



Intermediate School
Student Handbook

2020-2021

*Preparing self-directed learners to thrive in a changing
global community.*

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The following policies can be accessed at the District website; www.becker.k12.mn.us. 	

Bullying Prohibition Policy	
Controlled Substance Policy	
Harassment & Violence Policy	
Head Lice Information Sheet	
Internet Use Policy	
Medication Authorization Form	
Student Attendance Policy	
Student Discipline Policy	
Weapons Policy	

August 2020 - June 2021

August

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

24-28 New Teacher Workshops - TBD
31 Staff Development

Teachers: 1

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

12 Early Out Staff Development

15 No School

Teachers 19

Students 19

September

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1-4 Staff Development (4e .5)

7 Labor Day

8 First Day of School

Teachers: 20.5

Students: 17

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

9 End of Trimester

10 No School Staff Development

11-12 No School

Teachers 21

Students 28

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2 Early Out Staff Dev

14 Early Out (No Staff Dev)

15-16 No School

Staff 21 (Inc. Conference)

Students 20

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

2 No School

30 Early Out Staff Development

Teachers 22 (Inc. Conference)

Students 21

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

25-27 No School

Staff 18

Students 18

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

28 Graduation

31 No School

Teachers 20

Students 20

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

3 End of 1st Trimester

4 No School (Staff Dev)

23-25 No School

28-31 No School

Staff 16

Students 15

June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

4 Last Day of Classes

4 Early Out Staff Development

7-5 Staff Development

Teachers 4.5

Students 4

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 No School

18 No School

Staff 19

Students 19

TOTAL STUDENT DAYS: 173
TOTAL STAFF DEV. DAYS: 9
TOTAL CALENDAR DAYS: 182

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BECKER SCHOOLS

CORE VALUES

ARTICULATED 2003-2004

RESPONSIBILITY

EXCELLENCE

SAFETY

PARTNERSHIP

EDUCATION

COMMUNICATION

TRUST

Preparing self-directed learners to thrive in a changing global community.

District Vision Statement

Preparing self-directed learners to thrive in a changing global community.

Intermediate School Core Beliefs

We believe that Intermediate Elementary students need a nurturing, respectful and welcoming environment to learn.

We believe that Intermediate Elementary students need to be provided safe opportunities to explore and develop independent study skills and habits.

We believe that Intermediate Elementary students deserve and need to be held accountable to high standards.

We believe that Intermediate Elementary students need to be guided to develop empathetic and respectful problem-solving skills.

We believe that academic success for Intermediate Elementary students is a responsibility that is shared by students, parents and the school staff.

FOOD SERVICE

Hot Lunches:

Each child will be assigned a number that will charge the cost of lunch against that child's account. Families with more than one child in the Becker School District will have a family account that can be accessed by each child's number. This system will also be used for families that qualify for reduced or free lunch. Families can send one check to be deposited in the family's account. Families always need to keep a positive balance in their account.

Children are not allowed to charge.

To help families keep track of their balance, telephone calls will be sent out one time per week when the account is at a positive \$15.00. The intent of these calls is to help parents know of their balance and when money should be added to the account in order to maintain a positive balance. When sending money to school for your family's lunch account, place the check in a sealed envelope with the student's name (along with all other children using this account) and the teacher's name (use only the teacher's name who will be collecting the money) on the outside of the envelope. This same procedure is used for students eligible for free or reduced lunch.

Milk for students with Cold Lunches:

Students can charge the cost of lunch milk (\$.45) against their family lunch account.

2020-2021 Lunch Prices

Elementary students	\$2.70 including milk
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Student Breakfast	\$1.65 including milk
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Adults/teachers/staff	\$3.45 including milk
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Milk for cold lunches	\$0.45 half pint
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Mission Statement

Preparing self-directed learners to thrive in a changing global community.

BECKER SCHOOL BOARD MEMBERS

Mark Swanson - Chair
763-234-0727

Lori Molus - Vice Chair
320-743-2055

Aaron Jurek Clerk
763-262-1081

Connie Robinson – Treasurer
763-360-6169

Jason Kindred – Director
763-262-4260

Ryan Obermoller - Director
952-381-4440

BECKER ADMINISTRATION

Superintendent of Schools, Mr. Jeremy Schmidt
jschmidt@isd726.org

763-261-4502
Ext. 3116

Primary Principal, Dale Christensen
dchristensen@isd726.org

763-261-6330

Intermediate Principal, Nathaniel Boyer
nboyer@isd726.org

763-261-4504

Middle School Principal, Chantal Boyer
cboyer@isd726.org

763-261-6300

High School Principal, David Kreft
dkraft@isd726.org

763-261-4501

Curriculum Director, Minda Anderson
manderson2@isd726.org

763-261-4501
Ext. 3133

School Nurse, Sadie Terwey
sterwey@isd726.org

763-261-450
Ext. 3119

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School Day

Arrival and Dismissal Procedures:

Beginning Time: 8:00 a.m. **Ending Time:** 2:42 p.m.

Students should not arrive at school before 7:40 a.m. Please make arrangements with the Principal if your child needs to be at school before 7:40 pm or after 2:45 pm. If it is a recurring issue, contact Camp Opportunity.

Morning Arrivals:

Safety Patrols are on duty at 7:40 a.m. to help students cross streets safely. Any student arriving after 8:00 a.m. must get a pass from the office. Students not in their classroom at 8:00 AM are considered tardy. Students leaving before 2:42 p.m. will need to be checked out at the office by the adult signing the child out of school.

During the Day Student Check-out:

Parents who need to pick up their child before the end of the day need to check out their child at the main office. Children will not be dismissed from the classroom. All students will be sent to the office for early dismissal or checkout.

Evening Pickup:

Parents picking up students should do so on the school side of Third Street. If parents use the parking lot adjacent to the bus-loading zone to pick up students, please use the marked crosswalks to cross between the buses. Parents who come into the school building need to wait in the lobby for their student(s). Be sure your car is out of the circular drive before the buses line-up at 2:20 - 2:30 pm or you may be trapped in that area until the buses leave at 2:50 pm.

Cancellation and/or Early Dismissal:

Cancellation of school takes place only during extraordinary circumstances such as bad weather, health risk, or power failures. The District has an automated calling system that will send a message to all homes with phone numbers listed in the student management system (Skyward). All closures and alteration of the school day will also be broadcast on WCCO (830) and WJON (1240) radio or WCCO (4), KSTP (5) and KARE (11) television. Please have an emergency plan in place and have updated emergency numbers reported to each building office. Alternative arrangements need to be made prior to an emergency. Do not call the schools in an emergency as this clogs phone lines and slows evacuation procedures. If necessary, the school will call you at the numbers on your emergency card.

Crossing Guards/Safety Patrol: Minnesota State Highway Patrol trained student crossing guards are present on Hancock Street at the intersection of Rye Street as well as the corner of Hancock Street and Third Street. Please be advised that when these students are present and have the orange safety flag extended all vehicular traffic must **STOP**. Any vehicle running an extended flag will have their license number reported to the Becker Police Department. Also, please do not cut the corner of Hancock to Third Street short as this could result in an injury to students. Your cooperation is appreciated.

STAFF MEMBER	ASSIGNMENT	ROOM #	E-MAIL	PHONE EXT.
Nathaniel Boyer	Principal	Office	nboyer@isd726.org	2144
Michael Smith	Dean of Students	Office	msmith@isd726.org	2142
Hannah Lind	Secretary	Office	hlind@isd726.org	2000
	LPN/Sec.	Office		2140
Carrie Berning	Social Worker	Room 103	cberning@isd726.org	2103
Heather Hofer	Behavior Interv.	Room 103	hhofer@isd726.org	2103
Kristie Boyer	Third Grade	Room 15	kboyer@isd726.org	2015
Kevin Crowley	Third Grade	Room 14	kcrowley@isd726.org	2014
Shelly Froehling	Third Grade	Room 16	sfroehling@isd726.org	2016
Brenda Holthaus	Third Grade	Room 27	bholthaus@isd726.org	2027
Carla Johnson	Third Grade	Room 25	cjohnson@isd726.org	2025
Nicole Kaehler	Third Grade	Room 17	nkaehler@isd726.org	2017
Amanda Pratt	Third Grade	Room 18	apratt@isd726.org	2018
Aaron Stupar	Third Grade	Room 21	astupar@isd726.org	2021
Heather Young	Third Grade	Room 29	hyoung@isd726.org	2029
Hilary Biegler	Fourth Grade	Room 57	hbiegler@isd726.org	2057
Jill Johnson	Fourth Grade	Room 137	jjohnson@isd726.org	2137
Jennifer Konerza	Fourth Grade	Room 53	jkonerza@isd726.org	2053
Randy Kragerud	Fourth Grade	Room 56	rkragerud@isd726.org	2056
Anna Kunz	Fourth Grade	Room 58	akunz@isd726.org	2058
Ashley Peterzen	Fourth Grade	Room 55	apeterzen@isd726.org	2055
Paul Schmidt	Fourth Grade	Room 54	pschmidt@isd726.org	2054
Derek Bjornstad	Fifth Grade	Room 231	dbjornstad@isd726.org	2231
Courtney Dawson	Fifth Grade	Room 133	cdawson@isd726.org	2238
Jennifer Harmoning	Fifth Grade	Room 234	jharmoning@isd726.org	2234
Sheena Meillier	Fifth Grade	Room 232	smeillier@isd726.org	2232
Kathy Monson	Fifth Grade	Room 235	kmonson@isd726.org	2235
Ashleigh Severson	Fifth Grade	Room 236	aseverson@isd726.org	2236
Jon Tweten	Fifth Grade	Room 233	jtweten@isd726.org	2233
Tom Uecker	Fifth Grade	Room 229	tuecker@isd726.org	2229
Bill Ward	Fifth Grade	Room 229	bward@isd726.org	2229
Bonnie Fladebo	Spec. Ed.	Room 109	bfladebo@isd726.org	2109
Cami Ihrke	Spec. Ed	Room 12	cihrke@isd726.org	2012
Holly Karls	Spec. Ed.	Room 9A	hkarls@isd726.org	2007
Trese Mareck	Spch & Lang	Room 13	tmareck@isd726.org	2013
Diana Jovin-Vig	Spec Ed	Room 9B		2009
Lisa Ramfo	Spec. Ed.	Room 111	lramfo@isd726.org	2111
Sarah Schaefer	Spch & Lang	Room 15	sanderson@isd726.org	2015
Mick Schuller	Spec. Ed.	Room 19	mschuller@isd726.org	2019

STAFF MEMBER	ASSIGNMENT	ROOM #	E-MAIL	PHONE EXT.
Karen Landsverk	Media	Room 100	klandsverk@isd726.org	2099
Holly St. Germain	Music/Choir	Room 126	hstgermain@isd726.org	2126
Gail Peroddy	Art	Room 138	gperoddy@isd726.org	2138
Jason Welch	Psychologist	Room 230	jwelch@isd726.org	2230
Bonnie Hedlund	Reading Sp.	Room 106	bhedlund@isd726.org	2106
Sara Norman	Reading Sp.	Room 108	snorman@isd726.org	2108
Beth Hovde	Reading Sp.	Room 112	bhovde@isd726.org	2112
Matt O'Neil	Physical Ed	Gym 2	moneil@isd726.org	2119
Kathy Brinker	Physical Ed	Gym 1	kbrinker@isd726.org	2121
Anthony Miller	Physical Ed	Gym 3	amiller@isd726.org	2046
Joni Starry	Media TA	Room 100	jstarry@isd726.org	2100
Jessica Anderson	Sped TA	Room 19	janderson@isd726.org	2019
Kirsten Doucette	Sped TA	Room 19	kdoucette@isd726.org	2019
Kim Handeland	Sped TA	Room 19	khandeland@isd726.org	2019
Brody Hed	Sped TA	Room 19	bhed@isd726.org	2019
Lynn Jensen	Sped TA	Room 19	ljensen@isd726.org	2019
Nathan Laurence	Sped TA	Room 19	nlaurence@isd726.org	2019
Barb Schoen	Sped TA	Room 19	bschoen@isd726.org	2019
Mary Thorpe	Sped TA	Room 19	mthorpe@isd726.org	2019
Deb Wilke	Sped TA	Room 19	dwilke@isd726.org	2019
Denise Offerdahl	Sped TA	Room 19	dofferdahl@isd726.org	2019
Sara Geiger	Sped TA	Room 19	sgeiger@isd726.org	2019
Tammy Bergsten	Cafeteria TA	Room 122		
Lori Hook	Cafeteria TA	Room 122		
Janet Robley	Lead Cook	Room 122	jrobley@isd726.org	2122
Gary Gaebel	Ld Custodian	Room 48	ggaebel@isd726.org	2048
Mike Gaebel	Custodian	Room 48	iscustodian@isd726.org	2048
Jody Hennagir	Custodian	Room 48	iscustodian@isd726.org	2048

Becker Intermediate School Supply List

2020-2021

Headphones for the computer labs will be on sale during our Assessment/Conference days.

Please do not buy different headphones as not all will work in the computers.

Please mark all items with your child's name or initials.

3rdGrade

- Markers (Crayola) – 8 count thick
- Scissors
- Colored pencils (Crayola) – 12 count
- (2) Red Marking Pen
- White Board Eraser or Sock
- Pencil Box (approximately 5inX8in)
- Pencils (2 boxes of 24 Ticonderoga pencils, sharpened)
- Highlighter - Yellow
- Crayons (Crayola) – 24 count
- Headphones
- Kleenex (2 boxes)
- Bottle of glue – Elmers School Glue
- 4 Dry Erase Markers (not fluorescent)
- 4 Glue Sticks – Elmers Washable Purple Stick
- 4 Two Pocket Folders
- Bike Helmet (for Phy-ed)
- 1 Composition Notebooks
- Backpack
- 2 Spiral Bound Notebooks (wide ruled, multi-colors)
- Large Pink Eraser
- Disinfectant Wipes

4thGrade

- Colored Pencils (24 count)
- 1 Black Permanent Sharpie
- Watercolor Paints (8 color set)
- 6 Glue Sticks
- #2 Ticonderoga Pencils (24 count, sharpened)
- 2 Red Ink Pen
- 1 Whiteboard Eraser or clean white sock
- 4 Dry Erase Markers (not fluorescent)
- 1 Composition Notebook (9.5 x 7.5)

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- 1 Seven Pocket Expandable Folder
- 2 Two pocket folders
- Scissors
- Highlighter
- Large Eraser
- Pencil Box or Pencil Bag (approximately 5 x 8 inches)
- Ruler (cm. and in.) – not bendable
- Backpack – no wheels
- Bandana – (Phy Ed)
- 2 Kleenex
- 3 Single Subject Notebooks (Wide Ruled and Multi colors)
- 1 box Classic Colored Markers
- 2 Clorox Wipes
- Stylus (optional for iPad use)

Recorders will be on sale during our Assessment/Conference days for 4th Grade Students only. Please do not buy a different Recorder as we would like you to have a specific type.

5thGrade

- 2-inch Binder
- Scissors
- Kleenex (2 boxes)
- Disinfectant Wipes
- 2 Glue Sticks
- Highlighters
- 10 Red Pens
- 1 Package 3 x 3 Post it Notes
- 3 Ring Pencil Pouch
- Pencil Sharpener
- 1 Bandana (Phy Ed)
- 4 Dry Erase Markers (not fluorescent)
- #2 Pencils (24 count and sharpened)
- 2 Black Fine Tip Sharpie Markers
- 2 Black Ultra Fine Tip Sharpie Markers
- Colored Pencils 24 Count Package (not crayons, markers or pens)
- 4 Single Subject Spiral Bound Notebooks (Wide ruled and multi colors)
- Loose Leaf Paper (reinforced)
- 4 sturdy Two Pocket Folders
- Plain White T-shirt in a Gallon Ziploc bag to be used throughout the year (plan for growth)

Preparing self-directed learners to thrive in a changing global community.

BECKER PUBLIC SCHOOLS

12000 Hancock Street
Becker, MN 55308-9585

Nathaniel Boyer

Intermediate School Principal
Phone: 763-261-4504
nboyer@isd726.org

Dear Families:

With the 2020-2021 school year right around the corner, the staff at Becker Intermediate School invites you to join our team to make this an outstanding year for your child.

Students in grades three, four, and five are served at Becker Intermediate School. It is our mission to provide a safe and respectful environment that promotes independent learners. Our focus is on positive student achievement in and out of school. We teach organizational skills and encourage all students to be excited and motivated in their own learning.

At Becker Intermediate School, we strive for student engagement throughout the learning process. We sponsor numerous activities throughout the year that are fun and encourage community building. Each trimester we host celebrations to recognize outstanding academic and behavioral successes, each grade level takes field trips, and we plan to again sponsor student-only Friday Fun Nights. The Friday Fun Nights help defray the cost of field trips and give our students and staff an opportunity to play together for an evening. We also offer fundraiser days throughout the school year such as: hat days, pajama days, stuffed animal days, etc. in which students are invited to participate for a \$1 fee, all of which helps to defray the cost of field trips. Another fundraising opportunity in the fall that we host is the annual Walk-a-thon. Throughout Walk-a-thon day, the students practice physical fitness while raising funds for further opportunities for our students throughout the school year.

Volunteering, support, and participation are always welcome in school. We have many parents and community members who volunteer in our classrooms through book clubs, math support, and field trips. With busy schedules, we also know that it is difficult to come into the school to volunteer due to individual schedules. Our shared partnership is greatly appreciated. The support that you provide us in valuing education and ensuring our kids come to school prepared with their work completed, is second to none. We encourage our students to strive for a 97% or higher attendance rate daily. With this we thank you for your support in getting your kids to school on time each day. It truly matters!

It is also extremely important to us that we work towards a Bully Free Zone at Becker Intermediate School and on our busses. We must have students let us know when these things are taking place so that we can act on them and investigate what is happening. It is encouraged that our students inform their parents / guardians of this type of behavior, with the understanding that the school must be informed immediately as well. We will continue to work with each and every incident in a timely manner.

We continue to encourage communication and positive relationships between our staff and families. This fall we will have two assessment days for parents / guardians, students, and teachers. These days allow our teachers to learn a bit about each child on an individual basis. It will also provide the time for us to gather assessment data needed to address the individual learning needs of each student. We truly believe that the assessment days are of great importance to staff, students, and families to start the school year in a positive manner.

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We look forward to working together with you to support your child! The staff at Becker Intermediate School is once again looking forward to the opportunities that stand ahead of us this school year. Please feel free to reach out to us and let us know what we can do to help make this a successful school year for your child.

Respectfully,

Nathaniel Boyer
Becker Intermediate Principal

ACADEMICS

Academic Services and Alternatives:

Speech & Language:

Programming is provided for students who qualify under the federal guidelines for services including speech fluency, articulation and production. Also, services are provided for students with language delays or disabilities as defined by federal law.

School Psychologist:

The services of a school psychologist are available for testing and consultation. Referrals to the psychologist are part of the MTSS (Multi-tiered System of Supports) team process.

Special Education Services:

Students who qualify for service under state and federal guidelines have an Individual Education Plan developed to address their individual needs. Once an IEP is signed, services are provided by the Special Education staff and reflect the IEP goals.

Curriculum:

Reading & Language Arts: Becker Intermediate uses the Journeys materials in grades 3-5.

Spelling: The Intermediate uses the ‘no excuse’ words along with the words presented in the reading program. Word study and phonics instruction are built into lessons.

Mathematics: The Becker School District uses the Everyday Mathematics series. This series emphasizes logical math processes rather than computational skills only. Skills are taught, then reviewed continuously.

Social Studies: The social studies program begins with a study of communities and expands the study to all regions of the United States. American History from Columbus to the Vietnam War is also taught.

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Science: The science program is a hands-on inquiry-based program. Some of the units taught are electricity and magnets, weather, landforms, minerals etc.

Music: The program progresses from basic sound recognition to harmony, phrasing and performance in general music for grades three, four, and five.

Physical Education: The Physical Education program provides instruction in fitness, individual and team sports as well as movement through rhythm and dance. Cooperative play and sportsmanship rather than competition are the focus.

Assessments:

Minnesota Comprehensive Assessments:

All three grade levels take the MCAs in the spring of each school year. These assessments in the areas of reading, mathematics and science (fifth grade only) are state generated tests that are designed to be a benchmark that measures how each child is progressing in the District's curriculum compared to other students at the same level within the state of Minnesota

Northwest Educational Assessments, NWEAs:

All three grades take the NWEAs each year. This assessment is used to show growth over time. It is a computer-generated test with results within 72 hours.

Parent/Teacher Conferences:

Parent/Teacher Conferences are scheduled in the fall and winter. Teachers or parents can request a third conference in the spring or other times they feel a need to meet. Check the District calendar for dates and times. Conferences are a valuable communication tool for both the parent and the teacher. Parents are encouraged to prepare for the conference by talking to their child about concerns or questions the child may have. Parents are encouraged to write out any questions they might have so those topics get covered during the conference. Parents who have questions or concerns are encouraged to call and/or meet with their child's classroom teacher at times other than the conference days. Please call in advance to set a meeting time with a teacher. It is difficult, sometimes impossible to get classrooms covered at the last minute.

Report Cards:

Report cards will be issued at the end of each trimester. All report cards can be accessed on the Skyward program. Grades 3, 4 and 5 use a scale of (E) Exceeds Standards, (M) Meets Standards, (P) Partially Meets Standards (GA) Growth Area. Personal Development is reported with a (S) Satisfactory and (N) Needs Improvement.

ACTIVITIES

Preparing self-directed learners to thrive in a changing global community.

The Intermediate School sponsors several after school activities throughout the school year.

Community Education Classes: Community Education offers classes for 3-5 grade students throughout the school year as well as the summer break. For more information call the Community Education office at 762-261-4506 or go on-line to becker.k12.mn.us and click on Community Education.

Friday Fun Nights: The Intermediate staff offers this activity for Intermediate students only. No parents, no friends and no relatives allowed. This is an activity that allows the 3-5th graders an opportunity to play and have fun with their peers. The activity costs \$5 or \$10 at the door. This money is used to augment field trip costs. This activity starts immediately after school and ends at 4:50pm. Parents must pick up their child by 5:00pm.

ATTENDANCE

Absence Procedures:

If your child is going to be absent please call 763-261-4504 either before school in the morning or before 9:00 a.m. If the office does not receive a call by 9:00 a.m. the office will attempt to call the home.

Excused and Unexcused Absences:

The State of Minnesota requires that all children between the ages of 7 and 16 attend school all days that school is scheduled. If a child's attendance is sporadic they can be considered truant if over the age of 12 and victims of educational neglect if under the age of 12. It has been proven that good school attendance contributes to success in academics. The Staff of Becker Intermediate Elementary School want to see all children in school every day. However, we all realize that there are reasons children need to be excused from school.

Excused absence:

Illness, injury, death in the family, family emergency, court appearance, medical appointments (doctor, dentist, psychologist, etc.) Whenever possible, it is appreciated if medical appointments are scheduled outside of the school day. Family trips will be excused if there is prior administrative approval. Please arrange family trips to match the school calendar whenever possible. Prearrangements must be made with the teacher for all work missed.

Unexcused absence:

Includes but is not limited to; missed bus, over sleeping, bus suspension, baby-sitting, shopping trip. If a child has excessive tardies or the school is not notified by phone or by note the absence is recorded as unexcused. Keeping a child home if they do not attend a field trip is considered an unexcused absence.

Procedures for Excessive Absences:

Becker Intermediate School will monitor absences and tardies that are 10% or greater of the academic year.

STEP 1 - A phone call to parents expressing concerns about absences or tardies,

STEP 2 - A letter is sent to parents outlining attendance concerns. The letter will recommend a conference with parents and school officials.

STEP 3 - A letter is sent to parents indicating continued concerns. This letter will also require a physician's note for any further absences or absences will be unexcused.

STEP 4 - As soon as there are three or more UNEXCUSED absences a letter will be sent notifying parents of a referral to the County Attorney.

STEP 5 - As soon as there are seven or more UNEXCUSED absences, the school will file educational neglect with the Sherburne County Attorney.

What is considered tardy?

Any child who arrives after the starting time (7:50 am) is considered tardy. After 20 minutes of the school day beginning, they are considered 1/2 day absent. This 20-minute rule applies to the end of the day also.

What is considered half day absent?

Any child arriving after 8:50 a.m. but before 11:40 a.m. is counted half day absent. Any child leaving after 11:40 but before 1:40 is counted 1/2 day absent.

CODE OF CONDUCT/DISCIPLINE

The term discipline has many meanings. Discipline is the training of the mind or character. It is also a system of rules or an order among members of any group. The policies of the Becker School Board, the laws of the state of Minnesota and the Constitution of the United States of America govern the students and staff of Becker Intermediate Elementary. Whenever possible, the staff of BIES will use inappropriate behavior as an opportunity to teach proper behavior. Consequences for misconduct will be appropriate to the behavior and gradually increasing in severity in accordance with all local policies as well as state and federal laws.

Providing a safe and nurturing educational environment is our number one goal.

All behavioral issues are dealt with as quickly as possible. Parents will be notified of behavioral issues. All concerns reported by students, parents, teachers or other staff members are investigated and dealt with as outlined in the District Discipline Policy. Information concerning behavioral issues and the consequences for behavior violations are protected by data privacy

regulations. (A complete copy of this and all District policies can be accessed on the District website; www.becker.k12.mn.us)

Adult & visitor Code of Conduct:

All adults at Becker Intermediate Elementary School are expected to be positive behavioral models for students. Obscene and/or foul language, threats or yelling will not be tolerated. If necessary, adults will be asked to leave the school and return when they are in control of their emotions and behavior so that problem solving can happen.

Behavior Expectations:

Becker Intermediate Elementary School expects staff, students and families to:

- **Show Respect**
- **Show Ownership**
- **Show Citizenship**
- **Show Kindness**
- **Show Safety**

Behavior Management Student Expectations

INTERMEDIATE ROCKS – Student Expectations:


INTERMEDIATE ROCKS is the expectations that we have developed for ALL students at

Becker

Intermediate School. These have been developed to create a calm and peaceful learning environment for all students and staff. Students will be reminded of this throughout the school year and also recognized for their commitment to *INTERMEDIATE ROCKS*.

Behavior Management Matrix

INTERMEDIATE ROCKS!

	R Respect	O Ownership	C Choices that are right	K Kindness	S Safety
Classroom and Specials	<ul style="list-style-type: none"> ● Be respectful of self and others ● Listen 	<ul style="list-style-type: none"> ● Be on time ● Be ready and prepare to learn ● Be responsible 	<ul style="list-style-type: none"> ● Do your best work ● Follow directions ● Be honest 	<ul style="list-style-type: none"> ● Show empathy towards others ● Help 	<ul style="list-style-type: none"> ● Stay in the classroom (unless given a pass) ● Keep hands

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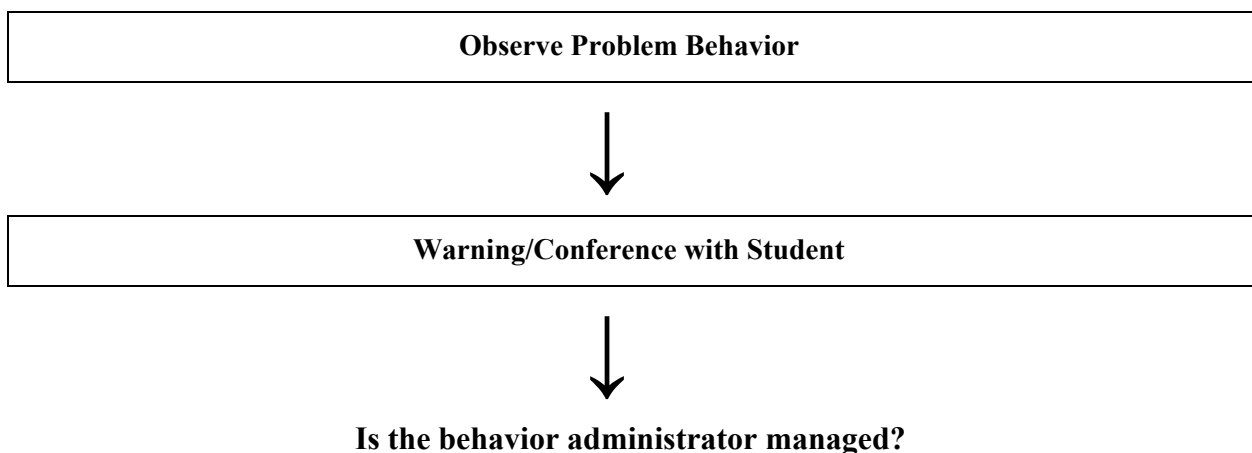
	<ul style="list-style-type: none"> ● Respect your classroom 	<ul style="list-style-type: none"> for self and work ● Be responsible for your iPad and Charger 	<ul style="list-style-type: none"> ● Use inside voices 	<ul style="list-style-type: none"> others in need 	<ul style="list-style-type: none"> and feet to self ● Use materials and equipment appropriately
Hallways	<ul style="list-style-type: none"> ● Quiet Voices ● Respect student work on the walls ● Give personal space 	<ul style="list-style-type: none"> ● Keep area clean ● Be responsible with your personal belongings 	<ul style="list-style-type: none"> ● Have a pass when alone ● Go directly to the classroom 	<ul style="list-style-type: none"> ● Be courteous ● Be helpful 	<ul style="list-style-type: none"> ● Walk at all times ● Stay on the right side ● Keep hands and feet to yourself
Bathrooms	<ul style="list-style-type: none"> ● Allow for privacy ● Keep bathroom clean 	<ul style="list-style-type: none"> ● Flush the toilet ● Wash hands ● Clean up after yourself 	<ul style="list-style-type: none"> ● Use the bathroom quickly and quietly. ● Use a pass when not with your class 	<ul style="list-style-type: none"> ● Be courteous 	<ul style="list-style-type: none"> ● Return directly to class ● Report unsafe behavior or conditions
Lunchroom	<ul style="list-style-type: none"> ● Be courteous ● Use inside voices ● Show calm body 	<ul style="list-style-type: none"> ● Clean up your area ● Eat your own food 	<ul style="list-style-type: none"> ● Raise hand if you need something ● Use food for eating only 	<ul style="list-style-type: none"> ● Be helpful ● Be friendly to those in need 	<ul style="list-style-type: none"> ● Stay in seat until dismissed ● Walk ● Keep hands and feet to yourself ● Respect allergy free table
Bus	<ul style="list-style-type: none"> ● Follow driver and staff directions ● Use appropriate language ● Use quiet voices 	<ul style="list-style-type: none"> ● Walk ● Be responsible for your personal belongings 	<ul style="list-style-type: none"> ● Take care of yourself and siblings ● Keep bus clean 	<ul style="list-style-type: none"> ● Be helpful ● Be friendly to those in need 	<ul style="list-style-type: none"> ● Keep hands and feet to yourself ● Stay seated ● Eat and drink when off the bus
Playground	<ul style="list-style-type: none"> ● Follow adult 	<ul style="list-style-type: none"> ● Use appropriately 	<ul style="list-style-type: none"> ● Resolve conflicts 	<ul style="list-style-type: none"> ● Be a good friend 	<ul style="list-style-type: none"> ● Stay in play area

	directions • Take turns and share	language • Put trash in the garbage	peacefully or seek adult help • Demonstrate good sportsmanship	• Include others in games • Take care of the equipment	• Line up when called
Assembly	• Listen to the speaker. • Follow directions	• Listen and watch • Pay attention	• Voices off • Eyes on speaker • Listening ears • Bodies still • Ready to learn	• Sit flat on the floor • Respect others personal space	• Keep hands and feet to yourself • Enter and exit in an orderly fashion

Behavior Management Response to Behaviors

The purpose of the school's response to behaviors is to encourage appropriate behavior and self-monitoring through class management, explicit teaching, modeling, communication, inventions, and restoration as needed. Teachers manage their classrooms by creating a classroom community with rituals, routines, and procedures. We explicitly teach students to show respect to all adults in the community when a reasonable request is given, regardless if the adult is their direct teacher. Occasionally students may need support from the administration team. These would be classified as an office referral. At Becker Intermediate we define an office referral as behavior exhibited by students that are managed by the office or office-managed.

- Staff-managed behaviors are considered minors infractions and are processed with classroom responses.
- Office-managed behaviors require a staff member to complete an office referral.
- To ensure the behavior is addressed by the office, staff will complete OR as communication is occurring (before office contact, during contact, or immediately following office contact-within 60 mins.)



NO	YES
Staff Managed (MINOR) It is the expectation that staff will manage the following behaviors (and keep individual records of this on file):	Office Managed (MAJOR) It is the expectation that staff will complete an office referral (OR) and contact administration for the following behaviors:
<ul style="list-style-type: none"> • Unprepared for class • Dress code violation • Tardiness • Electronic devices/cell phones • Possession of candy, gum. • Sleeping in class • Academic dishonesty • Leaving the room without permission • Theft (minor-items taken under \$10) • Inappropriate language • Inappropriate behaviors in the following areas: <ul style="list-style-type: none"> ○ Hallway ○ Recess ○ Locker ○ Classroom • Non-compliance with staff direction • Peer conflicts • Minor disruptions: throwing objects, personal toys, etc. • Threat (based upon threat assessment, the probability that they would take action, previous similar issues, public) • Physical Aggression (e.g. not limited to: Non-serious, no harm, result of recess game) • Verbal language • Threat of violence • Vandalism/property damage 	<ul style="list-style-type: none"> • Weapon/Explosive Device possession • Threats of weapon/Bomb • Possession of medication • Possession/Use of alcohol, tobacco, other drugs or paraphernalia • Fighting (Serious; Harm; Planned out; Targeted) • Theft/Burglary (major-item taken over \$10) • Inappropriate behavior • Truancy • False fire alarm/false alarm • Bullying (refer to district policy and definition) • Continued violation of staff-managed behavior (post interventions and family involvement) • Insubordination of administrators request

Examples of Staff-Managed Responses to Behaviors:

- Proactive-
 - Morning meeting (greeting, sharing, group activity, morning message)
 - Explicitly teaching classroom expectations

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- Interactive modeling
- Quiet Time
- Brain breaks/energizers
- Reactive-
 - Visual and verbal cues
 - Increase proximity
 - Reinforcing teacher language
 - Reminding teacher language
 - Redirecting teacher language
 - Logical consequences
 - Take a break/buddy room

Examples of Office-managed Response to Behaviors:

If a staff member completes OR, administration will determine the response. This may include, but not limited to:

- Repair sheet (think sheet)
- Restorative processes
- Relationship building activities with student(s) or staff
- Behavior Chart
- Referral to check in/Check out
- Take a break in class
- Take a break out of class (buddy room)
- Scheduled breaks
- Adapted recess, lunch according to restorative processes or logical consequences and others.

If proactive and reactive processes have been used and a child needs to be removed from the classroom for an office-managed behavior, complete and call the main office. Staff are expected to supervise students and should not send students to the office or hallway unsupervised. Staff are expected to wait with students until office staff have made contact.

Teachers are expected to communicate timely and frequently with parents regarding behaviors. Continued violations of staff-managed behaviors should not be referred to the office without first involving parent/family.

Bullying: BULLYING (Policy 514)

“Bullying” means any written or verbal expression, physical act or gesture, or pattern thereof, by a student that is intended to cause or is perceived as causing distress to one or more students and which substantially interferes with another student’s or other students’ educational benefits, opportunities, or performance. Bullying includes, but is not limited

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to; conduct by a student against another student that a reasonable person under the circumstances knows or should know has the effect of:

1. Harming a student;
2. Damaging a student's property;
3. Placing a student in reasonable fear of harm to his or her person or property; or
4. Creating a hostile educational environment for a student.

Consequences for students who commit prohibited acts of bullying may range from behavioral interventions up to and including suspension and/or expulsion.

Harassment:

Everyone in District 726 has a right to feel respected and safe. Use of words (verbal or written), pictures, actions, touch or gestures that make another person feel uncomfortable will be considered harassment and will not be tolerated. Bullying is considered a form of harassment and will not be tolerated. A complete copy of this and all District policies can be accessed on the District Website; www.becker.k12.mn.us

School Resource Officer (SRO):

The SRO is an investigator with Sherburne County Sheriff's Office. One responsibility of the SRO is to respond to acts committed in school that may be deemed unlawful. As an officer of the law, the SRO may cite violations and process charges through the county attorney's office.

Searches:

Students are assigned a locker and a desk to keep their school and personal belongings. School personnel have the right to search lockers or desks. Periodic searches happen for the purpose of finding work and or related to safety and discipline issues.

Lockers:

The school provides lockers for all students. Some students may need to share a locker with one other student. All lockers are assigned by the classroom teacher. Students are expected to keep the locker assigned to them clean. Students are expected to respect the property of others and stay out of lockers assigned to others. The lockers remain the property of the Becker School District and therefore can and will be searched routinely. Only locks provided by the school may be used on lockers; all others will be cut off the locker. Any locks ruined in the process of removal are the responsibility of the student. (A complete copy of this and all District policies can be accessed on the District Website; www.becker.k12.mn.us)

Student Transportation:

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Students may only ride on the bus they have been assigned. Because the buses are operated at student capacity, a child who is visiting a child on another bus route, must provide their own transportation. Parents are responsible for their child's transportation from any after school activity.

Riding the bus is a privilege not a right.

Students are expected to follow the same code of conduct on the bus as they have in the classroom. All rules and regulations found in the *RULES of CONDUCT of BOARD POLICY* will apply.

- 1.) Students need to be at the stop by the time the bus arrives and be waiting on the side of the road.
- 2.) Students are to remain seated while the bus is in motion.
- 3.) Students are to keep their hands, feet and personal articles to themselves. This includes keeping the aisle open at all times.
- 4.) Students are not to use foul or obscene language or gestures.
- 5.) Students are to maintain a reasonable noise level to ensure the driver can hear traffic noise and trains.
- 6.) Students should not extend any part of their bodies or other objects from the windows or door of the bus.
- 7.) Students are to keep the floor and seats clean from refuse and gum.
- 8.) Students are not allowed to have any articles on the bus which the driver deems unsafe or a nuisance.
- 9.) The bus driver has the right to give additional directions to students which he/she believes are necessary for the safety of the students on the bus.
- 10.) Students must ride their assigned bus. Any exception must be cleared by the Becker Intermediate Elementary Office.

Consequences

Failure to comply with the above safety regulations could result in one or more of the following consequences:

- 1). Verbal warning from the driver
- 2). An assigned bus seat for a specified period
- 3). A parent contact by the driver and/or principal.
- 4). A misconduct form being sent to the principal which may result in:
 - A. Student/principal conference, possible loss of freeplay.
 - B. Parent/student/principal conference for second conference for second misconduct offense.
 - C. School disciplinary action
 - D. Suspension of bus transportation privileges for a specified period.
 - E. Recommendation to the School Board for permanent exclusion from transportation services.

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The school is legally liable for services from the time they board the bus until they are dropped off at the bus stop. For this reason, students are not permitted to leave school grounds once they are dropped off at school. Students are not permitted to get off the bus at any building but the building where they attend school.

Weapons Policy:

No student shall possess a weapon when in the school building, or any articles normally used to harm or intimidate another person on school grounds or on any school sponsored trip or activity. Toys designed to look like weapons are also prohibited. (A complete copy of this and all District policies can be accessed on the District Website; www.becker.k12.mn.us)

GENERAL INFORMATION

Birthday Celebrations:

In the interest of reducing distractions during the academic day, birthday celebrations need to happen outside of the school day. This includes sending flowers, balloons etc. Flowers and balloons will not be delivered to classrooms. Because of allergies and the growing number of student families who cannot afford treats, we are discouraging students from bringing treats for their birthday. Due to lack of space, students are not allowed to bring overnight things to school.

Communication:

In an effort to keep parents as informed as possible a trimester Newsletter is inserted in the *Citizen* newspaper per trimester. If for some reason your family has not received the trimester newsletter a copy can be picked up at any of the School District's offices. All teachers and administrators have e-mail and voicemail. Many staff members also have web sites. In addition, periodic newsletters or announcements of special events are sent home with students, when parents have questions concerning their child's progress, curriculum, homework or discipline issues, they are encouraged to call or contact the classroom teacher via e-mail. Phone calls will not be put through to the classroom during the academic day. Parents can leave a voicemail message that the teacher will respond to as soon as possible. If the problem cannot be resolved or the teacher has been unable to return your call or e-mail, please call the Principal at 763-261-4504. If your child reports bullying or other types of harassment to you, please call or come in to talk to the Principal or teacher about the incident as soon as you become aware of the incident. We investigate and deal with all cases of bullying in accordance with our discipline policy.

Data Privacy:

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According to Federal Data Privacy law, most information collected by a school falls under the umbrella of data that is protected. Data privacy laws protect information concerning discipline issues, as well as consequences resulting from a behavioral incident. Any parent who has questions concerning data privacy is encouraged to contact the building principal. Staff members are trained to never release information about students to anyone except custodial parents.

Release of Student Directory Information

In accordance with the Minnesota Data Practices Act, Becker Public Schools may release the following information without permission unless the district has been notified that it should not be released. Under the federal law, directory information includes the following information relating to a student:

1. Students name, address and telephone number
2. Student's gender and date and place of birth
3. Major field of study
4. Participation in officially recognized activities and sports
5. Weight and height of members of athletic teams
6. Date of attendance and grade levels completed
7. Degrees and awards received
8. The most recent previous educational agency or institution attended
9. Photographs for school district publications and local newspaper

The Becker School District considers all of the above to be "Directory Information" as well as the publication of the quarterly "honor roll". Federal rules define directory information to mean, "Information contained in the education records of a student which would not generally be considered harmful or an invasion of privacy if disclosed." 34 C.F.R., Sec. 99.3.

A parent or adult student has the right to refuse to permit the designation of some or all of the categories as directory information with respect to that particular student. If, as parents, or adult student, you wish not to have any or all of the above information to be considered "Directory Information," you should contact the Intermediate School Office in writing by September 30.

Dress Code and Appearance (Policy 504):

It is the intent of Becker Schools to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

1. Tennis shoes are required for physical education classes each day.
2. Students will need to have warm clothing at school and available. All students will

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have an outdoor recess for about 20 minutes daily. (exceptions : extremely cold or rainy days., illness or injury)

3. All outerwear (jackets, hats, mittens, snow boots) are to be placed in the student's locker during school hours. Hats and scarves or bandanas are not to be worn in school except on special occasions.
4. Clothing needs to cover the midriff and cleavage. No under garments are to be showing.
5. Cologne, perfume and deodorants with a powerful odor should not be used in school.

The following clothing is not permissible:

1. Clothing bearing a message that is lewd, vulgar, or obscene will not be allowed.
2. Apparel promoting products or activities that are illegal for use by minors will not be allowed.
3. 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 Becker School District Policy 413 will not be allowed. This includes representations of confederate flags, swastikas, KKK signs and similar symbols, and applies to school property or school sponsored events on or off of school property including the parking lot and school buses.
4. Any clothing which a faculty member finds to be offensive or which interferes with the learning environment will be reported to the office. The student may be asked to change the clothing, call a parent for other clothing, or be sent home to change.

Emergency information:

Emergency information is updated and collected each fall. That information needs to be on file at the school office with accurate and updated phone numbers. Family plans in case of an emergency need to be outlined and presented in the fall at the Intermediate Office.

Crisis Plan:

Becker Intermediate has a Crisis Plan in place to deal with the unexpected. Students and staff participate in periodic drills throughout the school year so that we are prepared in case of an emergency. If parents are in the building during a drill, please follow the directives of a staff member.

Emergency Cards:

Parents/guardians need to fill out an emergency card with up-to-date information. This card is used in case it is necessary to contact parents because of an accident, an early dismissal or other reasons. Parents/guardians are asked to keep the Intermediate Elementary Office (763-261-4504) informed if there are changes in address, home or work phone numbers during the school year.

Emergency Drills:

Becker Intermediate Elementary School will have periodic fire and tornado drills with students. Staff members and students will also have intruder drills throughout the school year. All drills are done in an effort to be prepared in case of an emergency. If you are in the building during an emergency drill, please evacuate the building or move to the designated area.

Emergency Plan:

The Becker School District has an emergency response and evacuation plan in the event of a nuclear accident or terrorist event. Parents are urged to get information from the radio or TV. **DO NOT CALL OR COME TO THE SCHOOL AS THESE ACTIONS WILL PUT CHILDREN AT RISK BY CLOGGING COMMUNICATION LINES AS WELL AS BLOCKING ESCAPE ROUTES.**

Field trips:

Students at Becker Intermediate School will have the opportunity to participate in several field trips during the school year. These field trips are selected to enrich the curriculum being presented. There is a cost involved with these trips. If parents are having difficulty with the costs they can call the classroom teacher or the Principal as we have limited scholarship funds available. Parents who have other objections to a field trip and choose to have their child not participate need to contact the teacher. Students who do not participate in a field trip activity are expected to attend school that day or be counted as unexcused absent. Alternative activities will be planned for your child.

Chaperones:

Parents who volunteer to chaperone for their child's field trip expected to help supervise the students on the bus and at the event.

- 1.) Keep students in your group together and accounted for
- 2.) Have students in your group sit in front of you on the bus.
- 3.) Hold students accountable for their behavior
- 4.) Report students who refuse to follow directions to the teacher as soon as is practical.

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- 5.) On the bus, students are to stay seated and talk quietly.
- 6.) At the venue students are to walk, stay with their group, and listen to speakers quietly and respectfully.

Permission Slips:

Students are required to have a slip signed by parent(s) or guardian(s) and returned to school before participation on any field trip outside of the District boundaries.

Foods:

Power/energy drinks are discouraged in school. Students are discouraged from having gum or candy in school. If a teacher allows gum or candy as a special treat it needs to be eaten or disposed of in the classroom.

Health Information:

Illness during the school day: If a child becomes ill during the school day, the parents will be contacted at home or at work to inform them of the illness and arrange for them to take their child home. All calls concerning illness will originate from the health office. If the parents cannot be reached, contact will be made with the person designated by the parent on the emergency card. Typical reasons children are sent home include: fever of 100 degrees or more, vomiting, diarrhea, red and runny eyes, rash, suspected ringworm, impetigo, chicken pox, or head lice. (If you change your phone number at home or work or there is a change in your emergency contact person please notify the office as soon as possible. All information is confidential)

Accidents: If an accident occurs, parents will be notified, if possible, concerning the particulars of the accident, degree of injury and any necessary follow up needed at home. All accidents will be triaged by the health office staff. Serious injuries will be stabilized at school and referred to the nearest or most appropriate hospital. Parents will be contacted as soon as possible.

Chronic Health Issues: It is imperative that parents notify the nurse of any chronic health issues, (diseases, medications, allergies)

Flu Issues: Parents are urged to report to the school nurse if their child experiences any of the following symptoms:

- Fever (100 F or greater)
- Sore throat
- Cough
- Nasal Congestion

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Runny nose

If your child has these symptoms keep him/her at home, call the school nurse and have the child examined by a doctor. Stress the importance of washing hands and cover the mouth when coughing, and not sharing food or drink.

Head lice: Head lice are common among smaller children. Because head lice are easily spread the district has a strict protocol for dealing with the issue of head lice. Students who display symptoms will be checked in the health office. If live lice are discovered the child will be removed from the classroom and the parents will be called. The parents will be responsible for picking up their child and following a procedure for getting rid of the lice. Children must be accompanied to school the following day by a parent to be rechecked by health office personnel. Students with live lice will be rechecked periodically.

Health Insurance: Health insurance information will be sent to the home each fall. Parents have the responsibility to decide whether or not to purchase insurance.

Medication Administration:

Dispensing medication (including acetaminophen and ibuprofen) is not the responsibility of the school. However, the Board recognizes that children may have chronic and/or acute health conditions that may require medication during school hours. If it is essential for a student to take medication during the school day, the following protocol will be followed: Administration of prescription medication by school personnel for a chronic health condition requires a written physician's authorization from a parent or legal guardian. In special situations, a verbal order from a physician is acceptable and is to be followed with a written physician's authorization. Students may possess and use asthma medications as defined by the guidelines stated in Minnesota Sessions Laws 2001, Chapter 84 - Section 1. Minnesota Statutes 2000, Section 121A.22, Subdivision 2. This Act is effective August 1, 2001. Administration of over-the-counter medication (including acetaminophen and ibuprofen and) requires written authorization from a parent or legal guardian. In special situations, a verbal request from a parent/guardian will be acceptable and is to be followed with a written authorization.

Student's medication must be in its original container. The pharmacy or physician must appropriately label prescription medication.

An adult must bring student's medication to the office.

Student's medication will be administered according to written directions on the label.

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In most cases medication to be administered three times a day need not be administered during school hours. It is most effective if administered every eight (8) hours.

Homeopathic, herbal or home preparations will not be administered.

See appendix for Authorization for Administration of Prescription Medications Form/Parental Request form

Screenings: Fifth grade students are typically checked for scoliosis. All grades are screened for vision. Fourth grade students are screened for hearing.

State Mandated Immunizations: State immunization requirements change from time to time. Immunizations that are considered in compliance may change if the law changes. The health office will notify you if your child's compliance changes.

Homework:

Homework at the Intermediate level involves completing work not completed in class, or extending classroom learning. There are several projects at the fourth and fifth grades that will involve work at home i.e. science fair/inventor's fair projects, Wax Museum preparation. Students are expected to be prepared for school each day by having the materials they need and having homework completed. In an effort to help students develop independent responsibility and organizational skills, some classrooms will have assignment notebooks. Many teachers have websites for parents and students to access assignment information. Guidelines for class assignments will be posted in each classroom. Students who have persistent problems with work completion either homework or in-class work will be provided extra support during free-play or after school. If parents have questions or concerns about homework or work completion they are encouraged to call the classroom teacher.

Internet/Acceptable Use:

Becker Public schools is committed to the use of technology and the internet for educational purposes. Technology has allowed teachers to enhance and extend curricula in ways not even envisioned a few years ago. The school district embraces the use of personal and school-owned devices for the advancement of teaching and learning. In making decisions regarding student access to the school district computer system and the Internet, including electronic communications, Becker Public Schools 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 to explore thousands of libraries, databases, bulletin boards, and other resources while

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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.

The school district is providing students access to the school district computer system, which includes Internet access. The purpose of the system is more specific than providing students 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.

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, or exclusion; or civil or criminal liability under other applicable laws.

More details regarding student acceptable use can be found online at: www.becker.k12.mn.us → Home → District Policies → 524 - Internet Acceptable Use and Safety Policy

Electronic Devices:

Cell phones, iPods and other electronics may be used during the school day with staff permission. All such devices should be turned off in the student's locker during the school day.

Use of Digital Devices at School and School Activities

In keeping with the district's technology goals, the district recognizes the value of mobile devices as learning tools and for communication purposes. Student use of these devices will be governed by the following procedures:

- The use of mobile devices during instructional time is at the discretion of the classroom teachers and building administrators
- When the use of electronic devices is not required during class, they should be set aside to prevent distraction.
- Students shall not use any electronic device that disrupts or detracts from the educational environment.

- Students may not use mobile devices in any manner that violates any district or school policies, including policies and guidelines governing copyright, harassment, Internet Acceptable Use, and academic integrity.
- Cameras or any devices with recording capability are not permitted to be used in locker rooms, restrooms, or any area where students and staff have a “reasonable expectation of privacy”.
- Students are not allowed to photograph or videotape students or staff at school without their consent with the exception of public events such as concerts or athletic contests.
- Students’ use of mobile devices while in the school building must comply with the district’s Acceptable Use Policy regardless of whether they are connecting through the school’s network or through a cell carrier.
- The district retains the right at any time to view and/or investigate the contents of students’ school issued devices at school.
- Any inappropriate use of cell phones for the purpose of using text messaging to harass or threaten others, or to plagiarize, copy or otherwise cheat academically is subject to the hazing and harassment policy and will result in disciplinary action. (District Policy 526)
- The school is not responsible for lost or stolen items.

Violations of these guidelines will be handled on an individual basis and may include confiscation of the device, conference with parents, suspension of the right to carry a phone/device, referral to the school resource officer, or other consequences.

Lost & Found / Stolen Property:

The school is not responsible for lost or stolen items. Each year students lose or misplace items of clothing as well as other things. Parents are encouraged to somehow label clothing and other belongings for easier identification. If your child is missing article(s) of clothing, the Lost and Found located in the lobby should be checked first. Students are discouraged from bringing anything to school except their books and study materials. Valuable items, expensive gifts, money or electronic toys or gadgets should not be brought to school. Lost items are not the responsibility of the Becker Schools or Becker Intermediate School and there is not time or personnel to conduct or complete a thorough search or investigation.

Mandatory Reporters:

All school staff are mandatory reporters. This means that all school staff are obligated by Minnesota law to report any incidents of suspected child abuse or neglect. Once a report is made

to law enforcement or child protective services, the issue is out of the control of the school officials.

Pets:

Pets are not allowed in the building or on school grounds, unless parents make prior arrangements with the classroom teacher. In which case, pets may be brought to a designated spot outside of the building where the class can view the animal. Please remember that all pet visits must have prior approval of the classroom teacher with specific times and dates set. Please try to set a time that does not coincide with dismissal. No pets are allowed on any school bus. Pets must be brought and returned home by the parent(s).

This procedure is in response to the many children and staff members with asthma and allergies. Thank you for your cooperation.

Pledge of Allegiance:

The entire Becker Intermediate School body recites the Pledge of Allegiance weekly. Any student who wishes to abstain from reciting the Pledge is free to do so but must communicate their objection to their teacher.

Safety

Safety is an important goal at Becker Intermediate Elementary. To help us provide your child/children with a safe environment, please read and follow the procedures outlined below.

Bicycle Procedures:

For the safety of both riders and walkers, all bike riders need to follow the expectations listed below;

- 1.) Bicycles are ridden on streets only. For the safety of all pedestrians, bikes should be walked from the school at dismissal time.
- 2.) Walkers always have the right-of-way.
- 3.) Only one rider on a bike at a time.
- 4.) All bikes must be parked in the bike rack.
- 5.) Bikes are only ridden to and from school.
- 6.) Bikers should arrive at school no earlier than 7:45 a.m.

Hallway Procedures:

- 1.) Students will walk on the right side of the hallway.
- 2.) Students will talk quietly in the halls.
- 3.) Students will report all strangers to their teacher or the office.

Playground Rules:

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- 1.) Food, gum and/or candy are not allowed on the playground.
- 2.) Organized group games such as football, softball, kickball, etc. must be held on the designated playing area.
- 3.) Tree climbing or snow/ice throwing are not permitted.
- 4.) Toys of any type are not allowed on the playground
- 5.) Violence, use of profanity, obscene gestures, poor sportsmanship, threatening or harassment of others, general inability to get along can and will result in suspension of playground privileges and/or other sanctions as deemed necessary and proper by the supervisors of the area or the principal.

Roller blades/Skateboards/Scooters: For the safety of all pedestrians, rollerbladers, skateboarders and scooter riders need to follow the expectations listed below:

- 1.) Roller blades/skateboards/scooters are not to be used during bus loading and off-loading times.
- 2.) Roller blades should never be worn in the school building.

Walker Procedures: For safety reasons, all walkers must cross only at corners or marked

crosswalks. Always look both ways and follow these expectations:

- 1.) Use sidewalks, whenever possible, on the way to and from school.
- 2.) Cross streets ONLY at marked crossings or at street corners.
- 3.) Safety Patrol students will assist crossing at Hancock Street and the Rye Street corner as well as the corner of Hancock & Third Streets.
- 4.) Walkers should arrive no earlier than 7:45 a.m.
- 5.) NO STUDENTS ARE EVER TO WALK TO THE MIDDLE OR HIGH SCHOOL BUILDINGS or to the COMMUNITY CENTER in the afternoon as buses are provided. The parking lot area is too dangerous for elementary students to be walking in that area.

Snack Break:

Teachers typically schedule a working snack break for students sometime during the school day. Students are allowed to have a food snack. Snacks should be nutritional in nature, i.e. fruit or vegetables, crackers etc. High sugar treats are discouraged.

Telephone Use:

Students are allowed to use the office or classroom phones in cases of emergencies only. Making after school social plans is not considered an emergency. Students are not to use these phones during the school day without teacher permission.

Toys:

Students are not to bring toys of any type (Pokémon Cards, sports cards, other electronic equipment etc.) to school. The only exceptions to this rule are special activity days, show & tell or long bus rides. Any articles brought to school are the responsibility of the student. Students are not allowed to bring laser pens or spray bottles or spray containers to school. Any of these articles or others deemed a nuisance found in school will be confiscated.

Visitors:

Students may not bring other children as visitors to school. Parents are welcome and encouraged to visit. For the safety of all the students, the Intermediate School building will be locked from 8:20 a.m. to 2:30 p.m. During the school day, when the buildings are locked, visitors are asked to press the call button near the main entrance. The school secretary will welcome you: ask your name, and the purpose of your visit. Visitors who are granted access to the building must report to the office, check in, and return the visitor's badge upon leaving the building. Signs will be posted at each building entrance explaining the protocol for visitors as described above. Parents visiting the classroom as an observer are asked to be as quiet and non-disruptive as possible. Visits are not an appropriate time to meet with the teacher or schedule a conference/meeting. Parents who choose to eat lunch with their child(ren) are asked to check in at the office and get a visitor badge. Please limit your visit to the lunchtime and not the free-play time. Free-play is for student socialization. Also, parents on the playground are a distraction for the supervisors and can create a security issue. Should a parent visitor see or experience a behavioral issue, they are asked to report it to the supervisor of that area. Parents are not to discipline or reprimand any student(s).

Volunteers:

Becker Intermediate Elementary encourages and welcomes all volunteers to our school. Whether a parent, guardian, grandparent or community person, your time spent at Becker Intermediate Elementary, as a volunteer, is an important contribution to a child's education. Information will be sent home at the start of the school year outlining volunteer needs. If you are interested in volunteering contact your child's teacher or the Intermediate Elementary Office to arrange times and activities. Because volunteers are not required to have background checks completed, all volunteers will be allowed to work with students only in supervised settings. All persons volunteering are expected to report to the Intermediate Office to sign-in and get a volunteer badge to wear while in the building.

Support Services

Social Worker

A full time social worker is available to work with students individually or in groups to help students develop appropriate social and emotional skills.

Behavior Interventionist

A full time Behavior specialist is available to work with students individually or in groups to help students develop appropriate social and emotional skills.

Reading Interventions

Support is provided for children who need extra help in reading through computerized programs, small group and/or one on one instruction.

Miscellaneous

The following policies can be accessed on the District Website:

Bullying Prohibition Policy

Controlled Substance/Alcohol Policy

Harassment & Violence Policy

Internet Use Policy

Medication Authorization Form

Student Attendance Policy

Student Discipline Policy

Weapons Policy