

Yellow Medicine East ISD 2190 School Board Meeting Agenda



Monday, August 10, 2015 at 6:00 PM
Regular Meeting
YME Board Room - # 113

Our Mission Is: To create lifelong learning opportunities in a positive, inclusive environment where all individuals experience success as respectful, responsible, and productive citizens of a global community.

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1. Call the Meeting to Order 3
 2. Roll Call of Board Members
 3. Approval of Agenda
 4. Reading of the YME Mission Statement
 5. Public Address to the Board of Education
 6. New Business
 1. Approve Contract with SW/WC Service Cooperative for General Technology Services 4
 2. Approve 2015-2016 Bert Raney Elementary Student Handbook 10
 3. Approve 2015-2016 YME MS/HS Student Handbook 25
 7. Consent Agenda - Action
 1. Regular Business
 1. Approval of Regular Meeting Minutes - July 13, 2015 53
 2. Approval of Payment for Claims 57
 3. Approval of Finance Report 75
 4. Approval of Enrollment Report 76
 2. Personnel Items
 1. Approve Employment - Grade 4 Teacher - Emily Hartwig
 2. Accept Resignation - Paraprofessional, Migrant & Homeless Liaison - Adela Espinoza
 3. Approve Employment - Assistant Football Coach - Trevor Schulte
 4. Approve Employment - Assistant Tennis Coach (Contingent Upon Participation Numbers) - Jeff Lalim
 8. Reports
 1. District - Dr. Rick Clark, Superintendent

2. YME Middle/High School - Ryan Luft, Principal	77
3. Bert Raney Elementary - Lisa Hansen, Principal	90
9. Adjourn the Meeting	

YELLOW MEDICINE EAST – ISD 2190

Serving the communities of Clarkfield, Echo, Granite Falls, Hanley Falls, Hazel Run & Upper Sioux

Rick Clark, Ed.D., Superintendent
450 9th Avenue - Granite Falls, MN 56241
Phone: 320-564-4081 - Fax: 320-564-4781



Board Meeting Notes – August 10, 2015

6.1. – Approve Contract with SW/WC Service Cooperative for General Technology Services

Mrs. Hansen has been in contact with Josh Sumption, the Tech Director at SW/WC Service Cooperative, regarding a contract for services. The proposed contract can be found on BoardBook. Mr. Sumption will be at the meeting to explain the contract and answer any questions.

6.2. & 6.3 - Approve 2015-2016 BRE & YME MS/HS Student Handbooks.

Mrs. Hansen and Mr. Luft have submitted the 2015-2016 Student Handbooks for their respective buildings. The handbooks can be found on BoardBook.

7.1.4. – Enrollment Report

The preliminary enrollment report is on BoardBook. Student numbers are subject to change before the school year begins.

7.2.1. - Approve Employment – Grade 4 Teacher – Emily Hartwig

Mrs. Hansen is recommending the employment of Emily Hartwig as a 4th Grade teacher at BRE. Ms. Hartwig will be paid at BA – Step 1.

7.2.2. - Accept Letter of Resignation – Paraprofessional, Migrant & Homeless Liaison – Adela Espinoza

Adela has resigned her position at YME due to health reasons.

7.2.3. – 8.2.5. – Approve Employment – Coaching Positions

Mr. Knapper is recommending the employment of Trevor Schulte as the assistant football coach.

8.2. & 8.3. – Principal Reports

The principals have submitted reports on their respective buildings/programs. The reports are posted on BoardBook.

YME MIDDLE/HIGH SCHOOL
Ryan Luft, Principal
450 9th Avenue
Granite Falls, MN 56241
Phone: 320-564-4083
Fax: 320-564-4782

BERT RANEY ELEMENTARY
Lisa Hansen, Principal
555 7th Avenue
Granite Falls, MN 56241
Phone: 320-564-4082
Fax: 320-564-4427

ACTIVITIES & COMMUNITY EDUCATION
Tim Knapper, Director
450 9th Avenue
Granite Falls, MN 56241
Phone: 320-564-4084
Fax: 320-564-4781

MVCC - SPECIAL EDUCATION
Cindy Loe, Director
450 9th Avenue
Granite Falls, MN 56241
Phone: 320-564-4084
Fax: 320-564-4781

ADDENDUM E
 TO MEMBERSHIP AGREEMENT
GENERAL TECHNOLOGY SERVICES
 (Technology Coordination, Integration and E-Rate Support)
 2015-2016

Yellow Medicine East

Revised 8/4/15 – This contract replaces any and all previous contracts

This Addendum to the Membership Agreement supplements the Membership Agreement made by the parties and by their acceptance of the terms thereof the parties have agreed to the following additional terms, covenants and responsibilities:

1. **Description of Services.** The SC is engaged in providing certain technology services listed below to its members at the rates listed below.

a. **Technology Services for Schools with NO CONTRACT.**

Non-Contracting Entity:	Technology Service:	\$594.00/Day	\$74.25/Hour
	After Hours Support:	\$708.00/Day	\$88.50/Hour
	On-site Training Fee:	\$1,176.00/Day	\$147.00/Hour

Note: Round Trip Mileage will be charged at the current IRS rate.

Travel time of SC employees to the School (referred to herein as “Travel Time”) will be assessed at the School’s hourly rate, plus the IRS mileage rate (currently at \$0.575/mile).

After-hours support shall be any support provided outside of normal support hours (7:00 a.m. to 5:00 p.m. Monday through Friday) or on a holiday observed by the SC.

Participant capacity for on-site training may be restricted depending on the type of training being provided. Capacity will be determined when training is scheduled.

b. **Basic Technology Services.**

i. A school subscribing to the SC’s Basic Technology Services shall be entitled to:

1. Access to the SC’s basic technology services for any employee at the School.
2. Access to SC technology support and integration at discounted rates (discounted rate is dependent on the School’s contract level), including:
 - a. Phone support and assessment (additional charges for remote access and site visit support)
 - b. Development of purchasing specifications and mass purchase programs (hardware and software)
 - c. Discount pricing for Technology Days as defined below:
 - i. Discounted admission to technology workshops and presentations (3 or more per year)
 - ii. Discounted admission rates for SC technology conferences
 - iii. Free or discounted fees for SC sponsored training sessions
3. Periodic technology updates and newsletters by electronic or print distribution.
4. Complimentary enrollment and participation in SC’s Clarity Technology evaluation and assessment toolset. Additional fees may apply for professional development, individualized analysis and trainings that may compliment the Clarity tools.

ii. **Basic Technology Service Fee.**

Enrollment less than 501	\$900.00	Enrollment Over 3,000	\$3,050.00
Enrollment 501 to 1,000	\$1,700.00	CCOGA less than 26 employees	\$600.00
Enrollment 1,001 to 2,000	\$2,100.00	CCOGA with 26 or more employees	\$900.00
Enrollment 2,001 to 3,000	\$2,750.00		

c. **Supplemental Technology Support and Integration Services.** The School may add the following Supplemental Technology Support and Integration Services to its Technology subscription. Such services will entitle the School to on-site or remote support of network equipment and software (including installations and updates), as well as general assistance to the School’s current technology leadership and team. The School will also be entitled to Technology Planning, including research, writing and updates regarding the technology plan currently in use as the school. The School will also be entitled to assistance in the development of and updates to inventory and acquisition schedules. The School will incur additional costs for each service listed below; the additional cost will be billed according to the School’s Technology Service Rate.

i. **Supplemental Technology Support and Integration Services (On-Call Services) Fees.**

1. A School subscribing to the SC’s Basic Technology Services will further be entitled to receipt of on-call services at the following rates:

Technology Service:	\$504.00/Day	\$63.00/Hour
On-site Training Fee:	\$862.00/Day	\$107.75/Hour

2. The following additional charges or restrictions may apply:

- a. Round Trip Mileage (billed at the current IRS rate);
- b. After Hours Support (billed at the School’s normal hourly rate);
- c. Travel Time (billed at the School’s hourly rate);
- d. Participant capacity for on-site training may be restricted depending on type of training being provided; capacity will be determined when training is scheduled.

ii. **Supplemental Technology Support and Integration Services “Block Hours”.** The School may purchase a block of Supplemental Technology Service time (“Block Hours”) at discounted pricing to be utilized on a monthly basis. Block Hours should be used in the month they are purchased, but may be carried over one month. If Block Hours are not used within the month following purchase, such Block Hours will be forfeited without refund. The following costs, restrictions and stipulations apply to the School’s purchase of Block Hours:

1. Only those schools subscribing to the SC’s Basic Technology Services shall be eligible to receive the prices quoted in this section regarding Block Hours.

2. Block Hours may be used to cover Travel Time.

3. Block Hour Service Fees:

8 hour per month block: \$480.00 x 12 months = \$5,760.00 annual contract

16 hour per month block: \$935.00 x 12 months = \$11,220.00 annual contract

4. Notwithstanding the foregoing pricing, on-site training will be charged at the rate of \$862.00/day. The cost of on-site training can be deducted from the contracted-for Block Hours.

5. Additional technology services assistance needed in excess of the contracted-for Block Hours will be billed at a rate of \$504.00 for each additional eight (8) hour day, or \$63.00/hour.

d. **Technology Coordination or Integration Services.**

- i. The School may contract with the SC for Technology Coordination or Integration Services at reduced rates from the on-call Technology Services.
- ii. The service days reflected in this Addendum will be scheduled upon contract execution or July 1 of the contract year, whichever is later. Contracted days do not count as on-call days.
- iii. The service days contracted must be scheduled for usage on a regular basis.
- iv. On contracts of three (3) service days per week or more, the School may elect to regularly schedule Technology Coordination and Technology Integration Days together as a single contract (see www.swsc.org/tech for definition of terms “Technology Integration Days” and “Technology Coordination Days”). Scheduling of combined contract days must be arranged prior to the

commencement of the contract term and substitution must occur in a consistent format to accommodate adequate staffing.

- v. The School and SC shall establish a schedule of service visits for the duration of the contracted term upon the commencement of the Membership Agreement.
- vi. Flexible scheduling of contracted service days may be used only when first approved by the school district and SC. This may include multiple SC employees on-site to fulfill contracted service days.
- vii. The SC staff shall provide daily monitoring of the School's network during on-site service visits; the SC shall provide minimal daily monitoring of the School's network during off-site days of business without additional charges.
- viii. The SC shall provide substitute technicians when deemed mutually necessary by the school district and SC.
- ix. Supplemental on-site and off-site remote assistance shall be provided when necessary.
- x. Supplemental and off-site remote assistance shall be computed each month and deducted from the contracted hours per month. Regular network monitoring will not be computed in the monthly total.
- xi. Additional technology services assistance needed in excess of the contracted levels will be billed at a rate of \$504.00 for each additional eight (8) hour day, or \$63.00/hour.
- xii. Additional services may be available for purchase depending on availability.
- xiii. Technology Coordinator and Integration Services Fee (Basic Technology Services Contract Not Required):

1. 1 Day per week	\$471.00/day = \$24,492.00 annual contract
2. 2 Days per week	\$441.00/day = \$45,864.00 annual contract
3. 3 Days per week	\$410.00/day = \$63,960.00 annual contract
4. 4 Days per week	\$354.00/day = \$73,632.00 annual contract

****Note: These rates include round trip mileage and Travel Time from SW/WC SC to defined School Technology Office location only. Mileage charges apply at the IRS rate for additional travel performed for School business****

e. **Full-Time Technology Coordinator or Integration Services.**

- i. As an alternative to the hourly Technology Coordinator and Integration Services offered at Section 1(d), the School may elect to subscribe to full-time Technology Coordination or Integration Services that will place a full time SC employee at the School on a full-time basis. The School shall supply the SC Employee with a computer, desk phone and cell phone if deemed necessary by the School.
- ii. The School shall further provide the SC Employee with transportation or mileage reimbursement incurred while on School-specific business. The SC shall provide transportation and mileage reimbursement incurred by the SC Employee on SC related business.
- iii. The SC Employee shall be required to provide any services on any day subject to holiday and annual leave time as is provided by the School to its full-time, salaried, non-SC employees.
- iv. A substitute SC Employee may be provided at the request of the School and at the sole discretion of the SC.
- v. The School shall remain responsible for data retention and backups on days that the SC Employee is not on-site.
- vi. **Services Fees.**

- 1. The "Base Fee" for Full-Time Technology Coordinator or Integration Services shall be:

\$78,420.00.

- 2. On-site training days may be purchased by the School at a rate of \$862.00 per day.

3. Depending on the type of training being provided, participant capacity for on-site training may be restricted at the sole discretion of the SC.
4. **3-year Full Time Technology Coordinator or Integration Service Commitment Discount.** If at the time of subscription the School enters into a three (3) year commitment for Full-time Technology Coordinator or Integration Services, the School will receive a 1.5% discount on such services for each of the three (3) years.
5. Full-Time contracts may be split between two neighboring school districts or entities. An annual splitting fee will be assessed to each contracting entity when sharing a full time contract. Contract splitting fees cover travel and administrative expenses associated with covering multiple school districts. Split Contracts may not exceed a total of 5 days per week; additional days added to a full-time contract are subject to the rates associated with the additional service level.

Full Time Contract Splitting Fees:	<i>80/20 Split Contract:</i>	\$935.00 per entity
	<i>60/40 Split Contract:</i>	\$1,870.00 per entity

f. E-Rate Coordination Services.

- i. The School may additionally subscribe to the SC’s E-Rate Coordination Services. Such services include the coordination and filing of E-Rate applications and forms to the Federal Communications Commission (“FCC”) and the Universal Service Administrative Company’s (“USAC”) School and Libraries Division (“SLD”). The SC’s E-Rate staff will work with the school district’s staff to collect all data necessary to perform the filings.
- ii. **Special Term.** Notwithstanding any provisions in this Addendum or the Membership Agreement to the contrary, the term of any E-Rate Coordination Services subscription shall be equal to one Funding Year (as defined by the FCC and the Universal Service Administration Company. A 5-year commitment to E-Rate Coordination Services shall commence beginning the first year during which School applies for and receives Category 2 funding to match the FCC’s 5-year Category 2 budget cycle.

The School will be considered in year 2 of the 5 year agreement if Category 2 filings were sought and funded in Fund Year 2015 and School subscribed to SC E-Rate Services for Fund Year 2015.

iii. Services Fees.

1. Standard Rate E-Rate Coordination:

Enrollment less than 301	\$1,000 annual contract
Enrollment 301 to 700	\$1,800 annual contract
Enrollment 701 to 2,000	\$2,700 annual contract
Enrollment over 2,001	\$3,500 annual contract

2. With Full Time Tech Coordinator: \$500.00 annual discount (To qualify, School must be subscribing to 100% of Full-Time Technology Coordinator Services contract.)
3. Category 2 filings requiring an RFP to be assembled shall incur additional charges at a rate of \$63.00/hour for development, research, and evaluation assistance.
- iv. **Current Funding Year.** This Addendum covers all activities pertaining to the E-Rate Funding Year 2016, starting July 1, 2016 through June 30, 2017. The application process will begin in the fall of 2015. Activities pertaining to previous and future funding years falling within the term date of this contract will require a separate contract for the corresponding funding year.
- v. Letters of Agency and other contractual documents for E-Rate specific purposes will contain additional regulatory and program rule conditions and contractual language to which the SC and the School shall mutually agree.
- vi. **SC Duties.** The SC’s duties with regard to E-Rate Coordination Services include:
 1. Track and assist in the submission all E-Rate related forms for the School.

2. Meet with appropriate School personnel to determine proper submission process and eligibilities for district.
 3. Assure all applications and forms submission meet processing standards and submission deadlines.
 4. Host E-Rate workshops for contracting member districts.
 5. Assist in assuring that the School meets requirements for E-Rate eligibility including but not limited to the Children’s Internet Protection Act (“CIPA”) and records retention.
 6. Assist the school in maintaining duplicate records on behalf of district for up to 10 years as required by the SLD. School district is ultimately responsible for maintaining archived records of all E-Rate related communications for 5 years following the end of any contract receiving E-Rate funding.
 7. Coordinate with service providers for the appropriate application of E-Rate discounts.
- vii. SC does not guarantee that applications submitted by its staff or clients will necessarily result in funding commitments given the ever-changing rules and their interpretations by the staff of the FCC’s Schools and Libraries Division (“SLD”). The SC shall not be held responsible in the incident that a funding request is not successful or goes under Privacy Impact Assessment review or audit with the SLD or FCC.
 - viii. Development, research and evaluation of requests for proposals (“RFP”) and appeals, when necessary, shall be billed out on an hourly basis of \$74.25 per hour.
 - ix. **IMPORTANT:** *E-Rate coordination services do not relinquish the responsibility from the School to adhere to the program rules and laws placed on the E-Rate program by USAC, the FCC or any other governing agency. The SC shall under no circumstance be legally or financially responsible for requested or committed funding that is denied or rescinded by USAC or the FCC. The School is solely responsible for ensuring that all local bid and contract requirements are met by their district when establishing agreements with vendors for E-Rate funded services.*

2. **Agreement.** Being fully informed of each technology service option available to it, the School desires to subscribe to those technology services indicated at Section 5 of this Addendum. The SC agrees to provide such services according to the terms of the Membership Agreement and the terms set forth in this Addendum. The School agrees to remit timely payment for such services as provided herein.
3. In Consideration of all contracted supplemental technology services: Contracted Time purchased for Technology Services is for use within the contracting school only. Services provided at the school, or the location of a school sponsored event, in which attendees other than those of the school will be in attendance, shall be billed at the “on-site training fee” for entities with no contract as listed in Section 1a.
4. **Hold Harmless.** The SC shall hold no liability for any equipment malfunctions, loss of data or data privacy violations that may occur in the School. The School is solely responsible for ensuring that backups, data consistency and retention of data is being performed as well as all other day-to-day operations of the Technology Department within the school district. The School is responsible for ensuring that all filings, certifications and licensing are met. Loss of funding or fines imposed on the School are the sole responsibility of the School and not the responsibility of the SC. The School agrees to hold the SC harmless for any cost, fees or liabilities, including attorneys’ fees that the SC may incur as a result of any service discussed in this Addendum.
5. **Subscription.** Listed below are the General Technology Services fees for your district based upon what was subscribed to in the previous fiscal year.

Basic Technology Services (payable on or before July 30, 2015) \$.00

**Supplemental Technology Support or
Integration Services Block Hours (payable monthly) \$.00**

Technology Coordinator or Integration Services (payable monthly)

\$78,420.00

annual contract - full time

E-Rate Coordination Services: (payable after the Form 470 has been completed)

\$.00

6. **Payment.** The SC shall invoice the School for all charges incurred pursuant to this Addendum as such charges accrue. The School agrees to pay all amounts due the SC pursuant to this Addendum within forty-five (45) days of receipt of an invoice from the SC. The School further agrees to pay a late payment charge at the rate of one and one half (1 1/2) percent per month, or at the maximum late payment charge permitted by applicable law, whichever is less, on any unpaid amount for each calendar month (or fraction thereof) that such payment is late.
7. **Capitalized Terms.** Unless otherwise defined in this Addendum, all capitalized terms shall have the same meaning ascribed to such terms in the Membership Agreement.

BY: _____
Superintendent's Signature

(Date)

***Bert Raney Elementary School
Student Handbook
2015-16***



***Bert Raney Elementary School
555 7th Avenue
Granite Falls, MN 56241
Phone: 320.564.4082 option 3
Fax: 320.564.4427
Principal: Mrs. Hansen***

***Our Motto: A Community of Learners Building
a Foundation for Future Success!***

Dear Families,

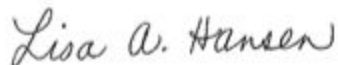
On behalf of the Bert Raney Elementary staff, I would like to welcome you back to school! A special welcome to our new students and staff members who will be joining us for the 2015-16 school year.

This handbook is provided for your information and outlines procedures that relate to the policies adopted by the Yellow Medicine East School Board. This handbook is a reference regarding your child's responsibilities and rights based on the expectations and policies adopted by the school district. Please realize this handbook does not cover all situations, but is intended as a guide to follow.

The Yellow Medicine East School Board approved this handbook and its contents at their August 2015 board meeting. This handbook may be changed or amended during the school year. Changes made throughout the school year can be viewed on our school's Web site, <http://www.isd2190.org>.

If you have questions or concerns, please feel free to contact me via phone 320.564.4082 ext 114, via email at lhansen@isd2190.org, or stop in to visit!

Sincerely,



Lisa A. Hansen, Principal
Bert Raney Elementary School

FINGER TIP FACTS

SCHOOL BERT RANEY ELEMENTARY
PHONE NUMBER 320-564-4082 ext. 3
FAX NUMBER 320-564-4427
ADDRESS 555 7TH AVE
INTERNET WEB SITE <http://www.isd2190.org>
MOTTO A COMMUNITY OF LEARNERS BUILDING A FOUNDATION FOR FUTURE SUCCESS
VISION SUCCESS FOR ALL LEARNERS
MISSION TO CREATE OPPORTUNITIES FOR ALL INDIVIDUALS TO BE SUCCESSFUL IN AN INCLUSIVE ENVIRONMENT WHERE LIFELONG LEARNING IS NURTURED
ELEMENTARY PRINCIPAL MRS. HANSEN
ELEMENTARY SECRETARIES LIZ DEBLIECK, NICOLLE KOTEK
OFFICE HOURS 7:00 AM TO 3:45 PM
SCHOOL HOURS 8:15 AM TO 3:00 PM
SUPERINTENDENT OF SCHOOLS DR. RICK CLARK

YELLOW MEDICINE EAST SCHOOL BOARD MEMBERS:

CHAIR..... GRANT VELDE VICE CHAIR..... DAWN ODEGARD
CLERK..... SHARON RUPP TREAS.....STEVE ZUMHOFE

MEMBERS: JANE HAGERT, TIM OPDAHL, STEVE RUPP

BERT RANEY ELEMENTARY STAFF:

KINDERGARTEN KRISTINA BLACKWELDER, ANGIE JANS, SAMANTHA SANTAELLA
FIRST GRADE PEGGY KVAM, BECKY LEISETH, KERRI SHACKELFORD
SECOND GRADE MARYELLA CLOUSE, MARY JENSEN, BEV IMS, JOANELLE SANNERUD
THIRD GRADE STEVE KOETTER, THERESA LIGHTFOOT, JULIE RUNIA
FOURTH GRADE EMILY HARTWIG, PETE SCHEFFLER
FOURTH/FIFTH TRICIA JESSEN
FIFTH GRADE CINDY LAVIN, AMY HOERNEMANN
AMERICAN INDIAN FAMILY LIAISON LAURIE BLUE POOLER
CUSTODIANS/MAINTENANCE TIM KNUTSON, TERRY PAULSON, RON POOLER,
TODD REISHUS, FRANCIS STAAB
ANDREW RUNCK
ELL/ESL TBA
HISPANIC FAMILY LIAISON BETH JAHN
MUSIC CASSIE SUTER
NURSE MARY GREY
PHYSICAL EDUCATION TBA
READING CORPS VOLUNTEER ROXIE TANNER
TITLE I MARGO VANMOER
SOCIAL WORKER
SPECIAL NEEDS LYNDSAE DACK, DANA JOHNSON, KEISHA LOUWAGIE, LESLIE REFSLAND,
DANAE RUPP, DAVE SCHUELER, MELISSA SCHULTE, AMY STEWART
SPEECH CLINICIANS JUNE FRENCH, CINDY KVAAL, JUDY INTAGLIATA
TAG COORDINATOR ELAINE HALVERSON
YME/MVCC PARAPROFESSIONALS
JULIE AMMERMANN, MISSY ARNESON, KELLY BARAGAR, NAOMI BARBER,
BERNADETTE CARSTENSEN, SUE DOOSE, KATHY ENNINGA, JILL FRY,
DAWN HALVORSON, CARRIE KNUDSON, DONNA KOSAK, JENNIFER LUEPKE,
CHAR MIDTHUN, JULIE NORDAUNE, ANGIE OLSON, CAROLYN OLSON,
PAULA PANITZKE, LORI SCHINDELE, TAMI SMITH,
CONNIE TIMM, NANCY TRUDEL, PAM WEBER

PROCEDURES

ACCESS TO SCHOOL RECORDS- DIRECTORY INFORMATION

Under the Family Educational Rights and Privacy Act (FERPA), parents or 18-year-old students have the right to review and inspect school records pertaining to the student. Requests should be made to the Elementary Principal who will arrange for the records to be reviewed.

With the exception of data collected by a public school on certain nonpublic students and parents, directory information related to a student may be released and made public without the written consent of the parents (or an eligible student) if the district gives public notice of the categories of information which it has designated as directory information. (See MSBA/MASA Policy Reference Manual - Model Policy No. 515.) Directory information is defined by federal law. The federal law and regulations provide that the following information may be considered directory information:

- The student's name; address; telephone listing; electronic mail address; photograph; date of birth; place of birth; major field of study; participation in officially recognized activities and sports; weight and height of members of athletic teams; dates of attendance (dates of attendance means the period of time during which the student attends or attended a school or schools in the school district. The term does not include specific daily records of a student's attendance at a school or schools in the school district.); grade level; enrollment status; degrees; honors and awards received; and the most recent educational agency or institution attended by the student. Parents or legal guardians may refuse to permit designation of any or all of the above categories as directory information. This refusal should be made in writing and be communicated to the Elementary School Principal by September 15 of each year.

Directory information may also include the name, address, and telephone number of the student's parent(s). Data on nonpublic school students collected by a public school is private data and may not be designated as directory information unless prior written consent is given by the child's parent or guardian. Minn. Stat 13.32, Subc. 4a.

ALLERGY (Peanut/Nut/Latex/Pets)

Yellow Medicine East School District is "nut safe". Our schools are NOT completely peanut/tree nut free, but measures are put in place to provide a safe environment for student's with known peanut/tree nut allergies.

Yellow Medicine East School District is a "latex-free" environment.

The Yellow Medicine East school board has passed a resolution that no latex products will be allowed in the district school buildings. This resolution was made to address the increasing number of latex allergies to people of all ages. This ban includes balloons, gloves, erasers, or any other product made from latex rubber.

Visiting pets/animals are prohibited in YME schools. An exception will be made for service animals and approved classroom curriculum units involving animals as part of a lesson or lessons.

ARRIVAL/DISMISSAL TIME

If your child does not ride the bus, please time his or her arrival for **8:00AM**. The elementary cafeteria and downstairs hallway will be supervised at this time. All students should report to the cafeteria or lower hallway. Breakfast will be served from 7:45 - 8:10AM. Students who would like breakfast in grades K-5 should go directly to the BRE cafeteria. By 8:15AM all students should be in their classrooms. Students may go to their classrooms when the first bell rings at 8:00AM. Classes will begin at 8:15AM and end at 3:00PM.

ATTENDANCE

We believe:

- Students with regular attendance achieve better academically at school
- Students with regular attendance are better adjusted to school
- Learning that is lost due to absence can never be adequately replaced
- Students with regular attendance have an understanding of the purpose and direction of their education

School attendance laws of Minnesota require that children must attend school regularly. Children are required to be in school every day unless they are ill or there is an emergency in the family. If your child is absent from school,

please call 320 564-4082 before 9:30AM and leave a message or give the secretary the following information: Name of student, grade, name of teacher, length and reason for absence, and state whether or not you will be picking up homework.

A student will be marked tardy if he/she arrives at school any time within one hour of the start of the school day, between 8:15AM and 9:15AM. If arrival is after 9:15AM a student will be marked absent ½ day. If the student leaves before 1:30PM for the remainder of the day, the students will be marked absent ½ day.

Excused Absence

Excused absences are for all legitimate reasons. Administration will determine the legitimacy of all absences. A student has the right and obligation to make up any work missed. The student will be required to make arrangements with the teacher to make up any school work missed to receive a grade. The state of Minnesota recognizes the following reasons for absence: illness, serious illness in the immediate family, a death in the family or of a close friend or relative, medical, dental or orthodontic treatment or counseling appointment, court appearance, religious instruction, or inclement weather. Absence must be excused within 24 hours or the absence may remain unexcused. A note from a parent/guardian will be accepted the next morning. Other reasons that could be acknowledged are personal requests for absence made 24 hours in advance (e.g. legal appointments, religious activities, travel, family vacations, school activities).

Unexcused Absence

Unexcused absences are for reasons not acceptable by school officials. Parents/guardians should not request permission for absence for personal convenience reasons (e.g. babysitting, running errands, oversleeping, missing the bus, etc.) Calls and notes not received within 24 hours of the absence will be considered unexcused. A doctor's note may be required for absences.

1. Three unexcused absences in a school year will result in parent notification.
2. Five unexcused absences in a school year will result in parent notification and a notification will be sent to the school district's social worker.
3. Seven unexcused absences in a school year will result in truancy/educational neglect charges being filed through the County Child Protective Services.

Tardy

A student will be considered tardy if he/she arrives at school after 8:15AM. Students who are late should report to the office to receive a tardy slip before going to their classroom. Tardiness is unfair to the child who misses instruction and also interrupts the classroom learning for the other students.

1. Excessive tardies may require a meeting with school personnel.

Truancy/Educational Neglect

A student who misses the whole day or part of the day without the consent of either the school or parent/guardian is considered truant. It is considered educational neglect when a child under the age of 12 is absent from school without lawful excuse for seven days in a school year. The school is legally required to report educational neglect to the County Child Protective Services if the parent provides no excuse or an insufficient excuse, which deems the absence is unexcused.

BEHAVIOR EXPECTATIONS/PBIS PRIDE - "Practicing Respect in all I Do Everyday!"

PBIS sets building-wide expectations and encourages students to make positive behavior choices. Building expectations are modeled by all staff, displayed in all areas of the building, and are to be followed by all students. See the chart below for the specific expectations:

	All Settings	Classroom	Hallways	Playground	Cafeteria	Bathroom	Bus
Respect Myself	Be safe Be prepared Do your best	Make good choices Be honest	Walk Stay in own space	Be active Be safe	Eat own food Take your time Stay seated	Do your business Flush Wash hands	Stay seated on bottom Face forward
Respect Others	Be kind Hands to self Feet to self	Be kind Use appropriate voices Follow	Voices off Hands to self Feet to self Walk to the right	Play safe Play fair Include others Share equipment	Use quiet voice Hands to self Feet to self Practice good table manners	Use quiet voice Give others privacy	Use quiet voice Hands to self Feet to self

		directions Stay in own space					
Respect Property	Keep it clean Keep school in good condition	Keep it clean Keep classroom in good condition	Keep it clean Hands to self Feet to self	Keep it clean Use equipment properly	Keep it clean Keep your food on your tray	Keep it clean Turn water off	Keep it clean Keep bus in good condition

The goal of this plan is to promote a safe, and caring environment where all students are taught the difference between appropriate and inappropriate behavior.

BIKE SAFETY

If parents approve, students may ride their bicycle to school. Children should follow all bicycle safety rules, which include one person on a bike. We also encourage students to wear bicycle helmets. Students should park their bicycles in the appropriate bike racks. We recommend that only children in the third through the fifth grades ride their bicycles to school.

Children are not permitted to ride their bikes during the school day. Bicycles should be locked in the bike rack as it is not possible to guarantee their supervision.

BIRTHDAY TREATS

You may send treats with your child to help celebrate their birthday. All treats must be commercially made. **BERT RANEY ELEMENTARY IS A PEANUT/TREE NUT SAFE BUILDING. PLEASE REMEMBER THIS WHEN YOU PURCHASE SNACKS.** Suggestions for optional treats would be: fresh fruit, ice cream treats, pencils, stickers, small notepads, etc. Please make sure that enough treats are sent for all classmates.

- Unless all the boys and girls in your child's homeroom are invited to a party, birthday invitations should not be distributed at school. Please send them through the mail or contact the parents directly.
- We celebrate each student's birthday with a monthly birthday treat given at lunchtime.

BOOKS AND EQUIPMENT

Each student is responsible for the good care and return of all books and equipment. He or she should have respect for all school furnishings. When a child has books at home, it is expected that the parent will assist the child in the proper care of the books and in getting them to return the books as soon as possible to the school.

Books and equipment that are lost or destroyed will be valued based on age. An appropriate fine will be charged to the student who has misplaced or misused the material, according to MN Statute 120.74, subd. 1.

BULLYING

Bullying means any written or verbal expression, physical act or gesture, 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's educational benefits, opportunities, or performance.

Upon receipt of a complaint the school district shall undertake or authorize an investigation by district officials or a third party designated by the school district. The district may take immediate steps to protect the complainant, reporter, or other students pending the completion of the investigation. Upon completion of the investigation the district will take appropriate action. Action may include but not be limited to: warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Additional information can be viewed on our school Web site, <http://www.isd2190.org> Policy #514.

BUS TRANSPORTATION

Students who ride buses should assemble at the bus stops not earlier than 5 minutes before the scheduled arrival of the bus. If your child is to ride a bus other than their regular bus, please notify the office in writing or by phone. Students will not be permitted to ride on any other than their assigned bus without permission. Students need a written note from the office before riding a bus other than their regular bus. Instruct your child in the procedure he/she should use if they should miss their bus after school. They should report to the office or their classroom teacher so that transportation arrangements can be made.

State law mandates that all students must meet State Bus Training requirements. Students will be provided with training and must meet the basic requirements to be eligible to ride school buses.

The responsibility of a school bus driver is great. They cannot do a good job if there is distraction and confusion. The cooperation of bus students and their parents is needed for good bus behavior. Children whose behavior jeopardizes their safety and the safety of others by distracting the driver may lose the privilege of riding. Loss of riding privileges also means that students will not be able to be transported during the school day for field trips. Student misconduct will be reported to the parent by the transportation department. Eating, chewing gum, and/or drinking beverages is prohibited on regular bus routes.

BRE Transportation is provided by Bennett and Bennett Transportation. Please direct busing questions and concerns to Bennett and Bennett Transportation at 320-564-4766.

CELL PHONES

Unless approved by a staff member, BRE does not allow the use of cell phones during the school day. Students are encouraged to leave their cell phones at home, but if they are brought to school must be left in their lockers or backpacks. If there is an emergency, please call the office and we will make sure that your student receives the message promptly. All rooms are accessible by email, telephone and/or the intercom and we will deliver messages in a timely manner.

COMMUNITY USE OF SCHOOL FACILITIES

Community groups are encouraged to use school facilities when they are not being used for school or student events. We are proud of our facility and would like you to see and use it. Call the Community Education office to make arrangements to use the building. 564-4084 x111.

CONFERENCES AND REPORT CARDS

Parent-teacher conferences are scheduled in the fall and spring. The 2015-16 parent-teacher conferences will be held on Thursday, October 22, Thursday, October 29, Thursday, April 7 and Thursday, April 14.

If needed or desired, parents or teachers may request special conferences at any other time of the year.

Report cards are issued to students in grades 2 through 5 at the end of each quarter. Kindergarten and grade 1 report cards are issued at the end of each semester. This report reflects the student's performance in terms of his or her maturity and ability. Students are assessed in subject areas as well as in student habits and social growth areas.

The following will apply to reporting students' progress:

1. Grades should reflect students' daily work, class participation, and test/quiz results.
2. No "F" will be issued unless parent(s) have been informed of academic concerns prior to the end of the grading period.
3. Special needs students may be graded in a manner determined by the special needs instructor and noted in their Individualized Education Plan.

Individual teachers may also correspond with parents in other ways during the course of the school year.

CYBERBULLYING

The misuse of technology including, but not limited to, teasing, intimidating, defaming, threatening, or terrorizing another student, teacher, administrator, volunteer, contractor, or other employee of the school district by sending or posting e-mail messages, instant messages, text messages, digital pictures or images, or web site postings, including blogs; also may constitute an act of bullying regardless of whether such acts are committed on or off school district property and/or with or without the use of school district resources.

DISCIPLINE

Bert Raney Elementary has implemented Positive Behavior Intervention Supports (PBIS) schoolwide. The PBIS process encourages students to make positive behavior choices by following building expectations. Building expectations are taught by classroom instructors, modeled and expected by all staff, and should be followed by all students.

DRESS CODE

We believe that there is a positive relationship between dress and attitudes. Students are expected to show good

judgment in dress and grooming at all times. We encourage students to dress in a neat and attractive manner that reflects pride in themselves and their school. Any appearance that causes adverse comment or undue attention when it detracts from the educational program of the school will not be allowed. When grooming and/or appearance is detrimental to student safety or of questionable taste, this will necessitate a change in appearance and/or grooming. Students will be required to change these items. Students may not wear clothing that advertises for tobacco or alcohol companies or that is sexually suggestive or offensive. Exposed undergarments will not be allowed. No gang related clothing, colors, or symbols will be tolerated. A simple rule is neatness and decency. The atmosphere and general quality of the school is often judged by the action and appearance of students.

Be sure that your children are dressed appropriately for the weather. Children do go out for play and should be dressed each day with this in mind.

DRUG-FREE SCHOOL

It is the goal of District 2190 to maintain a safe and healthy environment for staff and students by prohibiting the use of alcohol, toxic substances and controlled substances without a physician's prescription. Students who have a prescription from a physician for medical treatment with a controlled substance must comply with the school district's student medication policy. A student who violates this policy shall be subject to discipline in accordance with the district's discipline policy. Such discipline may include suspension or expulsion from school.

EMERGENCY INFORMATION

We request that we have on file the name, address and phone number of a relative or friend in case we cannot reach you in an emergency. If you have a regular schedule of activities, please let us know your schedule along with the phone numbers where you can be reached. Cell phone numbers and email addresses are also useful if you have them.

It is essential that this record be kept current. A new form should be completed at the beginning of each new school year. This form will be distributed with other back to school information. Please let the office know if there are any changes or additions during the year.

EMERGENCY SCHOOL CLOSINGS

In case of emergency or inclement weather, school may be dismissed early. Buses will leave soon enough to enable them to make their route. However, if this is impossible, children will be housed where the parents desire them to be. Emergency care slips are provided for parents to designate this information. If we have your phone number on file, you will receive an automated call or text through the "JMC Messaging" system. Radio stations and TV stations will carry early morning announcements of school closings and also announcements relative to early dismissal because of inclement weather:

If your child is to go somewhere other than their normal destination on an early dismissal day, please notify the school in the fall.

ENGLISH LANGUAGE LEARNER PROGRAM

The ELL/ESL program is available to assist students whose first language is one other than English. Students qualify for services based on test scores as well as parent and teacher recommendations. Students who meet the qualifications receive help from a certified English as a Second Language instructor.

FIELD TRIPS

Field trips are planned for each grade level throughout the course of the school year. They are intended to extend the learning that has occurred in the classroom. We believe that it is a privilege that students earn by demonstrating responsible behavior at school on a daily basis. Simply put, this means that the students are responsible for completing their assignments in a timely fashion and have school work up to date at the time of the field trip. It also means that they have demonstrated appropriate behavior both in the classroom and around the school.

According to this policy, students may not be able to attend a scheduled field trip if:

1. Students have assignments that are three or more days past due.
2. They may not be turned in on the morning of the field trip.
3. Parents will be notified three days prior to the field trip that the student's privilege to attend may be denied due to incomplete assignments. They will also be notified the day prior to the field trip if the student will not be allowed to attend.
4. Students not allowed to go on the field trip must be in school or the absence will be recorded as unexcused.

Specific information about field trips for individual grade levels will be shared with parents. A blanket field trip permission form is to be signed by the parent. Parents may be asked to assist with these field trips. When trips are made in school buses outside the school district boundaries, parents will be notified.

FOOD SERVICE PROGRAMS

Each family has a food service account and all family members eating in school utilize the same account. The account is intended to be a pre-paid charge account so meals are paid for prior to your family member using the account. The Food Service Department will send out or email a "LOW BALANCE NOTICE" when your account reaches \$10.00, at that time money should be added to your account to maintain a positive balance. Food Service Payments can be made by sending money with your student to school, mailing your payment, or using the on-line payment portal.

Please complete the application for free/reduced meals. The application may not only qualify your family for meal benefits, but it is also used to determine other federal funding for our school district. If you have question or need assistance, please contact the Food Service Office @ 320-564-4081 ext. 174.

MEAL COSTS:

Costs:

- Free breakfast for students in grades K-3
- Breakfast cost for grades 4-12 is \$1.45 - Adult cost is \$2.10
- Lunch cost is \$2.50 for grades K-5
- Adult meals cost \$3.70

The cost for extra milk with a meal is \$.35 per day or approximately \$7.00 per month, which will be taken directly from your food service account. Even if your child is on the free meal plan, you will be responsible for the cost of the extra milk. If you do NOT want your child to have extra milk with a meal or during the snack break, please notify the elementary office or your child's teacher.

FORBIDDEN ITEMS

Forbidden items that have no place in school include but are not limited to: trading cards, heelys, knives, weapons of any kind, cigarettes, drugs, laser lights, water guns, baseballs (hardballs), bats, or pornography. These items, plus anything else which causes problems of control at school, will be taken from students. A copy of the district's weapon policy is included at the back of this handbook. Students may be suspended or expelled for knowingly or unknowingly violating the school district's weapon policy. It is very important that you review the weapon policy with your child/children.

GANG RELATED ITEMS

Our school has a zero tolerance policy relating to gang related paraphernalia. Gang related clothing, colors, or symbols will not be tolerated. Collectible material will be confiscated. Clothing will need to be changed or removed. Students who are not cooperative or continue to wear gang-related clothing or put gang related symbols on clothing, notebooks, and other materials will be removed from school until a conference with parents or guardian occurs to resolve the issue.

GUM POLICY

Our school is a gum free school. Gum is only allowed if given to students by their teacher or other adult.

GYM SHOES/PHY. ED.

It is school policy that children should have tennis shoes for physical education. Shoes should be clean and should not have black soles that mark the floor. We recommend mid-weight shoes with arch supports and cushioned soles. All students will need a swimsuit and towel for the fall swimming units. If a child is not going to participate in physical education classes, he or she must bring a note from home and/or your doctor.

HARASSMENT

The school district prohibits any form of religious, racial, sexual harassment and violence. Any person who believes that he or she has been the victim of such harassment or suspects that such actions have taken place should immediately report the alleged acts to the building principal. Upon receipt of a report, school district officials will conduct an investigation or have one completed by a third party designated by the school district. Upon receipt of a

report, the district will take appropriate actions which may include but not be limited to: warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge.

HEALTH SERVICES

A Health Service Aide is on duty each day to provide health and educational services. The school nurse is available for consultation with parents, if needed. Please alert the school nurse or teacher if your child has a particular health problem that may affect the child's learning or functioning at school. If your child is on medication, such as an allergy medication or antibiotics, which are administered at home and may affect their attention or behavior at school, please let the nurse and/or teacher know.

Pupils are required to have a certification of their immunizations or the appropriate waiver certificate on file. Students will not be allowed to attend school without proper immunizations.

If your child needs to be excused from physical education, please send a note. If it is to be a long-term excuse from physical education activities (over one week), the child must bring an excuse from a physician.

The hearing and vision of all children are screened annually. Both can be tested any time by request of the parent or teacher. Health Services will draw the parent's attention to any matters which appear to require professional medical treatment or attention.

Communicable illnesses should be reported to health services as soon as possible. If a child is hospitalized or has a lengthy illness, parents should also call the health service aide so plans for continuing the child's education can be made - perhaps through homebound or hospital instruction.

Children should not return to school unless they have been without a fever for 24 hours after common illnesses such as colds and flu. Guidelines for readmittance to school for the following communicable diseases are:

- Chicken Pox - Readmitted no sooner than 7 days from onset of rash, no fever and dry pox.
- Scarletina and Strep Throat - Readmitted after antibiotics for at least 24 hrs. & no fever present.
- Impetigo - Readmitted after adequate medical treatment or when all lesions are healed.
- Pinkeye (Conjunctivitis) - Readmitted after eyes are clear with no drainage present.
- Head Lice (Pediculosis) - Readmitted after treatment with a pediculicide shampoo and clothes have been laundered. Must be checked by health service on readmission to school.

Medication will be given at school only when failure to take medication could jeopardize a student's health. Administration of the medication must be supervised by health services or an appointed staff member. No medication will be given without the written permission from the parent. It must be sent in its original container which is labeled with the child's name.

When a child develops a fever or other symptoms of illness or receives a significant injury, the parent or other person listed on the emergency card will be notified. It is the parent's responsibility to provide transportation home for the child. The child should be picked up as soon as possible.

HOMEBOUND OR HOSPITAL INSTRUCTION

Homebound or hospital instruction is available for children who are absent from school due to prolonged illness or disability. A request to the school must be made by the child's physician. After we have that, instruction may be provided by the pupil's regular classroom teacher or other licensed staff. Part-time instruction in the school with part-time instruction in the home is also available to the child who cannot participate in a full time program.

HOMEWORK

Homework policies vary from grade to grade, among teachers, and from subject to subject. Students are usually given study time during the school day to complete assignments. As the child progresses through the grades, the amount of homework gradually increases. The general rule is 10 minutes for each grade in school (4th grade = 40 minutes). The amount may vary from day to day.

Students who do not use class work time wisely, may find that they need additional time to complete their assignments at home. Occasionally, a student may have a special project which might take several hours of work at home. However, work for these projects may be spread over several days.

INSURANCE

The school does not carry insurance for accidents that may occur on the playground or elsewhere. You need to have your own policy in force.

INTERNET ACCEPTABLE USE POLICY

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; payment for damages and repairs; suspension, expulsion, or exclusion.

All School District systems equipment and electronic resources must be used for educational or educational related purposes. Unacceptable uses include but are not limited to reviewing, uploading, downloading, storing, printing, posting, transmitting, or distributing:

1. Pornographic, obscene or sexually explicit material
2. Obscene, abusive, vulgar, rude, threatening, disrespectful, or sexually explicit language
3. Materials that use language or images that are inappropriate or disruptive to the educational setting
4. Information that could cause damage or danger of disruption to the educational process
5. Materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment

Technology is ever changing. YME is making every effort to offer students and staff the latest innovations. This means that policy and guidelines are also changing. The full policy can be seen on our Web site:

<http://www.isd2190.org>.

KINDERGARTEN REGISTRATION/ORIENTATION

Each spring our school conducts a registration drive for the next year's kindergarten-age classes. Children whose fifth birthdays occur on or before September 1st are eligible for entrance into school. You will need to present a birth certificate at the time of registration. Contact the elementary school office to fill out registration data.

LASER POSSESSION

The Yellow Medicine East School District prohibits the possession of laser lights by students. Students may be suspended from school for up to two days for possessing a laser light in school.

LOCKERS

Lockers are assigned for storing clothing, books, and lunch boxes. Lockers should not be used to store articles of value such as purses, tickets, or money. We request that valuables be left at home. School lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when we have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as is practical after the search of a student's personal possessions, we will provide notice of the search to the students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

LOST AND FOUND

All lost articles found at school are kept in a special depository where students or parents may come to claim them.

- It is a good idea to put your child's name on articles of clothing that may become lost.
- Encourage your child to check the collection if they are missing something.
- When an article is lost, don't let time lapse before trying to locate it.
- Use caution in allowing articles of sentimental or monetary value to be brought to school.

Please call the office with questions. Lost and found articles are usually given to charity prior to the start of a new school year and midyear as needed.

MONEY

Except for small amounts, payment by check made out to the school or school district would be appreciated. Checks eliminate the problem of money being lost on the way to school. Payments for activity fees/passes and lunch may be made by credit card through the "Sting Store - Online Payment" link under the "For Parents" section of the school

district web site. When cash is sent with younger children, please put it in an envelope with the child's name, room number (or teacher's name), and reason for payment (Ex. field trip, lunch, milk, etc.) written on the outside. Please emphasize with your children the danger of leaving valuables in their desk, locker or other places at school.

OUTSIDE ACTIVITY AND RECESS

Weather permitting, all students are encouraged and expected to go outdoors during activity and recess periods. We use the following guidelines for requiring students to go outside. Wind chill is the criteria used and is applied as follows:

- Warmer than 0 degrees -- outside activity/recess for all students.
- Between 0 degrees and -10 degrees -- activity/recess time shortened.
- Colder than -10 degrees -- indoor recess for all students.

Please ensure your child is dressed appropriated for the weather.

REVIEW OF CURRICULUM CONTENT AND ALTERNATIVE INSTRUCTION

The Yellow Medicine East School District believes in the principles of intellectual freedom. Members of the community are welcome to review curriculum and instructional materials. Any parent, guardian, or adult student in District 2190 may express concerns about the content of instructional materials in the district's educational program. Whenever a concern is expressed, the district will respond in accordance with the procedures described in the Procedure for Review of Curriculum Content and Alternative Instruction (copy available in the office) policy. The intent of this procedure is to provide parent and guardians the opportunity to review instructional materials, address concerns and propose alternative instruction for their child. The intent is not to interfere with the rights of others to receive the instruction in question nor does it relieve the student from meeting state and district requirements or essential learner outcomes.

SCHOOL BULLETINS AND NEWSLETTERS

From time to time during the school year, bulletins and newsletters will be sent home from school. It is important that parents read these bulletins to be informed about school events. Your interest in reading them will encourage children to continue bringing them home. These may also be emailed and/or posted on the school Website.

SCHOOL PATROL

Students in the fourth and fifth grades serve the school as School Patrol Officers on a volunteer basis. They assist the walking students at the crossings near the school (on 7th Avenue only) both before and after school. All students are asked to respect and obey these officers.

SCHOOL PICTURES/MEMORY BOOK

Our school contracts annually to have pictures taken of the school children during the September. Information regarding prices, times and days will be distributed in a timely fashion. We also publish a Memory Book each spring that contains pictures of all students and a variety of candid shots as well. Information regarding the Memory Book will be sent home with students.

SCHOOL SECURITY

Our district has implemented a proactive security policy in an attempt to make our school a safe place for all our students. The following security procedures have been implemented:

- TBA

SMOKE FREE ENVIRONMENT

Smoking and the use of tobacco products have been identified as a leading health problem in the United States. Smoking can be hazardous to the health of both smokers and nonsmokers. As a result of concern on the part of the staff, students, citizens, and the Board of Education, smoking and/or the use of tobacco in any form shall be prohibited on school district property. As a district, we are dedicated to providing a healthy, comfortable, and productive environment for staff, students and citizens. Violations to this policy will be handled as outlined in the district's Smoke Free Environment policy.

STUDENT RECORDS

The school has on file the grades, attendance records, standardized test scores and discipline records that have resulted from your child's work since they started school. If your child has attended schools other than Yellow

Medicine East, these records may also be on file. The parent or guardian may see the contents of these records by making an appointment with the principal or secretary. You may have copies made of anything in the school record at a cost of \$1.00/copy. You are not permitted to take the original record out of the office. Statements from the parent/guardian may be placed in the student's record if it pertains to school work.

The parent may request that items be removed from the file. This request should be in writing. It is the decision of the principal to grant or not grant the request. The decision can be appealed to the superintendent and then the Board of Education. Records cannot be transferred without written permission from the parent/guardian with the exception of a public school in the state in which you have enrolled after transferring from this school.

TELEPHONE CALLS

Students may not be interrupted during school hours by outside calls and messages except in case of emergency. However, if it is necessary to reach your child's school on a school day between 7:00 AM and 3:45 PM, dial Bert Raney Elementary at 564-4082 ext. 3. The school secretary will relay messages to students.

Student use of the school telephone is discouraged. Students will be allowed to use the phone only in cases of emergency. Please make after-school plans prior to leaving in the morning.

Parents who wish to contact a classroom teacher should be prepared to leave a message requesting that the teacher contact the parent at the teacher's convenience. Teachers are generally not available to come to the telephone during the time school is in session. Leaving a message may be necessary even before or after school since the teacher may be involved in a conference or attending meetings at the time your call is made.

TESTING

All 3rd-5th grade students take the Minnesota Comprehensive Assessments. All ESL students take the TEAE or MN-SOLOM test. The results of these tests are shared with parents as they become available. The information from these tests is utilized to determine if students need additional help and support in the areas of reading, mathematics and writing.

TITLE I

The Title I program is available to assist students who are experiencing difficulty in reading and/or math. Any student may qualify for service on test scores and parent and teacher judgments. Bert Raney is a Title I school for the 2015-16 school year. Parents of students in Title I schools may request, and the school will provide the parents on request, information regarding the qualifications of the student's classroom teachers, including:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which the State qualification or licensing criteria have been waived.
- 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.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

A Title I Parent-School Compact is reviewed and signed by all parents at Fall Conferences.

VISITORS AT SCHOOL

Parents are always welcome at Bert Raney Elementary School. We encourage parents and grandparents or anyone interested, to visit school during the school day but unless there are varying circumstances, we do ask that you limit your visit to no more than 30 minutes. If you wish to visit a class, a call to the office beforehand would be appreciated. There are times when visiting a classroom will be disruptive to the schedule. Visitors are required to sign in at the elementary office before visiting other parts of the building. Visiting by children from other schools is discouraged.

WEAPONS

Yellow Medicine East School District has a Zero Tolerance policy with regard to weapons in a school location. The school district will act to enforce this policy and to discipline or take appropriate action against anyone who violates this policy. A weapon can be defined as: *any object, device or instrument designed that is capable of threatening or producing bodily harm or which may be used to inflict self-injury.*

Examples of such weapons include, but are not limited to: pellet guns, BB guns, all knives, blades, clubs, metal

knuckles, nunchucks, throwing stars, explosives, fireworks, mace and other propellants, stun guns, ammunition, poisons, chains, arrows, and objects that have been modified to serve as a weapon.

No person shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including but not limited to, weapons listed above which are broken or non-functional, look-alike gun; toy guns; and any object that is a facsimile of a real weapon. School location includes any school buildings or grounds, school activities or trips, bus stops, school buses or school vehicles.

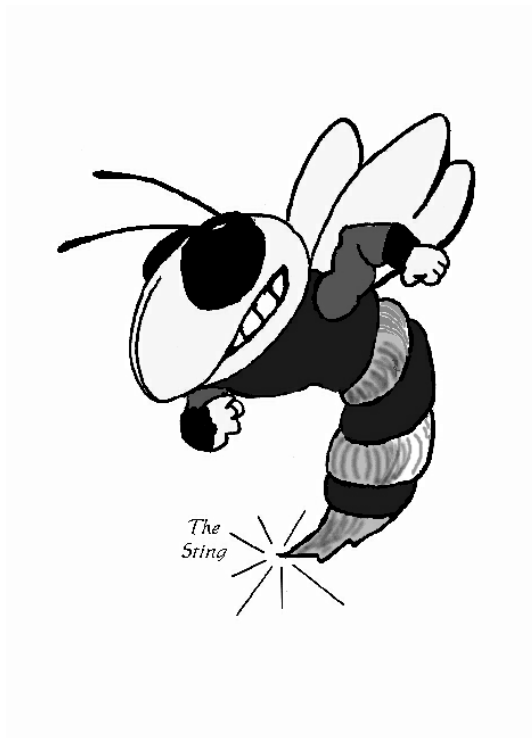
Consequences for using, possession or distribution of weapons or look-alike weapons shall include:

- immediate out-of-school suspension
- confiscation of weapon
- immediate notification of police
- parent or guardian notification
- recommendation to the superintendent of dismissal for a period of time not to exceed one year.

Bert Raney Elementary
Handbook Changes Made for 2015-16

- Updated staff information
- Combined Access to School Records and Directory Information into one section
- Combined allergy and latex information into one section
- Updated Unexcused Absence information - what was listed prior was not being followed, what is now listed is current and is being enforced
- Removed wording relative to students being tardy that was either an opinion or inconsistent
- Updated details on Bennett and Bennett's contact information
- Updated cell phone information
- Updated parent-teacher conference information
- Removed wording under dress code that was no longer relevant
- Removed specific radio stations and tv station listings
- Updated food service meal prices and policies
- Removed supplies section
- Removed wording relative to students not being allowed to used headsets in school
- School security section - will be updated once new system is installed
- Updated visitors and volunteers at school section and removed PTO statement

Yellow Medicine East Middle/High School



Student Handbook

2015 ~ 2016

Yellow Medicine East Middle/High School

450 9th Ave.
Granite Falls, MN 56241
(320) 564-4083 ext. 100
www.isd2190.org

Dr. Rick Clark, Superintendent
Mr. Ryan Luft, Principal
Mrs. Char Dahl, Social Worker
Mrs. Robin Henderson, Success Coach
Mr. Tim Knapper, Activities Director

WELCOME

On behalf of the staff, we welcome you to Yellow Medicine East Middle/High School. This handbook has been prepared for you as a guide, to inform you of school policies and regulations, and of what is expected of you.

Yellow Medicine East Middle/High School has high academic and behavioral expectations. All of the guidelines and procedures are rooted in school district policy to ensure your safety and well-being. We also provide opportunities for you to participate in various activities. We know that the students and staff working together will make Yellow Medicine East Middle/High School the best. Our success will be in direct proportion to everyone's participation, effort, and application.

We want your time at Yellow Medicine East Middle/High School to be a positive experience. Your cooperation with what is contained in this handbook will assist you and the staff in having a successful school year. We want to provide a safe environment for our students and staff so we can carry out the District's Mission Statement.

VISION

Our **VISION**: *To create lifelong learning opportunities in a positive, inclusive environment where all individuals experience success as respectful, responsible, and productive citizens of a global community.*

EQUAL EDUCATIONAL OPPORTUNITIES

Every pupil of the district will have equal educational opportunities regardless of race, color, creed, gender, national origin, religion, age, marital status, status with regard to public assistance, or disability.

Mr. Tim Knapper, Title IX Coordinator

Dr. Rick Clark, Human Rights Officer

Dr. Rick Clark, 504 Coordinator

Mrs. Char Dahl, Alt. 504 Coordinator

SCHOOL HOURS

School's in session from 8:15 am until 2:57 pm. Office Hours are from 7:30 until 4:00.

Students who are not part of an academic or activities program are not to be in the building before 7:30 a.m. or after 3:10 p.m. Students are expected to leave the building by 3:10 each day, unless directly supervised by a staff member or a coach. Those students are to report promptly to their designated areas.

**DAILY SCHEDULE FOR CLASSES
(Seven Period Day)**

Daily Class Schedule		Wednesday Class Schedule		2 Hour Late Schedule	
Period 1	8:15 - 9:01	Period 1	8:15 - 8:59	Period 1	10:15 - 10:48
Period 2	9:05 - 9:51	Period 2	9:03 - 9:47	Period 2	10:52 - 11:25
Advisory	9:55 - 10:11	Advisory	9:51 - 10:21	Lunch A	11:25 - 11:52
Period 4	10:15 - 11:01	Period 4	10:25 - 11:09	Period 4A	11:29 - 12:02
Period 5	11:05 - 11:51	Period 5	11:13 - 11:57	Lunch B	12:02 - 12:29
Period 6A	11:55 - 12:41	Period 6A	12:01 - 12:45	Period 4B	11:56 - 12:29
Lunch A	11:51 - 12:27	Lunch A	11:57 - 12:33	Period 5	12:33 - 1:06
Period 6B	12:31 - 1:17	Period 6B	12:37 - 1:21	Period 6	1:10 - 1:43
Lunch B	12:41 - 1:17	Lunch B	12:45 - 1:21	Period 7	1:47 - 2:20
Period 7	1:21 - 2:07	Period 7	1:25 - 2:09	Period 8	2:24 - 2:57
Period 8	2:11 - 2:57	Period 8	2:13 - 2:57		

I. ACADEMIC REQUIREMENTS FOR GRADUATION FROM YELLOW MEDICINE EAST HIGH SCHOOL

Comment [1]: We formatted the handbook and organized it with academics first, student code of conduct, and miscellaneous (school guidelines)

Yellow Medicine East has a proud academic tradition rooted in excellence. Students are required to take a combination of rigorous and exploratory classes during their time as a Sting. Twenty-Four credits are required for graduation. Six credits are the minimum any student can take in any one school year. Please realize that most students entering college will have more than the twenty-four credits minimum.

GRADING POLICIES: Teachers use several methods in evaluating a student's achievement and improvement in a specific course. Grading information is available to students and parents through the "Grading Policy Syllabus" given to each student by instructors early each quarter or semester for each individual class.

If a student retakes a course due to failure or to improve a previous grade mark, the original grade will stand as posted and will count towards all academic honors and GPA.

A student in grades 9 ~ 12 may take no more than one class per semester on a Pass/Fail basis. Students must select and notify the Principal's Office using the Pass/Fail Option Form properly filled out and turned in no later than seven class meetings from the first day of class. **Forms are located in the Principal's Office.

HONOR ROLL

The Superior Honor Roll is = to 4.00

The "A" honor roll ranges from >= 3.50 to 3.99.

The "B" honor roll ranges from >= 3.00 to 3.49.

1. A "P" grade has no point value and is not calculated in the GPA.
2. The student must be enrolled in a minimum of six (6) YME courses for credit.
3. A student receiving an "I", "GW" or "NC" may not be eligible for the honor roll.
4. Four times a year the honor rolls are published for each grade level.
5. Grade point averages are determined on the following basis:

A = 4.00	B- = 2.67	D+ = 1.33
A- = 3.67	C+ = 2.33	D = 1.00
B+ = 3.33	C = 2.00	D- = .67
B = 3.00	C- = 1.67	F = 0.00

YME High School - Graduation Requirements Checklist Class of 2016/2017

Student Name _____ Advisor _____

1st sem	2nd sem	LANGUAGE ARTS-4 credits	ELECTIVES ~ 7.5 Credits
+	+	English 9	
+	+	English 10	
+	+	English 11	
+	+	English 12 - English IV or V	
		CREDITS EARNED	
1st sem	2nd sem	MATH-3 credits(Avg. I, II, Geometry or higher)	
+	+	9-	
+	+	10-	
+	+	11-	
		CREDITS EARNED	
1st sem	2nd sem	SOCIAL STUDIES-3.5	
+	+	Civics 9 [50 cr]	
+	+	US History 10	
+	+	World History/Geog. 11	
+	+	Economics	
		Social Elective Course:	
		CREDITS EARNED	
1st sem	2nd sem	SCIENCE ~ 3 Credits	
+	+	Chem. Com. - Gr 9	
+	+	Biology	
+	+	Env. Sel./Ag. Sel./CPC or	
		CREDITS EARNED	
		PE/Health-1 Credit PE ~ 0.50 Health	
+	+	9 - PE	
+	+	10-PE	
+	+	10-Health	
		CREDITS EARNED	
		COMPUTER APP ~ .50 Credit	
+	+	Computer Applications	
		CREDITS EARNED	
		ART ~ 1.0 Credit	
+	+		
		CREDITS EARNED	
		16.5 Required Credits	
		STATE TESTS	
		Written Comp - 11th Gr ___ 12th Gr ___	
		Reading - 10th Gr. Test	
		Science - 10th Gr. Test	
		Math - 11th Gr. Test Class of 2016 & beyond	
		ACT - 11th Gr. Test Class of 2016 & beyond	
			9th gr 10th gr 11th grade
			MCIS ACT ACT
			PLAN ASVAB
			PSAT PSAT
			MCIS SAT
			12th grade ACT MCIS
			Accuplacer SAT
			TALLY OF TOTAL CREDITS EARNED
			Language Arts
			Math
			Social Studies
			Science
			Phy Ed
			Health
			Computers
			Art
			Electives
			Total Credits [24.00]

GRADUATION REQUIREMENTS: Yellow Medicine East Middle/High School requires a student graduating to have 24 academic credits, meet state assessment and local attendance policy requirements;

Students must meet all of the graduation requirements required by the State of Minnesota and Yellow Medicine East School Board;

Early Graduation -- any student desiring to graduate BEFORE the end of his/her senior year must submit an Early Graduation Application to the Principal's Office by October 1. Such application must be approved by parents and principal or designees of the school board. **See School Board Policy (613 - Graduation Requirements) and YME Graduation Guidelines in the Principal's Office

COMMENCEMENT/HONORS: The purpose of the commencement ceremony is to honor students who have met the requirements for graduation from Yellow Medicine East Middle/High School.

It shall be the policy of the Board to recognize graduating seniors with a cumulative high school grade point average of from 4.0 to 3.70 at the end of the fourth quarter with recognition as graduating with High Honors and receive a gold cord. Students with a cumulative grade point average of from 3.69 to 3.40 shall be recognized as graduating with Honors will receive a silver cord. Students with a cumulative grade point average of 3.39 to 3.0 shall be recognized as graduating with Achievement Honors and receive a white cord.

The Valedictorian honor shall be given to the student who ranks number one in the GPA (grade point average) at the end of the second semester of their senior year. The Salutatorian honor shall be given to the student who ranks number two in GPA at the end of the second semester of their senior year. Students honored for Valedictorian and Salutatorian shall have been a member of their class at least 51% or more of the student's educational program which must be from Yellow Medicine East High School. Student speakers at commencement may include but not limited to Class President, Student Council Representative, Honors members, Valedictorian or Salutatorian. A student in violation of the Yellow Medicine East Student Code of Conduct during their senior year will not be allowed to speak at graduation. **See School Board Policy and YME Graduation Guidelines in the Principal's Office

GRADUATION CEREMONY REQUIREMENTS: Students must meet the credit, testing, fines/fees and attendance requirements in order to walk at graduation. All grades must be final and be officially reported to the high school office for the student to receive their signed physical diploma. Student discipline concerns and/or consequences are subject to administrative discretion, regarding graduation ceremony participation.

ACADEMIC LETTER REQUIREMENTS: An Academic letter will be awarded to students in grades 9 ~ 12 on a yearly basis using the current year's GPA for computation. (>= 3.0 to 4.00 GPA) who have earned a patch for the first time. Student who have previously lettered in Academics will receive a patch or pin in succession. Awards will be distributed/awarded during the following school year.

YME High School - Graduation Requirements Checklist Class of 2018 and beyond

Student Name _____ Address _____

1st sem.	2nd sem.	LANGUAGE ARTS-4.0 credits	ELECTIVES ~7.0 Credits
+	+	English 9 - I	
+	+	English 10 - II	
+	+	English 11 - III	
+	+	English 12- English IV or V	
		CREDITS EARNED	
1st sem.	2nd sem.	MATH-3.0 credits (Alg. I, II, Geometry or higher)	
+	+	9-	
+	+	10-	
+	+	11-	
		CREDITS EARNED	
1st sem.	2nd sem.	SOCIAL STUDIES-4.0 Credits	
+	+	Civics 9/U.S. History [1.00 cr]	
+	+	US History 10	
+	+	World History/Geog. 11	
+	+	Economics	
		Social Elective Course:	
		CREDITS EARNED	
1st sem.	2nd sem.	SCIENCE ~ 3.0 Credits	
+	+	Physical Science	
+	+	Biology	
+	+	Env. Sci/Ag. Sci/CPC or	
		CREDITS EARNED	
		PE/Health-1.0 Credit PE-0.50 Health	
+	+	9 - PE	
+	+	10-PE	
+	+	10-Health	
		CREDITS EARNED	
		COMPUTER APP ~ .50 Credit	
+	+	Computer Applications	
		CREDITS EARNED	
		ART ~ 1.0 Credit	
		CREDITS EARNED	
		1.00 Required Credits	
		STATE TESTS	
		Written Comp - 11th Gr	12th Gr
		Reading - 10th Gr. Test	
		Science - 10th Gr. Test	
		Math - 11th Gr. Test Class of 2016 & beyond	
		ACT - 11th Gr. Test Class of 2016 & beyond	
		TALLY OF TOTAL CREDITS EARNED	
		Language Arts	
		Math	
		Social Studies	
		Science	
		Phy Ed	
		Health	
		Computers	
		Art	
		Electives	
		Total Credits [24.00]	

Comment [2]: Added clarification for the Val and Sal selection

Comment [3]: We used to mail them but next year as part of PBIS. We will hold a ceremony for the students.

ATTENDANCE RECOGNITION REQUIREMENTS: An attendance patch will be awarded to students in grade 9th ~ 12th on a yearly basis who have perfect attendance for the current school year. Students who have previously earned the attendance patch will receive a pin in succession. Awards will be distributed/awarded during the following school year.

Comment [4]: Same rationale as academics

HOME SCHOOL INSTRUCTION: Home school instruction will follow the education policy of Yellow Medicine East Public Schools (See School Board Policy) and Minnesota State Law.

INCOMPLETES: Students receiving an Incomplete for a mark at the end of any marking period (nine weeks, semester or end of the year) will have 10 school days from the end of the quarter, semester or school year to make up and turn in the incomplete work.

In instances when students have been absent for a prolonged period of time, the instructor and/or administrator may grant an extension up to 15 days, depending upon the circumstances. The student has the responsibility of working out these details with his/her teacher should such an extension of time be deemed necessary. If no extension of time has been requested and approved, and if the make up work required is not submitted within the original 10 days as stipulated, the grade for the appropriate marking period will become an "F" and will be so recorded.

POST-SECONDARY ENROLLMENT OPTIONS: Juniors and Seniors are eligible to participate in post secondary options programs. Check with your counselor or the high school principal for details. The purpose of this program is to provide a wider variety of rigorous academic challenges to high school students. To be eligible a student needs to be in the upper 35% of their class, have a minimum of 3.0 GPA, a 24 ACT score, and/or administrative recommendation.

The State of Minnesota will pay for CLEP test taken at college sites. These tests are "test-outs". Further information is available from your guidance counselor or your high school principal.

PSEO COURSES-ON SITE: YME High School provides Post Secondary Courses on site through collaboration with Southwest State University. Courses in computer, language arts, and psychology are available. Students should check with the counselor or high school principal when registering for courses to determine if they are eligible to take these courses. Many YME students graduate from high school with multiple college credits having taken advantage of these on-site academic courses. Please refer to the YME Student Registration Guide for a complete listing.

PSEO/HOMESCHOOLED STUDENTS: These students may request a pass from the Middle/High School Office if they wish to use school resources like the library, or computers. Students must check in the Principal's Office and obtain a pass. Students are encouraged to call ahead for availability and/or appointments if necessary with a staff member.

PROCEDURE FOR DROPPING A COURSE: Students may drop a class up to four days after the start of a class if there is a legitimate reason and there is room in another class at that time. Students are not allowed to make schedule changes the 1st day of each semester; they must follow their scheduled classes. Students will pick up and complete a drop/add form in its entirety and submit it to the office. No changes will be made and the student must continue to attend the class they are attempting to change/drop until the process is complete and notified by office. Special permission to drop a class after the four day period may be granted in special circumstances (student must still complete a request form). Dropping a class after the four day period results in a no credit for the dropped class. A grade of "F" will be recorded for the dropped class at this time.

Comment [5]: We changed it from ten days to four. Most students did their schedule changes within three days of the start of the semester; ten days is a lot of class time and with all of the registration and advisory.

Students are encouraged to make schedule changes for legitimate reasons prior to the beginning of a semester without affecting credits/grades.

Those students taking PSEO courses MUST make these arrangements with their respective hosts. YME HS does not "drop these courses" for them. Students and/or parents must consult with Principal or Success Coach if such drops are made.

STUDENT SCHEDULING: All students must carry seven periods of classes and an advisory per semester. Students may schedule one study hall as a period. Students are not allowed to have a study hall and two hours of OJT and/or be an aid and have a study hall.

Comment [6]: Cleaned up the language for OJT and study halls.

**See YME Registration Guide in the Principal's Office

TRANSFER GRADES AND CREDITS: Letter grades will be given to all students and to all transfer students from any public or private accredited secondary school with licensed teaching staff recognized by the State of Minnesota. All

other students will receive a “P” for Pass and “F” for No Pass, credit will be given for classes taken, but no letter grades (A-F) will be entered into the official records of the student’s cumulative file and will not become part of the transcript for the student. This will be used for credit transfer and graduation, however it does not allow for any academic honor awards from Yellow Medicine East Middle/High School. Only letter grades will be considered for academic honor awards such as Class Rank, Honor Roll, Honor Student at graduation and/or National Honor Society recognition.

In order for a student to be considered for the Honor Roll they must receive grades from Yellow Medicine East Middle/High School or transfer in from an accredited secondary school as determined by the administration of Yellow Medicine East Public Schools. Transfer students must attend two full time semesters in order to receive any other academic honors, other than the honor roll.

SENIOR PRIVILEGES: This privilege is an earned opportunity for all students who are entering their final year at Yellow Medicine East Middle/High School. Seniors must be registered as a full time student and must have completed 18 credits before the beginning of the first semester and on track with a total of 21 credits earned at the beginning of the second semester. Students must maintain a cumulative GPA of 2.0 throughout their high school academic career. Students must average 90% excused attendance within the 10 day maximum rule guidelines with no unexcused absences and less than three tardies each quarter. All of your responsibilities (bills, fines, lockers, detention time, etc.) must have been completed. A student is not eligible for a free hour if they have failed or carried an incomplete in any class from the previous year or during their senior year. Students will not have any missing assignments or grades of zeroes. Students must be in good standing with the school (Academically, Attendance, HIVE Pride, and Discipline) and have no chemical violations during their middle/high school career. Seniors may access the library or leave the building only. Seniors may have only one free hour per semester. If a student has two OJT classes they are not eligible for a study hall or Senior Privileges. Senior Privileges are granted based on Administrative approval and is reviewed every four weeks. Privileges can be revoked at anytime due to student behavior.

**Guidelines for Senior Privileges are available in the Principal’s Office

II. YELLOW MEDICINE EAST STUDENT CODE OF CONDUCT

A. AREAS OF RESPONSIBILITY:

The School Board: The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.

Superintendent: The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.

Principal: The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.

Teachers: All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher’s lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.

Other School District Personnel: All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.

Comment [8]: Also added items into the handbook that was already on the Priv’s form.

Comment [9]: Added in from the Discipline Board Policy for responsibilities.

Parents or Legal Guardians: Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.

Students: All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.

Community Members: Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

STUDENT RIGHTS: All students have the right to an education and the right to learn.

STUDENT RESPONSIBILITIES: All students will abide by the YME handbook, school district policies and HIVE Pride and are subject to their consequences.

All students have the responsibility: A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures; B. To attend school daily, except when excused, and to be on time to all classes and other school functions; C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities; D. To make necessary arrangements for making up work when absent from school; E. To assist the school staff in maintaining a safe school for all students; F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them; G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect; H. To be aware of and comply with federal, state, and local laws; I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate; J. To respect and maintain the school's property and the property of others; K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy; L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language; M. To conduct themselves in an appropriate physical or verbal manner; and N. To recognize and respect the rights of others.

The School wide discipline program, policies and procedures within this handbook will be followed as well as any individual behavior plans. (See School Board Policy and YME Behavioral Guidelines).

B. CODE OF STUDENT CONDUCT

The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.

1. ATTENDANCE POLICY

PHILOSOPHY: The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive. Note: *Pursuant to Minnesota law, reasons for absence must be acceptable to school officials. Parents who do not require their children to attend school on a daily basis are in violation of Minnesota State Statute 120A.22. It is the parent/guardian's responsibility to provide an explanation for an absence; it is the school district's right to determine if the absence is excused.* In addition, in order to have an absence excused, the parent/guardian must inform the school of absences prior to, the day of, or no later than two school days after the absence.

STUDENT'S RESPONSIBILITY: The first and most significant responsibility of a student to the formal learning process is to attend each scheduled class regularly. The responsibility for making up missed lessons rests with the student, not the teacher. All students are expected to do all assigned work.

PARENT/GUARDIAN RESPONSIBILITY: It is the responsibility of the parent/guardian to **CALL THE PRINCIPAL'S OFFICE** on the day of absence explaining why the student will be absent. The parent/guardian should

call between 7:30 a.m. and 9:30 a.m. each day. The attendance school phone number is 320-564-4083 ext. 100 and is available 24 hours per day. If no answer, please leave a message on the automated machine. If no such call is made, a written excuse from the parent/guardian must accompany the student within two days of the return to school. Parent/Guardian attitude toward excellent school attendance is probably the most significant factor in the student's attendance. An attempt should be made to limit student absences and avoid absences such as (i.e. hair appointments, tanning, shopping, prom preparation, etc.)

SCHOOL'S RESPONSIBILITY: The most significant responsibility of the school regarding attendance is to have each classroom teacher record daily attendance and report it to the school office promptly. It is also the teacher's responsibility to provide any student who has been absent (**excused**) with any missed assignments upon request from the student/parent. The school office personnel will maintain the official absence record of each student. The secretary will attempt to notify the parent/guardian when an unexcused absence has occurred or when a parent/guardian phone call has not been received by 10:30 a.m.

2. 10 DAY MAXIMUM ABSENCE RULE:

If a student is absent (excuse and/or unexcused) from a class more than ten (10) times per semester it is considered to be excessive. Credit will be withheld for any course in which a student's absences exceed a combination of ten (10) excused and unexcused in one semester.

1. Parents receive daily notifications via text message (optional), email, and recorded message if their student is marked absent.
2. Parents will receive notification by mail after three (3) unexcused absences from a class per semester.
3. At six (6) excused/unexcused absences from a class period, parents are notified by email and/or mail and a conversation is had with the student.
4. At eight (8) excused/unexcused absences from a class period, parents are notified by email and/or mail and a conversation is had with both student & parent.
5. At ten (10) excused/unexcused absences from a class period, the parents are notified by email and/or mail and the student and parent will meet with administration/social worker to discuss attendance concerns. At this time an attendance contract will be written and signed. If the contract is violated once signed, credit may be revoked for those courses affected.
6. Yellow Medicine East Middle/High School feels good attendance is a part of being in "Good Standing" as a MSHSL participant. Failure to attend courses will result in a loss eligibility to be determined by Activities Director and/or Principal.

APPEAL PROCESS—TEN DAY MAXIMUM ABSENCE RULE

Once a student exceeds the TEN DAY MAXIMUM EXCUSED/UNEXCUSED ABSENCE RULE he/she will lose the semester credit for the course(s) affected. Students have the right to appeal to the principal after notification of lost credit. The said credits will be made up via Credit Recovery at YME MS/HS, Summer School or Alternative Education.

3. CLASSIFICATION OF ABSENCES

EXCUSED ABSENCES- the following reasons shall be sufficient to constitute excused absences:

These types of excused absences will be counted toward the Ten (10) Day Maximum Absence Rule unless pre-excused: Dental, legal and other professional appointments. A signed slip from the dental, legal or other professional person is required no later than two (2) days after the last absence to be coded as such.

1. Illness. A physician's statement may be required after three consecutive days of illness if attendance is a concern;
2. Family leave (emergency, funerals, illness of other family members);
3. Religious observances;
4. School sponsored activities;
5. College visits two (2) days per year. Student has to be in good academic standing or at administrative discretion and these must be pre-arranged and documented with the office.

THE PRINCIPAL SHALL MAKE THE FINAL DECISION OF WHETHER AN ABSENCE IS EXCUSED OR

UNEXCUSED. A phone call or note does not guarantee that the absence will be marked as excused as some absences do not meet criteria to be excused by school officials.

UNEXCUSED ABSENCES- The following are examples of unacceptable reasons for absence: Oversleeping, Missing the bus, Running Errands for a Family Member, Personal appearance appointments, Shopping, and work either inside (chores/babysitting) or outside the home, Prom or School Activities Preparation, Forgot something at home, etc.

Habitual truancy is referred to the appropriate County Collaborative Services.

Student/Parent Responsibilities for Excused Absences

1. Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher. The student must report to the Principal’s Office for a make-up slip prior to returning to class.
2. *Work missed because of absence must be made up by the student. The amount of time students will have to make up work will be the number of days absent plus one. For instance, a student absent for three days would have four days to make up his/her work.*
3. Parents requesting make-up work for students who are or will be absent and not returning to school for several days must allow one full school day for work to be accumulated from the teaching staff and may be picked up the following morning.

Skipping

Unexcused "skipping" of classes is an unexcused absence. Skipping is failing to be in an assigned area at the designated time class period.

UNEXCUSED TARDIES- An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse. Three (3) unexcused tardies total in one class period are equivalent to one unexcused absence, except that a student will receive credit for work performed on those days. Students coming to class without an excuse, as listed above, after ten minutes of the class is completed are considered skipping and will be marked as such. Once a student has had 3 unexcused total tardies in any or all classes in a quarter, they will receive consequences for that and any subsequent tardies.

CONSEQUENCES OF UNEXCUSED ABSENCES

1. Students may not be allowed to make up work missed due to such absences.
2. Student will receive a school consequence consistent with progressive student discipline
3. Students may not be allowed to participate in co-curricular and activities events..
4. In cases of recurring 5 (five) cumulated unexcused absences, the administration **may also request the County attorney** to file a truancy petition with the juvenile court, pursuant to Minnesota Statutes.
5. At 7 (seven) unexcused absences the school will file a truancy petition with the juvenile court, pursuant to Minnesota Statutes.

TRUANCY AND UNAUTHORIZED ABSENCES

As required by current statutes, regulations of the Minnesota State Department of Education, and the School Board of this District, students shall be in attendance each day that school is in session. The authority to decide whether an absence is excused or unexcused rests with the building principal.

**Note that the State law regarding truancy provides that school officials are mandated reporters and must report patterns of absence that indicate issues of neglect and/or abuse.* Minnesota has compulsory attendance meaning students are to be in school on a regular basis.

ATTENDANCE CONTRACT

Is a contract that outlines ISD 2190’s Attendance Policy and explains to the parent/guardian and the student the expectations. This contract will be signed by a parent/guardian, student, and the building administrator. Violation of the terms outlined in the contract will result in lost credit(s).

Comment [11]: Add what we introduced this year and it has been very successful with families.

MAKE-UP WORK

Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

Work missed due to an unplanned absence or illness must be made up by the student in a timely manner. The amount of time students will have to make up work will be the number of days absent plus one. For example, a student absent for three days would have four days to make up his/her work. Any work not completed within this period shall result in “no credit” for the missed assignment. Teachers are allowed limited discretion in the application of this policy, however; administration may extend the time allowed for completion of make-up work contingent on specific circumstances which will be determined in cooperation with staff, parents and the student affected.

Comment [12]: Changed language from 2 days for every day gone to the number of days plus one. If a student is gone a week, an additional ten days is too much. There has been a lot of material done. With the addition of BUZZ Club and advisory plus one is more realistic.

4. STUDENT OPPORTUNITIES: EXTRACURRICULARS AND CO-CURRICULARS ARE PRIVILEGES

Yellow Medicine East Schools considers all of its extracurricular and co-curricular opportunities (opportunities above and beyond the regular classroom) *privileges*. All activities, athletics, and fine arts are subject to consequences and ineligibilities. See the entire MSHSL Eligibility Requirements in the Activities Office, the MSHSL website, or on our website.

***Good Standing:** To be eligible for participation, a student must be in good standing, which means that the student is eligible under all the conditions of eligibility requirements of Yellow Medicine East High School as well as the MSHSL.

ACADEMIC ELIGIBILITY:

Any possible academic penalties must be accommodated with an alternative. The calendar may determine the perceived severity of the consequence.

In order to ensure our students remain in good standing for their activities, both extracurricular and co-curricular, an academic ineligibility list will be generated. Grades will be monitored and checked every four weeks in all classes.

If a student should post a class grade of an "F" or an "I" at *mid-term*, the student will be placed on academic probation. While on probation, he/she is still eligible to participate in their activity. However, if the student does not earn a passing grade after the 2 week probationary period, the student is ineligible to participate until he/she earns a passing grade.

Penalties for Failing *Quarter Grades for Athletics:*

For Activities with 11 or more scheduled events:

- 1 failing grade (F) - Student will not be allowed to participate in 2 events or for 2 weeks (whichever is longer).
- 2 failing grades (F) - Student will not be allowed to participate in 4 events or 4 weeks (whichever is longer).
- 3 failing grades (F) - Student will not be allowed to participate in 6 events (or more) or 6 weeks (whichever is longer).

For Activities with 10 or less scheduled events:

- 1 failing grade (F) - Student will not be allowed to participate in 2 events or for 2 weeks (whichever is longer).
- 2 failing grades (F) - Student will not be allowed to participate in 3 events or for 2 weeks (whichever is longer).
- 3 failing grades (F) - Student will not be allowed to participate in 3 events (or more) or 2 weeks (whichever is longer).

Penalties for Failing *Quarter Grades for Fine Arts:*

- 1 failing grade (F) - Student is ineligible to perform in the next Fine Art Activity.
- 2 failing grades (F) - Student is ineligible to perform in the next two (2) Fine Art Activities.
- 3 + failing grades (F) - Student is ineligible to perform in the next six (6) Fine Art Activities.

No Credit or Grades Withheld (NC or GW) due to removal from class as a consequence of attendance policy or removal from class policy are administered the same as a failing grade (F).

Students that are ineligible may practice with the team or group during the ineligibility period. Students may attend games and travel with the team during the ineligibility period.

ATTENDANCE ELIGIBILITY:

Yellow Medicine East Middle/High School believes attendance is a part of being in good standing as an MSHSL participant. Failure to follow the attendance policies will result in a loss of eligibility to be determined by the Activities Director and/or Principal.

Comment [13]: Wrote down what previous administration implemented in 2012.

Comment [14]: What Mr. Knapper presented in July.

1. The policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day.
2. School-initiated absences will be accepted and participation permitted.
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.
4. If a student is suspended from any class, he or she may not participate in any activity or program that day.
5. If a student is absent from school due to medical reasons, he or she must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in that activity or program.
6. A student must be in school for four consecutive periods in order to be eligible to participate in a non-graded extra-curricular activity/program on that day.

BEHAVIORAL ELIGIBILITY:

Student Behavior and Expectations guidelines are outlined by the following, but not limited to:

1. YME Middle/High School Student Handbook
2. MSHSL Bylaws

*The YME Middle/High School Student Handbook can be located in the Principal's Office. The MSHSL Bylaws can be found online at www.mshsl.org.

Students who earn a detention or suspension must serve that detention or suspension prior to being reconsidered for eligibility.

CHEMICAL/TOBACCO/DRUG ELIGIBILITY:

A student shall not at any time, regardless of quantity,

- A. use or consume, have in possession a beverage containing alcohol;
- B. use or consume, have in possession tobacco; or,
- C. use or consume, have in possession buy, sell, or give away any other controlled substance.

** E-cigarettes and other devices that deliver nicotine or any other products derived from tobacco fall under Bylaw 205 – Chemical Eligibility. Bylaw 206 may allow schools to impose a “Student Code of Conduct” violation for E-cigarettes and similar types of devices.*

Students who violate the chemical/tobacco/drug rule will receive penalties for Category I, II, and III Activities. The following guidelines will be used to determine eligibility:

Category I Activities: MSHSL-Sponsored Athletics

Category I Penalties:

- 1st Violation - Student will not be allowed to participate in 2 events or 2 weeks (whichever is longer).
- 2nd Violation - Student will not be allowed to participate in 6 events or 3 weeks (whichever is longer).
- 3rd + Violation - Student will not be allowed to participate in 12 or 4 weeks (which is ever longer).

Category II Activities: MSHSL-Sponsored Activities (Speech, One Act Play, Debate, group and solo ensemble contests).

Category II Penalties:

- 1st Violation - Student is ineligible for the next Category II activity.
- 2nd Violation - Student is ineligible for the next two Category II activities.
- 3rd + Violation - Student is ineligible for the next three Category II activities.

Category III Activities: Musicals, plays, FFA contests, school-sponsored trips, prom, dances, pep band, Homecoming candidacy, SnoBall candidacy, and any other non-Category I or Category II school-sponsored activity.

Category III Penalties:

- 1st Violation - Student is ineligible for 14 calendar days from notification.
- 2nd Violation - Student is ineligible for 21 calendar days from notification.
- 3rd + Violation - Student is ineligible for 28 calendar days from notification.

Comment [15]: Mr. Knapper and I met on this topic and felt this is more acceptable for students who want to participate in YME activities.

Applying the Penalty: Penalties shall be progressive beginning with the student's first violation and continuing throughout the student's high school career. Penalties shall be served consecutively.

Denial Disqualification: A student shall be disqualified from all interscholastic athletics and activities for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation.

Serving an MSHSL Penalty: A student must be a student in good standing, and able to be placed in the game, meet or contest except for the penalty being served. (Students who are not in good standing due to suspension, expulsion, injury, illness, family vacations, etc. are not able to be placed in a game, meet or contest and are therefore not able to count those contests toward the penalty.) The student must participate in and complete the entire season in which the penalty has been applied for it to count.

***Activity advisors, coaches, and Fine Art directors hold the right to establish penalties that exceed the above mentioned.**

Families may request a review of eligibility decision. Please contact the High School Principal for additional information. Violations remain on your record for your entire high school career (7th-12th grade).

5. DETENTION UNDER FAIR PUPIL DISMISSAL ACT: Administrative-assigned detention will be held after school on designated days. The principal or designee must clear arrangements for other detention times.

The following rules apply:

- Late arrivals will not be permitted.
- Work must be brought for the entire period.
- No food, drink, or electronic devices will be allowed.
- No talking or sleeping will be allowed.
- Failure to abide by detention rules will result in removal; an additional hour will be assigned.
- Students are responsible for their own transportation

NOTICE:

1. Students will serve detention before being involved in **any activities** during the school day or after school.
2. Students with detention pending will not be eligible to participate in or practice for any extracurricular or co-curricular event until all detentions are made up.
3. Work and extracurricular activities are not a valid excuse to miss detention.
4. Students who do not serve their detention within this frame will have their detention time doubled.
5. Any student that still refuses to serve their assigned detention **will be suspended**. At this time, a parent meeting with administration will be set up **by the student** to review this policy.
6. Any student suspended for three days (for any combination of reasons) in one school year may be scheduled for a meeting with the Principal.

6. STUDENT DISCIPLINE CLASSIFICATIONS

Comment [16]: Outlined definitions from the YME Behavioral Guidelines found on the website as well as other MASSP recommendations.

ACADEMIC DISHONESTY

This information pertains to any work assigned in class: daily homework, term papers, tests, etc.

Plagiarism:

1. Cutting/pasting information from Internet or book and not telling or writing the source.
2. Using ideas and theories from someone else and not telling or writing the source.
3. Copying another person's work or tests.

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Cheating:

1. Stealing or purchasing tests or homework.
2. Handing in another's work as your own.

Cheating/Plagiarism may result in, but is not limited to, one or all of the following consequences:

FIRST OFFENSE:

1. Conference with teacher and administrator
2. The Teacher will notify the parent/guardian
3. Detention /Suspension to be determined
4. Zero credit with confiscation of work
5. Suspension from participating in any extracurricular or co-curricular activities. Time-out will be determined by the seriousness of the offense.

SECOND OFFENSE:

1. All of the consequences of the first offense
2. Fail class for the quarter

ARSON: Definition: The intentional destruction or damage to any school building or property by means of fire or explosives. Failure to exercise ordinary caution, resulting in fire in a school building or damage to school property

ASSAULT Aggravated - committing an assault upon another person with a weapon or a device used as a weapon, or an assault which inflicts great bodily harm upon another person. Physical - Acting with intent to cause fear in another person of immediate bodily harm or death, or intentionally bullying, inflicting or attempting to inflict bodily harm upon another person. Any intentional, harmful or potentially harmful physical contact or bullying initiated by a student against a staff member will be considered to be assault. Bodily Harm, Inflicting - Committing an act which unintentionally harms another person.

ASSAULT-FIGHTING is violent, aggressive behavior by two or more individuals with the intent to inflict physical harm-differentiated from poking, pushing, shoving or scuffling.

ASSAULT-THREAT is a threat of bodily harm, stalking, or death to another person, without physical contact.

BURGLARY - Entering a building or a specific area of a building without consent and with intent to commit a crime, or entering a building without consent and committing a crime.

BULLYING is the intentional infliction of, or attempt to inflict injury or humiliation on another. Bullying is directed by a stronger student against a weaker one and may be either physical or verbal/direct or indirect .Bullying is subject to discipline under other categories including, but not limited to abuse, assault, harassment or cyberbullying. (Ref: Yellow Medicine East Bullying/Harassment Policy and Social Media Policy)

BOMB THREATS False - Intentionally giving a false alarm of a bomb.

DISORDERLY CONDUCT is engaging in offensive, obscene, or abusive language, or in boisterous and noisy conduct tending to arouse alarm, anger, or resentment in others.

DISRESPECTFUL LANGUAGE will not be tolerated on campus, at school sponsored events, or on busses. (i.e., swearing, cussing, derogatory or demeaning comments or references.)

DISRUPTIVE BEHAVIOR IN THE CLASSROOM (Removal from Class)is defined as:

1. Willful conduct which materially and substantially disrupts the right of others to an education;
2. Willful conduct which endangers school district employees;
3. Willful violation of any rule of conduct specified in the Discipline Policy adopted by the Board;
4. Repeated inappropriate behavior that classroom discipline plan procedures have proven ineffective in correcting.

Procedure for Re-admission to the Classroom

1. A student will be referred to the Principal's Office for a conference with the building principal/or designee and will receive a consequence consistent with the action. The teacher will contact parent/guardian and have a readmission meeting with the student prior to the next class meeting;

2. A student removed from a class two or more times will be required to have a readmission meeting with the teacher and receive a consequence consistent with the action. The teacher will contact parent/guardian and have a readmission meeting with the student prior to the next class meeting;
3. A student remove from a class three or more times will be required to have a readmission meeting with the building principal/or designee, teacher, parent and student

DRESS CODE: The responsibility for the appearance of our students rests with the parents and the students. Clothing should be neat, clean and non-offensive. Common courtesy means appropriate dress, including footwear, should be worn at all times. Examples of inappropriate dress, include, but are not limited to: Clothing advertising substances illegal for juveniles (Example: tobacco, beer, liquor, drugs); Clothing containing obscene, discriminatory, or profane language or pictures; Clothing and accessories containing gang symbols (or colors) or clothing worn in a manner to identify gang membership; Immodest or provocative clothing is not permitted; You will be asked to change or cover up. This includes, but is not limited to: halter tops, tube tops, skirts and shorts that are considered “too short” or “too revealing”.

Comment [17]: Updated and deleted the fingertips to determine length for shorts.

Shirts must be at least long enough to meet the top of the pants (no bare midriffs). Shirts that over expose cleavage are not permitted, you will be asked to change or cover up. Over exposed undergarments (bra straps, underwear, pajama pants, boxers) will not be allowed. School issued athletic apparel is subject to school dress code policy during normal school hours. Coats/jackets and caps/scarves should be placed in lockers upon arrival and must remain in lockers during school hours at teacher’s discretion. Hats and hoods are not allowed to be worn by the student body in the school buildings during normal school hours.

The student will be advised by the principal as to what adjustment must be made, if the student fails to remedy the problem at that time, the parents will be contacted. If the problem remains uncorrected, the student will be removed from the class or activity involved until the student corrects the situation **as per Minnesota Statute, 127.26 Chapter 572 of the Pupil Fair Dismissal Act.**

The final decision rest with the Principal. Consequences will be consistent with the YME Student Code of Conduct and progressive discipline.

ELECTRONIC DEVICES: Cell phones and other electronic devices may not be used between the start of the first period and the end of the last period each school day unless they are part of the instructional content of a course under required teacher supervision or during lunch and passing periods at principal’s discretion.

Students are not allowed to record content or conversations in the classroom or to take any pictures of people without prior written consent. Doing so will result in the authorities being notified and legal action will follow. Cell phones will **not** be permitted in bathrooms or locker rooms.

Any electronic devices deemed to be inconsistent with the educational mission of the school are not permitted. They will be confiscated and held in the office until a parent picks them up.

All of these items are the sole responsibility of the student.

Students are encouraged to leave these items at home. These items interfere with the educational mission of the school at times and serve as targets for theft. Our lockers are not secure.

Failure to turn over the cell phone will result in disciplinary action.

Electronic Device Discipline Procedures:

- 1st Offense:* Confiscate electronic device and return at the end of the school day; All office hours apply.
- 2nd Offense and Beyond:* Confiscate electronic device and parents will be required to pick them up at the end of the school day; All office hours apply. Repetitive offenses may result in progressive disciplinary action consistent with the action.

A. Students and Social Networking: As a student at Yellow Medicine East Middle/High School, you are expected to follow student handbook guidelines, even though an event may happen off school property or after school hours.

Comment [18]: Added an educational section for students and families. This is best practice for students.

Social network sites, other digital platforms and distribution mechanisms that facilitate students communicating with other students are considered “Social Networking” platforms. Participation in such networks has both positive appeal and potentially negative consequences. It is important the Yellow Medicine East students be aware of these consequences and exercise appropriate caution if they choose to participate.

Students are not restricted from using any online social network sites and/or digital platforms. However, users must understand that any content they make public via online social networks or digital platforms is expected to follow acceptable social behaviors and also to comply with federal, state and local laws, as well as, the YME Student Handbook. As a Yellow Medicine East student, you must be aware of your Student Handbook regulations and expectations of our said extracurricular programs. Ignorance of these regulations does not excuse students from adhering to them.

B. Guidelines for Students: These guidelines are intended to provide a framework for students to conduct themselves safely and responsibly in an online environment. As a student at Yellow Medicine East you should:

Be careful with how much and what kind of identifying information you post on social networking sites. Virtually anyone with an email address can access your personal page. It is unwise to make available information such as full date of birth, social security number, address, phone number, cell phone numbers, class schedules, bank account information, or details about your daily routine. All of these can facilitate identity theft or stalking. Social Media sites provide numerous privacy settings for information contained in its pages. Use these settings to protect private information. However, once posted, remember the information becomes property of the website and public record.

Be aware that community members, family and potential current and future employers and college admissions offices often access information you place on online social networking sites. You should think about any information you post on sites or similar directories that potentially portrays an image of you to a prospective employer or school. The information is considered public information. Protect yourself by maintaining a self-image that you can be proud of years from now.

Be careful in responding to unsolicited e-mails asking for passwords or PIN numbers. Reputable businesses do not ask for this information in emails.

Don't have a false sense of security about your rights to freedom of speech when using Social Media. Understand that freedom of speech is not unlimited. The on-line social network sites are NOT a place where you can say and do whatever you want without repercussions or personal accountability.

Remember photos once put on the social network site's server become their property and public record. You may delete the photo from your profile but it still stays on their server. Internet search engines like "Google" or "Yahoo" may still find that image long after you have deleted it from your profile. Think long and hard about what type of photo you want to represent you.

Whoever is the "adult" (over 18) responsible for the contracts, computers, phone lines, etc. is liable for your actions as a minor as well.

Things students should refrain from:

Derogatory language or remarks about our students, teammates, school personnel and our community at-large; as well as, teachers or coaches; student-athletes, administrators or representatives of other schools.

Demeaning statements about or threats to any third party (including support of demeaning statements and threats); Don't respond to these.

Distribution and possession of unauthorized videos and photos or statements depicting violence; hazing; sexual harassment and content; vandalism, stalking; underage drinking, selling, possessing, or using controlled substances; or any other inappropriate behaviors.

Creating a serious danger to the safety of another person or making a credible threat of serious physical or emotional injury to another person.

Indicating knowledge of unreported felonies, crimes, thefts or damage to property or unethical behavior.

Indicating knowledge of an unreported school or team violation—regardless if the violation was unintentional or intentional.

One of the biggest lessons social network users can learn is that anything you post online enters the public record. You never know who may be looking and when.

Students, Parents and Guardians, let it be known that any students in violation of said conduct is subject to consequences to be determined by the Administration, Principal and/or Activities Director.

The Minnesota State High School League Student Code of Responsibilities, Bylaw 206.00, is applicable and relevant in all student related issues and concerns in such matters.

FALSE ALARM: Intentionally giving a false alarm of a fire or other emergency notification system (such as 911), or tampering or, interfering with any alarm.

FIREWORKS: Fireworks, possession: possessing or offering for sale any substance, combination of substances or articles prepared to produce a visible or audible effect by combustion, explosion, deflagration, or detonation.

GAMBLING involves the playing of a game of chance for the stakes during school hours. This includes but is not limited to dice, cards, betting pools, pogs, etc.

GAME BEHAVIOR: The caliber of excellence put forth by all our teams is also expected by those attending all of the events. These contests are a learning experience for everyone, and we highly encourage total school involvement. We expect our fan conduct to set an example for all schools. Those students who refuse to fully cooperate will be denied the privilege of attending.

HABITUAL /SEVERE CLAUSE: Habitual/Severe abuse of the rules, policies and excessive disciplinary referrals which hinder the smooth operation of the school and/or jeopardize the welfare of other students or adversely impede the learning environment may result in the following consequences: disciplinary conference with the student, parent and administrator; out-of school suspension, or referral to the school board for a possible change of placement or exclusion/expulsion proceedings. Suspensions are made by the administration and cannot be appealed.

ILLEGAL SUBSTANCES: You are NOT to use, possess, distribute or be under the influence of tobacco, smokeless tobacco, alcohol, or other prohibited illegal substances at any time on the school grounds, including at all school-sponsored events or at other sites which are school sponsored activities/events. This includes all prescription and non-prescription medicines unless specifically approved by legislated/school district policies. A student who uses at school or has in his possession at school or attends a school function after the use of alcohol or drugs may be subject to suspension and referral to local authorities. The assignment of suspension depends upon the severity of the incident. The school administration will make the final determination in such matters. **See YME Behavior Guidelines

INSUBORDINATION is the willful disregarding or resisting the direction or request of any person in authority. Interference, Disruption or Obstruction: any action taken to prevent one or more staff members or students from exercising their assigned duties and disrupting the learning environment.

INTERFERENCE/OBSTRUCTION/TELEPHONE THREAT is any action taken to prevent a staff member from exercising his/her lawfully assigned duties or cause major school interruption through telephone threats. This includes refusal to cooperate in an investigation or by lying in an investigation.

POSSESSION AND/OR DETONATION OF PYROTECHNIC (FIRE STARTING) DEVICES: These devices may include but are not limited to the following: matches, lighters etc. Explosives and Incendiary Devices, Possession and/or use: Possessing or using any compound or mixture, the primary or common purpose of which is to function by explosion, with substantially instantaneous release of gas and heat.

PUBLIC DISPLAY OF AFFECTION: Students must refrain from kissing, embracing or any inappropriate touching while in the school. Lewd behavior: sexual conduct that is considered indecent or offensive.

ROBBERY/EXTORTION: Obtaining of property from another where his /her consent was induced by a use of force or threat of force.

THEFT: The unauthorized taking of the property of another individual.

THEFT OF SCHOOL PROPERTY: This refers to the unauthorized taking of and/or the unauthorized possession of school property.

TRESPASSING: Trespassing:being present in any district facility or portion of a district facility when it is closed to the public or when the students does not have the authorization to be there or unauthorized presence in a district vehicle

UNAUTHORIZED USE OF SCHOOL PROPERTY: The unauthorized/illegal use/or taking of school property for school or non-school sponsored activities.

USE OR POSSESSION OF TOBACCO AND/OR TOBACCO PRODUCTS: Use of and/or possession of any type of tobacco products by any student, regardless of age, will be governed by Minnesota statutes and school district policies. It is against the law for students to possess or use tobacco products. Students will be referred to the police via a written "police tag" if observed using. (Note School Staff are mandated reporters and must report violations to the police-tags will be issued.) If caught in possession or using on school grounds students will be suspended, items will be confiscated and turned over to the police along with a written citation/tag. (Use of tobacco is a MSHSL violation and students in activities will forfeit their eligibility if caught using or in possession.)

**Any and all violators of this policy will be referred to the Activities Director for possible MSHSL Rule enforcements.

USE, POSSESSION, DISTRIBUTION OR SALE OF ILLEGAL DRUGS, ALCOHOL, INHALANTS, HARMFUL CHEMICALS, ELECTRONIC CIGARETTES AND/OR CONTROLLED SUBSTANCES ~ INCLUDING PRESCRIPTION MEDICATIONS/NOT PRESCRIBED TO THE STUDENT AND/OR NOT APPROVED* or Narcotics or Related Paraphernalia:

Students who violate the rules concerning the use of alcohol and drugs will be subject to all of the following procedures: This standard of conduct is mandated by the State of Minnesota and U.S. Departments of Education.

Under recent legislation by the State of Minnesota "High School students are permitted to carry a maximum of two doses of over the counter medication for self administration to relieve symptoms of minor pain, cramps, indigestion and headache. This legislation DOES NOT ALLOW high school students to carry Over The Counter (OTC) stimulants used to stay awake such as Ephedrine, Nodose etc. or prescription medication which must be kept in the Health Service Office and administered by a nurse/designated health office worker.

**Please see the Student Medication Board Policy

VANDALISM: knowing and willful damage to property. Damage of property (vandalism): intentionally defacing, cutting or otherwise damaging property that belongs to the school, district, other students, employees or others. (NOTE: Tampering with or disabling surveillance, safety, fire or security equipment will automatically result in consequences beginning at the 2nd offense level.)

VERBAL ABUSE: Abuse: Verbal, written or otherwise expressed - Arousing alarm in others through the use of language that is discriminatory, abusive, bullying, threatening, or obscene.

WILLFUL DAMAGE OF SCHOOL PROPERTY OR THE PROPERTY OF OTHERS: "Willful Damage" is the intentional cutting, defacing, or damage of any property, real or personal, belonging to the school district, or to any individual within the school setting.

WILLFUL DISOBEDIENCE: When a student is insubordinate, defies authority or is threatening towards authority, a teacher will write on the discipline referral "willful disobedience of valid school authority". The student may be immediately suspended for the remainder of that day.

Progressive Discipline for Violations of YME School Conduct include any or all of the following:

- A. Student conference with teacher, principal, social worker or other school district personnel, and verbal warning;
- B. Parent contact;
- C. Parent conference;
- D. Removal from class;
- E. In-school suspension;
- F. Suspension from extracurricular activities;
- G. Detention or restriction of privileges;
- H. Loss of school privileges;
- I. In-school monitoring or revised class schedule;
- J. Referral to in-school support services;
- K. Referral to community resources or outside agency services;
- L. Financial restitution;
- M. Referral to police, other law enforcement agencies, or other appropriate authorities;
- N. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- O. Out-of-school suspension under the Pupil Fair Dismissal Act;
- P. Preparation of an admission or readmission plan;
- Q. Expulsion under the Pupil Fair Dismissal Act.

**Please reference YME Behavior Guidelines in the Principal's Office

8. YELLOW MEDICINE EAST SCHOOL BOARD SPECIFIC POLICIES:

BULLYING PROHIBITION POLICY: A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Any act of bullying by either an individual student or a group of students, is expressly prohibited on school district property or at school-related functions. This policy applies not only to students who directly engage in an act of bullying, but also to students who, by their indirect behavior, condone or support another student's act of bullying. The policy also applies to any student whose conduct at any time or in any place constitutes bullying which interferes with or obstructs the mission or operations of the school district, or the safety or welfare of the student, other students or employees. No teacher, administrator, volunteer, contractor or other employee of the school district shall permit, condone or support another student's act of bullying. Bullying means any written or verbal expression, physical act of gesture, or pattern thereof, by a student which is intended to cause, or is perceived as causing, distress to one or more students and which substantially interferes with another student or student's' education benefits, opportunities or performance. Bullying includes, but is not limited to, conduct by a student against another student that a reasonable person under the circumstances knows or should know has the effect of:

- a. harming a student,
- b. damaging a student's property,
- c. placing a student in reasonable fear of harm to his or her person or property, or
- d. creating a hostile educational environment for a student.

Upon completion of an investigation, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, or remediation.

**A complete copy of the Bullying policy is available for your review in the District Office

HARASSMENT: Participating in, or conspiring with others, to engage in acts that injure, degrade, intimidate or disgrace other individuals, including indecent exposure, and words or actions that negatively impact an individual or group based on their race, cultural or religious background, their sexual orientation or any disabilities they may have. The school district will act to investigate all complaints, formal or informal, verbal or written. The school district will discipline any student or employee who violates this policy according to school district policies.

Students are requested to complete a "Harassment Complaint Form" to provide documentation of any racial, religious or sexual harassment. These forms are available in the Principal's Office.

**A complete copy of the harassment policy is available for your review in the District Office.

HAZING: Hazing means doing something, or making another student do something, that creates a risk of harm to a student in order for the student to be initiated into, or affiliated, with a student organization/group. Engaging in any behavior which constitutes hazing is a violation of school discipline policy and may subject the student to discipline including suspension and expulsion.

**A complete copy of the harassment policy is available for your review in the District Office

SCHOOL BUS - APPLICATION OF THE STUDENT CODE OF CONDUCT

Reference: Yellow Medicine East Transportation Policy located in the District Office

The YME Student Code of Conduct is in effect from the time a student is at the designated bus stop to board the bus at the beginning of the day until the student gets off the bus at the end of the day and remains visible to the bus driver. Bus drivers are responsible for the orderly conduct of pupils while they are on the school bus and may apply progressive student discipline who participates in unacceptable behavior. Bus Ridership - Law provides that students be transported to school according to a set of guidelines. In order to be consistent with state law, the school system will adhere to the following regulations outlined in school board policy and the YME Student Code of Conduct:

Discipline Plan Rules: Consequences:

Follow directions the first time they are given by driver;

1. Driver warns student.
2. Driver fills out bus conduct report;
3. Director has a conference with student;
4. Suspension of riding privileges.

**Progressive Student Discipline will be used

POSSESSION OF WEAPON: (on school grounds, buses, school vehicles or at school activities.) Weapon means: any firearm, loaded or unloaded, or any device which, through its use, is capable of producing great bodily harm or death, (firearms, bullets, guns, look-alike guns, knives, clubs, nunchucks, explosives, mace or other chemicals, spears or student made devices.) Possession of a weapon will result in penalties that include: initial suspension up to ten days (for investigation purposes); confiscation of weapon; referral to the police department; recommendation for expulsion

**A complete copy of the harassment policy is available for your review in the District Office

III. MISCELLANEOUS ITEMS

ACTIVITIES FOR STUDENTS ASSEMBLIES: Students will be assigned specific seating for all assemblies and they will be dismissed by the PA system or their teacher. All assembly attendance is mandatory unless excused individually by the Principal.

ADVERTISING AND PROMOTIONS: Neither the facilities, the name, the staff, nor the children of the school system, nor any part thereof shall be employed in any manner for the advertising or otherwise promoting the interests of any commercial or other non-school agency or organization. The Yellow Medicine East School District employees must not recommend any commercial product, service or aid in the distribution of literature or publicity endorsing or recommending such product or service.

ALLERGY PROCEDURE: Yellow Medicine East School District is "nut safe". Our schools are NOT completely peanut/tree nut free, but measures are put in place to provide a safe environment for students with known peanut/tree nut allergies. Yellow Medicine East School District is a "Latex-free" environment. Visiting pets/animals are prohibited in YME schools. An exception will be made for service animals and approved classroom curriculum units involving animals as part of a lesson or lessons.

Classrooms:

- 1) For classrooms with student(s) with life-threatening allergies, a notification will be sent out prior to the first day of school notifying families of the allergy and precautions that will be taken to prevent a reaction.
- 2) Information should be kept about students' life-threatening allergies in the classroom. These foods/items should not be used for class projects, parties, holidays and celebrations, arts, crafts, science experiments, cooking, snacks, or other purposes in the classroom of a student with life-threatening allergies.
- 3) Tables should be washed with soap and water in the morning if an event has been held in the classroom the night before.
- 4) Proper hand washing technique by adults and students should be taught at the beginning of the school year and required before and after the handling/consumption of food.
- 5) Eating in the classroom is prohibited unless part of an organized classroom activity or classroom curriculum (e.g.- scheduled snack times in the elementary school, classroom celebrations or rewards, holiday or birthday parties, FACS class, etc.).
 - a) Teachers are to notify the school nurse and school principal if a classroom activity where food will be served or shared is taking place.
 - b) No homemade treats or food items, for students, will be brought into our schools either by parents or staff unless preapproved by the school nurse and school principal. All treats must be commercially prepared and packaged for distribution with intact ingredient labels.

**Classrooms with students who have life-threatening allergies may have more specific guidelines depending on the type(s) of allergy.*
- 6) Food preparation and the use of food manipulatives will be allowed in academic curriculum with the principal's and school nurses pre-approval.
- 7) No items in the classroom will be stored in previously used food containers (peanut butter, jelly, or any other kind of jar).

Food Services/Cafeteria

- 1) The school lunch program will not serve any food items that may cause a life-threatening situation. Medical documentation and an "Allergy Action Plan" are required and must be renewed each school year.

Comment [19]: This section outlines the many written and unwritten guidelines the office has been using. We felt it was necessary to have it written down for all to review.

Comment [20]: Adapted from the BRE procedure.

- 2) There will be a table in the cafeteria designated "allergen free". Students with life-threatening food allergies may sit at this table. Only students eating school lunch will be allowed to eat at this table.
 - a) The designated table should be clearly identified.
 - b) The designated table should be cleaned thoroughly in between each lunch session. Disposable wipes and dedicated water are encouraged to avoid cross contamination.
- 3) The food service director is to maintain food labels for each food served to students for at least 24 hours following service in case a student has a reaction from a food eaten in the cafeteria.
- 4) Students with home lunch must eat in the cafeteria. Students are not permitted to eat lunch in hallways, classrooms, or other student areas unless given direct permission from administration.
 - a) Students leaving school grounds for lunch are expected to finish food/drink items off school grounds or in the cafeteria.
 - b) Students are encouraged to wash their hands after eating so that no traces of allergens will be left on their hand.

School Field Trips

- 1) The principal, in consultation with the school nurse, will be responsible for determining the appropriateness of each field trip and consideration of safety of the student with life-threatening allergies.
- 2) The field trip organizer is to notify the school nurse in a timely manner of all field trips.
- 3) Medications including epinephrine auto-injector and a copy of the student's "Allergy Action Plan" must accompany the student. The name and phone number of the nearest hospital will be a part of the student's emergency plan.
- 4) A cell phone must be available on the trip for emergency calls.
- 5) Parents of a student at risk for anaphylaxis should be invited to accompany their child on school trips, in addition to the chaperone.
 - a) In the absence of accompanying parents/guardian or nurse, another adult must be trained and assigned the task of watching out for the student's welfare and for handling any emergency. The adult carrying the epinephrine should be identified and introduced to the student as well as the other chaperones.

ANIMALS IN SCHOOL: Students who bring animals to school must have prior, written approval. All domesticated animals brought to school must be properly vaccinated. Non-domesticated animals are not allowed in the classrooms because of health concerns. Animals in the classroom will be used for educational purposes only and are not to be in the area indefinitely. Every effort will be made to determine if there are any sensitive occupants with allergies. Teachers will inform parents when an animal will be used in the classroom. When there are concerns about allergies, asthma or other health related issues, animals will not be allowed in school.

ANNOUNCEMENTS: Announcements are made during advisory and are posted on the Yellow Medicine East website.

ATHLETIC EVENTS / PEP FESTS: Please sit in YME MS/HS's cheering sections. Always treat visiting contestants and spectators as guests. "Booing" or antagonistic taunting behavior of game officials or opposing contestants is prohibited. Dress should promote YME HIVE pride and each individual must be identifiable by the supervisor. During the playing of the National Anthem, students should stand respectfully, either singing or remaining quiet, and with caps removed. We also expect students to stand during the playing of school songs, both visitors' and YME MS/HS fans. Remember to conduct yourself at all times in a manner that will reflect positively upon yourself and Yellow Medicine East Middle/Middle/High School, both at home and away contests.

BOOKS AND MATERIALS: MN Statute 123.37, subd.1(b) requires the school board to notify parents about its policy to charge fees for lost, damaged, or destroyed books. Teachers issue books at the beginning of the year/semester. A fee will be assessed for a damaged or lost text.

CAMPUS POLICY: The school campus includes the middle/high school building and surrounding grounds and other sites when classes or activities are taking place. All school rules and regulations will be enforced on the entire school campus before, during, and after school hours.

Grades 6 ~ 9, will have closed campus all day (including lunch time). They must stay on school property. Grade 10 ~ 12 may leave the school during their lunch period and during their free hour. Students leaving the building must exit via door 16, which is located by the cafeteria. Students will be required to re-enter the school building through door 16 during designated time or the main front entrance. This privilege may be revoked temporarily or for an extended period as a consequence for violation of school rules or abuse of this privilege. Students in grades 10-12 who use poor driving judgement, leave trash in the school parking lots, and/or have discipline issues that surface, etc., may have this privilege revoked.

CAMPUS VISITORS: Parent visitors to our building are always welcome, but for the sake of maintaining building security, we must insist that all visitors report to the Principal's Office and obtain a visitor pass. All visitors are to use the main entrance on 9th Street entering through the Main Entrance doors. Visitors who wish to see staff are encouraged to call ahead and make an appointment with the staff member and follow all visitor procedures. **Student Visitors are discouraged during the regular school day.**

If there is a request for a student visitor, the following guidelines will apply:

1. **Parent notification 24 hours in advance.**
2. **Student visiting must not be missing his or her own school.**
3. **No visitors during finals or finals week.**
4. **No visitors on the day before or after a holiday break.**

Students leaving the campus for any reason other than the above circumstances, must have permission from their parent/guardian and be issued an out-of-building pass from the Principal's Office in order to leave the campus. You are to arrive at a specified time and you are not to leave at any time without the written permission of the Principal. Should it become necessary for you to leave school, you must report to the Principal's office for a pass. **Written permission from your parent or legal guardian must be presented in order to leave the building.** A violation of the policy may result in detention or suspension

COLLEGE VISITS: Juniors and Seniors may take post-secondary campus visits (2 per year). These must be pre-excused three days in advance by completing the College Visit Form which can be obtained from the Success Coordinator's Office. This form must be signed by a parent/guardian even if the student is 18 years of age. The student must be in good academic standing and final approval will be given by the Success Coach and/or the Building Principal. College visits are discouraged after May 1.

CUSTODIAL/NON CUSTODIAL PARENTS: It is the responsibility of a custodial parent to provide court documentation to the principal relative to the rights or non-rights of the non-custodial parent. Unless documentation is provided, the school will provide copies of student information to the second parent. It is the responsibility of the parents to provide updated addresses and phone numbers when changes occur.

DANCE POLICY: Dances are for Yellow Medicine East Middle/High School students only. The three exceptions to this policy are Homecoming, Sno-Daze, and the Prom. An invited guest to these dances must not be older than twenty years of age. Students or guests who falsify identity will forfeit the admission to the dance and will not be allowed to participate. These guests are required to register in the Principal's Office prior to the dance. Attendees at all dances must comply with rules regarding tobacco, alcohol and other drugs. Coats, purses, bags, etc. must be checked in with the chaperones (these items will not be allowed into the dance area). Any student who leaves during a school sponsored dance is not allowed to re-enter. Prom Guidelines are available upon request.

DELIVERIES: We strongly recommend that deliveries of items to students (balloons, flowers, etc.) not be arranged to occur at school. These items cannot be delivered to the classroom and end up in the office areas until students can pick them up at the end of the day. Transporting these items home, especially for those who ride the school bus, can also be a problem. Because of time constraints, the school will not be responsible for deliveries that the student does not pick up. YME is a latex free building and latex balloons are not allowed onsite.

DIRECTORY INFORMATION: The Yellow Medicine East Public Schools, Independent School District #2190, proposes to designate the following personally identifiable information contained in your education record as "directory information" and it will disclose that information without prior consent. (See School Board Policy)

- > Your name
- > The names of your parents or guardians
- > Your telephone number
- > Your address
- > The date and place of your birth
- > Your grade level completed
- > Your extra-curricular participation
- > Your weight and height if a member of an athletic team
- > Your achievement awards of honor
- > Your photograph if available
- > The dates of your school attendance
- > The school or district you attended before you enrolled in the Yellow Medicine East Public Schools

If your parent/guardian objects to the designation of any or all of the above information as directory information, please notify the school administrator or school superintendent in writing by September 15.

On or after September 15, the record custodians indicate the items the district will designate as directory information and will appropriately mark your record. This designation will remain in effect until it is modified by the written direction of your parent/guardian.

Student Records: Parents and students are informed that they have the following rights (See School Board Policy):

- Parents and students have a right to inspect and review the student's education records. A written request is necessary stating as precisely as possible the records to be reviewed,
- The parent or student has the right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading or otherwise in violation of the student's privacy or other rights,
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that such consent is not required for disclosure pursuant to this policy, state or federal law, or the regulations promulgated there under,
- The right to file a complaint with the U.S. Dept. of Education concerning alleged failures by the school district to comply with the federal law and regulations promulgated there under,
- The right to be informed about rights under the federal law, and
- The right to obtain a copy of this policy.

DISTRIBUTION MATERIALS / DISTRIBUTION MATERIALS /ADVERTISING: Any and all materials/information/promotions and announcements which staff, students/parents or other outside school agency's/group's wish to post and display on or in school property must be approved two days in advance by the school administration. The administration reserves the right to prohibit and/or limit the distribution of materials and/or the posting/display or promotion of information and/or events.

ELASTIC CLAUSE: The administration reserves the right to amend any provision in this handbook deemed to be in the best interest of the educational process. Furthermore, the principal retains the right to issue penalties for acts of discipline not specifically stated herein and to alter any penalties as he considers necessary. Each situation is different and will be handled on an individual basis.

EMERGENCY SCHOOL CLOSINGS: If it is necessary to close school due to severe weather or emergency conditions, please listen to the local radio, TV stations, social media, school website and JMC Messenger.

ENTRANCES / EXITS: Students riding the school bus should enter/exit the building through **Door 16**. Students driving to school should enter the building through Door 16. Morning drop-offs should happen on the North side of 9th Street for student safety. Parents, visitors and guests should enter the building at the main entrance doors and register in the Principal's Office where you will receive a Visitor's Badge. Propping, rigging or disabling a secure door: any action which causes a door to be unsecured in order to facilitate subsequence re-entry is against the school rules.

FIRE AND TORNADO DRILLS, STATEWIDE TORNADO DRILLS, LOCKDOWNS: The school will conduct periodic drills. Practice runs are designed to improve the evacuation procedure in case of a real emergency. Students will be expected to cooperate fully during these drills.

FOREIGN EXCHANGE STUDENTS: YME Public School will work with Exchange programs as approved by the International Educational Travel and Exchange Programs Council and the National Association of Secondary School Principals. A foreign exchange student will be placed in the age-appropriate grade as determined by the Principal. However, a student who has "graduated" from their home country high school will be placed in the senior class of YME High School. For an exchange student to receive a Certificate of Attendance at graduation, he/she must have been enrolled as a senior and have been in attendance for an entire school year. Foreign exchange students are not eligible for a diploma unless a previous transcript is provided and they will meet the graduation requirement outlined above. **See YME Graduation Guidelines.

HEALTH EMERGENCY INFORMATION: If your child has serious health or medical issues which may affect him/her at school, please contact the school nurse in order to discuss it before school starts in the fall. If you would prefer, you may contact the teacher(s) who may "need to know" directly. Together parents and school personnel will make an appropriate health plan which will help the student manage any health concerns at school.

ILLNESS/ACCIDENTS: If your child becomes ill in school, every attempt will be made to send your child home. Should your child have a minor injury, the nurse or someone designated to do so will provide first aid. If the accident is of a serious or life threatening nature, emergency services will be contacted, followed by the parent or legal guardian. If we are unable to contact you, we will contact the persons you have designated on your child's emergency card. For this reason it is very important to provide us with accurate contact information and that phone numbers are updated as they may change throughout the year. When in non emergency situations and all attempts to contact someone on the emergency card fail, your child will remain in school and be sent home at the end of the day in the same manner in which they came to school.

As a general rule, students with a temperature above 100 degrees will be sent home. Likewise, we ask that your child be free from fever (temperature above 100 degrees without medication) for 24 hours before he/she returns to school after being ill. Please be sure to contact the school as early in the day as possible if your child will be absent that day.

STUDENT MEDICATIONS:

PURPOSE The purpose of this policy is to set forth the provisions that must be followed when administering non-emergency prescription medication to students at school.

II. GENERAL STATEMENT OF POLICY The school district acknowledges that some students may require prescribed drugs or medication during the school day. The school district's licensed school nurse, registered nurse, licensed practical nurse, or other designated staff member will administer prescribed medications in accordance with law and school district procedures.

III. REQUIREMENTS

- A. The administration of prescription and non-prescription medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school district may rely on an oral request until a written request is received.
- B. An "Administering Prescription Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. The form will include or have attached written orders from a licensed health care provider. The forms are available through the nurse's office.
- C. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law, and must be administered in a manner consistent with the instructions on the label. Over the counter medications to be administered by the school district must arrive at school in the original container sealed by the manufacturer. Over the counter medications will be administered according to manufacturer's instruction unless otherwise expressed in writing by a licensed health care provider.
- D. The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.
- E. Prescription medications are not to be carried by the student, but will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Part J.5. below), and medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).
- F. The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.
- G. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.
- H. The school nurse, or other designated person, shall be responsible for the filing of the Administering Medications form in the health records section of the student file. The school nurse, or other designated person, shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication.
- I. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate party (if appropriately contracted by the school district under Minn. Stat. § 121A.21). The school district administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

J. Parents will notify the school if a medication is to be sent on a field trip. Teachers/designated school personnel may carry and administer the medication on a field trip according to school policy and procedures.

K. Specific Exceptions:

1. Special health treatments and health functions such as catheterization, tracheostomy suctioning, and gastrostomy feedings do not constitute administration of drugs and medicine. An "Administration of Treatment" form must be completed annually (once per school year) and/or when a change in treatment occurs;
2. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy;
3. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy; 4. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy;
5. Drugs or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if: a. the school district has received a written authorization from the pupil's parent permitting the student to self-administer the medication; b. the inhaler is properly labeled for that student; and c. the parent has not requested school personnel to administer the medication to the student. The parent must submit written authorization for the student to self administer the medication each school year. The student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed. If the School District employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of asthma inhalers;
6. Any student in grades 6-12 may possess and use nonprescription pain relief in a manner consistent with the labeling, if the school district has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self administer the medication each school year. The school district may revoke a student's privilege to possess and use nonprescription pain relievers if the school district determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients.
7. Prescription non-syringe injectors of epinephrine, consistent with state law, if the parent and prescribing medical professional annually inform the pupil's school in writing that: a. the pupil may possess the epinephrine; or b. the pupil is unable to possess the epinephrine (ex. EpiPen) and requires An "Allergy Action Plan" must be completed and signed by a licensed health care provider. The plan must designate the school staff responsible for implementing the student's health plan, including recognizing anaphylaxis and administering non-syringe injectors of epinephrine when required, consistent with state law.
8. Medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individualized health plan).
9. Medications: a. that are used off school grounds; b. that are used in connection with athletics or extracurricular activities; or c. that are used in connection with activities that occur before or after the regular school day are not governed by this policy.

K. "Parent" for students 18 years old or older is the student.

LOCKERS: Student lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school policies. As soon as practical after the search of a student's personal possessions, the school authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials. Items of a dangerous nature are not to be stored in lockers (i.e. Gun Safety class, knives, weapons, etc.). Students will be responsible for keeping lockers clean and for damage done to lockers.

**School board policy is available in the Principal's Office for your review.

LOST and FOUND: If you have lost books or personal property, please check in the office. You must be able to prove ownership by identifying the article.

LUNCH/CAFETERIA:

ALL FOOD AND DRINK ARE TO BE CONSUMED IN THE CAFETERIA. Food or drink cannot be carried into any part of the building without prior approval from the school nurse or administration. Open Campus and lunch room privileges will be restricted if necessary. Students are to clean up after themselves and practice good manners while using the lunch services. A “debit card” system is used for payment of lunch. Students/parents can deposit in their accounts by leaving checks in the high school office, giving them directly to the cashier in the lunchroom or paying online through the STING Store. Students on free/reduced lunch must pay for additional milk, seconds, and/or ala Carte items.

MEDIA CENTER/LIBRARY:: Yellow Medicine East Middle/High School Media Center is open to all students and is well-stocked with books, periodicals, pamphlets and an assortment of audio-visual material. Students are invited and encouraged to make use of the facility to do research for a class or to check out media center material. The library is a place for “quiet” work. Study hall students wanting to use the library should secure a pass prior to reporting to study hall. The media center can be used by an entire class or an individual from a class by way of a pass. The hours are open Monday through Friday from 7:45 a.m. until 3:45 p.m. Lost and/or damage to books or technology equipment are the personal and financial responsibility of the student.

ORGANIZATIONS AND ACTIVITIES: Yellow Medicine East Middle/High School has an activity program to be proud of. Our organizations and activities have earned high honors and recognition because of active student participation, excellent facilities, interested and qualified instructors, and support staff, administration and community..

PESTICIDES: The school district periodically must use pesticides in order to maintain proper health and safety conditions. Notification will occur to students and staff when pesticides and certain chemicals are used in and around the school building and grounds. An estimated schedule of interior pest control inspections and possible treatments is available for review or copying at the district office. A similar estimated schedule is available for application of herbicides and other materials to school grounds. Parents of students may request to receive, at their expense, prior notification of any application of a pest control material, should such an application be deemed necessary on a day different from the days specified in the schedule.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance is recited on the first day of the school week. "Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice." Students are asked to stand as a courtesy and out of respect for others.

POSTERS: All posters or announcements to be displayed anywhere in the building including the bulletin boards must be approved by the principal or other authorized personnel. It is understood that all signs posted will be taken down after a reasonable length of time.

PUBLICATIONS: A student may not produce and/or distribute petitions or other printed documents of any kind that are disruptive to the conducting of school. A student shall not produce and/or distribute any petitions, documents, or posters/advertisements of any kind or sort on school premises during the school day without the specific approval of the principal.

RIGHTS:

The Right To Free Speech and Expression

Students represent a wide range and diversity of opinion and background. Students have the right to express opinions, to take stands, and to support causes, either publicly or privately. This is provided that such expressions are not libelous, profane, obscene, and do not interfere with the rights of others or disrupt the atmosphere for learning in the school.

- > Freedom of student expression is protected by the school.
- > School-sponsored publications shall follow the rules for responsible journalism. Permission of the school principal is required for distribution of literature. The time and place for distribution will be limited according to established guidelines.
- > Notices concerning information about events which will take place within the school area shall be posted in the place designated by the principal. All notices for events either inside school or outside shall be approved by the principal or a representative designated by the principal before posting.

The Right Regarding Student Dress A student has the right to choose manner of dress and personal grooming unless it represents a clear danger to the student's health and safety, causes an interference with work, creates classroom or

school disorder, or violates the dress code. For more information on student attire, see the section on **student dress**.

Discrimination/Sexual Harassment in any form is not to be allowed or condoned. Any inquiries regarding this policy of this handbook should be directed to the **Principal's Office** or call (320) 564.4083 (See School Board Policy)

The Right to be Informed of Rules

Student has the right to be informed of all policies, rules, and regulations they will be expected to follow. The basic rules shall be published and distributed to all students and available to other interested persons. Copies of these rules governing the code of conduct shall be available in the school office.

The Right to Privacy

The student's right of privacy regarding school records will be protected and any disclosure of information from student permanent records shall be consistent with legal requirements (See School Board Policy)

The Right to Personal Property

Students have a right to be secure in their persons, papers, and effects, however:

- > Students must refrain from bringing onto school property or to the school-sponsored events any material or item that would cause, or tend to cause, a disruptive activity or endanger the health and safety of students or other persons.
- > When reasonable cause exists for a principal to believe that such items are present, general or individual searches may be conducted under the authorization of the principal, or any representative designated by the principal.
- > **Lockers** are the property of the school and may be searched at any time by school officials. (See School Board Policy)
- > Search of an area assigned to a student will be conducted in the presence of the student, if practical.
- > School authorities will seize illegal items and items that are used to disrupt or interfere with the educational process may be removed from student possession.
- > Personal Items of value should be left at home. The school is not responsible for lost or stolen articles.

REQUESTS FOR HOMEWORK: After 3 or more consecutive days of absences it is appropriate for the parent/guardian of an absent student to contact the Middle/High School Office **to request homework**. Assignments will be collected from teachers and can be picked up at the Middle/High School office at the end of the school day.

STUDENT PASSES: All students leaving a class must receive teacher permission and request the teacher issue them a student pass. All students in the hallway during scheduled classes must have a pass and the pass needs to be visible to staff. Unless it is an emergency, students needing to see the social worker, nurse, other staff member or administration, must have permission and a pass. Violation of this procedure/policy will subject the student progressive discipline. Students are not to leave the building between classes without permission. Exception to this is a senior with a free hour or a sophomore/junior/senior during scheduled lunch time. Students are required to sign-in and out of class. Students are not allowed to go to the parking lot or run errands without the permission of the Principal's Office.

STUDENTS AND DRIVING: The privilege of students driving to and from school carries with it certain responsibilities. Cruising in autos, speeding, or other acts of behavior which violate school policies or community laws will result in denial of privileges, and complaints filed with the local police department. Students are not to be in, or lounge in, autos during school hours except for purposes of going to and from school. **Students may not drive to and from practice or school sponsored activities unless cleared through the Activities Office and/or Principal's Office.**

The designated student lot for parking during the school day is the East Lot. No parking in areas designated for visitors and staff, in yellow painted areas, fire lanes, and do not block the driveways or sidewalks. Consequences for violation of parking policies will include: warning, restricted privileges or having improperly parked vehicle **towed away** at owner's expense.

STUDENT FEES: Materials required for basic instruction in any course will be provided at no expense to the student. However, in a number of courses, students, at their election, may be allowed to complete projects for personal use which require materials other than those necessary for basic instructions. Failure to pay fees within 30 days of the start of the semester will result in withheld credit(s) and a loss of opportunity to participate.

STUDY HALLS: The purpose of study hall is to provide a supervised, structured atmosphere for students to study. Students may access the resource room for assistance but must secure prior permission to leave the study hall area. Students are expected to bring all study materials with them. Permission to use the library or computer labs must be secured before reporting to study hall. All electronic devices follow the Electronic Device Procedure.

TECHNOLOGY & INTERNET USE

****See School Board Policy 524**

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

In making decisions regarding student and employee access to the school district computer system, electronic resources, and the Internet, including electronic communications, the school district considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the school district computer system, electronic resources, and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of the school district computer system, electronic resources, and the Internet throughout the curriculum and will provide guidance and instruction to students in their use. This policy shall apply to all users of the School District's computer system, electronic resources, and Internet, including but not limited to students, faculty, administrators, support staff, agents and board members. This policy shall apply to the use of the School District's electronic resources provided by any means, including but not limited to: desktop computers, laptop computers, PDAs, Smart Devices, printers, mobile devices (wireless), network servers.

Consequences: 1st Violation: 4 weeks, 2nd Violation: 8 weeks, 3rd Violation: 16 weeks

TELEPHONE: The office phones are for school business and are not to be used by the students. Students are permitted to use the office phone for emergencies only! No calls will be transferred to classrooms while class is in session.

TRANSCRIPT REQUESTS: Student transcripts are available during the regular school year. Please make requests accordingly and in a timely manner to the High School Principal's Office.

TRESPASSERS: The principal or his designee has the right to remove any person from the Yellow Medicine East Middle/High School campus as they deems necessary.

The school campus includes the Middle/High school buildings and surrounding grounds and other sites (Community Center Parking Lot) when classes or activities are taking place. All school rules and regulations will be enforced on the entire school campus before, during, and after school hours.

VIDEO SURVEILLANCE: Video cameras / monitors in the school and on the school buses are for safety purposes and assist in protecting the rights of all students to come to a safe school environment. Cameras are recording images 24 hours a day, seven days a week. The images obtained are for school and law enforcement. They are not for "public viewing".

**YELLOW MEDICINE EAST ISD #2190
SCHOOL BOARD MEETING MINUTES
MONDAY, JULY 13, 2015 – 6:00 PM
YME BOARD ROOM**

Chairman Velde called the meeting to order.

Roll Call of Board Members Present: Dawn Odegard, Tim Opdahl, Sharon Rupp, Steve Rupp, Grant Velde, Steve Zumhofe, Dr. Rick Clark

Board Members Excused: Jane Hagert

Community & Staff Members Present: Kathy Anderson, Emily Balfany, Deb Beckler, Liz DeBlieck, LeeAnn Boushek, Leanne Carmany, Alyssa Hoffman, Jeff Iverson, Tim Knapper, Sheila Koepke, Caitlyn Mahlum, Denise Streich

Motion by Dawn Odegard, second by Steve Rupp and carried to approve the agenda for the meeting, with the addition of a closed session for the purpose of discussing negotiation strategy.

Dr. Clark read the YME Mission Statement.

The call for public address to the Board of Education received no response.

Motion by Steve Rupp, second by Tim Opdahl and carried to approve the minutes from the June 8, 2015 meeting, with two corrections.

Motion by Steve Rupp, second by Tim Opdahl and carried to approve bills for payment as follows: 2014-2015 Accounts Payable Citizens Bank checks numbered 19299 – 19323 in the amount of \$103,837.31; 2014-2015 Accounts Payable payroll wire transfers numbered 201400124 – 201400131 in the amount of \$222,357.06; 2015-2016 Granite Falls Bank checks numbered 15150 – 15271 in the amount of \$526,755.55; 2015-2016 Payroll wire transfers numbered 20150001 – 201500012 in the amount of \$64,032.58.

Motion by Steve Rupp, second by Tim Opdahl and carried to approve the finance report, as submitted.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to approve the employment of Nicole Kotek, elementary secretary.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to approve the classification change for Liz DeBlieck, from Secretary II to Secretary I.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to approve the employment of Kristen Castiglione, senior high musical second assistant.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to approve the employment of Megan Pratt, English instructor.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to approve the employment of Shelly Weir for summer custodial help.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to approve the employment of Ashley Soine and Aimee Johnson, C-squad volleyball coaches.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to accept the resignation of Jiana Robersdahl, 4th grade elementary teacher.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to accept the resignation of Scott Soden, English instructor.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to accept the resignation of Pam Dahl, Spanish instructor.

Motion by Sharon Rupp, second by Steve Zumhofe and carried to accept the resignation of Karen Londgren, technology coordinator.

Dr. Clark reported that interviews for the technology coordinator position are scheduled for Tuesday, July 14. He shared that he will visit the YME communities and to provide information on the referendum, beginning aggressively in September.

YME Middle/High School and Bert Raney Elementary reports were submitted in writing by Principals Luft and Hansen.

Tim Knapper, YME Activities & Community Education Director, reviewed participation policy and shared a PowerPoint presentation and video on Why We Play.

Motion by Steve Rupp, second by Tim Opdahl and carried by roll call vote, with Steve Zumhofe opposed, to adopt a resolution establishing a combined polling place for certain multiple precincts and designating hours during which each polling place will remain open for voting for school District elections not held on the day of a statewide election. The designated polling place will be at the Kilowatt Community Center and polls will be open from 8:00 am to 8:00 pm on Election Day – Tuesday, November 3, 2015.

Motion by Tim Opdahl, second by Dawn Odegard and carried to approve the second reading and adoption of the YME High School Overnight Travel Policy.

Motion by Tim Opdahl, second by Sharon Rupp and carried to approve the facsimile use of board signatures for board bills and payroll checks for 2015-2016.

Motion by Tim Opdahl, second by Sharon Rupp and carried to authorize financial procedures and personnel for 2015-2016 as follows: Designate LeeAnn Boushek, Finance Officer, and Tara Miller, Payroll Officer, to complete and authorize electronic fund transfers as necessary to pay board bills and payroll and to complete investments for the District in secured accounts to yield the greatest amount of interest return as necessary.

Motion by Tim Opdahl, second by Sharon Rupp and carried to designate the law firms of Rupp, Anderson, Squires & Waldspurger, P.A. – Kevin Rupp, and Holmstrom & Kvam – Spencer Kvam as legal counsel for 2015-2016 and to authorize the superintendent and board chair to contact them as needed.

Motion by Tim Opdahl, second by Sharon Rupp and carried to designate The Advocate Tribune as the official newspaper for 2015-2016.

Motion by Tim Opdahl, second by Sharon Rupp and carried to designate school depositories for 2015-2016 as follows: F& M Bank of Clarkfield for payroll checks; Granite Falls Bank of Granite Falls for the Board account, student programs, and administrative account; Minnesota School District Liquid Asset Fund for receiving state-aid and levy revenues; and to authorize the Granite Falls Bank of Granite Falls to provide electronic fund transfers to allow for payroll direct deposit services.

Motion by Tim Opdahl, second by Sharon Rupp and carried to adopt a resolution to conduct school, hold regular School Board meetings, and other such business on Columbus Day, October 12, 2015.

Motion by Tim Opdahl, second by Sharon Rupp and carried to acknowledge Health & Safety Policy # 807 and approve the Health & Safety Budget for 2015-2016, as follows:

Health & Safety Budget			
Finance Code	Description	FY 2014-2015	FY 2015-2016
347	Physical Hazards	\$4,056	\$21,200
349	Other Hazardous Material	\$40	\$600
352	Environmental & Safety management	\$8,218	\$19,400
358	Asbestos Removal	\$2,765	\$10,000
363	Fire Safety	\$6,537	\$6,000
TOTAL		\$21,616	\$57,200

Motion by Tim Opdahl, second by Sharon Rupp and carried to approve the annual review and approval of ISD 2190 Policy Series 100 through 800.

Motion by Tim Opdahl, second by Sharon Rupp and carried to approve contracting with Minnesota Valley Cooperative for special education services for 2015-2016.

Motion by Tim Opdahl, second by Sharon Rupp and carried to authorize membership with the Minnesota State High School League for 2015-2016.

Motion by Tim Opdahl, second by Sharon Rupp and carried to authorize membership with Minnesota Rural Education Association for 2015-2016.

Motion by Tim Opdahl, second by Sharon Rupp and carried to authorize membership with Minnesota School Boards Association for 2015-2016.

Motion by Tim Opdahl, second by Sharon Rupp and carried to approve food service rates for 2015-2016, as follows:

Breakfast	
Grades K-3	Free
Grades 4-12	\$1.45
Adults	\$2.10
Lunch	
Grades K-5	\$2.50
Grades 6-8	\$2.60
Grades 9-12	\$2.70
Adults	\$3.70

Motion by Tim Opdahl, second by Sharon Rupp and carried to approve activity fees and ticket prices for 2015-2016, as follows:

Athletic Fees	
Grades 7 & 8	\$60
If you qualify for Reduced Lunch	\$30
If you qualify for Free Lunch	\$12
Grades 9-12	\$80
If you qualify for Reduced Lunch	\$40
If you qualify for Free Lunch	\$16
Activity Tickets	
Student Activity Pass – Grades K-12	\$25
Adult Activity Pass	\$75
Senior Citizen Pass (60+)	\$50
Single Game Admission	
Students K-12	\$4
Adults	\$6

Motion by Tim Opdahl, second by Sharon Rupp and carried to approve substitute staff rates of pay for 2015-2016, as follows:

Teachers	\$105.00/day
Custodians	\$10.00/hour
Paraprofessionals	\$10.00/hour
Kitchen Staff	\$9.00/hour

Motion by Steve Rupp, second by Dawn Odegard and carried to accept the bid submitted by Deans Foods, Le Mars, IA, to supply milk and dairy products for the 2015-2016 school year.

Motion by Steve Rupp, second by Dawn Odegard and carried to accept the bid submitted by Pan-O-Gold Baking Company, St. Cloud, MN, to supply bread and bread products for the 2015-2016 school year.

Motion by Sharon Rupp, second by Tim Opdahl and carried unanimously by roll call vote, to adopt a resolution authorizing the execution and delivery of a master governmental lease-purchase agreement, supplement No. 5113-1 and related instruments, and determining other matters in connection therewith – Apple equipment.

Motion by Sharon Rupp, second by Tim Opdahl and carried unanimously by roll call vote to adopt a resolution authorizing the execution and delivery of a master governmental lease-purchase agreement, Supplement No. 5113-2 and related instruments, and determining other matters in connection therewith – infrastructure.

Motion by Dawn Odegard, second by Sharon Rupp and carried to approve the transfer of \$196,433.09 in OPEB funds for FY2014-2015 from the OPEB Trust Fund to the YME Board Account as follows:

General Fund Implicit Expense	\$107,465
Food Service Implicit Expense	\$2,420
Community Education Implicit Expense	\$1,970
Retiree Expenses	\$84,578.09
Total:	\$196,433.09

Motion by Tim Opdahl, second by Sharon Rupp and carried to approve the establishment of a new checking account at Minnesota School District Liquid Asset Fund for credit card payments/fees withdrawals & Electronic Fund Transfers, as needed. Signatures on the account will be LeeAnn Boushek, Tara Miller, Rick Clark.

The meeting was closed at 7:45 pm to discuss negotiation strategy.

The meeting was re-opened at 8:36 pm.

With no further business, the meeting was adjourned at 8:36 pm.

CHECK NUMBER	VENDOR	CHECK DATE	AMOUNT
000015274	RESZEL, AL		1,932.49
000015275	AMERICAN FAMILY LIFE ASSURANCE		284.28
000015276	AMERITAS LIFE INSURANCE CORP.		322.16
000015278	DELTA DENTAL		5,015.60
000015279	DEPT OF TREASURY		296.00
000015280	INTERNAL REVENUE SERVICE		237.45
000015282	MADISON NATIONAL LIFE		1,652.26
000015283	154200 NCPERS MN		64.00
000015284	SCHULTE, TREVOR		400.00
000015285	SELECT ACCOUNT		2,932.19
000015287	SW/WC SVC. COOP - HEALTH INS.		47,096.30
000015288	BENNETT & BENNETT INC.		324.00
000015289	CITY OF CLARKFIELD		47,484.91
000015290	CITY OF GRANITE FALLS		2,841.25
000015291	DOLLAR STOP		4.00
000015292	INNOVATIVE OFFICE SOLUTIONS		64.99
000015293	MVCC		552.20
000015294	PITNEY BOWES INC.		1,017.00
000015295	SAWMILL		91.20
000015296	YME SCHOOL READINESS		3,625.00
000015297	YME-FOOD SERVICE		805.60
000015298	ZEP MANUFACTURING CO		1,788.51
000015299	A&B BUSINESS SOLUTIONS		2,225.76
000015300	ADVOCATE TRIBUNE		467.76
000015301	ALMICH'S MARKET		142.73
000015302	BENNETT & BENNETT INC.		650.18
000015303	CENEX CREDIT CARD		411.75
000015304	CHIPPEWA COUNTY AUDITOR		56.00
000015306	CITY OF GRANITE FALLS		18,179.77
000015307	COMPVIEW INC		1,000.00
000015308	COUNTRYSIDE PUBLIC HEALTH		210.00
000015309	GFDQ, INC.		106.97
000015310	DEAN FOODS NORTH CENTRAL, INC.		101.46
000015311	DOUG'S SERVICE & MARINE INC.		257.52
000015312	FARGO 3D SALES		3,396.05
000015313	FOOD SERVICES OF AMERICA		375.42
000015314	GENE STUKEL PHOTOGRAGHY		190.00
000015315	GRANITE FALLS AUTO PARTS		14.67
000015316	GREAT PLAINS NATURAL GAS CO		20.00
000015317	HEARTLAND SCHOOL SOLUTIONS		410.00
000015318	HILLYARD/HUTCHINSON		2,493.06
000015319	ISCORP		195.50
000015320	KIBBLE EQUIPMENT, INC.		78.39
000015321	LEE'S AUTO & DIESEL INC.		207.10
000015322	LEGO EDUCATION		576.23
000015323	MAAE-MN AG EDUCATORS		502.00
000015324	MASSP		853.00
000015325	MASSP		80.00
000015326	MIDWEST SPORTS		1,184.95
000015327	MVCC		153,781.94
000015328	MVTV		47.95
000015329	NDR CABLES & NETWORKS		359.49
000015330	OFFICEMAX CONTRACT INC.		267.05
000015331	PIONEER MFG. CO.		3,094.50
000015332	REALLY GOOD STUFF		221.28
000015333	RESZEL, AL		1,820.27

CHECK NUMBER	VENDOR	CHECK DATE	AMOUNT
000015334	RSCHOOL TODAY		1,434.00
000015335	RTS		38.03
000015336	RYER PLUMBING INC.		4,464.70
000015337	STATE INDUSTRIAL PRODUCTS		427.51
000015338	SUBWAY		114.75
000015339	SUTER, CASSANDRA		102.60
000015340	TEACHER DIRECT		603.00
000015341	TRUE VALUE-GF/MONTE		912.34
000015343	VISA		1,484.69
000015344	YELLOW MEDICINE COUNTY		25.00
000015345	YME SCHOOL ACTIVITY ACCOUNT		2,090.30
000015347	YME SCHOOLS-ADM		2,253.85
000015348	ZEP MANUFACTURING CO		1,549.90
000015349	ADVANTAGE COLLECTIONS		57.50
000015350	BENNETT & BENNETT INC.		925.23
000015351	MACPHAIL		500.00
000015352	AMERICAN WELDING AND GAS, INC.		22.21
000015353	BENNETT & BENNETT INC.		4,255.63
000015354	BLACKWELDER, KRISTINA		17.06
000015355	BUSINESSWARE SOLUTIONS		57,568.31
000015356	BUSINESSWARE SOLUTIONS		6,396.47
000015357	CLOUSE, MARYELLA		32.93
000015358	CONSUMERS COOPERATIVE OIL CO.		88.95
000015359	FARMERS UNION OIL CO.		141.23
000015360	GREAT PLAINS NATURAL GAS CO		696.52
000015361	HANSEN, LISA		356.04
000015362	HEGNA, KAYLA		64.40
000015363	JIM'S CLOTHING & SPORTING GOOD		164.00
000015364	MARSHALL INDEPENDENT		221.00
000015365	MCGRAW-HILL		32.79
000015366	MINNESOTA ELEVATOR TOTAL ELEVATOR SOLUTIONS		329.26
000015367	MSHSL		1,820.00
000015368	NASCO		345.22
000015369	OLSON SANITATION INC.		579.15
000015370	PASLAWSKI, LOUANN		39.00
000015371	PRAIRIE GRAIN PARTNERS LLC		45.00
000015372	PURCHASE POWER		3,000.00
000015373	RSCHOOL TODAY		104.00
000015374	SANNERUD JOANELLE		45.95
000015375	SCHOLASTIC INC		2,392.00
000015376	SW/WC SERVICE COOPERATIVES - FERGUS FALLS		7,398.00
000015377	SW/WC SERVICE COOP - MARSHALL		660.00
000015378	THE GALLERY		301.15
000015379	YME SCHOOL ACTIVITY ACCOUNT		192.10
201500013	ING SERVICE CENTER		1,491.47
201500014	FEDERAL TAX WITHHOLDING		12,164.86
201500015	MN TEACHERS RETIREMENT ASSOC.		1,323.22
201500016	PUBLIC EMPLOYEES RETIREMENT		5,391.22
201500017	STATE TAX WITHHOLDING		1,614.35
201500018	FEDERAL TAX WITHHOLDING		395.00
201500019	FEDERAL TAX WITHHOLDING		9.00
201500020	FEDERAL TAX WITHHOLDING		17,948.20
201500021	FEDERAL TAX WITHHOLDING		14,288.83
201500022	FEDERAL TAX WITHHOLDING		3,341.75
201500023	FEDERAL TAX WITHHOLDING		14,288.83
201500024	FEDERAL TAX WITHHOLDING		3,341.75

CHECK		CHECK	
NUMBER	VENDOR	DATE	AMOUNT
201500025	FEDERAL TAX WITHHOLDING		267.59
201500026	FEDERAL TAX WITHHOLDING		238.11
201500027	FEDERAL TAX WITHHOLDING		55.68
201500028	FEDERAL TAX WITHHOLDING		238.11
201500029	FEDERAL TAX WITHHOLDING		55.68
201500036	ING SERVICE CENTER		699.59
201500037	ING SERVICE CENTER		75.00
201500038	ING SERVICE CENTER		88.92
201500039	ING SERVICE CENTER		66.67
201500040	ING SERVICE CENTER		4,480.01
201500041	ING SERVICE CENTER		175.00
201500042	ING SERVICE CENTER		310.00
201500043	ING SERVICE CENTER		744.26
201500044	ING SERVICE CENTER		50.00
201500045	ING SERVICE CENTER		88.92
201500046	ING SERVICE CENTER		1,900.02
201500047	ING SERVICE CENTER		50.00
201500048	ING SERVICE CENTER		200.00
201500049	ING SERVICE CENTER		500.00
201500050	ING SERVICE CENTER		66.67
201500064	MN REVENUE		686.00
201500065	STATE TAX WITHHOLDING		7,863.70
201500066	STATE TAX WITHHOLDING		40.00
201500067	STATE TAX WITHHOLDING		6.00
201500068	STATE TAX WITHHOLDING		122.86
		Totals for BNK05	511,769.18
		Totals for checks	511,769.18

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	136,577.17	-1.84	291,012.71	427,588.04
02	FOOD SERVICE	2,362.42	57.50	1,573.28	3,993.20
04	COMMUNITY SERVICE	5,381.29	4,131.50	59,508.70	69,021.49
09	TRUST FUND	789.42	0.00	0.00	789.42
25	REVOCABLE TRUST (FY10)	0.00	0.00	10,377.03	10,377.03
***	Fund Summary Totals ***	145,110.30	4,187.16	362,471.72	511,769.18

***** End of report *****

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15288	BENNETT & BENNETT INC.	08/10/2015	1	SUMMER SCHOOL BUS (THROUGH 6-30)	0	324.00	324.00
01 E 005 760 000 721 360				PUPIL TRANSPORTATION/SUMMER SCHOOL TRANSP REG/TRANSPORT		324.00	
15289	CITY OF CLARKFIELD	08/10/2015	6-30-15	July/Aug. 2014 & June 2015	0	47,484.91	47,484.91
04 E 500 560 000 321 305				RECREATION-SWIM POOL/COMMUNITY EDUCATION/PROFESSIONAL F		47,484.91	
15290	CITY OF GRANITE FALLS	08/10/2015	SUMMER 2015	SUMMER REC. REV./EXP.	0	2,841.25	2,841.25
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		-1,290.25	
04 R 500 000 000 321 050				COMMUNITY EDUCATION/FEES FROM PATRONS/		4,131.50	
15291	DOLLAR STOP	08/10/2015	1	SUMMER REC	0	4.00	4.00
04 E 500 505 000 321 450				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		4.00	
15292	INNOVATIVE OFFICE SOLUTIONS	08/10/2015	842952	headset lifter	0	64.99	64.99
01 E 005 790 000 313 401				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		64.99	
15293	MVCC	08/10/2015	1	FY15 DENTAL/LIFE	0	552.20	552.20
01 E 005 420 188 000 391				SPECIAL EDUCATIONAL GENERAL//MN SCH DIST - REIMBURSEMEN		552.20	
15294	PITNEY BOWES INC.	08/10/2015	454116-jy15		0	1,017.00	1,017.00
01 E 005 020 000 000 370				SUPERINTENDENT'S OFFICE//RENTALS AND LEASES/		1,017.00	
15295	SAWMILL	08/10/2015	582042		0	91.20	91.20
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		91.20	
15296	YME SCHOOL READINESS	08/10/2015	1		0	800.00	3,625.00
01 E 100 401 000 740 898				SPEECH/STATE FUNDED SPECIAL ED/SCHOLARSHIPS/		800.00	
			2		0	1,516.00	
01 E 100 411 000 740 898				AUTISTIC/STATE FUNDED SPECIAL ED/SCHOLARSHIPS/		1,516.00	
			3		0	1,309.00	
01 E 100 412 000 740 898				ECSE SPEC ED/STATE FUNDED SPECIAL ED/SCHOLARSHIPS/		1,309.00	
15297	YME-FOOD SERVICE	08/10/2015	1	SUMMER MEALS	0	499.50	805.60
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		499.50	
			11		0	251.60	
01 E 005 790 000 313 430				OTHER PUPIL SUPPORT SERVICES/ACHIEVEMENT & INTEGRATION		251.60	
			3		0	54.50	
01 E 005 203 000 318 430				INT. CAMP ELEMENTARY GENERAL ED./INTER DIST COOPERATION/SUPPLIES/		54.50	
15298	ZEP MANUFACTURING CO	08/10/2015	9001700180		0	1,251.70	1,788.51
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,251.70	
			9001710566		0	536.81	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		536.81	
11 Computer Check(s) For a Total of							58,598.66

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	11	Computer	Checks For a Total of	58,598.66
Total For	11	Manual, Wire Tran, ACH & Computer	Checks	58,598.66
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	58,598.66

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	0.00	0.00	8,268.50	8,268.50
04	COMMUNITY SERVICE	0.00	4,131.50	46,198.66	50,330.16

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15349	ADVANTAGE COLLECTIONS	08/10/2015	FY15 FEES		0	57.50	57.50
02 R 005 000 000 701 601				SCHOOL LUNCH/SALES TO PUPILS/		57.50	
15350	BENNETT & BENNETT INC.	08/10/2015	111	RENVILLE	0	208.25	925.23
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		208.25	
04 E 500 505 030 882 360			112	GF/WD LAKE	0	325.63	
				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/TRANSPOR		325.63	
04 E 500 505 030 882 360			3	MARSHALL	0	102.75	
				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/TRANSPOR		102.75	
04 E 500 505 030 882 360				JUNE TRIPS	0	288.60	
				SUMMER SCHOOL-MS/HS		288.60	
04 E 500 505 030 882 360				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/TRANSPOR		288.60	
15351	MACPHAIL	08/10/2015	11		0	500.00	500.00
01 E 300 258 233 000 430				MUSIC//SUPPLIES/INSTRUMENTAL MUSIC		500.00	
			3	Computer		Check(s) For a Total of	1,482.73

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	3	Computer	Checks For a Total of	1,482.73
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	1,482.73
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,482.73

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	0.00	0.00	708.25	708.25
02	FOOD SERVICE	0.00	57.50	0.00	57.50
04	COMMUNITY SERVICE	0.00	0.00	716.98	716.98

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15299	A&B BUSINESS SOLUTIONS	08/10/2015	202975	COPIER LEASE	0	1,492.50	2,225.76
01 E	005 020 290 302 580			SUPERINTENDENT'S OFFICE/CAPITAL OUTLAY/CAPITAL LEASE PR		200.00	
01 E	100 203 290 302 580			ELEMENTARY GENERAL ED./CAPITAL OUTLAY/CAPITAL LEASE PR		450.00	
01 E	300 211 290 302 580			SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		561.67	
01 E	350 211 290 302 580			SECONDARY EDUCATION GENERAL/CAPITAL OUTLAY/CAPITAL LEAS		280.83	
			202975-	COPIER MAIN.	0	733.26	
01 E	005 020 290 000 350			SUPERINTENDENT'S OFFICE//REPAIRS AND MAINTENANCE SVCS/F		110.00	
01 E	100 203 290 000 350			ELEMENTARY GENERAL ED./REPAIRS AND MAINTENANCE SVCS/FO		220.00	
01 E	300 211 290 000 350			SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		268.26	
01 E	350 211 290 000 350			SECONDARY EDUCATION GENERAL//REPAIRS AND MAINTENANCE SV		135.00	
15300	ADVOCATE TRIBUNE	08/10/2015	1		0	467.76	467.76
01 E	005 010 000 000 380			BOARD OF EDUCATION//PRINTING/ADVERTISING/		467.76	
15301	ALMICH'S MARKET	08/10/2015	1		0	11.40	142.73
02 E	005 770 000 709 495			FOOD SERVICES/SUMMER FOOD SERVICE/MILK/		11.40	
			10	SUMMER REC	0	59.93	
04 E	500 505 000 321 450			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		59.93	
			2	BERT RANEY SUMMER	0	58.25	
01 E	100 203 379 000 401			ELEMENTARY GENERAL ED./GENERAL SUPPLIES/TARGETED SERVI		58.25	
			3	HS SUMMER	0	13.15	
01 E	350 211 000 318 433			SECONDARY EDUCATION GENERAL/INTER DIST COOPERATION/INDI		13.15	
15302	BENNETT & BENNETT INC.	08/10/2015	10		0	193.87	650.18
09 L	230 27			COMM ED SVCS. TRUST FUND/DEFERRED REVENUE/SR. CITIZENS GEN ACTIVITY		193.87	
			22	COMM ED- WWWEST	0	456.31	
04 E	500 505 000 321 360			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/TRANSP		456.31	
15303	CENEX CREDIT CARD	08/10/2015	1		0	112.82	411.75
01 E	005 810 191 000 442			OM OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		112.82	
			2	VEHICLES	0	298.93	
01 E	005 810 193 000 442			OPERATIONS AND MAINTENANCE//GAS & OIL/CAR EXPENSES		298.93	
15304	CHIPPEWA COUNTY AUDITOR	08/10/2015	1621		0	56.00	56.00
01 E	005 199 000 000 401			TAXPAYER LIST SCHOOL ELECTIONS//GENERAL SUPPLIES/		56.00	
15305	Vendor Continued Void	08/10/2015					0.00
15306	CITY OF GRANITE FALLS	08/10/2015	1		0	930.88	18,179.77
01 E	005 810 183 000 330			BR OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		930.88	
			2	BR ELECTRICITY	0	4,513.02	
01 E	005 810 184 000 330			OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		4,513.02	
			3	HS WATER-SEWER	0	2,665.64	
01 E	005 810 183 000 330			OPERATIONS AND MAINTENANCE//UTILITY SERVICES/SEWER-WATE		2,665.64	
			4	HS ELECTRICITY	0	9,928.62	
01 E	005 810 184 000 330			OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		9,928.62	
			5	TRACK	0	16.22	
01 E	005 810 184 000 330			OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT		16.22	
			6	CARPENTRY	0	12.00	
01 E	300 361 000 000 330			VOCATIONAL WEIDAUER//UTILITY SERVICES/		12.00	
			7	OUTSIDE MAINTENANCE	0	113.39	
01 E	005 810 191 000 330			OPERATIONS AND MAINTENANCE//UTILITY SERVICES/OUTSIDE MA		113.39	
15307	COMPVIEW INC	08/10/2015	0231567		0	1,000.00	1,000.00
01 E	005 630 199 000 405			SMART NOTEBOOK LIC. TECHNOLOGY INSTRUCTIONAL//SOFTWARE ETC/KAREN MCCOY		1,000.00	
15308	COUNTRYSIDE PUBLIC HEALTH	08/10/2015	5506		0	210.00	210.00
				HS SCHOOL			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				INSPECTION			
01 E 005 860 000 347 305				HEALTH & SAFETY EQUIP/PHYSICAL HAZARD CONTROL/PROFESSIO		210.00	
15309 GFDQ, INC.		08/10/2015	1	BOX LUNCHEON	0	106.97	106.97
01 E 350 211 000 318 433				SECONDARY EDUCATION GENERAL/INTER DIST COOPERATION/INDI		106.97	
15310 DEAN FOODS NORTH CENTRAL, INC.		08/10/2015	1	REG. MILK	0	101.46	101.46
02 E 005 770 000 709 495				FOOD SERVICES/SUMMER FOOD SERVICE/MILK/		101.46	
15311 DOUG'S SERVICE & MARINE INC.		08/10/2015	24541		0	257.52	257.52
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		257.52	
15312 FARGO 3D SALES		08/10/2015	412	3D Printer	0	3,396.05	3,396.05
04 E 500 505 030 882 433				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/INDIVIDU		3,396.05	
15313 FOOD SERVICES OF AMERICA		08/10/2015	1		0	320.58	375.42
02 E 005 770 000 709 490				FOOD SERVICES/SUMMER FOOD SERVICE/FOOD/		320.58	
			2	REG. SUP.	0	54.84	
02 E 005 770 000 709 401				FOOD SERVICES/SUMMER FOOD SERVICE/GENERAL SUPPLIES/		54.84	
15314 GENE STUKEL PHOTOGRAGHY		08/10/2015	1	SR CIT. CENTER	0	190.00	190.00
09 L 230 26				TRUST FUND/DEFERRED REVENUE/SR CITIZENS BLDG FUND		190.00	
15315 GRANITE FALLS AUTO PARTS		08/10/2015	1		0	14.67	14.67
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CAR EXPENS		14.67	
15316 GREAT PLAINS NATURAL GAS CO		08/10/2015	1		0	20.00	20.00
01 E 025 810 000 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/		20.00	
15317 HEARTLAND SCHOOL SOLUTIONS		08/10/2015	2423		0	410.00	410.00
02 E 005 770 000 701 405				FOOD SERVICES/SCHOOL LUNCH/SOFTWARE ETC/		410.00	
15318 HILLYARD/HUTCHINSON		08/10/2015	601692639		0	2,376.52	2,493.06
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		2,376.52	
			601692640		0	116.54	
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		116.54	
15319 ISCORP		08/10/2015	673070	SKYWARD FINANCE	0	195.50	195.50
01 E 005 110 000 000 350				ACCOUNTING OFFICE//REPAIRS AND MAINTENANCE SVCS/		195.50	
15320 KIBBLE EQUIPMENT, INC.		08/10/2015	328479	BLADES	0	78.39	78.39
01 E 005 810 191 000 350				OPERATIONS AND MAINTENANCE//REPAIRS AND MAINTENANCE SVC		78.39	
15321 LEE'S AUTO & DIESEL INC.		08/10/2015	32832		0	207.10	207.10
01 E 005 810 193 000 401				OPERATIONS AND MAINTENANCE//GENERAL SUPPLIES/CAR EXPENS		207.10	
15322 LEGO EDUCATION		08/10/2015	295961	Robot	0	576.23	576.23
04 E 500 505 030 882 430				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/SUPPLIES		576.23	
15323 MAAE-MN AG EDUCATORS		08/10/2015	7-2015	CONF.	0	502.00	502.00
01 E 300 301 501 830 366				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/TRAVEL-SC		502.00	
15324 MASSP		08/10/2015	15-16		0	853.00	853.00
01 E 300 050 000 000 820				PRINCIPAL'S OFFICE//DUES & MEMBERSHIPS/		853.00	
15325 MASSP		08/10/2015	15-16.	BECKLER/ENNINGA	0	80.00	80.00
01 E 300 050 000 000 820				PRINCIPAL'S OFFICE//DUES & MEMBERSHIPS/		80.00	
15326 MIDWEST SPORTS		08/10/2015	1519771400	BALL MACHINE	0	1,184.95	1,184.95
01 E 300 292 000 302 530				BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		1,184.95	
15327 MVCC		08/10/2015	16-1	SPEC ED SERVICES	0	153,781.94	153,781.94
01 E 200 420 978 740 396				SPECIAL EDUCATIONAL GENERAL/STATE FUNDED SPECIAL ED/DUE		153,781.94	
15328 MVTV		08/10/2015	1	MAINT. INTERNET	0	47.95	47.95
01 E 005 630 199 000 305				TECHNOLOGY INSTRUCTIONAL//PROFESSIONAL FEES/KAREN MCCOY		47.95	
15329 NDR CABLES & NETWORKS		08/10/2015	10906	CABLES	0	359.49	359.49

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
01 E 005 630 199 000 401				TECHNOLOGY INSTRUCTIONAL//GENERAL SUPPLIES/KAREN MCCOY		359.49	
15330 OFFICEMAX CONTRACT INC.		08/10/2015	067301		0	47.89	267.05
01 E 005 110 000 000 401				ACCOUNTING OFFICE//GENERAL SUPPLIES/		47.89	
			905246		0	115.96	
01 E 005 110 000 000 401				ACCOUNTING OFFICE//GENERAL SUPPLIES/		115.96	
			915524		0	103.20	
01 E 005 110 000 000 401				ACCOUNTING OFFICE//GENERAL SUPPLIES/		103.20	
15331 PIONEER MFG. CO.		08/10/2015	560594	QUICK STRIPE	0	3,094.50	3,094.50
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		3,094.50	
15332 REALLY GOOD STUFF		08/10/2015	5116006		0	38.90	221.28
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		38.90	
			5120112		0	182.38	
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		182.38	
15333 AL RESZEL		08/10/2015	1	SUMMER SUPPLIES	0	594.17	1,820.27
04 E 500 505 030 882 433				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/INDIVIDU		594.17	
			10	VALLEY FAIR	0	412.80	
01 E 350 211 000 318 433				SECONDARY EDUCATION GENERAL/INTER DIST COOPERATION/INDI		412.80	
			2	SUMMER FEES	0	474.49	
04 E 500 505 030 882 369				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/PARTICIP		474.49	
			22	ZOO IMAX YME/RCW	0	151.00	
01 E 350 211 000 318 433				SECONDARY EDUCATION GENERAL/INTER DIST COOPERATION/INDI		151.00	
			3	15K SUMMER SUPPLIES	0	187.81	
04 E 500 505 030 882 433				COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/INDIVIDU		187.81	
15334 RSCHOOL TODAY		08/10/2015	22867	START UP/ FY 16	0	717.00	1,434.00
01 E 300 292 000 000 405				BOYS/GIRLS ATHLETICS//SOFTWARE ETC/		717.00	
			22867-	STARTUP / FY 16	0	717.00	
04 E 500 505 000 321 405				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/SOFTWAR		717.00	
15335 RTS		08/10/2015	1		0	38.03	38.03
01 E 005 810 000 000 320				OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/		38.03	
15336 RYER PLUMBING INC.		08/10/2015	8274	BERT RANEY INFRASTRUCTURE	0	218.76	4,464.70
01 E 005 850 000 302 522				FACILITIES/CAPITAL OUTLAY/BUILDING IMPROVEMENTS/		218.76	
			MULTIPLE	WATER COOLERS	0	4,245.94	
01 E 005 850 000 302 522				FACILITIES/CAPITAL OUTLAY/BUILDING IMPROVEMENTS/		4,245.94	
15337 STATE INDUSTRIAL PRODUCTS		08/10/2015	97370929		0	427.51	427.51
01 E 005 810 000 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		427.51	
15338 SUBWAY		08/10/2015	657179		0	114.75	114.75
01 E 350 211 000 318 433				SECONDARY EDUCATION GENERAL/INTER DIST COOPERATION/INDI		114.75	
15339 CASSANDRA SUTER		08/10/2015	1	HEALTH GRANT	0	102.60	102.60
01 E 005 790 720 499 366				OTHER PUPIL SUPPORT SERVICES/MISC FEDERAL GRANTS/TRAVEL		102.60	
15340 TEACHER DIRECT		08/10/2015	W425743000032		0	223.00	603.00
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		223.00	
			W425747800023		0	165.16	
01 E 100 201 000 000 430				KINDERGARTEN//SUPPLIES/		165.16	
			W425765500026		0	214.84	
01 E 100 203 000 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/		214.84	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15341	TRUE VALUE-GF/MONTE	08/10/2015	1		0	17.48	912.34
01 E	005 630 199 000 401			TECHNOLOGY INSTRUCTIONAL//GENERAL SUPPLIES/KAREN MCCOY		17.48	
			2		0	145.17	
01 E	005 810 191 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		145.17	
			3	SPRAYER	0	268.80	
01 E	005 810 191 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		268.80	
			4		0	35.42	
01 E	005 810 000 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		35.42	
			5		0	288.29	
01 E	005 810 000 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		288.29	
			6	HS OFFICE	0	157.18	
01 E	005 810 000 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		157.18	
15342	Vendor Continued Void	08/10/2015					0.00
15343	VISA	08/10/2015	10	TAX CREDITS AT WALMART	0	-14.88	1,484.69
01 E	100 203 000 000 430			ELEMENTARY GENERAL ED.//SUPPLIES/		-14.88	
			11	AMAZON	0	7.73	
01 E	005 110 000 000 899			ACCOUNTING OFFICE//MISCELLANEOUS EXPENSE/		7.73	
			173382A	GOLF TEAM PRODUCTS	3	93.00	
01 L	230 19			GENERAL FUND/DEFERRED REVENUE/STING CARD ACCOUNT (16)		93.00	
			3	AMAZON	237	22.13	
01 E	100 203 401 000 460			ELEMENTARY GENERAL ED.//BOOKS/WORKBOOKS/1ST GRADE		22.13	
			4	MIDWEST SPORTS.COM	4	1,184.95	
01 E	300 292 000 302 530			BOYS/GIRLS ATHLETICS/CAPITAL OUTLAY/EQUIPMENT PURCHASES		1,184.95	
			5	BASEBALL SAVINGS.COM SUMMER REC	0	161.76	
04 E	500 505 000 321 450			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		161.76	
			552748	CARSON DELLOSA	0	17.55	
01 E	100 203 000 000 430			ELEMENTARY GENERAL ED.//SUPPLIES/		17.55	
			6	UPS-KNAPPER	0	12.45	
01 E	300 298 000 000 329			EXTRACURRICULAR ACTIVITIES//POSTAGE AND EXPRESS/		12.45	
15344	YELLOW MEDICINE COUNTY	08/10/2015	1938	EXCEL LIST	0	25.00	25.00
01 E	005 199 000 000 401			SCHOOL ELECTIONS//GENERAL SUPPLIES/		25.00	
15345	YME SCHOOL ACTIVITY ACCOUNT	08/10/2015	1	ELEM POP	0	88.67	2,090.30
01 L	230 39			GENERAL FUND/DEFERRED REVENUE/BERT RANEY JUICE MACHNINE		88.67	
			2	HS POP	0	1,812.53	
01 L	230 15			GENERAL FUND/DEFERRED REVENUE/STUDENT COUNCIL		1,812.53	
			3	DEPOSIT	0	189.10	
01 L	206 01			GENERAL FUND/ACCOUNTS PAYABLE/ACCOUNTS PAY (JE)		189.10	
15346	Vendor Continued Void	08/10/2015					0.00
15347	YME SCHOOLS-ADM	08/10/2015	100	JULY INT. GFB	0	-0.60	2,253.85
01 R	005 000 000 000 092			INVESTMENT EARNINGS/		-0.60	
			13955	SUBWAY	0	72.00	
01 E	100 216 667 401 433			TITLE I - PART A/TITLE I/INDIVIDUAL INST SUPPLIES/CURRE		72.00	
			13956	WILD WATER WEST	0	627.90	
04 E	500 505 000 321 450			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		627.90	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			13957	ANNETTE HENDRICKSON	0	575.00	
02 E	005 770 000 701 366			FOOD SERVICES/SCHOOL LUNCH/TRAVEL-SCHOOL BUSINESS/		575.00	
			13958	MN SECY OF STATE SCHOOL ELECTIONS//GENERAL SUPPLIES/	0	35.00	35.00
01 E	005 199 000 000 401						
			13959	MN BOARD OF SCHOOL ADMIN. PRINCIPAL'S OFFICE//DUES & MEMBERSHIPS/	0	75.00	75.00
01 E	300 050 000 000 820						
			13960	GRANITE RUN GOLF TRUST FUND/DEFERRED REVENUE/SR CITIZENS BLDG FUND	0	40.00	40.00
09 L	230 26						
			13961	CENTURY LINK OPERATIONS AND MAINTENANCE//COMMUNICATIONAL SERVICES/	0	738.53	738.53
01 E	005 810 000 000 320						
			13962	XCEL ENERGY RECREATION-SWIM POOL/COMMUNITY EDUCATION/UTILITY SERVIC OPERATIONS AND MAINTENANCE//UTILITY SERVICES/ELECTRICIT	0	67.26	50.41
04 E	500 560 000 321 330						
01 E	025 810 184 000 330						16.85
			2	STOP PAYMENT FEE ACCOUNTING OFFICE//MISCELLANEOUS EXPENSE/	0	25.00	25.00
01 E	005 110 000 000 899						
			200	JULY CITIZENS INT. INVESTMENT EARNINGS/	0	-0.46	-0.46
01 R	005 000 000 000 092						
				INT. JUNE INVESTMENT EARNINGS/	0	-0.78	-0.78
01 R	005 000 000 000 092						
15348	ZEP MANUFACTURING CO	08/10/2015	9001750456		0	1,549.90	1,549.90
01 E	005 810 000 000 410			OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/		1,549.90	
			50	Computer			
				Check(s) For a Total of			209,479.42

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	50	Computer	Checks For a Total of	209,479.42
Total For	50	Manual, Wire Tran, ACH & Computer	Checks	209,479.42
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	209,479.42

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	2,365.68	-1.84	197,916.37	200,280.21
02	FOOD SERVICE	0.00	0.00	1,473.28	1,473.28
04	COMMUNITY SERVICE	0.00	0.00	7,302.06	7,302.06
09	TRUST FUND	423.87	0.00	0.00	423.87

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15352	AMERICAN WELDING AND GAS, INC.	08/10/2015	3444660		0	22.21	22.21
01 E 300 301 501 830 433				AG EDUCATION (VOCATIONAL)/VOCATIONAL PROGRAMS/INDIVIDUA		22.21	
15353	BENNETT & BENNETT INC.	08/10/2015	1	HF/US	0	71.58	4,255.63
01 E 005 760 000 714 360				PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION		71.58	
01 E 300 258 233 000 370				BAND RENT MUSIC//RENTALS AND LEASES/INSTRUMENTAL MUSIC	0	30.00 30.00	
01 E 005 760 000 720 360				FUEL PUPIL TRANSPORTATION/REGULAR TO AND FROM SCHOOL/TRANSP	0	174.73 174.73	
04 E 500 505 030 882 360				SUMMER BUS/VAN COMMUNITY EDUCATION GENERAL/21ST CENTRUY GRANT/TRANSPOR	0	3,374.41 3,374.41	
01 E 005 760 000 714 360				SUMMER SCHOOL LQPV PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION	0	119.05 119.05	
01 E 005 760 000 714 360				SUMMER SCHOOL. MN ZOO PUPIL TRANSPORTATION/INTEGRATION BUSSING/TRANSPORTATION	0	485.86 485.86	
15354	KRISTINA BLACKWELDER	08/10/2015	RUG		0	17.06	17.06
01 L 230 33				GENERAL FUND/DEFERRED REVENUE/BERT RANEY ACTIVITY ACCOU		17.06	
15355	BUSINESSWARE SOLUTIONS	08/10/2015	240063	BERT RANEY	0	57,568.31	57,568.31
01 E 005 630 990 302 555				INFRASTRUCTURE TECHNOLOGY INSTRUCTIONAL/CAPITAL OUTLAY/TECHNOLOGY EQUI		57,568.31	
15356	BUSINESSWARE SOLUTIONS	08/10/2015	240063-	BERT RANEY	0	6,396.47	6,396.47
01 E 005 630 990 302 555				INFRASTRUCTURE TECHNOLOGY INSTRUCTIONAL/CAPITAL OUTLAY/TECHNOLOGY EQUI		6,396.47	
15357	MARYELLA C CLOUSE	08/10/2015	MILEAGE	TEACHERS ACADEMY	0	32.93	32.93
01 E 100 216 667 401 366				TRAINING TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/CURRENT		32.93	
15358	CONSUMERS COOPERATIVE OIL CO.	08/10/2015	JULY 15		0	88.95	88.95
01 E 025 810 000 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/		88.95	
15359	FARMERS UNION OIL CO.	08/10/2015	JULY 15		0	141.23	141.23
01 E 005 810 191 000 442				OPERATIONS AND MAINTENANCE//GAS & OIL/OUTSIDE MAINTENAN		141.23	
15360	GREAT PLAINS NATURAL GAS CO	08/10/2015	JULY 15	ELEM	0	184.65	696.52
01 E 005 810 000 000 440				OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/		184.65	
01 E 005 810 191 000 440				JULY 15 MAINT MAINTENANCE OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/OUTSIDE	0	21.00 21.00	
01 E 005 810 000 000 440				JULY 15. HIGH SCHOOL OPERATIONS AND MAINTENANCE//FUEL FOR BUILDINGS/	0	490.87 490.87	
15361	HANSEN, LISA	08/10/2015	1	MS/HS SUMMER	0	42.75	356.04
01 E 350 211 000 318 433				SCHOOL SECONDARY EDUCATION GENERAL/INTER DIST COOPERATION/INDI		42.75	
01 E 100 640 000 316 366				2 ASSESSMENT CONF. STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-SCHOOL BUSIN	0	313.29 313.29	
15362	KAYLA J HEGNA	08/10/2015	B1		0	64.40	64.40
09 L 230 26				TRUST FUND/DEFERRED REVENUE/SR CITIZENS BLDG FUND		64.40	
15363	JIM'S CLOTHING & SPORTING GOOD	08/10/2015	100566	DANCE CAMP	0	164.00	164.00
04 E 500 505 000 321 450				TSHIRTS COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		164.00	
15364	MARSHALL INDEPENDENT	08/10/2015	28590	ADS	0	221.00	221.00
01 E 005 010 000 000 380				BOARD OF EDUCATION//PRINTING/ADVERTISING/		221.00	
15365	MCGRAW-HILL	08/10/2015	87077912001		0	32.79	32.79
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		32.79	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
15366	MINNESOTA ELEVATOR TOTAL ELEVA	08/10/2015	632753		0	329.26	329.26
01 E 005 860 000 347 590				HEALTH & SAFETY EQUIP/PHYSICAL HAZARD CONTROL/OTHER CAP		329.26	
15367	MSHSL	08/10/2015	1	FEES	0	1,820.00	1,820.00
01 E 300 292 000 000 899				BOYS/GIRLS ATHLETICS//MISCELLANEOUS EXPENSE/		100.00	
01 E 300 292 219 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/TRACK		180.00	
01 E 300 292 225 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/GOLF		180.00	
01 E 300 292 226 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/CROSS COUNTRY		180.00	
01 E 300 294 211 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/FOOTBALL		90.00	
01 E 300 294 213 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/BASKETBALL		90.00	
01 E 300 294 215 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/BASEBALL		90.00	
01 E 300 294 221 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/WRESTLING		90.00	
01 E 300 294 224 000 401				BOYS ATHLETICS//GENERAL SUPPLIES/TENNIS		90.00	
01 E 300 296 209 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/VOLLEYBALL		90.00	
01 E 300 296 210 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/SOFTBALL		90.00	
01 E 300 296 213 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/BASKETBALL		90.00	
01 E 300 296 224 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/TENNIS		90.00	
01 E 300 296 228 000 401				GIRLS ATHLETICS//GENERAL SUPPLIES/DANCELINE		90.00	
01 E 300 298 000 000 899				EXTRACURRICULAR ACTIVITIES//MISCELLANEOUS EXPENSE/		100.00	
01 E 300 298 233 000 401				EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/INSTRUMENT		90.00	
01 E 300 298 236 000 401				EXTRACURRICULAR ACTIVITIES//GENERAL SUPPLIES/MUSICAL		90.00	
15368	NASCO	08/10/2015	502619		0	345.22	345.22
01 E 300 250 000 000 430				FAMILY CONSUMER SCIENCE//SUPPLIES/		345.22	
15369	OLSON SANITATION INC.	08/10/2015	JULY 15		0	579.15	579.15
01 E 005 810 000 000 330				OPERATIONS AND MAINTENANCE//UTILITY SERVICES/		579.15	
15370	LOUANN R PASLAWSKI	08/10/2015	11		0	39.00	39.00
01 E 350 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		39.00	
15371	PRAIRIE GRAIN PARTNERS LLC	08/10/2015	72857		0	45.00	45.00
01 E 005 810 191 000 410				OPERATIONS AND MAINTENANCE//CUST/REPAIR SUPPLIES/OUTSID		45.00	
15372	PURCHASE POWER	08/10/2015	1	POSTAGE	0	3,000.00	3,000.00
01 E 005 020 000 000 329				SUPERINTENDENT'S OFFICE//POSTAGE AND EXPRESS/		500.00	
01 E 100 203 000 000 329				ELEMENTARY GENERAL ED.//POSTAGE AND EXPRESS/		1,000.00	
01 E 300 211 000 000 329				SECONDARY EDUCATION GENERAL//POSTAGE AND EXPRESS/		1,500.00	
15373	RSCHOOL TODAY	08/10/2015	23235	TRAINING	0	104.00	104.00
01 E 300 292 000 000 405				BOYS/GIRLS ATHLETICS//SOFTWARE ETC/		104.00	
15374	SANNERUD JOANELLE	08/10/2015	1		0	45.95	45.95
01 E 100 203 402 000 430				ELEMENTARY GENERAL ED.//SUPPLIES/2ND GRADE		45.95	
15375	SCHOLASTIC INC	08/10/2015	11366188	WKSHP	0	2,392.00	2,392.00
01 E 300 640 000 316 367				STAFF DEVELOPMENT/STAFF DEVELOPMENT/TRAVEL-PROFESS DEVE		2,392.00	
15376	SW/WC SERVICE COOPERATIVES - F	08/10/2015	79004	PAPER	0	7,398.00	7,398.00
01 E 005 020 000 000 401				SUPERINTENDENT'S OFFICE//GENERAL SUPPLIES/		369.90	
01 E 100 203 000 000 401				ELEMENTARY GENERAL ED.//GENERAL SUPPLIES/		3,059.07	
02 E 005 770 000 701 401				FOOD SERVICES/SCHOOL LUNCH/GENERAL SUPPLIES/		100.00	
04 E 500 505 000 321 401				COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/GENERAL		200.00	
01 E 300 292 000 000 401				BOYS/GIRLS ATHLETICS//GENERAL SUPPLIES/		100.00	
01 E 300 211 000 000 401				SECONDARY EDUCATION GENERAL//GENERAL SUPPLIES/		2,038.80	
01 E 350 211 000 000 401				SECONDARY EDUCATION GENERAL//GENERAL SUPPLIES/		1,530.23	
15377	SW/WC SERVICE COOP - MARSHALL	08/10/2015	47368	TYPE III BUS	0	10.00	660.00
01 E 005 640 000 316 366				DRIVER TRAINING-M SCHULTE		10.00	
			47518	TEACHER ACADEMY	0	500.00	
01 E 100 216 667 401 366				WORKSHOP (5) TITLE I - PART A/TITLE I/TRAVEL-SCHOOL BUSINESS/CURRENT		500.00	
			47584	FY16 DUES	0	150.00	
01 E 005 010 000 000 820				BOARD OF EDUCATION//DUES & MEMBERSHIPS/		150.00	
15378	THE GALLERY	08/10/2015	1		0	301.15	301.15

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
09 L	230 26			TRUST FUND/DEFERRED REVENUE/SR CITIZENS BLDG FUND		301.15	
15379	YME SCHOOL ACTIVITY ACCOUNT	08/10/2015	DANCE CAMP	FEES MINUS TSHIRT	0	192.10	192.10
				\$			
04 E	500 505 000 321 450			COMMUNITY EDUCATION GENERAL/COMMUNITY EDUCATION/MATERIA		192.10	
				28 Computer	Check(s) For a Total of		87,308.37

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	28	Computer	Checks For a Total of	87,308.37
Total For	28	Manual, Wire Tran, ACH & Computer	Checks	87,308.37
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	87,308.37

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	17.06	0.00	82,895.25	82,912.31
02	FOOD SERVICE	0.00	0.00	100.00	100.00
04	COMMUNITY SERVICE	0.00	0.00	3,930.51	3,930.51
09	TRUST FUND	365.55	0.00	0.00	365.55

Yellow Medicine East #2190

**Board Report
August 10, 2015**

As of 8-7-15

2015-16 By Fund	Original 2015-16	Year to Date Expenditures	Budget Balance	Percent Expended	2014-15 YTD Expended
General	9,383,259	441,868	8,941,391	4.71%	5.57%
Food Service	417,636	6,173	411,463	1.48%	2.00%
Community Service	390,957	19,687	371,270	5.04%	5.37%
Debt Red.	1,259,120	231,608	1,027,513	18.39%	20.52%
OPEB Trust	268,106	10,377	257,729	3.87%	4.48%
OPEB Debt Service	192,420	36,160	156,260	18.79%	19.93%
Total	11,911,498	745,872	11,165,626	6.26%	7.68%

Year to date amounts include current month's accounts payables plus previous month's payroll.

Salaries % expended to date (approximately)

Contracted July-June	Supt/Finance/Maint/Comm Ed	8.33%
Contracted August-July	Principals/Fd Svc Director	0.00%
Contracted Sept-August	Teachers/Nurse	0.00%
12 Month Non-certified	Secretaries	8.33%
12 Month Non-certified	Custodians	3.85%
9 Month non-Certified	Assistants/Cooks	0.00%

Liquid Asset Fund

7/31/2015

Month End Cash Invested \$2,853,401.83 General Closing Market Value

Electronic Fund Transfers/LAF Checks

			From	To
7/8/2015	\$ 96.20	RevTrak Fees	LAF	Revtrak
7/8/2015	\$ 75,000.00	Board Accounts Payable	LAF	Granite Falls Bank
7/15/2015	\$ 500,000.00	Board Accounts Payable	LAF	Granite Falls Bank
7/22/2015	\$ -	Payroll (F&M Bank)	LAF	F&M Bank
7/22/2015	\$ 210,199.88	Payroll (GF Bank direct deposit)	LAF	Granite Falls Bank
	\$ -	Board Accounts Payable	LAF	Citizens Alliance
	\$ -	Mn Sales Tax	LAF	Mn Dept. of Reven
7/28/2015	\$ 223,703.75	QZAB Interest- Replaces check#15268	GF Bank	UMB Bank
7/28/2015	\$ 47,023.75	QZAB Interest- Replaces check#15269	GF Bank	UMB Bank
7/22/2015	\$ 196,433.09	PERA Trust (OPEB)	OPEB Trust	LAF

Trust Fund (PERA) OPEB \$870,582.24 Ending 8/5/2015

**YELLOW MEDICINE EAST
ENROLLMENT REPORT
2015-2016**

	SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER			JANUARY		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten	58														
First Grade	50														
Second Grade	74														
Third Grade	57														
Fourth Grade	60														
Fifth Grade	62														
	361														
Sixth Grade		65													
Seventh Grade		66													
Eighth Grade		52													
Ninth Grade		61													
Tenth Grade		79													
Eleventh Grade		58													
Twelfth Grade		56													
		437													
K-12 TOTAL			798			0			0			0			0

	FEBRUARY			MARCH			APRIL			MAY			END OF THE YEAR		
	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR	BRE	MS/HS	ENR
Kindergarten															
First Grade															
Second Grade															
Third Grade															
Fourth Grade															
Fifth Grade															
Sixth Grade															
Seventh Grade															
Eighth Grade															
Ninth Grade															
Tenth Grade															
Eleventh Grade															
Twelfth Grade															
		0			0			0			0			0	
K-12 TOTAL			0			0			0			0			0

(Updated 8/5/2015)

YME Middle/High School Board Report

August 2015 ~ 2016

Goals for the MS/HS for 2015/2016

- All Students will increase their Math Proficiency by 3% on the MCA/NWEA
 - Q-comp
 - Integration/WBWF
- All Students will increase their Reading Proficiency by 4% on the MCA/NWEA
 - Integration/WBWF

Areas of Focus

- Q-Comp/Teacher Evaluation
 - Goals and Action Plan will be developed and finalized in August
- PBIS (Safe and Supportive Schools Act)
 - Goals and Action Plan will be finalized in August
- Ramp UP for Readiness (College and Career Statue)
 - Goals and Action Plan will be finalized in August

Back to School Night ~ We are excited to welcome back the YME student body for the 2015 ~ 2016 school year. Our Back to School Night is scheduled for September 1st from 5:00 pm till 7:00 pm. We will be mailing out the traditional student scheduling letter the week of August 17th. Back-to-School night is a wonderful time to come together and share our summer experiences as well as reconnect with teachers as we prepare to continue on with the work from last year.

Middle Level Academy (Summer School) ~ Our first attempt at summer school was a huge success. We averaged around 20 middle school students and 13 high school students who were willing to take time out of their summer to continue to work on math, language arts and science skills. This program was funded through a combination of funds such as Targeted Services, Integration, the 21st Century Grant and the generous donations from the Fagen Foundation and Granite Falls Bank. This effort limited the number of students attending other agencies to make up credit and allowed us to support our learners here at YME.

I would like to publically thank Mr. Suter, Mr. Soden, Mrs. Rutledge, Mr. Petrich, Mrs. Enninga, Mr. Holt, Mr. and Mrs. Reszel and many local and regional organizations for supporting this program.

Teacher Workshop Highlights ~ We will be focusing on developing actions plans on how to accomplish our building goals through our PLC's. On Tuesday we will dedicate the day to fine tune the PLC process to make sure our lessons, assessments, etc. all focus on our students' understanding of materials. We will continue our work on refining our learning goals and the student's ability to self-evaluation through rubrics while also updating the curriculum maps.

MCA 2015 Data by Grade

Below I have included data with charts for the 2015 MCA in the tested areas of Math, Reading and Science. I have also include the historical data by grade level.

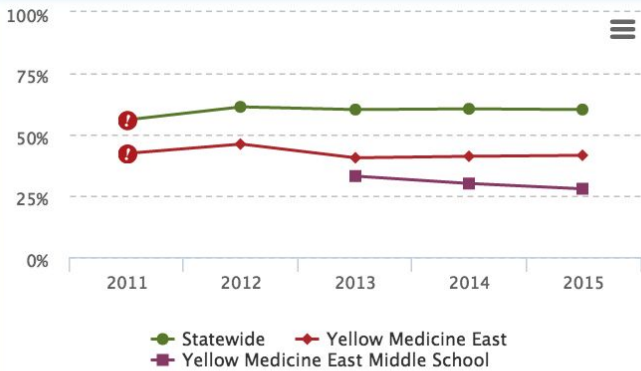
Middle School Data

Yellow Medicine East Middle School

Yellow Medicine East
Subject: Math, Grade: All Grades



2011 - 2015 Proficiency



Statewide

Year	Percent Proficient	Number Proficient	Number Tested
2011	56.0%	239,183	427,399
2012	61.3%	263,827	430,619
2013	60.2%	261,002	433,493
2014	60.5%	263,921	436,130
2015	60.2%	264,249	438,838

Yellow Medicine East

Year	Percent Proficient	Number Proficient	Number Tested
2011	42.3%	185	437
2012	46.1%	184	399
2013	40.5%	165	407
2014	41.1%	173	421
2015	41.5%	167	402

Yellow Medicine East Middle School

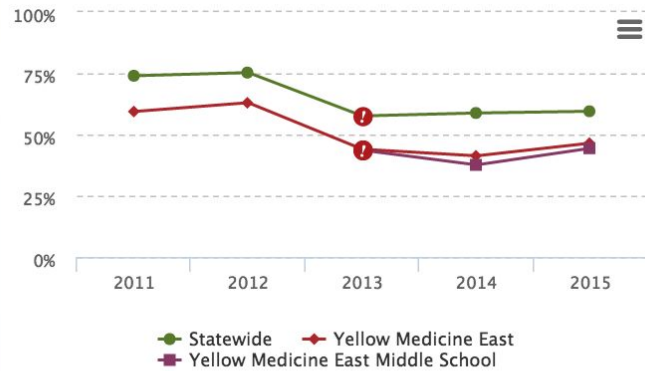
Year	Percent Proficient	Number Proficient	Number Tested
2011	N/A	N/A	N/A
2012	N/A	N/A	N/A
2013	33.0%	60	182
2014	30.0%	51	170
2015	47.0%	47	169

Yellow Medicine East Middle School

Yellow Medicine East
Subject: Reading, Grade: All Grades



2011 - 2015 Proficiency



Statewide

Year	Percent Proficient	Number Proficient	Number Tested
2011	74.0%	316,663	427,643
2012	75.3%	323,699	429,669
2013	57.6%	250,398	434,532
2014	58.8%	257,198	437,067
2015	59.5%	262,340	440,602

Yellow Medicine East

Year	Percent Proficient	Number Proficient	Number Tested
2011	59.4%	255	429
2012	63.0%	247	392
2013	44.0%	187	425
2014	41.3%	164	397
2015	46.5%	188	404

Yellow Medicine East Middle School

Year	Percent Proficient	Number Proficient	Number Tested
2011	N/A	N/A	N/A
2012	N/A	N/A	N/A
2013	43.6%	79	181
2014	37.6%	64	170
2015	44.4%	75	169

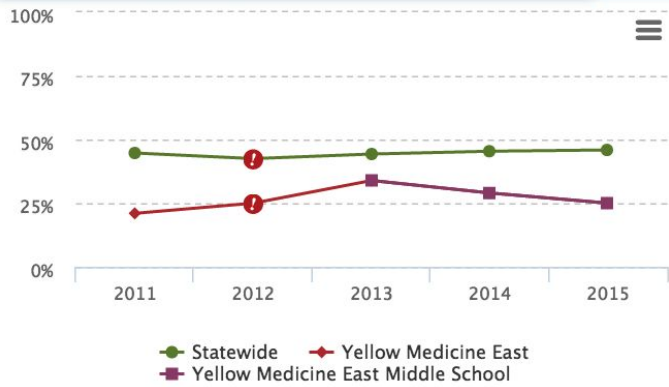
Yellow Medicine East Middle School

Yellow Medicine East

Subject: Science, Grade: 8



2014-2015 Proficiency
[Click here to search for a school or change settings.](#)



Statewide

Year	Percent Proficient	Number Proficient	Number Tested
2011	44.7%	27,078	60,612
2012	42.5%	25,562	60,165
2013	44.3%	27,015	61,050
2014	45.4%	27,926	61,484
2015	45.9%	28,632	62,441

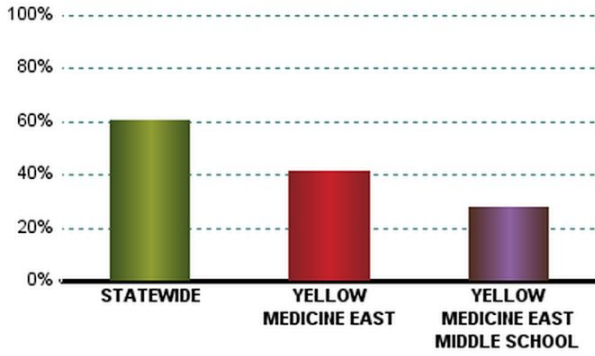
Yellow Medicine East

Year	Percent Proficient	Number Proficient	Number Tested
2011	21.0%	17	81
2012	25.0%	13	52
2013	33.9%	20	59
2014	29.0%	18	62
2015	25.0%	14	56

Yellow Medicine East Middle School

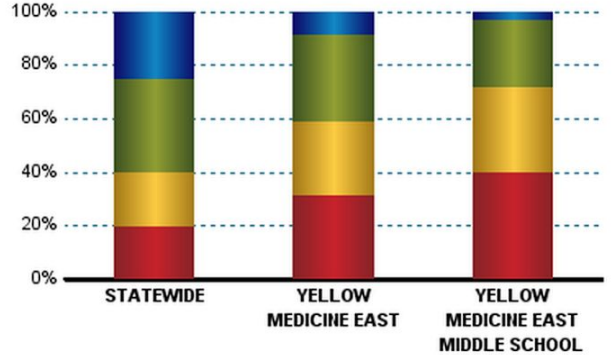
Year	Percent Proficient	Number Proficient	Number Tested
2011	N/A	N/A	N/A
2012	N/A	N/A	N/A
2013	33.9%	20	59
2014	29.0%	18	62
2015	25.0%	14	56

Summary Proficiency 2015 Math MCA-III Grade All Grades



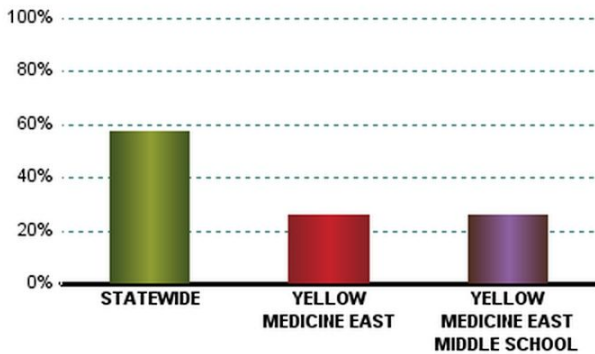
Organization	Percent Proficient	Number Tested
STATEWIDE	60.2%	432,336
YELLOW MEDICINE EAST	41.2%	396
YELLOW MEDICINE EAST MIDDLE SCHOOL	28.0%	168

Student Achievement Level 2015 Math MCA-III Grade All Grades



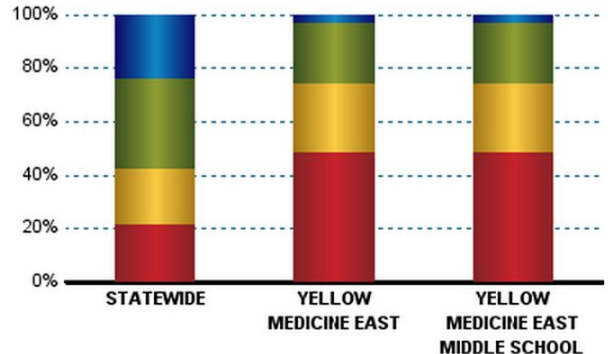
Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	110,329	149,740	88,599	83,668
Percent	25.5%	34.6%	20.5%	19.4%
YELLOW MEDICINE EAST				
Count	35	128	109	124
Percent	8.8%	32.3%	27.5%	31.3%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	5	42	54	67
Percent	3.0%	25.0%	32.1%	39.9%

Summary Proficiency 2015 Math MCA-III Grade 06



Organization	Percent Proficient	Number Tested
STATEWIDE	57.6%	61,964
YELLOW MEDICINE EAST	25.8%	62
YELLOW MEDICINE EAST MIDDLE SCHOOL	25.8%	62

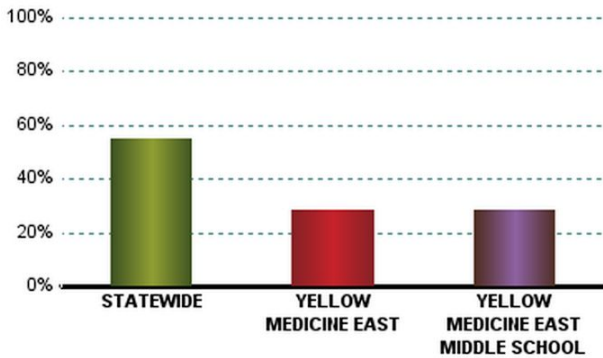
Student Achievement Level 2015 Math MCA-III Grade 06



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	14,884	20,828	13,092	13,160
Percent	24.0%	33.6%	21.1%	21.2%
YELLOW MEDICINE EAST				
Count	2	14	16	30
Percent	3.2%	22.6%	25.8%	48.4%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	2	14	16	30
Percent	3.2%	22.6%	25.8%	48.4%

Summary Proficiency

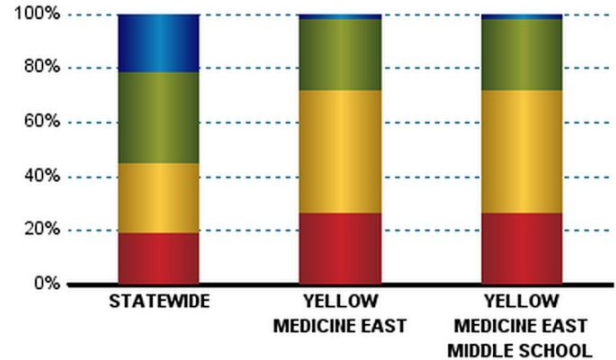
2015 Math MCA-III Grade 07



Organization	Percent Proficient	Number Tested
STATEWIDE	55.1%	61,029
YELLOW MEDICINE EAST	28.6%	49
YELLOW MEDICINE EAST MIDDLE SCHOOL	28.6%	49

Student Achievement Level

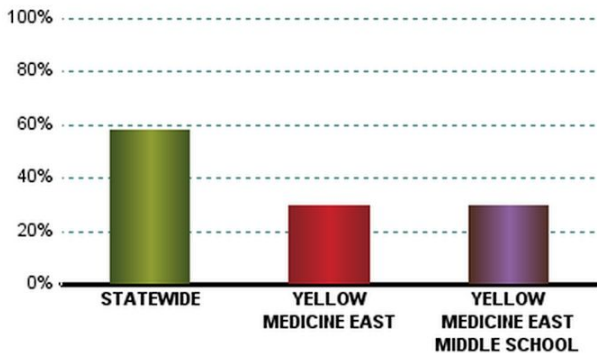
2015 Math MCA-III Grade 07



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	13,114	20,529	15,892	11,494
Percent	21.5%	33.6%	26.0%	18.8%
YELLOW MEDICINE EAST				
Count	1	13	22	13
Percent	2.0%	26.5%	44.9%	26.5%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	1	13	22	13
Percent	2.0%	26.5%	44.9%	26.5%

Summary Proficiency

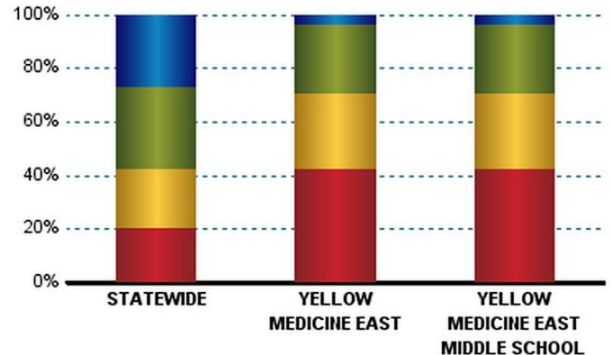
2015 Math MCA-III Grade 08



Organization	Percent Proficient	Number Tested
STATEWIDE	57.8%	61,920
YELLOW MEDICINE EAST	29.8%	57
YELLOW MEDICINE EAST MIDDLE SCHOOL	29.8%	57

Student Achievement Level

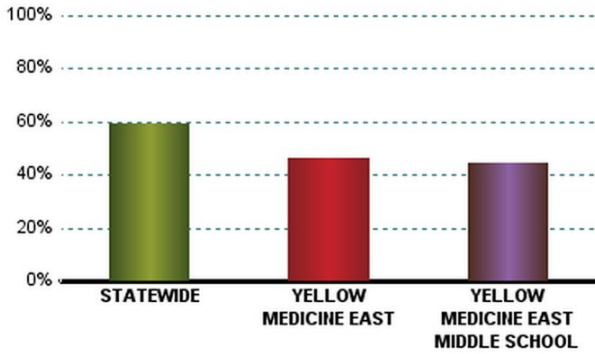
2015 Math MCA-III Grade 08



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	16,598	19,199	13,603	12,520
Percent	26.8%	31.0%	22.0%	20.2%
YELLOW MEDICINE EAST				
Count	2	15	16	24
Percent	3.5%	26.3%	28.1%	42.1%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	2	15	16	24
Percent	3.5%	26.3%	28.1%	42.1%

Summary Proficiency

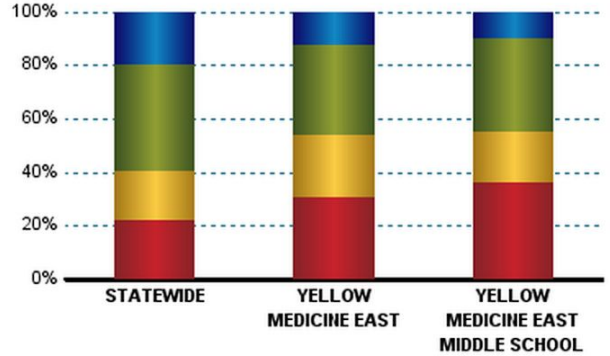
2015 Reading MCA-III Grade All Grades



Organization	Percent Proficient	Number Tested
STATEWIDE	59.4%	434,191
YELLOW MEDICINE EAST	46.2%	398
YELLOW MEDICINE EAST MIDDLE SCHOOL	44.6%	168

Student Achievement Level

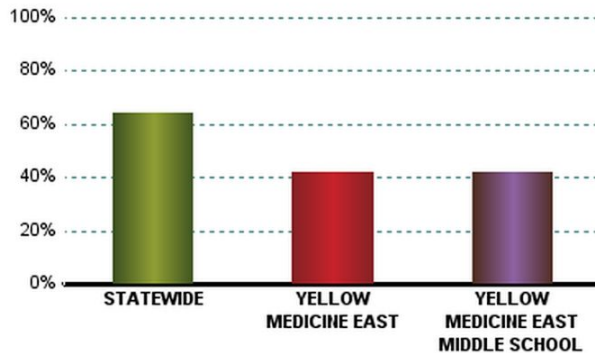
2015 Reading MCA-III Grade All Grades



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	84,921	173,097	81,696	94,477
Percent	19.6%	39.9%	18.8%	21.8%
YELLOW MEDICINE EAST				
Count	48	136	91	123
Percent	12.1%	34.2%	22.9%	30.9%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	17	58	32	61
Percent	10.1%	34.5%	19.0%	36.3%

Summary Proficiency

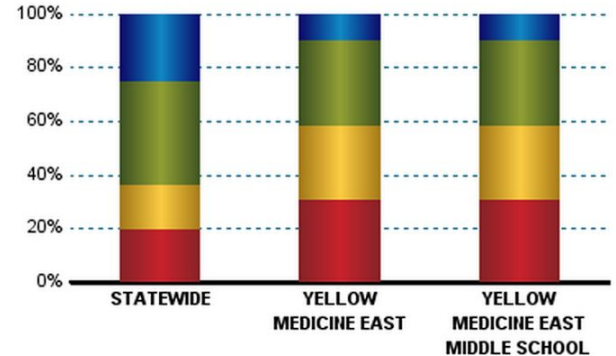
2015 Reading MCA-III Grade 06



Organization	Percent Proficient	Number Tested
STATEWIDE	63.9%	61,811
YELLOW MEDICINE EAST	41.9%	62
YELLOW MEDICINE EAST MIDDLE SCHOOL	41.9%	62

Student Achievement Level

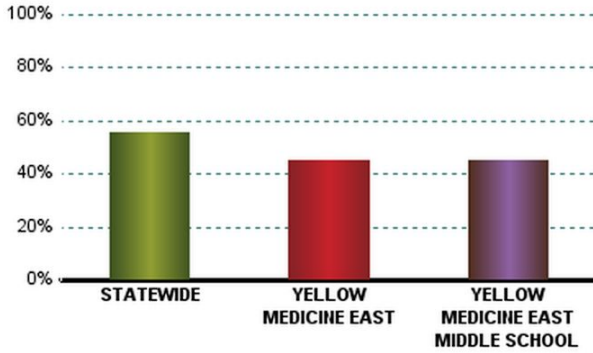
2015 Reading MCA-III Grade 06



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	15,730	23,758	10,354	11,969
Percent	25.4%	38.4%	16.8%	19.4%
YELLOW MEDICINE EAST				
Count	6	20	17	19
Percent	9.7%	32.3%	27.4%	30.6%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	6	20	17	19
Percent	9.7%	32.3%	27.4%	30.6%

Summary Proficiency

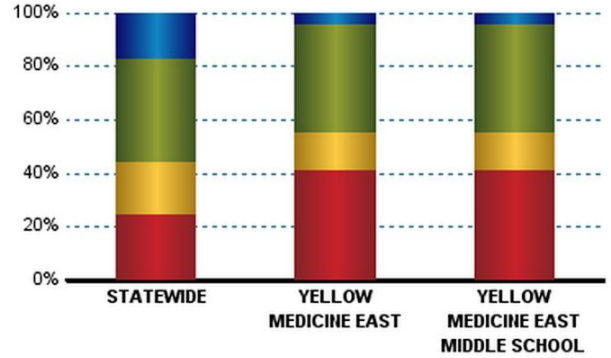
2015 Reading MCA-III Grade 07



Organization	Percent Proficient	Number Tested
STATEWIDE	55.6%	60,950
YELLOW MEDICINE EAST	44.9%	49
YELLOW MEDICINE EAST MIDDLE SCHOOL	44.9%	49

Student Achievement Level

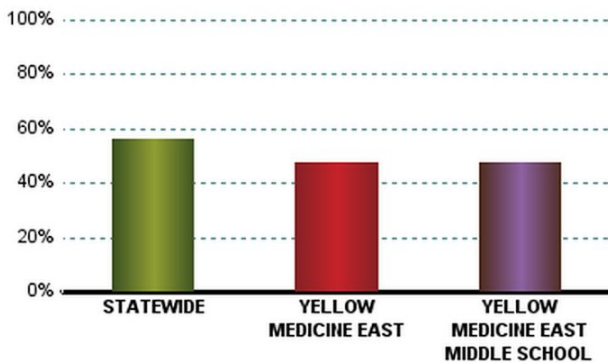
2015 Reading MCA-III Grade 07



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	10,617	23,272	12,271	14,790
Percent	17.4%	38.2%	20.1%	24.3%
YELLOW MEDICINE EAST				
Count	2	20	7	20
Percent	4.1%	40.8%	14.3%	40.8%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	2	20	7	20
Percent	4.1%	40.8%	14.3%	40.8%

Summary Proficiency

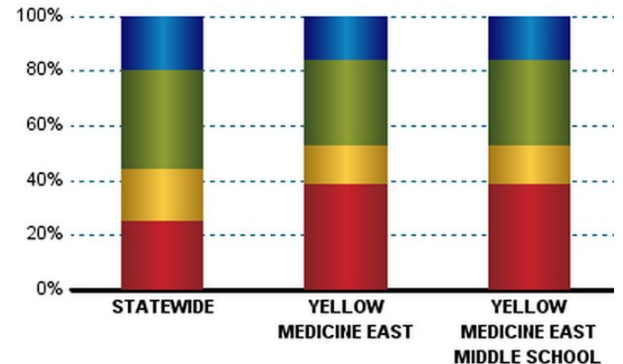
2015 Reading MCA-III Grade 08



Organization	Percent Proficient	Number Tested
STATEWIDE	56.0%	61,861
YELLOW MEDICINE EAST	47.4%	57
YELLOW MEDICINE EAST MIDDLE SCHOOL	47.4%	57

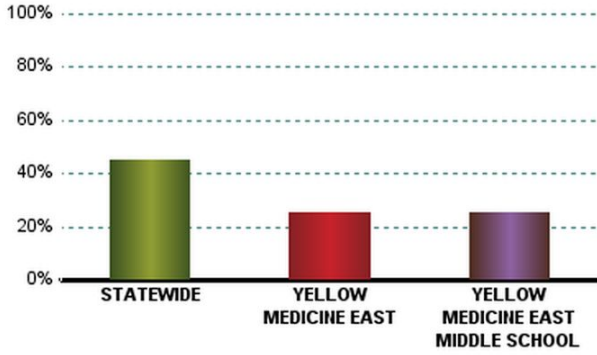
Student Achievement Level

2015 Reading MCA-III Grade 08



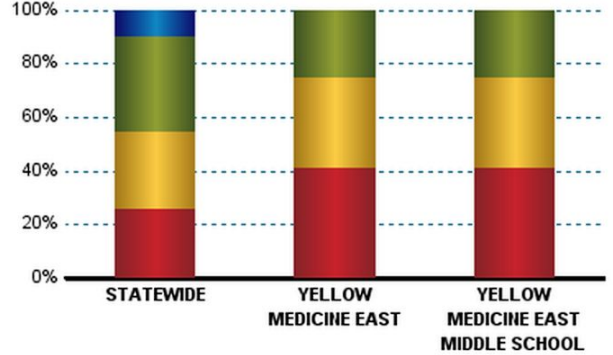
Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	12,252	22,381	11,645	15,583
Percent	19.8%	36.2%	18.8%	25.2%
YELLOW MEDICINE EAST				
Count	9	18	8	22
Percent	15.8%	31.6%	14.0%	38.6%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	9	18	8	22
Percent	15.8%	31.6%	14.0%	38.6%

Summary Proficiency
2015 Science MCA-III Grade 08



Organization	Percent Proficient	Number Tested
STATEWIDE	45.3%	61,490
YELLOW MEDICINE EAST	25.0%	56
YELLOW MEDICINE EAST MIDDLE SCHOOL	25.0%	56

Student Achievement Level
2015 Science MCA-III Grade 08



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	6,056	21,791	17,774	15,869
Percent	9.8%	35.4%	28.9%	25.8%
YELLOW MEDICINE EAST				
Count	0	14	19	23
Percent	0.0%	25.0%	33.9%	41.1%
YELLOW MEDICINE EAST MIDDLE SCHOOL				
Count	0	14	19	23
Percent	0.0%	25.0%	33.9%	41.1%

High School Data

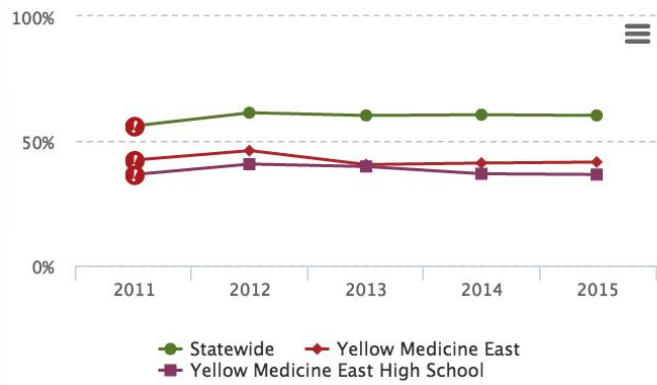
Yellow Medicine East High School

Yellow Medicine East

Subject: Math, Grade: All Grades



2011 - 2015 Proficiency



Statewide

Year	Percent Proficient	Number Proficient	Number Tested
2011	56.0%	239,183	427,399
2012	61.3%	263,827	430,619
2013	60.2%	261,002	433,493
2014	60.5%	263,921	436,130
2015	60.2%	264,249	438,838

Yellow Medicine East

Year	Percent Proficient	Number Proficient	Number Tested
2011	42.3%	185	437
2012	46.1%	184	399
2013	40.5%	165	407
2014	41.1%	173	421
2015	41.5%	167	402

Yellow Medicine East High School

Year	Percent Proficient	Number Proficient	Number Tested
2011	36.5%	77	211
2012	40.7%	74	182
2013	39.7%	25	63
2014	36.8%	28	76
2015	36.5%	19	52

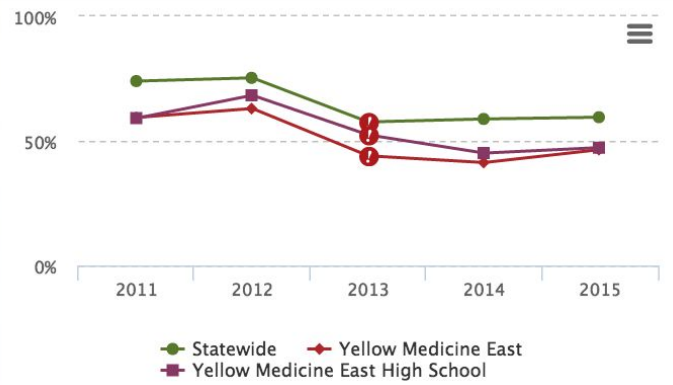
Yellow Medicine East High School

Yellow Medicine East

Subject: Reading, Grade: All Grades



2011 - 2015 Proficiency



Statewide

Year	Percent Proficient	Number Proficient	Number Tested
2011	74.0%	316,663	427,643
2012	75.3%	323,699	429,669
2013	57.6%	250,398	434,532
2014	58.8%	257,198	437,067
2015	59.5%	262,340	440,602

Yellow Medicine East

Year	Percent Proficient	Number Proficient	Number Tested
2011	59.4%	255	429
2012	63.0%	247	392
2013	44.0%	187	425
2014	41.3%	164	397
2015	46.5%	188	404

Yellow Medicine East High School

Year	Percent Proficient	Number Proficient	Number Tested
2011	59.1%	120	203
2012	68.3%	123	180
2013	52.4%	43	82
2014	45.1%	23	51
2015	47.3%	26	55

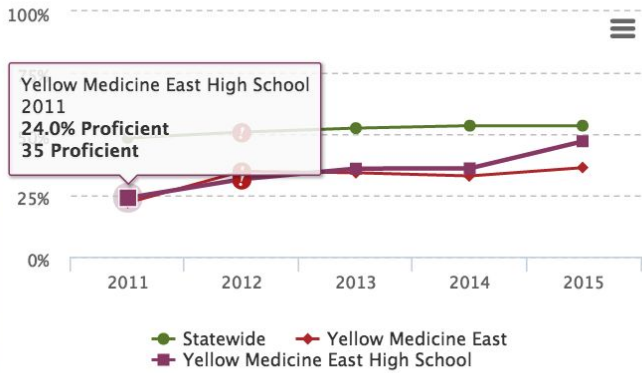
Yellow Medicine East High School

Yellow Medicine East

Subject: Science, Grade: All Grades



2011 - 2015 Proficiency



Statewide

Year	Percent Proficient	Number Proficient	Number Tested
2011	48.4%	87,942	181,844
2012	50.8%	91,112	179,333
2013	52.4%	93,225	178,045
2014	53.4%	96,462	180,512
2015	53.4%	98,489	184,592

Yellow Medicine East

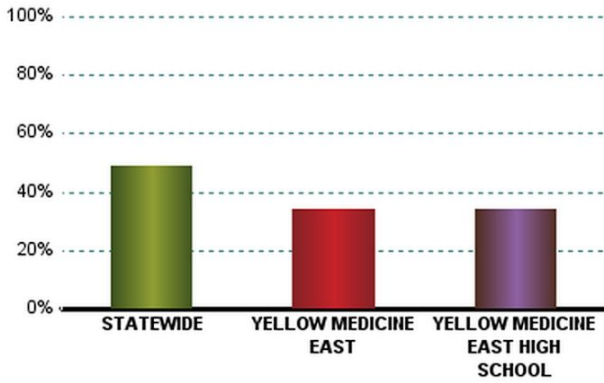
Year	Percent Proficient	Number Proficient	Number Tested
2011	22.0%	48	218
2012	34.8%	57	164
2013	34.2%	63	184
2014	32.9%	57	173
2015	36.3%	61	168

Yellow Medicine East High School

Year	Percent Proficient	Number Proficient	Number Tested
2011	24.0%	35	146
2012	31.6%	37	117
2013	35.9%	28	78
2014	36.0%	18	50
2015	47.1%	24	51

Summary Proficiency

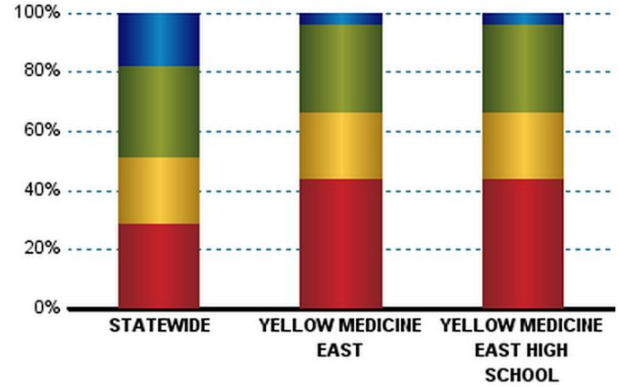
2015 Math MCA-III Grade 11



Organization	Percent Proficient	Number Tested
STATEWIDE	48.7%	57,959
YELLOW MEDICINE EAST	34.0%	50
YELLOW MEDICINE EAST HIGH SCHOOL	34.0%	50

Student Achievement Level

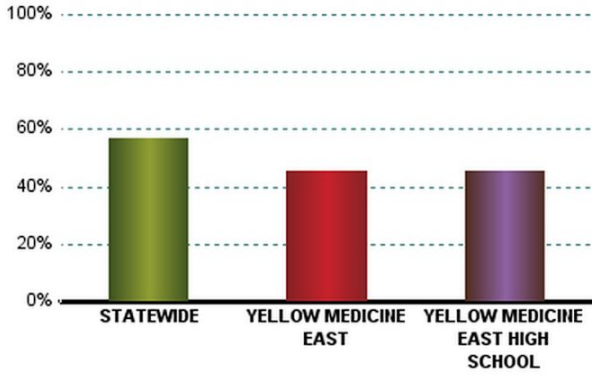
2015 Math MCA-III Grade 11



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	10,370	17,868	13,049	16,672
Percent	17.9%	30.8%	22.5%	28.8%
YELLOW MEDICINE EAST				
Count	2	15	11	22
Percent	4.0%	30.0%	22.0%	44.0%
YELLOW MEDICINE EAST HIGH SCHOOL				
Count	2	15	11	22
Percent	4.0%	30.0%	22.0%	44.0%

Summary Proficiency

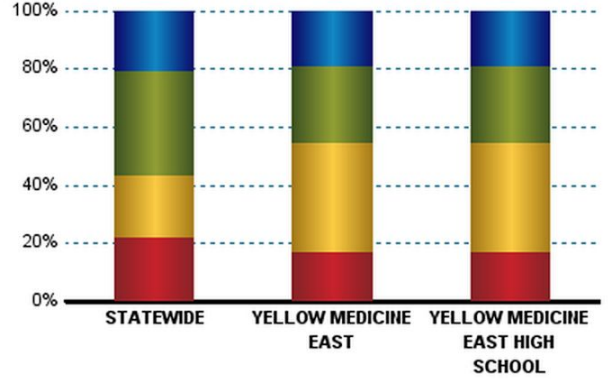
2015 Reading MCA-III Grade 10



Organization	Percent Proficient	Number Tested
STATEWIDE	57.0%	60,629
YELLOW MEDICINE EAST	45.3%	53
YELLOW MEDICINE EAST HIGH SCHOOL	45.3%	53

Student Achievement Level

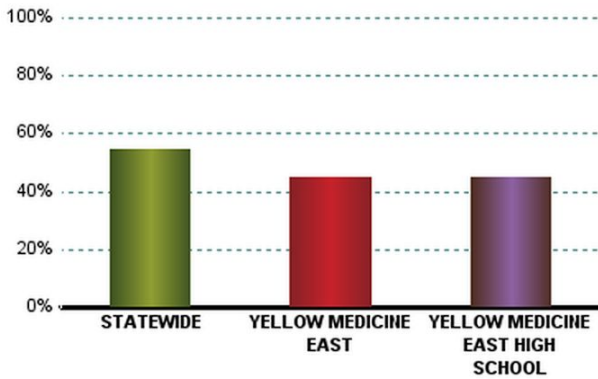
2015 Reading MCA-III Grade 10



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	12,619	21,963	12,713	13,334
Percent	20.8%	36.2%	21.0%	22.0%
YELLOW MEDICINE EAST				
Count	10	14	20	9
Percent	18.9%	26.4%	37.7%	17.0%
YELLOW MEDICINE EAST HIGH SCHOOL				
Count	10	14	20	9
Percent	18.9%	26.4%	37.7%	17.0%

Summary Proficiency

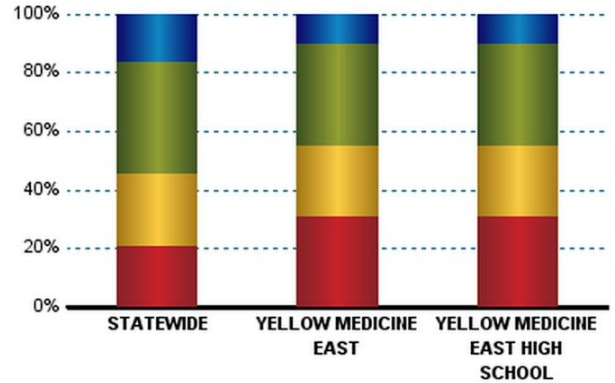
2015 Science MCA-III Grade HS



Organization	Percent Proficient	Number Tested
STATEWIDE	54.6%	57,389
YELLOW MEDICINE EAST	44.9%	49
YELLOW MEDICINE EAST HIGH SCHOOL	44.9%	49

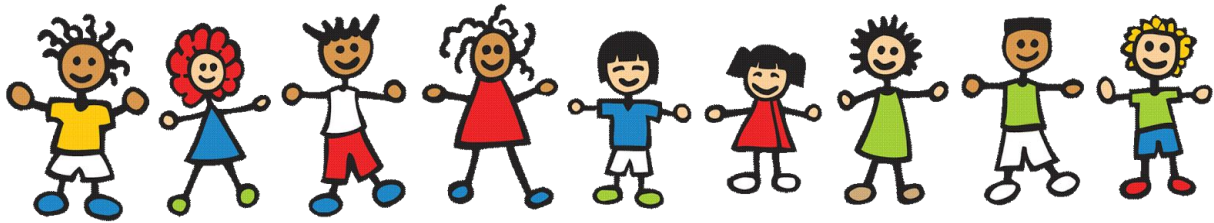
Student Achievement Level

2015 Science MCA-III Grade HS



Measure	Exceeds	Meets	Partially Meets	Does Not Meet
STATEWIDE				
Count	9,418	21,933	14,091	11,947
Percent	16.4%	38.2%	24.6%	20.8%
YELLOW MEDICINE EAST				
Count	5	17	12	15
Percent	10.2%	34.7%	24.5%	30.6%
YELLOW MEDICINE EAST HIGH SCHOOL				
Count	5	17	12	15
Percent	10.2%	34.7%	24.5%	30.6%

	Grade		Total Students	Avg Score	Exceeds	Percent	Meets	Percent	Partially Meets	Percent	Does Not Meet	Percent			
Class of 2016															
2015	11	Math	50	1142.1	2	4.00%	15	30.00%	11	22.00%	22	44.00%			
2014	10	Reading	49	1045.6	5	10.20%	16	32.70%	11	22.40%	17	34.70%			
	10	Science	47	1044.9	3	6.40%	13	27.70%	16	34.00%	15	31.90%			
Class of 2017															
2015	10	Reading	53	1050.2	10	18.90%	14	26.40%	20	37.70%	9	17.00%			
	10	Science	49	1047.7	5	10.20%	17	34.70%	12	24.50%	15	30.60%			
2013	8	Math	54	847.7	7	13.00%	17	31.50%	19	35.20%	11	20.40%			
	8	Reading	54	847.2	6	11.10%	18	33.30%	13	24.10%	17	31.50%			
	8	Science	57	842.8	3	5.30%	15	26.30%	17	29.80%	22	38.60%			
Class of 2018															
2014	8	Math	64	840.8	3	4.70%	10	15.60%	22	34.40%	29	45.30%			
	8	Reading	63	840.3	2	3.20%	16	25.40%	20	31.70%	25	39.70%			
	8	Science	61	843.1	2	3.30%	15	24.60%	21	34.40%	23	37.70%			
2013	7	Math	67	741.9	1	1.50%	13	19.40%	30	44.80%	23	34.30%			
	7	Reading	66	746	3	4.50%	28	42.40%	15	22.70%	20	30.30%			
Class of 2019															
2015	8	Math	57	839.2	2	3.50%	15	26.30%	16	28.10%	24	42.10%			
	8	Reading	57	844.8	9	15.80%	18	31.60%	8	14.00%	22	38.60%			
	8	Science	56	840.6	0	0.00%	14	25.00%	19	33.90%	23	41.10%			
2014	7	Math	57	741.4	6	10.50%	10	17.50%	17	29.80%	24	42.10%			
	7	Reading	58	743.2	5	8.60%	17	29.30%	12	20.70%	24	41.40%			
2013	6	Math	54	641	3	5.60%	16	29.60%	11	20.40%	24	44.40%			
	6	Reading	50	646.2	8	16.00%	11	22.00%	11	22.00%	20	40			
Class of 2020															
2015	7	Math	49	743.3	1	2.00%	13	26.50%	22	44.90%	13	26.50%			
	7	Reading	49	743.9	2	4.10%	20	40.80%	7	14.30%	20	40.80%			
2014	6	Math	46	643.9	2	4.30%	17	37.00%	13	28.30%	14	30.40%			
	6	Reading	46	646	3	6.50%	19	41.30%	8	17.40%	16	34.8			
2013	5	Math	47	545.5	4	8.50%	15	31.90%	15	31.90%	13	27.70%			
	5	Reading	47	546.4	2	4.30%	22	46.80%	8	17.00%	15	31.90%			
	5	Science	47	543.5	0	0.00%	15	31.90%	14	29.80%	18	38.30%			
Class of 2021															
2015	6	Math	62	639	2	3.20%	14	22.60%	16	25.80%	30	48.40%			
	6	Reading	62	646.6	6	9.70%	20	32.30%	17	27.40%	19	30.60%			
2014	5	Math	60	544.5	3	5.00%	21	35.00%	17	28.30%	19	31.70%			
	5	Reading	61	545.9	7	11.50%	17	27.90%	16	26.20%	21	34.40%			
	5	Science													
2013	4	Math													
	4	Reading													



Bert Raney Elementary Board Report

August 2015

Mrs. Hansen, Elementary Principal

BRE - Current Enrollment

	8/15	9/15	10/15	11/15	12/15	1/16	2/16	3/16	4/16	5/16	6/16	7/16
K	58											
1st	50											
2nd	74											
3rd	57											
4th	60											
5th	62											
Total	361											

<ol style="list-style-type: none"> 1. Summer Happenings <ol style="list-style-type: none"> a. Kindergarten Camp b. Kids College c. Technology Updates at BRE 2. New Staff <ol style="list-style-type: none"> a. Dave Schueler b. Emily Hartwig c. Judy Intagliata d. Hispanic paraprofessional position 3. MCA Results <ol style="list-style-type: none"> a. Handout 4. Record of Continuous Growth <ol style="list-style-type: none"> a. Background b. Goals c. Efforts d. Future 5. New Math Curriculum 6. BRE Handbook 	<p>Upcoming Events:</p> <p>8/12 - K-12 Staff Development Meeting</p> <p>8/19 - Optional Paraprofessional Training - Benson</p> <p>8/24 - New Math Curriculum Training</p> <p>8/25, 8/26 - New Staff Workshop</p> <p>8/31, 9/1, 9/2 - Staff Workshop</p> <p>9/1 - Back to School Night, 5-7PM</p> <p>9/8 - First Day of School, K-12</p>
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Bert Raney Elementary School
August 2015

BRE - ALL - Math

	2011 III	2012 III	2013 III	2014 III	2015 III
BRE Proficiency	48.8%	51.9%	49.4%	53.7%	55.6%
State Proficiency	57.8%	65.4%	62.6%	61.4%	60.2%

BRE - ALL - Reading

	2011 II	2012 II	2013 III	2014 III	2015 III
BRE Proficiency	62.4%	60.3%	40%	44%	48%
State Proficiency	74.6%	76.0%	57.8%	59.1%	59.4%

BRE - FRP - Math

	2011 III	2012 III	2013 III	2014 III	2015 III
BRE Proficiency	33.6%	34%	34.4%	34.1%	37.8%
State Proficiency	39.1%	47%	43.6%	42.2%	40.2%

BRE - FRP - Reading

	2011 II	2012 II	2013 III	2014 III	2015 III
BRE Proficiency	53.3%	40.4%	29.0%	31.8%	32.6%
State Proficiency	58.3%	59.8%	38.1%	39.5%	39.8%

BRE - LEP - Math

	2011 III	2012 III	2013 III	2014 III	2015 III
BRE Proficiency	7.7%	18.2%	30.8%	10.0%	27.3%
State Proficiency	27.1%	32.8%	28.8%	27.3%	24.8%

BRE - LEP - Reading

	2011 II	2012 II	2013 III	2014 III	2015 III
BRE Proficiency	25%	21.1%	30.8%	22.2%	10%
State Proficiency	37.6%	37.7%	16%	16.4%	16.8%

BRE - SPED - Math

	2011 III	2012 III	2013 III	2014 III	2015 III
BRE Proficiency	24.2%	23.1%	15.2%	16.1%	7.1%
State Proficiency	29.1%	36.6%	33.8%	31.4%	27%

BRE - SPED - Reading

	2011 II	2012 II	2013 III	2014 III	2015 III
BRE Proficiency	28.6%	32.1%	9.4%	6.5%	0%
State Proficiency	40.4%	43.7%	27.3%	28.1%	25.8%

BRE – Hispanic – Math

	2011 III	2012 III	2013 III	2014 III	2015 III
BRE Proficiency	23.8%	25.9%	42.9%	36.4%	40%
State Proficiency	33.2%	41%	38.6%	38.2%	37%

BRE – Hispanic – Reading

	2011 II	2012 II	2013 III	2014 III	2015 III
BRE Proficiency	31.6%	34.8%	33.3%	34.8%	29.2%
State Proficiency	53.1%	54.3%	34%	35.5%	36.4%

BRE – American Indian – Math

	2011 III	2012 III	2013 III	2014 III	2015 III
BRE Proficiency	26.5%	29.7%	31.3%	38.7%	32.4%
State Proficiency	32.3%	41.4%	37.2%	36.5%	35.8%

BRE – American Indian – Reading

	2011 II	2012 II	2013 III	2014 III	2015 III
BRE Proficiency	47.1%	41.2%	25.0%	19.4%	27%
State Proficiency	54.4%	56.1%	34.2%	36.1%	38.1%

BRE – Caucasian – Math

	2011 III	2012 III	2013 III	2014 III	2015 III
BRE Proficiency	57%	63.6%	57.4%	62.9%	68.5%
State Proficiency	64.8%	72.8%	70%	68.9%	68.2%

BRE - Caucasian – Reading

	2011 II	2012 II	2013 III	2014 III	2015 III
BRE Proficiency	69.7%	70.8%	57.4%	53.4%	60.2%
State Proficiency	80.8%	82.5%	70%	66.8%	67.5%