



Crosby-Ironton School Board Policy

Update 2026



Policy Updates:

- 503 Student Attendance
- 504 Student Dress and Attendance
- 506 Behavior Report Addendum A
- 535 Service Animals in Schools
- 597 Student Use of Cellular Phones



503 Student Attendance

- Rationale for changes
 - Policy to more closely match attendance and truancy policy with state and county
 - Policy to better maintain academics records with teachers
 - Grades should never be used as punishment



503 Student Attendance Policy (Current Policy)

- C. Consequences of Excused Absences
 - Students have five days to complete missed work from an excused absence
- B. Consequences of Unexcused Absences:
 - After five (5) cumulative unexcused absences in a school year, the teacher will reduce the student's letter grade by one increment for each unexcused absences thereafter (ie A to A-)



503 Student Attendance Policy (Current Policy)

Tardy

- Consequences of tardiness may include detention after five (5) unexcused tardies. In addition five (5) unexcused tardies are equivalent to one unexcused absence.



503 Student Attendance Policy (Recommended Policy)

Tardy

- Students arriving more than ten (10) minutes late to class will be marked absent
- Five (5) tardies in a single class will be recorded as one (1) absence for that class



503 Student Attendance Policy (Recommended Policy)

IX. ATTENDANCE INTERVENTION AND CONSEQUENCE LADDER

The district will implement a progressive system of supports and consequences for attendance concerns:



503 Student Attendance Policy (Recommended Policy)

3 Absences (Unexcused or Combination of Concern)

- Teacher contact with student and parent/guardian
- Review of attendance expectations
- Documentation of concern in student record



503 Student Attendance Policy (Recommended Policy)

5 Absences

- Written notification sent to parent/guardian
- Possible meeting with student and school staff
- Development of informal attendance improvement strategies



503 Student Attendance Policy (Recommended Policy)

7 Absences (Habitual Truancy Threshold)

- Formal parent/guardian meeting required
- Development of a formal Attendance Improvement Plan (AIP)
- Possible referral to school support team (counselor, social worker, administration)
- Notification of potential truancy implications under Minnesota law



503 Student Attendance Policy (Recommended Policy)

10 Absences – Credit Review Threshold

- Mandatory parent/guardian conference
- Attendance formally reviewed for potential loss of credit
- Implementation of targeted interventions and monitoring
- Possible assignment to credit recovery options



503 Student Attendance Policy (Recommended Policy)

Beyond 10 Absences

- Continued monitoring and intervention
- Possible:
 - Loss of academic credit
 - Referral to county truancy services
 - Additional administrative action



503 Student Attendance Policy (Recommended Policy)

X. CREDIT THRESHOLDS AND ATTENDANCE REVIEW

- Ten (10) absences in a course will trigger a formal attendance review.
- Credit decisions will consider:
 - Excused vs. unexcused absences
 - Completion of make-up work
 - Individual student circumstances



503 Student Attendance Policy (Recommended Policy)

XIII. MAKE-UP WORK

Students will be given two days to complete make-up work for every day marked absent.



503 Student Attendance Policy (Recommended Policy)

XIV. LEAVING SCHOOL DURING THE DAY

Students must sign out and have parent/guardian permission unless 18 or older.

Students may only leave through the South Entrance (High School Office) during the school day.



503 Student Attendance Policy (Current and Recommended Policy)

XV. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs.

3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.



504 Student Dress and Attendance

D. Headgear, including hats or head coverings are not allowed to be worn in the building except with the approval of the building principal (i.e., student undergoing chemotherapy; medical situations, student religious practice or belief).

- Trial (2024-2025, 2025-2026) students have been allowed to wear hats in school with no related behavioral referrals.
- Allows students confidence who may be insecure about appearance
- School security: cameras have been improved and identification of students wearing hats have not been an issue



- 506 Behavior Report Addendum A

Remove from policy as all major Behavior Reports will be completed using student management system (Infinite Campus)



535 Service Animals in Schools

- A **service dog** performs specific tasks for a person with a disability and has public access rights under the Americans with Disabilities Act (ADA).
- A **therapy dog** provides comfort and affection to multiple people in institutional settings like hospitals or schools but does not have public access rights.

The key distinctions are the dog's individual, task-specific training for a service dog versus a therapy dog's group-oriented comfort role, and the service dog's legal status under the ADA for public access.



535 Service Animals in Schools

Service Dog .

- Purpose: Individually trained to perform specific tasks to assist a person with a disability.
- Tasks: Examples include guiding a blind person, alerting to a seizure, retrieving items, or helping with stability. Legal Status:
- Protected by the ADA, allowing them to accompany their owner into public places like stores, restaurants, and hotels.
- Training: Individually trained for a specific person's needs.
- Role: Considered a necessary medical tool, not a pet.



535 Service Animals in Schools

Therapy Dog

- Purpose: To provide comfort, affection, and therapeutic benefits to a group of people in institutional settings.
- Settings: Hospitals, nursing homes, schools, disaster areas, and libraries.
- Legal Status: Not protected by the ADA for public access and can only go where they are invited.
- Training: Selected for a stable, friendly temperament and trained to work with many different people in various environments.
- Role: Supports psychological or physiological therapy for multiple individuals.



597 Student Use of Cellular Phones (Current Policy)

III. STANDARDS FOR RESPONSIBLE USE AT SCHOOL

Students may use their electronic devices (cell phones, iPads, mp3 players, etc.) in the hallways, locker bays, and commons area before school, during lunch, after school and between classes. Students are not allowed to use these devices during the time that class is in session. It is the expectation of the school that students place their cell phones in a designated location within the classroom that has been determined by the classroom teacher. Students must turn their phones off or to "mute" and not use it while in the classroom or if they are attending a special event such as coronation, pepfest, etc.



597 Student Use of Cellular Phones (Current Policy)

V. VIOLATIONS OF THIS POLICY:

Students who violate this policy will be subject to the following disciplinary action:

1. Behavior report sent home and parents called. The device is locked up in the office for ~~24 hours~~ the remainder of the school day or the student will be suspended out of school (OSS) for a minimum of one full day.
2. Behavior Report is sent home and parents called. The device is locked up in the office for three (3) school days. Students will drop off their cell at the office the beginning of the school day and pick it up at the end of the school day and the student will serve two lunch detentions or the student will be suspended out of school (OSS) for a minimum of two full days of school.
3. Behavior Report sent home and parents called. The device is locked up for four (4) school days. Students will drop off their cell at the office the beginning of the school day and pick it up at the end of the school day and the student will serve one day of in-school suspension (ISS) or the student will be suspended out of school (OSS) for a minimum of three (3) full days.
4. Behavior Report is sent home and parents are called. The administration will determine appropriate consequences for this step and any other subsequent unauthorized use of electronic devices including suspension, exclusion, or expulsion.



597 Student Use of Cellular Phones (Recommended Policy)

IV. Student Use Expectations

Grades PreK-6

- Cell phones are prohibited in classrooms, hallways, and the lunchroom during the school day.
- Students are not allowed to possess or use personal electronic devices from **8AM-3PM**.

Grades 7-8

- Cell phones are prohibited in classrooms, hallways, and the lunchroom during the school day.
- Students may briefly check devices in locker bays during passing time only.
- Devices must be stored in student lockers during the school day.

Grades 9-12

- Cell phones are prohibited in classrooms during instructional time, unless authorized by staff for instructional purposes.



597 Student Use of Cellular Phones (Recommended Policy)

VII. Consequences for Violations

The District will use a progressive discipline approach, while reserving the right to accelerate consequences based on severity, repeated violations, or refusal to comply.



597 Student Use of Cellular Phones (Recommended Policy)

Level 1: First Violation

- Verbal warning and reteaching of expectations
- Student directed to put device away or return it to locker
- Teacher-managed intervention



597 Student Use of Cellular Phones (Recommended Policy)

Level 2: Second Violation

- Device confiscated by staff and held until the end of the school day
- Documentation in student record
- Parent/guardian notification may occur



597 Student Use of Cellular Phones (Recommended Policy)

Level 3: Third Violation

- Device confiscated and released only to parent/guardian
- Office referral issued
- Possible detention or assigned consequence



597 Student Use of Cellular Phones (Recommended Policy)

Level 4: Repeated or Chronic Violations

- Loss of privilege to bring a device to school for a defined period
- Required check-in/check-out system through the office
- Parent/guardian conference
- Additional disciplinary action consistent with Student Code of Conduct



597 Student Use of Cellular Phones (Recommended Policy)

Level 5: Severe Misuse

(Examples: recording fights, harassment, academic dishonesty, refusal to comply)

- Immediate office referral
- Confiscation of device
- Parent/guardian contact required
- Consequences may include:
 - In-school suspension
 - Out-of-school suspension
 - Additional consequences aligned with Minnesota Statute §121A
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597 Student Use of Cellular Phones (Recommended Policy)

VIII. Additional Enforcement Provisions

- Refusal to surrender a device when requested by staff may result in escalated disciplinary action.
- The school is not responsible for lost, stolen, or damaged devices.
- Administrators retain discretion to modify consequences based on individual circumstances.