



2014-2015

Overview of Student Rights and Responsibilities

St. Anthony Village High School

A complete listing of the policies described herein
may be found on the district website at:

<http://isd282.org/schools/sites/default/files/HS/documents/student-handbook.pdf>

Notice of Non-Discrimination

It is the St. Anthony New Brighton School District's policy to provide equal educational opportunity for all students and to provide equal employment opportunity for all employees. The district does not discriminate in admission, treatment, employment or access to its programs or activities. In addition, the School District does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation or age.

St. Anthony Village High School

Student Handbook

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1. Student Rights and Responsibilities

Students who attend St. Anthony Village High School (SAVHS) have various rights and opportunities. The following list lays out student rights and opportunities as well as student responsibilities associated with these rights and opportunities.

The rights and responsibilities listed here are not all-inclusive, as students have other rights guaranteed by the constitution and by state and local laws. This statement of rights and responsibilities is not expected to cover every situation that may arise.

Learning

Rights/Opportunities

- Students should have the opportunity to receive a comprehensive and appropriate education.
- Students should have the opportunity to attend school in a safe environment that is free from disruptive behavior by others.
- Students have the opportunity to make up school work missed during an excused absence.
- Students have the right to necessary homebound instruction as regulated by state guidelines when absent for an extended period.

- Students have a right to an appropriate education given their unique needs as learners. Students who have been assessed by a qualified professional, qualify for Special Education services, and who have an active IEP or 504 plan in place are accorded all rights related to Special Education laws.

Responsibilities

- Students are responsible for daily attendance, for completing class assignments on time, and for bringing appropriate materials required for class use.
- Students are responsible to behave in such a manner that does not pose a potential or actual danger to themselves or others and that is not disruptive to the learning process of others.
- Students are responsible to obtain and complete make-up work assigned following periods of absence.
- Students are responsible to complete work assigned as part of the homebound instructional process.
- Students are responsible to communicate questions and/or concerns regarding their learning to an appropriate adult.

Fair Treatment/Informed of Rules

Rights/Opportunities

- Students have the right to due process when involved in a violation of district rules. Included is the opportunity to hear the nature of the violation and give their account of the situation.
- Students have the right to be informed of current school policies, rules, and regulations that apply to them.
- Students have the right to be informed of classroom expectations.
- Students have the right to be treated respectfully by staff and other students.
- Students have the right to be free from corporal punishment by staff.
- Students have the right to be free from unreasonable physical contact from teachers and other staff except if physical restraint is necessary to prevent students from injuring themselves, other persons, or property.

Responsibilities

- Students are responsible to treat all persons respectfully and to follow rules and regulations that apply to them.
- Students are responsible to be knowledgeable about and to follow school policies, rules, and regulations that apply to them.
- Students are responsible to be knowledgeable about and to meet classroom expectations and evaluation procedures that apply to them.
- Students are responsible to treat others, including other students and staff, in a respectful manner. Students are also expected to treat the property of others and the district responsibly.
- Students have the responsibility to refrain from using force or physical contact for the purposes of inflicting physical and emotional harm on another.
- Students have the responsibility to respect the space and freedom of those around them. Students also have the responsibility to not engage in conduct that threatens to injure themselves, other persons, or property.

Freedom from harassment

Rights/Opportunities

- Students have the right to be in a learning environment that is free from harassment including sexual, religious, racial, and other forms of harassment and violence.

Responsibilities

- Students are responsible for maintaining an environment free from harassment, intimidation, and abuse. Students are also responsible to report incidents of physical, sexual and verbal harassment, intimidation and/or abuse that they have experienced or of which they are aware. Such reports should be made to the building principals.

Nondiscrimination

Rights/Opportunities

- Students have the right to be free from discrimination based upon race, color, creed, sex, religion, national origin, marital status, sexual orientation, status with regard to public assistance, or disability.

Responsibilities

- Students are responsible to treat other students and district employees in a nondiscriminatory manner. Violations should be reported to building principals.

Equal Opportunity

Rights/Opportunities

- Students have the right to equal opportunity to participate in all school activities and school education programs for which they are eligible within legal limits.

Responsibilities

- Students are responsible to follow the rules and regulations of the school-sponsored activity in which they participate or others participate. Students are not to discourage the participation of other students.

Free Speech

Rights/Opportunities

- Students have the right to free speech so long as such speech does not violate the rights of others. School sponsored publications shall follow the rules of responsible journalism.

Responsibilities

- Students are responsible to express opinions, publish written materials, and distribute literature in such a manner that is not libelous, obscene, or discriminatory; that does not interfere with the rights of others; or disrupts the atmosphere of learning in the school; and follows school regulations regarding time, place, and manner.

Privacy/Personal Property

Rights/Opportunities

- Students generally have the right to privacy in their persons and personal property when engaging, participating in, or pursuing curricular activities on a school location.
- Students have the opportunity to utilize school lockers, desks, and other designated areas for storing appropriate items of personal property subject to the understanding that such areas are within the exclusive control of the school district and may be searched for any reason and at any time without permission, consent, or requirement for a search warrant.

- Students have the right to confidentiality regarding personal matters in discussion with school personnel. Matters of child or sexual abuse must be reported to the proper authorities according to state law. Matters involving criminal behavior may also be reported to the proper authorities.

Responsibilities

- Students are responsible to refrain from bringing onto school property or to school-sponsored events any item or material that would cause, or tend to cause, a disruptive activity or endanger the health and safety of students or other people.
- Students are responsible for keeping their lockers free of any items that are illegal or that are prohibited under school rules and district policies.
- Students have the responsibility to inform school personnel when a discussion of personal matters is to be confidential. Matters of abuse or illegal activity should be reported to school personnel.

Access to Records

Rights/Opportunities

- Students' parents and students, eligible under state law, generally have the right to view their school records according to state and federal laws.
- Students have the right to privacy regarding school records. Disclosure of information from student records will be consistent with legal requirements and the guidelines established by the school district.

Responsibilities

- Students have the responsibility to follow established building and district procedures regarding access to their school records

Dress code

Rights

- Students have the right to choose their manner of dress and personal grooming unless it presents a clear danger to the student's health and safety, causes an interference with work, creates classroom or school disorders or distractions, advertises illegal substances for minors, has sexual innuendo/explicit pictures, word or symbols, profanity, and/or ethnic comments.

Responsibilities

- Students have the responsibility to dress in an appropriate manner for an academic setting. This includes:
 - no shirts that expose the midriff.
 - no bra straps showing.
 - pants must be worn properly. No underwear should be seen.
 - skirts and shorts that are long enough to cover past the mid-thigh area.
 - no hats.
 - no backpacks.
 - no jackets.
 - no exposed cleavage.
- Jackets are not allowed because students may easily hide personal property or other items which are not allowed in school. In addition, some of the larger jackets create problems when students with them walk between desks in a classroom or in the halls.

2. Attendance

Punctual, regular attendance is absolutely necessary for a high school education. It is the responsibility of each student and parent to see that the student attends classes and arrives on time everyday school is in session. In addition, it is the responsibility of each student to be in his/her classroom at the start of each scheduled class period.

Students who fail to attend a class or a day of school are considered absent. Absences at SAVHS are either classified as excused or unexcused. Students who are late to the start of their scheduled class are considered tardy. Tardies may also be classified as excused or unexcused.

Excused absence

Absences that are approved by both the school and a parent/guardian are considered excused absences. Examples of excused absences are doctor's appointments, college visits, court appointments, religious holidays, legitimate illnesses, or emergencies. Notes are required from the doctor's office to excuse absences due to doctor's appointments. Notes from parents stating that the student has an appointment will not be accepted without the note from the doctor's office.

The student will have up to 2 days of time to make up missed work for each day of absence but it is their responsibility to clearly communicate their plan to catch up with their classroom teachers either prior to their absence or as soon as they return to school.

Unexcused absence

Any absence that is unapproved by either the school or the parent/guardian is an unexcused absence. Missed academic work will be recorded as a zero with no credit given for the period or days absent.

Late For Class (Tardies)

Tardies will either be considered excused or unexcused. Students arriving late to school are to report immediately to the student attendance office for a pass. For a tardy to be considered excused, students arriving late to a class must have a pass from the attendance office or from a staff member excusing the tardy. If there is no pass or no accepted valid reason for the tardy, the tardy will be considered unexcused.

An unexcused tardy to class of 15 minutes or more is considered an unexcused absence.

When a student has received their 3rd unexcused tardy for a class period, a detention will be assigned to that student. Students have one week to serve the detention. If students are repeatedly tardy to the same class, consequences will become more severe. See below:

Note: Parents or guardians will be notified of every tardy incident.

- 1st and 2nd tardy - Phone call or email sent by infinite campus to parents or guardians.
- 3rd tardy - 20 minute after school detention, student meeting with Dean of Students
- 4th tardy - 40 minute after school detention, student meeting with Dean of Students
- 5th tardy - Parent meeting with Principal *and* 40 minute after school detention
- 6th tardy - One hour of Saturday School with Dean of Students
- 7th tardy - Parent meeting with Principal *and* Two hours of Saturday School with Dean of Students and Loss of Parking Privileges

For students who are tardy to the same class 8 or more times, each subsequent infraction will result in a meeting with the principal and 2 hours of Saturday school. Students will not be

permitted to return to the class until the parent meeting has been conducted.

Failure to complete detention or Saturday School within the prescribed time could lead to further disciplinary action up to and including suspension.

Truancy

In cases where a pattern of excessive absences has been established, the school may respond with any of the following: a warning letter, contact by a school representative, or a requirement for a note from a doctor to have additional absences excused. In cases of excessive unexcused absences and tardies, a truancy report will be filed with the county attorney.

Procedure to report absences

It is the parent's or guardian's responsibility to report their child's absence to the school. Parents or guardians should call the attendance office at 612-706-1108 as soon as they know their student will be absent. In addition, parents are to send a signed note with their student upon their return to school stating the reason the student was absent. Students are to report to the attendance office upon their return to school to hand in the signed note and pick up an admit slip that allows them back into class. Parents may also email the attendance office in place of the signed note.

3. Academics

Changing Schools

Students who are moving out of the district should see the counselor or the high school principal for a withdrawal form.

Drop/Add Policy

Class changes should be made according to space available. Class changes should not be made because of a friend's schedule or to have a favorite teacher. Students have 5 class days at the start of each semester to drop or add classes. No changes will be made after the 5th day unless specific requests have been signed off by the adding teacher. Dropped classes after the 6th week will result in a failure of the dropped course and the student will remain in the class. Aide requests are only accepted during the first 5 days of the semester.

Pass/No Credit Grading Option

Students may choose to have a class graded on a pass/no credit basis if the following conditions are met:

1. Decisions on pass/no credit must be made within the first 2 weeks of the semester.
2. To graduate with honors, a student may have only 2 semesters of pass/no credit. Transfer students will have this number prorated on a 4 year 2 course system.
3. One pass/no credit course per semester is allowed.
4. Required courses may not be taken pass/no credit.
5. Departments will determine which courses may be taken pass/no credit and the grade needed to earn the credit.
6. Course syllabi will include specific pass/no credit information about that course.

Homebound

Homebound instruction is available for students who have necessary medically-related extended absences in excess of 15 consecutive school days. The counselor or dean of students should be contacted if there is a need for homebound instruction.

Incompletes

Incomplete grades should be made up as quickly as possible within a reasonable amount of time. Since each case is different, the teachers and counselor will work with students to help them in making up assignments. Any incomplete that is not made up within six (6) weeks after the end of the marking period will automatically turn into a failing grade.

Report Cards

Report cards are available at the end of each semester and can be viewed online through the high school website. Families who do not have access to computers will be mailed report cards.

Student Records

The school keeps a permanent record for each student in the high school office under the direction of the counselor. Principals, counselors, and teachers have access to these records for educational purposes. Transcripts requested by parents and adult students are sent by mail. Parents or students who feel their student record information is incorrect should see the counselor.

4. Office Procedures

Announcements and Bulletins

All high school announcements must have approval of the activity advisor or principal before they will be included in the daily announcements.

Elevator Procedures

Students need a written request from a parent, doctor or school nurse to use the school elevator. Students with written permission should give the permission slip to the high school office secretary. No more than two students should be together on the elevator at the same time.

Insuring Privately-Owned Band Instruments

Although locked storage is available for most instruments, all parents are encouraged to have their student's band instrument insured on their homeowner's policy. The cost is minimal and well worth it if the instrument is lost or stolen.

Messages

The school does not release students from class to answer phone calls. Only emergency telephone messages will be delivered to students.

Parent Visits

Parents are welcome and encouraged to visit the school. Parents are required to check in at the high school office. For the purpose of observing a classroom, parents are asked to arrange (with the principal) a mutually agreeable time for visiting.

Parking

Student parking is permitted and free in the lower parking lot. All student parking spots are numbered and students will have a designated parking spot. Parking spots will be handed out by seniority. Students may request a parking permit during the first week of school and will pick up their parking permits during the second week of school.

Posters/Notices (In hallway)

Posters or notices in hallways must be approved by the principal before being posted. Please use blue painter's tape when adhering the posting to the wall.

Sale of Items in School

Students may not sell any items in school for any reason unless approved by the principal.

Textbooks and Fees

Textbooks are furnished without charge to the student. Books should be handled with care. The following fines will be charged for lost or damaged books based on the age of the book:

First year ---	85% of original cost
Second year ---	70% of original cost
Third year ---	55% of original cost
Fourth year ---	40% of original cost
Fifth year ---	25% of original cost
Sixth year ---	10% of original cost

Authorized Visitors

Students who wish to bring visitors to school must get written permission from their parents, the school office, and each teacher on their schedule at least one day in advance of the visit. No visitors are allowed the day before a student vacation. Student vacations are Thanksgiving, winter, and spring breaks. No visitors are allowed the last 10 days of school unless they are considering enrollment for the following year. No more than one visitor per grade level is allowed on any one day. Visitors will be accepted on a first request basis. Exceptions may be made with prior approval of the principal. Lunch time visitors must be similarly approved.

Unauthorized Visitors/Students

Anyone who is not enrolled at SAVHS should not be in the building without a visitor's pass from the office. Unauthorized students or visitors will be asked to leave the building. One warning will be given and then the police will be called.

Rental Fees

Students are responsible to secure their own instrument for band. Some students will be able to rent instruments through the High School. Students are also responsible to pay for a locker for instrument storage.

Safety

The faculty and staff of SAVHS work hard to provide a safe environment for students. The district's Health and Safety Committee reviews concerns and suggests safe practices for schools to follow. However, despite best efforts, accidents do occasionally happen and normal childhood activities such as playing on the playground carry a potential for injury.

The district does not provide insurance coverage for accidents that may occur during the regular school day. Parents should consider this when planning their family insurance program.

Emergency Closings

In the event of inclement weather, school closings will be announced over radio station WCCO - 830 AM. When determining whether to close school due to weather, close contact is maintained with the bus company, highway department, and weather bureau. If possible, school closing decisions are made in the evening. On occasion, weather may change overnight causing a school closing announcement to be made early in the morning. If this happens, the district will attempt to make the announcement no later than 6:00 a.m. if possible.

Emergency Evacuations

In the event of a major problem such as an explosion, fire, gas leak, etc., and if students and staff cannot re-enter the facility, students and staff will go to the Community Center on Silver Lake Road west of the high school/middle school. Buses will be dispatched to the Community Center parking lot and depart from there.

Fire Drill Procedures

Fire drills will be held several times during each school year. Teachers and staff are to provide leadership to assure the rapid and smooth evacuation of the school and to prevent injury should an actual emergency situation exist. See emergency procedures pamphlet for procedures.

Tornado Warnings

A tornado warning will be announced over the intercom system or by severe weather sirens. All persons must take immediate shelter in the locker rooms, music rooms, or the lower halls away from outside windows (avoid the gyms, pool, cafeteria, or auditorium).

5. Health

A school nurse is available in the Health Services Office. Students who do not feel well may go to the nurse during the day. Students should notify their teacher and obtain a pass to the nurse before going to the nurse's office. **Any student who is ill and wishes to leave the building must check out with the nurse.**

Health-Emergency Cards

A new Health and Emergency card must be filled out and signed by a parent or guardian each school year with current information. If an emergency occurs the school must have current information. These cards must be returned to the school prior to a student receiving a class schedule or parking pass. If there is a change of address or phone number for a parent or guardian, school officials must be notified.

Hearing

Individual hearing tests will be done at the request of any student, parent, or teacher. Routine hearing screening of all students is not done beyond the elementary level. To schedule a hearing test, contact the school nurse or the speech/language clinician.

Immunization

All children enrolled in Minnesota schools must be immunized against diphtheria, tetanus, pertussis, polio, measles, mumps, and rubella. Proof of immunization must be provided to the school nurse by parents within 30 days of transfer from another school.

Medication

If a student is required to take medication during the school day, it is to be stored and administered in the nurse's office. Medication should have the following information listed on the bottle or container: student's name, name of medication, and the time to be taken. State law prohibits the school from dispensing any internal medication, including aspirin, without parental permission.

Vision Screening

The school nurse periodically checks the vision of students. Any student who does not pass the screening will have a referral sent to his/her parents or guardians to have a professional eye exam. The nurse will make this referral by a note sent home with the student. Color vision is tested on request.

6. Food services

Lunch and breakfast

Student hot lunch costs \$2.75 each. Breakfast costs \$2.00. Students who wish to receive free or reduced rate lunches should contact the High School Office. Students who apply for free and reduced lunches may receive them prior to final approval by checking at the snack bar with the food service manager.

Cafeteria Conduct

The right of the student to eat in the cafeteria is coupled with the responsibility of keeping the area presentable for others. Inappropriate conduct and behavior may result in the loss of cafeteria access.

Lunchroom Theft

When a student is caught stealing, the following takes place:

1. The student must pay for item stolen
2. Two weeks isolated lunch
3. Police involvement where appropriate
4. Loss of eligibility for extracurricular activities per school policy

7. Organizations

St. Anthony High School Parent/Teacher/ Association

The St. Anthony High School Association is charged with the task of enhancing the programs and supporting the staff and students of SAVHS.

Student Assistance Team

The Student Assistance Team at SAVHS meets weekly during the school year to help students in need or who are having difficulty of any kind. Students may be referred by themselves, by friends, by staff, and by parents. All referrals to the Student Assistance Team are treated with the strictest confidence. If you need help or know of a friend who needs help, please contact a member of the team. The 2013-2014 members of the Student Assistance Team are:

Jason Haluska	School Psychologist
Dana Niklaus	School Social worker
Wayne Terry	Principal
Travis MacLeod	High School Counselor
Ed Estrada	Attendance/ISS Supervisor
Todd Niklaus	Dean of Students

8. Activities

After School Supervision

Students are not allowed to be in the high school building after school unless they are under the direct supervision of a staff member.

Students who are not under the direct supervision of a staff member must leave the building by 3:15 p.m. If students are involved in a school-sponsored activity after school, they must leave the building within 10 minutes after the activity is finished. Students who complete detention must leave the building immediately following detention.

Extracurricular activities participants (team players or participants in other activities) will be required to be with the coach or supervisor.

Students who do not comply with the policy will be given the appropriate consequences. All staff (including custodians) are expected to enforce these rules.

Student Council

The Student Council plans and carries out school activities such as Homecoming, SnoDaze, and Spring Fling Weeks, plus other community service activities. Student Council officers are elected for each class, and are expected to attend all meeting and activities. However, most Student Council meetings and events are open to the entire student body.

Dances

Dances will be planned by the Student Council and will be announced during the school year. Appropriate behavior and attire is required. Adherence to all school rules is expected at school functions.

Guests at school dances

Students who wish to bring guests who are not SAVHS students to dances must get approval by the principal or Dean of Students no later than noon of the day of the dance. Guests without prior approval will not be allowed into the dance. If a guest has or creates problems at a dance, he or she will be asked to leave and will not be allowed to visit again. The St. Anthony student responsible for the guest will lose the privilege of bringing another guest for the remainder of the year. Students may bring one guest per event.

9. Athletics

SAVHS offers the following athletic opportunities for students:

Fall	<u>Boys</u> Cross country Soccer – Spring Lake Park Football	<u>Girls</u> Soccer – Spring Lake Park Swimming Volleyball Tennis Cross country
Winter	<u>Boys</u> Wrestling – Spring Lake Park Basketball Hockey – Irondale Nordic Skiing - Spring Lake Park	<u>Girls</u> Gymnastics Basketball Hockey – Spring Lake Park
Spring	<u>Boys</u> Tennis Baseball Golf Track – Spring Lake Park	<u>Girls</u> Softball Track – Spring Lake Park Golf

Eligibility for School-Sponsored Athletics

Students and staff are not to discourage the participation of students in school sponsored activities. However, students may be ineligible due to their academic standing or discipline related issues

1. Academic eligibility

A. Minnesota State High School League (MSHSL) regulations state that all students must "demonstrate satisfactory progress toward graduation" in order to compete in MSHSL sponsored events. This would apply to all sports offered as part of the varsity and B-squad programs.

B. Individual coaches may have additional academic requirements for team participation.

C. Credit Requirements for Extracurricular Eligibility

<u>Grade</u>	<u>1st sem</u>	<u>2nd sem</u>
9 th	6	12
10 th	18	23
11 th	29	34
12 th	40	46

2. Discipline-related eligibility

A. Students will not be allowed to participate if they have been suspended from school.

B. Individual Coaches may have additional discipline related requirements for participation.

Transportation

SAVHS provides transportation to and from all school-sponsored sporting events. An adult is present at all times on the team bus. For activities co-sponsored with Spring Lake Park with practices at a SLP facility, SAVHS provides transportation to and from practices with parents/guardians responsible for pick up after games.

Medical Information/ Insurance

SAVHS carries no medical insurance for participants in sports. Therefore, all insurance is the responsibility of the parents or guardians of student athletes. Medical insurance is available for a fee. Please contact the SAVHS office for more information regarding this insurance.

In the case of a medical situation that requires transportation to a hospital, every attempt will be made to contact the parents/guardians before transporting the student. In the event that the parent/guardian cannot be reached, the athletic director and/or the coach will make the decision. In either case, the student's own medical insurance will incur the cost of emergency transportation.

For students participating in sports, current medical information regarding medical history, current medication, etc., is kept on file at the school. A completed physical form must also be on file with the school to be eligible. It is recommended that all student athletes have a physical completed yearly.

Fees

<u>Sport</u>	<u>Participation fee</u>
Hockey	\$300.00
Gymnastics	\$220.00
Basketball	\$150.00
Football	\$150.00
Baseball	\$125.00
Softball	\$125.00
Cross Country	\$125.00
Soccer	\$125.00
Swimming	\$125.00
Tennis	\$125.00
Track	\$125.00
Volleyball	\$125.00

Wrestling	\$125.00
Golf	\$125.00
Speech	\$90.00
Fall Cheerleading	\$85.00
Science Bowl	\$40.00
Science Olympiad	\$40.00
Students participating both Science Bowl and Olympiad	\$55.00
Robohuskie	\$35.00
Knowledge Bowl	\$100.00
Drama	\$45.00 (per play)

Students on Free and Reduced Lunch Program: Cost is \$20 per activity for those on Free and \$30 per activity for those on Reduced. Maximum total fee for athletics is \$580.00 per family.

Refund Policies

There will be refunds given to those students who terminate participation in an activity due to injury, illness, squad cutting, or transfer to another school district.

The amount of the refund will be according to the following time schedule:

- Prior to the first public performance - full refund
- First performance through mid-point of the season - 1/2 refund
- Mid-point through season's end - no refund

No refund will be given without verification in writing by the coach or supervisor of the termination or for quitting an activity because of disciplinary action. All refunds will be by a District 282 check only. There will be no cash refunds.

Passes for Athletic Events

There are several options for passes for athletic events. These options provide unlimited admission to home, regular season games for the school year for: football, volleyball, girls and boys basketball and gymnastics.

Passes can be purchased in the high school office before school and during the school year, but are not prorated if purchased during the year. Passes are non-transferable and not refundable if lost.

The cost for single game admission and individual passes are as follows:

Students	\$4.00
Adults	\$6.00
Student pass	\$40.00 (grades K-12) - all sporting events (exception playoff games)
Adult pass	\$70.00 - all sporting events (exception playoff games)
Family Pass	\$210.00 - all sporting events (exception playoff games)
Senior Citizens	Spectators of ages 65 or older are admitted free

Mood Altering Chemicals Violations Under the Minnesota State High School League

(During the entire calendar year, regardless of the quantity)

POLICIES GOVERNING SMOKING CHEMICAL USE (tobacco/alcohol), HARASSMENT, AND HAZING FOR MINNESOTA STATE HIGH SCHOOL LEAGUE (MSHSL)

Any violation results in a loss of eligibility in both Category I and Category II Activities. If a student participates in both a Category I and a Category II Activity and receives a violation, that student must serve a suspension from both activities.

Category I Activities include all MSHSL sponsored activities with a regular schedule.

Category II Activities include MSHSL sponsored activities without a regular schedule (One Act Play, Speech, Visual Arts competition) and all other SAVHS activities, such as bowling, Knowledge Bowl, spring play, Patriots Marching Band, etc.

Example one: Student A receives chemical use violation in the summer. Student A is a Cross Country athlete and Knowledge Bowl participant. Student A will serve a suspension for both Cross Country in the fall (Category I) and Knowledge Bowl (Category II).

Example two: Student B receives a tobacco violation over winter break. Student B is in One Act Play and plays boys tennis in the spring. Student B will serve a suspension for both One Act Play in the winter (Category II) and boys tennis in the spring (Category I).

1st VIOLATION

After confirmation of the first violation, the student will lose eligibility for the next **two consecutive interscholastic contests** or **two weeks** of a season in which the student is a participant, whichever is greater.

Student will be referred to the school health awareness counselor.

Student will lose the right to be a captain in any athletic activity for the school year. If the student was a captain at the time of the violation, he/she will not continue in that capacity.

2nd VIOLATION

After confirmation of the second violation, the student will lose eligibility for the next **six consecutive interscholastic contests** or **three weeks** of a season in which the student is a participant, whichever is greater.

Student will be referred to the school health awareness counselor.

Student will lose the right to be a captain in any athletic activity for the remainder of their high school career. If the student was a captain at the time of the violation, he/she will not continue in that capacity.

3rd VIOLATION

After confirmation of the third violation, the student will lose eligibility for the next **12 consecutive interscholastic contests** or **4 weeks** of a season in which the student is a participant, whichever is greater.

Student is ineligible to be a captain of an athletic activity.

PRACTICE:

While serving any penalty, the student must follow team rules and regulations governing practice. If these rules and regulations are not followed the penalty will not be considered served.

No student is eligible for All-Conference honors or post-season awards after serving a suspension for a Minnesota State High School League violation that season.

Under this policy, in order for a penalty to be considered satisfied, the student must complete the entire season of the activity in which he/she participates and serves the violation's penalty. If a student fails to participate for the entire season, his/her penalty will not be considered served and must be served in its entirety in any subsequent activity in which the student participates.

Penalties incurred under this policy will be cumulative beginning with the student's first participation in a Minnesota State High School League sponsored activity or St. Anthony Village High School co-curricular activity and will continue throughout the student's high school career, including when school is not in session.

Any violations may be appealed through the Minnesota State High School League.

SPECTATORS AND FANS:

The following applies to any person physically present at an athletic event, or through the use of electronic mediums (e.g. social media, email, internet, etc.)

DO NOT:

1. Ridicule or berate players, coaches, officials, or other spectators.
2. Engage in any kind of unsportsmanlike conduct with an official, coach, player or parent, such as booing, taunting, using profane language or gestures, etc..
3. Encourage or condone any behavior or practice which would endanger the health or well-being of any participant.
4. Boo, taunt, or in any way try to humiliate any participant or athlete.
5. Ridicule any participant for making a mistake.
6. Coach from the sidelines or bleachers.
7. Confront coaches in an inappropriate / antagonistic manner before, during, or after games / practices. Instead, make arrangements to speak with coaches at an appropriate time and place.

DO:

1. Understand that your attendance provides you with the opportunity and privilege to observe an athletic event, not to berate players, coaches, game workers, or officials.
2. Remember that interscholastic athletics is a part of the educational process. It is for the students, not adults.
3. Cheer for your team.
4. Be a positive role model and encourage sportsmanship by giving support to and showing respect for all players, coaches, officials, and spectators.

5. Promote behavior that treats players, coaches, officials, and spectators with respect regardless of race, religion, color, gender, or ability.
6. Support the decisions of coaches and officials.
7. Teach out youth that doing their best is of the utmost importance.
8. Emphasize that a healthy work ethic, a high level of effort, and cooperation with coaches are imperative for doing one's best.
9. Learn and understand the rules of the game.
10. Appreciate the efforts of the players, coaches, and officials.
11. Be generous when you win, gracious when you lose.

PARENTS:

1. Be a "team fan," not a "my child" fan.
2. Encourage your child to discuss any problems with the coach, while emphasizing how to improve their status on the team.
3. Encourage the attainment of team goals, rather than individual goals.
4. Understand that criticism and disrespect not only undermine the purpose of interscholastic sports, but also undermine the very behavior which we are trying to teach your child.

Behavior that demeans a player, coach, referee, school official, or another parent or fan is subject to disciplinary action by school personnel.

Anyone who engages in misconduct as described above, or who is removed from an interscholastic contest at the request of a game official or school administrator will be subject to the following:

1st Offense: Offender(s) will be prohibited from attending the team's next home contest.

2nd Offense: Offender(s) will be prohibited from attending ANY home School District athletic events for the remainder of the season in question, or for a period of three months commencing from the date of the second offense, whichever is longer.

3rd Offense: Offender(s) will be prohibited from attending ANY home and away School District athletic events for one full calendar year, commencing from the date of the third offense.

REMEMBER, WE ARE ALL ON THE SAME TEAM.

WE ALL REPRESENT OUR COMMUNITY, SCHOOL, AND FAMILIES.

10. Discipline

SAVHS is a community of students, parents and leaders dedicated to the process of learning. Every student and employee of District 282 is entitled to learn and work in a safe school environment. To ensure this, the district and each school have established clear student discipline policies, consequences appropriate with the behavior, and a practice to do so consistently.

Students are expected to behave in accordance with federal, state and local laws and rules; district, athletic and activity policies and school regulations, and in a way that respects the rights and safety of others. The school expects students to:

- be polite and show kindness and consideration toward one another and to adults.

- follow directions from supervising adults.
- walk in all areas of the building and speak in a normal tone of voice.
- use socially acceptable language.
- use and respect school property and not intentionally cause damage.
- sit quietly and listen during assembly programs. Clapping of hands is appropriate. Booing or whistling is not appropriate.
- ask permission to use any article which does not belong to them.

Corrective action will be taken by staff when a student's behavior does not fall within the guidelines.

11. Cell phone policy

Cell phone use is only permitted during passing times, lunch, or with staff approval. Students caught using their phones during other times will be asked to turn the phone over to their teacher or other staff member. The phone will be turned in to the High School Office and the Dean of Students will call the student's parents and ask them to come to retrieve the phone.

School District Policy 524

Adopted: May 18, 2004

Revised: April 3, 2012

524 INTERNET ACCEPTABLE USE AND SAFETY POLICY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. LIMITED EDUCATIONAL PURPOSE

The school district is providing students and employees with access to the school district computer system, which includes Internet access. The purpose of the system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on

another system may not be acceptable on this limited-purpose network.

IV. USE OF SYSTEM IS A PRIVILEGE

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

V. UNACCEPTABLE USES

A. The following uses of the school district system and Internet resources or accounts are considered unacceptable:

1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. information or materials that could cause damage or danger of disruption to the educational process;
 - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
4. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
6. Users will not use the school district system to post private information

about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.

a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).

b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:

(1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or

(2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

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

c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as "MySpace" and "Facebook."

7. Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.

8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.

9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.

B. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations include, but are not limited to, situations where the school district system is compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.

C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

VI. FILTER

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

1. Obscene;
2. Child pornography; or
3. Harmful to minors.

B. The term "harmful to minors" means any picture, image, graphic image file, or

other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

C. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.

D. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber-bullying awareness and response.

VII. CONSISTENCY WITH OTHER SCHOOL POLICIES

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

VIII. LIMITED EXPECTATION OF PRIVACY

A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.

B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.

C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.

D. Parents have the right at any time to investigate or review the contents of their child's files and e-mail files. Parents have the right to request the termination of their child's individual account at any time.

E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure or discovery under Minn. Stat. Ch. 13 (the Minnesota Government Data Practices Act).

F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district

system.

IX. INTERNET USE AGREEMENT

A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the school district.

B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.

C. The Internet Use Agreement form for students must be read and signed by the user, the parent or guardian, and the supervising teacher. The Internet Use Agreement form for employees must be signed by the employee. The form must then be filed at the school office. As supervising teachers change, the agreement signed by the new teacher shall be attached to the original agreement.

X. LIMITATION ON SCHOOL DISTRICT LIABILITY

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

XI. USER NOTIFICATION

A. All users shall be notified of the school district policies relating to Internet use.

B. This notification shall include the following:

1. Notification that Internet use is subject to compliance with school district policies.

2. Disclaimers limiting the school district's liability relative to:

- a. Information stored on school district diskettes, hard drives, or servers.

- b. Information retrieved through school district computers, networks, or online resources.

- c. Personal property used to access school district computers, networks, or online resources.

- d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.

3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.

4. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.

5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any

financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.

6. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.

7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.

8. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE

A. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and of the Internet if the student is accessing the school district system from home or a remote location.

B. Parents will be notified that their students will be using school district resources/accounts to access the Internet and that the school district will provide parents the option to request alternative activities not requiring Internet access.

This notification should include:

1. A copy of the user notification form provided to the student user.
2. A description of parent/guardian responsibilities.
3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.
4. A statement that the Internet Use Agreement must be signed by the user, the parent or guardian, and the supervising teacher prior to use by the student.
5. A statement that the school district's acceptable use policy is available for parental review.

XIII. IMPLEMENTATION; POLICY REVIEW

A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.

B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.

C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.

D. Because of the rapid changes in the development of the Internet, the school board

shall conduct an annual review of this policy.