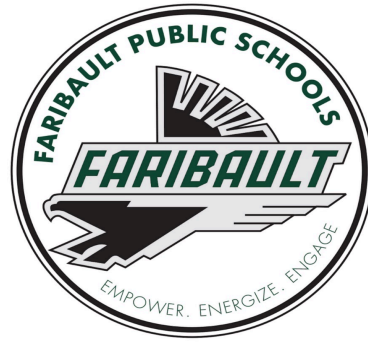


MEMO

TO: Faribault School Board
FR: Faribault Middle School
RE: 2025-2026 Student Handbook



FMS Administration did a complete review of their handbook this summer and made many additions or clarified previous statements to align with the MSBA handbook. No content was deleted, but many adjustments were made in hopes of creating a more concise handbook. Here is the proposed Handbook for 25-26 for Faribault Middle School. Handbook attached.

Note to the School Board:

In an effort to streamline the FMS Handbook and align it more closely with the handbooks used in other district buildings, several formatting and layout changes have been made compared to last year. While the presentation may appear different, the content remains consistent.

Additions and or Clarifications to the FMS Handbook with page numbers:

Page 1: Date Changes
Page 2: Date Changes
Page 3: No Change/Updates
Page 4: No Change/Updates
Page 5: As we worked through our Handbook, many of the former page numbers changed as we added and deleted various policies.
Page 6: Same as Page 5.
Page 7: Updated names, positions, and emails; Deleted all staff names and linked District Directory
Page 8: Updated Calendars with Links
Page 9: Updated Bell Schedule with SOAR Days added
Page 10: No change, linked Policy 503
Page 11: No Change/Updates
Page 12: No Change/Updates
Page 13: No Change/Updates
Page 14: Linked the FPS Background Form
Page 15: No Change/Updates
Page 16: Updated language to match MSBA Model Student Handbook-

~~Deleted: 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.~~

Added: School-Sponsored Media:

School media advisors shall supervise student journalists to ensure compliance with the law and school district policies.

- ~~Expresses or~~ advocates sexual, racial, or religious harassment or violence or prejudice;
 - Advocates sexual, racial, or religious harassment or violence or prejudice;
- ~~who is not highly qualified.~~

does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

~~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;~~
degree whether the teacher is teaching in the field of discipline of the certification of the teacher;

Page 17: No Change/Updates

Page 18: Updated FMS Locker Policy-

P. 22 Students are not allowed to share lockers and are liable for damage or illegal substances that are found inside their lockers. Students who need a replacement lock may be assessed a fee.

Students are responsible for their assigned locker and lock:

Lock your locker at all times.

Do not share your locker or combination with anyone.

Keep your locker clean inside and out.

Report any locker malfunctions to the office immediately.

Do not bring personal locks – only school-issued locks are allowed.

Important Rules

Lost, stolen, or unreturned locks will result in a \$10 fine.

Students who repeatedly fail to secure their lockers may face loss of locker privileges.

Lockers are not secure storage for valuables; avoid storing money or electronics.

Added Policy No. 502 Link

Page 19: No Change/Updates

Page 20: No Change/Updates

Page 21: No Change/Updates

Page 22: Added FMS Course Registration Link to District Website

Page 23: Updated Conference Dates and Times; Update FMS Graduation Ceremony Requirements

Page 24: No Change/Updates

Page 25: No Change/Updates

Page 26: No Change/Updates

Page 27: No Change/Updates

Page 28: Added language: A middle school student must be accompanied by an adult if attending a FHS activity.

Page 29: Updated FMS Food & Beverage Policy-

Food and Beverage in the Classroom:

At Faribault Middle School, we want to create a clean, focused, and safe learning environment for all students.

This includes setting clear expectations for beverages brought into classrooms. Food is only allowed in the Cafeteria unless staff permission is given. Food is not allowed in the classroom setting, unless teacher permission is given. Candy and food are not to be consumed in the hallways or classrooms.

What Is Allowed:

Water bottles with a secure, closable lid ~ (Hydration is encouraged throughout the day!)

Other beverages *only if poured into a personal, sealable container*. Original containers such as cans or bottles are not allowed in classrooms.

What Is Not Allowed:

Open cups, bottles, or containers (risk of spills). Original containers of energy drinks, soda, or other sugary drinks. Energy drinks of any kind are not recommended and not supported by FMS staff.

Staff Guidelines:

If a student brings an unsealed or inappropriate beverage to class:

Kindly ask them to store it or pour it into a sealable cup.

If repeated issues arise:

Assign to the Accountability Center (on SOAR Days)

OR issue a Lunch Detention or After School Detention

If defiance continues, refer the student to Student Services

Page 30: Added district links for Free & Reduced Meal Applications

Page 31: No Change/Updates

Page 32: No Change/Updates

Page 33: No Change/Updates

Page 34: No Change/Updates

Page 35: No Change/Updates

Page 36: Added Language:

Lead in School Drinking Water

A school district or charter school must send parents an annual notice that includes the district's or charter school's annual testing and remediation plan, information about how to find test results, and a description of remediation efforts on the district website. The district or charter school must update the lead testing and remediation information on its website at least annually

Positive Behavioral Interventions and Supports (PBIS) & SOAR

Our school is proud to be a PBIS (Positive Behavioral Interventions and Supports) school. PBIS is a proactive, school-wide approach to creating a safe and respectful learning environment where all students can succeed. We focus on teaching and reinforcing positive behaviors while providing consistent expectations across all settings. At the heart of our PBIS system is our SOAR program, which stands for:

S – Safe

O – On-Task

A – Accountable

R – Respectful

Students are recognized for demonstrating these core values in their daily actions, helping build a culture of character, responsibility, and academic growth.

To celebrate students who consistently exemplify SOAR behaviors, we hold monthly SOAR Assemblies, where students of outstanding character are recognized in front of their peers and staff. These assemblies help reinforce positive behavior and highlight the importance of being a respectful, responsible, and kind member of our school community.

Updated Pesticides to match MSBA Model Student Handbook

~~The school district may plan to apply pesticide(s) on school property. To the extent the school district applies certain pesticides, a parent may request to be notified prior to the application of certain pesticides. Additional information regarding what pesticides are used, an estimated schedule of pesticide applications (which will be available for review or copying at the district office), and the long-term health effects of the class of pesticide on children can be requested by contacting.~~

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, an estimated schedule of pesticide applications (which will be available for review or copying at the school office), and the long-term health effects of the class of pesticide on children can be requested by contacting Kevin Hildebrandt, Facilities Management..

Page 37: No Change/Updates

Page 38: Updated Language to match MSBA Model Student Handbook-

[NOTE: In 2024, the Minnesota legislature enacted a law requiring that school districts adopt a policy on students' possession and use of cell phones in school by March 15, 2025. This law does not state that school districts must adopt specific cell phone rules. Under the new law, the Minnesota Elementary School Principals Association and the Minnesota Association of Secondary School Principals will collaborate to make best practices available to schools on a range of different strategies to achieve the goals stated above. Schools should set forth their cell phone rules in this section of the student handbook. MSBA published a new policy—Personal Electronic Communication Devices (Model Policy 524.5---in January 2025.)

Added Earbud Language-

~~Earbuds should NOT be in unless permission is given by a staff member. Students will be asked to take earbuds out if seen wearing them. Repeated violation of this may result in disciplinary actions.~~

Earbuds should NOT be in unless permission is given by a staff member. Students will be asked to take earbuds out if seen wearing them. Repeated violation of this may result in disciplinary actions.

If the student refuses to comply:

Assign to the Accountability Center (on SOAR Days)

OR issue a Lunch Detention or After School Detention

If defiance continues, refer the student to Student Services

This includes hallways, lunchrooms...

Violations of Cell Phone/Personal Electronic Policy:

A. An employee shall direct the student to put the device away.

B. The employee may confiscate the device and turn it into the school office where the student may retrieve it at the end of the school day.

- **First-time offense**, turned into the office and can get picked up at the end of the day. The teacher will communicate with the parent/guardian.
- **Second offense and thereafter**, Assign to the Accountability Center (on SOAR Days); issue a Lunch Detention; After School Detention. If defiance continues, refer the student to Student Services. If item(s) are turned into the office and a parent needs to pick it up at the end of the day or a conference with the parent, student, and administrator must take place before the phone is returned to the student.

C. At the principal's discretion, result in additional disciplinary action.

Updated

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

Linked Board Policy 524

Page 39: No Change/Updates

Page 40 & 4: Linked Board Policy 504-

Added Language regarding Hat/Hoods/Jackets-

Hats and Hoods:

At Faribault Middle School, we strive to create a safe, respectful, and distraction-free learning environment. To support this goal, we are clarifying expectations around headwear:

What is Allowed: Hats (non-distracting) & Hijabs and other religious head coverings

What is Not Allowed: Hoods (attached to sweatshirts, light jackets, etc.)

Why Hoods Are Not Allowed:

Safety: Hoods can obscure students' faces, making identification difficult. (Student Faces)

Technology Misuse: Hoods are often used to hide earbuds or unauthorized devices during instructional time.

School Culture: Visible faces promote connection, respect, and accountability.

Staff Expectations: Begin enforcing the hood policy daily at 7:50 AM, when class begins.

If a student is wearing a hood, politely ask them to remove it. Once the student complies, thank them and move on positively. If the student refuses to comply: Assign to the Accountability Center (on SOAR Days) OR issue a Lunch Detention or After School Detention. If defiance continues, refer the student to Student Services

- We expect our students to remove hats during the **Pledge of Allegiance**.

Jackets/Windbreakers:

At Faribault Middle School, we want to ensure classrooms are safe, focused, and free of distractions. To support this, we are clarifying our expectations around wearing jackets during the school day:

What is Allowed: Light jackets or windbreakers (These are acceptable due to occasional building temperature changes.)

What is Not Allowed: Bulky or heavy winter jackets (Puffy coats, parkas, oversized outerwear)

Why Heavy Jackets Are Not Allowed:

Safety Concerns: Large jackets can conceal items, making it difficult to ensure a safe learning space.

Distraction to Learning: Bulky coats often become a physical and visual distraction during class.

Storage Options: Students are encouraged to use lockers to store heavy coats and belongings.

Staff Guidelines: If a student wears a winter jacket in class, politely ask them to store it in their locker.

If needed, remind them that light layers are permitted.

Thank them for following expectations. If the student refuses to comply: Assign to the Accountability Center (on SOAR Days) OR issue a Lunch Detention or After School Detention. If defiance continues, refer the student to Student Services. Our goal is comfort, safety, and full engagement in learning

Page 42: No Change/Updates

Page 43: Added Multiple Link to the Handbook in order to cut the actual policy from our document. This was done to save more than ten pages from our handbook.

Policies added: 514 (Bullying), 526 (Hazing), 417 (Chemical Use), 418 (Drug Free Workplace)

Page 44: No Change/Updates

Page 45: Added Board Policy 501

Page 46: No Change/Updates

Page 47: No Change/Updates

Page 48-52 are FPS and MN Dept of Ed Forms that did not need to be updated.