of an Individualized Education Program (IEP) if the student's IEP team determines the services are necessary during a break in instruction in order to provide a free and appropriate public education. For more information on extended school year opportunities for students with an IEP, contact the Special Education Teacher.

Field Trips

Field trips may be offered to supplement student learning. Field trips may be optional and, if so, students who participate may be charged. Students will not be required to pay for instructional trips that take place during the school day, relate directly to a course of study, and require student participation.

Grades

Students' grades will be reported quarterly during the year. Parents will be alerted via Infinite Campus instant alert that report cards are available to view. Online grade reports may be reviewed on Infinite Campus available on the MACCRAY website. If you need help setting up online access to Infinite Campus please contact your building secretary. If you do not have internet access the building secretary will send you a hard copy of your child's report card at your request.

Teachers are expected to have grades updated by 8:00 a.m. on the first day of each school week. All subject areas will post grades online. Please contact the teacher directly if you have any questions of either grades or assignments, this may be done by phone or email.

M = Missing Work (Make-Up Work)

This mark indicates that work was missed and must be made up. Any work not completed, must be made up in order to receive a credit for the course. All assignments are an integral part of coursework and must be completed to the best of the student's ability.

- All students are required to complete all assignments. Teachers, however, have the discretion to deduct the amount of credit given when assignments are turned in late.

PRIDE Pass Punch Card

A. Number of punches

1. Five punches per quarter for students in grades 7 & 8
2. Five punches per semester for students in grades 9-12.

B. General Guidelines

1. 7th grade advisors will keep the punch cards for the students; all other students are responsible for carrying their own cards.
2. Students that want to redo an assignment, retake a test or make test corrections will be charged a punch if the teacher approves their request. Details are listed under section I.
3. Leftover punches cannot be carried over to the next quarter, semester, or school year.
4. Students who lose their cards (or have them stolen) will not receive a new one.
5. Teacher will punch AND initial when a punch is used.
6. The card IS NOT punched and initialed when a student request is denied.
7. The student can ask for the teacher to reconsider his/her denied request if it is done in a timely manner.
8. Please note there may be special circumstances for our special education students. Please consult your special education binder.

I. Redos, Test Retakes and Corrections

A. Redo

1. No punch if the teacher requests the redo
2. If the student requests a redo, and the teacher grants it, that costs the student a punch.
3. It is up to the teacher if a grade deduction (ie - 10%) is applied to redone work.

B. Test Retakes and Test Corrections

1. No punch if the teacher requires the retake or make test corrections.

2. If the student requests a retake or to make test corrections and the teacher grants it, that costs the student a punch.
3. Teachers have the discretion on the amount of credit they will grant for test retakes or test corrections.

- Because all work must be completed a punch is NOT required for late work but a grade deduction may be applied. The amount of deduction is determined by teacher discretion.

High School Grading Scale (7-12)

*With college and driver's education classes being the exception.

A+/A	4.0	96-100%
A -	3.667	95 - 92%
B+	3.333	91-89%
B	3.000	88 - 86%
B-	2.667	85 - 83%
C+	2.333	82 - 80%
C	2.000	70 - 77%
C-	1.667	76 - 74%
D+	1.333	73 - 71%
D	1.000	70 -68%
D-	0.667	67 - 65%
F	0.000	64 - 0%

Graduation Requirements [*]

Students must meet all course credit requirements and graduation standards, as established by the state and the school board, in order to graduate from MACCRAY High School. Finally, in addition to meeting the course credit requirements and assessment requirements, all students must complete 80 hours of service as a graduation requirement. Students transferring in will have their service hours prorated.

Course Credits Required

In order to receive a diploma, students must successfully complete at least 27 credits and comply with the following high school level course requirements:

High School Level Courses Required for Graduation		
Subject Area	Credits	Explanation
Language Arts	4	Must be sufficient to satisfy all academic standards in the English language arts.
Mathematics	3	Three credits of math, including algebra, geometry, statistics and probability sufficient to cover the standards. Students must complete the equivalent of algebra II or its equivalent as part of the 3-credit requirement. Algebra I is required by the end of eighth grade.
Science	3	Three credits of science, including a biology credit. In addition, students must complete a chemistry, physics or Career and Technical Education (CTE) credit as part of the 3-credit agreement. (The CTE credit must meet the standards underlying the chemistry or physics credit.)
Social Studies	4	Must include at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies.
Arts	1	Must be sufficient to satisfy all of the state or local academic standards in the arts. A career and technical education (CTE) course may fulfill an arts credit.
Community/ Technical Education	1	Students take one quarter each of AgriScience 9, Art 9, Business 9 and Ag Manufacturing
P.E./Health/Driver's Education	2	Students take Physical Education 9 for a semester, Driver's Education for a semester and then Personal Wellness 10 for the entire year.
Jr/Sr Strategies	.5	This personal finance class is required for graduation.
Elective Courses	8.5	

Minnesota Academic Standards

All students must satisfactorily complete the following required Minnesota Graduation Standards:

Minnesota Academic Standards, English Language Arts K-12
Minnesota Academic Standards, Mathematics K-12
Minnesota Academic Standards, Science K-12
Minnesota Academic Standards, Social Studies K-12
Minnesota Academic Standards, Physical Education K-12
Minnesota Academic Standards or Local Standards, Arts K-12

**Students with an individualized education program, Section 504 accommodation plan, or limited English proficiency needs may be eligible for testing accommodations, modifications, and/or exemption. For additional information, see the School Counselor or Principal.

Homework

Homework assignments are made by the teachers. The amount of homework varies by teacher and subject area. The school district asks for parents/guardians to encourage their child(ren) to complete homework thoroughly and promptly. We encourage parents to talk with their sons and daughters about missing work.

Our 7-12 teaching staff has developed a program called the **PRIDE Pass**. (See page 20 for guidelines) This program is designed to give students a second chance to redo assignments, retake a test, or make test corrections. The goal of the program is for students to learn to advocate on their own behalf and to accept responsibility for their school work. All students are required to complete all assignments. Teachers, however, have the discretion to deduct the amount of credit given. Students were given their PRIDE pass card the second week of school. The number of punches each student has on his/her card depends on their grade. Seventh and eighth graders get five punches (chances) *per quarter* to ask to redo assignments, retake a test or make test corrections while ninth through twelfth graders get *five punches per semester*. As the parent, you will receive a daily email or Infinite Campus inbox notice that your son/daughter has a missing assignment. If you are not receiving these messages please contact the high school office so that we can get you set up.

Promotion and Retention

All students are expected to achieve an acceptable level of proficiency. Students who achieve at an acceptable level will be promoted to the next grade level at the completion of the school year. Retention of a student may be considered when professional staff and parents/guardians feel that it is in the best interest of the student. The superintendent's decision will be final. The district has a variety of services to help students succeed in school. For more information, contact the School Counselor or Principal.

Post-Secondary Enrollment Options

Tenth, eleventh, and twelfth grade students may apply to enroll in Post-Secondary Enrollment Options (PSEO) and other advanced enrichment programs. General information about the PSEO program will be provided to all eighth, ninth, tenth, and eleventh grade students by March 1. Qualifying credits granted to a student through a PSEO course or program that meets or exceeds a graduation standard or requirement will be counted toward graduation and credit requirements of the state academic standards. Interested students must fill out an application form and submit it to the School Counselor by May 30 for enrollment the following school year. The application form must be signed by the student and his/her parent or guardian. Students wishing to take a PSEO course should contact the School Counselor.

Summer School

MACCRAY High School may provide summer school learning opportunities for students in need of credit recovery. For more information, contact the high school principal.

MACCRAY Elementary Schools may provide summer school learning opportunities. Information regarding our summer school program will be mailed out in the spring.

Parent Right to Know [*]

If a parent requests it, the school district will provide information regarding the professional qualifications of his/her child's classroom teachers, including, at a minimum, the following:

1. whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. whether the teacher is teaching under emergency or other provisional licensing status through which state qualification or licensing criteria have been waived;

3. the baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;
4. whether the student is provided services by paraprofessionals and, if so, their qualifications.

In addition, the school district will provide parents with information as to the level of achievement of their child in each of the state academic assessments. The school district also will provide notice to parents if, for four or more consecutive weeks, their child has been assigned to or taught by a teacher who is not highly qualified.

State Testing

Parents may allow their students to opt out of state testing. The form for opting out is on the district website. Please be advised that all opt-out requests will be treated as a fail and will count against the school and district scores that are reported by the State. The testing calendar can be found on the district website.

PART III — RULES AND DISCIPLINE

Attendance []**

Regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability. For detailed information, see the “Student Attendance” policy in *Appendix 1*.

Backpacks/Handbags

High School

Because of security, safety and health concerns, students are not allowed to carry backpacks during the school day. Students may use a backpack to transport books and belongings to and from school. Backpacks must remain in lockers between 7:56 a.m. and the end of the day. Handbags smaller than a school textbook may be carried at school. A Trapper Keeper, Five Star 2” Zipper binder or something similar in nature will be allowed. These binders are approximately 12 ¾” by 12”. Exceptions to this rule may be granted to students with special circumstances at the discretion of the Principal.

Bullying Prohibition []**

The school district is committed to providing a safe and respectful learning environment for all students. Acts of bullying, in any form, by either an individual student or a group of students, is prohibited on school district property, at school-related functions, and by misuse of technology. For detailed information regarding the school district's "Bullying Prohibition" policy, see:

http://www.maccray.k12.mn.us/sites/maccraysd.portal.rschoolday.com/files/files/Private_User/shamlah/MACCCRAYElementarySchoolsHandbook2016-2017.docx_.pdf or go to the District home page>District Office> District Policies>500 Series> 514.

Buses – Conduct on School Buses and Consequences for Misbehavior []**

Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students. The school district will not provide transportation for students whose transportation privileges have been revoked.

The school district is committed to transporting students in a safe and orderly manner. To accomplish this, student riders are expected to follow school district rules for waiting at a school bus stop and rules for riding on a school bus.

While waiting for the bus or after being dropped off at a school bus stop, all students must comply with the following rules:

- Designated bus route and bus number must be taken. No alternate bus routes may be taken (ex. going to friend's house after school).
- Get to the bus stop five minutes before your scheduled pickup time. The school bus driver will not wait for late students.
- Respect the property of others while waiting at the bus stop.
- Stay away from the street, road, or highway when waiting for the bus.
- Wait until the bus stops before approaching the bus.
- Do not attempt to enter the bus until the bus has come to a complete stop.
- Take a seat promptly.
- Respect the drivers and follow the driver's directions the first time they are given and at all times.
- Remain seated facing forward while the bus is in motion.
- Keep all parts of your body inside the bus.
- Keep your arms, legs, and belongings to yourself and out of the aisle.
- Talk quietly and use appropriate language (no bad language or put-downs).
- No fighting, harassment, intimidation, or horseplay.
- Do not throw any object.
- No eating, drinking, or use of alcohol, tobacco, or drugs.

- Do not bring any weapons or dangerous objects on the school bus.
- Do not damage the school bus or property belonging to others.
- After getting off the bus, move away from the bus.
- If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.

Consequences for school bus/bus stop misconduct will be imposed by the school district under MACCRAY Schools policy 709 and adopted administrative discipline procedures. All school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.

Cell Phones and Other Electronic Devices

Students are prohibited from using cell phones and other electronic communication devices, in the classroom, during the instructional day. All students will park their phones in the provided cell phone cubbies upon entering each classroom. High School students are allowed to use their cell phones during lunch and passing time.

Students are also 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, gang activity, etc. If the school district has a reasonable suspicion that a student has violated a school rule or law by use of a cell phone or other electronic 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. Students who violate school district policies regarding electronic devices may be subject to disciplinary action pursuant to the school district's discipline policy. In addition, a student's cell phone or electronic device may be confiscated by the school district and, if applicable, provided to law enforcement. Cell phones or other electronic devices that are confiscated and retained by the school district will be returned in accordance with school building procedures.

High School Cell Phone Violations

- First Offense: Cell phones turned into the office will remain in the office for the duration of the day. The student may pick up the device at the end of the school day.
- Subsequent Offenses: Parents will be contacted to discuss additional consequences.

***Teachers have the discretion to initiate additional rules in the classroom regarding the use of all electronic devices.**

Unacceptable Uses of a cell phone, iPad, Chromebook, laptop or other electronic device (examples but not limited to):

- Any threat to hurt (we take all threats seriously)
- Any obscenity (Behavior of a sexual nature that makes someone else uncomfortable.)

- Any pornography (Behavior of a sexual nature that makes someone else uncomfortable.)
- Taking pictures in the locker rooms or bathrooms.
- Photographing staff or students without their permission.
- Participating in an electronic conversation relating to any of the above.
- Cyberbullying which is repeated cyber harassment.
- Bringing a threat, porn, obscenity, sexting or any of the above to school from an indirect location will constitute a disruption of the educational process and become subject to discipline.

Consequences

- Mandated reporting to county social services
- Reports to law enforcement
- Removal from class
- Detention/Suspension/Exclusion/Expulsion

Elementary Schools Cell Phone Violations

Cell phones brought to school must be reported to the classroom teacher and/or turned into the office. Classroom teachers and/or office personnel must be informed and permission given before any calls are made during school hours. If unauthorized calls are made, the cell phone will be taken to the office and parents/guardians will be required to pick up the phone.

Discipline []**

Misbehavior by one student can disrupt the learning process for many other students. In addition, students must learn to practice good safety habits, value academic honesty, respect the rights of others, and obey the law. For detailed information on the Student Code of Conduct and consequences for violations, see the complete “Student Discipline” policy in *Appendix 2*.

NOTE: All school discipline is at the discretion, and subject to the decision(s), of District Administration (Principals and Superintendent).

Dress and Appearance

Students are encouraged to be dressed appropriately for school activities and in keeping with community standards.

Appropriate clothing includes, but is not limited to, the following:

- Clothing appropriate for the weather.
- Clothing that does not create a health or safety hazard.
- Clothing appropriate for the activity (i.e., physical education or the classroom).

Inappropriate clothing includes, but is not limited to, the following:

- “Short shorts,” skimpy tank tops, tops that expose the midriff, and other clothing that is not in keeping with community standards.
- Clothing bearing a message that is lewd, vulgar, or obscene.
- Apparel promoting products or activities that are illegal for use by minors.
- Objectionable emblems, badges, symbols, signs, words, objects, or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in school district policy.
- Any apparel or footwear that would damage school property.
- Hats are not to be worn in the building except with the approval of the building principal (i.e. student undergoing chemotherapy, medical situations).

If the administration believes a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. A parent or guardian will be notified.

Standards of Conduct for Couples

MACCRAY School District feels that most forms of public displays of affection are inappropriate in a K-12 setting. Holding hands will be the only form of body contact allowed. We will not tolerate activities such as, but not limited to, caressing, kissing, or leaning into each other at your lockers.

Drug-Free School and Workplace

The possession and use of alcohol, controlled substances, and toxic substances are prohibited at school or in any other school location before, during, or after school hours. Paraphernalia associated with controlled substances also is prohibited. The school district will discipline or take appropriate action against anyone who violates this policy.

District policy is not violated when a person brings a controlled substance which has a currently accepted medical treatment use onto a school location for personal use if the person has a physician’s prescription for the substance except marijuana is not allowed on school property even if prescribed. Students who have prescriptions must comply with the school district’s “Student Medication” policy. The school district will provide an instructional program in every elementary and secondary school on chemical abuse and the prevention of chemical dependency.

Harassment and Violence Prohibition [*]

The school district strives to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.

Title IX Regulations

MACCRAY's Title IX coordinator is the district superintendent Sherri Broderius. She should be contacted at the high school office with all Title IX questions or concerns.

The following new Title IX regulations become effective on August 14, 2020

NEW DEFINITION OF "SEXUAL HARASSMENT"

Previously, sexual harassment for purposes of Title IX was defined as "unwelcome conduct of a sexual nature" that included "unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature." Under the new regulations, however, sexual harassment is now formally defined as conduct on the basis of sex that consists of:

1. An employee conditioning an individual's receipt of aid, benefit, or service on that individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct that a reasonable person would find "so severe, pervasive, and objectively offensive" that it effectively denies a person equal access to the school's education program or activity; or
3. Sexual assault, dating violence, domestic violence, or stalking, as those terms are defined by federal law.

34 C.F.R. § 106.30. In addition to changing the definition, the new regulations now require that, if the conduct described by a formal complaint does not meet the regulatory definition, a complaint must be dismissed with respect to whether it constitutes sexual harassment under Title IX. 34 C.F.R. § 106.45(b)(2)(B)(3)(i). The school can move forward under its own code of conduct. However, for Title IX purposes, a formal complaint cannot move forward unless the complained-of conduct meets the new definition.

NEW POLICY REQUIREMENTS RELATED TO TITLE IX COORDINATOR

In addition to designating a Title IX coordinator, notifying all students and staff of that designation, and adopt a grievance policy consistent with Title IX regulations, schools must now also:

- Notify applicants for admission and employment, parents of elementary and secondary school students, and all unions, of the name of the employee designated as the Title IX Coordinator, in addition to continuing to notify students and employees;
 - Notify all the above persons and groups of the existence of the grievance policy;
 - Prominently display the Title IX coordinator’s contact information in its Title IX policy, including on any webpage or in any handbook where that policy appears; and
- 34 C.F.R. § 106.8.

NEW GRIEVANCE PROCESS REQUIREMENTS

A. The Formal Complaint Requirement

The new title IX regulations require schools to develop a grievance process for responding to formal complaints. For purposes of this requirement, a “formal complaint” is defined as a document that is either filed by the complainant or signed by the Title IX coordinator alleging sexual harassment and requesting that the school investigate the allegation of sexual harassment.

The existence of the term “formal complaint,” however, does not mean that there can be an informal complaint. To the contrary, while the new regulations do allow for complaints to be addressed via an informal resolution process if the complainant and respondent both voluntarily agree in writing to participate in that process, schools cannot offer an informal resolution process until a formal complaint has been filed. 34 C.F.R. § 106.45(b)(9). Moreover, as the Department of Education stated in commentary accompanying the new regulations, a third party is not allowed to file a formal complaint on the complainant’s behalf; the definition of formal complaint limits filers to complainants themselves and the Title IX coordinator. Thus, while third parties may still report sexual harassment, such reports do not constitute “formal complaints.” In the event that a complainant does not complete a formal complaint, a Title IX coordinator will need to do so to initiate the formal grievance procedure.

B. General Requirements

In general, the new regulations provide a school’s grievance process must treat respondents and complainants equally, objectively evaluate the evidence, presume the respondent is innocent until proven guilty, refrain from making credibility determinations based on the complainant/witness/respondent’s role in the proceedings, maintain reasonable timeframes, and describe both the range of disciplinary sanctions and supportive measures available under the process. See 34 C.F.R. § 106.45(b)(1).

One issue that is getting a lot of attention is the standard of proof. Previously, OCR encouraged schools to apply a preponderance of the evidence –“more likely than not”– standard. However, the new guidelines allow schools to choose to apply a “clear and

convincing evidence” standard, which is often interpreted to mean “substantially more likely than not,” and is always construed as a greater weight of evidence than the preponderance of the evidence. Whichever standard a school chooses to apply must be applied for all sexual harassment complaints, regardless of whether the complaint is brought against a staff member or student. See 34 C.F.R. § 106.45(b)(1)(vii).

C. The Notice Requirement

When a school receives a formal complaint, it must provide a written notice to all known parties. The notice must contain the following:

- Notice of the grievance process, including any informal resolution process developed by the school;
- Notice of the allegations with “sufficient details known at the time and sufficient time to prepare a response before any initial interview.” “Sufficient details” is defined to include:
 - o The identities of the parties involved in the incident;
 - o The conduct allegedly constituting sexual harassment under the new definition; and
 - o The date and location of the alleged incident.
- A statement that the respondent is presumed not responsible and that a determination regarding responsibility is made at the conclusion of the grievance process;
- A notice to the parties that they may have an advisor of their choice, who may be, but need not be, an attorney, and who may inspect and review evidence; and
- Notice of any provision of the school’s code of conduct that prohibits knowingly making false statements or knowingly submitting false information.

34 C.F.R. § 106.45(b)(2). If information required in the notice is not known when the complaint is filed, but is discovered during the school’s investigation, the school must share that information with both parties. 34 C.F.R. § 106.45(b)(2)(ii).

The new regulations expressly provide that complying with the new Title IX regulations is an exception to FERPA. 34 C.F.R. § 106.6(e). Thus, while it has always been important not to promise complainant’s anonymity, it is especially true now that, if a Title IX coordinator signs a formal complaint of sexual harassment, the complainant’s identity must be provided to the respondent. The Department of Education’s guidance accompanying the new regulations expressly provides that, “[w]hen a complainant desires to initiate a grievance process, the complainant cannot remain anonymous or prevent the complainant’s identity from being disclosed to the respondent via the written notice of allegations.” To the contrary, when a formal complaint is filed by a Title IX coordinator, the guidance provides that the required notice must include the identity of the parties if known, including the complainant’s identity.

D. The Investigation Process

The new regulations provide that the parties must be provided equivalent opportunities to present and review evidence, to have an advisor (who may be an attorney) present, and to have their advisor participate in any meeting, hearing, or investigative interview. One major change is that the parties must be provided all the evidence subject to inspection and review in electronic format or hard copy, before the investigation report is completed. The parties must be given 10 days to submit written responses, and the investigator must consider any written responses when finalizing their investigation report. 34 C.F.R. § 106.45(b)(5)(vi).

Another change is that, when a complainant or respondent is being interviewed or otherwise met with, the school must give written notice of the date, time, location, participants, and purpose of such interview, meeting, or hearing, with sufficient time for the party to prepare to participate. “Sufficient time” is not defined by the regulations or their accompanying guidance.

Finally, investigation reports that fairly summarize the relevant evidence must be sent to the complainant and respondent at least 10 days before any determination of responsibility is made, for the parties’ review and written response. This 10- day window is separate from the 10-day window for the parties to review and respond in writing to the evidence, and this also constitutes a separate opportunity for the parties to respond. 34 C.F.R. § 106.45(b)(5)(vii). The investigation report cannot be “completed” until the first 10-day period and opportunity to respond has passed, and then the parties must have another 10 days to respond to the completed investigation report before any final determination is made.

E. Determinations of Responsibility

Under the new regulations, elementary and secondary schools subject to Title IX may voluntarily choose to provide for a live hearing as part of their grievance process, but are not required to do so. 34 C.F.R. § 106.45(b)(6)(ii). If the school chooses not to provide for a live hearing, after the investigation report has been provided to the parties, and before the school makes a final determination of whether or not the respondent is responsible for the alleged behavior, the school also has to provide each party the opportunity to submit “written, relevant questions” that the party wants asked of the opposing party or any witness, provide each party with the answers to their questions, and allow for additional, limited follow-up questions. Irrelevant questions can be excluded; however, the decision to exclude a question as irrelevant must be explained. Certain questions regarding the complainant’s sexual predisposition or sexual behavior are generally irrelevant, except for specific purposes related to demonstrating that someone other than the respondent engaged in the alleged behavior or if specifically related to an issue of consent.

Neither the Title IX Coordinator nor any investigator can make the final determination of whether or not the respondent is responsible for the alleged behavior. 34 C.F.R. § 106.45(b)(7). The decision maker must issue a written determination that includes:

- Identification of the allegations potentially constituting sexual harassment under the definition provided by the regulations;
- A description of the procedural steps taken in the grievance process;
- Findings of fact supporting the determination;
- Conclusions regarding the application of the school’s code of conduct to the facts;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any discipline imposed on the respondent, and any remedies provided to the complainant; and
- The school’s procedures and permissible reasons for either party to appeal.

34 C.F.R. § 106.45(b)(7)(ii). This determination must be provided to both parties simultaneously. The determination is not final, however, until the appeal period expires or any appeal is resolved. 34 C.F.R. § 106.45(b)(7)(iii).

E. Appeals

Schools’ Title IX grievance procedures must now allow either party to appeal a dismissal or determination that sexual harassment occurred. There are three required bases where all schools must allow for an appeal:

- If there was a procedural irregularity that affected the outcome;
- If new evidence that was not reasonably available at the time of the determination regarding responsibility or dismissal is subsequently discovered and could reasonably affect the outcome; or
- If the Title IX Coordinator, investigator(s), and or decision-maker(s) had a conflict of interest or was biased against either of the individual parties, or against complainants or respondents in general, and that conflict of interest or bias affected the outcome of the matter.

34 C.F.R. § 106.45(b)(8)(i). Schools may allow additional bases for appeal, so long as those bases are equally available to both parties. 34 C.F.R. § 106.45(b)(8)(i)(ii).

In the event of an appeal, the school sets equal procedures for both parties, provide that both parties have an opportunity to submit a written statement in support of, or challenging the outcome. The decision-maker(s) on appeal must be different than the initial decision maker(s), but still cannot be the Title IX Coordinator or the investigator(s)—accordingly, schools need to consider who will serve as decision maker(s) on these sorts of complaints at both levels, as well as who will serve as investigators or the Title IX coordinator. A written decision must be issued on appeal simultaneously to both parties.

NEW TRAINING REQUIREMENTS

All Title IX Coordinators, investigators, decision-makers, and informal resolution facilitators must receive training on the new definition of sexual harassment, how to conduct an investigation, how the school's grievance process works, and how to serve impartially. Investigators must also be trained on how to write fair investigation reports, and decision-makers must be trained on issues of relevance with respect to the written questions submitted following the completion of the investigation report. 34 C.F.R. § 106.45(b)(1)(iii). All training materials required by the regulations must be retained for seven years and must be made publicly available on the school's website or upon request if the school does not maintain a website. 34 C.F.R. § 106.45(b)(10)(i)(D).

NEW POTENTIAL FOR LIABILITY

The new regulations expressly provide that a school's "recipient's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under title IX." 34 C.F.R. § 106.45(a). The regulations further incorporate the long-standing standard that schools with actual knowledge of sexual harassment must promptly respond to such conduct in a manner that is "deliberately indifferent." Taken together, these two regulatory provisions, along with the expansive new requirements, increase the potential for claims against schools based on their handling of allegations of sexual harassment.

As always, we recommend consulting an attorney regarding specific questions. The attorneys at Ratwik, Roszak & Maloney are available to assist you with reviewing policies, developing employee training, investigating any alleged policy violations, and more. If you have any questions on this issue or other topics, please give us a call at (612) 339-0060.

Hazing Prohibition [*]

Hazing is prohibited. No student will plan, direct, encourage, aid, or engage in hazing. Students who violate this rule will be subject to disciplinary action pursuant to the school district's "Student Discipline" policy. For detailed information on the school district's "Hazing Prohibition" policy 526, please visit the district website.

Internet Acceptable Use

All school district students have conditional access to the school district's computer system, including Internet access, for limited educational purposes, including use of the system for classroom activities, educational research, and professional and career development. Use of the school district's system is a privilege, not a right. Unacceptable use of the school district's computer 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, but not limited to, suspension, expulsion, or exclusion; or civil or criminal liability under other

applicable laws. A copy of the school district's "Internet Acceptable Use" policy is available at the District website as policy 524.

Students will receive a copy of the school district's "Internet Acceptable Use" policy and are expected to understand and agree to abide by the policy as a condition of use of the school district's computer system. All students who wish to use the school district's computer system must sign the Internet Use Agreement forms below yearly.

MACCRAY School District Student & Parent Pledge for Electronic Use

1. I will take good care of my device.
2. I know that I should not leave my device unattended.
3. I will never loan my device to other individuals.
4. I will know where my device is at all times.
5. I will charge my device daily.
6. I will keep food and beverages away from my device since they may cause damage to my device.
7. I will not disassemble any part of my device or attempt any repairs.
8. I will use my device in ways that are appropriate and educational.
9. I will not place decorations (such as stickers, markers, etc) on my device. I will not deface the serial number sticker on any device.
10. I understand that my device is subject to inspection at ANY time without notice and remains the property of the MACCRAY School District.
11. I will follow policy 524 *Internet Acceptable Use & Safety Policy* while at school as well as outside the school day.
12. I will report theft or vandalism of my device within 24 hours to my principal.
13. I agree to pay the replacement cost of my device in the event that the device is damaged due to fire, stolen, lost, misused or intentionally or frequently damaged.
14. *For iPads only:* I will keep my iPad in the school provided case at all times.

I understand that devices and accessories must be returned in good working condition at the end of each school year. Students who graduate early, withdraw, are suspended or expelled, or terminate enrollment at MACCRAY for any reason MUST return the device to the school on their last day of enrollment.

I agree to the expectations set forth in the above documents, including Policy 524 Internet and Acceptable Use & Safety; Device Protection Plan and the MACCRAY Student Pledge for device Use.

Student Name (Please Print): _____

Student Signature: _____ Date: _____

Parent Name (Please Print): _____

Parent Signature: _____ Date: _____

Teacher Signature: _____ Date: _____
(Elementary classroom teacher or 7-12 advisory teacher)

MACCRAY School District Tech Fee Form

The MACCRAY School District recognized that with the implementation of the electronic device initiative there is a need to protect the investment made by both the District and the Student/Parent.

The school district is charging an *ANNUAL* protection tech fee for coverage against liquid spills, accidental drops, power surges and natural disasters. This fee does not provide for damage caused by fire, theft, loss, misuse, intentional or frequent damage. The school district is charging an annual protection tech fee in the amount of \$40.00 per 7-12 grade students, \$10.00 per 3-6 grade students with a \$60.00 maximum family fee for using devices. I understand the fee is non-refundable. I also understand this covers the period from receipt of the payment and ends at the conclusion of each school year or last day of enrollment.

INTENTIONAL DAMAGE: Students/Parents are responsible for full replacement cost of intentional damage to devices.

Parent Name (Please Print): _____

Parent Signature: _____ Date: _____

Parking on School District Property

Students

The school district allows limited use and parking of motor vehicles by students in school district locations subject to the following rules:

- Parking a motor vehicle on school property during the school day is a privilege;
- Parking is permitted in designated areas only, by permit. For information, contact the high school principal.
- Students are not permitted to use motor vehicles during the school day in any school district locations unless an emergency occurs and permission has been granted to the student by the principal;
- Students are permitted to use motor vehicles on the high school campus(es) only before and after the school day;
- Unauthorized vehicles parked on school district property may be towed at the expense of the owner or operator.

The school district may conduct routine patrols of school district properties and inspections of the exterior of the motor vehicles of students. Interiors of students' vehicles in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. If a search yields contraband, school officials may seize the item and may turn it over to legal authorities when appropriate. A student who violates this policy may be subject to withdrawal of parking privileges and/or discipline according to the school district's "Student Discipline" policy.

Visitors

Visitors are permitted to park in designated school district visitor parking areas. Unattended vehicles left in other locations on school district property may be towed at the owner's expense.

Tobacco-Free Schools []**

School district students and staff have the right to learn and work in an environment that is tobacco free. School policy is violated by any individual's use of tobacco, tobacco-related devices, or electronic cigarettes in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Students may not possess any type of tobacco, tobacco-related device, or electronic cigarette in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Any student who violates this policy is subject to school district discipline. For detailed information on the school district's "Tobacco-Free Environment" policy, District Policy 419. Contact the Principal, Activities Director, or school nurse if you have questions or wish to report violations.

[Note: A limited exception to the tobacco prohibition exists for adult members of an Indian tribe, as defined under Minnesota law, who may light tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony.]

Vandalism

Vandalism of any district property is prohibited. Violators will be disciplined and may be reported to law enforcement officials.

Weapons Prohibition

No person will possess, use, or distribute a weapon when in a school location except as provided in school district policy. A “weapon” means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; nunchucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon. A weapon also includes look-alike weapons. Appropriate discipline and action will be taken against any person who violates this policy. The school district does not allow the possession, use, or distribution of weapons by students. Discipline of students will include, at a minimum: immediate out-of-school suspension; confiscation of the weapon; immediate notification of police; parent or guardian notification; and recommendation to the superintendent of dismissal for a period of time not to exceed one year. A student who brings a firearm to school will be expelled for at least one year, subject to school district discretion on a case-by-case basis. To view a copy of the “School Weapons” policy 501, please see the District website.

PART IV — HEALTH AND SAFETY

Accidents

All student injuries that occur at school or school-sponsored activities should be reported to the building Secretary. Parents/guardians of an injured student will be notified as soon as possible. If the student requires immediate medical attention, the principal or other district leader will call 911 or seek emergency medical treatment and then contact the parent(s).

Asbestos Management Update [*]

The school district has developed an asbestos management plan. A copy of this plan can be found in the District Office and is available on the district’s website as policy 806.

Crisis Management

The school district has developed a “Crisis Management” policy. Each school building has its own building-specific crisis management plan. Students and parents will be provided with information as to district- and school-specific plans.

The “Crisis Management” policy addresses a range of potential crisis situations in the school district and includes general crisis procedures for securing buildings, classroom evacuation, campus evacuation, sheltering, and communication procedures. The school district will conduct lock-down drills, fire drills, and a tornado drill. Building plans include classroom and building evacuation procedures.

Emergency Contact Information

The District will use the Infinite Campus Instant Alert system as our first method of contact, if possible followed by our district FaceBook page.

Listen to the following radio stations regarding a potential or impending emergency:
KQIC (FM 102.5), KWLM (AM1340 and FM96.3), KDMA (AM1460), KDJS (AM 1590), KMGM (FM105), K95.3 FM, and 97.3FM

Lead in Water Testing

Water will be tested in all three MACCRAY sites on an annual basis. For information contact the superintendent.

Health Information

Health Service

MACCRAY Schools Licensed School Nurse (LSN) is available each school day within the district. The LSN serves all three buildings and spends at least one day a week at each building. When the nurse is not at your building please go to the office for health related needs. The secretaries have been trained to assist with minor injuries. The nurse is on call to respond to any health needs at other buildings, when contacted. If a student experiences a more serious medical emergency at school, 911 will be called and/or a parent/guardian will be contacted depending on the situation. If the accident is of a serious or life threatening nature, emergency services will be contacted, followed by the parent or legal guardian. If we are unable to contact you, we will contact the person you have designated on your child’s emergency card. For this reason it is very important to provide us with accurate contact information and that phone numbers are updated as they may change throughout the year.

If a student has a serious health or medical issue which may affect them at school, please contact the LSN. Together parents and school personnel will make an appropriate health plan which will help the student manage any health concerns at school.

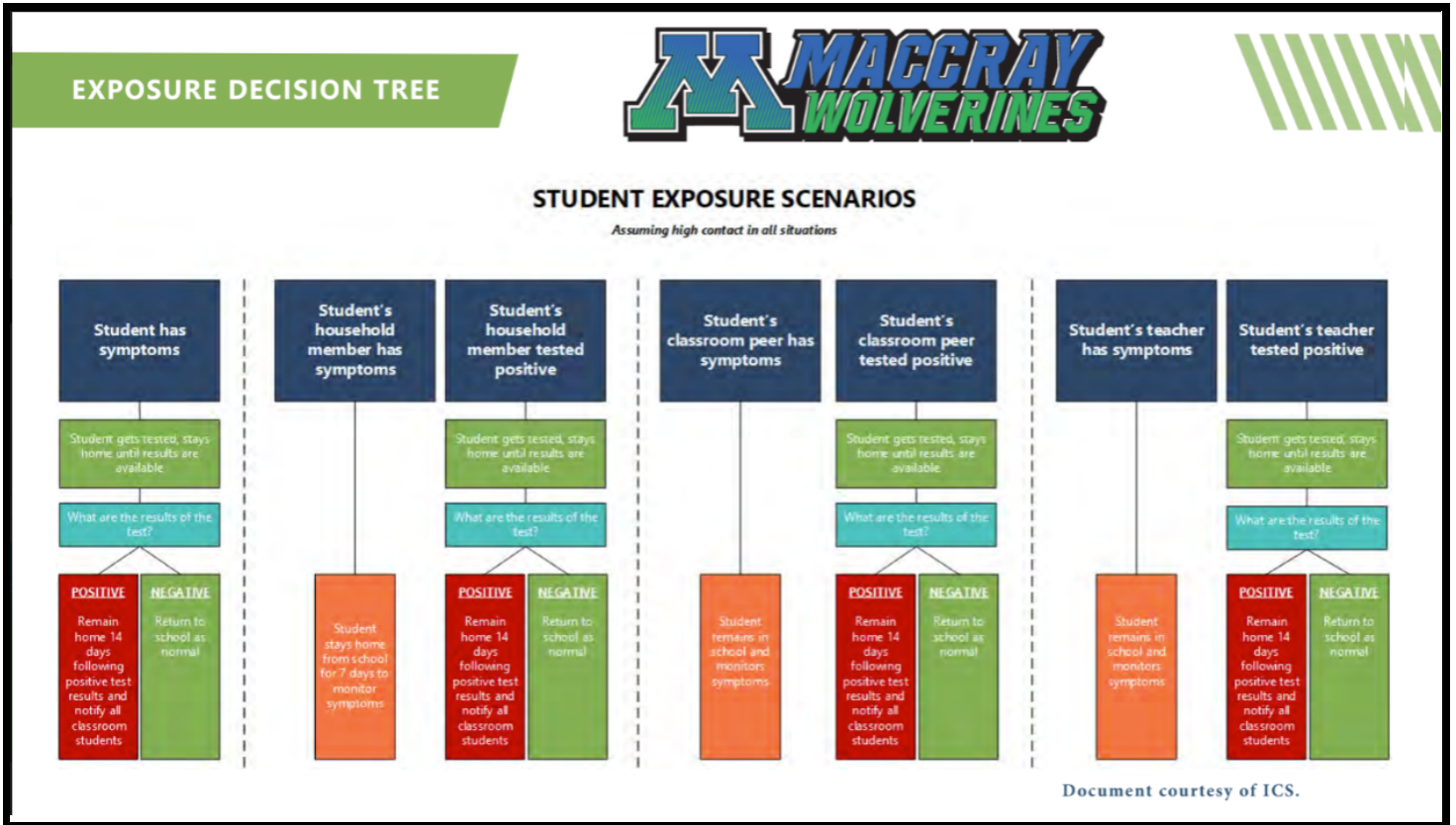
The District has installed automated external defibrillators (AED) either near the Office and near the Gymnasium/Cafeteria in each building. Tampering with any AED is prohibited and may result in discipline.

COVID-19 Policies

** COVID-19 policies are subject to change. All current COVID-19 information can be found on the MACCRAY website.*

- Parents should monitor students at home and use the MDH Decision Tree, found below, as well as the guidance from our school nurse on when to stay home from school.
- Students will be screened before entering schools.
- Students should not congregate at lockers or in hallways between classes or at the beginning or end of the day. Straight from the bus or car to the classroom.
- High School A la Carte will be discontinued at this time. Healthy snacks from home are encouraged.
- Music and Phy Ed classes will be held outside as much as possible. Students need to be dressed appropriately for the weather.
- Face coverings are required to be worn covering mouth and nose as per Executive Order 20-81 for all students Kindergarten – 12 grade.
- Avoid the sharing of electronics, books, toys, games etc with other students.
- Students should keep personal items labeled in desks or lockers.
- No snacks on the bus.
- Students are encouraged to bring their own water bottles filled daily from home. Water fountains will not be turned on.
- School age Care will be provided for critical workers during distance learning for a fee.

MDH COVID-19 Decision Tree



Communicable Diseases

If a student becomes ill during the school day they should report to the office. Parents or guardians will be contacted and the student will be sent home. If we call because your child is ill, please make arrangements for your child to be picked up within an hour.

When your child is ill, please call the school office daily to report the illness. When calling please give a list of symptoms the student is experiencing.

A child should not come to school and will be sent home from school if they have:

- Fever over 100F - Student is not to return to school until 24hrs after the temperature returns to normal without the assistance of fever reducing medications, i.e. Tylenol.
- Stomach Flu - 24 hours after the last episode of vomiting or diarrhea.
- Influenza - 24 hours after the temperature returns to normal
- Ear infection - Not contagious, but child should see a physician and can return to school when pain is gone.

- Strep Throat - Student can return to school 12 hours after antibiotic treatment has started and fever is gone.
- Conjunctivitis (pink eye) - Student is not excluded unless they have a fever or are not healthy enough to participate in activities.
- Head Lice - A student found to have live lice (bugs) in their hair will be sent home from school. Student has to be treated with lice killing Shampoo before student will be readmitted to school.

This is not a complete list of communicable diseases that students can be excluded for. MACCRAY follows the guidelines set out by Hennepin County Infectious Disease. Please contact your school as soon as possible if your student is diagnosed with a communicable disease, so action can be taken to decrease the spread. Contact the LSN if you have any questions regarding communicable diseases or your student's health.

If a child is hospitalized or has a lengthy illness, parents should call the school so plans for continuing the child's education can be made perhaps through homebound or hospital instruction. Students with certain communicable diseases will not be excluded from attending school in their usual setting as long as their health permits.

Immunizations

Minnesota Statutes chapter 121A.15 requires that all children who are enrolled in a Minnesota school be immunized when starting school. Students may be exempted from the immunization requirement when the immunization of the student is contraindicated for medical reasons; laboratory confirmation of adequate immunity exists; or due to the conscientiously held beliefs of the parents/guardians or student. When a Student has a medical exemption a medical provider signature and statement of student exemption is needed. Conscientious objectors need to have parental signature on exemption form and have form notarized. Forms need to be turned into the school office and will be kept with student health forms. Please contact the LSN if an exemption form is needed.

Immunization requirements are:

- Kindergarteners are required to have 3 doses of Hepatitis B, 5 Doses of DTAP, 4 Doses of Polio, 2 doses of MMR, and 2 Doses of Varicella.
- 7th graders are required to have 1 dose of Tdap and 1 dose of Meningococcal.
- 12th graders need to have 1 booster dose of Meningococcal vaccine.

Medications at School During the School Day

The school district acknowledges that some students may require prescribed drugs or medication during the school day. Medications will be given at school only when the frequency of dosage makes it necessary for a dose or treatment to be given during school hours. Please make every attempt to take medications at home before or after school. The Licensed School Nurse or unlicensed assistive personnel (UAP), who has been trained in medication administration, will supervise the administration of medication. No medications

will be given at school without the written permission of the parents. An “Administering Prescription Medications” form must be signed by parents and the prescribing physician for any prescription medications to be given during the school day. This form is available at the school office. Please note: this form must be completed yearly and/or when a change in the prescription or requirements for administration occurs. Prescription medications must be brought to school in the original container labeled for the student by a pharmacist, and must be administered in a manner consistent with the instructions on the label. Prescription medications are not to be carried by the student, but will be left with the appropriate school personnel. Exceptions that may be allowed include: prescription asthma medications administered with an inhaler pursuant to school district policy and procedures, epinephrine auto-injectors, medications administered as noted in a written agreement between the school district and parent or as specified in an Individualized Education Program (IEP), a plan developed under Section 504 of the Rehabilitation Act (§504 Plan), or an individual health plan (IHP). Marijuana is not allowed on school property even if prescribed.

Over the counter medications (OTC) can be administered to students throughout the school day when the parent signs an “Administering Non-Prescription Medications” form. This form is available at the school office. Medications have to be brought to school in the original unopened bottle. It is preferred that medications be brought to school in small quantities. OTC medications without a physician prescription are to be administered in a manner consistent with the directions on the bottle. If a dose higher than what is written on the bottle is needed then a physician prescription is needed. Any OTC medication with a physician prescription will be treated as a prescription medication. OTC medications are not to be carried by the student, but will be left with the appropriate school personnel.

Pesticide Application Notice [*]

The school district may plan to apply pesticide(s) on school property. To the extent the school district applies certain pesticides, the school district will provide a notice by September 15 as to the school district’s plan to use these pesticides. A parent may request to be notified prior to the application of certain pesticides on days different from those specified in the notice. Additional information regarding what pesticides are used, the schedule of pesticide applications, and the long-term health effects of the class of pesticide on children can be requested by contacting the District Superintendent at 847-2154.

Safety

The safety of students on campus and at school-related activities is a high priority of the district. While district-wide safety procedures are in place, student and parent cooperation is essential to ensuring school safety.

Visitors in District Buildings

Parents/guardians and community members are welcome to visit the schools. To ensure the safety of those in the school and to avoid disruption to the learning environment, all visitors must report directly to the school office, upon entering the building, with the exception of

events open to the public. All visitors will be required to sign in at the front desk and to wear a “visitor badge” while in the building during the school day. Visitors must have the approval of the principal before visiting a classroom during instructional time. An individual or group may be denied permission to visit a school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employees, or the school district.

Students are not allowed to bring visitors to school without prior permission from the principal.

PART V — Miscellaneous

Animals in the Classrooms -

Bringing animals on school property, for academic purposes only, requires at least a two-day notice to the building principal. The student and his/her parents must assure the Principal that the animal is healthy, is appropriately vaccinated and not a danger to others.

Pets for the purpose of “show and tell” may not be left in the school building for a period of more than one-hour in length. These animals must also be healthy and owner must show that the animal is appropriately vaccinated. It is required that pre arrangements are made with the classroom teacher if your child wishes to bring their pet to school.

Service animals will be permitted in all buildings, with proper documentation.

Assemblies

Several educational and entertaining programs are held throughout the school year for students. This is a place where students’ courtesy and manners will be displayed. Quiet attention, proper applause, and proper respect will be required. Inappropriate behavior may result in disciplinary action, loss of assembly privileges, and an assignment to a study area.

Building Passes - High School

Except when passing to classes between hours, students shall be in the classroom at all times. Students should be kept out of the hallways for discipline, safety, and security reasons.

Students will be given one hall pass log at the beginning of each quarter to use as a hall pass. The log will be used to record that permission was granted for a student to be outside the classroom. Passes may be given with teacher discretion for the following: restroom, administrative office, guidance, health service, and media center.

- Students must return to the class where they received the pass before the end of the period.

- Only office personnel may issue passes to leave the building.

Dances - High School

MACCRAY Public School sponsors dances throughout the school year, i.e. homecoming, prom, Sadie Hawkins. These dances are open to students who attend MACCRAY Public School and/or are a registered home schooled student within our district. Dances will run no later than 11:30 p.m. and doors will be locked one hour after the start of a dance. When you leave a dance you do not get back in! (Exceptions may be granted by administration)

Students who would like to invite a guest to a school-sponsored dance must sign up the friend 1 week prior to the dance. Guests must be 19 years old or younger, (20 years old for prom), and must present a photo ID at the dance. The chaperones/administration reserves the right to deny the guest attendance to the dance.

Counseling and Guidance

Many students are troubled by problems, which interfere not only with their academic and co-curricular performance, but also with their emotional, physical, mental, and social development. Any student who is suicidal or in a crisis, or is concerned about another student who is suicidal or in a crisis, is encouraged to contact a teacher, a counselor, or the school social worker to gain immediate help.

Additional services provided at the high school include assistance with educational planning, interpretation of test scores, occupational information, career information, study assistance, help with home, school and/or social concerns, or any question the student may feel he or she would like to discuss with a counselor.

Finally, the MACCRAY school district has a partnership with Woodland Centers. Through this School-Link Mental Health partnership students are able to work with a therapist or skills person on site from Woodland Centers at each of our three buildings. Students or parents interested in this program should work with the school social worker or counselor to get a referral started.

Early Admission - Elementary

The MACCRAY Board of Education has adopted a policy permitting early admission to kindergarten of exceptionally mature children on the basis of a testing program. Children whose fifth birthday falls between September 1 and October 31 of the current year may be considered for early admission. It is well, however, to keep in mind that these children may be competing in school with children who are fourteen months older than them. The school does not believe it is educationally sound to admit a child to school early unless they are

physically, emotionally, and intellectually ready to work with more mature pupils. If you feel that your child is exceptional, please request an Early Entrance to Kindergarten Application form at either the East or West elementary school offices. Applications need to be received by May 1 st for a September entrance (or for a September start date).

Homeschool/ Shared Time Policy

The purpose of this policy is to recognize and provide guidance, in accordance with state law, for parents who wish to have their children receive an education in a home school that is academic and extracurricular activity opportunities for non-public students. A home school is defined as a school with five or fewer students that meet the compulsory reporting requirements. The Compulsory Attendance Law (MN State 120.A22) provides that the parent or guardian of a child is primarily responsible for assuming that the child acquires the knowledge and skills that are necessary and essential for effective citizenship. (Mn Stat. 120.A22, Subd. 1)

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in MN Stat 120.A22. Instructors must meet at least one of the following requirements in order to provide instruction to a child (MN Stat. 120.A22, subd 10):

- 1) Hold a valid MN teaching license in the field and for the grade level taught.
- 2) Be directly supervised by a person holding a valid MN teaching license.
- 3) Successfully complete a teacher competency examination.
- 4) Provide instruction in a school that is accredited by an accrediting agency, recognized according to MN Stat. Sections 123B.445, or recognized by the commissioner.
- 5) Hold a baccalaureate degree.
- 6) Be the parent of a child not enrolled in a public school who is assessed annually using a nationally norm-referenced standardized achievement examination (MN Stat. 120.A22, Subd. 11).

Curriculum must be provided in at least the following subject areas (MN Stat 120A22)

- 1) Basic communication skills including reading and writing, literature, and fine arts;
- 2) Mathematics and science;
- 3) Social studies including history, geography and government;
- 4) Health and physical education.

Reporting responsibilities (for non accredited schools, person or institutions not accredited by a state recognized accrediting agency:

- 1) Name, birthdate, and address of each child receiving instructions by Oct. 1 st .
- 2) Immunizations statements by Oct. 1 st .
- 3) Name of each instructor and evidence of compliance.
- 4) An annual instructional calendar.

5) For each child who is instructed by a parent who meets none of the options for being a qualified instructor except for being the parent of a child, a quarterly report card is required in each subject area.

6) Documentation indicating that the subjects required by law are, in fact, being taught. This documentation must include class schedules, copies of materials used for instruction, and descriptions of the methods used to assess student achievement.

Assessment (MN Stat. 120A.22 Subd. 11): Each year performance of every child who is not enrolled in a public school must be assessed using a nationally norm-referenced standardized achievement examination. The assessment to be used will be mutually agreed upon by the superintendent and the child's instructor. If the results of the assessment indicate that the child's performance on the total battery is at or below the 30th percentile or one grade level below the child's age, then the parents must obtain additional evaluations for the purpose of determining whether or not the child has learning disabilities.

To the extent the standardized examination does not provide assessment in all subject areas required in Minnesota law, the parent must assess the child's performance in the applicable subject area(s). This only applies to the parent who provides instruction and does not meet instructor requirements 1, 2, 3.

Textbooks, instructional materials, standard tests: Upon formal request, as equipped by law, the school district will provide textbooks, individualized instructional materials, and standardized tests and loan or provide them for use by a home school child.

Extra-curricular/co-curricular activity participation: All resident pupils receiving instruction in home school are eligible to fully participate in extracurricular/co-curricular activities on the same basis as public school students.

PBIS

MACCRAY Schools will be implementing a Positive Behavioral Interventions and Supports program to support student growth and development. Please see Appendix 4 for the PBIS Behavior Matrix on page 62.

Posters

- Posters or signs shall not be placed in the building without permission from the School Office.
- Approved and initial posters may be placed in the following areas: on designated bulletin boards in the halls, on lockers, in the commons area, in individual rooms and in the show cases if the student has permission of the teacher.
- Posters shall be neat in appearance and beyond reproach in subject matter, grammar, spelling, etc.

- Posters that are allowed in MACCRAY Schools are: those having to do with MACCRAY School events and other school sponsored activities.
- Posters should be hung with tape that will not damage walls and lockers.
- Posters should be taken down by the club, organization or individual following the event or season.

PRIDE Honor Letter - High School

The purpose of the PRIDE Honor Letter is to recognize students, grades 7-12th, who take part in many activities and excel in academics. **There are 135 points required for a student to earn an honor letter.** Letters are awarded in May of the school year.

1. Academics: Points will be earned quarterly for academics based on the Term GPA for the quarter. Quarter 4 will be calculated at mid-quarter. There is no maximum on points earned for academics.

4.0 - 3.7 =	28 points
3.66 - 3.54 =	25 points
3.5 - 3.3 =	23 points
3.25 - 3.0 =	21 points
2.95 - 2.7 =	19 points
2.66 - 2.54 =	17 points
2.5 - 2.3 =	15 points
2.25 - 2.0 =	14 points
1.95 - 1.7 =	12 points
1.66 - 1.54 =	10 points
1.5 - 1.3 =	8 points
1.25 - 1.0 =	7 points
.95 - .54 =	5 points
.5 - 0 =	3 points

The first 3 quarters are figured on actual grades. 4th quarter grades will be determined at midterms.

2. Attendance: Maximum of 20 points. Points are calculated per quarter. Students with perfect attendance and no tardies will earn 5 points per quarter.

3. Athletics: Maximum of 30 points

- 7th & 8th grade: 5 points
- C-Squad: 10 points
- B-Squad: 15 points
- Varsity: 20 points
- Varsity Captain: 5 points

4. Club/Student Group & Activities: Maximum - 10 points per club. Points will be awarded according to participation. Clubs include but are not limited to: BPA; Buddies; Chess & Games; FFA; Golden Connections; Knowledge Bowl; NHS, Pep Band; Robotics Team; Solo & Ensemble; Student Council; Theater: Fall Play, One-Act Play, Musical or Three-Act Play; SALT; Trap Team, Una Voce.

Points in all activities are awarded at the discretion of the teacher, advisor, or coach.

Prom - High School

The Prom and After Prom party is for MACCRAY students in grades 11-12. Sophomores may attend only if asked by a student in grades 11-12. No freshmen or any student older than 20 will be allowed to participate. All guests must complete an application form and gain approval before attending Prom. Any exceptions must be cleared with the principal.

Senior PRIDE Privileges - High School

Seniors may earn PRIDE Privileges which would allow them to leave school during Study Hall. Students may begin earning Senior PRIDE Privileges beginning in 9th grade and continue earning Pride Privileges during grades 10, 11 and 12. Students are able to earn one quarter of Senior PRIDE Privileges per year for exemplary behavior. Before privileges are granted students must turn in a signed parent permission form allowing the student to leave school.

All of the following requirements must be met to earn Senior PRIDE privileges for a quarter:

- 1) Service learning hours need to be met and turned in (20 hours per year).
- 2) Students with MORE than two absences must have earned a minimum of a B average for each quarter (School sponsored activities are exempt).
- 3) Students with LESS than two absences must have earned a minimum of a C average for each quarter. (School sponsored activities are exempt)
- 4) Students need to exhibit exemplary behavior: No PRIDE major consequences and two PRIDE minor consequences per year or less.

Please note:

- Students on the “M” list will have their senior privileges suspended until all work is completed. This will be verified by the School Success Coordinator.
- If a student receives a major consequence or two minor consequences in a quarter Senior PRIDE privileges for the remainder of the quarter will be revoked.

APPENDICES

1. Attendance

Regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability.

Minnesota statute and school policy defines excused absences from school as:

- illness of the student;
- serious illness of the student's immediate family or a close friend or relative
- medical or dental treatment
- court appearances occasioned by family or personal action
- religious instruction not to exceed three hours in any week
- physical emergency conditions such as fire, flood, storm, etc.
- official school field trip or other school-sponsored outing
- removal of a student pursuant to a suspension.

Any other absences are considered unexcused.

Regular attendance is the responsibility of the student, their parent/guardian, and the school. If a student does not attend school on a regular basis, he/she will lose the benefits of continuous instruction.

A Student must have permission from the office before he/she can leave the school building during the day. This includes leaving due to illness. Unless permission is obtained, the absence is unexcused. Students must sign out in the office before leaving school. Failure to follow this process may result in an In-School Suspension (ISS).

1. All absences from class, regardless of the length, must be cleared through the office before you return to class. The office has the responsibility for approving or disapproving excuses for absence. Because attendance is important, absences are excused only under justifiable circumstances. What may be considered excusable from a personal viewpoint may not be excusable from an education viewpoint. Most personal matters can be taken care of before or after school, on weekends or Mondays.
2. Parents are asked to call the office at 320-847-2154(HS), 320-367-2396 (West), 320-967-4282 (East) by 8:30 am on the morning of the day you are absent indicating the reason for the absence.
3. A parent/guardian must excuse all absences, regardless of your age.

Examples of Excused Absences:

1. Student illness.
2. Medical and dental appointments that cannot be scheduled before or after school or on Monday
3. Required court appearances.
4. Religious observances
5. Pre-Arranged family trips. The trip must be pre approved by the office through contact from the parent by note or by phone. Make-up work, whenever possible, must be done in advance.
6. College visits with an appointment card signed by an admissions counselor, verifying the visit that is then returned to the office following the visit.
7. Family emergencies.
8. Special activities if given prior written permission by the administration.
9. School sponsored activities.

Examples of Unexcused Absences: (not limited to)

1. Cutting class
2. Shopping, business or hair appointments
3. Employment, baby-sitting
4. Work at home without prior approval.
5. Oversleeping
6. Car trouble, which exceeds one per semester.
7. Lack of transportation or missing the bus. Transportation to school is available to each student on the bus route. Absence from school because you do not have a ride is unexcused.
8. Failure to clear up an absence in 2 days.
9. Leaving class early without the permission of the classroom teacher. You may not miss class for a meeting or other school function without first receiving permission from the classroom teacher. If it is not okay with the teacher, you must remain in the class; otherwise it is considered an unexcused absence.
10. Leaving the building for illness, accident, or any other reason without first getting permission from the office.

Attendance at school means attendance in class. Students loitering in the hallways or on school grounds without valid written permission during class time are considered to be truant.

When you return to school

- Bring a note signed by a parent/guardian or doctor to the office.
- Pick up a makeup slip from the office.

Eight-Day Rule

A maximum of eight absences (excused or unexcused) will be permitted each semester. When a student reaches four absences in a semester, a letter may be sent home reminding parents of the eight-day rule.

Absences in excess of the eight-day rule may result in the student failing the course. All absences, excused and unexcused, count toward this limit. Additional medical absences will be granted if there is a doctor's excuse stating the student should not be in school.

Tardies

A student is tardy if he/she is not in the classroom when the bell rings. The only exception is if the student has obtained a pass from the office excusing the tardy. Tardies will accumulate through the fall semester and then start over in the spring semester.

Each period with 4 tardies/semester = 1 unexcused absence and will result in 1 detention.

Attendance Appeal

The Attendance Appeal Form (below) should be filled out and submitted to the principal if you feel an absence should be considered excused. It can also be found in the Forms section of the online website.

MACCRAY Schools

Attendance Appeal Form

NAME _____ GRADE _____ DATE _____

This form must be completed and returned to the principal before your appeal hearing can be set. Appeals will not be heard unless this form is completed.

Student's responsibility: In your own words, being as specific as possible, describe what has caused you to exceed the 8 day maximum rule. You may add a sheet of paper if the room provided is not sufficient.

TO BE FILLED IN BY THE ATTENDANCE SECRETARY:

Number of Absences _____ Number of Tardies _____

Date turned into Principal's Office _____ Date of Appeals Committee Meeting: _____

Disposition of Appeals Committee:

- Student may continue to attend class (the expectation is that you will attend every class).
- Appeal Denied

Principal's Signature

cc: Parent Teacher

Student File

Attendance Secretary

SCHOOL AUTHORITY

Regulations governing students shall apply to all regardless of age. Students eighteen years of age or older must abide by any and all regulations which apply to the general student body handbook. Student absences for eighteen year olds will still require parent/guardian verification. The only exception to this is for students who are legally independent and are no longer claimed as dependents by the parent/guardian. The school shall continue to deal with parents of all students, including those eighteen years of age or older, so long as the student is at home and supported by parents. High school students who are not living at home must make arrangements with the Principal.

Truancy Act

The Act establishes a set of provisions relating to truancy. The Act creates a new chapter to deal with truancy programs and services. For purposes of the Act, the term "continuing truant" is defined to mean a child who is subject to the compulsory attendance requirements of Minn. State S.120.101 and is absent from instruction in a school without valid excuse within a single school year for:

- (1) three days if the child is in elementary school; or
- (2) three or more class periods on three days if the child is in middle school, junior high school or high school.

It provides that a child is not a continuing truant if the child is withdrawn from school by the child's parents because of a dispute with the school concerning the provision of special education services under the Individuals with Disabilities Education Act or accommodations and modifications under the Americans with Disabilities Act, if the parent makes good faith efforts to provide the child educational services from any other source. No parent who withdraws a child from school during a dispute with the school concerning the provision of special education services or accommodations and modifications is required to file homeschool papers if the parent provides written notice to the MDE or the district of the plan for the child's education.

Upon a child's initial classification as a continuing truant, the school attendance officer or other designated school official shall notify the child's parent or legal guardian, by first class mail or other reasonable means, of the following:

- (1) that the child is truant; (2) that the parent or guardian should notify the school if there is a valid excuse for the child's absences; (3) that the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minn. State. S. 120.01 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minn. State S.127.20; (4) that this notification serves as the notification required by Minn. State. S. 127.20; (5) that alternative educational programs and services may be available in the district; (5) that the parent or guardian has the right to meet with appropriate school

personnel to discuss solutions to the child's truancy; (7) that the child continues to be truant, the parent and child may be subject to juvenile court proceedings; (8) that if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction or delay of the child's driving privileges; and (9) that it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

2. Student Discipline []**

*The following is a portion of the MACCRAY Student Discipline Policy. For full details, please see Policy 506 <https://www.maccray.k12.mn.us/page/4239> STUDENT RIGHTS
All students have the right to an education and the right to learn.

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; 506-4
- L.** To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M.** To conduct themselves in an appropriate physical or verbal manner; and
- N.** To recognize and respect the rights of others.

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 exclusive 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; 506-5
8. Using, possessing, or distributing tobacco or tobacco paraphernalia;
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;
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, inside an educational building 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; 506-6
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to cell phones and smart watches.
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. 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;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district' Bullying Prohibition Policy;
30. 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 a protected minority group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;

33. 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;
34. 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; 506-7
35. Impertinent or disrespectful language toward teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. 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;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating, or that degrades other people;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. 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;
43. Violation of the school district's Distribution of Non School-Sponsored Materials on School Premises by Students and Employees Policy;
44. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
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.

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 506-8 misconduct. The specific form of discipline chosen in a particular case is solely within the

discretion of the school district. At a minimum, violation of school district rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. 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. 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.
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act; 506-9
- Q. Preparation of an admission or readmission plan;
- R. Saturday school;
- S. Expulsion under the Pupil Fair Dismissal Act;
- T. Exclusion under the Pupil Fair Dismissal Act; and/or
- U. Other disciplinary action as deemed appropriate by the school district

3. Bullying Prohibition

PURPOSE

The MACCRAY School District strives to provide safe, secure, and respectful learning environments for all students in school buildings, on school grounds, on school buses, and at school-sponsored activities. Bullying is conduct that interferes with a student's ability to

learn and a teacher's ability to educate. This policy protects students against bullying and retaliation by other students. This policy also protects any student who voluntarily participates in any district function or activity from prohibited conduct, whether the student is enrolled in the district or not. This policy can be found in the school's student handbook, within the school and district administrative offices, and electronically at www.maccray.k12.mn.us. The policy is also provided to all school employees, independent contractors, and volunteers who interact with students.

DEFINITIONS

"Bullying" is objectively offensive intimidating, threatening, abusive or harmful conduct directed by a student toward one or more students: when either (1) there is a real or perceived imbalance of power between those involved and the conduct reoccurs or forms a pattern; or, (2) the conduct materially and substantially interferes with the student's educational opportunities, performance, or ability to participate in school functions, activities or programs.

Bullying can be, but need not be, based on an individual's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation, including gender identity and expression, academic status related to student performance, disability, status with regard to public assistance, age, or any additional characteristic defined in Minnesota Statutes, Chapter 363A (commonly referred to as the Minnesota Human Rights Act). Bullying in this policy includes "cyberbullying," as defined below.

"Cyberbullying" is bullying that occurs when an electronic device, including, but not limited to, a computer or cell phone, is used to transfer a sign, signal, writing, image, sound or data and includes a post to a social network, Internet website or forum.

"Intimidating, threatening, abusive, or harming conduct" may involve, but is not limited to, conduct that causes physical harm or reasonable fear of harm to a student or a student's property, violates a student's reasonable expectation of privacy under Minnesota common law, defames a student, or constitutes intentional infliction of emotional distress against a student or retaliation for, or knowingly making a false report.

"Prohibited conduct" means bullying or cyberbullying as defined under this subdivision or retaliation for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about bullying.

"Remedial response" is appropriately prompt action taken to intervene, investigate, correct and prevent bullying from recurring, including protecting and supporting a student subjected to bullying and those who provided aid and support to the student.

"School" means a public or public charter school. "Student" means a student enrolled in a public or charter school.

PROHIBITED CONDUCT

Bullying is prohibited:

1. On school property, school district-provided transportation, or at designated locations for students to wait for school district-provided transportation.
2. During any school-sponsored or school-sanctioned program, activity, event or trip.
3. Using school computers, electronic technology, networks, forums or mailing lists.
4. Using electronic technology off the school premises that materially and substantially disrupts a student's learning or school environment.

A parent permission or consent by a student does not mean that bullying should be tolerated or allowed.

Retaliation is prohibited by any student or district employee against anyone who in good faith asserts, alleges, reports, or provides information pertaining to an alleged incident of prohibited conduct. The school district will take appropriate action against any student or district employee who engages in retaliation. Filing a false accusation of bullying is also prohibited.

INITIAL RESPONSE AND REPORTING

School Principal: School principal or designee ("principal/designee") is the person responsible for receiving reports of bullying at the school level. The principal/designee will ensure this policy and its procedures are fairly and fully implemented and serve as the primary person to address policy and procedural matters. If the complaint involves the principal/designee, the complaint shall be made to the superintendent.

Students

Students who believe that they have been bullied or have witnessed bullying are strongly encouraged to bring their concerns to the principal/designee but may bring their concerns to any school employee.

School Employees

Any employee who witnesses an incident or who possesses reliable information that would lead a reasonable person to believe that bullying has occurred shall:

1. Immediately intervene to protect the safety of the student subjected to the incident and other students involved, as appropriate to the context.
2. Make reasonable efforts to address and resolve the incident, including reporting the incident to the principal/designee, as deemed appropriate.
3. Cooperate fully in any investigation and resolution of the bullying incident. Independent

Contractors/Volunteers

Any independent contractor or volunteer who witnesses bullying or who possesses reliable information that would lead a reasonable person to believe that bullying has occurred is strongly encouraged to report the bullying incident to the principal/designee or any school employee and cooperate fully in any investigation and resolution of the bullying incident.

Anonymous reports will be accepted by the principal/designee. However, no disciplinary action will be determined solely on the basis of an anonymous report.

INVESTIGATION

Information Pertaining to Bullying Incidents:

The use of, access to, and disclosure of information pertaining to reports and investigations of prohibited conduct are subject to state and federal data practices laws. The school will notify affected individuals, including students and parents, of their rights related to information provided to and obtained by the school, in accordance with the school's legal obligations.

Information you provide to the district or school is subject to the Minnesota Government Data Practices Act. This law classifies certain information as available to the public on request.

Procedure:

Investigation of an alleged bullying incident shall be initiated as soon as possible, but in no instance after more than three school days of receipt of a report, and completed in a timely manner. Investigative records shall be maintained and regulated by the principal/designee.

The investigation should determine whether the reported incident constitutes a case of bullying. The determination should take into consideration the totality of the facts and circumstances surrounding the incident, including, but not limited to:

1. The developmental ages and maturity levels of the parties involved.
2. The level of harm, surrounding circumstances, and nature of the behavior.
3. Past incidences or past or continuing patterns of behavior.
4. The relationship between the parties involved.
5. The context in which the alleged incidents occurred.

In all cases, the alleged actor will be entitled to raise a defense and any other recourse in the district discipline policy.

REMEDIAL RESPONSE

The principal/designee shall design and implement remedial measures to correct and prevent further prohibited conduct, protect and provide support for the target of bullying, and take corrective action for documented systemic problems related to bullying.

Many student conflicts can be resolved immediately and do not require reporting or creation of an incident report. Schools must respond to bullying in a manner tailored to the individual incident, considering the nature of the behavior, the developmental age of the student, and the student's history of prohibited conduct and performance.

When a student engages in bullying, a school should use multi-tiered levels of response that are individualized, consistent, reasonable, fair, age-appropriate, and should match the severity of the student's behavior and developmental age.

When appropriate, the school district shall provide the target, actor, and other affected individuals with information about available community resources to aid in the remedial process.

PROFESSIONAL DEVELOPMENT AND EDUCATION

School Employees

The school district shall require employees to receive ongoing professional development training to build their skills to implement this policy. Training will be required for new employees and on a training cycle that does not exceed once every three years for all employees who regularly interact with students. The content of the training will include, but not be limited to:

1. Strategies to prevent, intervene and effectively stop bullying in a manner developmentally appropriate to the context of an incident.
2. Information about the complex interaction and power differential that can take place between and among an actor, target, and witness to bullying.
3. Research findings on bullying, including information about specific categories of students who have been shown to be particularly at risk, and any specific interventions that may be particularly effective for addressing bias-based bullying.
4. Information about Internet safety issues as they relate to bullying.
5. A review of the district's reporting requirements related to bullying.

Students

The school will encourage character development and other developmentally appropriate programmatic instruction to help students identify, prevent, and reduce bullying and create a safe learning environment. The superintendent or designee shall determine the scope and


duration of the units of instruction and topics covered but the training shall include evidence-based, social-emotional learning to prevent and reduce discrimination and other improper conduct and to engage all students in creating a safe and supportive school environment.

Where appropriate for a child with a disability, as determined by the child’s 504 or Individualized Education Program (IEP) team, the school district shall allow the child’s IEP or section 504 plan to address the skills and proficiencies the child needs to respond to or not engage in bullying.

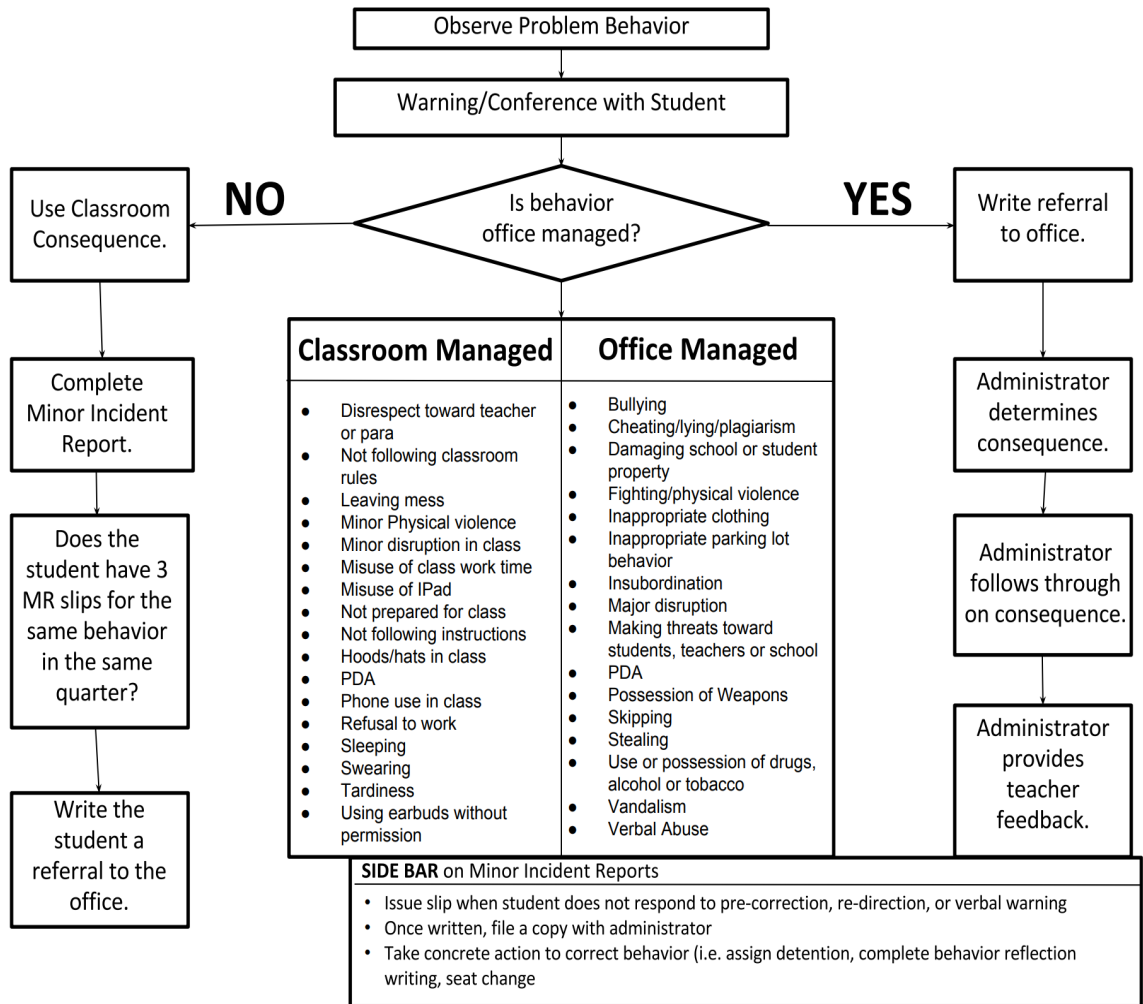
4. PBIS Expectations and Behavior Matrix

MACCRAY School District - MACCRAY Pride

The MACCRAY community is a positive environment where individuals are respectful, have integrity, and are determined to strive for lifelong excellence. **SHOW PRIDE!**

	P	R	I	D	E
	Positivity	Respect	Integrity	Determination	Excellence
All Settings	Have a good attitude	Respect yourself, others, and property	Be honest and fair	Continue to work hard and never give up	Strive to be the best and make things better
Classroom	Be ready to learn	Follow classroom rules	Do your own work and be honest	Keep trying and ask questions	Take PRIDE in your work
Hallway	Smile and be friendly	Walk quietly and keep hands and feet to yourself	Follow the rules even when no one is watching	Walk directly to where you need to be with your eyes up	Set a good example
Bathroom	Use a quiet voice and use your manners	Give others privacy	Only use when needed	Use restroom in a timely manner	Flush, wash and keep the bathroom clean
Cafeteria	Eat neatly and quietly	Use your manners and follow directions	Include others at your table	Go through the line quickly, neatly, and make healthy choice.	Stack your tray and clean up after yourself
Electronics	Be kind to	Take care of	Be responsible	Try before	Remember

& Computer Lab	others and think before you post	devices	and safe	asking for help	login information and create your best work
School Activities, Gym, & Playground	Have fun and be safe	Use equipment appropriately and safely and be respectful to participants and fans	Take responsibility for yourself and set a good example	Encourage everyone to participate and use event etiquette	Support your peers and welcome our guests
Bus	Be kind, polite, and listen to the driver	Stay seated, keep your hands/feet to yourself, and use positive language	Allow others to sit with you, be honest, and report any problems	Be on time, know bus number, and know where you are supposed to be	Keep the bus clean, be a role model, and look out for others



APPENDIX B

Form Resolution for Membership in MIST (New Members)

RESOLUTION FOR MEMBERSHIP

IN THE MINNESOTA INSURANCE SCHOLASTIC TRUST

WHEREAS, the School Board (the "Board") of School District _____ (the "District") has the authority to participate with other units of government for the purpose of jointly providing casualty, property and other protections through self-insurance and purchased insurance;

WHEREAS, pursuant to this authority, the Board has received and reviewed an agreement for the District's participation in a self-funded insurance and excess insurance casualty and property pool known as the Minnesota Insurance Scholastic Trust ("MIST"); and

WHEREAS, certain formats and procedures have evolved for the prompt and efficient operation and administration of MIST;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED that:

1. The Board approves the District's membership in MIST and adopts MIST's Intergovernmental Agreement as presented and intends to be bound thereto.
2. The Board hereby authorizes and directs its Chair and Clerk to execute a signature page of the MIST's Intergovernmental Agreement as presented, and any amendments thereto, on behalf of the District in the form as attached hereto as Exhibit A.

Board Member _____ moved and Board Member _____ seconded the adoption of the foregoing Resolution.

Ayes _____

Nayes _____

Absent _____

The foregoing Resolution was duly presented at a regularly scheduled public meeting of this School District and acted upon at said meeting.

(Print full legal name of school district)

By: _____
Printed Name: _____
School Board Chair

By: _____
Printed Name: _____
School Board Clerk

Dated: _____



2021-2022 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

RESOLVED, that the Governing Board of School District Number 2180, County of Chippewa, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

MACCRAY High School

(If more than four high schools, attach an additional list)

is/are authorized by this, the Governing Board of said school district or school to:

1. _____ Make new application for membership in the Minnesota State High School League;
School Enrollment (9-12): _____
OR;
___X___ Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: _____
(Clerk/Secretary - Local Governing Board)

Signed: _____
(Superintendent or Head of School)

Date: 6-14-20 _____

Date: 6-14-2021

District Office Address, City, Zip: MACCRAY Schools, PO Box 690, Clara City, MN 56222

School Superintendent's Phone: 320-847-2154 School Supt's Email: broderiuss@maccray.k12.mn.us

**This form must be completed and submitted to MSHSL NOT LATER THAN AUGUST 31, 2021
Retain one copy for the school files.**

2020-2021 RESOLUTION FOR MEMBERSHIP

This page must be completed once for each school in the district.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Please complete and return this form with your school's 2021-2022 Resolution for Membership. If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.

MACCRAY High School

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

(Designated School Board Member – please print)

Jim Trulock
(Designated School Representative – please print)

Email Address

trulockj@maccray.k12.mm.us
Email Address

208.02 ACTIVITY REPRESENTATIVES

Jim Trulock
(Boys' Sports – please print)

Jim Trulock
(Girls' Sports – please print)

Jim Trulock
(Speech – please print)

Jim Trulock
(Music – please print)

Jim Trulock
(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
BND2		53555		Wire	1	3044	MACCRAY General Fund		No	Yes	No	05/28/2021	2,000.00
BND2		53565		Wire	1	3044	MACCRAY General Fund		Yes	Yes	Yes	05/31/2021	0.00
BND2		53473	5033	Check	1	4822	Bonnama Runke Stern Inc		Yes	Yes	No	05/19/2021	868.50
BND2		53474	5034	Check	1	4798	Braun Intertec Corporation		Yes	Yes	No	05/19/2021	3,777.00
BND2		53507	5035	Check	1	4559	ICS		Yes	No	No	05/25/2021	184,122.98
Bank Total:													
									No	No	No	05/06/2021	\$190,768.48
Pay		53381		Wire	1	3881	Vanco, Inc		No	No	No	05/14/2021	15.10
Pay		53457		Wire	1	00867	PERA		No	No	No	05/14/2021	13,116.39
Pay		53458		Wire	1	00868	MN Teachers Retirement Assoc.		No	No	No	05/14/2021	26,945.88
Pay		53459		Wire	1	2181	Aviben		No	No	No	05/14/2021	14,002.56
Pay		53460		Wire	1	2385	MN Department of Revenue		No	No	No	05/14/2021	8,527.84
Pay		53461		Wire	1	2875	Internal Revenue Service		No	No	No	05/14/2021	57,734.83
Pay		53462		Wire	1	2985	Aviben FLEX		No	No	No	05/14/2021	3,262.58
Pay		53546		Wire	1	00867	PERA		No	No	No	05/27/2021	13,079.50
Pay		53547		Wire	1	00868	MN Teachers Retirement Assoc.		No	No	No	05/27/2021	30,123.17
Pay		53548		Wire	1	2181	Aviben		No	No	No	05/27/2021	14,002.22
Pay		53549		Wire	1	2385	MN Department of Revenue		No	No	No	05/27/2021	9,468.95
Pay		53550		Wire	1	2875	Internal Revenue Service		No	No	No	05/27/2021	62,603.80
Pay		53551		Wire	1	2985	Aviben FLEX		No	No	No	05/27/2021	3,262.58
Pay		53347	54261	Check	1	4569	Foslien, Adam		Yes	No	No	05/03/2021	110.00
Pay		53348	54262	Check	1	4872	Grove, Tim		Yes	No	No	05/03/2021	110.00
Pay		53361	54263	Check	1	2181	Aviben		Yes	No	No	05/05/2021	112.54
Pay		53358	54264	Check	1	1817	Bennett Office Technologies		Yes	No	No	05/05/2021	3,197.75
Pay		53363	54265	Check	1	2450	Brothers Fire Protection Co.		Yes	No	No	05/05/2021	870.00
Pay		53349	54266	Check	1	00044	City of Clara City		Yes	No	No	05/05/2021	957.97
Pay		53351	54267	Check	1	00246	City of Raymond		Yes	No	No	05/05/2021	196.22
Pay		53350	54268	Check	1	00048	Clara City Telephone Company		Yes	No	No	05/05/2021	723.14
Pay		53372	54269	Check	1	4234	Clean Site LLC		Yes	No	No	05/05/2021	480.00
Pay		53352	54270	Check	1	00379	Donners Service Station		Yes	No	No	05/05/2021	288.59
Pay		53359	54271	Check	1	1887	Hodges Badge Company, Inc.		Yes	No	No	05/05/2021	143.50
Pay		53370	54272	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	05/05/2021	1,165.28
Pay		53357	54273	Check	1	1104	Jostens		Yes	No	No	05/05/2021	521.22
Pay		53374	54274	Check	1	4626	Kubota Leasing		Yes	No	No	05/05/2021	583.78
Pay		53368	54275	Check	1	3336	Lakeview Schools		Yes	No	No	05/05/2021	100.00
Pay		53360	54276	Check	1	2126	Menards - Willmar		Yes	No	No	05/05/2021	18.76
Pay		53355	54277	Check	1	00761	Merle's Repair		Yes	No	No	05/05/2021	87.15
Pay		53367	54278	Check	1	3277	Minneota School		Yes	No	No	05/05/2021	75.00
Pay		53373	54279	Check	1	4553	Nordic Solar HoldCo Phase 2, LLC		Yes	No	No	05/05/2021	9,969.32

Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53362	54280	54280	Check	1	2284	Northern Business Products		Yes	No	No	05/05/2021	113.21
Pay		53365	54281	54281	Check	1	2992	Pitney Bowes Global Financial Services		Yes	No	No	05/05/2021	432.36
Pay		53369	54282	54282	Check	1	3845	Ross, Aubrey		Yes	No	No	05/05/2021	40.32
Pay		53354	54283	54283	Check	1	00701	Southside Lumber		Yes	No	No	05/05/2021	1,050.98
Pay		53364	54284	54284	Check	1	2943	Sweep Hardware		Yes	No	No	05/05/2021	187.16
Pay		53366	54285	54285	Check	1	3241	The Lampo Group, Inc		Yes	No	No	05/05/2021	2,416.37
Pay		53356	54286	54286	Check	1	00905	Trulock, James		Yes	No	No	05/05/2021	9.31
Pay		53371	54287	54287	Check	1	4205	U.S. Postal Service		Yes	No	No	05/05/2021	272.00
Pay		53353	54288	54288	Check	1	00666	West Central Roofing Cont.		Yes	No	No	05/05/2021	681.75
Pay		53377	54289	54289	Check	1	4875	Cacka, Lori A	Ind/Sole Proprietor	Yes	No	No	05/05/2021	180.00
Pay		53376	54290	54290	Check	1	3133	Popp, Randy		Yes	No	No	05/05/2021	180.00
Pay		53378	54291	54291	Check	1	4799	Dannen, Laura		Yes	No	No	05/05/2021	127.62
Pay		53380	54292	54292	Check	1	4569	Foslien, Adam		Yes	No	No	05/05/2021	110.00
Pay		53379	54293	54293	Check	1	1718	Schiller, Clint		Yes	No	No	05/05/2021	110.00
Pay		53382	54294	54294	Check	1	4245	Wheatley, Judd		Yes	No	No	05/06/2021	94.75
Pay		53383	54295	54295	Check	1	3319	Beseman, Tim		Yes	No	No	05/06/2021	180.00
Pay		53384	54296	54296	Check	1	4563	Woelfel, Todd Joseph		Yes	No	No	05/06/2021	180.00
Pay		53385	54297	54297	Check	1	3099	Trish's Katering		Yes	No	No	05/07/2021	507.45
Pay		53401	54298	54298	Check	1	4016	Almich's Market		Yes	No	No	05/07/2021	115.22
Pay		53393	54299	54299	Check	1	1680	BSN Sports		Yes	No	No	05/07/2021	1,172.38
Pay		53388	54300	54300	Check	1	00251	Clara City Implement		Yes	No	No	05/07/2021	6.25
Pay		53404	54301	54301	Check	1	4876	Coulter, Jana		Yes	No	No	05/07/2021	49.00
Pay		53394	54302	54302	Check	1	1762	Donners Crossroads Truckstop		Yes	No	No	05/07/2021	34.00
Pay		53392	54303	54303	Check	1	1427	East Side Jersey Dairy, Inc		Yes	No	No	05/07/2021	1,073.75
Pay		53386	54304	54304	Check	1	00077	Farmers Coop Oil Co.		Yes	No	No	05/07/2021	457.34
Pay		53387	54305	54305	Check	1	00105	Hillyard / Hutchinson		Yes	No	No	05/07/2021	351.46
Pay		53400	54306	54306	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	Yes	05/07/2021	0.00
Pay		53402	54307	54307	Check	1	4080	Lucas, Ashley		Yes	No	No	05/07/2021	500.00
Pay		53403	54308	54308	Check	1	4410	MN PEIP		Yes	No	No	05/07/2021	79,238.00
Pay		53395	54309	54309	Check	1	1936	Palmer Bus Service, Inc		Yes	No	No	05/07/2021	91,829.07
Pay		53391	54310	54310	Check	1	00763	Pan-O-Gold Baking Company		Yes	No	No	05/07/2021	0.00
Pay		53396	54311	54311	Check	1	2401	Scholastic Inc.		Yes	No	Yes	05/07/2021	9,632.93
Pay		53389	54312	54312	Check	1	00308	SW & WC Service Cooperative		Yes	No	No	05/07/2021	7,096.67
Pay		53398	54313	54313	Check	1	3424	Sweetwater		Yes	No	No	05/07/2021	1,214.85
Pay		53390	54314	54314	Check	1	00734	Tostenson, Inc.		Yes	No	No	05/07/2021	250.09
Pay		53397	54315	54315	Check	1	3265	Tracy Schools		Yes	No	No	05/07/2021	100.00
Pay		53399	54316	54316	Check	1	3554	TRIO Supply Co		Yes	No	No	05/07/2021	658.96
Pay		53407	54317	54317	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	05/07/2021	1,241.01
Pay		53406	54318	54318	Check	1	3171	Marshall Golf Course		Yes	No	No	05/07/2021	50.00

Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53405	54319	Check	1	00763	Pan-O-Gold Baking Company		Yes	No	No	05/07/2021	92.15
Pay		53409	54320	Check	1	4868	Kaardal, Bruce	Ind/Sole Proprietor	Yes	No	No	05/07/2021	170.00
Pay		53408	54321	Check	1	4386	Koepke, Zach		Yes	No	Yes	05/07/2021	40.00
Pay		53408	54321	Check	1	4386	Koepke, Zach		Yes	No	Yes	05/12/2021	(40.00)
Pay		53410	54322	Check	1	2345	Brandt, Debi	Ind/Sole Proprietor	Yes	No	No	05/11/2021	200.00
Pay		53414	54323	Check	1	4488	Hultgren, Jaime		Yes	No	No	05/11/2021	250.88
Pay		53413	54324	Check	1	4326	Kennedy & Graven, Chartered		Yes	No	No	05/11/2021	8,387.50
Pay		53411	54325	Check	1	2884	Pastures A Plenty Co		Yes	No	No	05/11/2021	136.54
Pay		53412	54326	Check	1	3554	TRIO Supply Co		Yes	No	No	05/11/2021	214.40
Pay		53415	54327	Check	1	3170	Hemmah, Lloyd	Ind/Sole Proprietor	Yes	No	No	05/11/2021	180.00
Pay		53417	54328	Check	1	4564	Hoffman, Daniel J	Ind/Sole Proprietor	Yes	No	No	05/11/2021	100.00
Pay		53416	54329	Check	1	3336	Lakeview Schools		Yes	No	No	05/11/2021	50.00
Pay		53418	54330	Check	1	4880	Tilton, David J	Ind/Sole Proprietor	Yes	No	No	05/11/2021	180.00
Pay		53419	54331	Check	1	4881	Farnsworth, Marianne		Yes	No	No	05/12/2021	200.00
Pay		53420	54332	Check	1	2839	MACCRAY Student Council		Yes	No	No	05/12/2021	57.00
Pay		53421	54333	Check	1	4882	Tomes, Carter		Yes	No	No	05/12/2021	19.25
Pay		53428	54334	Check	1	2791	Arnolds of Willmar		Yes	No	No	05/12/2021	165.15
Pay		53433	54335	Check	1	3592	Dooley's Natural Gas		Yes	No	No	05/12/2021	6,695.50
Pay		53437	54336	Check	1	4194	Drex-mart		Yes	No	No	05/12/2021	118.86
Pay		53426	54337	Check	1	1427	East Side Jersey Dairy, Inc		Yes	No	No	05/12/2021	936.48
Pay		53429	54338	Check	1	2894	Ecolab Food Safety Specialties		Yes	No	No	05/12/2021	29.39
Pay		53436	54339	Check	1	3988	Forum Communications Company		Yes	No	No	05/12/2021	649.00
Pay		53435	54340	Check	1	3962	Indianhead Foodservice Distributor		Yes	No	No	05/12/2021	318.71
Pay		53431	54341	Check	1	3311	J.W. Pepper & Son, Inc.		Yes	No	No	05/12/2021	37.99
Pay		53425	54342	Check	1	1104	Jostens		Yes	No	No	05/12/2021	17.67
Pay		53438	54343	Check	1	4883	Kruger, LuAnn		Yes	No	No	05/12/2021	181.90
Pay		53424	54344	Check	1	01216	Lakeshore Learning Materials		Yes	No	No	05/12/2021	94.96
Pay		53430	54345	Check	1	3044	MACCRAY General Fund		Yes	No	No	05/12/2021	110.00
Pay		53427	54346	Check	1	2126	Menards - Willmar		Yes	No	No	05/12/2021	131.76
Pay		53434	54347	Check	1	3961	New Dominion School		Yes	No	No	05/12/2021	1,315.15
Pay		53422	54348	Check	1	00763	Pan-O-Gold Baking Company		Yes	No	No	05/12/2021	46.20
Pay		53432	54349	Check	1	3554	TRIO Supply Co		Yes	No	Yes	05/12/2021	388.26
Pay		53432	54349	Check	1	3554	TRIO Supply Co		Yes	No	Yes	05/25/2021	(388.26)
Pay		53423	54350	Check	1	00844	West Central Sanitation, Inc.		Yes	No	No	05/12/2021	844.44
Pay		53443	54351	Check	1	2865	Gronseth, Joel		Yes	No	No	05/12/2021	223.44
Pay		53444	54352	Check	1	3054	Beekman, Scott		Yes	No	No	05/13/2021	120.00
Pay		53445	54353	Check	1	3854	Verkindren, Steve		Yes	No	No	05/13/2021	120.00
Pay		53447	54354	Check	1	00878	American Family -AFLAC		Yes	No	No	05/14/2021	505.14
Pay		53450	54355	Check	1	1039	Citizens Alliance Bank		Yes	No	No	05/14/2021	510.00

Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53456	54356		Check	1	4802	Colonial Life		Yes	No	No	05/14/2021	887.70
Pay		53455	54357		Check	1	4594	Kensington Bank		Yes	No	No	05/14/2021	191.67
Pay		53451	54358		Check	1	3014	LegalShield		Yes	No	No	05/14/2021	12.95
Pay		53448	54359		Check	1	00880	MACCRAY Education Association		Yes	No	No	05/14/2021	3,318.58
Pay		53453	54360		Check	1	4043	MN Child Support Center		Yes	No	No	05/14/2021	51.00
Pay		53449	54361		Check	1	00881	NCPERS Group Life Ins.		Yes	No	No	05/14/2021	63.44
Pay		53454	54362		Check	1	4575	Old National Bank		Yes	No	No	05/14/2021	396.02
Pay		53452	54363		Check	1	3844	United Way of West Central MN		Yes	No	No	05/14/2021	10.00
Pay		53446	54364		Check	1	00023	UNUM Life Insurance Company		Yes	No	No	05/14/2021	240.66
Pay		53463	54365		Check	1	4878	Nerdy Customs	Ind/Sole Proprietor	Yes	No	No	05/14/2021	46,116.52
Pay		53466	54366		Check	1	4884	Cortez, James	Ind/Sole Proprietor	Yes	No	No	05/14/2021	110.00
Pay		53465	54367		Check	1	4569	Foslien, Adam		Yes	No	No	05/14/2021	110.00
Pay		53464	54368		Check	1	3680	McLain, Rick		Yes	No	No	05/14/2021	130.00
Pay		53467	54369		Check	1	4386	Koepke, Zach		Yes	No	Yes	05/17/2021	40.00
Pay		53467	54369		Check	1	4386	Koepke, Zach		Yes	No	Yes	05/20/2021	(40.00)
Pay		53468	54370		Check	1	4885	Eagle Creek Golf Club		Yes	No	No	05/18/2021	90.00
Pay		53472	54371		Check	1	4884	Cortez, James	Ind/Sole Proprietor	Yes	No	No	05/18/2021	110.00
Pay		53471	54372		Check	1	4619	Guenther, Christian Michael		Yes	No	No	05/18/2021	110.00
Pay		53469	54373		Check	1	1718	Schiller, Clint		Yes	No	No	05/18/2021	110.00
Pay		53470	54374		Check	1	4563	Woelfel, Todd Joseph		Yes	No	No	05/18/2021	110.00
Pay		53484	54375		Check	1	2359	Amazon.com		Yes	No	No	05/20/2021	3,055.93
Pay		53485	54376		Check	1	2450	Brothers Fire Protection Co.		Yes	No	No	05/20/2021	870.00
Pay		53479	54377		Check	1	01432	Chappell Central, Inc.		Yes	No	No	05/20/2021	1,255.58
Pay		53476	54378		Check	1	00138	City of Maynard		Yes	No	No	05/20/2021	371.88
Pay		53494	54379		Check	1	4431	Crisis Prevention Institute		Yes	No	No	05/20/2021	150.00
Pay		53495	54380		Check	1	4517	Driessen Water Inc.		Yes	No	No	05/20/2021	108.76
Pay		53486	54381		Check	1	2881	Frikke, Allison		Yes	No	No	05/20/2021	23.52
Pay		53475	54382		Check	1	00105	Hillyard / Hutchinson		Yes	No	No	05/20/2021	716.98
Pay		53490	54383		Check	1	3704	IEA, Inc		Yes	No	No	05/20/2021	737.00
Pay		53499	54384		Check	1	4886	Jaenisch, Michelle		Yes	No	No	05/20/2021	30.00
Pay		53481	54385		Check	1	1104	Jostens		Yes	No	No	05/20/2021	1,772.30
Pay		53489	54386		Check	1	3329	Kent, Mitchell		Yes	No	No	05/20/2021	102.48
Pay		53488	54387		Check	1	3294	MAAE		Yes	No	No	05/20/2021	1,004.00
Pay		53492	54388		Check	1	3908	MACCRAY Community Ed.		Yes	No	No	05/20/2021	24.70
Pay		53500	54389		Check	1	4887	McNeil, Shelby		Yes	No	No	05/20/2021	15.00
Pay		53496	54390		Check	1	4540	Meyer, Melissa		Yes	No	No	05/20/2021	90.72
Pay		53482	54391		Check	1	2050	Minnesota Screen Print		Yes	No	No	05/20/2021	121.50
Pay		53491	54392		Check	1	3845	Ross, Aubrey		Yes	No	No	05/20/2021	26.32
Pay		53497	54393		Check	1	4584	Ruschen, Cassandra		Yes	No	No	05/20/2021	30.00

Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53480	54394		Check	1	1005	Schwitters, Brenda		Yes	No	No	05/20/2021	29.95
Pay		53501	54395		Check	1	4888	Seehusen, Linda		Yes	No	No	05/20/2021	60.00
Pay		53483	54396		Check	1	2144	Smith, Denise		Yes	No	No	05/20/2021	215.04
Pay		53487	54397		Check	1	2972	Stacy's Nursery		Yes	No	No	05/20/2021	94.00
Pay		53493	54398		Check	1	4210	Tebben Enterprises, Inc.		Yes	No	No	05/20/2021	270.00
Pay		53478	54399		Check	1	00905	Trulock, James		Yes	No	No	05/20/2021	16.00
Pay		53477	54400		Check	1	00666	West Central Roofing Cont.		Yes	No	No	05/20/2021	2,612.86
Pay		53498	54401		Check	1	4879	West Music Catalog	S Corporation	Yes	No	No	05/20/2021	439.79
Pay		53504	54402		Check	1	2985	Aviben FLEX		Yes	No	No	05/20/2021	261.00
Pay		53505	54403		Check	1	4348	The Kerkhoven Banner		Yes	No	No	05/20/2021	297.00
Pay		53511	54404		Check	1	4890	Aviles, Ernesto		Yes	No	No	05/25/2021	5.00
Pay		53512	54405		Check	1	4891	Blaszczek-Westerman, Sheila		Yes	No	No	05/25/2021	159.00
Pay		53513	54406		Check	1	4892	Essendrup, LeAnn		Yes	No	No	05/25/2021	39.10
Pay		53510	54407		Check	1	4775	Freese, Candice		Yes	No	No	05/25/2021	28.10
Pay		53514	54408		Check	1	4893	Gluth, Kay		Yes	No	No	05/25/2021	100.25
Pay		53515	54409		Check	1	4894	Hoekstra, Wade		Yes	No	No	05/25/2021	182.05
Pay		53516	54410		Check	1	4895	Johnson, Melanie		Yes	No	No	05/25/2021	41.02
Pay		53509	54411		Check	1	4593	Kienitz, Wendell		Yes	No	No	05/25/2021	128.75
Pay		53517	54412		Check	1	4896	Schmidt, Bobbie		Yes	No	No	05/25/2021	65.00
Pay		53508	54413		Check	1	2594	Wrede, Dan		Yes	No	No	05/25/2021	24.00
Pay		53527	54414		Check	1	3225	Dikken, Julie		Yes	No	No	05/26/2021	156.80
Pay		53521	54415		Check	1	1922	Frontier		Yes	No	No	05/26/2021	387.56
Pay		53531	54416		Check	1	4752	Glaeser, Cheryl Kay	Ind/Sole Proprietor	Yes	No	No	05/26/2021	2,034.32
Pay		53523	54417		Check	1	2249	Gustafson, Beth		Yes	No	No	05/26/2021	219.52
Pay		53518	54418		Check	1	00105	Hillyard / Hutchinson		Yes	No	No	05/26/2021	11,410.83
Pay		53530	54419		Check	1	4488	Hultgren, Jaime		Yes	No	No	05/26/2021	117.60
Pay		53520	54420		Check	1	1104	Jostens		Yes	No	No	05/26/2021	23.35
Pay		53529	54421		Check	1	3908	MACCRAY Community Ed.		Yes	No	No	05/26/2021	40.00
Pay		53522	54422		Check	1	2126	Menards - Willmar		Yes	No	No	05/26/2021	144.80
Pay		53526	54423		Check	1	2797	Minnesota Department of Health		Yes	No	No	05/26/2021	40.00
Pay		53519	54424		Check	1	01797	Purchase Power		Yes	No	No	05/26/2021	100.00
Pay		53525	54425		Check	1	2391	RCW Public Schools		Yes	No	No	05/26/2021	180.00
Pay		53524	54426		Check	1	2347	Rochester Telecom Systems		Yes	No	No	05/26/2021	121.43
Pay		53528	54427		Check	1	3745	Taylor Publishing Co		Yes	No	No	05/26/2021	248.61
Pay		53534	54428		Check	1	4752	Glaeser, Cheryl Kay	Ind/Sole Proprietor	Yes	No	No	05/27/2021	15.15
Pay		53536	54429		Check	1	00878	American Family -AFLAC		Yes	No	No	05/27/2021	504.93
Pay		53539	54430		Check	1	1039	Citizens Alliance Bank		Yes	No	No	05/27/2021	510.00
Pay		53545	54431		Check	1	4802	Colonial Life		Yes	No	No	05/27/2021	887.70
Pay		53544	54432		Check	1	4594	Kensington Bank		Yes	No	No	05/27/2021	191.67

Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		53540	54433	Check	1 3014		LegalShield		Yes	No	No	05/27/2021	12.95
Pay		53537	54434	Check	1 00880		MACCRAY Education Association		Yes	No	No	05/27/2021	3,313.48
Pay		53542	54435	Check	1 4043		MN Child Support Center		Yes	No	No	05/27/2021	51.00
Pay		53538	54436	Check	1 00881		NCPEERS Group Life Ins.		Yes	No	No	05/27/2021	63.28
Pay		53543	54437	Check	1 4575		Old National Bank		Yes	No	No	05/27/2021	396.02
Pay		53541	54438	Check	1 3844		United Way of West Central MN		Yes	No	No	05/27/2021	10.00
Pay		53535	54439	Check	1 00023		UNUM Life Insurance Company		Yes	No	No	05/27/2021	240.66
Bank Total: \$590,374.12													
SA		53375	21894	Check	1 3860		Owen, Selena		Yes	Yes	No	05/05/2021	40.00
SA		53442	21895	Check	1 4857		Ball Horticultural Co		Yes	Yes	No	05/12/2021	557.94
SA		53439	21896	Check	1 00044		City of Clara City		Yes	No	No	05/12/2021	902.22
SA		53441	21897	Check	1 4693		Driven Coffee		Yes	No	No	05/12/2021	37.56
SA		53440	21898	Check	1 4172		Ramsey Printing & Design, Inc.		Yes	Yes	No	05/12/2021	547.78
SA		53503	21899	Check	1 3911		Bristle, Laura		Yes	Yes	No	05/20/2021	7.77
SA		53502	21900	Check	1 1268		Jim's Clothing & Sporting Good		Yes	No	No	05/20/2021	25.00
SA		53506	21901	Check	1 4889		Andoi, Karen		Yes	Yes	No	05/20/2021	24.00
SA		53533	21902	Check	1 3329		Kent, Mitchell		Yes	No	No	05/26/2021	9.87
SA		53532	21903	Check	1 00507		West Central Trophies		Yes	No	No	05/26/2021	27.00
Bank Total: \$2,179.14													
Report Total: \$783,321.74													

Board Report
MACCRAY East and West Elementary Schools
June 14, 2021

Summer Enrichment Information:

- Student counts: 14 at each site – nothing specific to this number; it is just the way it happened to work.
- Breakfast and lunch are provided daily.
- Social Emotional Learning element to be provided by the Pact for Families Collaborative
- Summer safety (sun, bike, water, etc.) presentation on July 14, by Countryside Public Health

Quick teacher thoughts after one week:

- First week went good! The students seem to enjoy it!
- The kids have seemed to be enjoying it, as am I. I asked my class what they thought and they all cheered!
- Things are going well! 8-12 is a good timeframe to get some activities in without burning them out!
- The time goes by super fast! The kids enjoyed it but were tired after getting up early again!

Personal Note:

It has been a pleasure to serve as the MACCRAY Elementary Principal. As I prepare to move, and make my upcoming transition, I am looking forward to working with the students and staff at the High School. I am confident that Mr. Kent will do a great job supporting both elementary buildings, and (speaking for us both) we appreciate your support.

Respectfully Submitted,
Judd Wheatley, MACCRAY Elementary Principal

Superintendent Board Report for June 14, 2021

1. Recently we found out our ESSER III dollars are approximately \$765k. It is critical that these dollars be spent according to plan. The total ESSER money allocated to Minnesota schools is \$1.2 billion as a part of the American Rescue Plan (ARP). Some of the regulations with this money are:
 - *Similar uses as ESSER I and II which is use funds for equity, monitoring standards, improving conditions for learning, giving students options, technology, summer school programing, keeping students healthy, mental health, social emotional learning, air quality, counteracting effects of lost learning (20%)
 - *9.5% of the dollars will be determined by the Governor's Office and MDE and there will be public comments on this 9.5%
 - *This money will end on September 30, 2024.
 - *Kim and I will continue to work closely on this important issue.
 - *Please see the Federal COVID Funding flow chart located in this board packet that directs our movement on spending these funds.
2. You will see the student handbooks in this board packet. Melissa and Judd collaborated on these late this spring. It is important that you lay your eyes on these and approve them as you see fit. These documents drive the work of the principals, teachers and students throughout the school year.
3. News about legislation has all but stopped. I did reach out to Tim Miller about 2% and 2% on the formula which would allow us to continue to negotiate with teachers and other staff. He did reply to me with what I would call a rather positive response. I don't want to quote him from a private email. But it was positive.
4. Construction is running quite smoothly. Site superintendent Brad Lund and Project Manager Dan Hiemenz both ensure a SAFE environment and efficiency in the work. They continuously monitor, adjust, communicate, discipline and ensure quality in this project. I see all of this every day. It makes me feel good to know this is all being done.
5. Soon, the "next stages of East and West" group will meet. (We need to set up a time.) This is the next steps for East and West once we move everyone here. I am wondering whether both Maynard and Raymond need to continue to meet together since the needs of the buildings are quite different. Debi and Tate are on those groups.

Respectfully submitted by:
Sherri Broderius
MACCRAY Superintendent