

MEMO TO: Board of Education
TOPIC: Regular School Board Meeting
FROM: Steve D. Cairns, Superintendent
DATE: September 27, 2018

A Regular School Board Meeting of the Board of Education will be held October 1, 2018 at 7:30 PM in the High School Room 101.

Agenda

1. SCHOOL BOARD ACTION

2. CALL TO ORDER

A. Pledge - Chairman Broden

3. PREVIEW OF AGENDA

During this time any board member may pull any item(s) from the Consent Agenda

4. ADDITIONS TO THE AGENDA

A. BHS Health and Safety Grant was approved

Here is a short explanation of our grant line items that we were awarded, totaling around \$139,000!

Physical Structure Changes - \$43,935. This will allow for construction of a new set of doors in the High School main entrance area, just beyond the High School Office Window. This allows for visitors to come speak with the office, but not have access to the remainder of the building. The doors would be able to be "buzzed open" by the main office staff, as well as have a keycard reader. There would also be ballistic glass added in place where the main office window is currently at.

Electronic Emergency Notification System - \$36,256. This system will allow High School staff members to install an app on their cellphones to be able to initiate a lockdown if one was needed. This will also be installed on school staff computers, if teachers hit a certain key sequence, they would activate the lockdown. With either option, a pre-recorded message would automatically come over the PA system informing all staff to go into a lockdown.

External Communication Systems - \$59,019.60. This would install a BDA (Bi-Directional Amplifier) throughout BHS, which will provide better two-way radio coverage for Police/Fire/EMS radios.

5. CONSENT AGENDA	
A. Minutes - September 17	4
6. COMMUNICATIONS	
A. Oct 2nd - National Custodial Recognition	
Thank you to all our custodians and cleaners who keep our schools clean and safe.	
We appreciate your hard work and dedication you do on a daily basis.	
B. Enrollment - October 1	6
7. STUDENT INPUT AND RECOGNITION	
A. Student Athletes of the Week	
1) September 19	
Gavin Halverson (So., Boys Cross Country)	
James Hvezda (Sr., Football)	
Tessa Tramm (So., Volleyball)	
2) September 26	
Kathryn Agnew (7th grade, Volleyball)	
Dante Frank (8th grade, Football)	
Bayi Dukek (Sr., Volleyball)	
Ali Netland (8th grade, Volleyball)	
8. PUBLIC AGENDA ITEM	
9. COMMITTEE REPORTS	
A. Transportation	
B. Policy	
C. Facilities	
D. Negotiations	
E. Athletics	
F. Security	
G. Wellness	
H. Other	
10. REPORTS AND PRESENTATIONS	
A. Policy First Reading & Comments	
1) 211 - Criminal or Civil Action Against School District, School Board Member, Employee, or Student - Revised	8
2) 404 - Employment Background Checks - NEW 404F - Informed Consent Form - NEW	12

3) 406 - Public and Private Personnel Data - Revised	17
406F - Public and Private Personnel Data Form - No Changes	
4) 505 - Distribution of Non-School Sponsored Materials - NEW	27
B. Overnight Trip Request - Carol Vik	33
11. SCHOOL BOARD ACTION	
A. Policy Second Reading & Adoption	
1) Policy 602 - Organization of School Calendar & School Day - Revised	41
2) Policy 611 - Home Schooling	44
3) Policy 843 - Church Night & Policy 552 - Policy Relating to Activity Practices - Revise/Combine Policies Together	48
4) Policy 904 Distribution of Materials on School District Property by Nonschool Persons - New	51
B. Staffing	
1) Resignation - Erica Erickson as a Para Educator	
2) Hire - Allen Rusch as a Bus Driver Contingent upon a satisfactory background check	
3) Request for Personal Leave - Employee A is requesting 1 additional unpaid days off.	
12. NEXT MEETINGS AGENDA ITEMS - <i>Chairman Broden</i>	
13. MEETING SCHEDULE - Chairman Broden	
Public Hearing - Monday, October 15, 2018, at 6:00 p.m. at the Rice Lake Community Center. The regular School Board meeting will follow about 7:00 p.m.	
14. ADJOURNMENT	
15. SCHOOL BOARD ACTION	

**BAGLEY PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
SEPTEMBER 17, 2018
MINUTES**

The regular meeting of the School Board, Independent School District #162 was held on September 17, 2018, at 7:30 p.m. in High School Room 101. Members present: Wendy Fultz, Amy Fontaine, Renee Benson, Jeremy Davies, Jamie Grover and Superintendent Cairns. Members absent: Adam Broden and LeAnn Agnes.

Clerk Fultz called the meeting to order and opened with the Pledge of Allegiance to the Flag.

1. A motion was made by Jeremy Davies, seconded by Jamie Grover to approve the personal unpaid leave request for Employee A. Employee A is requesting one additional unpaid day off. Motion passed 5-0.

2. A motion was made by Wendy Fultz, seconded by Jeremy Davies to approve the following consent agenda items:
 - A. September 4 Minutes
 - B. September 2018 Invoices - \$239,455.53 – Ck# 59346-59423
 - C. August 2018 Hand Payables - \$277,413.70 – Ck #32661-32694
 - D. August 2018 Statement of Cash Balances - \$4,480,315.25
 - E. August 2018 Budget Comparison
 - F. August 2018 Wires Payments - \$133,814.19
 - G. Elementary & High School Auxiliary AccountMotion passed 5-0.

3. Clerk Fultz announced that Adrienne LaFerriere, Carly Scherzer, Alex Rolfson and Isaac Schermerhorn were the September 12 Student Athletes of the Week.

4. Superintendent Cairns apprised the Board that we are still waiting for MSEA – Cooks to respond to the negotiations request.

5. A motion was made by Jamie Grover, seconded by Renee Benson to approve the AIEA Grant Application as presented by Penni Cairns. Motion passed 5-0.

6. First reading and comments of the following policies were held:
 - A. Policy 602 – Organization of School Calendar & School Day
 - B. Policy 611 – Home Schooling
 - C. Policy 843 – Church Night & Policy 552 - Policy Relating to Activity Practices – Revise and/or combine the polices together
 - D. Policy 904 – Distribution of Materials on School District Property by Nonschool Persons

7. A motion was made by Amy Fontaine, seconded by Jeremy Davies to approve the Sonia Kovalevske Day overnight trip to NDSU on October 6, 2018 as presented by Kristi O’Beirne. Student will pay for their meals, NDSU is paying for the hotel cost and reimburse the district \$0.35/mile for mileage and the district will pay for the remainder of the transportation costs. Motion passed 5-0.

8. A motion was made by Jamie Grover, seconded by Renee Benson to adopt resolution accepting gifts/donations to Bagley Public Schools:

WHEREAS the following; therefore, **BE IT RESOLVED** by the School Board of Independent School District #162 – Bagley School Board does hereby accepts the following donations:

* \$88.07 from Galens for Early Childhood
* \$88.07 from Galens for Youth Recreation
Motion passed 5-0.

9. A motion was made by Jeremy Davies, seconded by Jamie Grover to levy the “Maximum” for the 2018 Payable 2019 Proposed Levy Limitation. Motion passed 5-0.
10. A motion was made by Jeremy Davies, seconded by Amy Fontaine to revise Policy 509 – Enrollment of Nonresident Students.
11. A motion was made by Jamie Grover, seconded by Renee Benson to adopt Policy 525 – Violence Prevention.
12. A motion was made by Jeremy Davies, seconded by Jamie Grover to adopt Policy 530 – Immunization Requirements.
13. A motion was made by Amy Fontaine, seconded by Renee Benson to adopt Policy 903 – Visitors to School District Buildings and Sites.
14. A motion was made by Amy Fontaine, seconded by Renee Benson to accept Naylor Heating & Refrigeration dishwasher quote in the amount of \$27,476.88. Motion passed 5-0.
15. A motion was made by Jamie Grover, seconded by Amy Fontaine to hire Marita Rose as a food service support staff contingent upon receipt of a satisfactory background check. Motion passed 5-0.
16. ITEMS FOR THE NEXT AGENDA:
 - A. Policy Second Reads and Adoption:
 1. Policy 602 – Organization of School Calendar & School Day
 2. Policy 611 – Home Schooling
 3. Policy 843 – Church Night & Policy 552 - Policy Relating to Activity Practices – Revise and/or combine the polices together
 4. Policy 904 – Distribution of Materials on School District Property by Nonschool Persons
17. The next School Board meeting will be held on October 1, 2018, at 7:30 p.m. in High School Room 101.
18. A motion was made by Amy Fontaine to adjourn the meeting at 9:09 p.m. Motion passed 5-0.

Adam Broden, Chairman
School Board
Ind. School District #162

Wendy Fultz, Clerk
School Board
Ind. School District #162

Bagley School				
Enrollment K -12				
SY 2018-2019				
	10/1/18	9/18/18	5/31/18	9/19/17
HK	15	15	11	10
K	64	64	61	64
1	62	62	83	84
2	82	83	74	71
3	70	70	91	87
4	89	89	74	75
5	73	73	95	98
6	93	93	78	82
Total K-6	548	549	567	571
7	79	78	82	80
8	85	85	71	75
9	69	69	73	74
10	74	74	55	63
11	53	53	68	81
12	67	66	67	74
Total 7-12	427	425	416	447
Total K-12	975	974	983	1,018

Bagley School														
Enrollment K -12														
Comparison 05/06 - 18/19 SY														
	10/1/18	10/2/17	10/3/16	10/1/15	10/1/14	10/1/13	10/1/12	10/1/11	10/1/10	10/1/09	10/1/08	10/1/07	10/2/06	10/3/05
HK	15	11	7	16	12	5	13	19	13	15	14	17	6	9
K	64	63	76	59	78	78	87	70	74	74	65	57	76	74
1	62	84	67	91	77	101	86	84	72	76	66	67	81	85
2	82	71	92	75	100	81	82	78	73	69	66	85	82	68
3	70	85	74	102	84	88	74	71	65	71	77	75	65	73
4	89	74	103	77	85	78	74	66	79	77	76	65	66	86
5	73	97	79	83	81	73	65	82	83	77	64	67	88	78
6	93	81	80	80	71	68	75	86	81	66	72	93	79	78
Total K-6	548	566	578	583	588	572	556	556	540	525	500	526	543	551
7	79	80	76	75	67	78	87	88	70	73	87	80	74	99
8	85	76	68	68	78	85	83	66	73	89	78	75	97	71
9	69	74	76	77	90	80	67	75	79	77	73	101	73	96
10	74	61	71	86	85	62	67	81	76	85	97	67	89	99
11	53	82	82	67	57	67	70	69	72	98	62	90	93	71
12	67	73	63	56	60	75	64	68	87	72	85	85	63	75
Total 7-12	427	446	436	429	437	447	438	447	457	494	482	498	489	511
Total K-12	975	1,012	1,014	1,012	1,025	1,019	994	1,003	997	1,019	982	1,024	1,032	1,062

211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

Board Adopted: June 18, 2012

Board Revised: 2018

I. PURPOSE

The purpose of this policy is to provide guidance as to the school district's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a school board member, school district employee, or student. The School District's attorney may override this policy if there is a conflict.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that, when civil or criminal actions are pending against a school board member, school district employee, or student, the school district may be requested or required to take action.
- B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. The school district acknowledges its statutory obligations with respect to providing assistance to school board members and teachers who are sued in connection with performance of school district duties. Collective bargaining agreement and school district policies may also apply.

III. CIVIL ACTIONS

- A. Pursuant to Minn. Stat. § 466.07, Subd. 1, the school district shall defend and indemnify any school board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the school board member or employee, provided that he or she was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Pursuant to Minn. Stat. §123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district shall provide legal counsel for any school teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school district. The school district will choose legal counsel after consultation with the teacher.
- C. Data Practices

Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, he or she is to inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No school board member or employee may release data without consultation in advance with the school district official who is designated as the authority responsible for the collection, use, and dissemination of data.

D. Service of Subpoenas

~~It is the policy~~ The of the school district that its officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

IV. **CRIMINAL CHARGES OR CONDUCT**

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If the school district receives information relating to activities of a criminal nature by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge, subject to school district policies, statutes, and provisions of applicable collective bargaining agreements.
3. Pursuant to Minn. Stat. § 123B.02, Subd. 20, if reimbursement for a criminal defense is requested by a school district employee, the school board may, after consulting with its legal counsel, reimburse the employee for any costs and reasonable attorney fees incurred by the employee to defend criminal charges brought against the employee arising out of the performance of duties for the school district. The decision as to whether to reimburse shall be made in the discretion of the school board. A school board member who is a witness or an alleged

victim in the case may not vote on the reimbursement. If a quorum of the school board is disqualified from voting on the reimbursement, the reimbursement must be approved by a judge of the district court.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. In order to further that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. ~~It is the~~ The policy of the school district to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless there are extenuating circumstances or the matter being investigated is school-related, or as otherwise provided by law.
2. If such questioning at school is unavoidable, the school district will attempt to maintain confidentiality, to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minn. Stat. § 626.556, Subd. 10), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) and 20 U.S.C. § 1232g (FERPA).

V. STATEMENTS WHEN LITIGATION IS PENDING

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, school board members or school district employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.02, Subd. 20 (Legal Counsel, Reimbursement)
Minn. Stat. § 123B.25(b) (Actions Against Teachers)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Depriving Rights)
Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Dypress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308, 95 S.Ct. 992, 43 L.Ed.2d 214 (1975)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 408 (Subpoena of a School District Employee)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

404 EMPLOYMENT BACKGROUND CHECKS

Board Adopted: 2018

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment in the school district in order to promote the physical, social, and psychological well-being of its students. To that end, the school district will seek a criminal history background check for applicants who receive an offer of employment with the school district and on all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether any compensation is paid, or such other background checks as provided by this policy. The school district may also elect to do background checks of other volunteers, independent contractors, and student employees in the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall require that applicants for school district positions who receive an offer of employment and all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether any compensation is paid, submit to a criminal history background check. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district.
- B. The school district specifically reserves any and all rights it may have to conduct background checks regarding current employees, applicants, or service providers without the consent of such individuals.
- C. Adherence to this policy by the school district shall in no way limit the school district's right to require additional information, or to use procedures currently in place or other procedures to gain additional background information concerning employees, applicants, volunteers, service providers, independent contractors, and student employees.

III. PROCEDURES

- A. Normally an individual will not commence employment or provide services until the school district receives the results of the criminal history background check. The school district may conditionally hire an applicant or allow an individual to provide services pending completion of the background check but shall notify

the individual that the individual's employment or opportunity to provide services may be terminated based on the result of the background check. Background checks will be performed by the Minnesota Bureau of Criminal Apprehension (BCA). The BCA shall conduct the background check by retrieving criminal history data as defined in Minn. Stat. § 13.87. The school district reserves the right to also have criminal history background checks conducted by other organizations or agencies.

- B. In order for an individual to be eligible for employment or to provide athletic coaching services or other extracurricular academic coaching services to the school district, except for an enrolled student volunteer, the individual must sign a criminal history consent form, which provides permission for the school district to conduct a criminal history background check, and provide a money order or check payable to either the BCA or to the school district, at the election of the school district, in an amount equal to the actual cost to the BCA and the school district of conducting the criminal history background check. The cost of the criminal history background check is the responsibility of the individual, unless the school district decides to pay the costs for a volunteer, an independent contractor, or a student employee. If the individual fails to provide the school district with a signed Informed Consent Form and fee at the time the individual receives a job offer, or permission to provide services, the individual will be considered to have voluntarily withdrawn the application for employment or request to provide services.

[Note: If the school district elects to receive payment, it may, at its discretion, accept payment in the form of a negotiable instrument other than a money order or check and then pay the superintendent of the BCA directly to conduct the background check.]

- C. The school district, in its discretion, may elect not to request a criminal history background check on an individual who holds an initial entrance license issued by the Minnesota Professional Educator Licensing and Standards Board or the commissioner of education within the 12 months preceding an offer of employment or permission to provide services.
- D. The school district may use the results of a criminal background check conducted at the request of another school hiring authority if:
1. the results of the criminal background check are on file with the other school hiring authority or otherwise accessible;
 2. the other school hiring authority conducted a criminal background check within the previous 12 months;
 3. the individual executes a written consent form giving the school district access to the results of the check; and

4. there is no reason to believe that the individual has committed an act subsequent to the check that would disqualify the individual for employment or provision of services.
- E. For all nonstate residents who are offered employment with or the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, the school district shall request a criminal history background check on such individuals from the superintendent of the BCA and from the government agency performing the same function in the resident state or, if no government entity performs the same function in the resident state, from the Federal Bureau of Investigation. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district. Such individuals must provide an executed criminal history consent form.
- F. When required, individuals must provide fingerprints to assist in a criminal history background check. If the fingerprints provided by the individual are unusable, the individual will be required to submit another set of prints.
- G. Copies of this policy shall be available in the school district's employment office and will be distributed to applicants for employment and individuals who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services upon request. The need to submit to a criminal history background check may be included with the basic criteria for employment or provision of services in the position posting and position advertisements.
- H. The individual will be informed of the results of the criminal background check(s) to the extent required by law.
- I. If the criminal history background check precludes employment with, or provision of services to, the school district, the individual will be so advised.
- J. The school district may apply these procedures to other volunteers, independent contractors, or student employees.
- K. At the beginning of each school year or when a student enrolls, the school district will notify parents and guardians about this policy and identify those positions subject to a background check and the extent of the school district's discretion in requiring a background check. The school district may include this notice in its student handbook, a school policy guide, or other similar communication. A form notice for this purpose is included with this policy.

IV. CRIMINAL HISTORY CONSENT FORM

A form to obtain consent for a criminal history background check is included with this policy.

Legal References: Minn. Stat. § 13.04, Subd. 4 (Inaccurate or Incomplete Data)
Minn. Stat. § 13.87, Subd. 1 (Criminal History Data)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. §§ 299C.60-299C.64 (Minnesota Child Protection Background Check Act)
Minn. Stat. § 364.09(b) (Exception for School Districts)

Cross References:

Informed Consent
Bagley Public Schools
202 Bagley Avenue Northwest
Bagley, Minnesota 56621
(218) 694-6184

Date: _____

The following named individual has made application with this agency for employment.

Full Name of Applicant: _____
Last First Middle

Maiden, Previous, Alias: _____

Date of Birth: _____ Sex (M or F): _____
Month/Day/Year

Social Security Number: (Optional) _____

I authorize the Minnesota Bureau of Criminal Apprehension to disclose criminal history record information to the Superintendent and Board of Education, Bagley Public Schools pursuant to Minnesota State Statute 123B.03 for the purpose of employment as _____ with Bagley Public Schools.

The expiration of this authorization shall be for a period no longer than one year from the date of my signature.

Signature of Applicant Date

406 PUBLIC AND PRIVATE PERSONNEL DATA

Board Adopted: January 3, 2011

Board Revised: ~~May 2, 2016~~ 2018

I. PURPOSE

The purpose of this policy is to provide guidance to school district employees as to the data the school district collects and maintains regarding its personnel.

II. GENERAL STATEMENT OF POLICY

- A. All data on individuals collected, created, received, maintained or disseminated by the school district, which is classified by statute or federal law as public, shall be accessible to the public pursuant to the procedures established by the school district.
- B. All other data on individuals is private or confidential.

III. DEFINITIONS

- A. "Public" means that the data is available to anyone who requests it.
- B. "Private" means the data is available to the subject of the data and to school district staff who need it to conduct the business of the school district.
- C. "Confidential" means the data is not available to the subject.
- D. "Parking space leasing data" means the following government data on an application for, or lease of, a parking space: residence address, home telephone number, beginning and ending work hours, place of employment, location of parking space, and work telephone number.
- E. "Personnel data" means government data on individuals maintained because they are or were employees of the school district, applicants for employment, or volunteers or independent contractors for the school district, or members of or applicants for an advisory board or commission. Personnel data include data submitted to the school district by an employee as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or to improve school district operations. An employee who is identified in a suggestion shall have access to all data in the suggestion except the identity of the employee making the suggestion.
- F. "Finalist" means an individual who is selected to be interviewed by the school board for a position.
- G. "Protected health information" means individually identifiable health information transmitted in electronic form by a school district acting as a health care provider.

“Protected health information” excludes health information in education records covered by the Federal Family Educational Rights and Privacy Act and employment records held by a school district in its role as employer.

- H. “Public officials” means business managers; human resource directors; athletic directors whose duties include at least 50 percent of their time spent in administration, personnel, supervision, and evaluation; chief financial officers; directors; and individuals defined as superintendents and principals.

IV. PUBLIC PERSONNEL DATA

- A. The following information on employees, including volunteers and independent contractors, is public:
1. name;
 2. employee identification number, which may not be the employee’s social security number;
 3. actual gross salary;
 4. salary range;
 5. terms and conditions of employment relationship;
 6. contract fees;
 7. actual gross pension;
 8. the value and nature of employer-paid fringe benefits;
 9. the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary;
 10. job title;
 11. bargaining unit;
 12. job description;
 13. education and training background;
 14. previous work experience;
 15. date of first and last employment;

16. the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action;
17. the final disposition of any disciplinary action, as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the school district;
18. the complete terms of any agreement settling any dispute arising out of the employment relationship, including superintendent buyout agreements, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money, and such agreement may not have the purpose or effect of limiting access to or disclosure of personnel data or limiting the discussion of information or opinions related to personnel data;
19. work location;
20. work telephone number;
21. badge number;
22. work-related continuing education;
23. honors and awards received; and
24. payroll time sheets or other comparable data that are used only to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

B. The following information on applicants for employment is public:

1. veteran status;
2. relevant test scores;
3. rank on eligible list;
4. job history;
5. education and training; and
6. work availability.

C. Names of applicants are private data except when certified as eligible for appointment

to a vacancy or when they become finalists for an employment position.

D. Applicants for appointment to a public body.

1. Data about applicants for appointment to a public body are private data on individuals except that the following are public:
 - a. name;
 - b. city of residence, except when the appointment has a residency requirement that requires the entire address to be public;
 - c. education and training;
 - d. employment history;
 - e. volunteer work;
 - f. awards and honors;
 - g. prior government service;
 - h. any data required to be provided or that are voluntarily provided in an application for appointment to a multimember agency pursuant to Minn. Stat. § 15.0597; and
 - i. veteran status.
2. Once an individual is appointed to a public body, the following additional items of data are public:
 - a. residential address;
 - b. either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee;
 - c. first and last dates of service on the public body;
 - d. the existence and status of any complaints or charges against an appointee; and
 - e. upon completion of an investigation of a complaint or charge against an appointee, the final investigative report is public, unless access to the data would jeopardize an active investigation.
3. Notwithstanding paragraph 2., any electronic mail address or telephone

number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

- E. Regardless of whether there has been a final disposition as defined in Minn. Stat. § 13.43, Subd. 2(b), upon completion of an investigation of a complaint or charge against a public official, as defined in Minn. Stat. § 13.43, Subd. 2(e), or if a public official resigns or is terminated from employment while the complaint or charge is pending, all data relating to the complaint or charge are public, unless access to the data would jeopardize an active investigation or reveal confidential sources.
- F. Data relating to a complaint or charge against a public official is public only if: (1) the complaint or charge results in disciplinary action or the employee resigns or is terminated from employment while the complaint or charge is pending; or (2) potential legal claims arising out of the conduct that is the subject of the complaint or charge are released as part of a settlement agreement. Data that is classified as private under another law is not made public by this provision.

V. PRIVATE PERSONNEL DATA

- A. All other personnel data are private and will only be shared with school district staff whose work requires such access. Private data will not be otherwise released unless authorized by law or by the employee's informed written consent.
- B. Data pertaining to an employee's dependents are private data on individuals.
- C. Data created, collected or maintained by the school district to administer employee assistance programs are private.
- D. Parking space leasing data are private.
- E. An individual's checking account number is private when submitted to a government entity.
- F. Personnel data may be disseminated to labor organizations to the extent the school district determines it is necessary for the labor organization to conduct its business or when ordered or authorized by the Commissioner of the Bureau of Mediation Services.
- G. The school district may display a photograph of a current or former employee to prospective witnesses as part of the school district's investigation of any complaint or charge against the employee.
- H. The school district may, if the responsible authority or designee reasonably determines that the release of personnel data is necessary to protect an employee from harm to self or to protect another person who may be harmed by the employee, release data

that are relevant to the concerns for safety to:

1. the person who may be harmed and to the attorney representing the person when the data are relevant to obtaining a restraining order;
 2. a pre-petition screening team conducting an investigation of the employee under Minn. Stat. § 253B.07, Subd. 1; or
 3. a court, law enforcement agency, or prosecuting authority.
- I. Private personnel data or confidential investigative data on employees may be disseminated to a law enforcement agency for the purpose of reporting a crime or alleged crime committed by an employee, or for the purpose of assisting law enforcement in the investigation of such a crime or alleged crime.
- J. A complainant has access to a statement provided by the complainant to the school district in connection with a complaint or charge against an employee.
- K. When allegations of sexual or other types of harassment are made against an employee, the employee shall not have access to data that would identify the complainant or other witnesses if the school district determines that the employee's access to that data would:
1. threaten the personal safety of the complainant or a witness; or
 2. subject the complainant or witness to harassment.

If a disciplinary proceeding is initiated against the employee, data on the complainant or witness shall be available to the employee as may be necessary for the employee to prepare for the proceeding.

- L. The school district shall make any report to the [board of teaching Minnesota Professional Educator Licensing and Standards Board](#) or the state board of education as required by Minn. Stat. § 122A.20, Subd. 2, and shall, upon written request from the licensing board having jurisdiction over a teacher's license, provide the licensing board with information about the teacher from the school district's files, any termination or disciplinary proceeding, and settlement or compromise, or any investigative file in accordance with Minn. Stat. § 122A.20, Subd. 2.
- M. Private personnel data shall be disclosed to the department of economic security for the purpose of administration of the unemployment insurance program under Minn. Stat. Ch. 268.
- N. When a report of alleged maltreatment of a student in a school is made to the Commissioner of Education, data that are relevant and collected by the school about the person alleged to have committed maltreatment must be provided to the

Commissioner on request for purposes of an assessment or investigation of the maltreatment report. Additionally, personnel data may be released for purposes of informing a parent, legal guardian, or custodian of a child that an incident has occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

- O. The school district shall release to a requesting school district or charter school private personnel data on a current or former employee related to acts of violence toward or sexual contact with a student, if an investigation conducted by or on behalf of the school district or law enforcement affirmed the allegations in writing prior to release and the investigation resulted in the resignation of the subject of the data; or the employee resigned while a complaint or charge involving the allegations was pending, the allegations involved acts of sexual contact with a student, and the employer informed the employee in writing, before the employee resigned, that if the employee resigns while the complaint or charge is still pending, the employer must release private personnel data about the employee's alleged sexual contact with a student to a school district or charter school requesting the data after the employee applies for employment with that school district or charter school and the data remain classified as provided in Minn. Stat. Ch. 13. Data that are released under this paragraph must not include data on the student.
- P. The identity of an employee making a suggestion as part of an organized self-evaluation effort by the school district to cut costs, make the school district more efficient, or to improve school district operations is private.
- Q. Health information on employees is private unless otherwise provided by law. To the extent that the school district transmits protected health information, the school district will comply with all privacy requirements.
- R. Personal home contact information for employees may be used by the school district and shared with another government entity in the event of an emergency or other disruption to ensure continuity of operation for the school district or government entity.
- S. The personal telephone number, home address, and electronic mail address of a current or former employee of a contractor or subcontractor maintained as a result of a contractual relationship between the school district and a contractor or subcontractor entered on or after August 1, 2012, are private data. These data must be shared with another government entity to perform a function authorized by law. The data also must be disclosed to a government entity or any person for prevailing wage purposes.
- T. When a teacher is discharged immediately because the teacher's license has been revoked due to a conviction for child abuse or sexual abuse or when the Commissioner of the Minnesota Department of Education (MDE) makes a final determination of child maltreatment involving a teacher, the school principal or other person having

administrative control of the school must include in the teacher's employment record the information contained in the record of the disciplinary action or the final maltreatment determination, consistent with the definition of public data under Minn. Stat. § 13.41, Subd. 5, and must provide the ~~Board of Teaching Minnesota Professional Educator Licensing and Standards Board~~ and the licensing division at MDE with the necessary and relevant information to enable the ~~Board of Teaching Minnesota Professional Educator Licensing and Standards Board~~ and MDE's licensing division to fulfill their statutory and administrative duties related to issuing, renewing, suspending, or revoking a teacher's license. In addition to the background check required under Minn. Stat. § 123B.03, a school board or other school hiring authority must contact the ~~Board of Teaching Minnesota Professional Educator Licensing and Standards Board~~ and MDE to determine whether the teacher's license has been suspended or revoked, consistent with the discharge and final maltreatment determinations. Unless restricted by federal or state data practices law or by the terms of a collective bargaining agreement, the responsible authority for a school district must disseminate to another school district private personnel data on a current or former teacher (employee or contractor) of the district, including the results of background investigations, if the requesting school district seeks the information because the subject of the data has applied for employment with the requesting school district.

VI. MULTIPLE CLASSIFICATIONS

If data on individuals are classified as both private and confidential by Minn. Stat. Ch. 13, or any other state or federal law, the data are private.

VII. CHANGE IN CLASSIFICATIONS

The school district shall change the classification of data in its possession if it is required to do so to comply with other judicial or administrative rules pertaining to the conduct of legal actions or with a specific statute applicable to the data in the possession of the disseminating or receiving agency.

VIII. RESPONSIBLE AUTHORITY

The school district has designated [*name and title, telephone*] as the authority responsible for personnel data. If you have any questions, contact [*him/her*].

IX. EMPLOYEE AUTHORIZATION/RELEASE FORM

An employee authorization form is included as an addendum to this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.37 (General Nonpublic Data)
Minn. Stat. § 13.39 (Civil Investigation Data)
Minn. Stat. § 13.43 (Personnel Data)

Minn. Stat. § 13.601, Subd. 3 (Elected and Appointed Officials)
Minn. Stat. § 122A.20, Subd. 2 (Mandatory Reporting)
Minn. Stat. § 122A.40, Subds. 13 and 16 (Employment; Contracts; Termination)
Minn. Stat. § 626.556, Subd. 7 (Reporting of Maltreatment of Minors)
P.L. 104-191 (HIPAA)
45 C.F.R. Parts 160 and 164 (HIPAA Regulations)

Cross References:

MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin "I" (School Records – Privacy – Access to Data)

Bagley Pubic Schools
Consent to Release Data – Request from an Individual

An individual asks the government entity to release his/her private data to an outside entity or person. Because the entity does not have statutory authority to release the data, it must get the individual's written informed consent.

Explanation of Your Rights

If you have a question about anything on this form, or would like more explanation, please talk to

_____ before you sign it.
[entity contact person name and contact information]

I, _____, give my permission for _____
[name of individual data subject] [name of government entity]

to release data about me to _____ as described on this form.
[name of other entity or person]

1. The specific data I want _____ to release _____.
[name of government entity] [explanation of data]

2. I understand that I have asked _____ to release the data.
[name of government entity]

3. I understand that although the data are classified as private at _____, the
[name of government entity]
classification/treatment of the data at _____ depends on laws or
[name of other entity or person]
policies that apply to _____.
[name of other entity or person]

This authorization to release expires _____.
[date/time of expiration]

Individual data subject's signature _____ Date _____

Parent/guardian's signature [if needed] _____ Date _____

505 DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES

Board Adopted: 2018

I. PURPOSE

The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, nonschool-sponsored material.
- B. To protect First Amendment rights, while at the same time preserving the integrity of the educational objectives and responsibilities of the school district, the school board adopts the following regulations and procedures regarding distribution of nonschool-sponsored material on school property and at school activities.

III. DEFINITIONS

- A. "Distribute" or "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing material in internal staff or student mailboxes.
- B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.
- C. "Obscene to minors" means:
 - 1. The average person, applying contemporary community standards, would find that the material, indecent or vulgar;
 - 2. The material depicts or describes, in a manner that is offensive to prevailing standards in the adult community, as determined by the School Administrators; and

3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- D. “Minor” means any person under the age of eighteen (18).
- E. “Material and substantial disruption” of a normal school activity means:
1. Where the normal school activity is an educational program of the district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
 2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, specific facts must exist upon which the likelihood of disruption can be forecast including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

- F. “School activities” means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.
- G. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

- A. Students and employees of the school district have the right to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, nonschool-sponsored material.
- B. Requests for distribution of nonschool-sponsored material will be reviewed by the administration on a case-by-case basis. However, distribution of the materials listed below is always prohibited. Material is prohibited that:
1. is obscene to minors;

2. is libelous or slanderous;
3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made by the administration as to the appropriateness of the material for the age level of students to which it is intended;
4. advertises or promotes any product or service not permitted to minors by law;
5. advocates violence or other illegal conduct;
6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious, or ethnic origin);
7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

C. Distribution by students and employees of nonschool-sponsored materials on school district property are subject to reasonable time, place, and manner restrictions set forth below. In making decisions regarding the time, place, and manner of distribution, the administration will consider factors including, but not limited to, the following:

1. whether the material is educationally related;
2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;
3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
4. the quantity or size of materials to be distributed;
5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;
6. whether distribution would require that nonschool persons be present on the school grounds;

7. whether the materials are a solicitation for goods or services not requested by the recipients.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

- A. No nonschool-sponsored material shall be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.
- B. Distribution of nonschool-sponsored material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school, and school parking lots. Distribution shall not impede entrance to or exit from school premises in any way.
- C. No one shall coerce a student or staff member to accept any publication.
- D. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

VI. PROCEDURES

- A. Any student or employee wishing to distribute (as defined in this policy) nonschool-sponsored material must first submit for approval a copy of the material to the principal at least 24 hours in advance of desired distribution time, together with the following information:
 1. Name and phone number of the person submitting the request and, if a student, the room number of his or her first-period class.
 2. Date(s) and time(s) of day intended for distribution.
 3. Location where material will be distributed.
 4. If material is intended for students, the grade(s) of students to whom the distribution is intended.
- B. Within one school day, the principal will review the request and render a decision. In the event that permission to distribute the material is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.
- C. If the person submitting the request does not receive a response within one school day, the person shall contact the office to verify that the lack of response was not due to an inability to locate the person.
- D. If the person is dissatisfied with the decision of the principal, the person may

submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays, and holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.

- E. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.

VII. DISCIPLINARY ACTION

- A. Distribution by any student of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and disciplinary action will be taken in accordance with the school district's Student Discipline Policy.
- B. Distribution by any employee of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and appropriate disciplinary action will be taken, in accordance with any individual contract, collective bargaining agreement, school district policies and procedures, and/or governing statute.
- C. Any other party violating this policy will be requested to leave the school property immediately and, if necessary, the police will be called.

VIII. NOTICE OF POLICY TO STUDENTS AND EMPLOYEES

A copy of this policy will be published in student handbooks and posted in school buildings.

IX. IMPLEMENTATION

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

Legal References:

U. S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)
Bethel Sch. Dist. No. 403 v. Fraser, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986)
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)
Roark v. South Iron R-1 School Dist., 573 F.3d 556 (8th Cir. 2009)
Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist., 640 F.3d 329 (8th Cir. 2011), cert. denied 565 U.S. 1036, 132 S.Ct. 592 (2011)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 512 (School-Sponsored Student Publications)

MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Overnight or Out-of-State Trip Request Form

School Board Adopted: November 7, 2016

Group/Grade Level Requesting trip: Indian Ed Staff in Charge: Carol Vik
Destination: Mpls. University of MN, Augsburg University, St. Cloud Tech.
Agency making the arrangements: Carol Vik
Dates of Trip: October 7-9, 2018 Number of School Days Missed: 2
Number of Students Participating: max 18 Departure/Return Times: depart oct. 7 4pm / return oct. 9 8:30

Goal or purpose of the trip and its relationship to curriculum objectives: American Indian Campus visit day @ U of M, college preparation, admissions, financial aid, College Knowledge month, etc.

Supervision requirements: one adult for every 8 students. Same gender chaperone must be included for each gender participating.

Staff Accompanying: Carol Vik, John Sutherland, Jenny Fraley
Other Adults Accompanying: none.

Cost Factor: Trip Funded by: [] Student/Parents [] Fundraiser [] School [X] Other Indian Ed - AIEA

Cost per student: 0
This cost includes: Trip cost for student (transportation, meals, lodging, admissions, etc.) \$ 3087.75
Portion of trip cost for adult chaperones \$ 578.40
Other (please describe) \$

What provision has been made for students with financial difficulties? Fund raising activities conducted? All costs covered by AIEA funding - college exploration approx cost including chaperones per student - \$203.68

What efforts have been made to acquire the most cost effective price? mini-vans will be utilized for transportation, meals requested from schools. Hotel includes breakfast and offers a discounted rate.

Transportation Information: How will students be transported?
Bus _____ Name of Company _____
Plane _____ Name of Airline _____
School District bus or van [X]
School District not responsible for transportation _____
Other - explain _____

Meal (and lodging if relevant) arrangements (attach additional pages if necessary): lodging @ Days Hotel on the U of M campus (attached) max cost. \$1665.60, meals \$134 (max cost).

Description of trip plan and routes (attach additional pages if necessary): please see attached.

Communication – Please attach a copy of the trip itinerary. Include parental and student input in the planning process and all parent meetings conducted to ensure full disclosure of the trip and associated topics to include but not limited to: purpose of the trip, cost (to include spending money), fund raising, adult chaperones, emergency telephone numbers, medical insurance needs, procedures for sending a student home in case of an emergency (medical, disciplinary, etc.) and itinerary.

Person in Charge Signature Cowle Uni
Building Principal Signature [Signature]
Superintendent Signature _____

Date 9-24-18
Date 9/21/18
Date _____

Date School Board Approved _____



Bagley High School

Anthony Kerr
Principal

1130 Main Ave N.
Bagley, MN 56621
Phone: 218-694-3120
Fax 218-694-3225

John Sutherland
Dean of Students

PERMISSION SLIP FOR OFF-CAMPUS ACTIVITIES & STUDENT BEHAVIOR GUIDELINES

ACTIVITY DATE: Oct. 7-9, 2018 ACTIVITY: Indian Ed Mpls College Exploratory

LOCATION: Minneapolis / St. Cloud.

PLEASE COMMENT ON ANY SPECIAL HEALTH PROBLEM(S) THAT WE SHOULD BE AWARE OF: _____

APPROPRIATE STUDENT BEHAVIOR IS ESSENTIAL TO PROVIDE A SAFE, MEANINGFUL EXPERIENCE FOR ALL INVOLVED IN SCHOOL SPONSORED ACTIVITIES AND TRIPS. THE FOLLOWING POLICIES WILL BE STRICTLY ENFORCED BY THE ACTIVITY SUPERVISOR AND DESIGNATED CHAPERONES. THESE GUIDELINES COVER DAY/OVERNIGHT ACTIVITIES.

1. STUDENTS SHALL NOT POSSESS OR USE ALCOHOL, TOBACCO, DRUGS OR DRUG PARAPHERNALIA.
2. STUDENTS SHALL NOT ENGAGE IN ANY MANNER WHICH ENDANGERS, EMBARRASSES, HARASSES, OR VIOLATES THE RIGHTS OF OTHERS, THIS MEANS AT THE ACTIVITY OR ON THE BUS.
3. STUDENTS SHALL NOT VISIT ANY AREAS EXCEPT THOSE DESIGNATED BY THE SUPERVISOR.
4. INITIATIONS OF ANY KIND ARE STRICTLY FORBIDDEN.
5. STUDENTS SHALL REPORT PROMPTLY AND BE PREPARED FOR ALL ACTIVITIES AND BUS SCHEDULES.
6. STUDENTS WILL DRESS TO REFLECT THE OCCASION, THE PURPOSE IS TO LOOK RESPECTABLE AND WELL GROOMED AT ALL TIMES. DRESS SHOULD BE CLEAN, NEAT AND SHOES ARE REQUIRED.
7. STUDENTS WILL BE ASSIGNED TO ROOMS ON OVER-NIGHT TRIPS. ONLY STUDENTS IN THE ACTIVITY AND OF THE SAME SEX ARE PERMITTED TO BE IN THE ROOMS OF OTHER ACTIVITY MEMBERS. WHEN BOYS AND GIRLS WANT TO MEET TOGETHER IT MUST BE IN AN AREA DESIGNATED BY THE ACTIVITY SUPERVISOR.
8. STUDENTS SHALL ADHERE TO CURFEWS AS ESTABLISHED BY THE SUPERVISOR.

"Putting Students First - Pursuing Educational Excellence"

CONTINUED ON BACK

Bagley High School

7/18/2018 Page 2

9. STUDENTS SHALL NOT LEAVE A LODGING ACCOMMODATION, ACTIVITY AREA OR ANY GROUP ACTIVITY WITHOUT THE PERMISSION OF THE SUPERVISOR.
10. STUDENT ROOMS, LUGGAGE, AND PERSONAL BELONGINGS ARE SUBJECT TO PERIODIC INSPECTION BY THE SUPERVISOR AND DESIGNEE AS DEEMED NECESSARY TO INSURE THE ENFORCEMENT OF THERE POLICIES.
11. STUDENTS WILL BE RESPONSIBLE FOR PAYING THE COST OF ANY DAMAGED PROPERTY.

DISCIPLINARY ACTION SHALL BE TAKEN FOR THE VIOLATIONS OF ANY OF THE ABOVE POLICIES. IF THE SUPERVISOR DETERMINES THAT A VIOLATION OF THESE POLICIES IS INTOLERABLE OR SEVERE, THE STUDENT WILL BE RETURNED OR SENT HOME **PRIOR** TO THE COMPLETION OF THE ACTIVITY OR TRIP, AT THE EXPENSE OF THE PARENT/GUARDIAN.

MY CHILD AND I HAVE READ AND FULLY UNDERSTAND THE POLICIES LISTED ABOVE AND AGREE TO COMPLY WITH THEM, AND BY SIGNING BELOW MY CHILD AGREES TO ACCEPT RESPONSIBILITY FOR HIS/HER BEHAVIOR. I FURTHER UNDERSTAND THAT ALL POLICIES AND DISCIPLINE ISSUES ARE GOVERNED BY THE STUDENT HANDBOOK.

PARENT SIGNATURE

DATE

STUDENT SIGNATURE

DATE

TELEPHONE NUMBER: _____

EMERGENCY CONTACT NAME: _____

EMERGENCY CONTACT PHONE NUMBER: _____

PLEASE READ, SIGN AND RETURN COPY BY: Oct. 2, 2018 by NOON
DATE

TO: Carol Vik
ACTIVITY SUPERVISOR SIGNATURE



Carol Vik <cvik@bagley.k12.mn.us>

Days Hotel on University Rate Quote

3 messages

Days Hotel Sales <dayshotelsales@gmail.com>

Mon, Sep 24, 2018 at 9:50 AM

To: cvik@bagley.k12.mn.us

Good Morning Carol,

Thank you for your interest in Days Hotel by Wyndham on University - Minneapolis. As discussed, we do have availability for 8 rooms (2 chaperone rooms and 6 student rooms- all double/doubles) for the night of 10/7/2018 for the rate of \$92+tax per room/ per night. All rooms include complimentary hot breakfast and parking (one space per registered room). We ask that rooms be guaranteed with school credit card and school check in the amount may be provided at time of check in as payment. We also ask that a full rooming list with first and last names be provided for all guests and rooming arrangements one week prior to arrival.

If you have any further questions or would like additional information, feel free to contact us at any time.

Internal Use:

Carol Vik

218-694-3120 X2215

cvik@bagley.k12.mn.us

LeAnne Calvert
 Director of Sales & Revenue Management
 Days Hotel on University
 2407 University Ave SE
 Minneapolis, MN 55414
 dayshotelsales@gmail.com

P 612 623 9303

F 612 623 4741

**Carol Vik** <cvik@bagley.k12.mn.us>

Mon, Sep 24, 2018 at 9:57 AM

To: dayshotelsales@gmail.com

Leanne,

We would need the rooms for the nights of October 7 and October 8. The trip goes through School board approval on October 1st so would not be able to send the list until Wednesday October 3. I would let you know right away October 2 if the trip is approved or not.

What would be the total costs for the 2 nights. I will have a final room count on the 3rd as well and can email everything down then.

Thank you!

[Quoted text hidden]

--

Carol Vik
Director of Indian Education
Bagley Public School District #162
218-694-3120 ext 2215
cvik@bagley.k12.mn.us

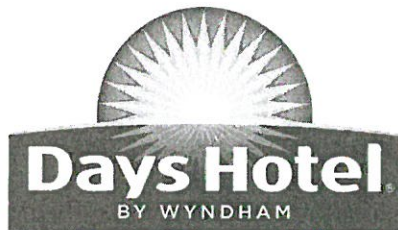
Days Hotel Sales <dayshotelsales@gmail.com>
To: cvik@bagley.k12.mn.us

Mon, Sep 24, 2018 at 10:05 AM

No problem. We have the rooms for both nights. The total cost for 8 rooms for 2 nights would be \$1,665.60 inclusive of taxes. Let me know if you have any additional questions.

LeAnne Calvert
Director of Sales & Revenue Management
Days Hotel on University
2407 University Ave SE
Minneapolis, MN 55414
dayshotelsales@gmail.com

P 612 623 9303
F 612 623 4741



[Quoted text hidden]

Google Maps

Bagley Senior High School to Bagley Senior High School

Drive 502 miles, 8 h 28 min



via MN-64 S and US-10 E

8 h 28 min without traffic

8 h 28 min

502 miles

602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY

Board Adopted: February 3, 2014

Revised: 2018

I. PURPOSE

The purpose of this policy is to provide for a timely determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

The school calendar and schedule of the school day are important to parents, students, employees, and the general public for advance, effective planning of the school year.

III. CALENDAR RESPONSIBILITY

- A. The school calendar shall be adopted annually by the school board. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff, and parents.

[Note: The annual school calendar must include at least 425 hours of instruction for a kindergarten student without a disability, 935 hours of instruction for a student in grades 1 through 6, and 1,020 hours of instruction for a student in grades 7 through 12. ~~,not including summer school commencing with the 2012-2013 school year. Also commencing with the 2013-2014 school year,~~ The school calendar for all-day kindergarten must include at least 850 hours of instruction for the school year. A school board's annual calendar must include at least 165 days of instruction for a student in grades 1 through 11 unless a four-day week schedule has been approved by the Commissioner of Education under Minn. Stat. § 124D.126.] A school board's annual school calendar may include plans for up to five days of instruction provided through online instruction due to inclement weather. The inclement weather plans must be developed according to Section V., below.]

[Note: To the extent the school board offers K-12 teachers the opportunity for more staff development training under Minn. Stat. § 122A.40, Subds. 7 and 7a, or Minn. Stat. § 122A.41, Subds. 4 and 4a, the school district shall adopt as its school calendar a total of 240 days of student instruction and staff development, of which the total number of staff development days equals the difference between the total number of days of student instruction and 240 days. The school board may schedule additional staff development days throughout the calendar year.]

- B. Except for learning programs during summer and flexible learning year programs, the school district will not commence an elementary or secondary school year before Labor Day, except as provided in Section III.B.1., III.B.2., or III.B.3. Days devoted to teacher's workshops may be held before Labor Day.
1. The school district may begin the school year on any day before Labor Day to accommodate a construction or remodeling project of \$400,000 or more affecting a school district school facility.

2. The school district may begin the school year on any day before Labor Day if the school district has agreement under Minn. Stat. § 123A.30, § 123A.32, or § 123A.35 with a school district that qualifies under Section III.B.1.
 3. The school district may begin the school year on any day before Labor Day if the school district agrees to the same schedule with a school district in an adjoining state.
- C. Employee and advisory groups shall be provided an opportunity to participate in school calendar considerations through a meet and confer process.

[Note: The provisions of the prior law requiring the school board to adopt the calendar for the next school year by April 1 have been repealed. The school board should still attempt to establish the calendar as early as possible so proper planning can take place by all members of the school community.]

IV. SCHOOL DAY RESPONSIBILITY

- A. The superintendent shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules shall be met.
- B. In developing the student day schedule, the superintendent shall consider such factors as school bus schedules, cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, and other concerns deserving of attention.
- C. Proposed changes in the school day shall be subject to review and approval by the school board.

V. E-LEARNING DAYS

- A. An “e-learning day” is a school day where a school offers full access to online instruction provided by students’ individual teachers due to inclement weather.
- B. A school district may designate up to five e-learning days in one school year.
- C. An e-learning day is counted as a day of instruction and included in the hours of instruction pursuant to Section III.A., above.
- D. The e-learning day plan developed by the school district will include accommodations for students without Internet access at home and for digital device access for families without the technology or with an insufficient amount of technology for the number of children in the household. The plan must also provide accessible options for students with disabilities.

- E. The school district must notify parents and students of its e-learning day plan at the beginning of each school year.
- F. When an e-learning day is declared by the school district, notice must be provided to parents and students at least two hours prior to the normal school start time that students will need to follow the e-learning day plan for that day.
- G. On an e-learning day, each student’s teacher must be accessible both online and by telephone during normal school hours to assist students and parents.

Legal References:

Minn. Stat. § 120A.40 (School Calendar)
 Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
 Minn. Stat. § 120A.414 (E-Learning Days)
 Minn. Stat. § 120A.415 (Extended School Calendar)
 Minn. Stat. § 120A.42 (Holidays)
 Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination)
 Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions)
 Minn. Stat. § 123A.30 (Agreements for Secondary Education)
 Minn. Stat. § 123A.32 (Interdistrict Cooperation)
 Minn. Stat. § 123A.35 (Cooperation and Combination)
 Minn. Stat. § 124D.11, Subd. 9 (Revenue for Results-Oriented Charter School)
 Minn. Stat. § 124D.126 (Powers and Duties of Commissioner; Flexible Learning Year Programs)
 Minn. Stat. § 124D.151 (Voluntary Prekindergarten Program)
 Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)

Cross References:

MSBA/MASA Model Policy 425 (Staff Development)

611 HOME SCHOOLING

Board Adopted: 2018

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

IV. IMMUNIZATION

The parent or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request, as required by law, the school district will provide textbooks, individualized instructional or cooperative learning materials, software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

Upon formal request, as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

[Note: The provisions of Article VIII. - Shared Time Programs do not make a determination as to whether Shared Time Programs should be offered to any pupil. However, home-schooled children are required to be treated the same as all other nonpublic school children.]

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities

- 1. Minnesota State High School League-sponsored activities (where six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school which is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
 - b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
 - c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities where six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation Services

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References:

Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (School Boards May Require Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)

Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials, Standardized Tests)

Cross References:

MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 510 (School Activities)

552 Policy Relating to Activity Practices
Board Adopted: November 12, 1966

All activity practice will commence at 3:30 p.m. (earlier if practical), and may continue through the supper hour. On Wednesday nights, all practices will stop at 6:30 p.m. because of Church Night. No activity is to be scheduled after 6:30 p.m. on Wednesdays.

843 Church Night

Wednesday night is scheduled as Church Night. No school activities will be scheduled after 6:30 p.m. on Wednesdays.

552 843 ~~Policy Relating to~~ Activity Practices

Board Adopted: November 12, 1966

Board Revised: 2018

Formerly: Policy 552 – Policy Relating to Activity Practices & Policy 843 – Church Night.

~~All activity practice will commence at 3:30 p.m. (earlier if practical), and may continue through the supper hour. On Wednesday nights, all practices will stop at 6:30 p.m. because of Church Night. No activity is to be scheduled after 6:30 p.m. on Wednesdays.~~

904 DISTRIBUTION OF MATERIALS ON SCHOOL DISTRICT PROPERTY BY NONSCHOOL PERSONS
Board Adopted: 2018

I. PURPOSE

The purpose of this policy is to provide for distribution of materials appropriate to the school setting by nonstaff and nonstudents on school district property in a reasonable time, place, and manner which does not disrupt the educational program nor interfere with the educational objectives of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district intends to provide a method for nonschool persons and organizations to distribute materials appropriate to the school setting within the limitations and provisions of this policy.
- B. To provide for orderly and nondisruptive distribution of materials, the school board adopts the following regulations and procedures.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of materials by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying materials, or placing materials in internal staff or student mailboxes.
- B. "Materials" includes all materials and objects intended by nonschool persons or nonschool organizations for distribution. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, underground newspapers whether written by students, employees or others, and tangible objects.
- C. "Nonschool person" means any person who is not currently enrolled as a student in or employed by the school district.
- D. "Obscene to minors" means:
 - 1. The average person, applying contemporary community standards, would find that the material, indecent or vulgar taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 - 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community as determined by the school administrators concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate

~~sexual acts (normal or perverted), masturbation, excretory functions, and lewd exhibition of the genitals; and~~

3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- E. “Minor” means any person under the age of eighteen (18).
- F. “Material and substantial disruption” of a normal school activity means:
1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
 2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.
- In order for expression to be considered disruptive, specific facts must exist upon which the likelihood of disruption can be forecast including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.
- G. “School activities” means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays, other theatrical productions, and in-school lunch periods.
- H. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower him or her in the esteem of the community.

IV. GUIDELINES

- A. Nonschool persons and organizations may, within the provisions of this policy, be granted permission to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, materials and objects which are appropriate to the school setting.
- B. Requests for distribution of materials will be reviewed by the administration on a case-by-case basis. However, distribution of the following materials is always prohibited. Material is prohibited that:

1. is obscene to minors;
 2. is libelous;
 3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made by the Administration as to the appropriateness of the material for the age level of students to which it is intended;
 4. advertises any product or service not permitted to minors by law;
 5. advocates violence or other illegal conduct;
 6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious, or ethnic origin);
 7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.
- C. Permission for nonschool persons to distribute materials on school district property is a privilege and not a right. In making decisions regarding permission for such distribution, the administration will consider factors including, but not limited to, the following:
1. whether the material is educationally related;
 2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;
 3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
 4. the quantity or size of materials to be distributed;
 5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;
 6. whether distribution would require that nonschool persons be present on the school grounds;
 7. whether the materials are a solicitation for goods or services not requested by the recipients.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

If permission is granted pursuant to this policy for the distribution of any materials, the time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

VI. PROCEDURES

- A. Any nonschool person wishing to distribute materials must first submit for approval a copy of the materials to the administration at least five days in advance of desired distribution time, together with the following information:
1. Name and phone number of the person submitting the request.
 2. Date(s) and time(s) of day of requested distribution.
 3. If material is intended for students, the grade(s) of students to whom the distribution is intended.
 4. The proposed method of distribution.
- B. The administration will review the request and render a decision. The administration will assign a location and method of distribution and will inform the persons submitting the request whether nonschool persons may be present to distribute the materials. In the event that permission to distribute the materials is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.
- C. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.
- D. In the event that permission to distribute materials is denied, the nonschool person or organization may request reconsideration of the decision by the superintendent. The request for reconsideration must be in writing and must set forth the reasons why distribution is desirable and in the interest of the school community.

VII. VIOLATION OF POLICY

Any party violating this policy or distributing materials without permission will be directed to leave the school property immediately and, if necessary, the police will be called.

VIII. IMPLEMENTATION

The school district administration may develop any additional guidelines and procedures

necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

[Note: School districts are encouraged to consider additional guidelines which reflect varied local practices relating to this subject matter including addressing the subject of consistency and uniformity for approving or disapproving practices under this policy.]

Legal References:

U. S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)
Doe v. South Iron R-1 School District, 498 F.3d 878 (8th Cir. 2007)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)
Cornelius v. NAACP Legal Defense and Educational Fund, Inc., 473 U.S. 788, 105 S.Ct. 3439, 87 L.Ed.2d 567 (1985)
Perry Education Ass'n v. Perry Local Educators' Ass'n, 460 U.S. 37, 103 S.Ct. 948, 74 L.Ed.2d 794 (1983)
Roark v. South Iron R-1 School Dist., 573 F.3d 556 (8th Cir. 2009)
Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist., 640 F.3d 329 (8th Cir. 2011), cert. denied ___ U.S. ___, 132 S.Ct. 592 (2011)

Cross References:

MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 512 (School-Sponsored Student Publications)