John Bergs
Activities Director
Margot Hansen
Director of Teaching & Learning
Jeff Heine
Buildings & Grounds Director

BELLE PLAINE PUBLIC SCHOOLS

Ryan Laager, Ed.D., *Superintendent*

Chuck Keller
Business Director
Angie Kahle
Student Support Services Director
Dorothy Koller
Community Education Director

REGULAR BOARD MEETING
District Office, 130 South Willow Street, Belle Plaine, MN 56011
7:00 PM Monday, August 27, 2012

Our mission is to pursue excellence in academics, programming, and the social and emotional development of our students. Fostering a culture of kindness, inclusion, and pride in ourselves, our school, and our community.

1. Call to Order:		
2. Acknowledgment of Visitors and Special Presentations:		
1. Bond Refunding Presentation:	Don Lifto, Springsted Inc.	**3**
2. Food Service Review:	Jayme Sundby & Carrie Donovan, Taher Food Service	**13**
3. Other items as Brought before the board & Consideration of Agenda:		
4. Consensus Items:		
1. Previous Board Meeting Minutes:		**27**
2. Personnel:		
3. Student Enrollment:		
4. Donations:		
5. Cooperative Agreement:		**32**
5. Discussion Items:		
1. Superintendent Update:		
2. Board Member Reports:		

6. Action Items:

1. Approve Monthly Expenditures:	**34**
2. Review Student Handbooks:	**46**
3. Approve Resolution to Begin Process of Bond Refunding:	
4. Review Data Warehouse Options:	**122**
5. School District Banners/Logos:	**172**

7. Upcoming Meetings:

8. Adjourn:

_____ _____

Board Clerk Date

Independent School District No. 716, Belle Plaine, Minnesota

Recommendations for Issuance of Bonds

$26,150,000 General Obligation School Building Refunding Bonds, Series 2012A

The Board has under consideration the issuance of bonds to refinance an outstanding issue of the District. This document provides information relative to the proposed issuance. Complete bidder information will be provided in a separate document.

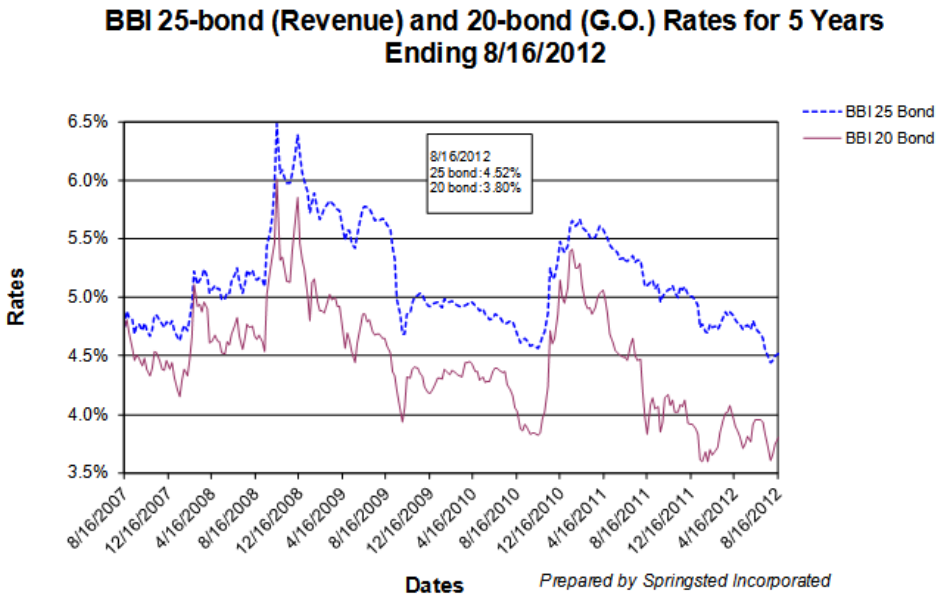
KEY EVENTS: The following summary schedule includes the timing of some of the key events that will occur relative to the bond issuance.

August 27, 2012	Board sets bond sale parameters
Week of September 17, 2012 (est.)	Rating conference is conducted
September 24, 2012, 10:00 a.m.	Competitive bids are received
September 24, 2012, 7:00 p.m.	Board considers award of bonds
October 25, 2012 (est.)	Proceeds are received

RATING: An application will be made to Standard & Poor's Rating Service for a rating on the Bonds. The District's general obligation debt is currently not rated. The District is determining whether or not to seek an underlying rating.

The Bonds will be enrolled the State's Credit Enhancement Program. An application will be made to S&P under the State Enhancement Program. S&P will automatically assign a rating of "AA+" to the Bonds based on the credit rating of the State.

THE MARKET: Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20th maturity year for general obligation bonds and the 25th maturity year for revenue bonds. The following chart illustrates these two indices over the past five years.



Springsted

POST ISSUANCE COMPLIANCE:

The issuance of the Bonds will result in post-issuance compliance responsibilities. The responsibilities lie in two primary areas: i) compliance with federal arbitrage requirements and ii) compliance with secondary disclosure requirements.

Federal arbitrage requirements include a wide range of implications that have been taken into account as your issue has been structured. Post-issuance compliance responsibilities for your tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In very general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. As the issuance of the Bonds is being conducted as an advance refunding, the District will not meet an expenditure exception for rebate. The proceeds of the Bonds will be invested in an escrow account until the call date of the refunded bonds. Federal regulations do not permit investment earnings on the escrow account to exceed the yield on the bonds; therefore, no arbitrage would be earned. Yield restriction provisions will apply to the debt service fund under certain conditions and the fund should be monitored throughout the life of the Bonds.

Secondary disclosure requirements result from an SEC requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the Underwriter to commit to providing the information needed to comply under a continuing disclosure agreement.

Springsted can provide these services to the District under a separate contract. A contract for these services will be sent to District staff.

SUPPLEMENTAL INFORMATION AND BOND RECORD:

Supplementary information will be available to staff including detailed terms and conditions of sale, comprehensive structuring schedules and information to assist in meeting post-issuance compliance responsibilities.

Upon completion of the financing, a bond record will be provided that contains pertinent documents and final debt service calculations for the transaction.

PURPOSE:

Proceeds of the Bonds will be used to refund the February 1, 2016 through February 1, 2026 maturities of the District's General Obligation School Building Bonds, Series 2005A (the "Prior Bonds"), dated April 1, 2005. The maturities to be refunded are currently outstanding in the aggregate principal amount of $25,515,000. The 2013 - 2015 maturities are not callable and will not be refunded. The purpose of the refunding is to achieve interest cost savings.

The Prior Bonds were originally issued to finance the costs of the acquisition and betterment of school facilities.

AUTHORITY:

The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475 and Section 126C.55.

SECURITY AND SOURCE OF PAYMENT:

The Bonds will be general obligations of the District, secured by its full faith and credit and taxing power.

For additional security we also recommend that the Bonds be enrolled in the State's Credit Enhancement Program. Under this program the State has a standing appropriation to cure any potential school district payment defaults. No such default is anticipated; however, use of the program is without cost to the District and will improve the marketability of the Bonds.

The Bonds will be paid solely from ad valorem tax levies. The District will make their first levy for the Bonds in 2014 for collection in 2015. Each year's collection of taxes will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due in the following year. Until the collect 2015 levy, the District will continue to levy to make payments on the Prior Bonds as described below.

The issuance of the Bonds is being conducted as a "crossover" advance refunding in which the proceeds of the Bonds are placed in an escrow account with a major bank and invested in government securities. These investments and their earnings are structured to pay interest on the Bonds to and including February 1, 2015 (the call date of the Prior Bonds), at which time the escrow account will prepay the principal due February 1, 2016 through 2026 of the Prior Bonds. The District will continue to pay the originally scheduled debt service payments on the Prior Bonds through the February 1, 2015 call date. After the call date, the District will cross over and begin making debt service payments on the Bonds, taking advantage of the lower interest rates.

STRUCTURING SUMMARY: The Bonds have been structured to provide for approximately even annual savings with a term matching that of the Prior Bonds.

Based on current interest rate estimates, the refunding is projected to result in the City realizing an average cash flow savings of approximately $186,820 per year. This results in an aggregate future value savings of approximately $2,056,310 with a net present value benefit to the City of approximately $1,711,720. These estimates are net of all costs associated with the refunding. Actual results will be determined by market conditions at the time of the sale.

SCHEDULES ATTACHED: Schedules attached include: a preliminary feasibility summary, estimated debt service requirements and interest cost savings, given the current interest rate environment.

RISKS/SPECIAL CONSIDERATIONS: The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions.

The Bonds are an advance refunding under federal tax law and may not themselves be advance refunded using tax-exempt bonds. If market conditions permit, a current refunding could be done at or after the call date.

SALE TERMS AND MARKETING: Sale Date: The sale is currently set for September 24, 2012. In the event the estimated savings drops below the savings requirement set in the parameters resolution, the sale of the Bonds will be postponed to a later date. The parameters adopted by the District allow the District to sell the Bonds at any time that will allow the desired savings at another date when rates are more favorable.

Bidding Parameters: The Bonds have been structured assuming a premium bid, whereas the Bonds are being offered with a minimum bid requirement of par. The estimated amount of premium generated will compensate the underwriter and fund a portion of the escrow fund.

Variability of Issue Size: A specific provision in the sale terms permits modifications to the issue size and/or maturity structure to customize the issue once the price and interest rates are set on the day of sale.

Prepayment Provisions: Bonds maturing on or after February 1, 2022 may be prepaid at a price of par plus accrued interest on or after February 1, 2021.

Bank Qualification: The District will issue more than $10 million in tax-exempt obligations that count against the $10 million limit for this calendar year; therefore, the Bonds are not designated as bank qualified.

$26,150,000

Independent School District No. 716, Belle Plaine, Minnesota

General Obligation School Buliding Refunding Bonds, Series 2012

Crossover Refunding of Series 2005A

Preliminary Feasibility Summary

Dated 10/30/2012 | Delivered 10/30/2012

Sources Of Funds	
Par Amount of Bonds	$26,150,000.00
Reoffering Premium	1,302,919.70
Total Sources	**$27,452,919.70**
Uses Of Funds	
Deposit to Crossover Escrow Fund	27,113,199.22
Total Underwriter's Discount (0.950%)	248,425.00
Costs of Issuance	90,000.00
Rounding Amount	1,295.48
Total Uses	**$27,452,919.70**
ISSUES REFUNDED AND CALL INFORMATION	
Prior Issue Call Price	100.000%
Prior Issue Call Date	2/01/2015
SAVINGS INFORMATION	
Net Future Value Benefit	$2,056,307.98
Net Present Value Benefit	$1,711,720.37
Net PV Benefit / $27,451,737.92 PV Refunded Debt Service	6.235%
BOND STATISTICS	
Average Life	8.465 Years
Average Coupon	3.0395158%
Net Interest Cost (NIC)	2.5631237%
True Interest Cost (TIC)	2.4983302%

$26,150,000

Independent School District No. 716, Belle Plaine, Minnesota

General Obligation School Buliding Refunding Bonds, Series 2012

Crossover Refunding of Series 2005A

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
02/01/2013	-	-	-	-
02/01/2014	-	-	991,072.50	991,072.50
02/01/2015	-	-	791,100.00	791,100.00
02/01/2016	2,100,000.00	3.000%	791,100.00	2,891,100.00
02/01/2017	2,155,000.00	3.000%	728,100.00	2,883,100.00
02/01/2018	2,225,000.00	3.000%	663,450.00	2,888,450.00
02/01/2019	2,300,000.00	3.000%	596,700.00	2,896,700.00
02/01/2020	2,380,000.00	3.000%	527,700.00	2,907,700.00
02/01/2021	2,450,000.00	3.000%	456,300.00	2,906,300.00
02/01/2022	2,365,000.00	3.000%	382,800.00	2,747,800.00
02/01/2023	2,440,000.00	3.000%	311,850.00	2,751,850.00
02/01/2024	2,510,000.00	3.000%	238,650.00	2,748,650.00
02/01/2025	2,585,000.00	3.000%	163,350.00	2,748,350.00
02/01/2026	2,640,000.00	3.250%	85,800.00	2,725,800.00
Total	$26,150,000.00	-	$6,727,972.50	$32,877,972.50

Yield Statistics

Bond Year Dollars	$221,350.14
Average Life	8.465 Years
Average Coupon	3.0395158%
Net Interest Cost (NIC)	2.5631237%
True Interest Cost (TIC)	2.4983302%
Bond Yield for Arbitrage Purposes	2.3694881%
All Inclusive Cost (AIC)	2.5431974%

IRS Form 8038

Net Interest Cost	2.3565524%
Weighted Average Maturity	8.386 Years

$26,150,000

Independent School District No. 716, Belle Plaine, Minnesota

General Obligation School Buliding Refunding Bonds, Series 2012

Crossover Refunding of Series 2005A

Debt Service Comparison

Date	Total P+I	Escrow	Existing D/S	Net New D/S	Old Net D/S	Savings
02/01/2013	-	-	1,480,606.25	1,480,606.25	1,480,606.25	-
02/01/2014	991,072.50	(991,072.50)	2,364,987.50	2,364,987.50	2,364,987.50	-
02/01/2015	791,100.00	(26,306,100.00)	28,597,737.50	3,082,737.50	3,082,737.50	-
02/01/2016	2,891,100.00	-	-	2,891,100.00	3,076,062.50	184,962.50
02/01/2017	2,883,100.00	-	-	2,883,100.00	3,071,012.50	187,912.50
02/01/2018	2,888,450.00	-	-	2,888,450.00	3,077,362.50	188,912.50
02/01/2019	2,896,700.00	-	-	2,896,700.00	3,084,437.50	187,737.50
02/01/2020	2,907,700.00	-	-	2,907,700.00	3,092,012.50	184,312.50
02/01/2021	2,906,300.00	-	-	2,906,300.00	3,094,862.50	188,562.50
02/01/2022	2,747,800.00	-	-	2,747,800.00	2,937,050.00	189,250.00
02/01/2023	2,751,850.00	-	-	2,751,850.00	2,936,375.00	184,525.00
02/01/2024	2,748,650.00	-	-	2,748,650.00	2,935,475.00	186,825.00
02/01/2025	2,748,350.00	-	-	2,748,350.00	2,934,112.50	185,762.50
02/01/2026	2,725,800.00	-	-	2,725,800.00	2,912,050.00	186,250.00
Total	$32,877,972.50	(27,297,172.50)	$32,443,331.25	$38,024,131.25	$40,079,143.75	$2,055,012.50

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings	2,055,012.50
Gross PV Debt Service Savings	1,710,424.89
Net PV Cashflow Savings @ 2.369%(Bond Yield)	1,710,424.89
Contingency or Rounding Amount	1,295.48
Net Future Value Benefit	$2,056,307.98
Net Present Value Benefit	$1,711,720.37
Net PV Benefit / $6,567,690.35 PV Refunded Interest	26.063%
Net PV Benefit / $27,451,737.92 PV Refunded Debt Service	6.235%
Net PV Benefit / $25,515,000 Refunded Principal	6.709%
Net PV Benefit / $26,150,000 Refunding Principal	6.546%

Refunding Bond Information

Refunding Dated Date	10/30/2012
Refunding Delivery Date	10/30/2012

CERTIFICATION OF MINUTES RELATING TO
$26,150,000 GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS,
SERIES 2012A

Issuer: Independent School District No. 716 (Belle Plaine), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on August 27, 2012, at 7:00 p.m. at the School District offices.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (pages):

RESOLUTION NO. _____

RESOLUTION RELATING TO $26,150,000 GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2012A; AUTHORIZING THE ISSUANCE AND AUTHORIZING THE SUPERINTENDENT OR DIRECTOR OF BUSINESS SERVICES TO AWARD THE SALE THEREOF AND TO TAKE SUCH ACTION AND EXECUTE ALL DOCUMENTS NECESSARY TO ACCOMPLISH SAID AWARD AND SALE

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on August 27, 2012.

_____
School District Clerk

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION RELATING TO $26,150,000 GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2012A; AUTHORIZING THE ISSUANCE AND AUTHORIZING THE SUPERINTENDENT OR DIRECTOR OF BUSINESS SERVICES TO AWARD THE SALE THEREOF AND TO TAKE SUCH ACTION AND EXECUTE ALL DOCUMENTS NECESSARY TO ACCOMPLISH SAID AWARD AND SALE

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 716 (Belle Plaine), Minnesota (the District), as follows:

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the District to issue its General Obligation School Building Refunding Bonds, Series 2012A, in the aggregate principal amount of $26,150,000 (the Bonds), subject to adjustment in accordance with the Terms of Proposal. The proceeds of the Bonds will be used, together with any additional funds of the District which might be required, to refund in advance of maturity and prepay on February 1, 2015 the 2016 through 2026 maturities, aggregating $25,515,000 in principal amount, of the District's outstanding $33,335,000 General Obligation School Building Bonds, Series 2005A, originally dated as of April 1, 2005, in a "crossover refunding" as defined in Minnesota Statutes, Section 475.67, Subdivision 13.

SECTION 2. SOLICITATION OF PROPOSALS. The Superintendent or Director of Business Services in conjunction with Springsted Incorporated, in St. Paul, Minnesota (Springsted), financial advisor to the District, are hereby authorized to solicit proposals for the purchase and sale of the Bonds.

SECTION 3. AWARD OF SALE. The Superintendent or Director of Business Services, in consultation with and upon the advice of representatives Springsted, are hereby authorized and directed to award the sale of the Bonds to the Purchaser and execute a contract on the part of the District for the sale of the Bonds, provided that the aggregate principal amount of the Bonds shall not exceed $26,150,000 and the savings meet the 3% savings test as set forth in Minnesota Statutes 475.67, Subdivision 12. This Board shall meet at a time and place specified by the Superintendent or Director of Business Services to ratify the sale of the Bonds and adopt a bond resolution incorporating the terms and conditions of the proposal so accepted.

SECTION 4. STATE CREDIT ENHANCEMENT PROGRAM. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due

on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or Director of Business Services is authorized to execute any applicable Minnesota Department of Education forms.

SECTION 5. EXPIRATION. The authorization provided in Sections 2 and 3 hereof shall expire on December 27, 2012.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

Food Service Presentation

Monday, August 27, 2012

Food Service Presenters
Carrie Donovan, Food Service Director
Jayme Sundby, District Manager

Belle Plaine School District
Home of the Tigers

AGENDA

1. New Regulations
   a. Final Nutrition Standards & Implementation Timeline
   b. Comparison of New USDA Requirements – Nutrition Standards in the NSLP & NSBP, January 2012
   c. Lunch Meal Pattern
   d. Vegetable Sub Groups
   e. Grains and Breads
   f. Breakfast Meal Pattern
2. Amount of Food [servings per week] and Nutritional Requirement Thresholds of New USDA Rule
3. Fruit & Vegetable Bar
4. Other Discussion and Questions

FOOD SERVICE PROGRAM UPDATE

Nutrition Standards
for USDA School Nutrition Programs
~ impacting menus this fall ~

School meals across the country will take a more healthy approach this fall when new USDA requirements take effect. The National School Lunch Program (NSLP), administered by the USDA, released new meal and nutrition standards in January 2012 – the first major update in 15 years. This is good news for over 32 million children who will benefit from the requirements, which are designed to improve the health and nutrition of students while helping maintain a healthy weight. The changes are part of the Healthy, Hunger-Free Kids Act passed by congress and championed by First Lady Michelle Obama as part of her Let's Move! campaign.

Highlights from USDA effective for the 2012-13 school year include:

- **Fruits and Vegetables:**
  - Students will be offered both fruits **and** vegetables every day of the week, doubling the amount currently offered.
  - Each student must have at least 1/2 cup fruit and/or vegetable on their tray as part of their meal.
  - Vegetable categories offered each week will be:
    - ¾ cup orange or red vegetable
    - ½ cup dark green vegetable
    - ½ cup starchy vegetable (green peas, corn, white potatoes)
    - ½ cup dried bean/peas (legume)
- **Grains:** At least half of the grains offered will be whole grain-rich.
- **Milk:** Non-flavored milk offerings are limited to 1% or skim (fat-fee). All flavored milk, when offered, must be fat-free.
- **Caloric Level:** Minimum and maximum calorie levels are specified depending on the age of the student. The new age groupings are grades K-5, 6-8, and 9-12.
- **Other Standards:** All menu items will be trans fat-free. There also will be limits on saturated fat and sodium.

Taher's Food 4 Life Healthy Eating Initiative

~ we're already committed to healthful school meals ~

For over 31 years Taher has been committed to menu enhancements for school nutrition programs. For the past several years, Taher has worked to implement healthier options and offerings into our menus and programs. ***As a result, we are well on our way to meeting the new requirements.*** With the launch of our Food 4 Life initiative in 2007, we became one of the nation's largest food service companies to remove trans fats from school nutrition menus. With the leadership of our Nutrition and Wellness Department and our Chef Council, we bring great tasting, healthful foods and innovative programs to schools.

Our Food 4 Life menu offerings incorporate the following:

- Chef-developed, made-from-scratch items including trans-fat free and whole grain options;
- A **Fruit and Vegetable Bar** as part of the daily menu offerings with a selection of fresh vegetables, and fresh or canned fruit; rainbow-focused menu choices including dark green and orange vegetables, and legumes;
- **Harvest of the Month** program that features a specific fruit, vegetable, and grain or legume each month, along with weekly educational flyers;
- Taste-testing of new food items, allowing students to become familiar with them before they are on the menu.

Stay Tuned! More News to come about the USDA School Lunch Regulations

As the new school year approaches, we will update everyone with more details periodically throughout the summer and right before school starts. Look for future newsletters, pamphlets, and live examples of what will constitute a healthier school lunch. We are confident the transition will be smooth as we bring back menu favorites, provide new choices and continue to offer nutritious school meals that help promote health and positive life-long eating habits.

Jan. 2012

Implementation Timeline for Final Rule

"Nutrition Standards in the National School Lunch and School Breakfast Programs"

Implementation of most meal requirements in the NSLP begins SY 2012-2013. In the SBP, the meal requirements (other than milk) will be implemented gradually beginning SY 2013-2014.

New Requirements	Implementation (School Year) for NSLP (L) and SBP (B)						
	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2022/23
Fruits Component							
• Offer fruit daily	L						
• Fruit quantity increase to 5 cups/week (minimum 1 cup/day)			B				
Vegetables Component							
• Offer vegetables subgroups weekly	L						
Grains Component							
• Half of grains must be whole grain-rich	L	B					
• All grains must be whole-grain rich			L, B				
• Offer weekly grains ranges	L	B					
Meats/Meat Alternates Component							
• Offer weekly meats/meat alternates ranges (daily min.)	L						
Milk Component							
• Offer only fat-free (unflavored or flavored) and low-fat (unflavored) milk	L, B						
Dietary Specifications (to be met on average over a week)							
• Calorie ranges	L	B					
• Saturated fat limit (no change)	L, B						
• Sodium Targets o Target 1 o Target 2 o Final target			L, B			L, B	L, B
• Zero grams of trans fat per portion	L	B					
Menu Planning							
• A single FBMP approach	L	B					
Age-Grade Groups							
• Establish age/grade groups: K-5, 6-8, 9-12	L	B					
Offer vs. Serve							
• Reimbursable meals must contain a fruit or vegetable (1/2 cup minimum)	L		B				
Monitoring							
• 3-year adm. review cycle		L, B					
• Conduct weighted nutrient analysis on 1 week of menus	L	B					

Comparison of Current and New Regulatory Requirements under Final Rule "Nutrition Standards in the National School Lunch and School Breakfast Programs" Jan. 2012

National School Lunch Program Meal Pattern

Food Group	Current Requirements K-12	New Requirements K-12
Fruit and Vegetables	½ - ¾ cup of fruit and vegetables combined per day	¾ - 1 cup of vegetables plus ½ -1 cup of fruit per day Note: Students are allowed to select ½ cup fruit or vegetable under OVS.
Vegetables	No specifications as to type of vegetable subgroup	Weekly requirement for: • dark green • red/orange • beans/peas (legumes) • starchy • other (as defined in 2010 Dietary Guidelines)
Meat/Meat Alternate (M/MA)	1.5 – 2 oz eq. (daily mininum)	Daily minimum and weekly ranges: Grades K-5: 1 oz eq. min. daily (8-10 oz weekly) Grades 6-8 : 1 oz eq. min. daily (9-10 oz weekly) Grades 9-12 : 1 oz eq. min. daily (10-12 oz weekly)
Grains	8 servings per week (minimum of 1 serving per day)	Daily minimum and weekly ranges: Grades K-5: 1 oz eq. min. daily (8-9 oz weekly) Grades 6-8 : 1 oz eq. min. daily (8-10 oz weekly) Grades 9-12 : 2 oz eq. min. daily (10-12 oz weekly)
Whole Grains	Encouraged	At least half of the grains must be whole grain-rich beginning July 1, 2012. Beginning July 1, 2014, all grains must be whole grain rich.
Milk	1 cup Variety of fat contents allowed; flavor not restricted	1 cup Must be fat-free(unflavored/flavored) or 1% low fat (unflavored)

Comparison of Current and New Regulatory Requirements under Final Rule "Nutrition Standards in the National School Lunch and School Breakfast Programs" Jan. 2012

School Breakfast Program Meal Pattern		
Food Group	**Current Requirements K-12**	**New Requirements K-12**
Fruit	½ cup per day (vegetable substitution allowed)	1 cup per day (vegetable substitution allowed) Note: Quantity required SY 2014-15. Students are allowed to select ½ cup of fruit under OVS.
Grains and Meat/Meat Alternate (M/MA)	2 grains, or 2 meat/meat alternates, or 1 of each per day	Daily min. and weekly ranges for grains: Grades K-5: 1 oz eq. min. daily (7-10 oz weekly) Grades 6-8 : 1 oz eq. min. daily (8-10 oz weekly) Grades 9-12 : 1 oz eq. min. daily (9-10 oz weekly) Note: Quantity required SY 2013-14. Schools may substitute M/MA for grains after the minimum daily grains requirement is met.
Whole Grains	Encouraged	At least half of the grains must be whole grain-rich beginning July 1, 2013. Beginning July 1, 2014, all grains must be whole grain rich.
Milk	1 cup Variety of fat contents allowed; flavor not restricted	1 cup Must be fat-free (unflavored/flavored) or 1% low fat (unflavored)

Comparison of Current and New Regulatory Requirements under Final Rule "Nutrition Standards in the National School Lunch and School Breakfast Programs" Jan. 2012

Nutrient Standards	New Standards K-12		
Sodium Reduce, no set targets	**Target I: SY 2014-15** Lunch ≤1230mg (K-5); ≤1360mg (6-8); ≤1420mg (9-12) Breakfast ≤540mg (K-5); ≤600mg (6-8); ≤640mg (9-12	**Target 2: SY 2017-18** Lunch ≤935mg (K-5) ≤1035mg (6-8); ≤1080mg (9-12) Breakfast ≤485mg (K-5); ≤535mg (6-8); ≤570mg (9-12	**Final target: 2022-23** Lunch ≤640mg (K-5); ≤710mg (6-8); ≤740mg (9-12) Breakfast ≤430mg (K-5); ≤470mg (6-8); ≤500mg (9-12)
Calories (min. only) *Traditional Menu Planning* Lunch: 633 (grades K-3) 785 (grades 4-12) 825 (optional grades 7-12) Breakfast: 554 (grades K-12) *Enhanced Menu Planning* Lunch: 664 (grades K-6) 825 (grades 7-12) 633 (optional grades K-3) Breakfast: 554 (grades K-12) 774 (optional grades 7-12) *Nutrient Based Menu Planning* Lunch: 664 (grades K-6) 825 (grades 7-12) 633 (optional grades K-3) Breakfast: 554 (grades K-12) 618 (optional grades 7-12)	**Calorie Ranges (min. & max.)** *Only food-based menu planning allowed* Lunch: 550-650 (grades K-5) 600-700 (grades 6-8) 750-850 (grades 9-12) Breakfast: 350-500 (grades K-5) 400-550 (grades 6-8) 450-600 (grades 9-12)		
Saturated Fat <10% of total calories	**Saturated Fat** <10% of total calories		
Trans Fat: no limit	**New specification:** zero grams per serving (nutrition label)		

Healthy Hunger Free Kids Act
LUNCH MEAL PATTERN

	Grades K-5	Grades 6-8	Grades 9-12
	Minimum amount of food per day or week		
FRUITS	½ cup per day	½ cup per day	1 cup per day
VEGETABLES	¾ cup per day (3¾ cups/week)	¾ cup per day (3¾ cups/week)	1 cup per day (5 cups/week)
*** Dark Green**	½ cup per week	½ cup per week	½ cup per week
*** Red/Orange**	¾ cup per week	¾ cup per week	1¼ cup per week
*** Beans/Peas** (Legumes)	½ cup per week	½ cup per week	½ cup per week
*** Starchy** (green peas, corn, white potatoes)	½ cup per week	½ cup per week	½ cup per week
*** Other**	½ cup per week	½ cup per week	¾ cup per week
Additional veg to reach total	1 cup per week	1 cup per week	1½ cup per week
GRAINS (≥50% must be whole grain-rich)	1 per day; 8-9 per week	1 per day; 8-10 per week	2 per day; 10-12 per week
MEATS/MEAT ALTERNATES	1 oz eqiv per day; 8-10 oz per week	1 oz eqiv per day 9-10 oz per week	2 oz eqiv per day; 10-12 oz per week

NOTE:

1. One quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.
2. Larger amounts of vegetables may be served.
3. For the purposes of the NSLP, "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups.
4. Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.
5. At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013). All grains must be whole grain-rich in both the NSLP and the SBP beginning July 1, 2014 (SY 2014-15).
6. Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).
7. The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).
8. Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium.
9. Foods of minimal nutritional value and fluid milk with fat content greater than 1% milk fat are not allowed.

Other Specifications - LUNCH:
Daily Amount Based on the Average for a 5-Day Week

	Grades K-5	Grades 6-8	Grades 9-12
	Minimum amount of food per day or week		
Minimum-maximum calories	550-650	600-700	750-850
Saturated fat (% of total calories)	<10	<10	<10
Sodium (mg)	≤ 640	≤ 710	≤ 740
Trans fat	Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving.		

Notes:

1. The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).
2. Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium.
3. Final sodium specifications are to be reached by SY 2022-2023 or July 1, 2022.
4. Intermediate sodium specifications are established for SY 2014-2015 and 2017-2018. See required intermediate specifications in § 210.10(f)(3) for lunches and § 220.8(f)(3) for breakfast.

Vegetable Sub Groups for School Nutrition Programs

Fresh, Frozen, Canned, Full Strength Juice

Dark Green	Orange/Red	Beans/Peas	Starchy	Other
Bok Choy	Acorn Squash	Black Beans	Cassava	Artichokes
Broccoli	Butternut Squash	Black-eyes Peas	Corn	Asparagus
Collard Greens	Carrots	Chickpeas	Cowpeas-Fresh	Avocado
Dark Green Leafy Lettuce	Hubbard Squash	Garbanzo Beans	Green Bananas	Bean Sprouts
Kale	Pumpkin	Kidney Beans	Green Peas	Beets
Mesclun	Red Peppers	Lentils	Green Lima Beans	Brussels Sprouts
Mustard Greens	Sweet Potato	Navy Beans	Plantains	Cabbage
Romaine Lettuce	Tomatoes	Pinto Beans	Potatoes	Cauliflower
Spinach	Tomato Juice	Soy Beans	Taro	Celery
Turnip Greens		Split Peas	Water Chestnuts	Cucumbers
Watercress		White Beans		Eggplant
				Green Beans
				Green Peppers
				Iceberg Lettuce
				Mushrooms
				Okra
				Onions
				Parsnips
				Turnips
				Wax Beans
				Zucchini

Grains and Breads

What are the requirements and serving sizes?

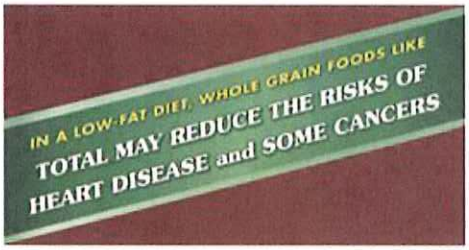
- At least half of the grains offered must be whole grain-rich at lunch, effective July 1, 2012
- Daily grains quantity for lunch is 1 oz. eq. for age/grade group K-5 and age/grade group 6-8, and 2 oz. eq. for age/grade group 9-12
- Weekly grains quantity for lunch is 8-9 oz. eq. for age/grade group K-5, 8-10 oz. eq. for age/grade group 6-8, and 10-12 oz. eq. for age/grade group 9-12
- Schools serving lunch 6 or 7 days per week must increase the weekly grains quantity by approximately 20 percent (1/5) for each additional day
- Schools operating less than 5 days per week may decrease the weekly quantity by approximately 20 percent (1/5) for each day less than five.
- May count up to two grain based desserts per week towards meeting the grain requirement
- At least half of the grains offered must be whole grain-rich at breakfast, effective July 1, 2013
- Daily grains quantity for breakfast is 1 oz. eq. for age/grade group K-5, age/grade group 6-8, and age/grade group 9-12
- Weekly grains quantity for breakfast is 7-10 oz. eq. for age/grade group K-5, 8-10 oz. eq. for age/grade group 6-8, and 9-10 oz. eq. for age/grade group 9-12
- Once the daily minimum grain quantity required (1oz. eq. for all age-grade groups) for breakfast, may offer a meat/meat alternate in place of grains, effective July 1, 2013
    - Meat/Meat Alternate can count toward the weekly grains requirement (credited as 1 oz eq. of meat/meat alternate is equivalent to 1oz. eq. of grain)
- All grains must be whole grain-rich for both breakfast and lunch, effective July 1, 2014 (two years post implementation)

What are whole grains and how are they evaluated?

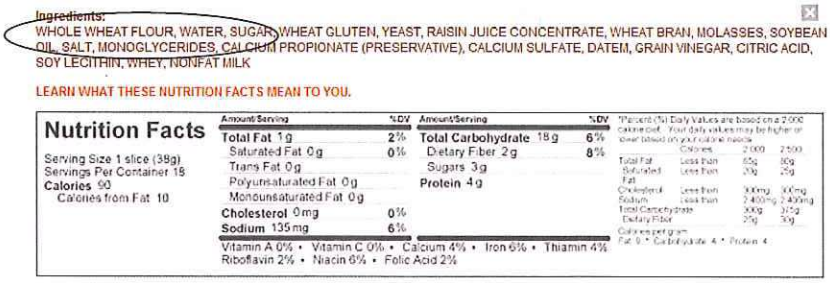
- Whole grains means grains that consist of the intact, ground, cracked, or flaked grain seed whose principal anatomical components – the starchy endosperm, germ and bran – are present in the same relative proportions as they exist in the intact grain seed.
- Whole grain-rich products must contain at least 50 percent whole grains and the remaining grains must be enriched

- Grains must be evaluated using the following guidance:
    - Element #1 – A serving of the food item must meet portion size requirements for the Grains/Breads component
    - Element #2 – The food must meet at least one of the following:
        - The whole grains per serving (based on minimum serving sizes specified for grains/breads in FNS guidance) must be ≥ 8 grams
            - Whole Grain Stamp:

        - The product includes the following Food and Drug Administration (FDA) – approved whole grain health claim on its packaging "Diets rich in whole grain foods and other plant foods and low in total fat, saturated fat and cholesterol may reduce the risk of heart disease and some cancers"
        - Whole Grain Health Claim:



        - Product ingredient listing lists whole grain first, specifically:
            - Non-mixed dishes (e.g. breads, cereals): Whole grains must be the primary ingredient by weight (a whole grain is the first ingredient in the list)
            - Nutrition Facts and Ingredients (Whole Wheat Bread):



Ingredients:
WHOLE WHEAT FLOUR, WATER, SUGAR, WHEAT GLUTEN, YEAST, RAISIN JUICE CONCENTRATE, WHEAT BRAN, MOLASSES, SOYBEAN OIL, SALT, MONOGLYCERIDES, CALCIUM PROPIONATE (PRESERVATIVE), CALCIUM SULFATE, DATEM, GRAIN VINEGAR, CITRIC ACID, SOY LECITHIN, WHEY, NONFAT MILK

LEARN WHAT THESE NUTRITION FACTS MEAN TO YOU.

Nutrition Facts

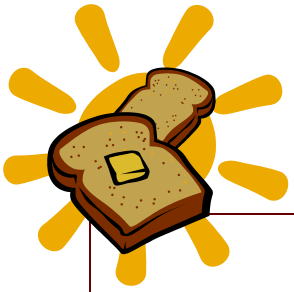
Serving Size 1 slice (38g)
Servings Per Container 18
Calories 90
Calories from Fat 10

Amount/Serving	%DV	Amount/Serving	%DV
Total Fat 1g	2%	**Total Carbohydrate** 18g	6%
Saturated Fat 0g	0%	Dietary Fiber 2g	8%
Trans Fat 0g		Sugars 3g	
Polyunsaturated Fat 0g		**Protein** 4g	
Monounsaturated Fat 0g			
Cholesterol 0mg	0%		
Sodium 135mg	6%		

Vitamin A 0% • Vitamin C 0% • Calcium 4% • Iron 6% • Thiamin 4%
Riboflavin 2% • Niacin 6% • Folic Acid 2%

*Percent (%) Daily Values are based on a 2,000 calorie diet. Your daily values may be higher or lower depending on your calorie needs:			
	Calories	2,000	2,500
Total Fat	Less than	65g	80g
Saturated Fat	Less than	20g	25g
Cholesterol	Less than	300mg	300mg
Sodium	Less than	2,400mg	2,400mg
Total Carbohydrate		300g	375g
Dietary Fiber		25g	30g

Calories per gram:
Fat 9 • Carbohydrate 4 • Protein 4



Healthy Hunger Free Kids Act
BREAKFAST MEAL PATTERN
Effective SY 2013-14

	Grades K-5	Grades 6-8	Grades 9-12
	Minimum amount of food per day or week		
FRUITS	1 cup per day	1 cup per day	1 cup per day
VEGETABLES	0	0	0
GRAINS (≥50% must be whole grain-rich)	1 per day; 7-10 per week	1 per day; 8-10 per week	1 per day; 9-10 per week
MEATS/MEAT ALTERNATES	0	0	0
FLUID MILK	1 cup per day	1 cup per day	1 cup per day

NOTE:

1. In the School Breakfast Program (SBP), the above **age-grade groups are required beginning July 1, 2013** (SY 2013-14). In SY 2012-2013 only, schools may continue to use the meal pattern for grades K-12.
2. One quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.
3. For breakfast, vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from the dark green, red/orange, beans and peas (legumes) or "Other vegetables" subgroups as defined in §210.10(c)(2)(iii).
4. The **fruit quantity requirement for the SBP (5 cups/week and a minimum of 1 cup/day) is effective July 1, 2014** (SY 2014-2015).
5. At least half of the grains offered must be whole grain-rich in the SBP beginning July 1, 2013 (SY 2013-2014). All grains must be whole grain-rich in both the NSLP and the SBP beginning July 1, 2014 (SY 2014-15).
6. In the SBP, the **grain ranges must be offered beginning July 1, 2013** (SY 2013-2014).
7. There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013 (SY 2013-2014), schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains requirement is met.
8. Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).
9. The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).
10. Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium.
11. Foods of minimal nutritional value and fluid milk with fat content greater than 1% milk fat are not allowed.
12. In the SBP, **calories and trans fat specifications take effect beginning July 1, 2013** (SY 2013-2014).

Other Specifications - BREAKFAST:
Daily Amount Based on the Average for a 5-Day Week

	Grades K-5	Grades 6-8	Grades 9-12
	Minimum amount of food per day or week		
Minimum-maximum calories	350-500	400-550	450-600
Saturated fat (% of total calories)	<10	<10	<10
Sodium (mg)	≤ 430	≤ 470	≤ 500
Trans fat	Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving.		

Notes:

1. The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).
2. Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium.
3. In the SBP, calories and trans fat specifications take effect beginning July 1, 2013 (SY 2013-2014).
4. Final sodium specifications are to be reached by SY 2022-2023 or July 1, 2022.
5. Intermediate sodium specifications are established for SY 2014-2015 and 2017-2018. See required intermediate specifications in § 210.10(f)(3) for lunches and § 220.8(f)(3) for breakfast

Preliminary Minutes of Special Board Meeting
MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING

The School Board of
Belle Plaine Public Schools

A Special Board Meeting of the School Board of Belle Plaine Public Schools was held Monday, July 23, 2012, beginning at 6:00 PM in the District Service Center.

1. Call to Order
   Chairperson Lenz called the special meeting to order on Monday, July 23, 2012 at 6:00 pm at the District Center Board Room with the following members present: Nagel, Steinhagen, Daly, Bigaouette, Ludvik and Supt. Smith. School District Attorney Gloria Olsen was also present.
2. Close Meeting to Discuss Potential Litigation Matter with Legal Counsel
   Motion by Ludvik and second by Bigaouette to close the meeting to the public at 6:01 pm and begin discussion on litigation strategy as a result of threatened litigation over the employment status of two employees for the 2011-12 and the 2012-13 school years, specifically the Education Minnesota claim that the two employees were employed as licensed teachers rather than paraprofessionals. The resolution was adopted by a majority roll call 6-0.
3. Re-Open Meeting
   Motion by Nagel and second by Daly to reopen the meeting to the public at 6:58 pm. Motion carried unanimously.
4. Adjournment
   Motion by Daly and second by Bigaouette to adjourn at 6:59 pm. Motion carried unanimously.

Preliminary Minutes of Regular Board Meeting
MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING

The School Board of the
Belle Plaine Public Schools

A Regular Board Meeting of the School Board of Belle Plaine Public Schools was held Monday, July 23, 2012, beginning at 7:00 PM in the District Service Center.

1. Call to Order:
   The regular monthly meeting of the Belle Plaine School Board was called to order by Chairperson Lenz on Monday, July 23, 2013 at 7:05 pm at the District Center Board Meeting Room with the following members present: Nagel, Steinhagen, Daly, Bigaouette, Ludvik and Supt. Smith.
2. Acknowledgment of Visitors and Special Presentations:
   Chairperson will ask if visitors wish to be placed on the Agenda.
   2. 1. Review of BoardBook Website:
      This is the first meeting that we will be using BoardBook for our electronic board meeting. We will provide a short overview of the software and the process for board meetings.
3. Other items as Brought before the board & Consideration of Agenda:
   Chairperson will ask if there are any items that need to be brought before the board and for consideration of the Agenda.
   Motion by Nagel and second by Daly to approve the agenda as presented. Motion carried unanimously.
4. Consensus Items:
   If any board member has concerns about the adoption of the following consensus items, please acknowledge the chairperson prior to the final vote. If there are no concerns, these items will be voted on as a group.
   4. 1. Approve Board meeting minutes:
      Enclosed are the June 25, 2012 regular meeting minutes and the June 30, 2012 Special Board Meeting minutes for your review and adoption.
   4. 2. Personnel:
      Approve the hire of Rita Iverson as Early Childhood Screening Coordinator for approximately 15 - 20 hours per week effective immediately. Approve childcare leave for Heather O'Connor beginning approximately October 30th for 8 weeks as per physician recommendation.
   4. 3. Student Enrollment:
      Approve the enrollment of a 5th grade Belle Plaine resident in the MN Virtual Academy effective 09/01/12 and the enrollment of a Kindergarten Le Sueur-Henderson resident in the Belle Plaine Schools effective 09/01/12.

4. 4. Donations:
Accept with appreciation a donation of $222.11 from Mary Beth Hauser for the Chatfield elementary music program.

4. 5. School District Memberships:
Approve annual memberships with MSBA (District membership for $4,752 and Policy membership for $550), SEE (Schools for Equity in Education) for $2,173.25 and the Center for Academic Excellence for $350.

4. 6. Activity Account Signatures:
Replacing bank account signatures for the JH and SH activity accounts. Removing Lowell Hoffman and Mindy Sparby and adding Kelly Smith and Chuck Keller.
Motion by Bigaouette and second by Daly to approve all of the above consensus items. Motion carried unanimously.

5. Discussion Items:

5. 1. Superintendent Report:
Supt. Smith will report on upcoming meetings, facility changes over the summer, MSBA Summer Conference, Professional Learning Institute, and current staffing status.

5. 2. Board Member Reports:
Board members will have an opportunity to share information about meetings they have attended.

6. Action Items:

6. 1. Approve Monthly Expenditures:
At the board finance meeting, expenditures for the month of July were reviewed. Administration recommends approval of the July, 2012 disbursements totaling $1,662,205.15. This includes hand payables of $828,784.85 and electronic payments of $635,272.60.
Motion by Nagel and second by Daly to approve the July bills. Motion carried unanimously.

6. 2. Review Student Handbooks:
I have included copies of student handbooks for each of our buildings for your review. There have been calendar and personnel adjustments made throughout the handbooks and some clarifications regarding dress code at Oak Crest and the JH-SH building. No other significant changes have been made from last year's handbooks. If acceptable, approval is desired at this time. If the board wishes to review the documents for a longer period of time, we may wait until the August meeting for approval.
After discussion, the review of Student Handbooks has been tabled until the August 27th meeting.

6. 3. Approve Borrowing Amount for Aid Anticipation Certificates:
With the agreement to shift state aid from schools by an additional ten percent in last year's legislative settlement, our cash flow needs will once again be impacted by approximately $1 million dollars for the coming school year. For

the past year, we borrowed $2,182,076 and feel that we had ample resources throughout the year. Recommendation is to lower the amount for borrowing to $1,800,000 for this year. Approval of this amount is recommended.
Motion by Bigaouette and second by Daly to approve borrowing $1,800,000 through Aid Anticipation Certificates. Motion carried unanimously.

6. 4. Approve Board Response to BPEA Grievance:
Two weeks ago, a board committee heard the grievance request from BPEA President Stauffacher and Field Representative Anderson. The board must respond within twenty days after that hearing. Administration will have additional information regarding our recommended response to this grievance at the meeting.
Motion by Nagel and second by Daly to deny the grievance on the basis of untimeliness, the merits, and because the grievance procedure is not the correct forum for resolving this issue. Motion carried unanimously.

6. 5. Review Data Warehouse Options:
Our district currently uses a tool called ViewPoint to store all assessment data for students and to generate reports on this data for principals and teachers. While the ViewPoint software has served us well, it has some limitations and we have been exploring another tool that works more seamlessly with our student data system, Infinite Campus. Administrative team members had a demonstration with Tableau several weeks ago and were quite impressed with the reporting capabilities of the system. The assessment data would be stored with our IC data that would make the system more accessible to all. I have requested a quote for the system and have received a first year quote of $13,740. For future years, the annual cost would be $3,820 compared to our annual cost of $4,500 for ViewPoint. At this time I am missing one more piece of data that is necessary before making a final decision; that is the cost of a local server to house the Tableau software and report formats. Mr. Wick has been seeking estimates for this, but was on vacation this past week and I do not have a final cost. Unless the server cost is very significant, it will be the administrative recommendation that we move to the Tableau system for our data warehouse and reporting services.
Informational only – no action taken.

7. Upcoming Meetings:

Monday, August 6, 2012	MSBA Fall Conference at Northland Inn
Monday, August 13, 2012	7:00 School Board Work Session
Monday, August 27, 2012	6:30 Finance Meeting
	7:00 Regular Board Meeting
	District Center Board Room

8. Adjourn:
Motion by Daly and second by Bigaouette to adjourn at 7:50 pm. Motion carried unanimously.

Minutes of Special Board Meeting
MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING

The School Board of
Belle Plaine Public Schools

A Special Board Meeting of the School Board of Belle Plaine Public Schools was held Tuesday, August 7, 2012, beginning at 7:00 PM in the Superintendent's Office.

1. Call to Order
   The special meeting of the Belle Plaine School Board was called to order by Chairperson Lenz on Tuesday, August 7, 2012 at 7:02 in the Superintendent's office at the Belle Plaine District Center with the following members present: Nagel, Steinhagen, Daly, Bigaouette and Supt. Smith. The following members were absent: Ludvik. School District Attorney Gloria Olsen was also present.
2. Pending Grievance & Threatened Litigation Issue Related to 2 Paraprofessional Employees and Attorney Client Privilege
   Presenter: Supt. Smith & Attorney Olsen
   Motion by Biagouette and second by Nagel to close the meeting to the public at 7:03 pm to discuss threatened litigation under the Open Meeting Laws provision for attorney-client privilege. Motion carried unanimously.

   Motion by Biagouette and second by Daly to reopen the meeting to the public at 7:50 pm. Motion carried unanimously.

   Motion by Biagouette and second by Daly to accept the proposed Settlement Agreement with regards to Joe Ploetz. Motion carried by a majority vote, 4-1.

   Motion by Nagel and second by Daly to accept the proposed Separation Agreement with regards to Allison Mereness. Motion carried by a majority vote, 4-1.

3. Adjourn
   Motion by Nagel and second by Biagouette to adjourn at 7:52 pm. Motion carried unanimously.

AGREEMENT TO ALLOW COLOGNE ACADEMY STUDENTS TO PARTICIPATE IN LIMITED JUNIOR HIGH SCHOOL SPORTS AT BELLE PLAINE SCHOOL (District 716)

Background

A request from Cologne Academy has been made to allow 7th and 8th grade students from Cologne Academy who live in the ISD 716 school district boundaries to participate on Belle Plaine Junior High School 7th and 8th grade athletic teams.

Process

In order for Cologne Academy students who live in the District 716 boundaries to be able to compete in Belle Plaine Junior High School sports programs, the school boards from each entity must agree to a joint agreement.

Contest of the Agreement

Cologne Academy students in grades 7 and 8 will be eligible to participate only on the "true" Junior High school athletic teams, which include the following activities: football, volleyball, soccer, cross country, basketball, dance team, softball, baseball, golf and track & field. Participation in these programs will be exclusively at the 7th & 8th grade level. Due to Minnesota State High School League guidelines and restrictions, NO participation will be allowed by Cologne Academy students at the 9th, JV or Varsity level or in any program where 7-12 students practice in the same facility (swimming & diving, gymnastics, alpine skiing, hockey and wrestling).

The decision to allow Cologne Academy students to participate will be made jointly by the school administration of District 716 and the Cologne Academy administration. Daily schedule differences may necessitate special allowances for students by their respective school administrators. Once a student receives permission to participate, he/she will be expected to follow all rules and expectations like all other team members. Minnesota State High School League rules, Belle Plaine Junior High School and Belle Plaine High School rules and the expectations for students at Cologne Academy will all apply.

It is understood that there is no expectation to alter practice or competition schedules to make it possible for Cologne Academy students to participate. The burden to accommodate will be on the student, teachers, school principal and parents of the Cologne Academy students.

It is recommended that the agreement be renewed annually. However, if the arrangement does not work to the benefit of all schools, it should be altered or terminated.

Transportation from Cologne Academy to practice venues will be the responsibility of the parents of the participating students. In some cases, the student may also need to have a parent transport him/her to a contest.

Participation fees for Cologne Academy students will be the same as those paid by Belle Plaine Junior High School students. No additional costs will be passed on to either school as this agreement is not the same as a MSHSL Cooperative Agreement.

Summary

This agreement will provide increased opportunities for Cologne Academy students that live in the Belle Plaine School District. This agreement gives all 7th and 8th grade students in schools within District 716 similar options for sports participation.

JOINT AGREEMENT

Be it resolved that Independent School District 716 and the school board of Cologne Academy agree to allow 7th and 8th grade students at Cologne Academy to participate in limited athletic programs at Belle Plaine Junior High School. Permission to participate is to be granted on an individual basis by the Cologne Academy administration. Once permission is granted, all eligibility requirements of the Minnesota State High School League and District 716's Junior High School (Belle Plaine) must be met before a student is added to a team roster. In addition, all MSHSL, Belle Plaine MS, Belle Plaine High School and Cologne Academy rules & policies must be followed in order to maintain eligibility.

Be it further resolved that there is no expectation to alter the practice or competition schedules of the junior or high school teams to make it possible for Cologne Academy students to participate. In addition, it will be the responsibility of the parent of the student-athlete to provide transportation to practice venues and if necessary, to contests.

This agreement will be in effect from the date it is signed or until at least one party requests that the agreement be altered or terminated.

_____ _____

Dr. Kelly Smith, Superintendent of Schools, District 716 Date

_____ _____

Cologne Academy Representative Date

Belle Plaine Public Schools
Pre Payment Report

Grp	Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	4589		N	BANC OF AMERICA LEASING	V30201	35393	39	8,256.74	0.00	8,256.74	08/14/2012	08/14/2012	08/14/2012
								Check Amount:		$8,256.74			
1	1125		N	BELLE PLAINE HERALD	V30201	35388	12665	51.00	0.00	51.00	08/01/2012	08/01/2012	08/01/2012
1	1125		N	BELLE PLAINE HERALD	V30201	35449	12808	31.75	0.00	31.75	08/15/2012	08/15/2012	08/15/2012
								Check Amount:		$82.75			
1	5306		N	BEN BIGAOUETTE	V30201	35368	11944	500.00	0.00	500.00	08/08/2012	08/08/2012	08/08/2012
								Check Amount:		$500.00			
1	5317		N	BP BOYS BASKETBALL	V30201	35369	11945	1,258.00	0.00	1,258.00	08/08/2012	08/08/2012	08/08/2012
								Check Amount:		$1,258.00			
1	4154		N	BROOKE MOYLAN	V30201	35283	11924	162.00	0.00	162.00	07/24/2012	07/24/2012	07/24/2012
								Check Amount:		$162.00			
1	1227		N	CARVER-SCOTT EDUCTIONAL CO	V30201	35457	10427	2,455.09	0.00	2,455.09	06/30/2012	06/30/2012	06/30/2012
1	1227		N	CARVER-SCOTT EDUCTIONAL CO	V30201	35456	10466	2,595.20	0.00	2,595.20	06/30/2012	06/30/2012	06/30/2012
1	1227		N	CARVER-SCOTT EDUCTIONAL CO	V30201	35399	10421	18,252.28	0.00	18,252.28	06/30/2012	06/30/2012	06/30/2012
1	1227		N	CARVER-SCOTT EDUCTIONAL CO	V30201	35455	10476	643.76	0.00	643.76	06/29/2012	06/29/2012	06/29/2012
1	1227		N	CARVER-SCOTT EDUCTIONAL CO	V30201	35403	10449	341.45	0.00	341.45	06/30/2012	06/30/2012	06/30/2012
1	1227		N	CARVER-SCOTT EDUCTIONAL CO	V30201	35400	10420	4,806.56	0.00	4,806.56	06/30/2012	06/30/2012	06/30/2012
								Check Amount:		$29,094.34			
1	3876		N	CENTERPOINT ENERGY SERVICE	V30201	35394	2430122	110.95	0.00	110.95	07/16/2012	07/16/2012	07/16/2012
1	3876		N	CENTERPOINT ENERGY SERVICE	V30201	35453	2449952	60.90	0.00	60.90	08/14/2012	08/14/2012	08/14/2012
1	3876		N	CENTERPOINT ENERGY SERVICE	V30201	35451	2450012	61.66	0.00	61.66	08/14/2012	08/14/2012	08/14/2012
1	3876		N	CENTERPOINT ENERGY SERVICE	V30201	35396	2430062	60.00	0.00	60.00	07/16/2012	07/16/2012	07/16/2012
1	3876		N	CENTERPOINT ENERGY SERVICE	V30201	35452	2450022	62.79	0.00	62.79	08/14/2012	08/14/2012	08/14/2012
1	3876		N	CENTERPOINT ENERGY SERVICE	V30201	35395	2430132	75.34	0.00	75.34	07/16/2012	07/16/2012	07/16/2012
								Check Amount:		$431.64			
1	1274		N	COMMUNITY EDUCATION	V30201	35409	11955	398.45	0.00	398.45	08/15/2012	08/15/2012	08/15/2012
								Check Amount:		$398.45			
1	1321		N	DANIEL SCHMIDT LIGHTING	V30201	35383	4625	248.55	0.00	248.55	07/13/2012	07/13/2012	07/13/2012
								Check Amount:		$248.55			
1	4565		N	DE LAGE LANDEN	V30201	35450	14633396	418.00	0.00	418.00	08/07/2012	08/07/2012	08/07/2012
								Check Amount:		$418.00			
1	3393		N	DEPT OF HEALTH	V30201	35285	304449	45.00	0.00	45.00	07/24/2012	07/24/2012	07/24/2012
								Check Amount:		$45.00			

Belle Plaine Public Schools
Pre Payment Report

Grp	Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	2736		N	DOLLARS FOR SCHOLARS	V30201	35389	08142012	216.00	0.00	216.00	08/14/2012	08/14/2012	08/14/2012
								Check Amount:		$216.00			
1	5579		N	EDUCATORS BENEFIT CONSULTA	V30201	35382	14809	200.00	0.00	200.00	08/02/2012	08/02/2012	08/02/2012
								Check Amount:		$200.00			
1	3553		N	EIDE BAILLY	V30201	35445	383048	1,500.00	0.00	1,500.00	08/17/2012	08/17/2012	08/17/2012
								Check Amount:		$1,500.00			
1	4112		N	HANOVER INSURANCE GROUP	V30201	35462	3203632	9,551.25	0.00	9,551.25	08/12/2012	08/12/2012	08/12/2012
1	4112		N	HANOVER INSURANCE GROUP	V30201	35461	3470621	660.00	0.00	660.00	08/21/2012	08/21/2012	08/21/2012
1	4112		N	HANOVER INSURANCE GROUP	V30201	35463	3470516	9,476.06	0.00	9,476.06	08/12/2012	08/12/2012	08/12/2012
								Check Amount:		$19,687.31			
1	4460		N	HILDI INC	V30201	35402	4281	2,850.00	0.00	2,850.00	08/07/2012	08/07/2012	08/07/2012
								Check Amount:		$2,850.00			
1	4418		N	JAMI KRUSCHKE	V30201	35329	11935	424.00	0.00	424.00	07/30/2012	07/30/2012	07/30/2012
								Check Amount:		$424.00			
1	5750		N	JOE HANKINS	V30201	35406	11950	100.00	0.00	100.00	08/15/2012	08/15/2012	08/15/2012
								Check Amount:		$100.00			
1	5751		N	JUSTIN SEAVER	V30201	35405	11949	50.00	0.00	50.00	08/15/2012	08/15/2012	08/15/2012
								Check Amount:		$50.00			
1	3120		N	KENNEDY & GRAVEN	V30201	35397	108871	988.00	0.00	988.00	06/20/2012	06/20/2012	06/20/2012
								Check Amount:		$988.00			
1	5341		N	MCDOWELL AGENCY INC	V30201	35381	35069	117.40	0.00	117.40	07/30/2012	07/30/2012	07/30/2012
1	5341		N	MCDOWELL AGENCY INC	V30201	35446	35434	61.70	0.00	61.70	08/17/2012	08/17/2012	08/17/2012
								Check Amount:		$179.10			
1	4145		N	MEDICAREBLUE RX	V30201	35454	YM0570SG	501.00	0.00	501.00	08/15/2012	08/15/2012	08/15/2012
								Check Amount:		$501.00			
1	1812		N	MESPA	V30201	35391	12-13 MEMBERSHIP	642.00	0.00	642.00	08/14/2012	08/14/2012	08/14/2012
								Check Amount:		$642.00			
1	2856		N	MINNESOTA BOARD OF SCH ADM	V30201	35401	06282012	37.50	0.00	37.50	06/28/2012	06/28/2012	06/28/2012
								Check Amount:		$37.50			
1	3979		N	MRCI MANKATO	V30201	35448	F56977	300.00	0.00	300.00	08/14/2012	08/14/2012	08/14/2012

Belle Plaine Public Schools
Pre Payment Report

Grp	Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	3979		N	MRCI MANKATO	V30201	35447	F56891	150.00	0.00	150.00	07/20/2012	07/20/2012	07/20/2012
								Check Amount:		$450.00			
1	1884		N	MRVSEC	V30201	35398	07252012	32,779.00	0.00	32,779.00	07/25/2012	07/25/2012	07/25/2012
1	1884		N	MRVSEC	V30201	35380	07252012	27,446.01	0.00	27,446.01	07/25/2012	07/25/2012	07/25/2012
1	1884		N	MRVSEC	V30201	35379	07252012	4,880.00	0.00	4,880.00	07/25/2012	07/25/2012	07/25/2012
								Check Amount:		$65,105.01			
1	1991		N	PRAIRIE FIRE THEATRE	V30201	35366	11940	1,930.00	0.00	1,930.00	08/08/2012	08/08/2012	08/08/2012
								Check Amount:		$1,930.00			
1	5587		N	PRAIRIE RIVER HOME CARE, INC	V30201	35392	JULY	939.25	0.00	939.25	07/31/2012	07/31/2012	07/31/2012
								Check Amount:		$939.25			
1	4562		N	SARA LINQUIST	V30201	35407	131	800.00	0.00	800.00	08/15/2012	08/15/2012	08/15/2012
								Check Amount:		$800.00			
1	4423		N	SCOTT COUNTY TREASURER	V30201	35385	IN9706	90.00	0.00	90.00	07/13/2012	07/13/2012	07/13/2012
								Check Amount:		$90.00			
1	3206		N	SELECTACCOUNT	V30201	35458	893955	247.05	0.00	247.05	08/04/2012	08/04/2012	08/04/2012
								Check Amount:		$247.05			
1	2112		N	SHELLY JUAIRE	V30201	35408	11954	560.00	0.00	560.00	08/15/2012	08/15/2012	08/15/2012
								Check Amount:		$560.00			
1	2164		N	STIER BUS CO	V30201	35286	33070	139.00	0.00	139.00	07/24/2012	07/24/2012	07/24/2012
								Check Amount:		$139.00			
1	5745		N	SUPERIOR SEALCOAT SERVICES	V30201	35384	295-12	8,672.00	0.00	8,672.00	07/14/2012	07/14/2012	07/14/2012
								Check Amount:		$8,672.00			
1	2188		N	TAHER INC	V30201	35387	0034992-IN	4,911.56	0.00	4,911.56	08/02/2012	09/01/2012	09/01/2012
								Check Amount:		$4,911.56			
1	5600		N	THE EDUCATORS RESOURCE NET	V30201	35386	BP-110-2012	1,629.15	0.00	1,629.15	07/16/2012	07/16/2012	07/16/2012
								Check Amount:		$1,629.15			
1	2212		N	THE MAILBOX	V30201	35367	11942	54.95	0.00	54.95	08/08/2012	08/08/2012	08/08/2012
								Check Amount:		$54.95			
1	2259		N	TREND ENTEPRISES INC	V30201	35390	1761853 RI	63.58	0.00	63.58	07/17/2012	07/17/2012	07/17/2012
								Check Amount:		$63.58			

Belle Plaine Public Schools
Pre Payment Report

Grp	Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	5192		N	Youth Enrichment League	V30201	35365	1295	504.00	0.00	504.00	08/08/2012	08/08/2012	08/08/2012
								Check Amount:		$504.00			
								Report Total:		$154,365.93			

*Does not meet minimum amount
**Exceeds maximum amount

Hand Pays

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
p30202	0716	28240	SBC	54120	CH	1	4539	Dana Otto	Y	N	7/25/2012	N	USD	918.00
P30202	0716	28264	SBC	54121	CH	1	4802	USPS	Y	N	7/27/2012	N	USD	609.37
P30202	0716	28265	SBC	54122	CH	1	1197	BRUCE MATHIOWETZ	Y	N	7/27/2012	N	USD	364.92
P30202	0716	28266	SBC	54123	CH	1	1262	CITY OF BELLE PLAINE	Y	N	7/27/2012	N	USD	121.71
P30202	0716	28269	SBC	54124	CH	1	3859	MASE	Y	N	7/27/2012	N	USD	410.00
P30202	0716	28267	SBC	54125	CH	1	1787	MASSP	Y	N	7/27/2012	N	USD	295.00
P30202	0716	28270	SBC	54126	CH	1	5091	MINDY SPARBY	Y	N	7/27/2012	N	USD	2,000.00
P30202	0716	28268	SBC	54127	CH	1	1918	NIEMAN ROOFING CO. INC	Y	N	7/27/2012	N	USD	450.00
P30202	0716	28271	SBC	54128	CH	1	5733	THE MEMORY PROJECT	Y	N	7/27/2012	N	USD	255.00
P302p1	0716	28279	SBC	54129	CH	1	1134	BELLE PLAINE SCHOOL	Y	N	8/3/2012 0(	N	USD	381.59
P302p1	0716	28280	SBC	54130	CH	1	1555	HEALTH PARTNERS	Y	N	8/3/2012 0(	N	USD	10,444.74
P302p1	0716	28281	SBC	54131	CH	1	1753	MADISON NATIONAL LIFE	Y	N	8/3/2012 0(	N	USD	382.50
P302p1	0716	28281	SBC	54131	CH	1	1753	MADISON NATIONAL LIFE	Y	N	8/3/2012 0(	N	USD	1,274.00
P302p1	0716	28282	SBC	54132	CH	1	1836	NCPERS MINNESOTA	Y	N	8/3/2012 0(	N	USD	32.00
P302p1	0716	28283	SBC	54133	CH	1	5360	Reliance Standard Life	Y	N	8/3/2012 0(	N	USD	1,042.81
P30202	0716	28285	SBC	54134	CH	1	1759	MANKATO EAST HIGH SCHOOL	Y	N	8/6/2012 0(	N	USD	125.00
P30202	0716	28286	SBC	54135	CH	1	1784	MASA	Y	N	8/6/2012 0(	N	USD	58.00
P30202	0716	28287	SBC	54136	CH	1	1785	MASBO	Y	N	8/6/2012 0(	N	USD	50.00
P30202	0716	28288	SBC	54137	CH	1	1812	MESPA	Y	N	8/6/2012 0(	N	USD	877.00
P30202	0716	28290	SBC	54138	CH	1	4802	USPS	Y	N	8/8/2012 0(	N	USD	161.54
P30202	0716	28292	SBC	54139	CH	1	2329	BLUE CROSS BLUE SHIELD of MN	Y	N	8/14/2012	N	USD	354.00
P30202	0716	28293	SBC	54140	CH	1	4112	HANOVER INSURANCE GROUP	Y	N	8/14/2012	N	USD	9,471.05
P30202	0716	28291	SBC	54141	CH	1	2164	STIER BUS CO	Y	N	8/14/2012	N	USD	24,795.78
P30202	0716	28294	SBC	54142	CH	1	4112	HANOVER INSURANCE GROUP	Y	N	8/14/2012	N	USD	9,546.25
P30202	0716	28302	SBC	54143	CH	1	5753	BRUCE RUSSO	Y	N	8/17/2012	N	USD	85.00
P30202	0716	28303	SBC	54144	CH	1	5754	JACOB FLASCHENRIEM	Y	N	8/17/2012	N	USD	50.00
P30202	0716	28304	SBC	54145	CH	1	5755	TRISHA ROSENFELD	Y	N	8/17/2012	N	USD	150.00
P302p2	0716	28313	SBC	54146	CH	1	1134	BELLE PLAINE SCHOOL	Y	N	8/20/2012	N	USD	381.59
P30202	0716	28327	SBC	54147	CH	1	5757	AMY STENDER	Y	N	8/21/2012	N	USD	39.70
P30202	0716	28328	SBC	54148	CH	1	5758	MELANIE OLSON	Y	N	8/21/2012	N	USD	11.45
											Total			**$ 65,138.00**

Wires

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
P302p1	0716	28272	SBC		WX	1	1873	MN.TEACHERS RETIRE.ASSOC	N	N	8/3/2012 0(	N	USD	4,874.62
P302p1	0716	28273	SBC		WX	1	1977	PERA	N	N	8/3/2012 0(	N	USD	4,474.48
P302p1	0716	28274	SBC		WX	1	2330	FEDERAL	N	N	8/3/2012 0(	N	USD	5,996.60
P302p1	0716	28274	SBC		WX	1	2330	FEDERAL	N	N	8/3/2012 0(	N	USD	2,002.64
P302p1	0716	28274	SBC		WX	1	2330	FEDERAL	N	N	8/3/2012 0(	N	USD	7,182.10
P302p1	0716	28275	SBC		WX	1	2331	STATE OF MINNESOTA	N	N	8/3/2012 0(	N	USD	2,711.01
P302p1	0716	28276	SBC		WX	1	2581	MN CHILD SUPPORT CENTER	N	N	8/3/2012 0(	N	USD	102.00
P302p1	0716	28277	SBC		WX	1	2735	MII LIFE - VEBA/HSA	N	N	8/3/2012 0(	N	USD	104,742.54
P302p1	0716	28278	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	8/3/2012 0(	N	USD	308.68
P302p1	0716	28278	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	8/3/2012 0(	N	USD	333.36
P302p1	0716	28278	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	8/3/2012 0(	N	USD	125.00
P302p1	0716	28278	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	8/3/2012 0(	N	USD	493.36
P30202	0716	28295	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	8/14/2012 (	N	USD	1,181.39
P30202	0716	28296	SBC		WX	1	1486	FRONTIER	N	N	8/14/2012 (	N	USD	2,015.13
P30202	0716	28297	SBC		WX	1	2336	XCEL ENERGY	N	N	8/14/2012 (	N	USD	908.15
P30202	0716	28298	SBC		WX	1	3414	CENTERPOINT ENGERGY	N	N	8/14/2012 (	N	USD	280.90
P30202	0716	28301	SBC		WX	1	3319	DEPARTMENT OF EMPLOYMENT AND	N	N	8/20/2012 (	N	USD	2,978.95
P302p2	0716	28305	SBC		WX	1	1873	MN.TEACHERS RETIRE.ASSOC	N	N	8/20/2012 (	N	USD	5,106.70
P302p2	0716	28305	SBC		WX	1	1873	MN.TEACHERS RETIRE.ASSOC	N	N	8/20/2012 (	N	USD	1,611.22
P302p2	0716	28306	SBC		WX	1	1977	PERA	N	N	8/20/2012 (	N	USD	5,303.76
P302p2	0716	28306	SBC		WX	1	1977	PERA	N	N	8/20/2012 (	N	USD	892.49
P302p2	0716	28307	SBC		WX	1	2330	FEDERAL	N	N	8/20/2012 (	N	USD	7,013.82
P302p2	0716	28307	SBC		WX	1	2330	FEDERAL	N	N	8/20/2012 (	N	USD	2,277.60
P302p2	0716	28307	SBC		WX	1	2330	FEDERAL	N	N	8/20/2012 (	N	USD	8,167.87
P302p2	0716	28307	SBC		WX	1	2330	FEDERAL	N	N	8/20/2012 (	N	USD	1,076.12
P302p2	0716	28307	SBC		WX	1	2330	FEDERAL	N	N	8/20/2012 (	N	USD	551.14
P302p2	0716	28307	SBC		WX	1	2330	FEDERAL	N	N	8/20/2012 (	N	USD	1,976.53
P302p2	0716	28308	SBC		WX	1	2331	STATE OF MINNESOTA	N	N	8/20/2012 (	N	USD	3,182.70
P302p2	0716	28308	SBC		WX	1	2331	STATE OF MINNESOTA	N	N	8/20/2012 (	N	USD	629.22
P302p2	0716	28309	SBC		WX	1	2581	MN CHILD SUPPORT CENTER	N	N	8/20/2012 (	N	USD	102.00
P302p2	0716	28310	SBC		WX	1	2735	MII LIFE - VEBA/HSA	N	N	8/20/2012 (	N	USD	267.50
P302p2	0716	28311	SBC		WX	1	5277	Preferred One	N	N	8/20/2012 (	N	USD	22,977.80
P302p2	0716	28311	SBC		WX	1	5277	Preferred One	N	N	8/20/2012 (	N	USD	-199.95
P302p2	0716	28311	SBC		WX	1	5277	Preferred One	N	N	8/20/2012 (	N	USD	94,757.99
P302p2	0716	28312	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	8/20/2012 (	N	USD	308.68
P302p2	0716	28312	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	8/20/2012 (	N	USD	333.36

Wires

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
P302p2	0716	28312	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	8/20/2012 (	N	USD	125.00
P302p2	0716	28312	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	8/20/2012 (	N	USD	493.36
P30202	0716	28329	SBC		WX	1	2336	XCEL ENERGY	N	N	8/21/2012 (	N	USD	24,233.83
P30202	0716	28330	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	8/21/2012 (	N	USD	1,409.26
P30202	0716	28331	SBC		WX	1	2336	XCEL ENERGY	N	N	8/21/2012 (	N	USD	0.85
P30202	0716	28332	SBC		WX	1	3414	CENTERPOINT ENGERGY	N	N	8/21/2012 (	N	USD	266.59

PCARD		177,477.02
Payroll 08/03/2012		51,098.84
Payroll 08/20/2012		58,114.19
Total		**$ 610,266.40**

July 2012 PCard Statement

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Merchant Name	Transaction Amount
HEINE JEFF	289497331	6/27/2012	6/28/2012	7/27/2012	SPS COMPANIES - MANKAT	21.18
HEINE JEFF	289497332	6/27/2012	6/28/2012	7/27/2012	MENARDS MANKATO	32.42
HEINE JEFF	289497333	6/27/2012	6/28/2012	7/27/2012	C&S SUPPLY TRUE VALUE	17.45
HEINE JEFF	289642327	6/28/2012	6/29/2012	7/27/2012	CENEX CONVENIE07038920	365.21
HEINE JEFF	289821698	7/1/2012	7/3/2012	7/27/2012	PLUNKETTS PEST CONTROL	175.24
HEINE JEFF	289821699	7/1/2012	7/3/2012	7/27/2012	PLUNKETTS PEST CONTROL	201.76
HEINE JEFF	289821700	7/1/2012	7/3/2012	7/27/2012	PLUNKETTS PEST CONTROL	224.64
HEINE JEFF	289821701	7/1/2012	7/3/2012	7/27/2012	PLUNKETTS PEST CONTROL	146.12
HEINE JEFF	289954887	7/3/2012	7/4/2012	7/27/2012	SHERWIN WILLIAMS #3169	446.93
HEINE JEFF	290183180	7/5/2012	7/6/2012	7/27/2012	Mills Fleet Farm #3 20	139.73
HEINE JEFF	290183181	7/6/2012	7/6/2012	7/27/2012	MENARDS BURNSVILLE	777.96
HEINE JEFF	290472342	7/10/2012	7/11/2012	7/27/2012	TRI DIM FILTER CORP	1,258.90
HEINE JEFF	290472343	7/10/2012	7/11/2012	7/27/2012	TRI DIM FILTER CORP	70.11
HEINE JEFF	290472344	7/10/2012	7/11/2012	7/27/2012	TRI DIM FILTER CORP	889.24
HEINE JEFF	290472345	7/10/2012	7/11/2012	7/27/2012	TRI DIM FILTER CORP	1,383.47
HEINE JEFF	290701739	7/13/2012	7/13/2012	7/27/2012	WW GRAINGER	244.23
HEINE JEFF	291023326	7/17/2012	7/18/2012	7/27/2012	HILLYARD INC HUTCHINSO	60.00
HEINE JEFF	291023327	7/17/2012	7/18/2012	7/27/2012	HILLYARD INC HUTCHINSO	600.00
HEINE JEFF	291253199	7/20/2012	7/20/2012	7/27/2012	SHIFFLER EQUIPMENT SAL	40.09
HEINE JEFF	291253200	7/19/2012	7/20/2012	7/27/2012	SHERWIN WILLIAMS #3169	842.25
HEINE JEFF	291581218	7/24/2012	7/25/2012	7/27/2012	HILLYARD INC HUTCHINSO	13,236.19
HEINE JEFF	291775691	7/26/2012	7/27/2012	7/27/2012	KENDELL DOORS & HARDWA	288.00
HEINE JEFF	291775692	7/26/2012	7/27/2012	7/27/2012	KENDELL DOORS & HARDWA	2,038.00
HEINE JEFF	291775693	7/26/2012	7/27/2012	7/27/2012	KENDELL DOORS & HARDWA	1,895.00
HEINE JEFF	291775694	7/26/2012	7/27/2012	7/27/2012	LAMPERT YARDS 1030	222.82
SMITH KELLY	291253201	7/19/2012	7/20/2012	7/27/2012	REGISTRATIONBOSS	249.00
SD BELLE PLAINE	289821704	6/29/2012	7/3/2012	7/27/2012	BIFFS INC	639.86
SD BELLE PLAINE	291581222	7/24/2012	7/25/2012	7/27/2012	USPS 26073001733418328	2.10
HIGH SCHOOL BELLE PLAINE	290472348	7/10/2012	7/11/2012	7/27/2012	MF ATHLETIC & PERFORM	278.94
HIGH SCHOOL BELLE PLAINE	291581225	7/24/2012	7/25/2012	7/27/2012	AEI*TEACHERS DISCOVERY	317.10
HIGH SCHOOL BELLE PLAINE	291673179	7/24/2012	7/26/2012	7/27/2012	EBAYS HALF.COM	262.39
HIGH SCHOOL BELLE PLAINE	291673180	7/24/2012	7/26/2012	7/27/2012	EBAYS HALF.COM	46.86
HIGH SCHOOL BELLE PLAINE	291673181	7/24/2012	7/26/2012	7/27/2012	EBAYS HALF.COM	37.52
HIGH SCHOOL BELLE PLAINE	291673182	7/24/2012	7/26/2012	7/27/2012	EBAYS HALF.COM	142.93
HIGH SCHOOL BELLE PLAINE	291673183	7/24/2012	7/26/2012	7/27/2012	EBAYS HALF.COM	9.66
HIGH SCHOOL BELLE PLAINE	291673184	7/25/2012	7/26/2012	7/27/2012	EBAYS HALF.COM	(5.49)

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Merchant Name	Transaction Amount
HIGH SCHOOL BELLE PLAINE	291775701	7/26/2012	7/27/2012	7/27/2012	RRS*ROADRUNNER VIPCLUB	24.99
HIGH SCHOOL BELLE PLAINE	291775702	7/25/2012	7/27/2012	7/27/2012	MCGRAW-HILL E-COMMERCE	2,016.33
DAVIS KRIS	290060773	7/3/2012	7/5/2012	7/27/2012	METRO SALES INC	9,087.73
DAVIS KRIS	290183182	7/5/2012	7/6/2012	7/27/2012	USPS 26073001733418328	15.30
DAVIS KRIS	290387664	7/9/2012	7/10/2012	7/27/2012	NO TEARS LEARNING INC	(48.01)
DAVIS KRIS	290472349	7/11/2012	7/11/2012	7/27/2012	AMAZON MKTPLACE PMTS	403.54
DAVIS KRIS	290472350	7/10/2012	7/11/2012	7/27/2012	MAYER JOHNSON	319.20
DAVIS KRIS	290566981	7/11/2012	7/12/2012	7/27/2012	OFFICEMAX CT*IN#887691	37.48
DAVIS KRIS	290566982	7/10/2012	7/12/2012	7/27/2012	REGISTRATIONBOSS	269.00
DAVIS KRIS	290846410	7/15/2012	7/16/2012	7/27/2012	RUTTGERS SUGAR LAKE L	100.00
DAVIS KRIS	291581228	7/24/2012	7/25/2012	7/27/2012	OFFICEMAX CT*IN#157695	42.07
WICK KEN	289642330	5/4/2012	6/29/2012	7/27/2012	TIERNEY BROTHERS INC	11,968.00
WICK KEN	290387665	7/10/2012	7/10/2012	7/27/2012	APL*APPLEONLINESTOREUS	22,647.00
WICK KEN	290472351	7/10/2012	7/11/2012	7/27/2012	CREATION ENGINE INC	159.96
WICK KEN	290701755	7/12/2012	7/13/2012	7/27/2012	PC MALL GOV 67	1,561.36
WICK KEN	290701756	7/13/2012	7/13/2012	7/27/2012	APL*APPLEONLINESTOREUS	2,473.00
WICK KEN	291413550	7/23/2012	7/23/2012	7/27/2012	APL*APPLEONLINESTOREUS	62,046.00
WICK KEN	291492478	7/24/2012	7/24/2012	7/27/2012	APL*APPLEONLINESTOREUS	9.99
WICK KEN	291492479	7/24/2012	7/24/2012	7/27/2012	APL*APPLEONLINESTOREUS	79.00
WICK KEN	291492480	7/24/2012	7/24/2012	7/27/2012	APL*APPLEONLINESTOREUS	3,483.00
MATHIOWETZ BRUCE	291023333	7/17/2012	7/18/2012	7/27/2012	ACE HARDWARE & PAINT	30.18
MATHIOWETZ BRUCE	291673185	7/17/2012	7/26/2012	7/27/2012	ACE HARDWARE & PAINT	(30.18)
KELLER CHUCK	289497335	6/26/2012	6/28/2012	7/27/2012	VERIZON WRLS MYACCT VW	609.60
KELLER CHUCK	289642329	6/27/2012	6/29/2012	7/27/2012	SAMS INTERNET	35.00
KELLER CHUCK	291023334	7/17/2012	7/18/2012	7/27/2012	LEXIA LEARNING SYS INC	14,900.00
KELLER CHUCK	291492477	7/23/2012	7/24/2012	7/27/2012	MINNESOTA ASSOCIATION	100.00
SPARBY MINDY	290701754	7/12/2012	7/13/2012	7/27/2012	TENNIS WAREHOUSE	189.00
SPARBY MINDY	291023332	7/16/2012	7/18/2012	7/27/2012	A WISH COME TRUE	1,574.00
SPARBY MINDY	291581227	7/24/2012	7/25/2012	7/27/2012	PCI*MEDCO SUPPLY	1,115.70
ACTIVITIES BELLE P	291492476	7/23/2012	7/24/2012	7/27/2012	GTM SPORTSWEAR	2,070.00
SD BELLE PLAINE	289497334	6/27/2012	6/28/2012	7/27/2012	USPS 26073001733418328	7.00
SD BELLE PLAINE	289642328	6/28/2012	6/29/2012	7/27/2012	CENEX CONVENIE07038920	231.10
SD BELLE PLAINE	289821702	7/3/2012	7/3/2012	7/27/2012	TWINS BALLPARK LLC	68.00
SD BELLE PLAINE	289821703	7/3/2012	7/3/2012	7/27/2012	TWINS BALLPARK LLC	367.00
SD BELLE PLAINE	290297359	7/8/2012	7/9/2012	7/27/2012	TARGET 00012724	30.96
SD BELLE PLAINE	290297360	7/8/2012	7/9/2012	7/27/2012	TARGET 00012724	28.97

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Merchant Name	Transaction Amount
SD BELLE PLAINE	290297361	7/8/2012	7/9/2012	7/27/2012	TARGET 00012724	(30.96)
SD BELLE PLAINE	290387661	7/9/2012	7/10/2012	7/27/2012	COBORN S SUPERSTORE	17.16
SD BELLE PLAINE	290387662	7/9/2012	7/10/2012	7/27/2012	USPS 26073001733418328	6.90
SD BELLE PLAINE	290472346	7/10/2012	7/11/2012	7/27/2012	WM SUPERCENTER#3513	17.58
SD BELLE PLAINE	290472347	7/10/2012	7/11/2012	7/27/2012	MICHAELS #3747	30.50
SD BELLE PLAINE	290566971	7/10/2012	7/12/2012	7/27/2012	THE GRAPHIC EDGE INC	13.77
SD BELLE PLAINE	290566972	7/10/2012	7/12/2012	7/27/2012	THE GRAPHIC EDGE INC	619.82
SD BELLE PLAINE	290566973	7/10/2012	7/12/2012	7/27/2012	THE GRAPHIC EDGE INC	34.43
SD BELLE PLAINE	290566974	7/10/2012	7/12/2012	7/27/2012	THE GRAPHIC EDGE INC	643.10
SD BELLE PLAINE	290566975	7/10/2012	7/12/2012	7/27/2012	JO-ANN STORE #2283	117.85
SD BELLE PLAINE	290566976	7/11/2012	7/12/2012	7/27/2012	STAPLES ADVANTAGE	20.28
SD BELLE PLAINE	290566977	7/11/2012	7/12/2012	7/27/2012	STAPLES ADVANTAGE	394.41
SD BELLE PLAINE	290701740	7/12/2012	7/13/2012	7/27/2012	COBORN S SUPERSTORE	21.45
SD BELLE PLAINE	291023328	7/17/2012	7/18/2012	7/27/2012	USPS 26073001733418328	8.15
SD BELLE PLAINE	291122228	7/18/2012	7/19/2012	7/27/2012	OLD LOG THEATER	224.00
SD BELLE PLAINE	291581219	7/24/2012	7/25/2012	7/27/2012	TARGET 00012724	17.36
SD BELLE PLAINE	291581220	7/23/2012	7/25/2012	7/27/2012	STAGES THEATRE COMPANY	272.50
SD BELLE PLAINE	291581221	7/24/2012	7/25/2012	7/27/2012	LESUEUR-HENDERSON COMM	220.00
SD BELLE PLAINE	291775695	7/27/2012	7/27/2012	7/27/2012	USPS 26073001733418328	3.95
SD BELLE PLAINE	291775696	7/26/2012	7/27/2012	7/27/2012	ORIENTAL TRADING CO	52.50
SD BELLE PLAINE	291775697	7/26/2012	7/27/2012	7/27/2012	CASCADE BAY	216.00
COMM ED BELLE PLAINE	289954895	7/3/2012	7/4/2012	7/27/2012	COBORN S SUPERSTORE	28.43
COMM ED BELLE PLAINE	290387663	7/9/2012	7/10/2012	7/27/2012	COBORN S SUPERSTORE	31.53
COMM ED BELLE PLAINE	290701753	7/12/2012	7/13/2012	7/27/2012	A CHANCE TO GROW INC	44.95
COMM ED BELLE PLAINE	291581226	7/24/2012	7/25/2012	7/27/2012	COBORN S SUPERSTORE	20.98
ELEMENTARY CHATFIELD	289821705	7/2/2012	7/3/2012	7/27/2012	B&N MEMBERSHIP RENEWAL	25.00
ELEMENTARY CHATFIELD	290566978	7/12/2012	7/12/2012	7/27/2012	RGS*REALLY GOOD STUFF	42.21
ELEMENTARY CHATFIELD	290566979	7/12/2012	7/12/2012	7/27/2012	RGS*REALLY GOOD STUFF	107.29
ELEMENTARY CHATFIELD	290566980	7/12/2012	7/12/2012	7/27/2012	RGS*REALLY GOOD STUFF	98.28
ELEMENTARY CHATFIELD	290701741	7/13/2012	7/13/2012	7/27/2012	OFFICEMAX CT*IN#945011	10.07
ELEMENTARY CHATFIELD	290701742	7/13/2012	7/13/2012	7/27/2012	OFFICEMAX CT*IN#945085	7.13
ELEMENTARY CHATFIELD	290701743	7/13/2012	7/13/2012	7/27/2012	OFFICEMAX CT*IN#945110	38.76
ELEMENTARY CHATFIELD	290701744	7/13/2012	7/13/2012	7/27/2012	OFFICEMAX CT*IN#945143	17.78
ELEMENTARY CHATFIELD	290701745	7/13/2012	7/13/2012	7/27/2012	OFFICEMAX CT*IN#949642	123.61
ELEMENTARY CHATFIELD	290701746	7/12/2012	7/13/2012	7/27/2012	ORIENTAL TRADING CO	60.24
ELEMENTARY CHATFIELD	290701747	7/12/2012	7/13/2012	7/27/2012	ORIENTAL TRADING CO	77.50

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Merchant Name	Transaction Amount
ELEMENTARY CHATFIELD	290701748	7/12/2012	7/13/2012	7/27/2012	RGS*REALLY GOOD STUFF	27.93
ELEMENTARY CHATFIELD	290701749	7/12/2012	7/13/2012	7/27/2012	RGS*REALLY GOOD STUFF	76.33
ELEMENTARY CHATFIELD	290701750	7/12/2012	7/13/2012	7/27/2012	DRAPHIX/TEACHER DIRECT	45.30
ELEMENTARY CHATFIELD	290701751	7/13/2012	7/13/2012	7/27/2012	DRAPHIX/TEACHER DIRECT	99.88
ELEMENTARY CHATFIELD	290846405	7/16/2012	7/16/2012	7/27/2012	SSI*SCHOOL SPECIALTY	31.96
ELEMENTARY CHATFIELD	290846406	7/16/2012	7/16/2012	7/27/2012	SSI*SCHOOL SPECIALTY	442.26
ELEMENTARY CHATFIELD	290846407	7/16/2012	7/16/2012	7/27/2012	SSI*SCHOOL SPECIALTY	76.04
ELEMENTARY CHATFIELD	290846408	7/16/2012	7/16/2012	7/27/2012	SSI*SCHOOL SPECIALTY	1,002.23
ELEMENTARY CHATFIELD	290846409	7/16/2012	7/16/2012	7/27/2012	SSI*SCHOOL SPECIALTY	230.52
ELEMENTARY CHATFIELD	290925697	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	13.28
ELEMENTARY CHATFIELD	290925698	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	243.12
ELEMENTARY CHATFIELD	290925699	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	9.12
ELEMENTARY CHATFIELD	290925700	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	293.92
ELEMENTARY CHATFIELD	290925701	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	130.85
ELEMENTARY CHATFIELD	290925702	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	129.19
ELEMENTARY CHATFIELD	290925703	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	223.87
ELEMENTARY CHATFIELD	290925704	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	220.21
ELEMENTARY CHATFIELD	290925705	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	29.45
ELEMENTARY CHATFIELD	290925706	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	125.01
ELEMENTARY CHATFIELD	290925707	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	940.34
ELEMENTARY CHATFIELD	290925708	7/16/2012	7/17/2012	7/27/2012	SSI*SCHOOL SPECIALTY	151.01
ELEMENTARY CHATFIELD	290925709	7/16/2012	7/17/2012	7/27/2012	SSI*CLASSROOM DIRECT	62.23
ELEMENTARY CHATFIELD	290925710	7/16/2012	7/17/2012	7/27/2012	SSI*CLASSROOM DIRECT	34.46
ELEMENTARY CHATFIELD	291023329	7/17/2012	7/18/2012	7/27/2012	SSI*SCHOOL SPECIALTY	124.58
ELEMENTARY CHATFIELD	291023330	7/17/2012	7/18/2012	7/27/2012	SUPREME GRAPHICS	226.70
ELEMENTARY CHATFIELD	291023331	7/17/2012	7/18/2012	7/27/2012	EAI	31.48
ELEMENTARY CHATFIELD	291122229	7/18/2012	7/19/2012	7/27/2012	SSI*SCHOOL SPECIALTY	236.52
ELEMENTARY CHATFIELD	291122230	7/18/2012	7/19/2012	7/27/2012	SSI*SCHOOL SPECIALTY	255.64
ELEMENTARY CHATFIELD	291581223	7/24/2012	7/25/2012	7/27/2012	TWX*TIME FOR KIDS	110.50
ELEMENTARY CHATFIELD	291581224	7/24/2012	7/25/2012	7/27/2012	TWX*TIME FOR KIDS	110.50
ELEMENTARY CHATFIELD	291673176	7/25/2012	7/26/2012	7/27/2012	OFFICEMAX CT*IN#177478	14.10
ELEMENTARY CHATFIELD	291673177	7/24/2012	7/26/2012	7/27/2012	READ NATURALLY INC	349.00
ELEMENTARY CHATFIELD	291673178	7/25/2012	7/26/2012	7/27/2012	EAI	337.50
ELEMENTARY CHATFIELD	291775698	7/27/2012	7/27/2012	7/27/2012	TREND ENTERPRISES INC	36.09
ELEMENTARY CHATFIELD	291775699	7/26/2012	7/27/2012	7/27/2012	CURRIC ASSOC*BOOKS	189.28
ELEMENTARY CHATFIELD	291775700	7/26/2012	7/27/2012	7/27/2012	ZANER-BLOSER	381.23

Card Holder	Transaction ID	Transaction Date	Processing Date	Statement Date	Merchant Name	Transaction Amount
ELEMENTARY OAK CREST	290060772	7/3/2012	7/5/2012	7/27/2012	TRIARCO ARTS AND CRAF	522.72
ELEMENTARY OAK CREST	290701752	7/12/2012	7/13/2012	7/27/2012	TRIARCO ARTS AND CRAF	639.08
					Total	**177,477.02**

Chatfield Elementary School

Independent School District No. 716 • Belle Plaine Public Schools

Family Guide

Chatfield Elementary

330 South Market Street • Belle Plaine, MN 56011

Tel: (952) 873-2401 • Fax: (952) 873-2598 (

" http://www.belleplaine.k12.mn.us "

August, 2012

Dear Families:

Summer is coming to an end and the most exciting time of the year is upon us. Our children will continue their educational journey as they enter a new grade level this fall. The staff at Chatfield Elementary is prepared to give your children rich learning experiences that will provide a solid foundation for continued success.

There are a lot of ways to keep families connected to our school. As a staff, we encourage you to stay involved by volunteering, joining our Parent Teacher Organization, attending school events and activities, or just by offering academic support to your child. Reading with your child is the most effective way to assist them in meeting educational goals. The following quote indicates how extremely valuable an extra 15 minutes of reading can be for your child.

"15 extra minutes of reading per day can lead to three months of additional growth—enough for a considerable amount of students to catch up or exceed grade-level expectations." (Robert Marzano)

Chatfield Elementary staff is prepared to team up with families to ensure strong support for a successful and enduring learning experience for our children. Please contact the Chatfield Elementary Office should you have any questions, concerns, or compliments about our school. We look forward to working in partnership with you and yours.

With Highest Regards,
Mrs. Kim DeWitte, Principal

District Mission Statement

Expecting Excellence from Everyone, Everyday!

Basic Information and Services

School Day

School begins at 8:30 am and ends at 3:10 pm.

Contacting Us

Chatfield Elementary School

330 South Market Street • Belle Plaine, Minnesota 56011

Important Phone Numbers	
Main Office	(952) 873-2401
Attendance Line (24 hour access)	(952) 873-2404
Community Education	(952) 873-2411
District Office	(952) 873-2400
Fax Line	(952) 873-2598
Taher (food service contractor)	(952) 873-2414
Stier Transportation (bus contractor)	(952) 873-2362

Web Site: http://www.belleplaine.k12.mn.us/bpps/chatfield

Faculty and Licensed Staff

Name	Position	Email Address
Adrian, Kelly	1st Grade	kadrian@belleplaine.k12.mn.us
Berg, Emily	RtI Math	eberg@belleplaine.k12.mn.us
Bristlin, Jodi	Resource Room	jbristlin@belleplaine.k12.mn.us
Brueske, Melissa	2nd Grade	mbrueske@belleplaine.k12.mn.us
Carlson, Shawn	1st Grade	scarlson@belleplaine.k12.mn.us
Cariveau, Jennifer	Kindergarten	jcariveau@belleplaine.k12.mn.us
Culligan, Kristine	2nd Grade	kculligan@belleplaine.k12.mn.us
Donovan, Carrie	Food Service Director	cdonovan@belleplaine.k12.mn.us
Earney, Chelsey	Physical Education	cearney@belleplaine.k12.mn.us
Edberg, Patti	Secretary	pedberg@belleplaine.k12.mn.us
Eishens, Janel	2nd Grade	jeischens@belleplaine.k12.mn.us
Fogarty, Melanie	Kindergarten	mfogarty@belleplaine.k12.mn.us
Gaikowski, Brandon	1st Grade	bgaikowski@belleplaine.k12.mn.us
Gerres, Megan	Kindergarten	mgerres@belleplaine.k12.mn.us
Grabow, Jennifer	ECSE	jgrabow@belleplaine.k12.mn.us
Graff, Katie	Physical Education	kgraff@belleplaine.k12.mn.us
Grotberg, Caren	ELL	cgrotberg@belleplaine.k12.mn.us
Hartmann, Marty	LEAP	mhartmann@belleplaine.k12.mn.us
Hitchen, Sara	Special Education	shitchen@belleplaine.k12.mn.us
Jungwirth, Jenny	Music Teacher	jjungwirth@belleplaine.k12.mn.us
Kahle, Angie	Resource Room	akahle@belleplaine.k12.mn.us
Keller, Gwen	Speech/Language	gkeller@belleplaine.k12.mn.us
Kerkow, Rachelle	School Nurse	rkerkow@belleplaine.k12.mn.us

Laurent, Janelle	Kindergarten	jlaurent@belleplaine.k12.mn.us
Luskey, Becky	Tiger Kids	bluskey@belleplaine.k12.mn.us
Minor, Julie	Tiger Kids Pre-K	jminor@belleplaine.k12.mn.us
Mollenhauer, Lynn	Computer Lab	lmollenhauer@belleplaine.k12.mn.us
Moore, Stephanie	Kindergarten	smoore@belleplaine.k12.mn.us
Nelson, Laura	1st Grade	lnelson@belleplaine.k12.mn.us
Prokosch, Sheri	ECFE Coordinator	sprokosch@belleplaine.k12.mn.us
Rahn, Jason	ECSE	jrahn@belleplaine.k12.mn.us
Ranweiler, Christa	1st Grade	cranweiler@belleplaine.k12.mn.us
Ritter, Angela	Reading Corp	aritter@belleplaine.k12.mn.us
Schmidt, Courtney	2nd Grade	cschmidt@belleplaine.k12.mn.us
Schultz, Carol	Title I	cschultz@belleplaine.k12.mn.us
Simones, Rose	2nd Grade	rsimones@belleplaine.k12.mn.us
Smith, Alicia	Kindergarten	alsmith@belleplaine.k12.mn.us
Stowe, Tim	2nd Grade	tstowe@belleplaine.k12.mn.us
Swenson, Veronica	Reading Corp	vswenson@belleplaine.k12.mn.us
Voigt, Megan	1st Grade	mvoigt@belleplaine.k12.mn.us
Volek, Abby	1st Grade	avolek@belleplaine.k12.mn.us
Wallert, Jill	RtI	jwallert@belleplaine.k12.mn.us
Wilmoth, Heather	School Psychologist	hwilmoth@belleplaine.k12.mn.us
Zwick, Nick	Kindergarten	nzwick@belleplaine.k12.mn.us

This is a general contact list and is subject to change. A current staff directory is available on the school web site.

Attendance, Attendance Policy, and Procedures

Consistent school attendance is of vital importance to a child's academic and social growth. If your child will not be at school, **it is tremendously important to notify us via our 24-hour attendance hotline at (952) 873-**

2404. Please make sure to clearly state your name, your child's name, your child's teacher's name and *reason for absence*. This assists our office staff in processing attendance.

When students arrive late to school they (or their parent) need to come into the office to sign in. They will be given a pass to get into class. When students are to be dismissed early, parents need to come into the office to sign them out. Students will not be allowed to leave during the school day unless they have been signed out.

When legal constraints are in effect for students, it is the custodial parent's/guardian's responsibility to contact the school (in writing) with the names of person(s) permitted to pick up the child(ren).

Attendance Policy and Procedures

Excused absences are:

Illness of the student, which causes him/her to remain home or go to the doctor
Medical/Dental appointments
Death of a family member or near relative
Religious holiday (Please inform the office ahead of time)
Family vacations on a limited basis

Some examples of absences that are **not excused:**

Parents who do not call the attendance line to report their child's absence.
Overslept
Missed the bus
Car trouble
Baby-sitting
Needed at home

Unexcused Absences Procedures

1 day – contact by phone informing parent of policy

3 days – first letter to parent and a copy is given to the classroom teacher

5 days – letter to parent requesting a doctor's note for any further absence

6 days – conference request with parent, principal and classroom teacher

7 days – Educational Neglect Report filed with Scott County and a letter to parent informing them of the filing

Excused Absences

8 days of excused absences per trimester – a letter will be sent to the parent, on a case-by-case basis. A copy of the letter will be given to the classroom teacher.
24 days or more per school year may warrant an Educational Neglect Report to Scott County. This will be determined on a case-by-case basis.

Excessive Tardies

5 tardies – phone call to parent about our concerns
8 tardies – letter to parent

AM/PM Absence/Tardy

When a student arrives after 8:30 a.m. or leaves from school before 3:10 p.m., the following guideline is used to determine if the student is counted as being tardy or absent from school:

If the student arrives before 9:00 a.m., they are counted tardy.
If they arrive after 9:00 but before 11:30, they are counted a.m. absent.
If they leave between 11:30am & 2:30 pm, they are counted as a p.m. absence.
If they leave after 2:30 p.m., they are counted as being here all day.

Educational Neglect

State law mandates the attendance of all school age children unless excused for legal reasons. Attendance is the responsibility of the student and his/her parents or guardians. Students who are absent from school without acceptable reasons will be regarded as an issue of educational neglect. Please contact the principal if you need assistance with your child's attendance.

Bus (Transportation) Services

The School District contracts with Stier Transportation to provide school bus transportation to eligible students. Riding the school bus is a privilege. Students are expected to show the same good conduct as required in school. Students participate in a bus safety program at the beginning of each school year. Contact Stier Transportation directly at 873-2362 with questions about our transportation program.

No elementary students in last 3 seats
Respectable language at ALL times
Students will cross road in front of bus
Students will keep hands and head inside bus
Students will not change seats when bus is moving
Students will not shout or whistle
Students causing trouble will be suspended
Students will not throw things or take caps or mitts
Students will report any damage to driver
Students will pay for any damage to bus
Students will keep the bus clean
No eating or drinking of any kind allowed
Driver has complete charge and students will obey driver at all times
No spikes of any kind can be worn on the bus
No spitting
No radios, tape players, etc. played on the bus
No loitering on the bus
Loading will be done when all squads are done (sport activities)

Emergency School Closing

Emergency school closings due to severe weather or for any other reason will be announced using our Infinite Campus Instant Alert System. Should you have any problems with Infinite Campus Alert System, please contact Teri Kiewatt @ 952.873.2418. We will also attempt to place this information on radio stations WCCO 830 AM, KRBI 1310 AM, and KCHK 105.5 FM. It will be also announced via television channels KSTP 5, KARE 11 and WCCO 4. The School District also posts school closing information on our district web site and local Cable Access Channel 8.

Parents should provide their classroom teacher with a plan for their children should we be dismissed from school early. Phones are typically very busy during such emergencies, so **advance** arrangements are important. It is not possible for the school to individually contact parents in these situations, so your cooperation in this planning is critical.

Food Service Program

We contract with Taher, Inc. to provide our food service program. **Please make checks out to Taher.** You may also deposit money into your child's lunch account online. Visit our district web site and click the Online Payments link on the left side to access the "Tiger Mall."

Our food service program meets the requirements of the USDA type A program. All students are offered a main entree, vegetable, fruit and choice of milk (or soy milk). Besides the main entree on the printed menu, students have a choice of a chef salad or a cold meat sandwich everyday.

Parents and guests are welcome to come to lunch any day!

Our school utilizes a computerized account management system. Each family is given an ID Number to use when depositing money in the family account. Each student in the family is given an individual PIN (personal identification number) to use when they go through the lunch line. Each time the student enters their PIN number the family account is charged for that student's lunch or breakfast. When your family account goes below $5.00, your child receives a hand stamp. This will be a visual reminder for you and your child that you need to send money for your family account the next day.

Daily prices for the 2012-2013 school year are as follows:

Breakfast: Students $1.05, Adults $1.55
Lunch: Students $1.80, Adults $3.25
Milk $.45

Please contact Food Service with questions about this program at (952) 873-2414. This institution is an equal opportunity provider.

Health Services

A Health Assistant or office staff member is on duty during the school day to provide first aid care for children who become ill or injured during the school day. If a child would be better off at home, a parent will be called. **Please keep the office informed of changes in phone numbers for home, work, or emergency numbers.** It is of utmost importance that we are able to reach you in times of medical necessity. It is not possible to notify a parent every time their child visits the health office. However, we will call you and ask that you pick up your child if we see:

1. an elevated temperature
2. vomiting or diarrhea
3. other suspected communicable diseases (head lice, strep throat, suspicious rashes, etc,.)
4. children that have returned too soon after an illness (see illness guidelines)

Illness Guidelines: Please keep your child home for the following:

- **fever greater than 100**: may return after temperature has been normal for 24 hours without the use of fever reducing medicine
- **vomiting or diarrhea**: may return after 24 hours has passed since last vomiting or diarrheal episodes
- **pink eye**(if painful and/or drainage present): may return after antibiotic treatment is started (or doctor has determined child is not contagious), and student is able to keep from touching the eye
- **strep throat**: may return after 24 hours of treatment and child is without fever
- **chicken pox**: may return after all spots are scabbed over
- **head lice**: may return after first treatment completed and no live lice are seen
- **possible impetigo/other rashes**: may return after doctor determines whether rash is/is not contagious. If treatment started, generally may return 24 hours after treatment started.

Immunizations: Minnesota Immunization Law requires that every child attending school have current immunizations or the necessary documentation for exemptions. We cannot allow your child to attend school if we do not have a record of current immunizations or exemptions.

Medical/Health Procedures: Health Services can provide medical procedures that are determined to be medically necessary during the school day. Physician orders and parent consent are required. Procedure related supplies must be provided by the student/family.

Medications: If a child needs medication (prescription or over-the-counter) during the school day, the school must have:

1. written parental consent
2. written physician's orders
3. medication must be provided in the original container (if you ask, the pharmacist can provide a bottle for home and one for school)
4. medication must not be expired (please check the dates before bringing)

Participation Restrictions: If a child is unable to participate in recess or physical education due to a health concern, they will need a note from their parent. If the restriction is for more than one day, a doctor's note may be requested.

Screenings: Health Services provides hearing screening (grades K, 1, 2, 3, 5), vision screening (grades 1, 3, 5) and scoliosis screening (grade 5 & 6 girls). If you do not want your child to participate in school screenings, please send a note to the health office by the end of September. In most circumstances the health office does NOT share screening results with classroom teachers until results of a medical evaluation are provided, parent permission is received, and it is determined that it is important for the classroom teacher to have the information.

Kid's Company

The Belle Plaine Public Schools provide a before/after school child care program for students in Grades K-6. For more information on the Kid's Company program or to register your child call the Community Education office at 873-2411. The program is open from 6:00-8:20 a.m. and from 3:00-6:00 p.m. and held at Chatfield Elementary School. The service is available during the summer as well.

Lost and Found

We have a lost & found container near the front door. Parents are encouraged to check this for lost articles.

Newsletters and other communication techniques

Chatfield Elementary creates a monthly newsletter published during the first week of every month. This newsletter will be send digitally to all families. If you need a paper copy, please let your child's classroom teacher know.

Chatfield Elementary also is on Facebook and Twitter. Please feel free to 'like' us on those medias. Enjoy!

Open House

Chatfield Elementary School will hold an Open House on August 30. This is a time for the students to come to school with parents, to meet their teacher, see their room, deposit money in their lunch account, sign up for Parent/Teacher Conferences and put school supplies in their desk.

Parent-Teacher Organization

The Belle Plaine Elementary Parent Teacher Organization (PTO) was formed to strengthen the connection between parents, children and our school. Objectives of this organization include providing support for the teachers, staff and administration; fundraising; organizing volunteer opportunities; offering parent interaction; and expanding outreach into our growing community.

The PTO holds a monthly meeting the third Thursday of each month at 6:30 p.m. in the elementary music room.

The PTO recognizes that time is valuable. Our lives tend to be very full with work, family and outside obligations. We realize regular meetings may not fit into everyone's schedule. This does not mean, however, that you cannot be involved with the PTO. Parent participation is ALWAYS welcome and there is no minimum time requirement! If you would like to get involved, please contact Kelly Rohan at krohan@belleplaine.k12.mn.us.

Parties

Occasional class parties are held throughout the year as special events. Each grade level handles these parties differently and there may be a fee charged for some.

Recess

All children should be dressed properly for the weather conditions of the day. If a student is to be excused from recess, they will need a note from the parent. If the excuse is to be in effect for more than two days,

please contact the Health Office. Children stay inside on rainy days or when the wind chill temperature is below 0 degrees.

School Counseling Services

The School Counselor provides a variety of services for all students. Prevention activities involve the School Counselor teaching in classrooms. Lessons may address character education, bullying, conflict resolution, self-concept and self-esteem, personal safety, problem solving, and any number of other pertinent topics.

The School Counselor can also provide individual counseling and facilitate small support groups. Support group topics are based on the needs of students and may concentrate on the following topics: family changes, friendship and peer relationships, problem solving, anger management, school issues, and self-esteem.

The School Counselor can assist families with parenting skills and in finding additional resources to address a variety of needs.

Referrals to work with the School Counselor can come from parents, school staff, and/or students. If ongoing work is deemed necessary, permission from a parent or guardian will be required. The School Counselor may be consulted and help out in crisis or other situations requiring a timely response.

Student Drop-Off, Pick-Up, and Parking

Drop Off

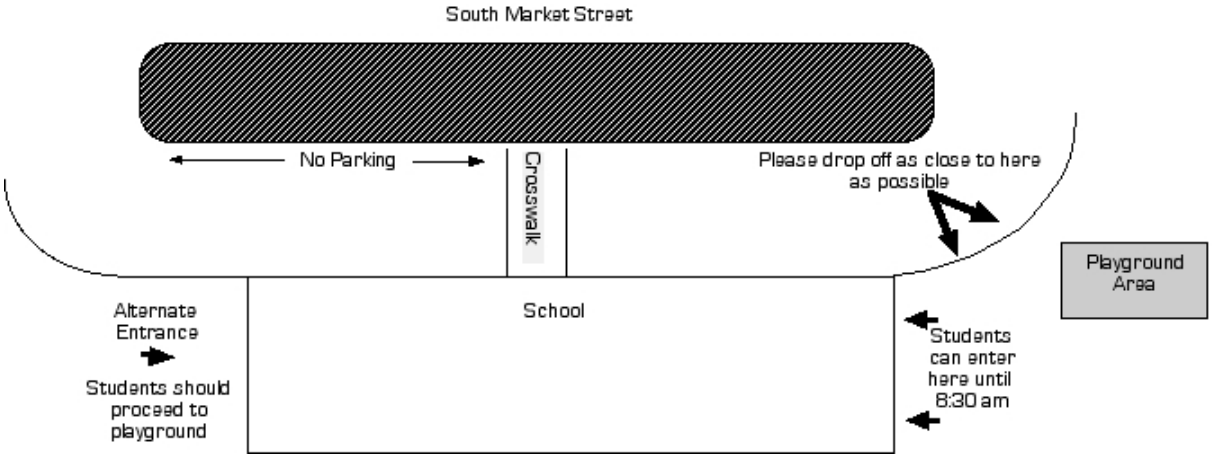
In order to ensure the safety of our students entering the school in the morning, we ask that you observe the following morning drop-off guidelines:

1. Make sure to drop your child as close to the end of the "loop" as possible. Students should exit the vehicle via the curbside door. Hugs, kisses and goodbyes should be given prior to entering the horseshoe area to ensure efficiency. The South (playground) doors are open at this time and students can enter there. This allows them to have faster access to their lockers. This process will be followed in all types of weather.

2. Please avoid parking inside the "loop" during the morning drop-off time. This makes congestion worse!

3. Please make sure to share this information with anyone who would drop your child off in the morning.

4. Thank you for partnership.



Parents who are dropping off students at both Belle Plaine Junior-Senior High and Chatfield Elementary should consider using the Park Street entrance. Parents can drive East on Park Street and drop their elementary child off at the Park Street entrance and continue through the Junior-Senior High School drop-off loop. Students dropped off at the Park Street entrance should report to the playground until the 8:20 am bell rings.

Student Pick-Up

When picking students up during the day for an appointment, parents should park in the *Visitor* parking in the drop-off loop.

Parents are advised to avoid parking in the fire lane if they are picking up their child at the end of the day. There is significant and concentrated pedestrian traffic after school. Parking in the fire lane and double parking are prohibited.

Visiting

We encourage parents to participate fully in their child's education. Should you wish to visit your child's classroom, ***please*** contact the classroom teacher in advance of your intended visit, so as not to interrupt the learning environment. Each year we have special activities at which time all parents are invited to visit school. You will receive special notice of these dates. ALL visitors must sign in at the school office and wear a Visitor Badge.

Upon entering the school building all visitors will be asked to check in at the office as always. All check ins need to be accompanied by a Driver's License or Identification Card. The Chatfield Elementary and Oak Crest offices have computer stations with a scanner, label printer, and electronic check in. The scanner scans all licenses to a database, which will notify our school if any visitor has been convicted of a crime against children. If we receive notification that the person has been convicted of such a crime, we will not allow them to enter the building. This process will provide another safety net for our students.

While we realize that some parents/guests may feel this procedure infringes on their privacy, it is our duty to provide any and all measures to ensure student safety. Features of this new system include the following:

Raptor System Features

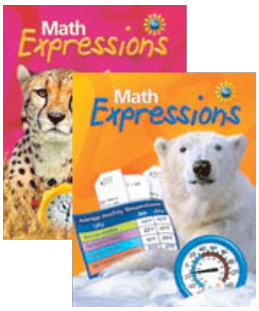
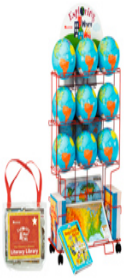
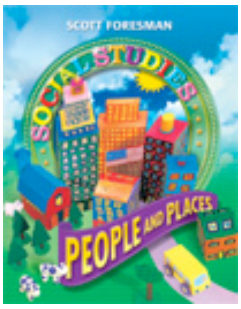
Quick and easy check in process for visitors.
Registration against national database for crimes against children.

Labels made with personalized photos for easy identification.

Curriculum, Assessment, and Programming

Core Curricula

Our core curricula consist of reading, mathematics, science, and social studies. Our school uses the following materials to foster growth and achievement in the core curricular areas:

Reading	Mathematics	Science	Social Studies	
				
Harcourt Trophies	Houghton-Mifflin	Houghton-Mifflin	Nystrom	Scott-Forseman
Grades K-2	Grades K-2	Grades K-2	Grades K-1	Grade 2
Adopted 2005	Adopted 2011	Adopted 2007	Adopted 2008	

Character Education

Our school promotes character education. Monthly themes highlighting various character traits will be taught to students with special lessons, posters and activities. Some of the themes will be **Citizenship, Respect, Fairness, Caring, Responsibility, and Trustworthiness.** Our "Terrific Tiger" program recognizes students in these areas.

Conferences

Parent/Teacher Conferences will be held on **October 8 & 11, 2012** and **February 11 & 14, 2013**. Conferences are 15 minutes in length. Registration for conferences will be held in the fall during our Open House. Notes will be sent out to parents before conferences as a reminder of the times they signed up for.

Computer Lab

A full-time computer specialist is shared between Chatfield and Oak Crest Elementary Schools to teach students in the lab and assist staff with their computer needs. Our computer lab consists of 28 eMac computers. A SMART Board is also available.

First and second graders use programs and online resources to practice reading, math skills, and problem solving skills. They also learn to use simple graphics programs and compose stories on the computer. Keyboarding is introduced in second grade.

All students have supervised access to the Internet. Parents/Guardians not wanting their child to have access to the Internet should notify, in writing, the principal's office.

Field Trips

Field trips are an important part of the educational program. On the emergency forms that you sign each year is a permission form for you to sign for all field trips throughout the year. The homeroom teacher will notify parents before all field trips. If your child will not be participating, he/she must be in attendance at school and will be assigned to another classroom for that day. When needed, parent chaperones are determined by the homeroom teacher.

I.E.P.

An Individual Educational Plan (I.E.P.) is in place for those students who receive special education services. These services are provided to students identified in accordance with local, state and federal standards.

Junior Great Books

The Junior Great Books program is coordinated through the LEAP program and taught by parent volunteers in Grade 2 - 6 as an after school activity. The program focuses on the high level reader. Quality literature is the basis of the discussion using higher level thinking skills. This program is available for all students. However, at the first grade level, high ability readers are chosen by the first grade teachers to participate in the program, which is instructed by the LEAP teacher during the school day.

Further questions about the program can be directed to Marty Hartmann at:

mhartmann@belleplaine.k12.mn.us

Philosophy for Responsible Learning

We believe:

Students, staff, parents, and community will work together to encourage self-motivation and responsibility for personal actions.

Students and staff will foster a sense of belonging by focusing on the learner's individual and developmental needs.
Problem-solving strategies will be used in a positive and supportive environment to foster the development of personal and mutual respect.
A respectful and safe environment will promote learning.

LEAP (K-6)

Learning Enrichment Activities Program (Gifted & Talented Program)

LEAP is designed to help service the academic needs and challenges of our gifted students. Presently, our LEAP program targets students who excel in the areas of math and literature. Students entering the Math LEAP program must meet two of the following criteria:

A score of 95% or higher on Standardized Testing
A score of 120 or higher on the Structured LEAP Interview
Teacher recommendation, using the Renzulli survey.
Categories include: Academics, Leadership, Creativity, and Motivation.

Students entering the Literature LEAP program must meet two of the following criteria:

A score of 95 % or higher on Standardized Testing
Reading and writing ability that reflects two grade levels beyond current grade level
Teacher recommendation, using the Renzulli survey.

Students formally enter the LEAP program in second grade. Prior to this age, students must be recommended for testing via special request by the parent or teacher.

LEAP Opportunities include: Math Olympiads, Current Events News Bowl, Tiger Tribune Newspaper, Junior Great Books, Thinking Cap Bowl, Young Writer's Conference, Fine Arts Conference, and Science and Nature Camp.

Further questions about the program can be directed to Marty Hartmann at:

mhartmann@belleplaine.k12.mn.us

Media Center

Chatfield Elementary has a well-established media center. The media center has a varied collection of books, videos, DVDs, teaching kits, and a selection of popular children's periodicals.

Students in kindergarten, first, and second grade have weekly checkout periods. The children have story time and are introduced to new titles and exposed to literary vocabulary. Students are expected to checkout and demonstrate proper care of materials and facilities. This includes sharing resources with others by returning them when due.

Please support your child by reading with him/her and encouraging him/her to form a life-long habit of the joys of reading.

Music

Students in kindergarten through second grade attend general music classes three times a week. Students work to improve steady beat and in tune singing skills through rhyme, song, movement, instrument playing, listening, reflection, and creation. Students experience classical works, folk songs, and popular music while working to understand the connections between music and the arts, music and history, and music and the world.

Physical Education

Physical Education helps meet the needs of the student by providing learning experiences that allow for instruction of fundamental motor skills and related physical, mental, social, and emotional concepts.

The basic goals of physical education are to have the students learn about movement in a safe and enjoyable environment. In the primary grades (K-2) emphasis is on movement education to develop basic skills and perceptual awareness.

Tennis shoes or shoes with a soft rubber sole are required at all time. Please purchase tennis shoes that do not leave black marks on the gym floor. Students who have a permanent or temporary disability or health condition will be provided adapted activities on the basis of medical recommendation. We also strongly encourage that dresses not being worn on days including physical education classes. When dresses are worn they provide limited activity in physical education class. If your child wears a dress to school, you may choose to send a pair of pants or shorts that your child can change into.

Report Cards and Student Progress

Assessing the growth and development of our students is an important part of our school program. Our goal is to use assessments that allow students to demonstrate what they know and can do. This is achieved by using a variety of assessment methods. The reporting of progress to parent(s)/guardian(s) is accomplished by the use of parent-teacher conferences and report cards. Conferences are held twice during the year and report cards will be issued three times, coinciding with the end of each trimester.

Responsive Classroom

“The Responsive Classroom is an approach to elementary teaching that emphasizes social, emotional, and academic growth in a strong and safe school community. The goal is to enable optimal student learning. Created by classroom teachers and backed by evidence from independent research, the Responsive Classroom approach is based on the premise that children learn best when they have both academic and social-emotional skills. The approach therefore consists of classroom and school-wide practices for deliberately helping children build academic and social-emotional competencies.” (http://www.responsiveclassroom.org)

Our school has been working towards school-wide training in the Responsive Classroom approach. Our goal in having all teachers formally trained in this approach has been reached. We are proud to call ourselves a Responsive Classroom school.

Stimulating Maturity Through Accelerated Readiness Training (S.M.A.R.T.)

"The S.M.A.R.T Curriculum is a multi-sensory approach to learning, designed to develop and enhance physiological and neurological readiness skills students need to succeed in school. The curriculum consists of activities for developing and/or enhancing students' large and fine muscle skills, visual perception and eye-hand coordination, all necessary tools for learning to read and academic success." *Minnesota Learning Resource Center.*

Our Early Childhood Special Education, Kindergarten, Music, and Physical Education staff members have been trained in this approach and use it regularly to solidify our youngest students learning readiness skills.

Speech-Language Pathology

Speech-Language Service involves work with children who have specific problems in hearing, comprehending, and expressing themselves using language. This includes problems in sound production, voice quality, fluency, understanding language that is heard, thinking/problem solving skills, and appropriate conversational skills.

The State Department sets guidelines to qualify for entry into a Speech-Language Program. Each child must meet specific criteria on Standardized Tests to qualify for service in the area of Speech-Language Pathology.

Children may be referred for testing by their parents, teachers, or periodic screening done by the district. All programming must go through the Child Study Team before an Individual Education Plan is implemented for a child who qualifies for Speech-Language service.

Special Education

Our resource program serves students with many different types of disabilities in many different levels of support. Students are assessed ethically and comprehensively and we believe in addressing student needs as individuals.

If your student has a disability and you have questions about your child's services, please call your child's case manager. If you believe that your child may have a disability, please contact your child's homeroom teacher and discuss the referral process.

Tests and Assessments

AIMSweb

AIMSweb is a benchmark and progress monitoring system based on direct, frequent and continuous student assessment. The results are reported to students, parents, teachers and administrators via a web-based data management and reporting system to determine response to intervention.

Students will be assessed using AIMSweb during the Fall, Winter and Spring. This information will be used to measure academic progress in the areas of reading and math. Students that received supplemental

instruction to increase skill level in those areas will be administered more frequent progress monitoring utilizing AIMSweb. We are very fortunate to have such a wonderful curriculum based management system.

Minnesota Comprehensive Assessment (MCA)

Students at Chatfield Elementary School do not take any state-mandated assessments at this time. The MCA begins in Grade 3.

NWEA-MAP

Students in grades K-8 take these computerized assessments three times per year. Students are assessed in reading and reading.

The results from both tests are used to evaluate each student's progress.

Title I

One of the services our school offers to students is small group instruction in Reading and/or Math through the Title I Program. Title I is a Federally funded program designed especially to provide additional help to children who are having difficulty in Reading and/or Math. The program supports and supplements the Reading and Math curriculum.

This assistance is provided by the Title I Teacher and trained paraprofessionals who work under the direction of the classroom teacher and the Title I lead teacher. Students may work with a teacher or paraprofessional for 20 - 30 minutes a day in small group instruction that supplements the skills taught in the classroom.

Students are selected for the Title I program through testing, teacher observation and performance in the curriculum. Students are evaluated three times a year with the AIMSweb assessment as well as the NWEA assessment. Students are also continually evaluated through progress monitoring and can move in and out of the program at any time.

Special Programs

School Wide activities available to a broader range of students includes:

Lyceums - 3 or 4 times a year, an outside resource brings us a special performance.
Special Days - monthly "fun" days for kids to look forward to (i.e. Hat Day, Red Day at Homecoming, Green Day for St. Pat's Day, etc.)

Policies, Rules, and Procedures

Bicycles

Children are allowed to ride bicycles to school. An area is provided for parking, but the school does not accept any responsibility for the bicycles. As a measure of safety the following guidelines must be complied with at all times:

All bicycles must be parked in the area provided.
All bicycles must be pushed, not ridden, whenever on school grounds.
No bicycles may be ridden during the school day.
No child may ride a bicycle belonging to someone else.
Bicyclists should obey all traffic rules.
Students may bring a lock, if desired.

Birthday Treats

We love to celebrate birthdays! If you would like to send healthy treats for the class, please feel free to do so. **Please no chewing gum!** The state requires that all treats brought to school must be commercially prepared. Summer birthdays may be celebrated any time throughout the year. There is a handout of healthy treats posted on the Chatfield Elementary web-site under Important Documents/Links. Please see the District *Wellness Policy* for more information.

Bullying Policy

Available on school website.

Cell Phones

Cell Phones are not to be used or turned on during the school day. They must be kept at home or in the student's locker during the day. We are not responsible for lost or stolen items.

Chemical & Tobacco Free Environment

The use of controlled substances, including alcohol and tobacco, is prohibited by District policies and procedures. Possession, use, or distribution of controlled substances, alcohol, or tobacco by students or staff on school premises or during any of its sponsored activities shall result in disciplinary action.

Data/Photo Privacy

Student names, address, telephone number and birth date directories will be sent to educational and student institutions and companies for school related interests. Student pictures and personal data will be printed in school publications and given to the media for dissemination on occasions that warrant publication as news items. Parents not wanting this information shared with outside sources should notify the principal's office in writing.

Discipline

A Discipline Program that Builds Responsible Citizens

The major focus of Responsible Learning is helping students to take responsibility for their own actions through teaching self-discipline. The staff members at Chatfield and Oak Crest Schools clearly define expectations for students. Students who meet these expectations can expect to be successful in school. Students who do not meet these standards and go below the "bottom-line" with their behavior will have appropriate consequences. Each teacher discusses and implements a discipline plan to define "bottom-line" behaviors and to foster self-discipline in students. Responsible Learning holds the beliefs that we are all

internally motivated and therefore staff members focus on helping student to learn skills to self-evaluate their own behavior.

Through implementing Responsible Learning in our school we:

Build self-esteem
Promote self-discipline
Focus on internal motivation
Promote respectful communication
Create conditions for a respectful school

We believe students should: (These are what we call “above the line” behaviors.)

Keep hands, feet and objects to yourself
Listen and follow directions immediately
Speak and act respectfully
Walk safely and quietly
Use materials appropriately

Severe or “bottom line” student actions:

Willfully harming another student (fighting, hands on)
Exhibits defiant behavior
Behavior stops class from functioning (tantrum)
Profanity (verbal, written, action)
Threatening, intimidating, harassing others
Theft (individual or school property)
Vandalism of individual or school property
Weapons policy violation

Possible consequences:

Warning
Phone call to parents explaining the situation
Send to Principal’s Office
Miss recess time
Miss classroom activity
Noon Detention
In school or out of school suspension
Detention before or after school with parent permission
Restitution
Other

K-6 Philosophy for Responsible Learning

Students, staff, parents, and community will work together to encourage self-motivation and responsibility for personal actions.
Students and staff will foster a sense of belonging by focusing on the learner’s individual and developmental needs.

Problem-solving strategies will be used in a positive and supportive environment to foster the development of personal and mutual respect.
A respectful and safe environment will promote learning.

Conduct Reports and Noon Detention

Students receive a completed Conduct Report, which is a communication tool that we use to inform parents about their child's behavior. If and when a student is assigned to noon detention, he/she reports to the office to meet with the Principal. They conference about the choice(s) he/she made, what he/she could do if there is a next time and complete a behavior modification form together. The number of Noon Detention days may vary due to the severity and frequency of the incidents.

Dress

Appropriate attire is to be worn in order to keep the school environment purposeful, practical and meaningful. It is felt that proper dress encourages children to develop attitudes of which we can be proud.

Following is the dress code that is followed:

A. No caps, hats, or jackets will be worn during the school day.

B. No halter tops or short shorts.

C. Gym shoes are required for physical education classes. Please don't purchase

shoes that leave black marks.

D. No long or dangling earrings.

E. Pants must be worn appropriately. Under garments should not be visible.

F. Students shall not wear clothing or hair styles that:

1. advertise alcohol or drugs

2. contain vulgar pictures or language

3. may create a disruption to the learning process

4. may create a health or safety hazard to any person

5. may be hazardous in various school activities

6. may prevent the student from doing their best work because

of blocked vision or restricted movement.

If a student's dress is in violation to the above, the student will be asked to change clothing before being allowed to remain in the classroom. Parents, please cooperate in checking the clothing that your child wears to school. Labeling the clothing, such as jackets, is also very helpful.

Electronic Devices

Please keep all personal electronic devices (iPods, Nintendo DS, etc.) at home. Students can become distraught if these items are lost, affecting their ability to learn. We are not responsible for lost or stolen items. We ask that you help us avoid this situation by keeping these types of equipment at home.

Expectations at Co-Curricular Events

Attendance by elementary students and their parents at District 716 Co-Curricular events including athletics and fine arts is encouraged. Below are the expectations held for attendance at such events. Please review them with your children before they attend any sports or fine arts activity.

- It is recommended that elementary and younger students be accompanied & supervised by an adult at all events for the students' safety, as well as the safety of others.
- We welcome enthusiastic fans who come to watch the game/performance and encourage our team/performers. Good sportsmanship is our goal and our trademark.
- Please arrive at an appropriate time prior to the beginning of an auditorium event. If this is not possible, please enter quietly at an appropriate time, such as a scene change or after the first musical selection.
- Running, throwing candy, or horseplay, like grabbing hats or playing catch in crowded areas is inappropriate and dangerous. Spectators that endanger themselves or others by their behavior will be ejected from the event.
- If you need to leave a performance, wait for an appropriate time and leave quietly using extreme care to not let the auditorium door slam.
- We thank fans for supporting our concession stand. Remember that rude behavior such as cutting in line or speaking rudely to those working there is not acceptable.
- Please refrain from loud behavior that would be distracting to the performers and the other audience members at fine arts activities.
- Applause is appropriate when music groups enter and exit the stage and after each selection during a musical performance. However, songs that have more than one movement do not require applause until the end of the final movement when the conductor steps off the podium. During theatrical performances, applause is appropriate at the end of scenes and acts, after songs (musicals only), and at the end of the performance.
- Toys should be left at home. Game balls must be left at the gate.
- We expect spectators to address volunteers, supervisors and each other respectfully. Offensive language has no place at a Belle Plaine Tiger activity.
- Firecrackers, smoke bombs or weapons of any kind are strictly prohibited at any District 716 activity. Violations may be subject to state and/or federal law.
- Banners and signs are not permitted, except those done by cheerleaders or those otherwise approved by school officials. Signs are to be designed to promote positive enthusiastic support.
- Use of noisemakers, horns, whistles or other artificial "attention-getters" are not permitted.

Gum Chewing

Gum chewing is not allowed in school. The cooperation of all students is requested in this matter.

Harassment Policy: District 716 Policy Against Religious, Racial and Sexual Harassment and Violence (condensed version – full policy available on website)

Everyone at District 716 has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent religious, racial or sexual harassment and violence of any kind. A harasser may be a student or an adult. Harassment may include the following when related to religion, race, sex or gender.

- name calling, jokes or rumors;
- pulling on clothing;
- graffiti;
- notes or cartoons;
- unwelcome touching of a person or clothing;
- offensive or graphic posters or book covers; or
- any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad.
- If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, counselor, the principal or the Human Rights Officer, Dan Gardner.
- You may also make a written report. It should be given to a teacher, counselor, the principal or the Human Rights Officer.
- Your right to privacy will be respected as much as possible.
- We take seriously all reports of religious, racial, sexual harassment or violence and will take all appropriate actions based on your report.
- The School District will also take action if anyone tries to intimidate you or take action to harm you because you have reported.

This is a summary of the School District policy against religious, racial and sexual harassment and violence. Complete policies are available in the principal's office upon request.

Religious, Racial and Sexual Harassment and Violence is against the law. Discrimination is against the law.

Contact:

Mindy Sparby, HUMAN RIGHTS OFFICER
Belle Plaine School District 716 • 220 South Market Street • Belle Plaine, MN 56011
Phone 952-873-2412

Laser Pens

Laser pens are banned from all school functions. Laser pens brought to school will be confiscated.

Lunchroom Expectations

Students show respectful behavior to all adults and students.
Students walk while in the hallways or lunchroom.
Students will not stand and wait for friends.
Students are not to switch seats or tables once they are seated.
Students will keep their eating area clean.
Students will talk quietly to the students at their table.

Student Placement

The assigning of students to classrooms requires careful planning by the staff. A great deal of thought goes into placing children into classes, and the staff takes this very seriously. Placements for the following school year will be communicated during the first week of August through U.S. Mail.

Weapons Policy

District Policy: Students and non-students, including adults and visiting youths, are forbidden to knowingly or voluntarily possess, handle, transmit, store in an area subject to one's control, or use any instrument that is considered a weapon, or any "look alike" weapon. This policy shall apply in all School District buildings, on school grounds, at school activities, at school bus stops, on school buses or school vehicles, or upon entering or departing from School District premises, property, or events. District 716 takes a position of "Zero Tolerance" on weapons. Please refer to District 716 Policy for further information.

Wellness Policy

The Belle Plaine School District is committed to providing all students with nutrition education that is aligned with the Child Nutrition and WIC Reauthorization Act of 2004, a federal mandate which establishes dietary and health standards for our nation's public schools. The purpose of this policy is to assure a school environment that promotes and protects students' health, well being, and ability to learn by supporting healthy eating and physical activity. Therefore, we are promoting healthy choices as classroom and birthday snacks. A list of healthy snack choices will be made available to all staff and parents on our website.

Welcome to Oak Crest Elementary

2012-2013 Student Handbook

Welcome to Oak Crest Elementary School!

Dear Oak Crest Community,

Welcome to Oak Crest Elementary School in the Belle Plaine School District!

Oak Crest's mission is to provide students with learning that meets their needs, a warm learning environment for all, and a community the supports students, parents, and staff.

The Student Handbook is designed to provide clear expectations of our learning community here at Oak Crest. I encourage you to read through it and get a good understanding of our expectations at Oak Crest. If at any time you have questions about the handbook or anything else, I encourage you to contact Oak Crest.

Again, welcome to Oak Crest where we will meet students' needs: every child, every day.

Sincerely,

Liann Hanson, PhD
Principal
Oak Crest Elementary
Belle Plaine Public Schools

Mission Statement
Expecting Excellence from Everyone, Everyday!

Vision Statement
Our district, working in partnership with all families and the community, is a learning organization of engaged, motivated and high achieving lifelong learners who experience daily:

Academic Excellence though
- Personalized learning and differentiated programming
- Focus moving from teaching to learning
- Alignment of rigorous, guaranteed and viable curriculum

Community Culture of Engagement through
- Recognizing who we are and embracing who we may become
- Collaboration and communication

Sustainability from Excellence and Engagement through
- Effective management of human, financial and physical resources
- Innovative and integrated use of technology

Oak Crest Elementary School
1101 West Commerce Drive
Belle Plaine MN 56011

24 hr Attendance:	**952-873-2404**
Oak Crest Office:	**952-873-2402**
Chatfield Elementary	**952-873-2401**
Stier Bus Company:	**952-873-2362**
Kids Company:	**952-873-2415**
Community Education:	**952-873-2411**
Early Childhood Screening:	**952-873-2417**
Event Line:	**952-873-2413**
Taher Food Service:	**952-873-2414**

District Website: www.belleplaine.k12.mn.us

Office Hours: 7:15am-3:45pm
Grades 3-6 School Hours: 8:30am-3:00pm

A

Absences

Please call the **24 hour/7 days a week** voice mail elementary attendance line at **873-2404 before 8:30 a.m**., if your child will be absent from school. **Please leave a message with your name, your child's name, your child's teacher's name, and the reason for the absence**. Your cooperation helps us to ensure the safety of our students.

Attendance

When students arrive after 8:40 a.m., the student, or their parent, will have to come into the office to sign in. They will be given a pass to get into class. When students are to be dismissed early, parents are to come into the office to sign them out. Students will not be allowed to leave, during the school day, unless they have been signed out.

When legal constraints are in effect for students, it is the custodial parent's/guardian's responsibility to contact the school (in writing) with the names of person(s) permitted to pick up the child(ren).

Attendance Policy and Procedures

Excused Absences are:

Illness of the student, which causes him/her to remain home or go to the doctor
Medical/Dental appointments
Death of a family member or near relative
Religious holiday (Please inform the office ahead of time)
Family vacations on a limited basis

Some examples of absences that are **not excused:**

Parents who do not call the attendance line to report their child's absence.
Overslept
Missed the bus
Car trouble
Baby-sitting
Needed at home

Unexcused Absences:

1 day - contact by phone informing parent of policy
3 days – first letter to parent and a copy is given to the classroom teacher
5 days – letter to parent requesting a doctor's note for any further absence
6 days – conference with parent, principal, counselor and classroom teacher to create an attendance contract
7 days – Educational Neglect/Truancy Report filed with Scott County and a letter to parent informing them about report filed

Excused Absences:

*8 days of excused absences per trimester – a letter will be sent to the parent, on a case by case basis. A copy of the letter will be given to the classroom teacher.
*24 days or more per school year may warrant an Educational Neglect/Truancy Report to Scott County. This will be determined on a case by case basis.

Excessive Tardies:

5 tardies – phone call to parent about our concerns

8 tardies – letter to parent
This will be determined on a case by case basis.

AM/PM Absence/Tardy

When a student arrives after 8:40 a.m. or leaves from school before 3:00 p.m., the following guideline is used to determine if the student is counted as being tardy or absent from school:

1. If the student arrives before 9:00 a.m., they are counted tardy.
2. If they arrive after 9:00 but before 11:30, they are counted a.m. absent.
3. If they leave between 11:30am & 2:30 pm, they are counted as a p.m. absence.
4. If they leave after 2:30 p.m., they are counted as being here all day.

Truancy

State law mandates the attendance of all school age children unless excused for legal reasons. Attendance is the responsibility of the student and his/her parents or guardians. Students who are absent from school without acceptable reasons will be regarded as truant. Please contact the principal if you need assistance with your child's attendance.

B

Bicycles

Children are allowed to ride bicycles to school. An area is provided for parking, but the school does not accept any responsibility for the bicycles. As a measure of safety the following guidelines must be complied with at all times:

1. All bicycles must be parked in the area provided.
2. Bicycles may be ridden on the service road to the bike racks.
3. No bicycles may be ridden during the school day.
4. No child may ride a bicycle belonging to someone else.
5. Bicyclists should obey all traffic rules.
6. Students may bring a lock, if desired.

Birthday Treats

We love to celebrate birthdays, in a healthy way! If you would like to send healthy treats for the class, please feel free to do so. **Please no chewing gum!** The state requires that all treats brought to school must be commercially prepared. Summer birthdays may be celebrated any time throughout the year. Please see the Districts' Wellness Policy, on our web site www.belleplaine.k12.mn.us, for more information.

Bullying Policy

Available on school website - ***www.belleplaine.k12.mn.us***

Bus Regulations

Riding the school bus is a privilege. Students are expected to show the same good conduct as required in school. Every fall each student must participate in a bus safety program. The following are a list of School Bus Rules from the Stier Bus Company. Please call them at 873-2362, if you have any questions.

1. No elementary students in last 3 seats.
2. Respectable language at ALL times.
3. Student will cross road in front of bus.
4. Student will keep hands and head inside bus.

5. Student will not change seats when bus is moving.
6. Student will not shout or whistle.
7. Student causing trouble will be suspended.
8. Student will not throw things or take caps or mitts.
9. Student will report any damage to driver.
10. Student will pay for any damage to bus.
11. Student will keep bus clean.
12. No eating or drinking of any kind allowed.
13. Driver has complete charge and student will obey driver at all times.
14. No spikes of any kind can be worn on the bus.
15. No spitting.
16. No radios, tape players, etc. played on the bus.
17. No loitering on the bus.
18. Loading will be done when all squads are done (sport activities).

Oak Crest students must ride on their assigned shuttle bus to and from Chatfield.

C

Calendar (See Appendix)

Cell Phones

We prefer that all cell phones remain at home. If a student must have a cell phone at school, the phone must be turned off and placed in their locker, or given to their teacher or turned in at the Office during the school day. They are NOT to be in the classrooms or used during the school day. We are not responsible for lost, stolen or broken items. If phones are confiscated for misuse during the school day, parents will be responsible for picking the phones up from the office.

Character Education

We are continuing a character education program this year. Monthly themes highlighting various character traits will be taught to students with special lessons, posters and activities. Some of the themes will be **Citizenship, Respect, Fairness, Caring, Responsibility, and Trustworthiness.**

Chemical & Tobacco Free Environment

The use of controlled substances, including alcohol and tobacco, is prohibited by District 716 policies and procedures. Possession, use, or distribution of controlled substances, alcohol, or tobacco by students or staff on school premises or during any of its sponsored activities shall result in disciplinary action.

Computer Lab

A full time computer specialist is shared between the two elementary buildings to teach students in the lab and assist staff with their computer needs. Hardware in the labs consists of eMacs.

Word processing, Presentation, Spreadsheet, and Database programs are introduced and worked with in third grade through sixth grade. Keyboarding Technique is practiced with increasing levels of achievement. Legal and ethical uses of the computer and Internet are also presented.

All students have supervised access to the Internet. Parents/Guardians not wanting their child to have access to the Internet should notify, in writing, the principal's office each school year.

Conferences

Parent/Teacher Conferences will be held on **October 8 & 11, 2012** and **February 11 & 14, 2013**. Sign Up for conferences will be held on August 30th during our Back to School Open House Night. Notes will be sent out to parents before conferences as a reminder of the times they signed up for.

Core Curricula

Our core curriculum consists of reading, mathematics, science, and social studies. Our school uses the following materials to foster growth and achievement in the core curricular areas:

Reading:	Harcourt Trophies	Grades 3-6	Adopted 2005
Mathematics:	Houghton Mifflin	Grades 3-6	Adopted 2011
Science:	Houghton Mifflin	Grades 3-6	Adopted 2007
Social Studies:	Scott Foresman	Grades 3-5	Adopted 2008
Social Studies:	MN Hist. Soc. Press	Grade 6	Adopted 2008

D

D.A.R.E.

The D.A.R.E. (Drug Abuse Resistance Education) program is taught each year to our fifth grade students. The program is taught by a D.A.R.E. trained Belle Plaine police officer.

Data/Photo Privacy

Student name, address, telephone number and birth date directories will be sent to educational and student institutions and companies for school related interests. Student pictures and personal data will be printed in school publications and given to the media for dissemination on occasions that warrant publication as news items. Parents not wanting this information shared with outside sources should notify, in writing, the principal's office each school year.

Discipline

A Discipline Program that Builds Responsible Citizens

The major focus of Responsible Learning is helping students to take responsibility for their own actions through teaching self-discipline. The staff members at Oak Crest clearly define expectations for students. Students who meet these expectations can expect to be successful in school. Students who do not meet these standards will have appropriate consequences. Each teacher discusses and implements a discipline plan to define behaviors and to foster self-discipline in students. Responsible Learning holds the beliefs that we are all internally motivated and therefore staff members focus on helping students to learn skills to self-evaluate their own behavior.

Through implementing Responsible Learning in our school we:

- Build self-esteem
- Promote self-discipline
- Focus on internal motivation
- Promote respectful communication
- Create conditions for a respectful school

We believe students should:

- Keep hands, feet and objects to yourself
- Listen and follow directions immediately
- Speak and act respectfully

- Walk safely and quietly
- Use materials appropriately

Students actions that merit a visit to the principal's office and consequence:
- Willfully harming another student (fighting, hands on)
- Exhibits defiant behavior
- Behavior stops class from functioning
- Profanity (verbal, written, action)
- Threatening, intimidating, harassing others
- Theft (individual or school property)
- Vandalism of individual or school property
- Weapons policy violation

Possible consequences:
- Warning
- Phone call to parents explaining the situation
- Send to Principal's Office
- Miss recess time
- Miss classroom activity
- Noon Detention
- In school or out of school suspension
- Detention before or after school with parent permission
- Restitution
- Other

3-6 Philosophy for Responsible Learning
We believe:
- Students, staff, parents, and community will work together to encourage self-motivation and responsibility for personal actions.
- Students and staff will foster a sense of belonging by focusing on the learner's individual and developmental needs.
- Problem-solving strategies will be used in a positive and supportive environment to foster the development of personal and mutual respect.
- A respectful and safe environment will promote learning.

Conduct Reports and Noon Detention

If a student is sent to the office, a phone call to the parents will be made in which behaviors and consequences will be explained to the parent. If and when a student is assigned to noon detention, he/she reports to the office to meet with the Principal. They conference about the choice(s) he/she made, what he/she could do if there is a next time and complete a behavior modification form together. The number of Noon Detention days may vary due to the severity and frequency of the incidents.

Dress

Appropriate attire is to be worn in order to keep the school environment purposeful, practical and meaningful. It is felt that proper dress encourages children to develop attitudes of which we can be proud.

Following is the dress code that is followed:

A. The No 'B' Rule (No boobs, no butts, no bellies). Keep the shirts covering the appropriate places and pants pulled up.

B. No bra straps showing
C. No tank tops with straps less than 2 fingers wide (tank tops can be worn with skinny straps if covered)
D. No boy Hanes white tank tops worn alone (again, they can be worn under shirts...which is what they are, an undershirt)
E. No shirts/clothing with offensive language or derogatory sayings
F. Shorts, skirts, dresses need to be the length down to the student's middle finger when the arms are at their side
G. No hats, scarves or bandannas will be worn on the head during the school day.
H. Gym shoes are required for physical education classes.
I. Students shall not wear clothing that:
    - advertise alcohol or drugs
    - contain vulgar pictures or language
    - may create a disruption to the learning process
    - may create a health or safety hazard to any person
    - may be hazardous in various school activities
    - may prevent the student from doing their best work because
    - of blocked vision or restricted movement.

If a student's dress is in violation to the above, the student will be asked to change clothing before being allowed to remain in the classroom. Parents, please cooperate in checking the clothing that your child wears to school. Labeling the clothing, such as jackets, is also very helpful.

E

Electronic Devices

No iPods, Game Boys, DS Players, **Cell Phones, etc.** are allowed at school or on the school grounds.. The school is not responsible for broken, lost or stolen items. If these items are seen at school, they will be brought to the office. Parents will be responsible for picking them up from the office.

Emergency School Closing

Emergency school closings due to severe weather or for any other reason will be announced over the school district's School Alert System, WCCO 830 AM, KRBI 1310 AM or 105.5 FM, KCHK in New Prague and television channels KSTP Ch. 5, KARE Ch. 11 and WCCO Ch. 4.

Parents should instruct their children where to go if they are sent home from school early. Phones are typically very busy during such emergencies, so **advance** arrangements are important.

Expectations at Co-Curricular Events

Attendance by elementary students and their parents at District 716 Co-Curricular events including athletics and fine arts is encouraged. Below are the expectations held for attendance at such events. Please review them with your children before they attend any sports or fine arts activity.

- It is recommended that elementary and younger students be accompanied & supervised by an adult at all events for the students' safety, as well as the safety of others.
- We welcome enthusiastic fans who come to watch the game/performance and encourage our team/performers. Good sportsmanship is our goal and our trademark.

- Please arrive at an appropriate time prior to the beginning of an auditorium event. If this is not possible, please enter quietly at an appropriate time, such as a scene change or after the first musical selection.
- Running, throwing candy, or horseplay, like grabbing hats or playing catch in crowded areas is inappropriate and dangerous. Spectators that endanger themselves or others by their behavior will be ejected from the event.
- If you need to leave a performance, wait for an appropriate time and leave quietly using extreme care to not let the auditorium door slam.
- We thank fans for supporting our concession stand. Remember that rude behavior such as cutting in line or speaking rudely to those working there is not acceptable.
- Please refrain from loud behavior that would be distracting to the performers and the other audience members at fine arts activities.
- Applause is appropriate when music groups enter and exit the stage and after each selection during a musical performance. However, songs that have more than one movement do not require applause until the end of the final movement when the conductor steps off the podium. During theatrical performances, applause is appropriate at the end of scenes and acts, after songs (musicals only), and at the end of the performance.
- Toys should be left at home. Game balls must be left at the gate.
- We expect spectators to address volunteers, supervisors and each other respectfully. Offensive language has no place at a Belle Plaine Tiger activity.
- Firecrackers, smoke bombs or weapons of any kind are strictly prohibited at any District 716 activity. Violations may be subject to state and/or federal law.
- Banners and signs are not permitted, except those done by cheerleaders or those otherwise approved by school officials. Signs are to be designed to promote positive enthusiastic support.
- Use of noisemakers, horns, whistles or other artificial attention-getter's are not permitted.

F

Field Trips

Field trips are an important part of the educational program. On the student information form that you sign each year is a permission form for you to sign for all field trips throughout the year. You will still be notified, by the classroom teacher, before all field trips regarding the day, place going, and items needed. If your child will not be participating, he/she must be in attendance at school and will be assigned to another classroom for that day. If needed, parent chaperones are determined by the homeroom teacher. Parents may be asked to help cover transportation and admission expenses.

Food Service Program

We contract with the Taher Company. **Please make checks out to Taher.** You may also deposit money into your child's lunch account online. Visit our district web site and click the "Pay a school activity or lunch account fee" link on the left side of the Home Page.

Our food service program meets all of the requirements of the USDA Type A program. All students are offered a main entree, vegetable, fruit and choice of milk (or soy milk). Besides the main entree on the printed menu, the students have a choice of a chef salad, cold meat or cheese sandwich everyday.

Parents and guests are welcome to come to lunch any day!

The computerized lunch program is in effect again this school year. Each family is given an ID Number to use when depositing money in the family account. Each student in the family is given an individual PIN (personal identification number) to use when they go through the lunch line. Each time the student punches in their PIN number the family account is credited for that

student's lunch or breakfast. When your family account goes below $5.00, your child receives a hand stamp. This will be a visual reminder for you and your child that you need to send money for your family account the next day.

Daily prices for the 2012- 2013 school year are as follows:

Breakfast $1.10
Elementary Lunch $1.80 Adult Lunch $3.25
Milk $.50

G

Gum Chewing

Gum chewing is NOT allowed at Oak Crest at any time, either in school, on the playground, or on the campus.

H

Harassment Policy
District 716 Policy Against
Religious, Racial and Sexual
Harassment and Violence
(condensed version – full policy available on website)

1. Everyone at District 716 has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent religious, racial or sexual harassment and violence of any kind.

2. A harasser may be a student or an adult. Harassment may include the following when related to religion, race, sex or gender.

a. name calling, jokes or rumors;
b. pulling on clothing;
c. graffiti;
d. notes or cartoons;
e. unwelcome touching of a person or clothing;
f. offensive or graphic posters or book covers; or
g. any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad.

3. If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, counselor, the principal or the Human Rights Officer, Mindy Sparby.

4. You may also make a written report. It should be given to a teacher, counselor, the principal or the Human Rights Officer.

5. Your right to privacy will be respected as much as possible.

6. We take seriously all reports of religious, racial, sexual harassment or violence and will take all appropriate actions based on your report.

7. The School District will also take action if anyone tries to intimidate you or take action to harm you because you have reported.

8. This is a summary of the School District policy against religious, racial and sexual harassment and violence. Complete policies are available in the principal's office upon request.

Religious, Racial and Sexual Harassment and Violence and Discrimination are against the law.

Contact:
Mindy Sparby, Human Rights Officer
Belle Plaine School District 716, 220 South Market Street, Belle Plaine MN 56011
Phone 952-873-2412

Health Services

A Health Assistant or office staff member is on duty during the school day to provide first aid care for children who become ill or injured during the school day. If a child would be better off at home, a parent will be called. Please keep the office informed of changes in phone numbers for home, work or emergency numbers. It is of utmost importance that we are able to reach you in times of medical necessity. It is not possible to notify a parent every time their child visits the health office. However, we will call you and ask that you pick up your child if we see:

1. an elevated temperature
2. vomiting or diarrhea
3. other suspected communicable diseases (head lice, strep throat, suspicious rashes, etc,.)
4. children that have returned too soon after an illness (see illness guidelines)

Illness Guidelines: Please keep your child home for the following:

-fever greater than 100: may return after temperature has been normal for 24 hours <u>without the</u> <u>use of fever reducing medicine</u>
-vomiting or diarrhea: may return after 24 hours has passed since last vomiting or diarrheal episodes
-**pink eye**(if painful and/or drainage present): may return after antibiotic treatment is started (or doctor has determined child is not contagious), and student is able to keep from touching the eye
-strep throat: may return after 24 hours of treatment and child is without fever
-chicken pox: may return after all spots are scabbed over
-head lice: may return after first treatment completed and no live lice are seen
-possible impetigo/other rashes: may return after doctor determines whether rash is/is not contagious. If treatment started, generally may return 24 hours after treatment started.

Immunizations: Minnesota Immunization Law requires that every child attending school have current immunizations or the necessary documentation for exemptions. We cannot allow your child to attend school if we do not have a record of current immunizations or exemptions.

Medical/Health Procedures: Health Services can provide medical procedures that are determined to be medically necessary during the school day. Physician orders and parent consent are required. Procedure related supplies must be provided by the student/family.
Medications: If a child needs medication (prescription or over-the-counter) during the school day, the school must have:

1. written parental consent (see appendix)

2. written physician's orders
3. medication must be provided in the original container (if you ask, the pharmacist can provide a bottle for home and one for school)
4. medication must not be expired (please check the dates before bringing)

Participation Restrictions: If a child is unable to participate in recess or physical education due to a health concern, they will need a note from their parent. If the restriction is for more than one day, a doctor's note may be requested.

Screenings: Health Services provides hearing screening (grades K, 1, 2, 3, 5), vision screening (grades 1, 3, 5) and scoliosis screening (grade 5 & 6 girls). If you do not want your child to participate in school screenings, please send a note to the health office by the end of September. In most circumstances the health office does NOT share screening results with classroom teachers until results of a medical evaluation are provided, parent permission is received, and it is determined that it is important for the classroom teacher to have the information.

Head Lice

If a child is found to have head lice during the school day, a parent will be contacted and asked to transport the student home.

After the child has been treated, a parent must bring the child to the school health office the next day to be checked **before** the student is allowed to return to class.

At subsequent rechecks, if more nits are found than when the student was readmitted, the parent will be called and asked to transport the student home for additional care.

I

I.E.P.

An Individual Educational Plan (I.E.P.) is in place for those students who receive special education services. These services are provided to students identified in accordance with local, state and federal standards.

J

JUNIOR GREAT BOOKS

The Junior Great Books program is coordinated through the LEAP program and taught by parent volunteers in Grade 3-6 as an after school activity. The program focuses on the high level reader. Quality literature is the basis of the discussion using higher level thinking skills. This program is available for all students.

Further questions about the program can be directed to Marty Hartmann at mhartmann@belleplaine.k12.mn.us

K

Kid's Company

District 716 provides a Community Education Program known as Kid's Company, for students in grades K-6. It is a before and after school daycare program for students at school. It also runs during the summer months. For more information on the program or to register your child call the Community Ed. Office at 873-2411. The program is open from 6:00-8:20 a.m. and from 3:00-6:00 p.m. and held at Chatfield Elementary School.

L

LEAP

Learning Enrichment Activities Program (Gifted & Talented Program): LEAP is designed to help service the academic needs and challenges of our gifted students. Presently, our LEAP program targets students who excel in the areas of math and literature. Students entering the Math

LEAP program must meet two of the following criteria:
*A score of 95 % or higher on NWEA Testing
*A score of 120 or higher on the Structured LEAP Interview
*Teacher recommendation, using the Renzulli survey.
Categories include: Academics, Leadership, Creativity, and Motivation.

Students entering the Literature LEAP program must meet two of the following criteria:
*A score of 95 % or higher on NWEA Testing
*Reading and writing ability that reflects two grade levels beyond current grade level
*Teacher recommendation, using the Renzulli survey.

Student's scores will be reviewed in the fall and spring.

Students formally enter the LEAP program in second grade. Prior to this age, students must be recommended for testing via special request by the parent or teacher.
LEAP Opportunities include: Math Olympiads, Current Events News Bowl, Tiger Tribune Newspaper, Junior Great Books, Thinking Cap Bowl, Young Writer's Conference, Fine Arts Conference, and Science and Nature Camp.

Further questions about the program can be directed to Marty Hartmann at mhartmann@belleplaine.k12.mn.us

Lost and Found

Our lost & found items are kept in the Oak Crest Commons area. Items such as jewelry and watches are brought to the office. Parents are encouraged to check these places for lost articles at any time.

M

Map of School

(see appendix)

Media Center

Our Media Center has a varied collection of books, videos, DVD's, teaching kits, and a selection of popular children's periodicals.

The students have weekly checkout periods. Students are expected to checkout and demonstrate proper care of materials and facilities. This includes sharing resources with others by returning them when due.

Please support your child by reading with him/her and encouraging him/her to form a life-long habit of the joys of reading.

Music

Students will participate in general music classes weekly, learning folk dancing, music history, playing a recorder and guitar and singing.

Students may begin a band instrument in 5th & 6th grade.

N

Newsletters

Our monthly newsletters are posted on our web site the beginning of each month. Our web address is www.belleplaine.k12.mn.us

O

Open House Back to School Night

Oak Crest Elementary School will hold an Open House Back to School Night the Thursday before school starts. This is a time for the student to come to school with a parent, to meet their teacher, see their room, deposit money in their lunch account, sign up for Parent/Teacher Conferences and put school supplies in their desk.

P

Parties

Occasional class parties are held throughout the year as special events. Each grade level handles these parties differently and there may be a fee charged for some.

Physical Education

Physical Education helps meet the needs of the student by providing learning experiences that allow for instruction of fundamental motor skills and related physical, mental, social, and emotional concepts.

The basic goals of physical education are to have the students learn about movement in a safe and enjoyable environment. In the intermediate grades (3-6) many team sports and individual sports are introduced with concentration on basic skills.

Tennis shoes or shoes with a soft rubber sole are required at all time. Please try to purchase tennis shoes that do not leave black marks on the gym floor.

Students who have a permanent or temporary disability or health condition will be provided adapted activities on the basis of medical recommendation.

R

Report Cards and Student Progress

Assessing the growth and development of our students is an important part of our school program. Our goal is to use assessments that allow students to demonstrate what they know and can do. This is achieved by using a variety of assessment methods. The reporting of progress to parent(s)/guardian(s) is accomplished by the use of parent-teacher conferences and report cards. Conferences are held twice during the year and report cards will be issued three times at the end of each trimester.

Recess

All children should be dressed properly for the weather conditions of the day. If a student is to be excused from recess, they will need a note from the parent. Children stay inside on rainy days and if the air temperature is below 0 degrees.

S

School Counselor Services

The School Counselor provides a variety of services for ALL students. Prevention activities involve the School Counselor teaching in classrooms. Lessons may address character education, bullying, conflict resolution, self-concept and self-esteem, personal safety, problem solving, and any number of other pertinent topics.

The School Counselor can also provide individual counseling and facilitate small support groups. Support group topics are based on the needs of students and may concentrate on the following topics: family changes, friendship and peer relationships, problem solving, anger management, school issues, and self-esteem.

The School Counselor can assist families with parenting skills and assist families in finding additional resources to address a variety of needs.

Referrals to work with the School Counselor can come from parents, school staff, or students. If ongoing work is deemed necessary, permission from a parent or guardian will be required. The School Counselor may be consulted and help out in crisis or other situations requiring a timely response.

Special Education

Our K-6 Resource program serves students with many different types of disabilities in many different levels of support. Students are assessed ethically and comprehensively and we believe in addressing student needs as individuals. If your student has a disability and you have questions about your child's services, please call your child's case manager. If you believe that your child may have a disability, please contact your child's homeroom teacher and discuss the referral process.

Speech-Language Pathology

Speech-Language Service involves work with children who have specific problems in hearing, comprehending, and expressing themselves using language. This includes problems in sound production, voice quality, fluency, understanding language that is heard, thinking/problem solving skills, and appropriate conversational skills.

The State Department sets guidelines to qualify for entry into a Speech-Language Program. Each child must meet specific criteria on Standardized Tests to qualify for service in the area of Speech-Language Pathology.

Children may be referred for testing by their parents, teachers, or periodic screening done by the district. All programming must go through the Child Study Team before an Individual Education Plan is implemented for a child who qualifies for Speech-Language service.

Staff

(see appendix)

Student Placement

The assigning of students to classrooms requires careful planning by the staff. A great deal of thought goes into placing children into classes, and the staff takes this very seriously.

T

Tests

1. Minnesota Comprehensive Assessment (MCA II's)

The state wide Minnesota Comprehensive Assessments (MCA's) for Reading and Math are given each spring to students in grades 3-6. Students in 5th grade are also assessed in Science. Assessment results are shared with parents.

2. NWEA/MAP and AIMS WEB

These computerized tests for Reading and/or Math are given in Sept., Jan., & May to our students in grades 3-6. The results from these tests are used to evaluate each student's progress.

V

Visiting

We encourage parents to participate fully in their child's education. Should you wish to visit your child's classroom, please contact the classroom teacher in advance of your intended visit. ALL visitors must sign in at the school office and wear a Visitor Badge.

W

Weapons Policy

District Policy: Students and non-students, including adults and visiting youths, are forbidden to knowingly or voluntarily possess, handle, transmit, store in an area subject to one's control, or use any instrument that is considered a weapon, or any "look alike" weapon. This policy shall apply in all School District buildings, on school grounds, at school activities, at school bus stops, on school buses or school vehicles, or upon entering or departing from School District premises, property, or events. District 716 takes a position of "Zero Tolerance" on weapons. Please refer to District 716 Policy for further information.

Wellness Policy

The Belle Plaine School District is committed to providing all students with nutrition education that is aligned with the Child Nutrition and WIC Reauthorization Act of 2004, a federal mandate which establishes dietary and health standards for our nation's public schools. The purpose of this policy is to assure a school environment that promotes and protects students' health, well being, and ability to learn by supporting healthy eating and physical activity. Therefore, we are promoting healthy choices as classroom and birthday snacks.

Note: District Policies, School Board agendas/minutes, and a wealth of other information about the Belle Plaine Public Schools are available on our web site.

We hope that this parent handbook will answer some of your questions. If, however, you still have a question on this booklet or any other area pertaining to the school, please feel free to call the school at 873-2402.

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint, write:
USDA, Director,

Office of Civil Rights
Room 326-W, Whitten Building
1400 Independence Avenue, SW
Washington DC 20250-9410
or call 800-794-3272 (voice) or 202-720-6382 (TDD).

USDA is an equal opportunity provider and employer.

APPENDIX

2012-13

Parent and Student Guide

Belle Plaine Junior High
a great place to learn

ISD 716 Mission Statement

"Expecting Excellence from Everyone, Every Day!"

Belle Plaine Junior High

Independent School District No. 716

220 S. Market Street • Belle Plaine, Minnesota 56011
http://www.belleplaine.k12.mn.us

Table of Contents

WELCOME TO
BELLE PLAINE JUNIOR HIGH SCHOOL!

This guide has been designed to provide you with information about policies and procedures for Belle Plaine junior high students/parents. Please review its contents and keep it as a reference throughout the school year. We are very excited as we enter a new school year. There are lots of positive changes happening in the Belle Plaine Schools. Have a great year.

Mindy Sparby, JH Dean of Students

DISTRICT VISION STATEMENT

The school district adopted the following vision statement in July, 2008:

"We will work together as a united community with mutual respect to provide opportunities for academic & co-curricular excellence, progressive thinking & productive citizens, in a safe & supportive environment.

DISTRICT STRATEGIC GOALS

- **Enhance K-12 curricular offerings & continue development of curriculum review process**
- **Continue to upgrade current facility plan & plan for future growth**
- **Quality instruction (RTI) supplemental intensive intervention**
- **Proactively engage & inform community to maintain trust & integrity**
- **Maintain the district's short-term & long-term financial health**

JUNIOR HIGH PHILOSOPHY

The purpose and functions of a junior high school center on the intellectual, social, emotional, moral, and physical developmental needs of young adolescents. It is at this level that the lifelong developmental tasks of forming a personal identity or self-concept, acquiring social skills, gaining autonomy, and developing character and a set of values are begun. Exemplary junior high programs foster appropriate programs, policies, and practices that foster the development of these tasks.

CONTACTING US

There are several ways to contact us:

In person: 220 S. Market St. Belle Plaine MN 56011

By phone: (952) 873-2403

The web: http://www.belleplaine.k12.mn.us
Click the link for Schools and select Junior High

Please contact us at any time if you have questions or concerns regarding your child. Words of encouragement are also welcome!

SCHOOL DAY

Students are allowed to enter the Jr.-Sr. high building at 7:30 a.m. The daily schedule runs from 8:30 am until 3:13 pm. The period schedule is as follows:

Period 1	8:30 – 9:19	Lunch	11:11 – 11:36	Period 5	12:36 – 1:25
Period 2	9:24 – 10:13			Period 6	1:30 – 2:19
Period 3	10:18 – 11:11	Period 4	11:41 – 12:30	Period 7	2:24 – 3:13

STUDENT SUCCESS

The educational team for Belle Plaine junior high students will make every effort to help students have a successful school year. It is important that students realize their success will be directly proportional to their efforts. In order to be successful:

- Strive for excellence
- Be courteous and polite at all times
- Respect each other
- Take pride in representing Belle Plaine Junior High

CURRICULUM

Grade 7

Full Year Classes
- English
- Science
- Social Studies
- Math 7 or Advanced Math

Semester Class
- Physical Education

Quarter Classes
- Art
- Industrial Arts
- Teen Issues
- Family and Consumer Science 7 (FACS)
- General Music
- Tech Skills 7

Electives *
- Band
- Choir

Grade 8

Full Year Classes
- English
- Science
- Social Studies
- Math 8 or Advanced Math

Semester Class
- Physical Education

Quarter Classes
- Art
- Industrial Arts
- Family & Consumer Science 8 (FACS)
- Ag Ed 8
- World Languages 8
- Health

Electives *
- Band
- Choir

* Students who register for band or choir make a commitment for a minimum of a semester unless there are extenuating circumstances. In those cases, the administrator will have final approval prerogative. 11-24-08

INFINITE CAMPUS ACCESS

Belle Plaine Junior High provides student and parent access to Infinite Campus (formerly SiPS), our student information and performance system. The system provides the majority of information about school events and activities. In addition, the system provides student grades, upcoming assignments, and classroom announcements. An integrated message center provides an efficient way to communicate with teachers. Students will be trained to use the system and be provided with their passwords at the beginning of the school year. Parents can request their user name and password by contacting the junior high-senior high office at (952) 873-2403. Additional information regarding IC, including a parent guide, is located on our district web site at http://www.belleplaine.k12.mn.us.

ACADEMIC ASSISTANCE

Teachers are available before or after school to assist students. In addition, a study group with a para-professional is held 5 days a week before school.

TEACHER-PARENT COMMUNICATION

Belle Plaine junior high faculty, staff, and administration believe a strong partnership with parents is essential for student success. Open, respectful, and honest communication is a critical pillar of this partnership. Our staff will respond to requests for information and assistance in a timely and professional manner. Similarly, every staff member should be treated with respect and dignity by parents and members of the public.

Some tips for communicating effectively with our faculty and staff include:

- Utilize voice mail, mail, or the Infinite Campus Message Center whenever possible to contact teachers. You can expect a timely and professional response.
- Telephone the teacher in advance to schedule a meeting if you would like to discuss something with the teacher face-to-face.
- Strive to resolve a conflict directly with a teacher first; you are welcome to contact the administration if you are dissatisfied with the resolution.
- Make sure your requests are reasonable.
- Make sure your attitude and words are respectful.
- Recognize that we strive to build responsibility in students. Please keep this in mind, as we will come from that perspective in our communication with you.

Because we expect everyone at Belle Plaine Junior High to be treated with respect, the following behaviors will not be tolerated:

- Inappropriately raised voices, shouting or yelling.
- Obscene or foul language.
- Insulting a person's intelligence, judgment, or professionalism.
- Threats, the intimidation of violence or behavior that can reasonably be expected to intimidate.
- Unpermitted or unwelcome touching of any nature, regardless of the degree of force used.

Persons who engage in these behaviors will be asked to stop; should they continue the behavior they will be asked to leave the building.

TELEPHONE

The student phone is located in the commons area. Office phones are offered for emergency purposes. Students need permission from office secretaries or principal/dean to use the phones in the office.

ACTIVITY AND SPECTATOR BUSES

All students who ride buses to any school activity must return on the bus. A student will be allowed to ride home with a parent if it is cleared through the principal/dean, activities director, coach, or the supervising teacher.

STUDENT SERVICES

The school has personnel available (social worker, student support specialist) to assist students who may be having difficulty with some aspect of their lives that may be interfering with their learning. Students can arrange appointments with school personnel through the office or on their own.

ATTENDANCE REGULATIONS

Admission Slips: Parents should call the junior high attendance line at **(952) 873-2404** before 8:00 a.m. to excuse students from classes. Written excuses are discouraged except in cases where there is no phone in the home.

Compulsory Attendance Law: Minnesota State Law provides that every child between seven and sixteen years of age shall attend a public school, or a private school, for a period of not less than nine months during any school year. (Sec, 120.10, School Laws of 1961)

Daily Attendance: Students are expected to be in school every day that school is in session. Regular attendance plays an important part in determining success in school. Students are excused from school when they are sick, when there is a serious illness or death in the immediate family, when roads are impassable, or when an exceptionally urgent situation arises. On rare occasions students may wish to be excused from school for a special trip. The school is obligated to discourage such trips because they usually result in the student missing important work. If, however, it is necessary for parents to take a student from school with full knowledge of possible results, the student should inform the office at least one week before leaving, The office reserves the right to mark a make-up slip “excused” or “unexcused” after evaluating individual circumstances. Students who have excessive or extended absences will be expected to complete assigned work.

ATTENDANCE POLICY FOR EXTRA-CURRICULAR PARTICIPATION

In order for a student to participate in an extra-curricular practice, game, or contest, she/he must be in classes all day. Any exception must be approved by the activities director or building principal. (Any student whose parents have called in to excuse a student for a doctor or dental appointment will not be affected by this policy.)

LEAVING SCHOOL DURING THE DAY

If a student needs to leave the building during the school day, for illness or any other reason, he/she should ask permission from the principal's office. DO NOT LEAVE THE BUILDING WITHOUT WRITTEN PERMISSION. A blue-colored pass will be extended to the student if permission is granted. Failure to comply with this rule will result in an unexcused absence and other consequences as appropriate.

TARDIES AND TRUANCY

Tardies: Tardies are recorded by individual teachers. Students are expected to be on time for all classes. Excessive tardies will result in detention and a report home by the principal/dean. Students who are habitually tardy may be escorted from class to class for a period of time by one of our staff members to ensure timely arrival to class.
Truancy: A student whose parents expect him/her to be in school but who does not attend for other than lawful reasons is truant. Violations of this regulation may result in a referral to juvenile authorities.
Late To School: Any student who arrives late to school at any time during the school day needs to report to the office for a pass to class.

BAND/CHOIR LESSONS

Students will miss class from time to time for band/choir lessons. Our music instructors and regular classroom instructors will work together to facilitate music lessons that will not interfere with tests or critically important classroom lessons. In all cases, students must have a pass from the choir or band instructor, which the student will show to the teacher before leaving a regular classroom for a band/choir lesson.

ACADEMIC ELIGIBILITY POLICY

A student participating in M.S.H.S.L. or Belle Plaine extra-curricular activities must pass all classes or credits. A student who receives a failing quarter grade and/or semester grade may regain eligibility at mid-quarter of the next grading period if he/she is passing all classes at that time.
A student failing a class at mid-quarter will be ineligible until the grade is raised to a passing grade. The Activities/Academic Committee may review the cases of students not meeting academic requirements on an individual basis. Requirements for eligibility may be waived for those students determined to be working to their capacity. Extenuating circumstances will be reviewed and acted upon by the Committee. (The Committee will consist of the building Principal/Dean, Activities Director, the Coach of the student and the Teacher(s) of the student in concern.)

STANDARDIZED TESTING

7th and 8th grade students are required to take the Minnesota Comprehensive Assessments (MCA-II) in reading and math (and some years, science to 8th graders). These tests help districts measure student progress toward Minnesota academic standards and meet the requirements of federal *No Child Left Behind*. These tests are preparation for the Graduation-Required Assessments for Diploma (GRAD) Tests. (Writing-9th grade, Reading-10th grade, Math-11th grade). This started with 8th graders in the 2005-06 school year. MCA-II examinations do not impact graduation at the 7th and 8th grade level.

DISCIPLINE

The school district has a comprehensive student discipline policy. The purpose of the policy is to provide for a safe and healthful educational environment. Effective school discipline combines the efforts of parents, staff, and students. Students are expected to follow school rules at all times. Each teacher has a discipline plan, which includes classroom expectations and consequences. Students will be expected to respect and comply with individual teacher guidelines.

BULLYING

Bullying behavior of any type will not be tolerated. Bullying behavior can take many forms, including pushing, hitting, verbal threats, racial/ethnic/gender-based comments, harassment, teasing etc. The district has a Bullying Policy of which copies are available in the office. Please talk to your child about the harmful affects bullying can have on a person.

DETENTION

Detention is a before or after-school study time assigned to students as a consequence for violating school regulations. The time assigned must be made up as specified by the principal/dean (in most cases within five days of assignment), even though this may not be convenient for the student. An unexcused absence from detention results in further consequences. The principal/dean or designee will determine detention time on a case-by-case basis. The school assumes no responsibility for transportation. Morning detention is generally 7:45 – 8:25 am. If after school (3:20-4:00), students will leave school immediately after detention. Teachers can assign classroom detention if necessary.

IN SCHOOL SUSPENSION

Students may be assigned In School Suspension (ISS) by the principal or designee for certain (or multiple) violations of our school district's discipline policy. In School Suspension consists of a student studying in one room for the duration of the school day under the supervision of a licensed teacher. Assignments and class materials are provided by teachers for the student to complete during the day. Students are provided a short break in the morning and afternoon. Students are provided a lunch period outside the ISS room as well.

PUBLIC DISPLAYS OF AFFECTION

Inappropriate displays of affection will not be allowed. Examples include kissing, petting, or groping. Such displays will not be allowed while the student is at school, on school grounds, or at a school sponsored activity. Consequences will be determined by the school administration.

RIGHT OF APPEAL

If students feel their rights have been violated they should first bring the matter to the attention of the building principal/dean, unless the alleged violation involves this person. If the principal/dean is involved or an appeal of the administrator's decision is desired, the case may be brought to the Superintendent of Schools, and a further appeal may be made to the Board of Education. Students may appeal their case in court without going through the administrative process outlined above, but the court may require the student to first exhaust those channels within the local system. The local Board of Education also has the right of appeal.

POP, JUICE, AND CANDY

Pop and juice may be opened in the Commons during noon hour and after school. No food or beverage (other than water) will be allowed in classrooms.

DANGEROUS, HARMFUL, AND NUISANCE SUBSTANCES AND ARTICLES

Alcohol: Students are prohibited from possessing or being under the influence of alcoholic beverages at school, on school grounds, at school sponsored activities, or during the school day.

Drugs: Students are prohibited from using, possessing or being under the influence of illegal drugs or narcotics at school, school sponsored activities, on school grounds, or during the school day.

Tobacco: Students are prohibited from using or possessing tobacco in any form at school, school sponsored activities, on school grounds, or during the school day.

Harmful or Nuisance Articles: The possession or use of articles that are a nuisance, illegal or that may cause harm to persons or property is prohibited at school and school sponsored activities.

Weapons: All weapons or instruments which have the appearance of a weapon are prohibited within all school environments and school zones, except for educational purposes as authorized in advance by the school building principal or designee (i.e. firearms safety training.) This prohibition specifically applies to all school sponsored activities. Weapons are defined as a firearm or device designed as a weapon capable of causing death or bodily harm or one that results in the fear of death or bodily harm.

GENERAL STATEMENT OF POLICY PROHIBITING SEXUAL HARASSMENT

Independent School District No. 716 maintains a firm policy prohibiting all forms of discrimination based on sex. Sexual harassment and sexual violence against students or employees is sex discrimination. All persons are to be treated with respect and dignity. Sexual violence, sexual advances or other forms of personal harassment by any person, male or female, which create an intimidating, hostile or offensive environment will not be tolerated under any circumstances. Any student who believes he or she has been the victim of sexual harassment should immediately report the alleged acts to a teacher or the building principal. A copy of the district's Sexual Harassment Policy is available at the Junior High office.

STUDY HALL RULES

The purpose of study hall is to help students get their homework done. It also provides the opportunity to receive assistance from the study hall teacher. The following rules will help students use their study hall time efficiently:

1. Students must be working/reading during the entire study hall period.
2. The first 20 minutes of the hour will be spent reading; be sure to have something to read.
3. Students with media center passes may go to the media center after the twenty-minute reading session.
4. A pass is required in order to leave study hall. Only one student may leave at a time for short-term destinations (rest room, drinking fountain, etc.)
5. No food or pop is allowed.

Note: Students MUST secure a media center/computer lab pass before school begins. Library and computer lab passes are not issued during passing times.

MEDIA CENTER AND COMPUTER LAB PROCEDURES

Our school is fortunate to have access to excellent technology and quality printed and electronic reference materials. These resources are available upon request before and after school as well as during the school day. Students **must** secure a pass to the media center or computer lab prior to the start of the school day from the media specialist or the media assistant, except in special situations arranged by a teacher/media specialist or assistant. Students who use our technology are expected to abide by the district's acceptable use policy.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

FERPA provides that school districts may not have a policy or practice of denying parents the right to:

1. Inspect and review education records.
2. Seek to amend education records.
3. Consent to the disclosure of personally identifiable information from education records except as specified by law.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents and students who are 18 or emancipated minors ("eligible students") certain rights regarding the district's conduct of survey, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

1. Consent before students are required to submit to a survey that concerns one or more of the "protected areas" if the survey is funded in whole or in part by a program of the U.S. Department of Education.
2. Receive notice and an opportunity to opt a student out of certain surveys or exams.
3. Inspect, upon request and before administration or use of certain survey of materials or information collection.

THREATS AND DISRUPTIONS

Threats: Threats to normal school operations and activities or to individuals at school will not be allowed.

Disruptions: Behavior which disturbs or interrupts the peace and good of the school or school-sponsored activities will not be allowed.

LOCKERS

Lockers are assigned at the beginning of the school year and **will be yours for grades seven and eight**. Your locker is the property of the school and should be kept neat and clean at all times. Damage to any school locker will result in the student being charged for damages. Although your locker has a built-in lock, you are reminded to never leave money or valuables in your locker. A lock for your physical education locker is not provided by the school, but is highly recommended.

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. School authorities, for any reason at any time, may conduct inspection of the interior of lockers, 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 rules. School authorities must provide notice to students whose lockers were searched as soon as possible after the search unless such disclosure would impede an ongoing investigation.

SCHOOL DRESS

The school feels that common sense and personal restraint must guide the student in determining school dress. Students will dress in a neat and clean manner. The school also realizes that the responsibility for the student dress rests with the home. The type of apparel and grooming are not to be disruptive to the educational process, or present a safety hazard or a health hazard.

Students are expected to exercise good judgment and taste in this regard. Clothing and accessories with improper or objectionable (especially sexual) pictures, sayings, gestures, or language may not be worn in school. Any accessories or clothing displaying controlled substances (tobacco, drugs, alcohol) may not be worn in school.

There is a special concern about revealing clothing including backless, strapless and low-cut tops. Bare midriffs are not acceptable. Skirts and shorts should not be of a length that may be considered inappropriate. Hats or bandannas worn on the head will not be allowed in the halls and classrooms.

The school reserves the right to send a student home for dressing in a manner that is disruptive to the educational process. This may also include providing the student with clothes to wear. The administration reserves the right to have discretion and flexibility in dealing with each case of inappropriate dress.

CLOSED LUNCH HOUR

Students must eat in the designated Commons area during our lunch period, whether they purchase school lunch or bring theirs from home. In special situations, students will be allowed to eat at home if they are within walking distance. Any student wishing to do so must bring a note from her/his parents or guardians.

PERSONAL ELECTRONICS

Students are strongly discouraged from bringing non-educational personal electronics to school. These include, but are not limited to, iPods, MP3 players, CD players, and cellular phones. If a student must bring a personal electronic device to school, it should remain in the student's (locked) locker. The only exception would be a special assignment by an instructor. CELL PHONES ARE **NEVER** ALLOWED IN CLASSROOMS OR OTHER EDUCATIONAL AREAS.
Noncompliance will be considered insubordination and these items will be confiscated by the administration.

TENNESSEN WARNING

Students may be questioned by administration about incidents that may have severe legal and/or educational consequences. Students will have a due process right provided to them as per Minnesota statute. The Minnesota Government Data Practices Act requires school districts and other political subdivisions, when asking a person to supply private or confidential information about the individual, to inform the person of:

1. The purpose and intended use of the requested data within the school district.
2. Whether the individual may refuse or is legally required to supply the requested data.
3. Any known consequences arising from supplying or refusing to supply private data.
4. The identity of other persons or entities authorized by a state or federal law to receive the data.

LOST OR DESTROYED TEXTBOOKS OR OTHER SCHOOL OWNED EQUIPMENT

The school will charge an appropriate replacement fee for textbooks, workbooks, library books lost or destroyed, or other equipment that is destroyed or damaged by students.

STUDENT COUNCIL ACTIVITIES NIGHTS

JH Activities Nights will be from 6:30 to 9:30 p.m. Students will not be allowed to enter the festivities after 8:00 p.m. unless there are extenuating circumstances. Once a student leaves, she/he will not be allowed to reenter. The events are for Belle Plaine Public School students in grades seven and eight. Guests will not be allowed to attend.

HONOR ROLL

Students can qualify for the High Honor Roll by achieving a 3.67 or higher GPA on a 4.0 scale. Students can qualify for the Honor Roll by achieving a 3.0-3.66 GPA on a 4.0 scale. Students who have a grade of Incomplete are not eligible for either of these honor rolls.

INCOMPLETES

Students with incompletes will finish their work within two weeks after the end of the quarter. An incomplete that is not finished by the start of the next school year will be counted as no credit. The class may be retaken if a core class.

FIRE DRILLS

The signal for the fire drill shall be one long continuous note of the horn. At this signal everyone will vacate the building in an orderly manner using the exits designated. Please leave as quickly as possible without running or causing confusion.

TORNADO DRILLS

The signal for a tornado shall be one long continuous ring. At the signal students will proceed to areas designated in the school.

LOCK DOWN DRILLS

The building administrator or designee will announce a lock down drill over the public address system. Students will follow lock down procedures by sitting below window level and remaining quiet. Teachers shall lock their doors, draw the shades, and turn off the lights in their classrooms.

EMERGENCY EVACUATION PROCEDURES

Emergency evacuation procedures are posted in each classroom. It is the student's responsibility to know the procedure. The district has developed an Emergency Action Plan to deal with a multitude of emergencies that may arise.

SNOW DAYS

There are times where it is necessary to cancel school due to inclement weather. Please listen to the radio (WCCO 830 AM, KRBI 1310 AM/101.5 FM, watch television (KARE 11, WCCO 4, KSTP 5, local CATV Channel 8), or access our school district web site.

TITLE IX

The Belle Plaine School District #716 prohibits discrimination in educational programs and activities on the grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, or disability.

JUNIOR HIGH EDUCATIONAL TEAM

Name	Position	Email Address
Audette, Luke	Math	laudette@belleplaine.k12.mn.us
Beardsley, David	Special Education	dbeardsley@ belleplaine.k12.mn.us
Bergs, John	Physical Education	jbergs@ belleplaine.k12.mn.us
O'Connor, Heather	Student Support	hoconnor@belleplaine.k12.mn.us
Deutsch, Joe	Industrial Arts	jdeutsch@ belleplaine.k12.mn.us
Eaton, Carmen	Special Education	ceaton@belleplaine.k12.mn.us
Fjelde, Sandy	Technology Specialist	sfjelde@belleplaine.k12.mn.us
Foust, Richard	Science	rwfoust@ belleplaine.k12.mn.us
Garvey John	Social Studies	jgarvey@belleplaine.k12.mn.us
Geller, Sara	Physical Education	sgeller@belleplaine.k12.mn.us
Becky Perkins	English	bperkins@belleplaine.k12.mn.us
Goulson, Daryl	Science	dgoulson@ belleplaine.k12.mn.us
Grotberg, Caren	FACS/ESL	cgrotberg@ belleplaine.k12.mn.us
Gorton, Cheryl	Choir	cgorton@belleplaine.k12.mn.us
Hannon-Orr, Carol	Art	corr@belleplaine.k12.mn.us
Hennen, Matt	English	mhennen@belleplaine.k12.mn.us
Kruschke, Jeanine	Instrumental Music	jkruschke@ belleplaine.k12.mn.us
Leonard, Jill	Adm. Assistant	jleonard@ belleplaine.k12.mn.us
Mathiowitz, Bruce	Agriculture	bmathiowitz@belleplaine.k12.mn.us
Miller, Mitch	World Languages	mmiller@ belleplaine.k12.mn.us
Moylan Annette	Media Center	amoylan@belleplaine.k12.mn.us
Nelson, Ross	Social Studies	rnelson@belleplaine.k12.mn.us
Otto, Bethany	Science	botto@belleplaine.k12.mn.us
Otto, Josh	Technology	jotto@belleplaine.k12.mn.us
Parks, Jennifer	Paraprofessional	jparks@belleplaine.k12.mn.us
Piampiano, Carey	Special Education	cpiampiano@belleplaine.k12.mn.us
Schultz, Pat	Health	pschultz@belleplaine.k12.mn.us
Selly, Shelly	Paraprofessional	sselly@belleplaine.k12.mn.us
Smith, Adam	Math	asmith@belleplaine.k12.mn.us
Sparby, Mindy	Dean of Students/AD	msparby@belleplaine.k12.mn.us
Stier, Susan	Math	sstier@ belleplaine.k12.mn.us
Vourlos, Kelly	Counselor	kvourlos@belleplaine.k12.mn.us
Valencour, Victoria	RTI Specialist	vvalencour@belleplaine.k12.mn.us

OTHER DISTRICT RESOURCES:

Carrie Donovan	Food Services	873-2414	Rachelle Kerkow	District Nurse	873-2401
Jeff Heine	Building/Grounds	873-2406	Nelson Ladd	Community Ed	873-2411
Dr. Kelly Smith	Superintendent	873-2400	Dave Kreft	HS Principal	873-2403
Laurie Green	HS Counselor	873-2418	Mindy Sparby	Activities/JH Dean	873-2412

Minnesota River Conference Middle School/Junior High Model Retention Policy

Authored by the administrators of the conference amended by BPJHS faculty 2-5-08
approved by School Board, May 2008

Junior high/middle school educational goals should always help students to achieve and progress towards graduation. Social promotion is not supported. Skills to ensure future success must be acquired before advancement to high school (grades 9-12).

This policy is meant to meet basic standards. Individual districts will certainly amend this document as necessary.

Part I: STANDARD Students in grades 7 & 8 will demonstrate a core set of knowledge before moving on to the next grade level. Students who fail two or more core (English, Science, Social Studies, Mathematics) classes * will be retained at grade level in all classes for the following school year. Students may attend summer school to finish work to earn credit. The specific department and administration will approve this work. Successful completion of this work will determine advancement to the next grade level.

Part II: Preventive Measures Retention is one of many intervention options in our effort to prepare students for the next level of school. Criteria for promotion will include attendance, passing grades (credits earned), NWEA Testing, social skills, teacher recommendations, IEP, parental input. As a general rule, the following guidelines will assist the student in making progress to the next grade level:

- At the beginning of the 3rd quarter, students at risk for failing two or more yearlong core classes will attend a mandatory meeting (arranged by the junior high administrator) with teachers, student, and parents. A learning contract will be written, signed and agreed upon for the remainder of the year. That contract will likely include attendance at summer school. If the student successfully completes the contract, he/she will be eligible to move on to the next grade.
  If the learning contract is not completed, summer school will be required.
- Summer School offerings and learning goals will be specific for each student. Teachers will identify the objectives for each student. All material will be distributed to the summer school teacher.
- Summer school will be performance based. When objectives are met, student will be promoted.
- Student will be retained at the current grade level if they do not successfully complete the objectives set up by the classroom teacher in the summer school program.
- Students may be exempted from this policy due to an IEP or 504 Plan.
- Students are responsible for their own transportation to summer school.
- Summer School programs, including specific dates, curriculum, etc. will be determined by each district.

Part III: Miscellaneous Information

Generally, a student in grades 7 or 8 will be retained only one time in those two school years (i.e. if a student is retained in 7th grade, they will not be retained in 8th grade).

Administration can supercede any part of the retention policy due to mitigating circumstances.

Parental involvement in the entire process is critical. In any retention decision, parental input will be a major component. The final decision will be made by the school district.

A single core class with a failing grade can mean summer school, but will not affect retention.

* = Three quarter grades of "F"

Belle Plaine
Senior High School
"Home of the Tigers"

Administration:
Superintendent: Kelly Smith
Secondary School Principal: David Kreft
Activities Director/Dean of Students: Mindy Sparby

This agenda belongs to:

NAME: _____

ADDRESS: _____

CITY/TOWN: _____ ZIP CODE_____

PHONE:_____

STUDENT NUMBER:_____

WELCOME

Welcome to Belle Plaine Senior High School. This handbook has been prepared to answer many of the questions you may have about the policies and procedures at Belle Plaine Senior High School.

STUDENT SUCCESS

It is very important to realize that achieving success and having a successful school year takes cooperation from students, parents, and staff members. To help achieve this, here are some basic guidelines to follow:

1. Treat all people with respect.
2. Have respect for property.
3. Strive to be the best students you can be by coming to class and being prepared every day.
4. Take pride in representing Belle Plaine Senior High School.

ATTENDANCE REGULATIONS

Daily Attendance:

Students are expected to be in school every day that school is in session. Regular attendance plays an important role in determining success in school.

Students are excused from school when they are sick, when there is a serious illness or death in the immediate family, when roads are impassable, or when an extremely urgent situation arises. Parents should call the Senior High office at (952) 873-2404 before 8 a.m. to excuse students. The use of written excuses is discouraged.

On rare occasions students may wish to be excused from school for a special trip. The school is obligated to discourage such trips because they usually result in the student missing important work. If, however, it is necessary for parents to take a student form school with full knowledge of possible results, the student should notify the Principal's office a week before leaving. The Principal reserves the right to decide if the absence is "excused" or "unexcused." Students who have excessive or extended absences will be expected to complete assigned make-up work. This can be done before or after school or during our summer school program.

Leaving School During the Day:
If a student is ill or for any other reason needs to leave the building during the school day, he/she should ask permission from the Principal's Office. **DO NOT LEAVE THE BUILDING WITHOUT WRITTEN PERMISSION**. Failure to comply with this rule will result in an unexcused absence and will be handled accordingly.

Tardies:
Students are expected to be on time for all classes. Any student receiving three or more tardies to a class will earn one hour of detention. Additional tardies will result in further consequences. Tardies will be enforced by individual teachers.

Truancy:
A student whose parents expect him/her to be in school but who does not attend for other than lawful reasons is truant. Violations of this regulation may result in a referral to juvenile authorities, suspension, or expulsion from school.

ATTENDANCE POLICY FOR
EXTRA-CURRICULAR PARTICIPATION

In order for a student to participate in an extra-curricular practice, game, or contest, he/she must be in classes all day. Any exception must be approved by the athletic director or building principal. Students whose parents have called in to excuse them for a doctor or dentist appointment will not be affected by this policy.

SAFETY REGULATIONS
Student safety is a high priority. Teaching and learning can proceed at maximum efficiency only when the school climate is positive and all people feel safe.

DISCIPLINE

The school district has a comprehensive Student Discipline Policy. The purpose of the policy is to provide for a safe and healthful educational environment. This policy can be reviewed or obtained in the Senior High School office.

Effective school discipline combines the efforts of parents, staff, and students. Students are expected to follow school rules at all times.

Each teacher has a discipline plane which includes classroom rules, rewards, and consequences. Students are expected to respect and comply with individual teachers' guidelines.

The consequences for severe violations are designed to be firm, fair and consistent for all students.

Since it is not possible to list every violation that occurs, classroom teachers, counselors, administrators, and support personnel may respond to students discipline violations in a variety of ways including but not limited to:

- Detention
- Suspension (in or out of school)
- Parent conferences
- Mediation
- Restitution
- Reports to probation services or police
- Community service
- Chemical evaluation
- Loss of privileges
- Expulsion

There will be a logical relationship between the severity of the offense and the administrative action. As a result, administrators will have broad discretion to impose consequences either more or less severe than indicated in the discipline policy.

FOOD, GUM, AND BEVERAGES

Food and beverages may only be consumed in the cafeteria/commons area. Students are allowed to have bottled water throughout the building. Gum is not allowed in the building.

DANGEROUS, HARMFUL, AND NUISANCE SUBSTANCES AND ARTICLES

The following is a summary based on our district disciplinary policy. Please refer to district policy for more complete details.

A. Alcohol: Students are prohibited from possessing or being under the influence of alcoholic beverages at school, on/off school grounds during the school day, or at sponsored activities.

B. Drugs: Students are prohibited from using, possessing, or being under the influence of illegal drugs or narcotics at school, on/off school grounds during the school day, or at school sponsored activities.

C. Use of Tobacco: Students are prohibited from using or possessing tobacco in any form at school, on/off school grounds during the school day, or at school sponsored activities.

D. Harmful or Nuisance Articles: The possession or use of articles that are a nuisance, illegal or that may cause harm to persons is prohibited at school, on/off school grounds during the school day, or at school sponsored activities.

THREATS AND DISRUPTIONS

Threats to normal school operation and activity and/or behavior, which disrupt the peace and good of the school, will not be tolerated.

DETENTION

Detention is a before or after school study time assigned to students as a penalty for violating school regulations. The time assigned must be made up as specified by the principal, even though this may not be convenient for the offender. An unexcused absence from detention results in an increased penalty. Students who obey school rules will eliminate any problem of having to serve detention.

LOCKERS

Lockers will be assigned at the beginning of the school year. Your locker is the property of the school and should be kept clean and neat at all times. The school is not responsible for lost or stolen articles.

SCHOOL DRESS

The school feels that common sense and personal restraint must guide the student in determining school dress. Students will dress in a neat and clean manner. The school also realizes that the responsibility of the student dress rests with the home.

The apparel and grooming are not to be disruptive to the educational process, present a safety hazard or a health hazard.

Clothing and accessories with improper or objectionable (especially sexual) pictures, gestures, or language may not be worn in school. Any accessories or clothing which depict illegal substances (tobacco, drugs, alcohol) may not be worn in school. There is a special concern including, but no t limited to excessively revealing clothing including backless, strapless halter-tops and/or low cut shirts. Shorts and skirts should be appropriate in length. Hats, bandannas, and hoods may not be worn in the building. **Students who come to school or attend any school activity dressed inappropriately will be sent home for appropriate dress or they will be asked to change into school provided clothing.** In addition, state regulations must be followed regarding shoes, shirts, etc.

DISPLAYS OF AFFECTION

Inappropriate displays of affection will not be allowed. Examples include: kissing, necking, petting, and groping. Such displays will not be allowed while the student is at school, on school grounds, at a school sponsored activity, or during the school day. Consequences of inappropriate displays will be determined by the administrator.

CLOSED LUNCH HOUR

A lunch program is provided for your convenience. All students in grades 9 or 10 are required to eat lunch at school or bring their own lunch. Juniors and Seniors will have open lunch privileges. Students in grades 9 and 10 will be allowed to eat at home if they are within walking distance and have parental permission on file with the school office. Any student caught off school property during lunch without proper authorization will earn consequences.

CELL PHONES AND ELECTRONIC DEVICES

Students are strongly encouraged to leave all personal electronic devices at home. In order to minimize disruptions and distractions, cell phones and pagers are to be kept in the student's locker during the school day. They may be used before school, between class periods, during lunch, and after school. Students are encouraged to keep phones and pagers in a safe place and have them turned off. Electronic games and devices will not be allowed in the classrooms. IPods and MP3 players are allowed with teacher permission only.

TITLE IX

The Belle Plaine School District #716 prohibits discrimination in educational programs and activities on the grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, or disability.

ACTIVITY AND SPECTATOR BUSES

All students who ride busses to any school activity must return on the bus. A student will be allowed to ride home with a parent if it is cleared through the principal, activities director, or the supervising teacher.

GRADUATION REQUIREMENTS

Subject	Number of Credits
Math	6
English	8
Science	6
Social Studies	8
Physical Education	2
Fine Arts	2
Health	1
Electives	13
Total Credits	**46**

All required classes must be taken for a letter grade in order for them to be counted towards graduation.

ACADEMIC ELIGIBILITY POLICY

1. A student participating in M.S.H.S.L. or Belle Plaine extra-curricular activities must pass all classes or credits.
2. A student who receives a failing quarter/semester grade may regain eligibility at mid-quarter of the next grading period if he/she is passing the class at that time.
3. A student failing a class at mid-quarter will be ineligible until the grade is raised to a passing grade.
4. The cases of students not meeting academic requirements may be reviewed on an individual basis by a committee consisting of the building Principal, Activities Director, the coach of the activity and the teacher of the student in concern to determine whether the student is working to their capacity, or if there are any extenuating circumstances.

CHEATING

We value academic integrity very highly and do not permit any form of dishonesty or deception that unfairly, improperly, or illegally enhances the grade on an individual/group assignment or a final grade. We urge students to conduct themselves ethically and honorable and expect that the grade a student earns is based upon the work that the student has performed. Cheating in any form (i.e. copying, plagiarizing, providing or receiving answers to exams, quizzes, papers, assignments, or projects) will result in the student receiving a grade of zero.
Parent(s)/Guardians(s) will be notified by the teacher and additional consequences may be assigned.

HONOR ROLL, HIGH HONORS, AND HONORS

Belle Plaine Senior High School uses a 4-point G.P.A. scale. Anyone with a grade of incomplete will be excluded. Point system is as follows:

A	4.0	B	3.0	C	2.0
A-	3.67	B-	2.67	D+	1.33
B+	3.33	C+	2.33	D	1.0

A Honor Roll= Grade Point Average of 3.67 or above
B Honor Roll= Grade Point Average of 3.0 or above

Students graduating with a cumulative G.P.A. of 3.85 or above will be recognized as a "High Honors" graduate. Students graduating with a cumulative G.P.A. of 3.5 will be recognized as an "Honors" graduate.

INCOMPLETES

Students with incompletes will finish their work within two weeks after the end of the quarter. An incomplete that is not finished by the start of the next school year will be counted as no credit and the class will have to be retaken.

FIRE DRILLS

Fire alarms are located throughout the building. At the signal everyone will vacate the building in an orderly fashion using the designated exits. Leave as rapidly as possible without running or causing confusion.

TORNADO/SEVERE WEATHER DRILLS

The signal for a tornado/severe weather warning will be an announcement from the office over the public address system. At the signal students will proceed to designated areas.

LOCK DOWN DRILLS

The building administrator or designee will announce a lock down drill over the public address system. Students will follow lock down procedures by sitting below window level and remaining quiet. Teachers shall lock their doors, draw the shades, and turn off the lights in their classrooms.

SNOW DAYS

There are times where it is necessary to cancel school due to inclement weather. Please listen to the radio (WCCO 830 AM, KRBI 1310 AM/101.5 FM, watch television (KARE 11, WCCO 4, KSTP 5, local CATV Channel 8), or access our school district website. Also, an automated phone call will be sent by the school district.

GENERAL STATEMENT OF POLICY PROHIBITING SEXUAL HARASSMENT

Independent School District #716 maintains a firm policy prohibiting all forms of discrimination based on sex. Sexual discrimination and sexual violence against students or employees is sex discrimination. All persons are to be treated with respect and dignity. Sexual violence, sexual advances or other form of personal harassment by any person, male or female, which create an intimidating, hostile or offensive environment will not be tolerated under any circumstances.

Any student who believes he or she has been the victim of sexual harassment should immediately report the alleged acts to a teacher or building principal.

LOST OR DESTROYED TEXTBOOKS

The school will charge an appropriate replacement fee for textbooks, workbooks or library books lost or destroyed by students.

2012-2013
CLASS TIME SCHEDULE

Warning Bell	8:25
Period 1	8:30-9:19
Period 2	9:24-10:13
Period 3	10:18-11:11
Period 4	11:16-12:05
Lunch	12:05-12:36
Period 5	12:36-1:25
Period 6	1:30-2:19
Period 7	2:24-3:13

SCHOOL DISTRICT PHONE NUMBERS

Attendance Line (Report Student Absences 24 HRS/DAY)	(952) 873-2413
Events/Special Notices	(952) 873-2413
District Office	(952) 873-2400
Belle Plaine Junior/Senior High	(952) 873-2403

DISTRICT DIRECT DIAL BY DEPARTMENTS

Activities Director (Mindy Sparby)	(952) 873-2412
Attendance (24 hour automated line)	(952) 873-2404
Building and Grounds Supervisor (Jeff Heine)	(952) 873-2406
Community Services (Nelson Ladd)	(952) 873-2411
Food Service Director (Carrie Donovan)	(952) 873-2414
High School Career Guidance (Laurie Green)	(952) 873-2410
Student Support Specialist (Heather O'Connor)	(952) 873- 2403
Learning and Career Dev. Lab (Scott Hallgren)	(952) 873- 2407

Please note: It is district policy not to interrupt classroom teachers with phone calls during the regular school day unless an emergency exists. However, all staff can be left a voicemail message that will notify the individual.

SCHOOL WEBSITE AND STUDENT INFORMATION SYSTEM:

Check Out Our School District Website:
www.belleplaine.k12.mn.us

Student Information System:
The Belle Plaine Public Schools are using Infinite Campus during the 2011-2012 school year. Infinite Campus replaced SiPS and has many of the same features, including online access to grades, food service, and attendance information for parents and students. Password information will be distributed to parents and teachers at the beginning of the school year. If you need additional assistance with Infinite Campus, contact Teri Kiewatt at (952) 873-2418

Activities Schedule

Belle Plaine High School Activities

2012-13

6-Aug	Fall Eligibility Meeting Gr. 7-12 6:00/7:00
13-Aug	Fall Athletic Practices Start – Tennis, Football, Cross Country, Volleyball
24-Aug	New Teacher Workshop
Aug 27-30	Teacher Workshop
Aug 30	New Student and 9th Grade Orientation;
Aug 30-	7th Grade and new 8th Grade Orientation 5:30/6:30 South Gym
3-Sept	Labor Day – No School
4-Sept	School Starts
19-Sept	FFA Blood Drive
Oct 1-5	Homecoming Week-Coronation 10/1 at 8:00pm Dance 10/5 at 9:00pm
2-Oct	Mid Quarter
3-Oct	Academic Letter Breakfast – 7:00 am PAC
3-Oct	Early Dismissal – Teacher workshop K-12 12:15pm
Oct 8, 11	K-6 Parent Teacher Conferences 3:30-7:30 Elementary Schools
Oct 18-19	No School – Education Minnesota Conference
Oct 24-27	FFA National Convention
Oct 23-24	Youth Frontiers – 7th Grade (Tues); 9th Grade (Wed)

2-Nov	End of 1st Quarter
5-Nov	No School – Teacher Workshop
16-Nov	Early Dismissal – Teacher workshop K-12 12:15pm
Nov 19-20	7-12 Parent Teacher Conferences 3:30-7:30
Nov 21-23	Thanksgiving Break
30-Nov	End of 1st Trimester
10-Dec	Mid Quarter
Dec 24-Jan 1	No School Winter Break
18-Jan	End of 2nd Qtr/1st Semester
21-Jan	No School – Teacher workshop/Martin Luther King Day
6-Feb	Early Dismissal – Teacher workshop K-12 12:15pm
Feb 11, 14	K-6 Parent Teacher Conferences 3:30-7:30 Elementary Schools
18-Feb	No School – President's Day
Feb 18-15	National FFA Week
Feb 21, 25	7-12 Parent Teacher Conferences 3:30-7:30
21-Feb	Mid Quarter
24-Feb	FFA Pancake Breakfast
1-Mar	Early Dismissal – Teacher workshop K-12 12:15pm
1-Mar	End of 2nd Trimester
22-Mar	End of 3rd Quarter
Mar 25-29	Spring Break
1-Apr	No School – Teacher workshop
3-May	Mid Quarter
4-May	Prom – Grand March 5:00 South Gym
7-May	FFA Blood Drive
May 10-11	Pops Concert and Art Show – 6:30pm North Gym
15-May	FFA Banquet 6:15 Social – Chatfield
22-May	Awards Night – Junior High 6:30/High School 7:30pm
27-May	No School – Memorial Day
2-June	Graduation – 2pm South Gym
4-June	Last student day
5-June	No School – Teacher workshop

Belle Plaine SCHOOLS
a great place to learn

Independent School District No. 716

http://www.belleplaine.k12.mn.us

District Calendar 2012-2013 Draft

Revised May 20, 2012

District Contact Information

District Office: (952) 873-2400
Chatfield Elementary: (952) 873-2401
Oak Crest Elementary: (952) 873-2402
Junior-Senior High: (952) 873-2403

Jul-12

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

Aug-12

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

Sept. 2012

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

19

Oct. 2012

M	T	W	T	F
1	2	▥	4	5
8	9	10	*11*	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

21

Nov-12

M	T	W	T	F
			1	**2**
5	6	7	8	9
12	13	14	15	▥
19	*20*	21	22	23
26	27	28	29	30

18

Dec-12

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

15

Jan-13

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	**18**
21	22	23	24	25
28	29	30	31	

21

Feb-13

M	T	W	T	F
				1
4	5	▥	7	8
11	12	13	*14*	15
18	19	20	*21*	22
25	26	27	28	

19

Mar-13

M	T	W	T	F
				▥
4	5	6	7	8
11	12	13	14	15
18	19	20	21	**22**
25	26	27	28	29

16

Apr-13

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

21

May-13

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

22

Jun-13

M	T	W	T	F
3	**4**	**5**	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

2

	No School (Holiday)
■	No School (Teacher Workshop Day)
▥	Inservice Early Dismissal - School ends at 12:15
22	Parent-Teacher Conferences
22	End of Quarter or Trimester

August

24,27-30	8-24 New Teachers; 8/27-30 Workshop

September

3	No School - Labor Day
4	School Begins

October

3	Students released at 12:15 pm - Teacher workshop
8,11	K-6 Parent Teacher Conferences
18,19	No School - Education MN Conference

November

2	End 1st Quarter
5	No School - Teacher Workshop
16	Students released at 12:15 pm - Teacher workshop
19,20	7-12 Parent Teacher Conferences
21-23	No School - Thanksgiving Break
30	End 1st Trimester

December

24-31	No School - Holiday Break

January

1	No School - Holiday Break
2	School Resumes
18	End 2nd Q/1st Semester
21	No School - Martin Luther King Jr. Day - Teacher Workshop

February

6	Students released at 12:15 pm - Teacher workshop
11,14	K-6 Parent Teacher Conferences
18	No School - President's Day
21,25	7-12 Parent Teacher Conferences

March

1	Students released at 12:15 pm - Teacher workshop
1	End 2nd trimester
22	End 3rd Quarter
25-29	No School - Spring Break

April

1	Teacher Workshop

May

27	No School - Memorial Day

June

2	Graduation
4	Last student day, end of 4th Quarter/3rd trimester
5	Teacher workshop

Student Contact Day Summary

Quarter Summary		*Trimester Summary*	
1st Quarter	42	1st Trimester	58
2nd Quarter	44	2nd Trimester	56
3rd Quarter	43	3rd Trimester	60
4th Quarter	45		
Total	174	Total	174

8 teacher workshop days

2 days allotted for parent-teacher conferences

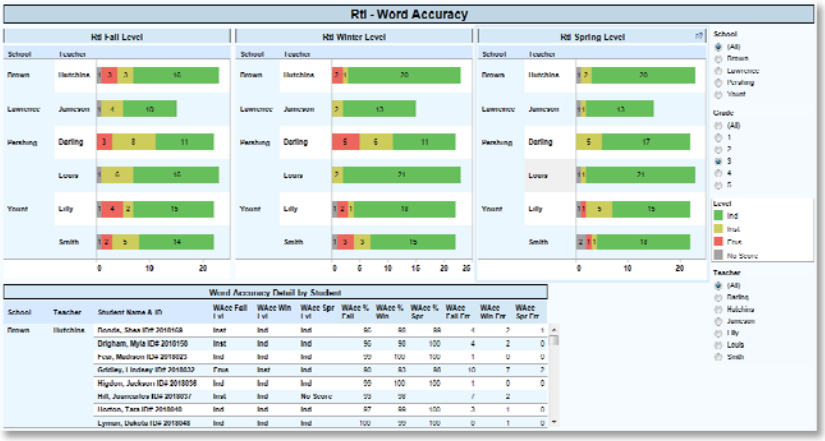
Total teacher days: 184

CIC Analysis Portal Powered by Tableau®

Most people have a hard time visualizing rows and columns of data and identifying trends. The CIC Analysis Portal, Powered by Tableau tools allow non-technical end users to quickly and easily create and share pictures from underlying databases.

Data (expressed in pictures) can then easily be explored interactively to analyze the data on-screen; visualizations are quickly and easily posted to the web for sharing with others.

Users view an image, formulate the next logical question(s), and then answer question(s) by clicking on the screen. The system provides unlimited levels of "undo" to back up step by step as well. Users also may bookmark a particular visualization to use as a later starting point or display in a presentation.



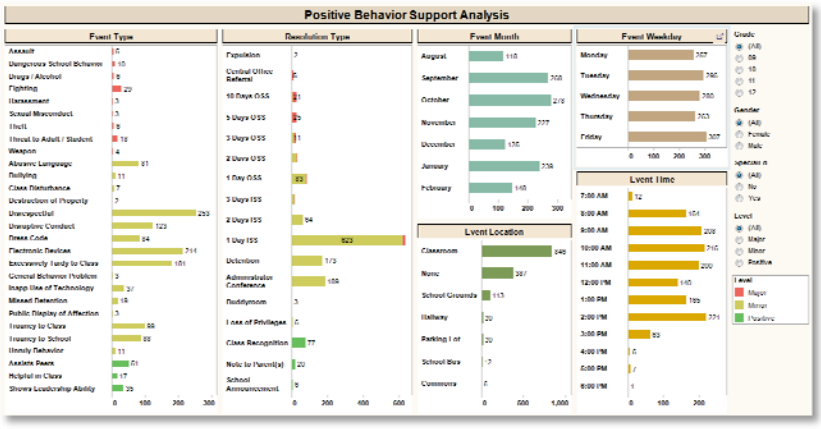
Unlike many analysis tools, which export the data into specialized structures, Tableau leaves the data in the original source system. This eliminates the need to import / export data; live links continually update visualizations as data changes are made.

Users are able to point to a data source, then easily create drag-and-drop views. Any query can be transformed into a visualization, using drag and drop technology.

Thus, users don't need to know query languages like SQL or MDX. What's more, managers can create dynamic dashboards that pull data simultaneously from SQL Server, Oracle, Excel, Access, text files, and other data sources.

Tableau includes many features, such as drill-down via filters, selection by highlighting cells within a chart; calculated measures or dimensions, annotations; drill-back to detailed information on-screen; cut-and-paste into Excel, and combining multiple charts on a single dashboard. Dashboards may include global / local controls (global to all charts on the dashboard or local to a single chart).

CIC Analysis Portal includes a variety of financial, human resources, and student information dashboard templates with the application, to get your district started quickly! CIC assists with the under the covers work to connect our templates to your underlying database(s) to produce results quickly and efficiently.



Beyond the Technology.

www.cicesp.com 800.437.7457

CIC Analysis Portal Powered by Tableau®

Highlights:

CIC Analysis Portal and Tableau together enable people to see and understand the information in databases by allowing them to build “drag & drop analyses” of their financial, human resource, and student data. The results are highly visual, insightful, and unlike anything you’ve seen!

- ✓ **Isolate and Extract** - What if you could dive into databases and unearth hidden gems in seconds? The outliers? The exceptions? The hidden clusters?
- ✓ **Pivot and Refine** - Tableau is a system in which problem solving occurs in a tightly knit cycle of visual analysis. With no training, users can conduct fluid "Q&A" sessions with data.
- ✓ **See and Understand** - People need effective layouts of data to understand results, discover relationships, find patterns, locate outliers, uncover structure and summarize findings. How well can you see what is going on in your district?
- ✓ **Publish and Present** – Quickly and easily paste vivid multi-dimensional results into Microsoft Office applications or web pages and share them with others!

The Power of Visual Thinking:

People solve problems better and faster when they understand them visually. Tableau products are built upon this premise and give you:

- ✓ **Better Insight - Better Decisions**. Imagine analyzing rows and columns of data by simply composing interactive views of what you want to see. Imagine unlocking “hidden gems” in your enterprise data. The result is better insight and better decision-making.
- ✓ **Productivity**. Imagine connecting directly to an Excel, Access, SQL, or OLAP database and creating fully graphical, multi-dimensional views of your data in minutes.
- ✓ **Visual Impact** - Clear Communication. Imagine placing vivid data presentations directly into Microsoft Office applications and sharing them with others. The result is better communication and better intelligence across your organization.

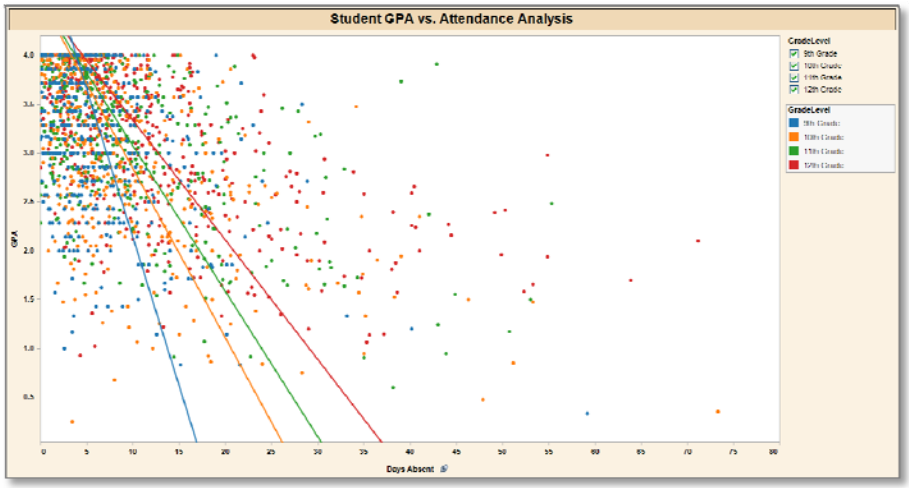
What do the Experts say?

“How good is Tableau? In terms of generating useful, multidimensional visual analysis, it's like going from an Etch-a-Sketch to Industrial Light and Magic. Quite simply, it's the best piece of software CFO has run across in years.”

CFO *CFO Magazine*

“Interactive visualization tools dramatically improve the ease of use and understanding of the data.”

Gartner *Gartner Group*



Beyond the Technology.

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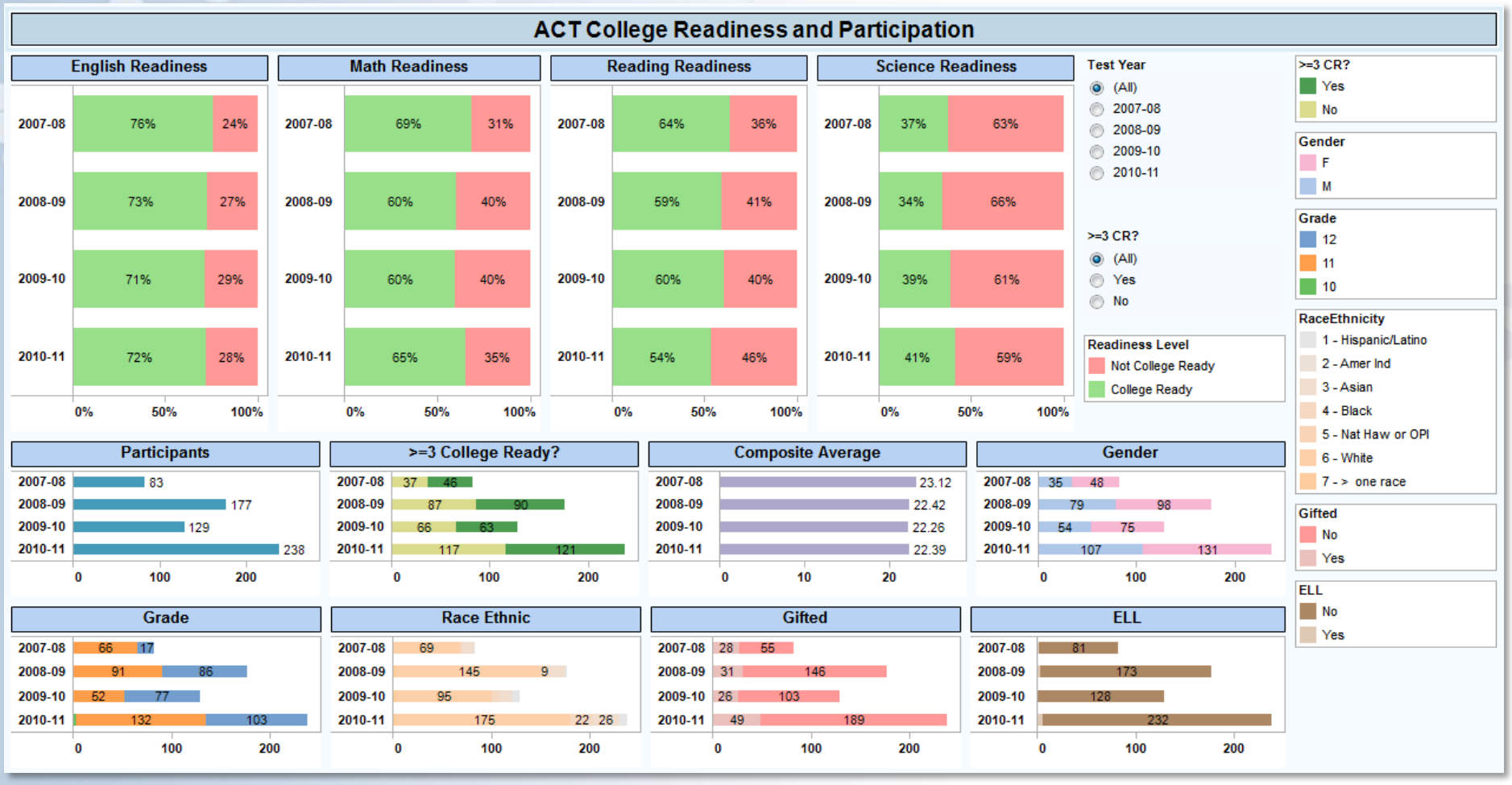
Visualizing Data

powered by

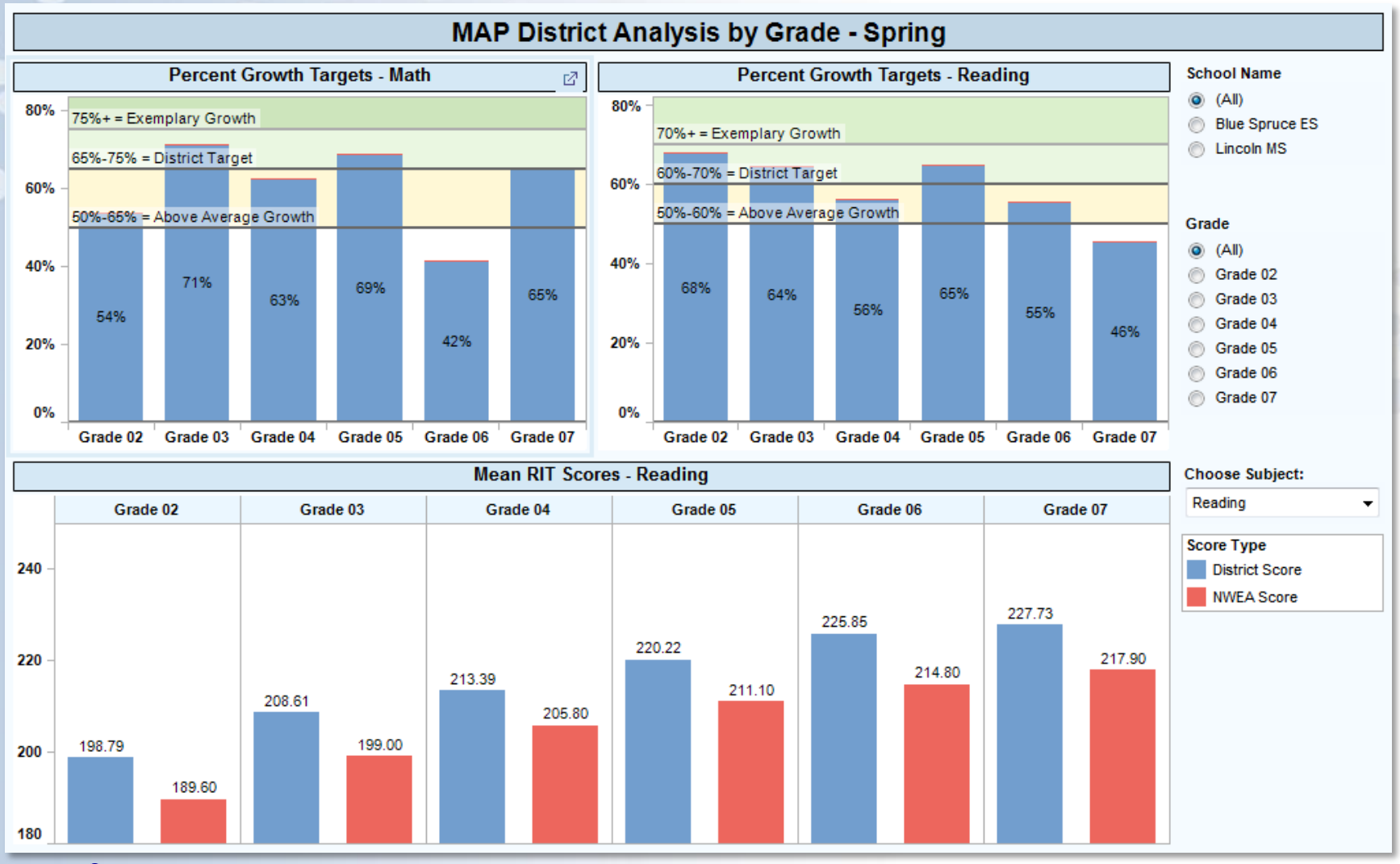
CIC Analysis Portal

Assessment Examples

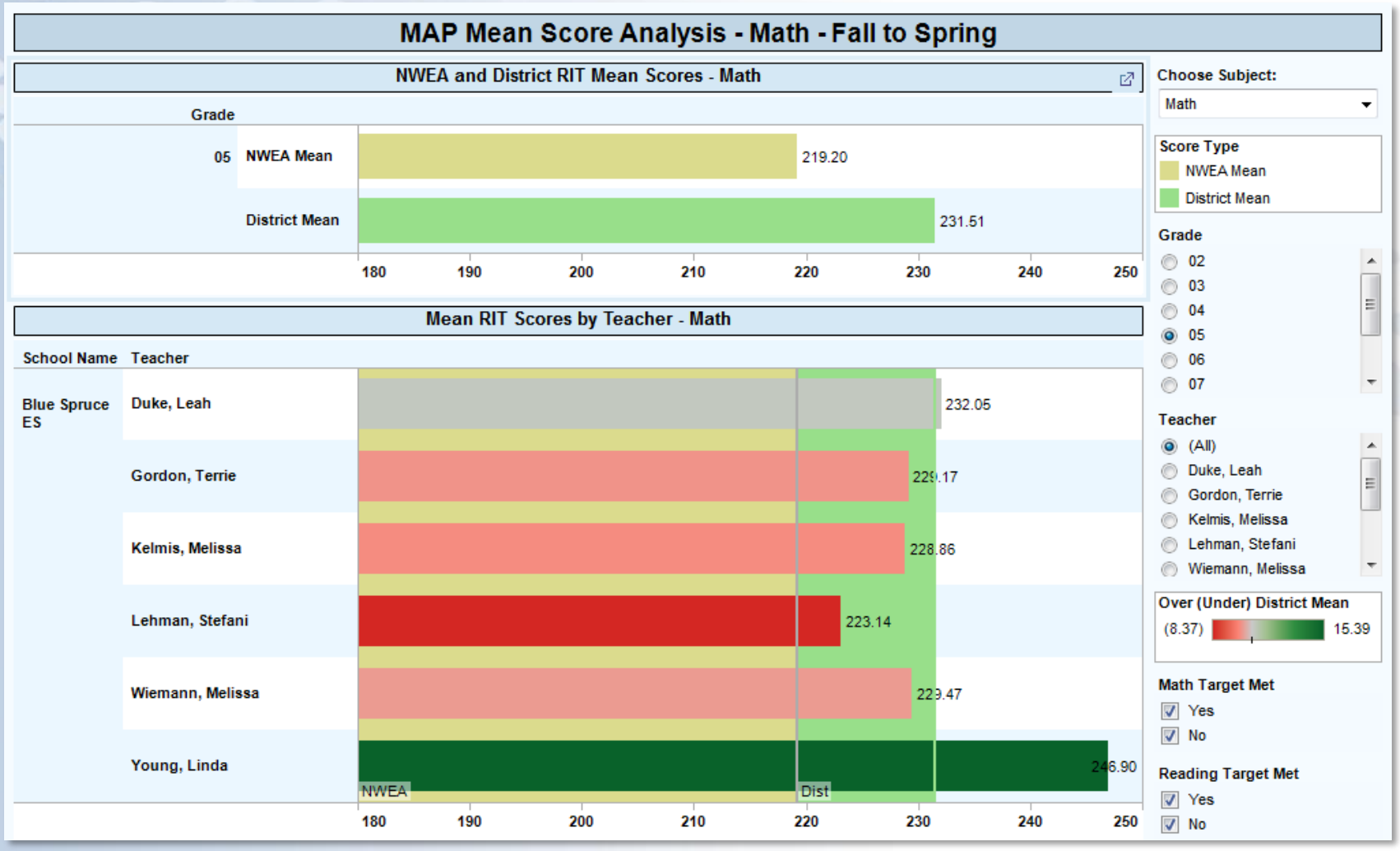
ACT Analysis



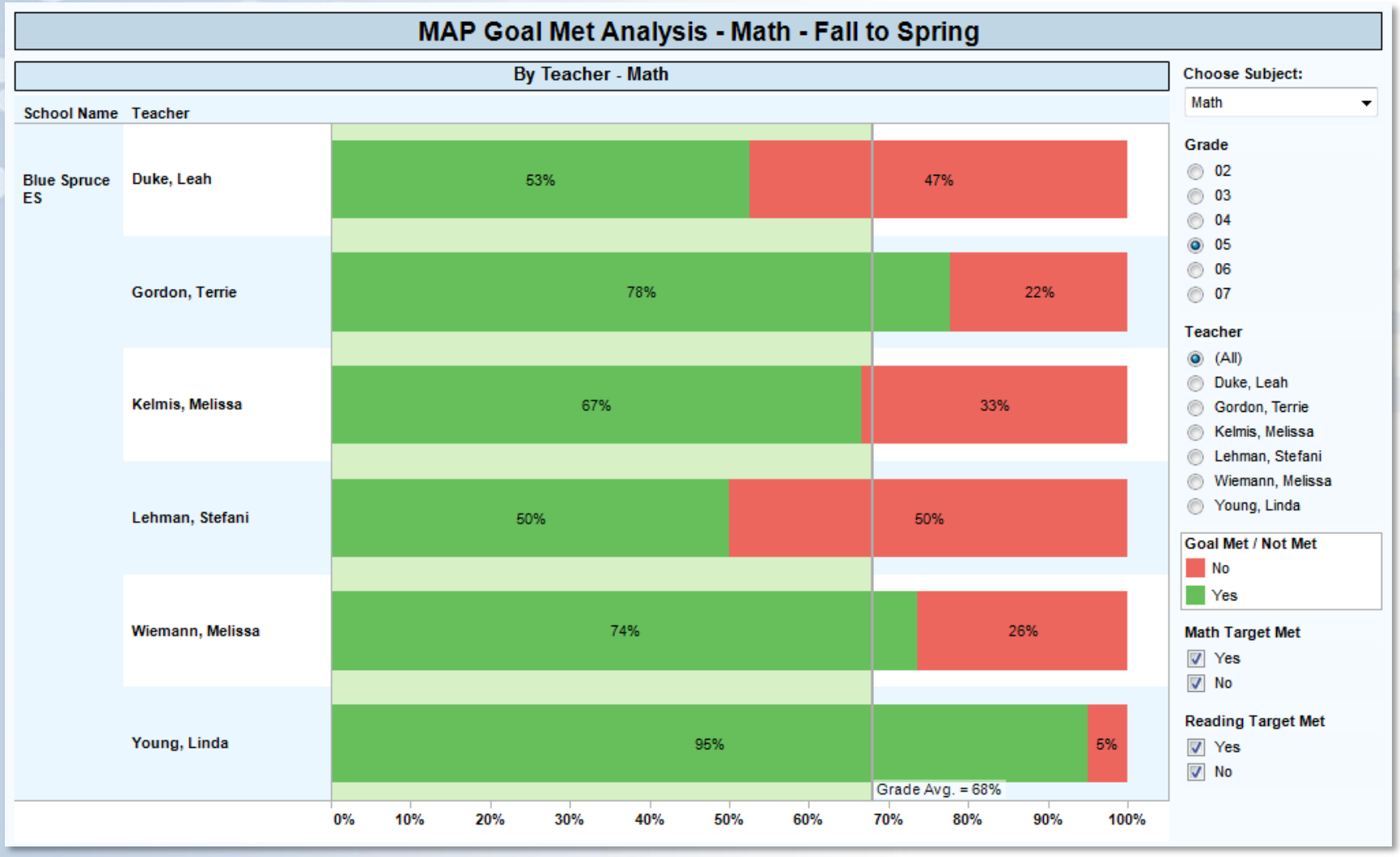
MAP Community Analysis



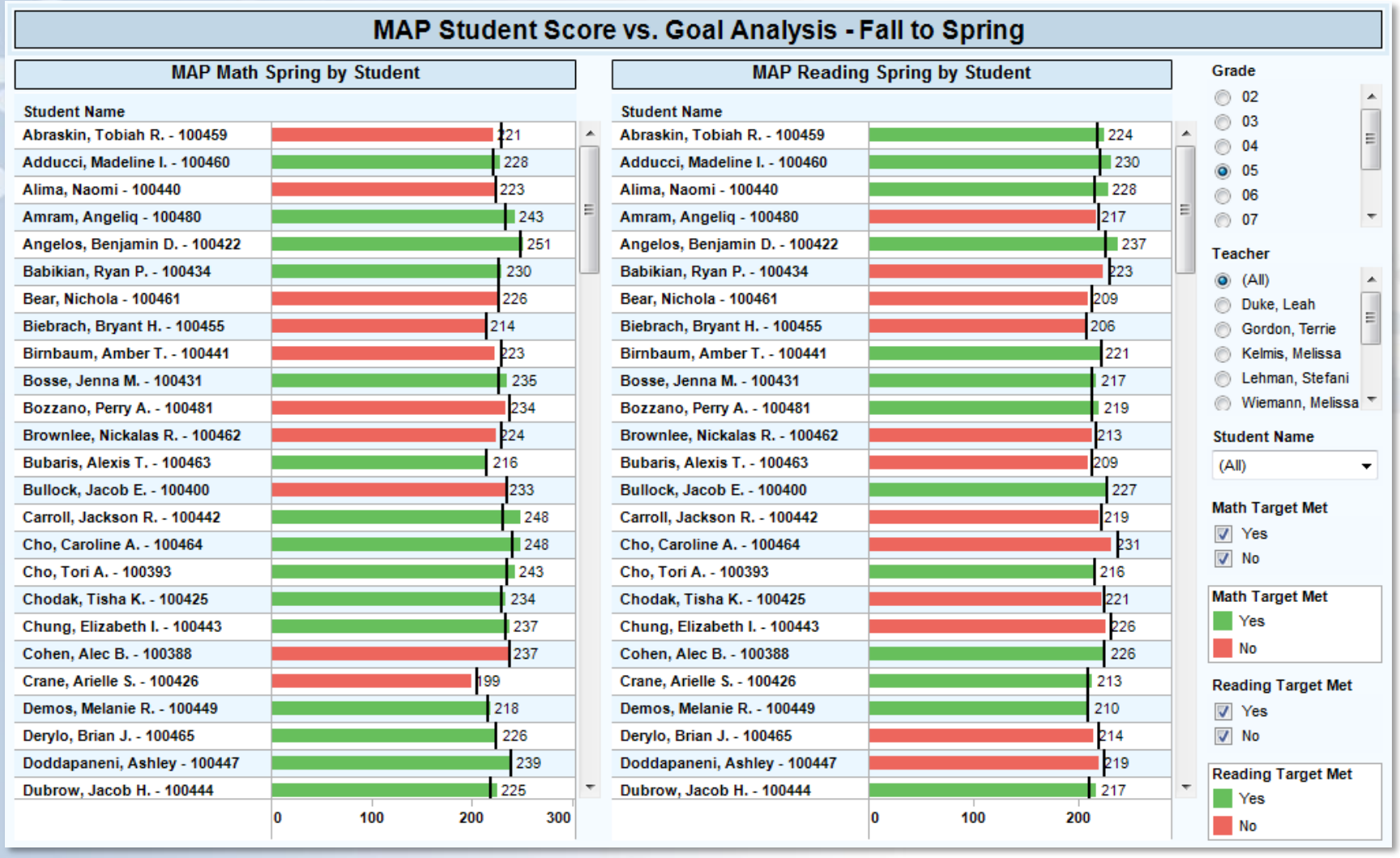
MAP Teacher / Target Analysis - Mean



MAP Teacher / Target – Goal %



MAP Student Score vs. Goal



MAP Student Detail Scores

MAP Student Detail Scores - Fall to Spring

Grade	Student Name	Math Target Met	Reading Target Met	Math FA10 RIT	Math SP11 Target Growth	Math SP11 Target RIT	Math SP11 Test RIT	Math Index (SP - Tgt)	Read FA10 RIT	Read SP11 Target Growth	Read SP11 Target RIT	Read SP11 Test RIT	Read Index (SP - Tgt)
05	Abraskin, Tobiah R. - 100459	No	Yes	222	7	229	221	-8	214	4	218	224	6
	Adducci, Madeline I. - 100460	Yes	Yes	214	8	222	228	6	216	4	220	230	10
	Alima, Naomi - 100440	No	Yes	216	8	224	223	-1	211	4	215	228	13
	Amram, Angeliq - 100480	Yes	No	227	7	234	243	9	215	4	219	217	-2
	Angelos, Benjamin D. - 100422	Yes	Yes	244	5	249	251	2	222	3	225	237	12
	Babikian, Ryan P. - 100434	Yes	No	220	7	227	230	3	226	3	229	223	-6
	Bear, Nichola - 100461	No	No	220	7	227	226	-1	208	5	213	209	-4
	Biebrach, Bryant H. - 100455	No	No	207	8	215	214	-1	202	5	207	206	-1
	Birnbaum, Amber T. - 100441	No	Yes	222	7	229	223	-6	217	4	221	221	0
	Bosse, Jenna M. - 100431	Yes	Yes	220	7	227	235	8	208	5	213	217	4
	Bozzano, Perry A. - 100481	No	Yes	230	7	237	234	-3	208	5	213	219	6
	Brownlee, Nickalas R. - 100462	No	No	223	7	230	224	-6	212	4	216	213	-3
	Bubaris, Alexis T. - 100463	Yes	No	206	8	214	216	2	207	5	212	209	-3
	Bullock, Jacob E. - 100400	No	Yes	228	7	235	233	-2	224	3	227	227	0
	Carroll, Jackson R. - 100442	Yes	No	224	7	231	248	17	217	4	221	219	-2
	Cho, Caroline A. - 100464	Yes	No	234	6	240	248	8	235	2	237	231	-6
	Cho, Tori A. - 100393	Yes	Yes	228	7	235	243	8	211	4	215	216	1
	Chodak, Tisha K. - 100425	Yes	No	223	7	230	234	4	220	4	224	221	-3
	Chung, Elizabeth I. - 100443	Yes	No	227	7	234	237	3	228	3	231	226	-5
	Cohen, Alec B. - 100388	No	Yes	232	6	238	237	-1	220	4	224	226	2
	Crane, Arielle S. - 100426	No	Yes	198	7	205	199	-6	203	5	208	213	5
	Demos, Melanie R. - 100449	Yes	Yes	208	8	216	218	2	204	5	209	210	1
	Derylo, Brian J. - 100465	Yes	No	216	8	224	226	2	215	4	219	214	-5
	Doddapaneni, Ashley - 100447	Yes	No	233	6	239	239	0	220	4	224	219	-5
	Dubrow, Jacob H. - 100444	Yes	Yes	211	8	219	225	6	205	5	210	217	7
	Duelfer, Mason A. - 100482	No	No	199	7	206	202	-4	194	7	201	188	-13

Grade
- 02
- 03
- 04
- 05
- 06
- 07

Teacher
- (All)
- Duke, Leah
- Gordon, Terrie
- Kelmis, Melissa
- Lehman, Stefani
- Wiemann, Melissa

Student Name
(All)

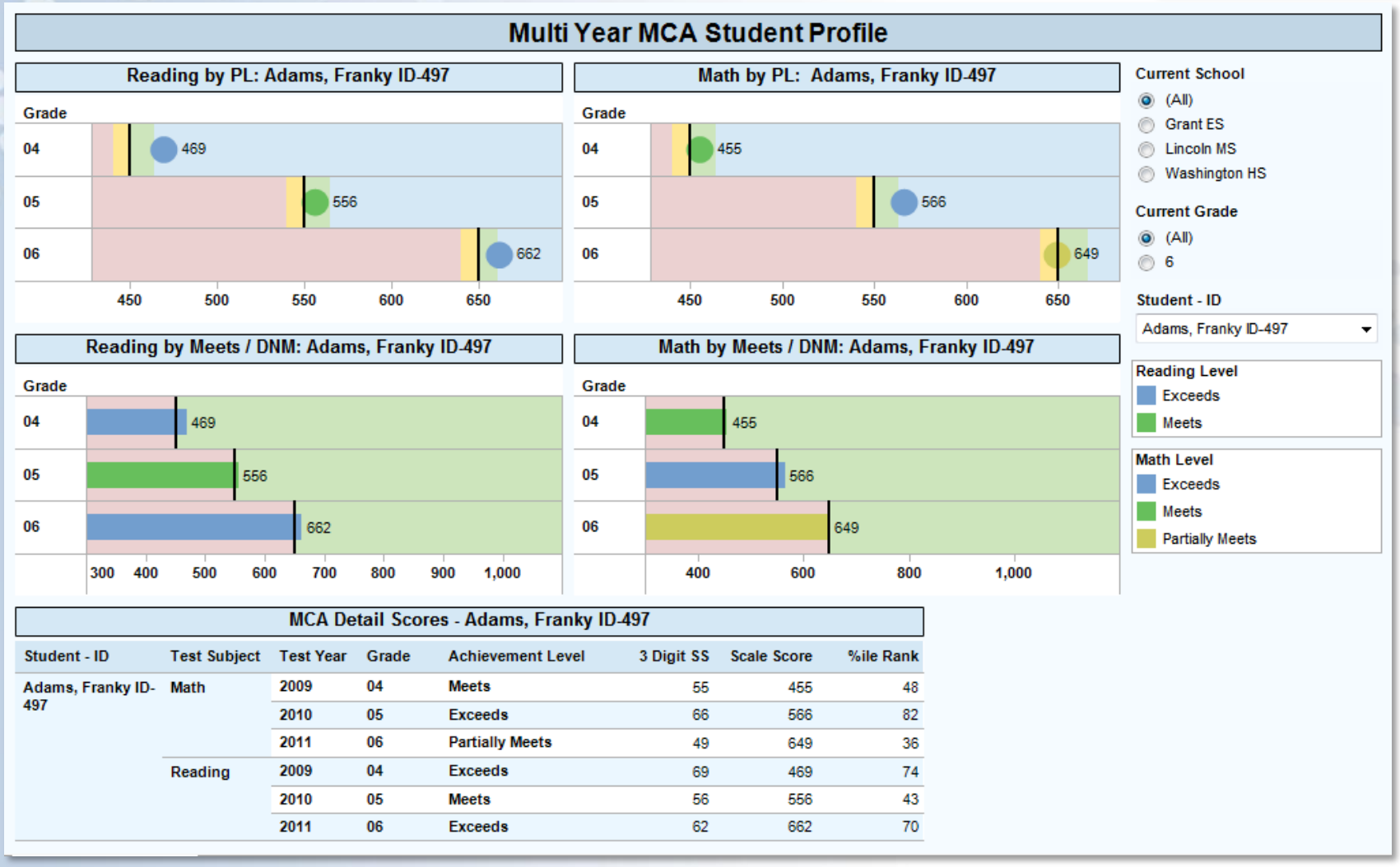
Math Target Met
- Yes
- No

Reading Target Met
- Yes
- No

Math Index
-34 35

Reading Index
-28 32

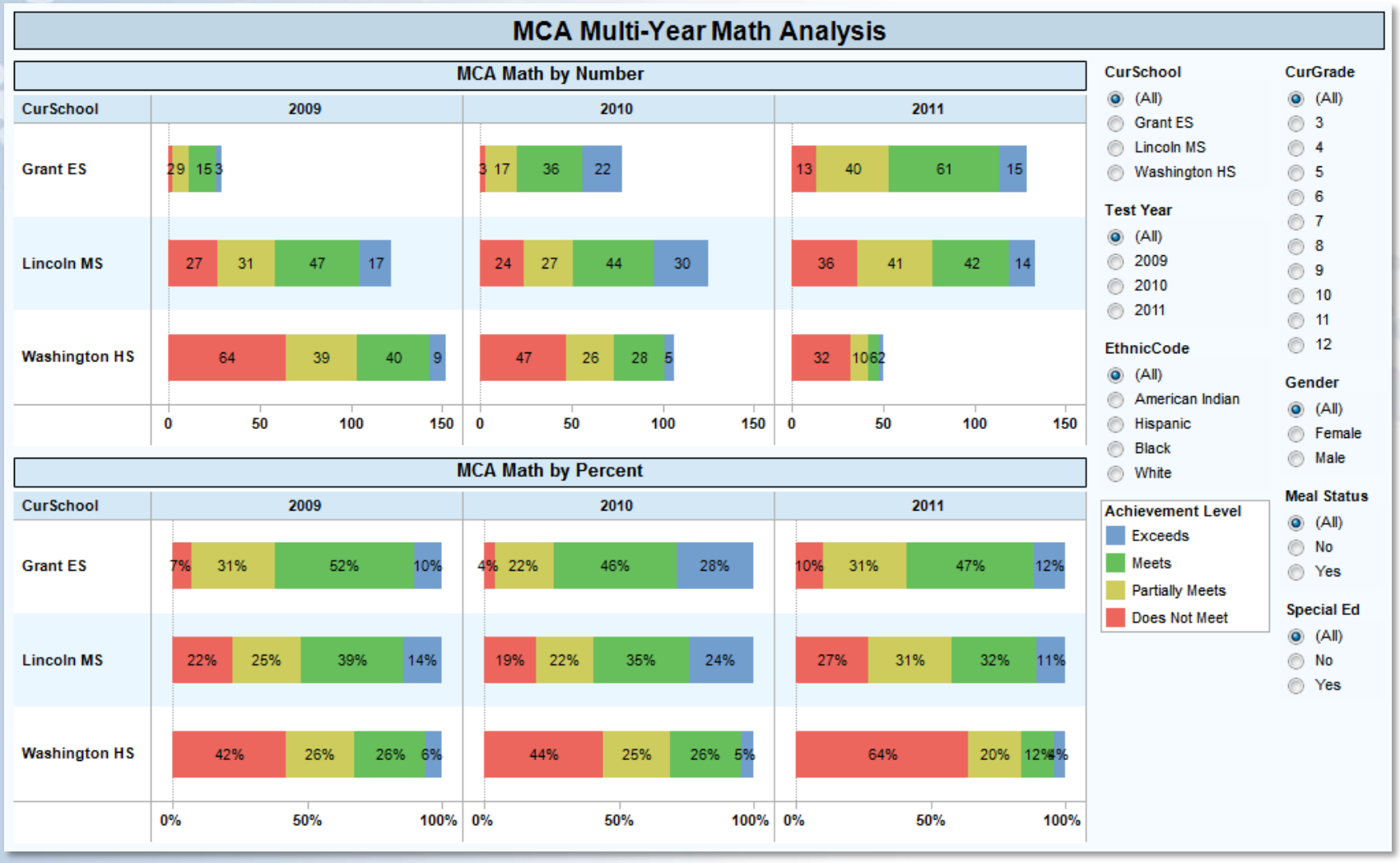
MCA Multi-Year Student Profile



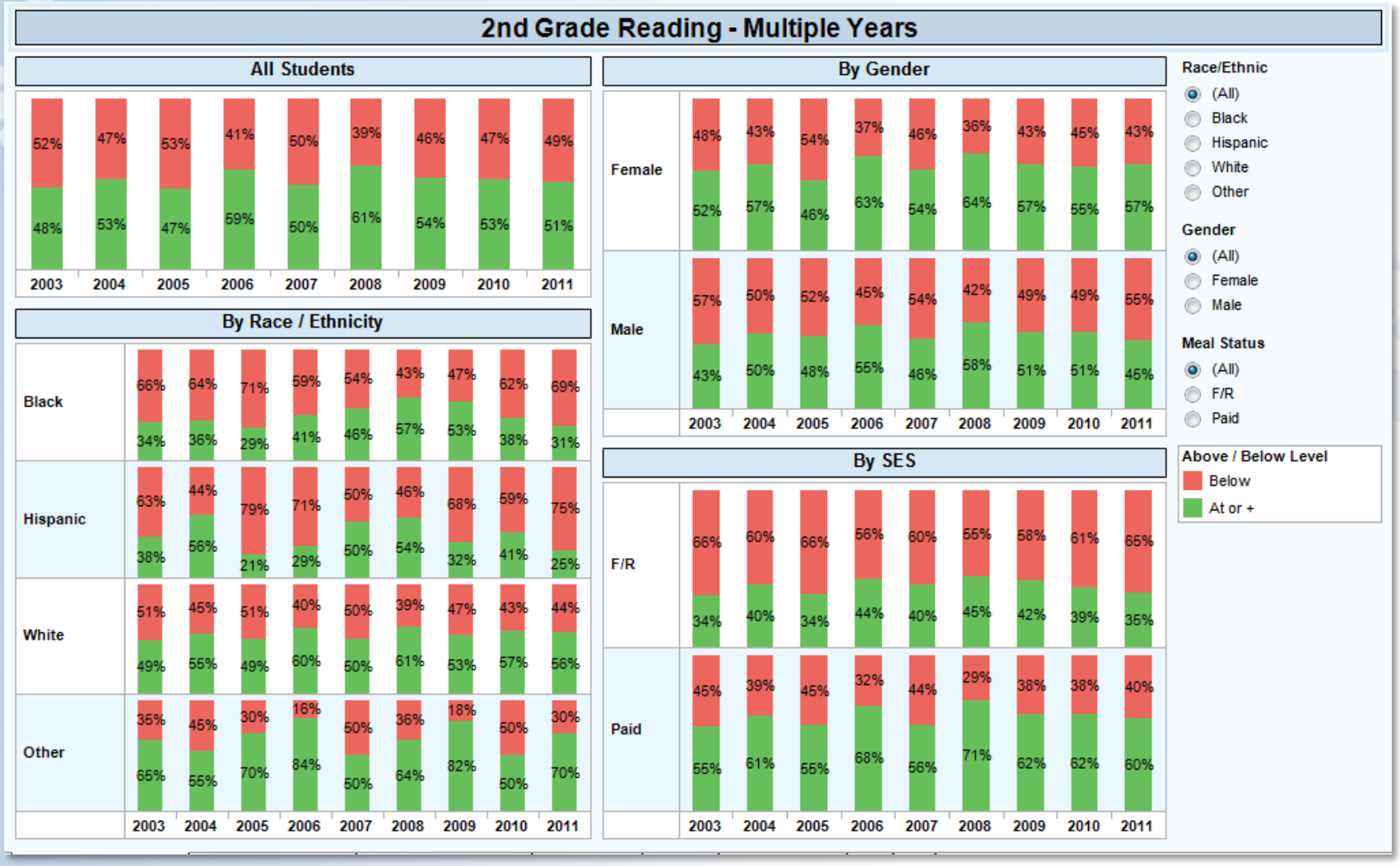
MCA Detail Scores - Adams, Franky ID-497

Student - ID	Test Subject	Test Year	Grade	Achievement Level	3 Digit SS	Scale Score	%ile Rank
Adams, Franky ID-497	Math	2009	04	Meets	55	455	48
		2010	05	Exceeds	66	566	82
		2011	06	Partially Meets	49	649	36
	Reading	2009	04	Exceeds	69	469	74
		2010	05	Meets	56	556	43
		2011	06	Exceeds	62	662	70

MCA Multi-Year Math Analysis

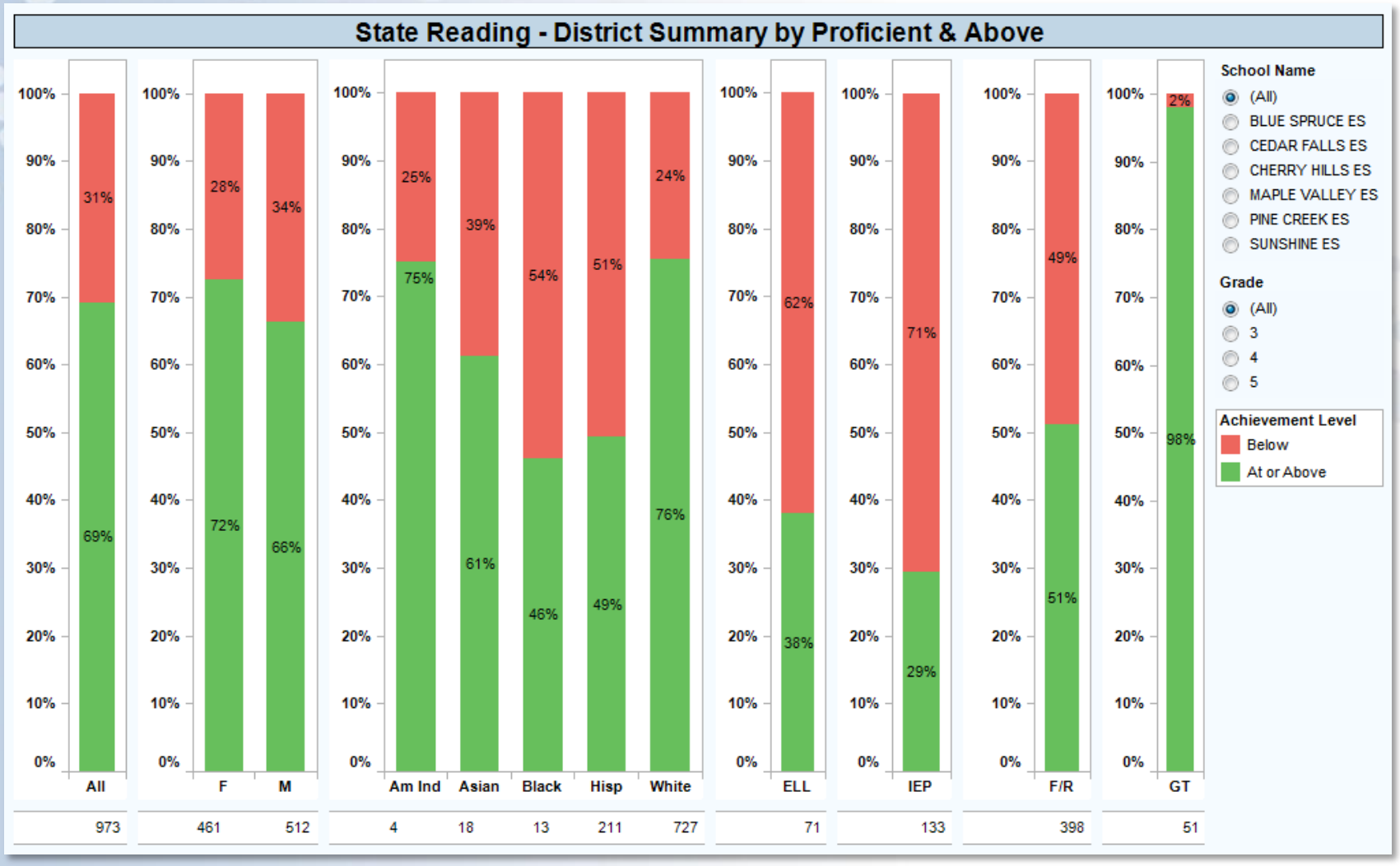


Reading Multi-Year Analysis

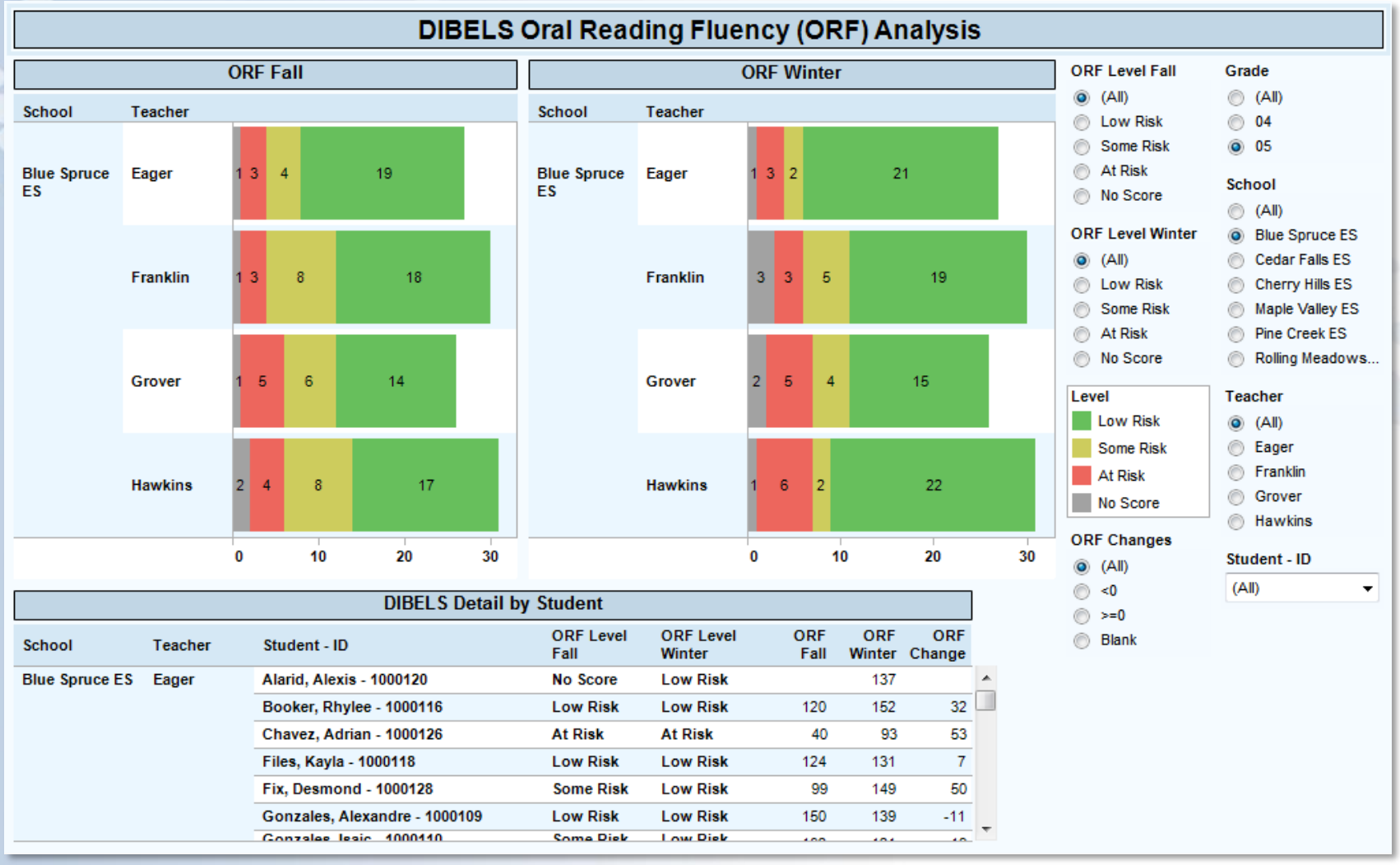


Reading by Year & Level Heat Map

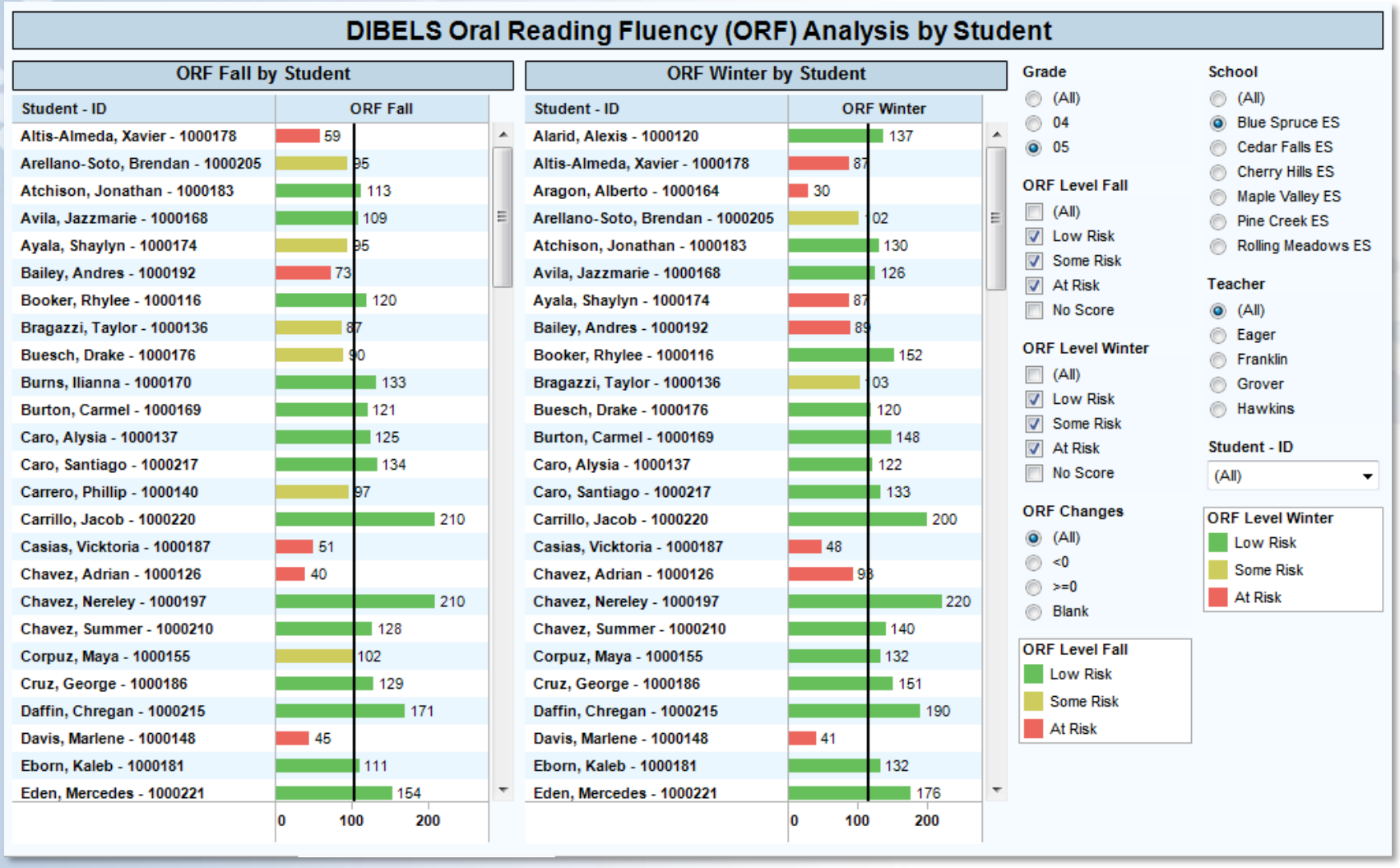
Reading Scores – District Summary



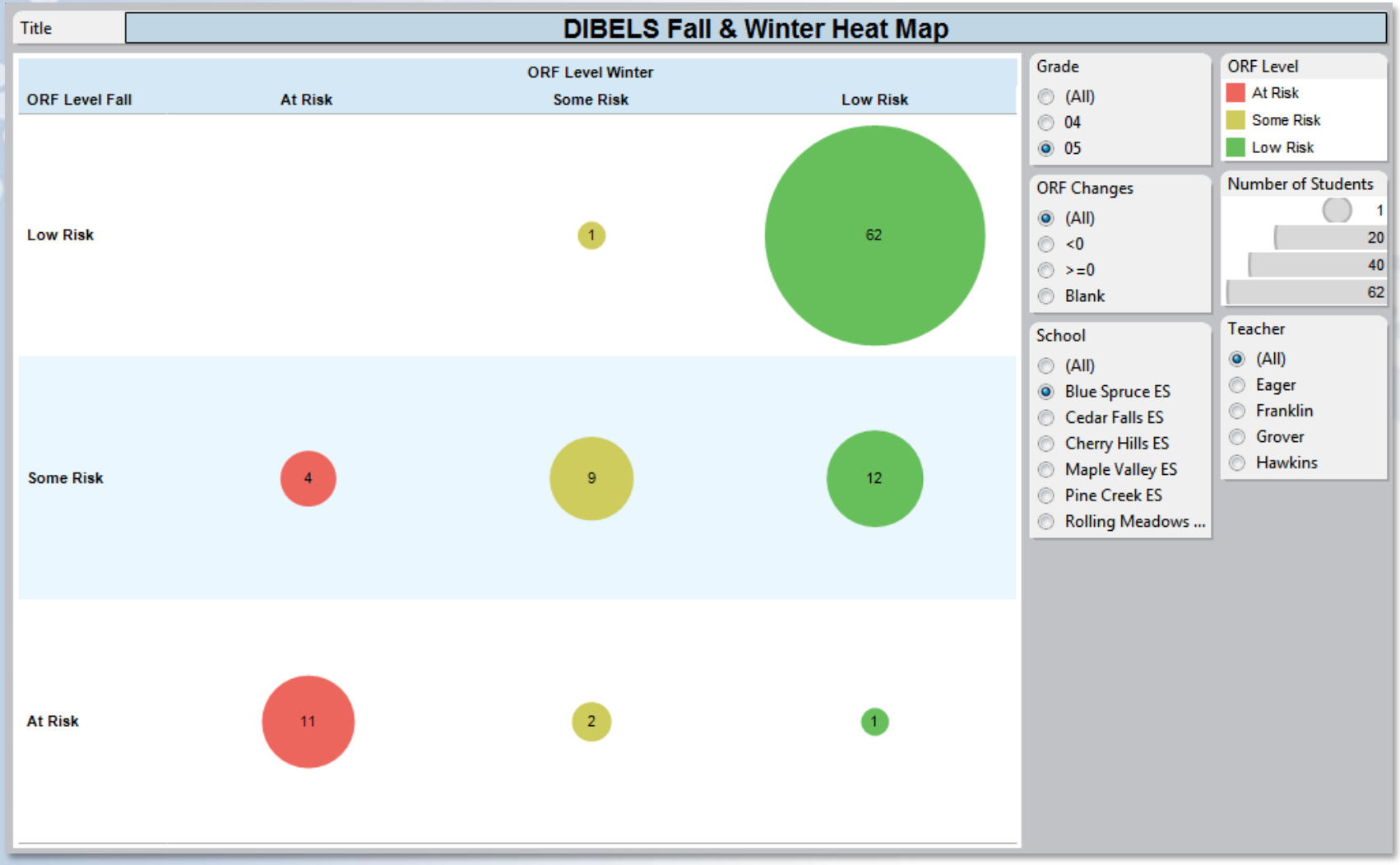
DIBELS Analysis



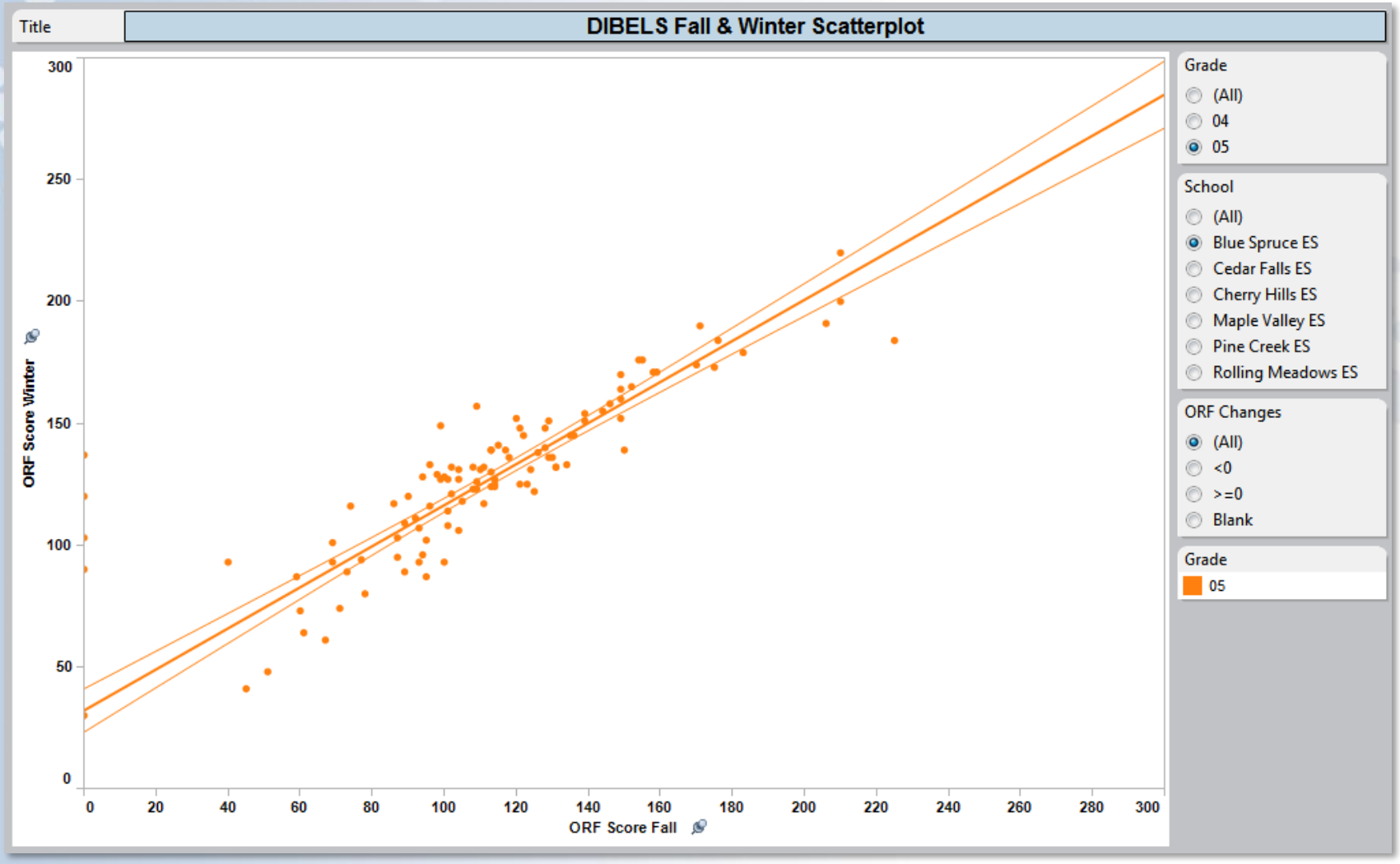
DIBELS by Student



DIBELS Heat Map



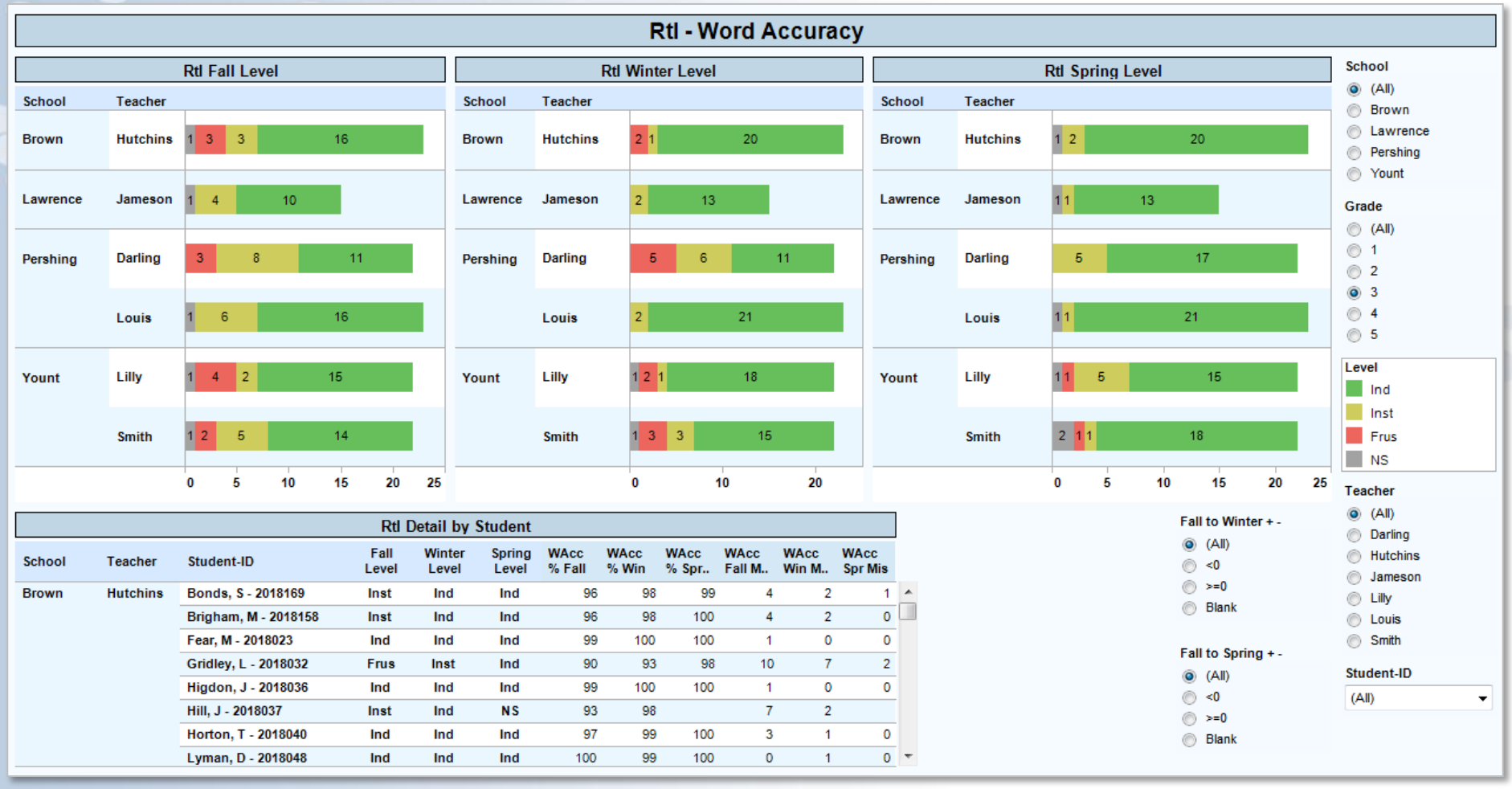
DIBELS Scatterplot



CIC Analysis Portal

Response to Intervention (RtI) Examples

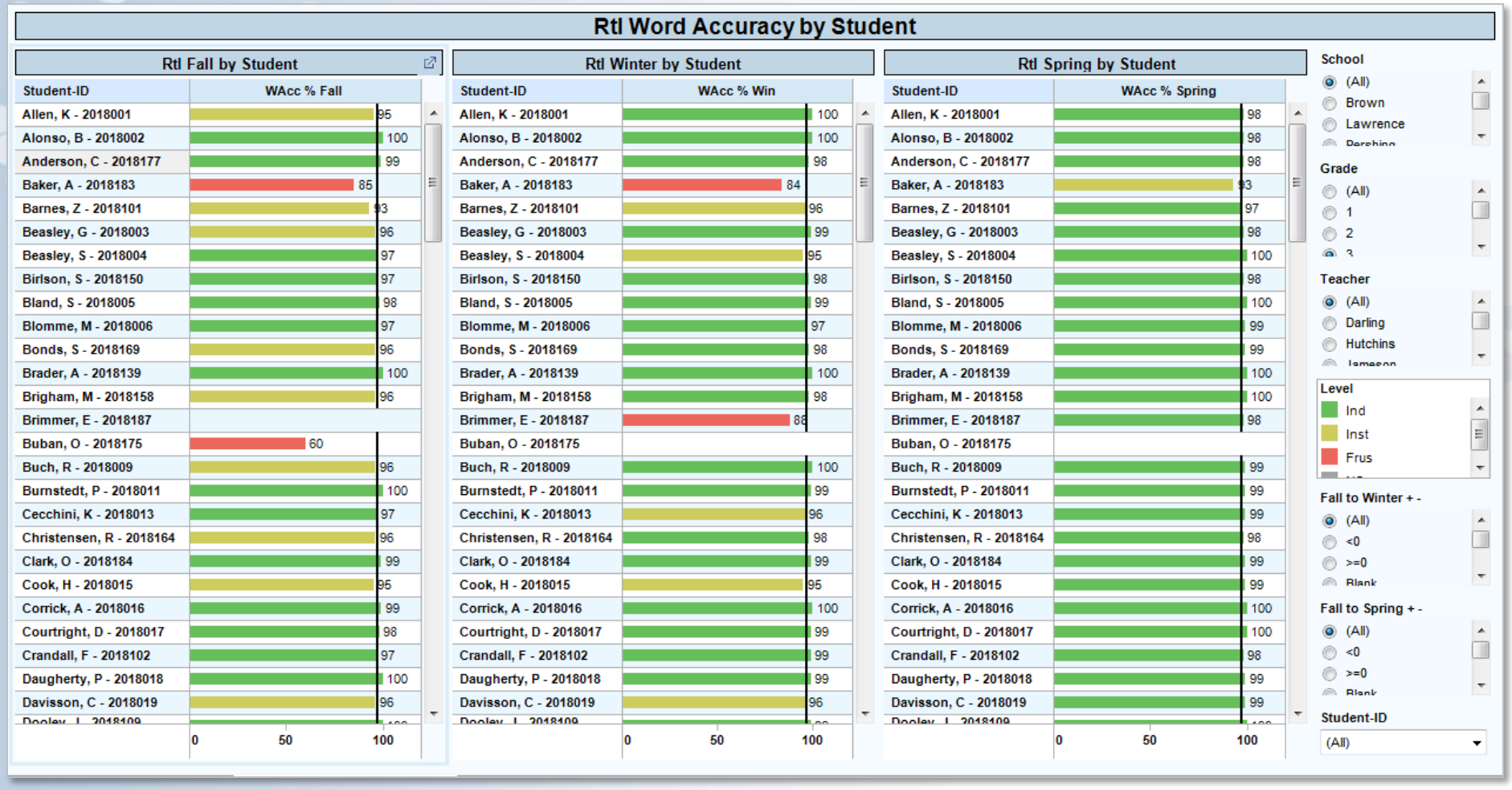
Strategic RtI by School and Teacher



RtI Detail by Student

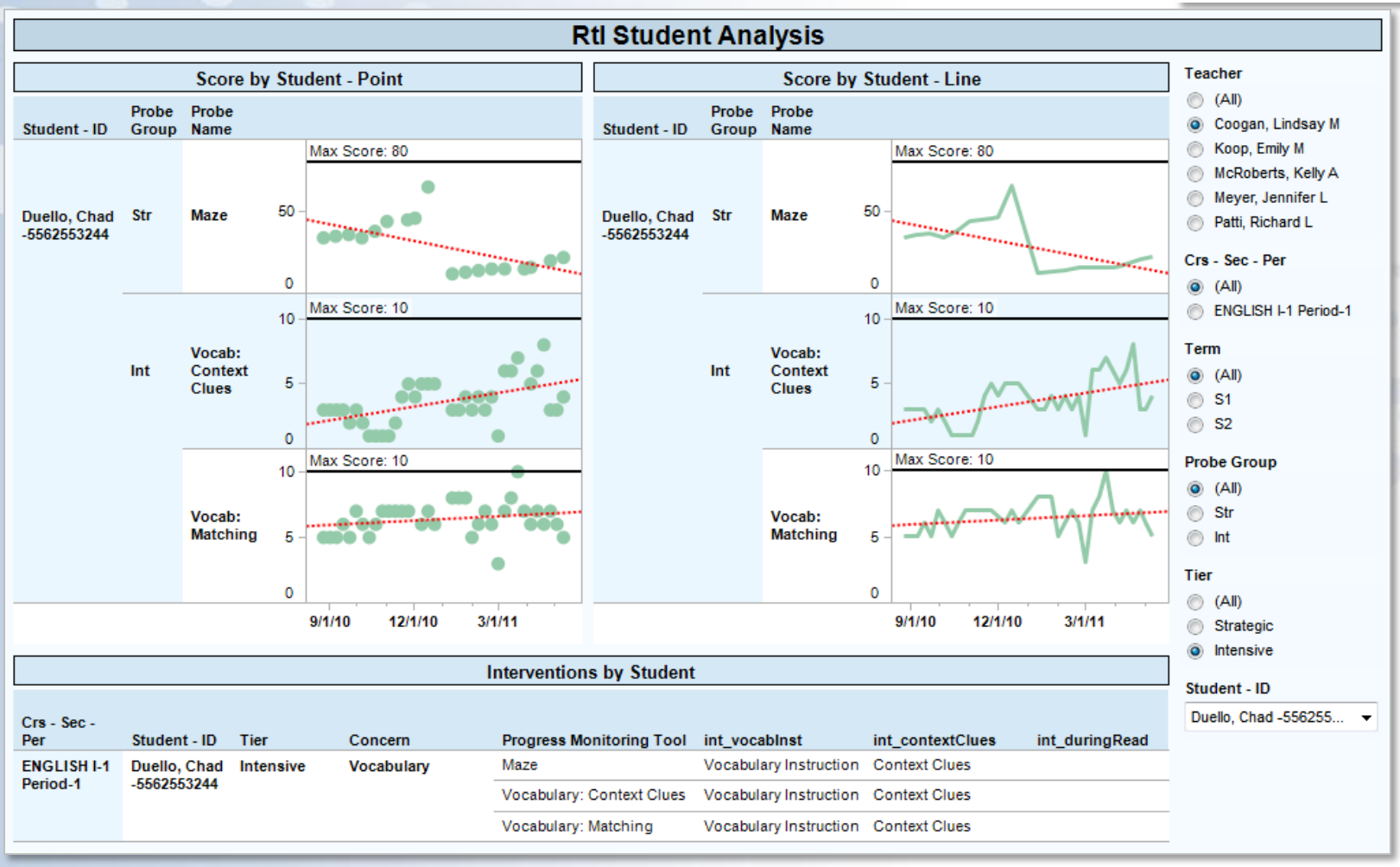
School	Teacher	Student-ID	Fall Level	Winter Level	Spring Level	WAcc % Fall	WAcc % Win	WAcc % Spr..	WAcc Fall M..	WAcc Win M..	WAcc Spr Mis
Brown	Hutchins	Bonds, S - 2018169	Inst	Ind	Ind	96	98	99	4	2	1
		Brigham, M - 2018158	Inst	Ind	Ind	96	98	100	4	2	0
		Fear, M - 2018023	Ind	Ind	Ind	99	100	100	1	0	0
		Gridley, L - 2018032	Frus	Inst	Ind	90	93	98	10	7	2
		Higdon, J - 2018036	Ind	Ind	Ind	99	100	100	1	0	0
		Hill, J - 2018037	Inst	Ind	NS	93	98		7	2	
		Horton, T - 2018040	Ind	Ind	Ind	97	99	100	3	1	0
		Lyman, D - 2018048	Ind	Ind	Ind	100	99	100	0	1	0

Strategic RtI Analysis by Student

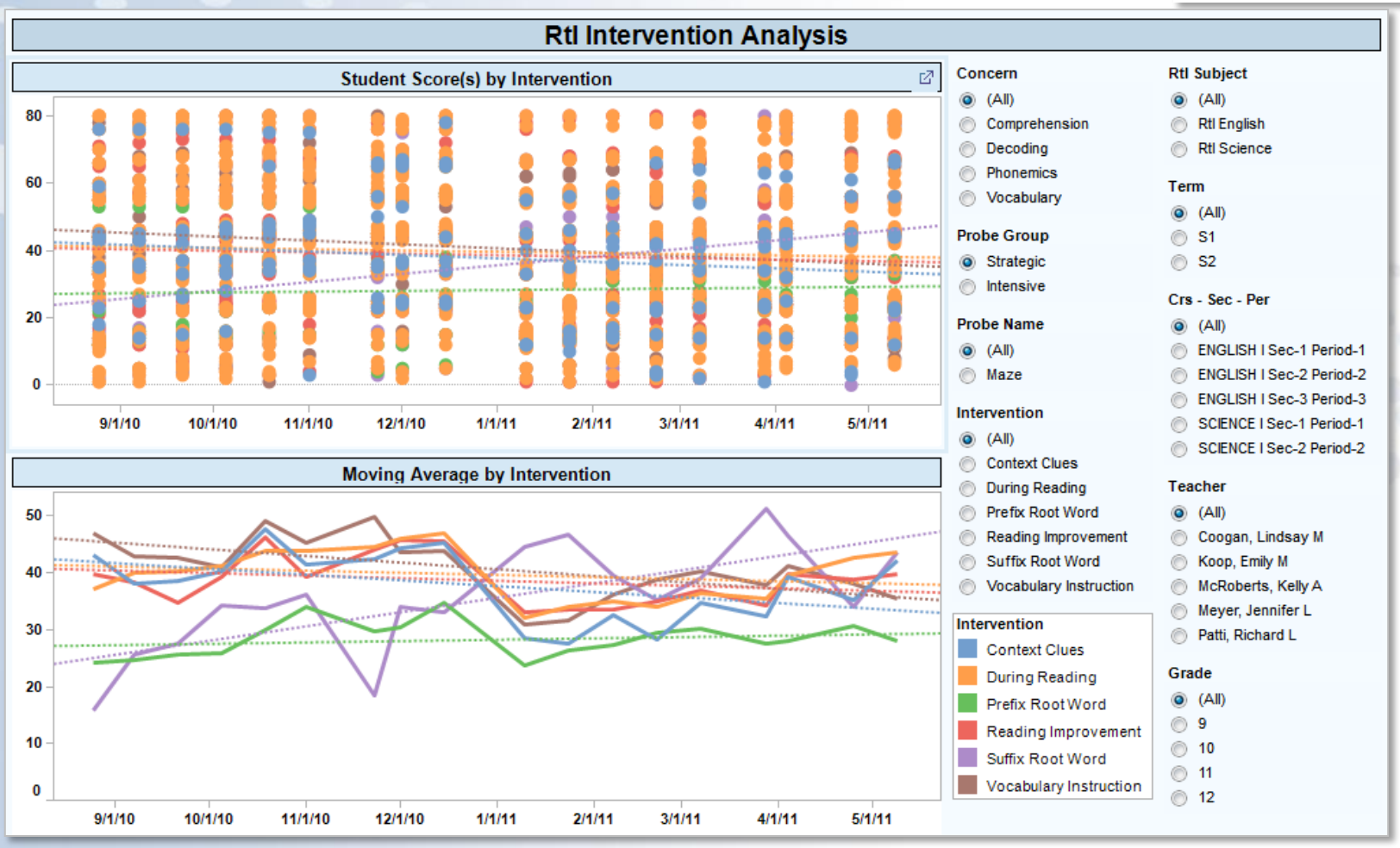


Strategic RtI – Movement over Time

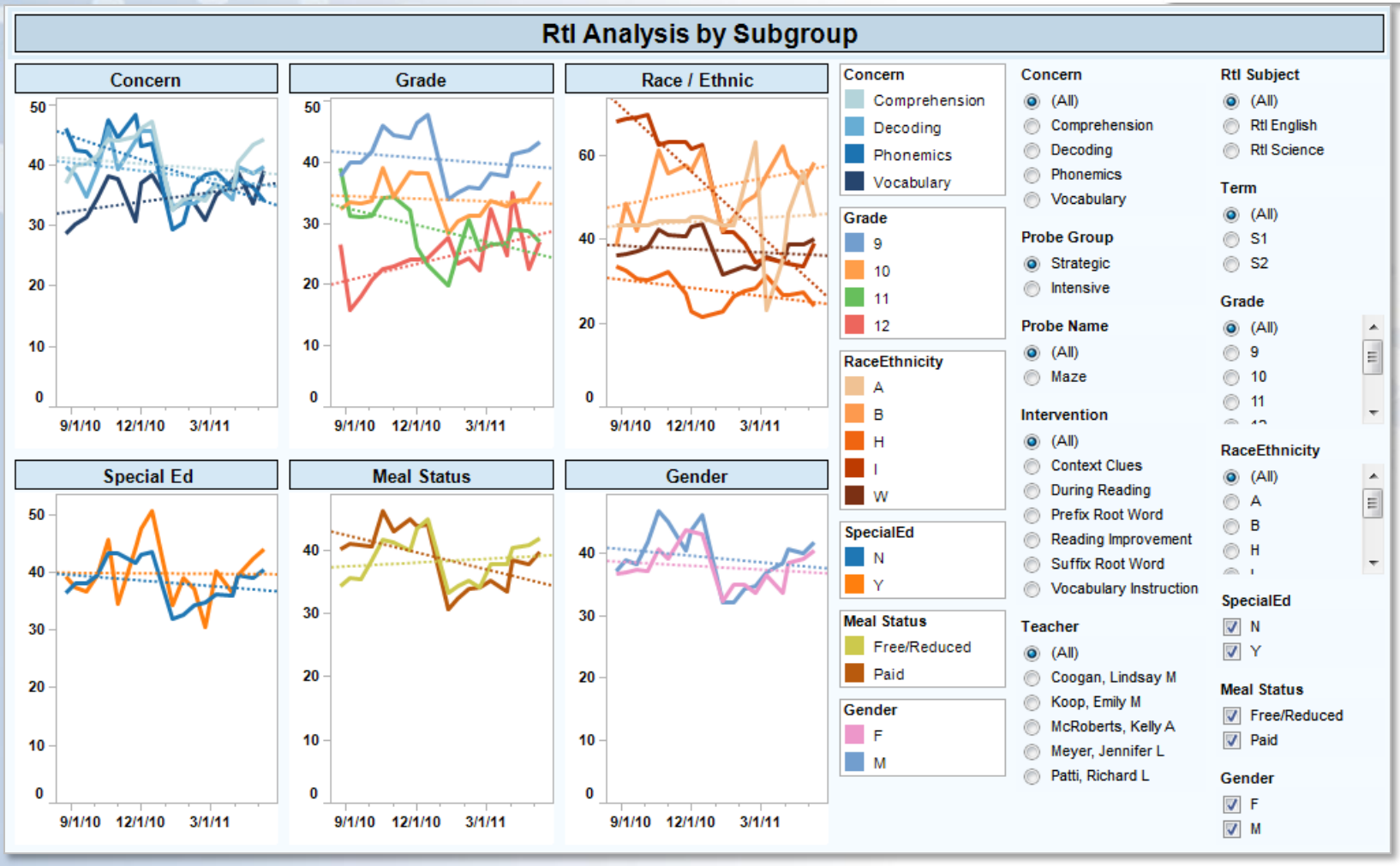
RtI Intensive by Student



RtI Effectiveness - Interventions



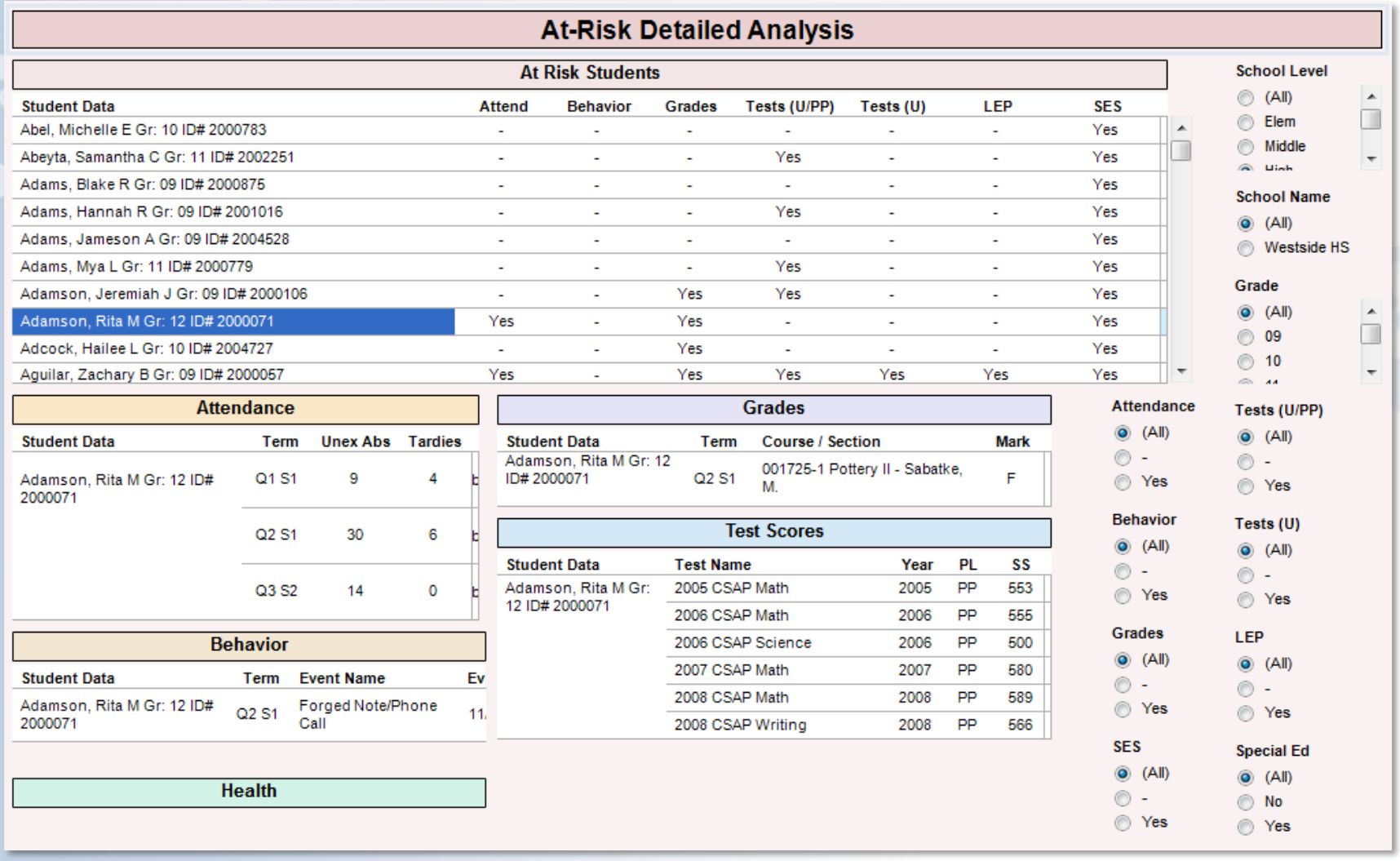
RtI Effectiveness - Subgroups



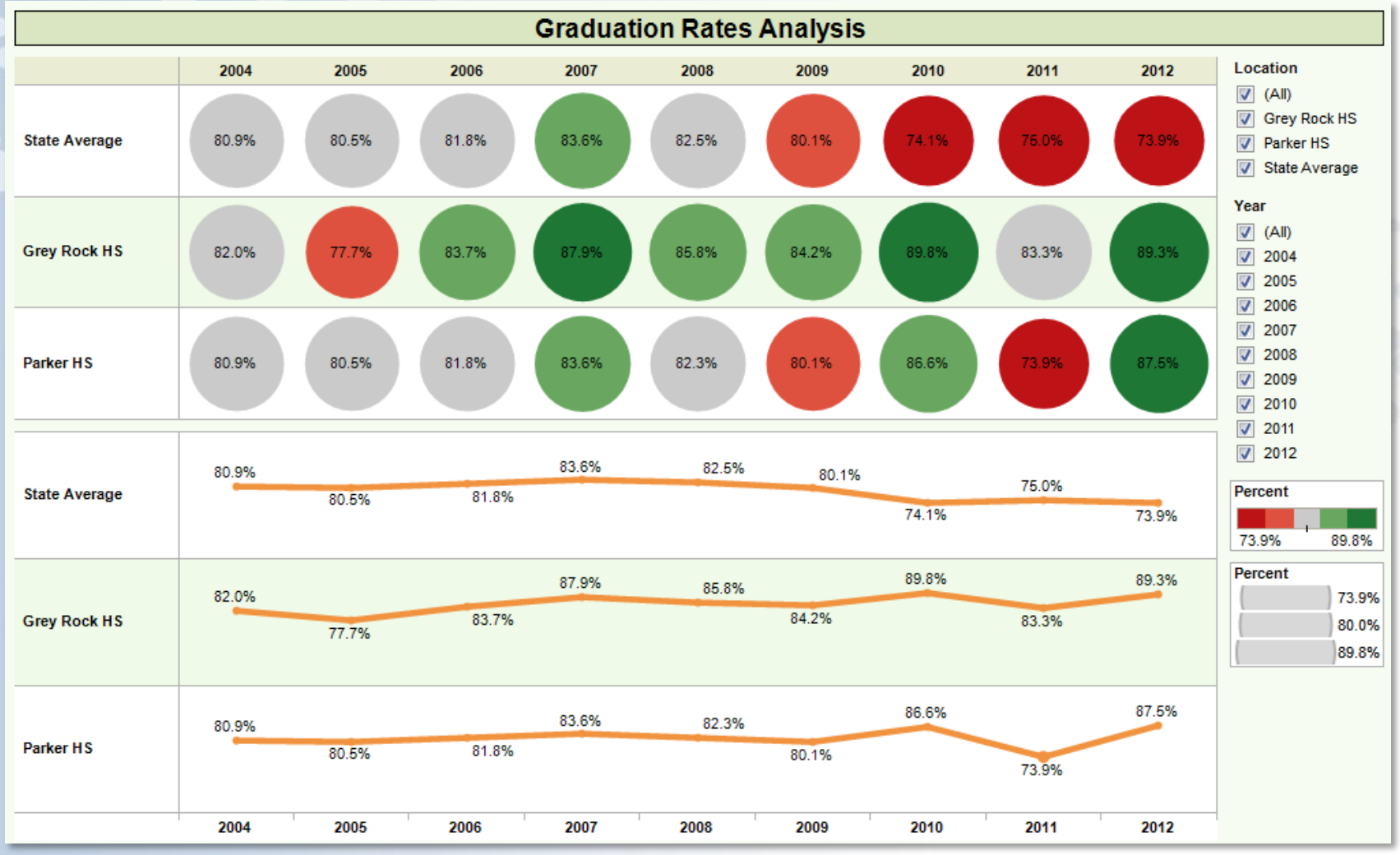
CIC Analysis Portal

At-Risk Examples

At-Risk (Detail)



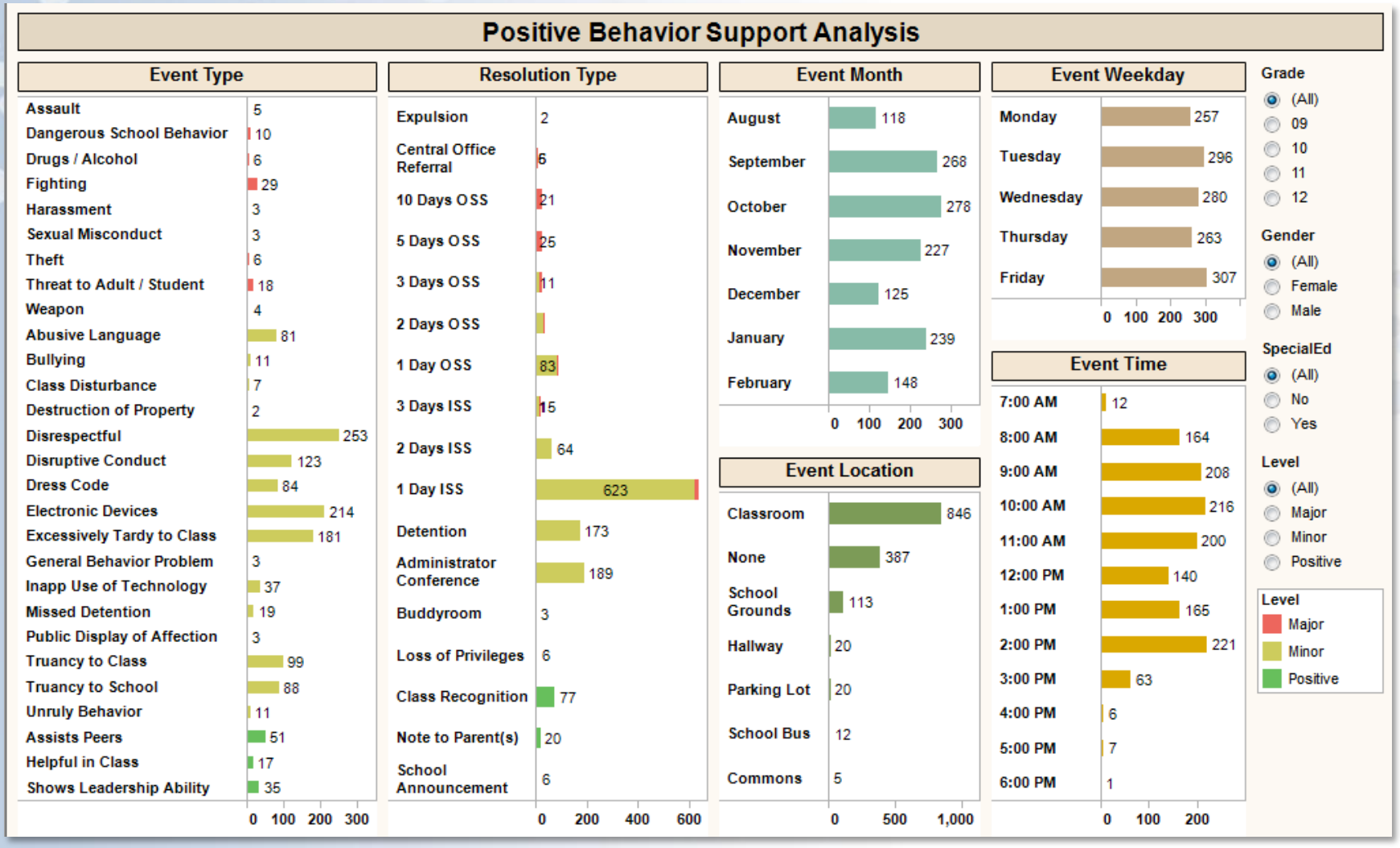
Graduation Rates Analysis



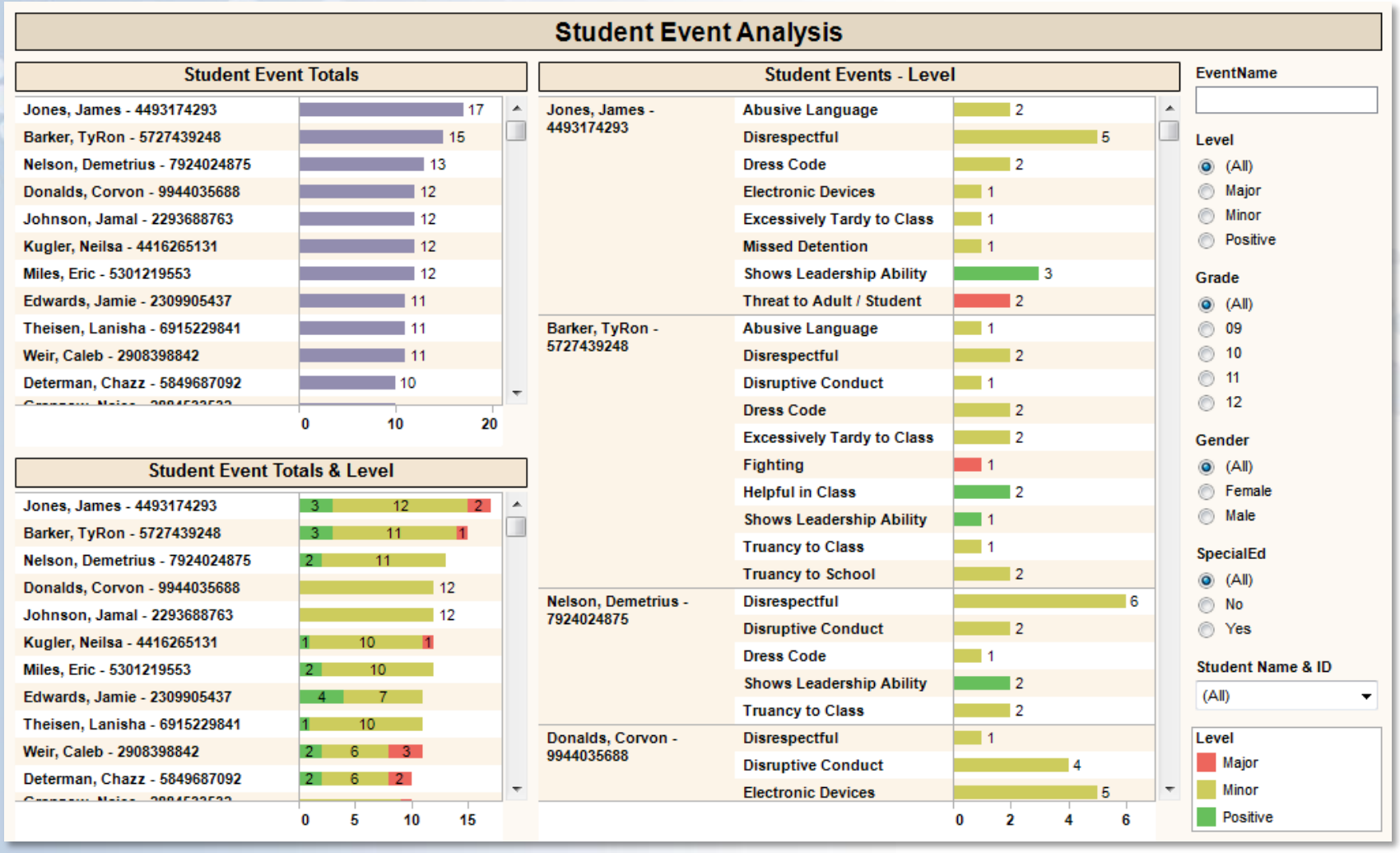
CIC Analysis Portal

Student Information Examples

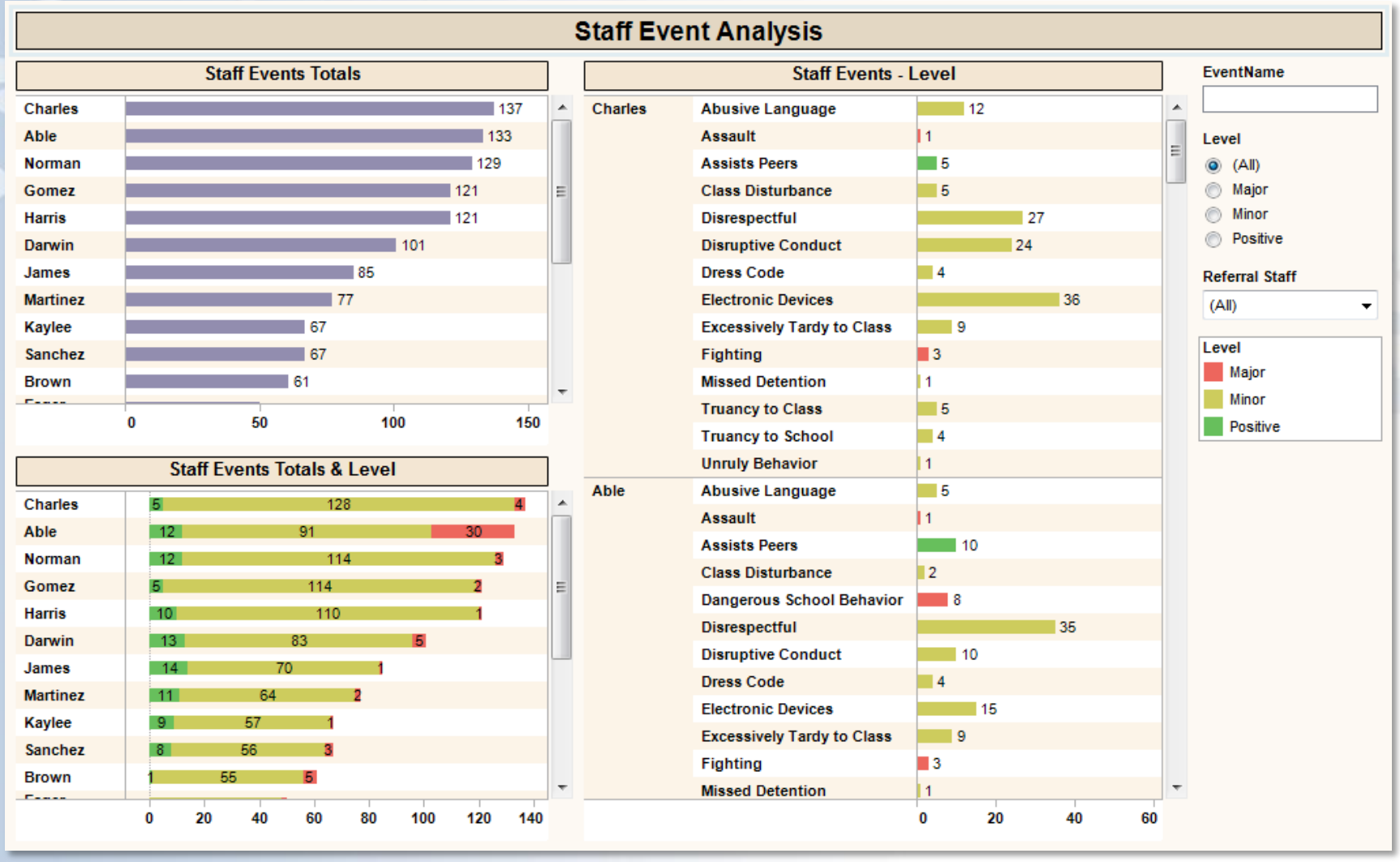
Positive Behavior Support - Summary



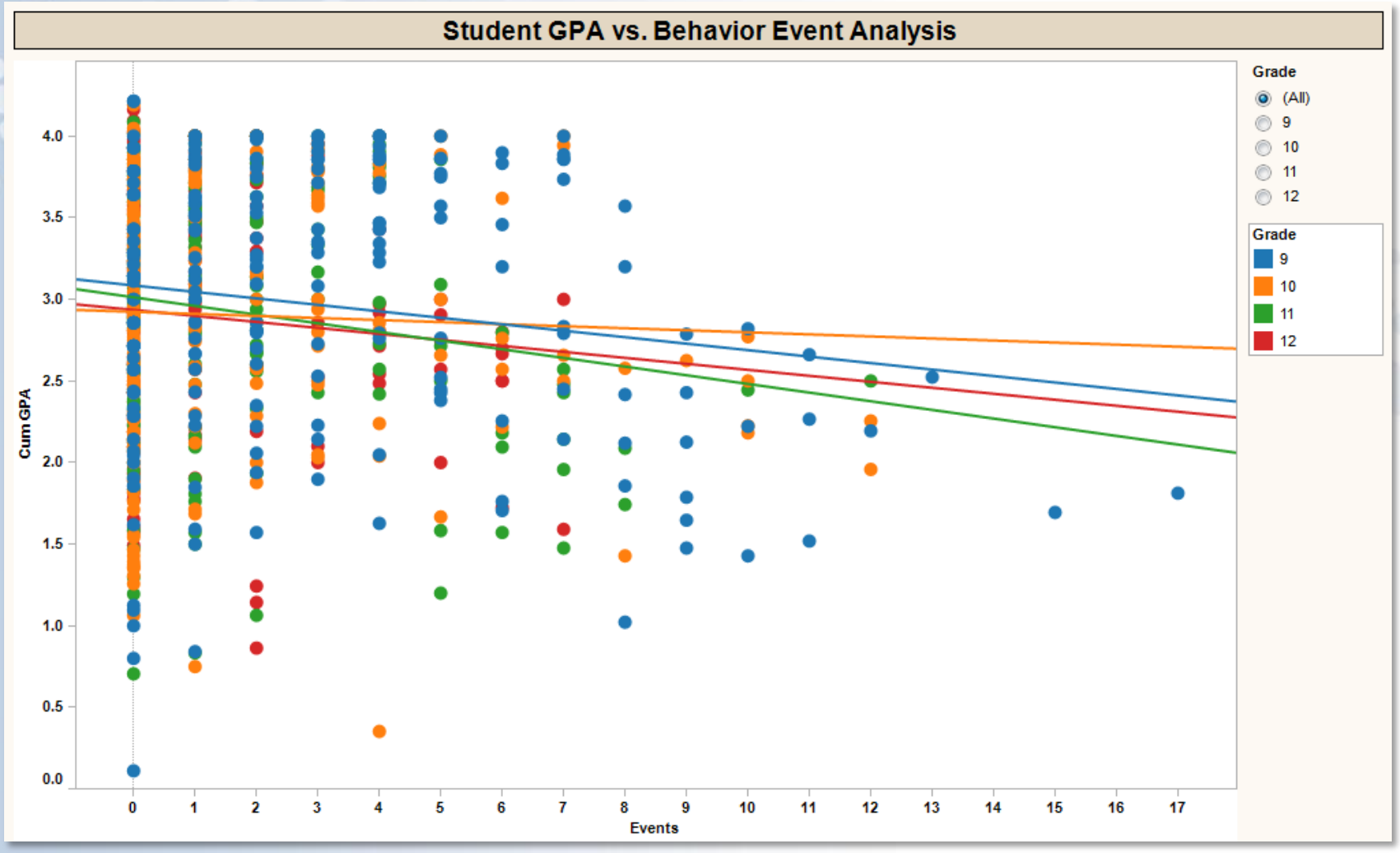
Positive Behavior Support – by Student



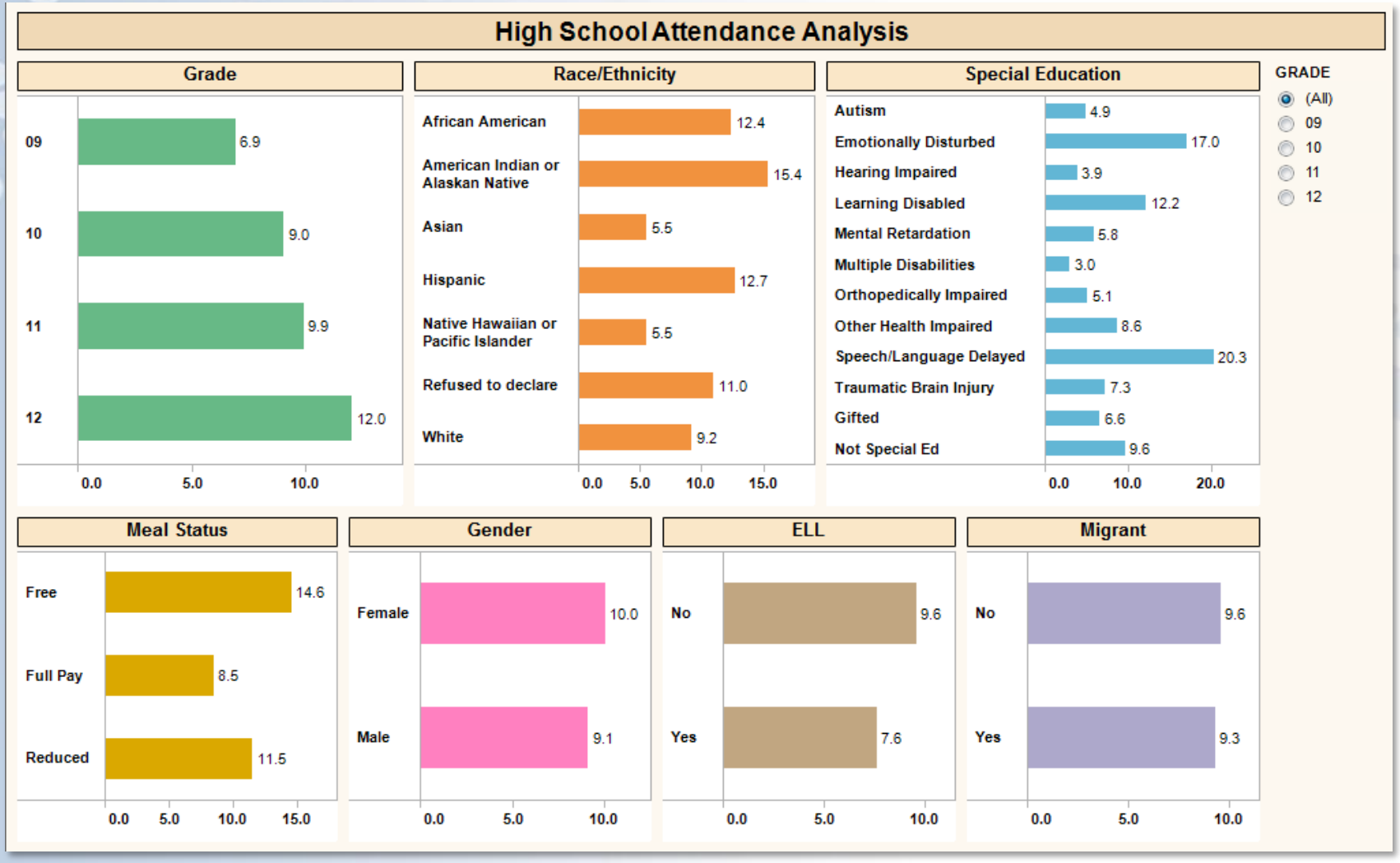
Positive Behavior Support – by Staff



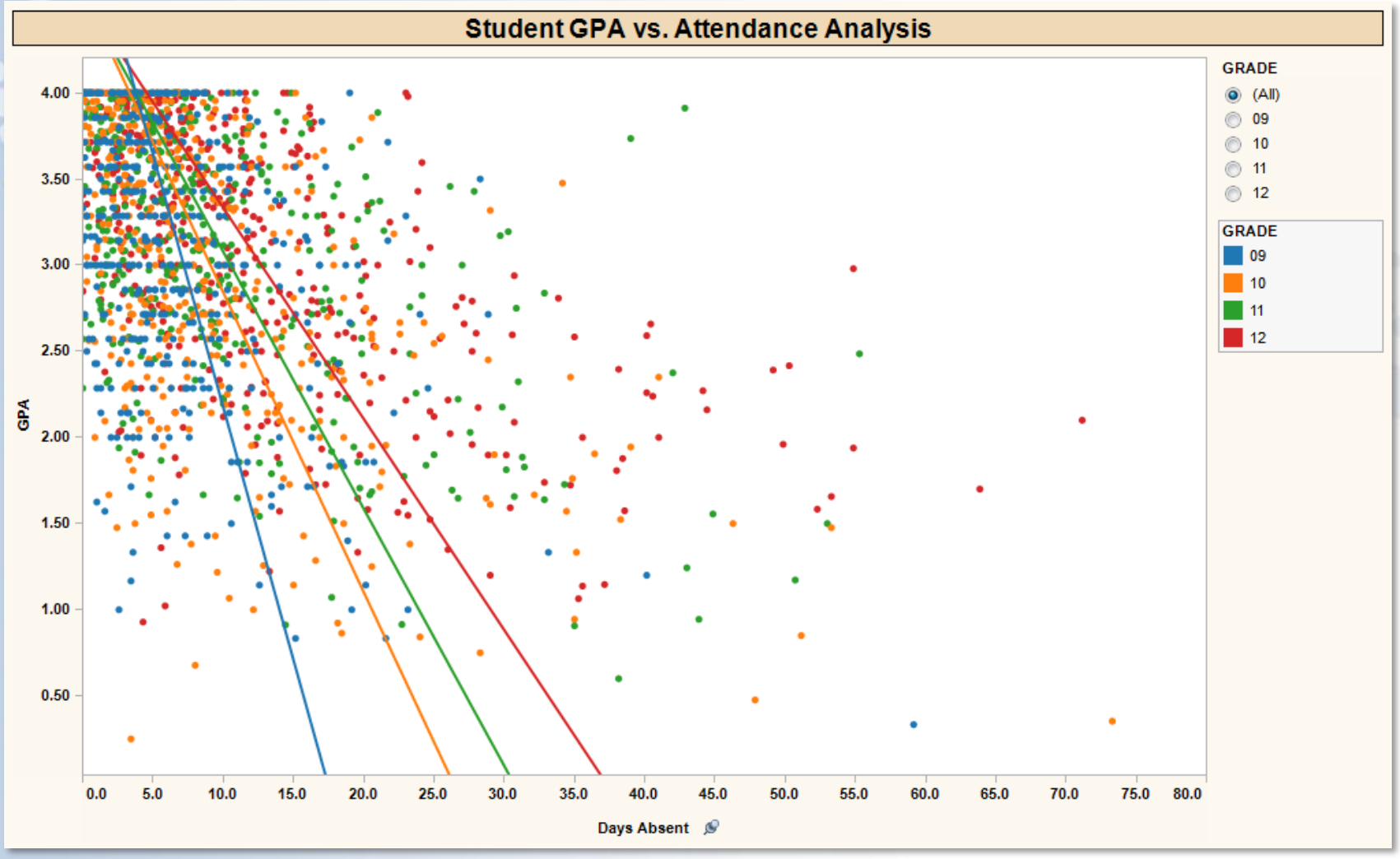
GPA vs. Behavior Analysis



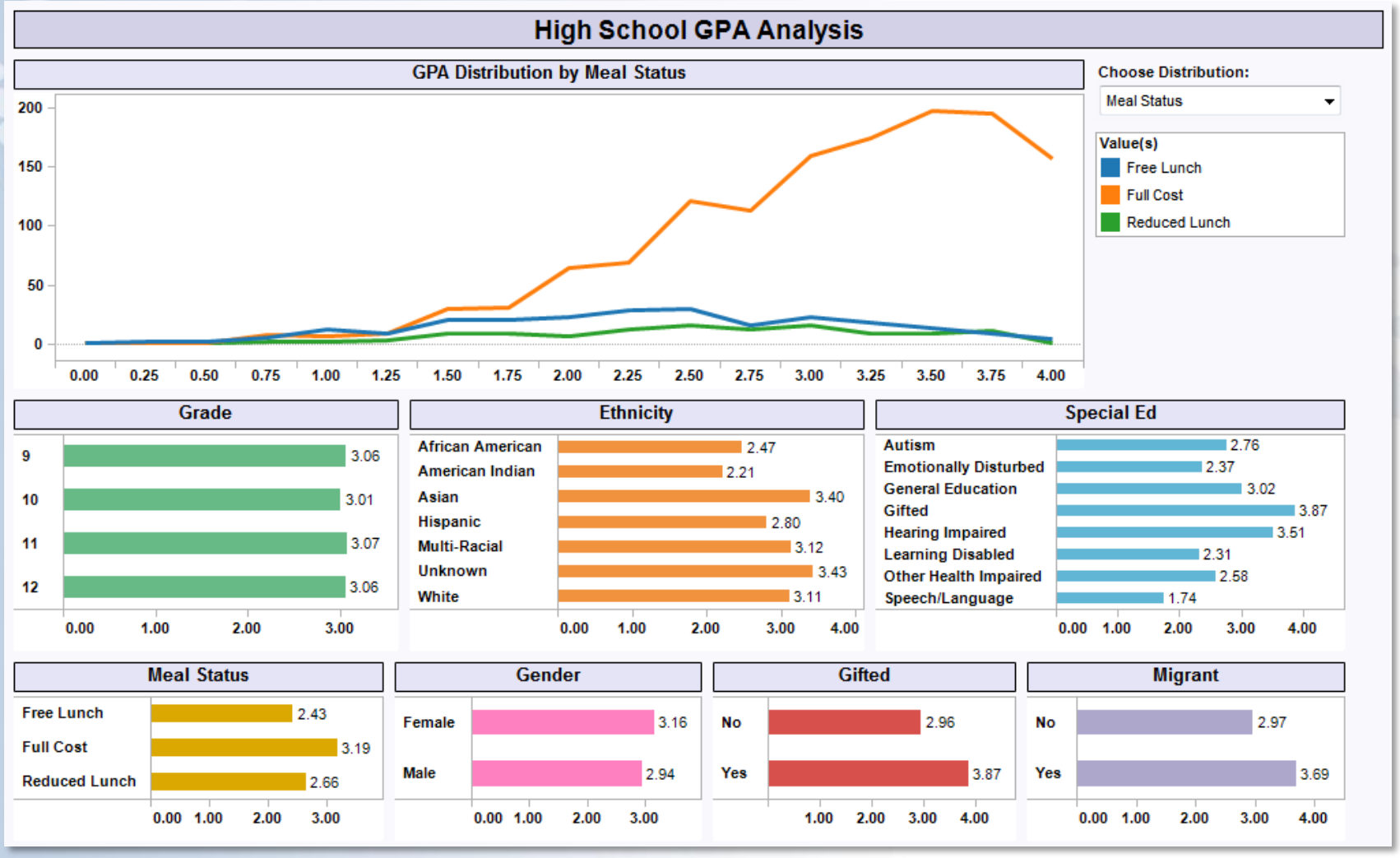
High School Attendance Analysis



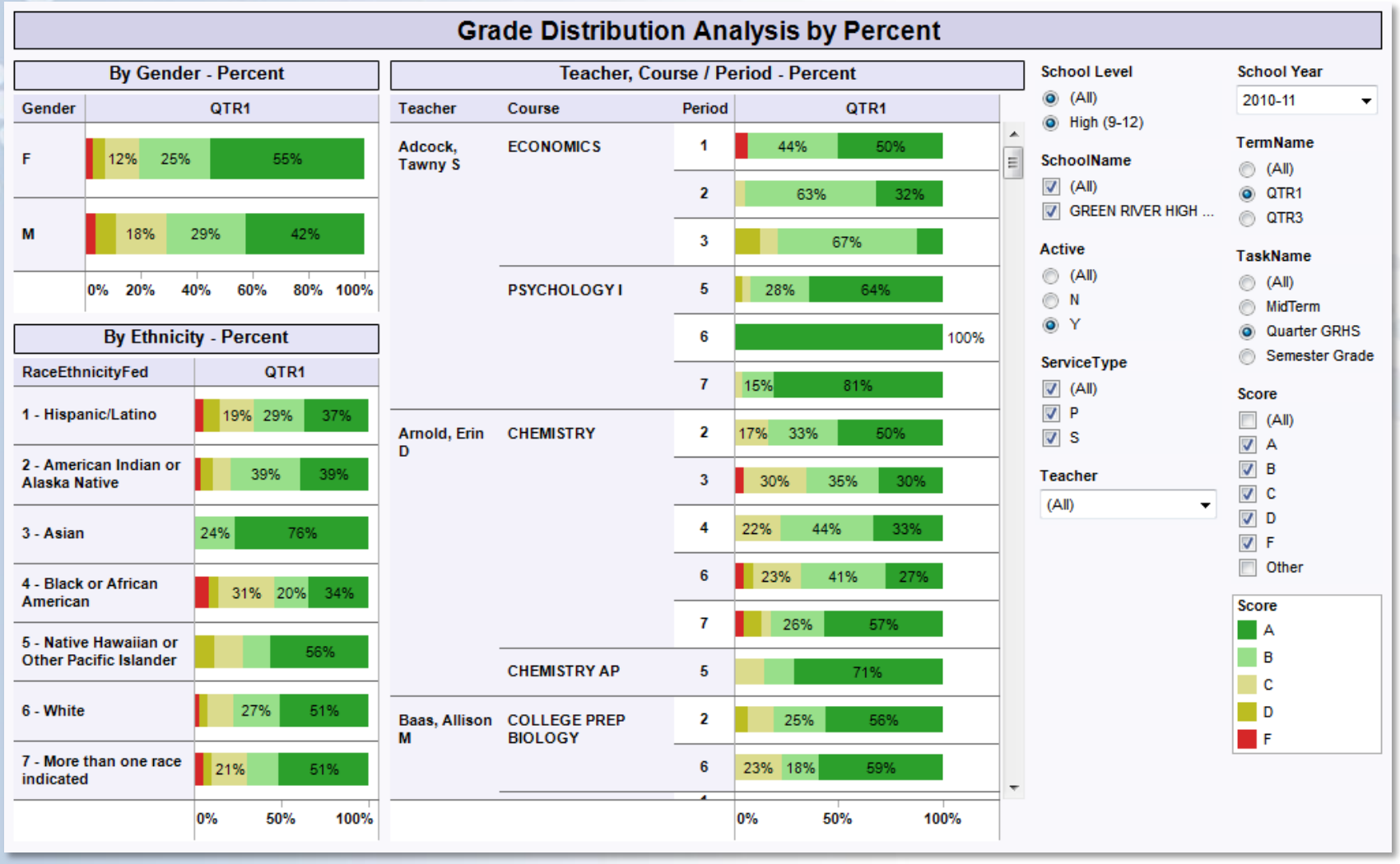
Attendance vs. GPA Analysis



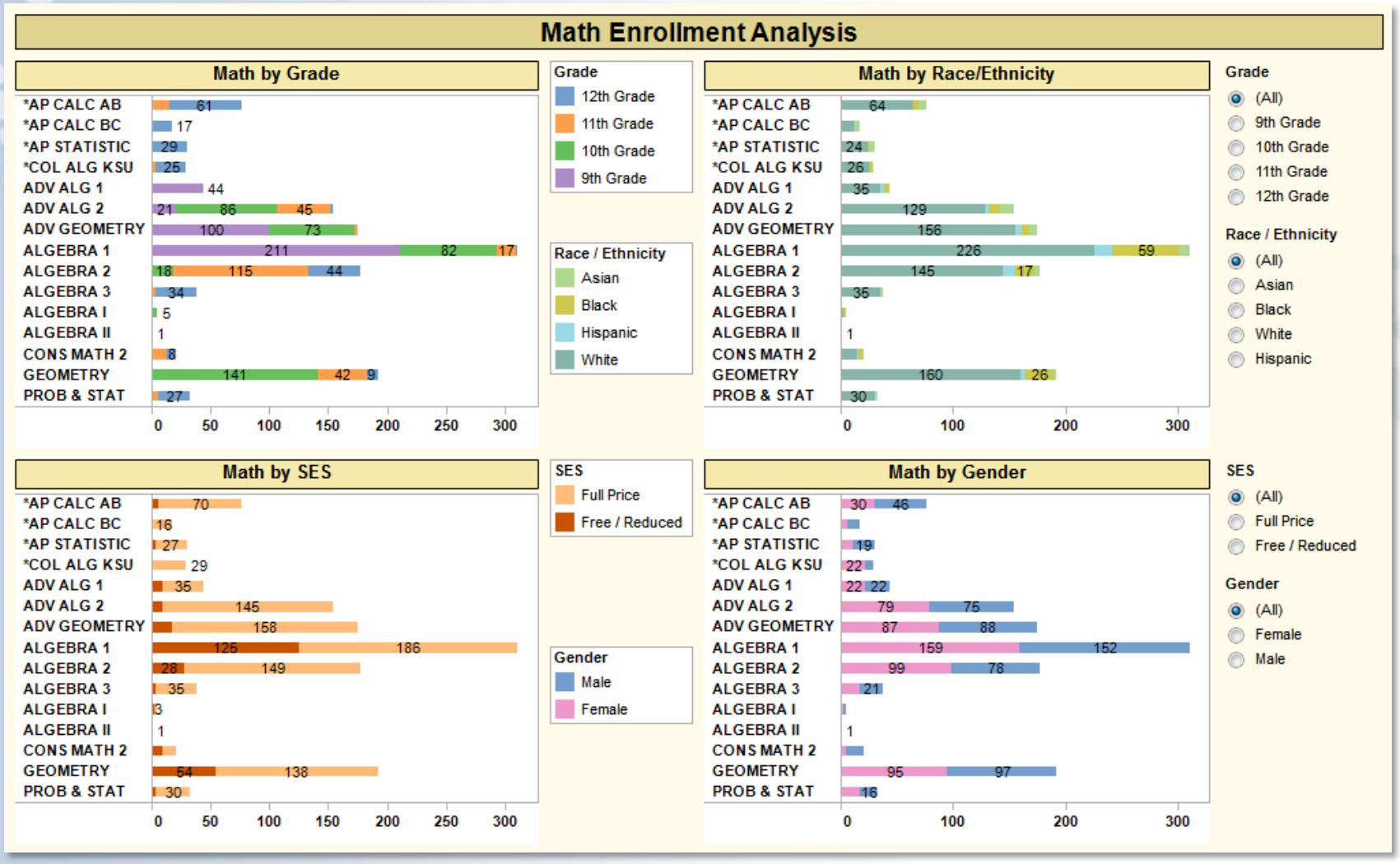
High School GPA Analysis



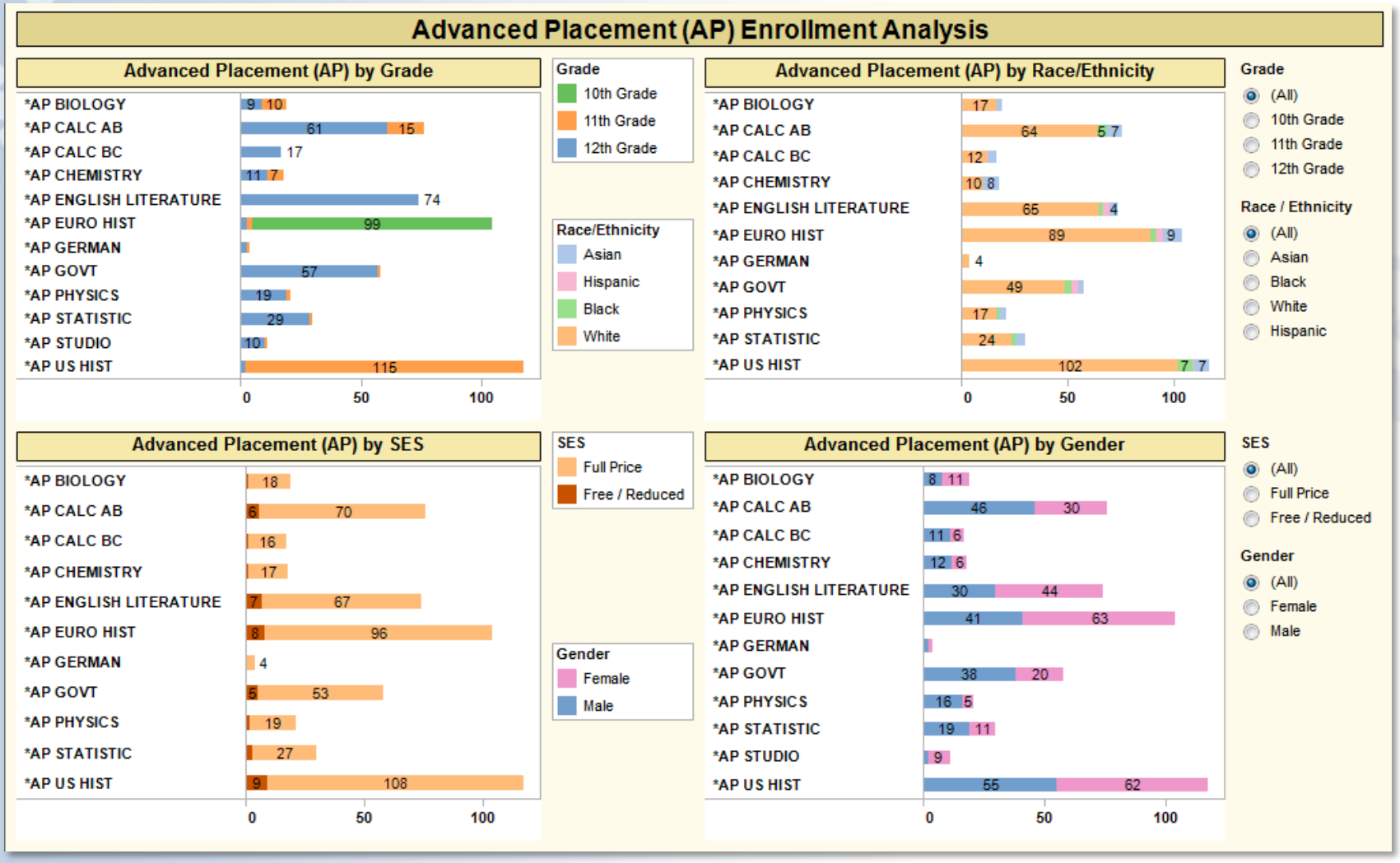
Grade Distribution Analysis



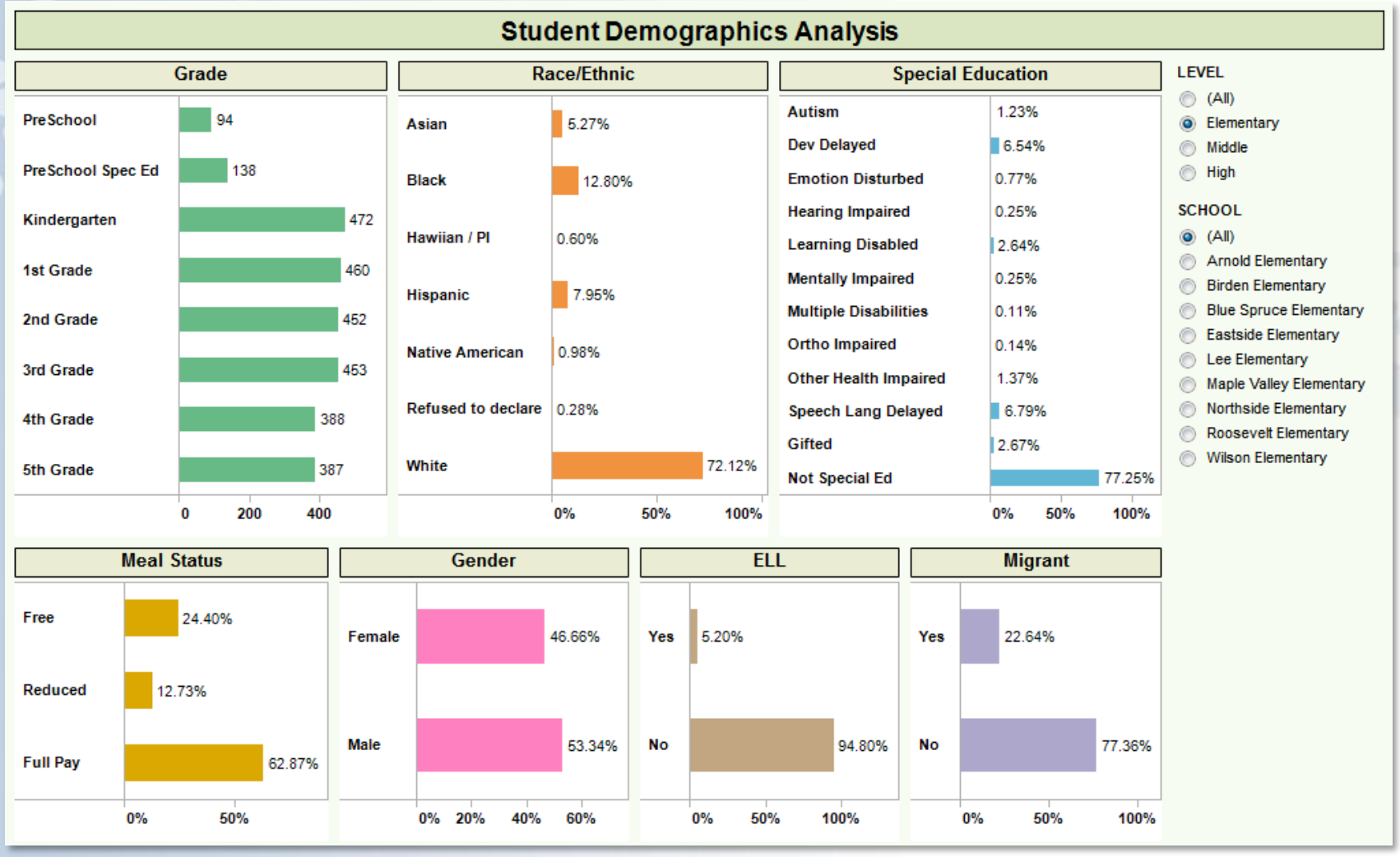
Math Enrollment Analysis



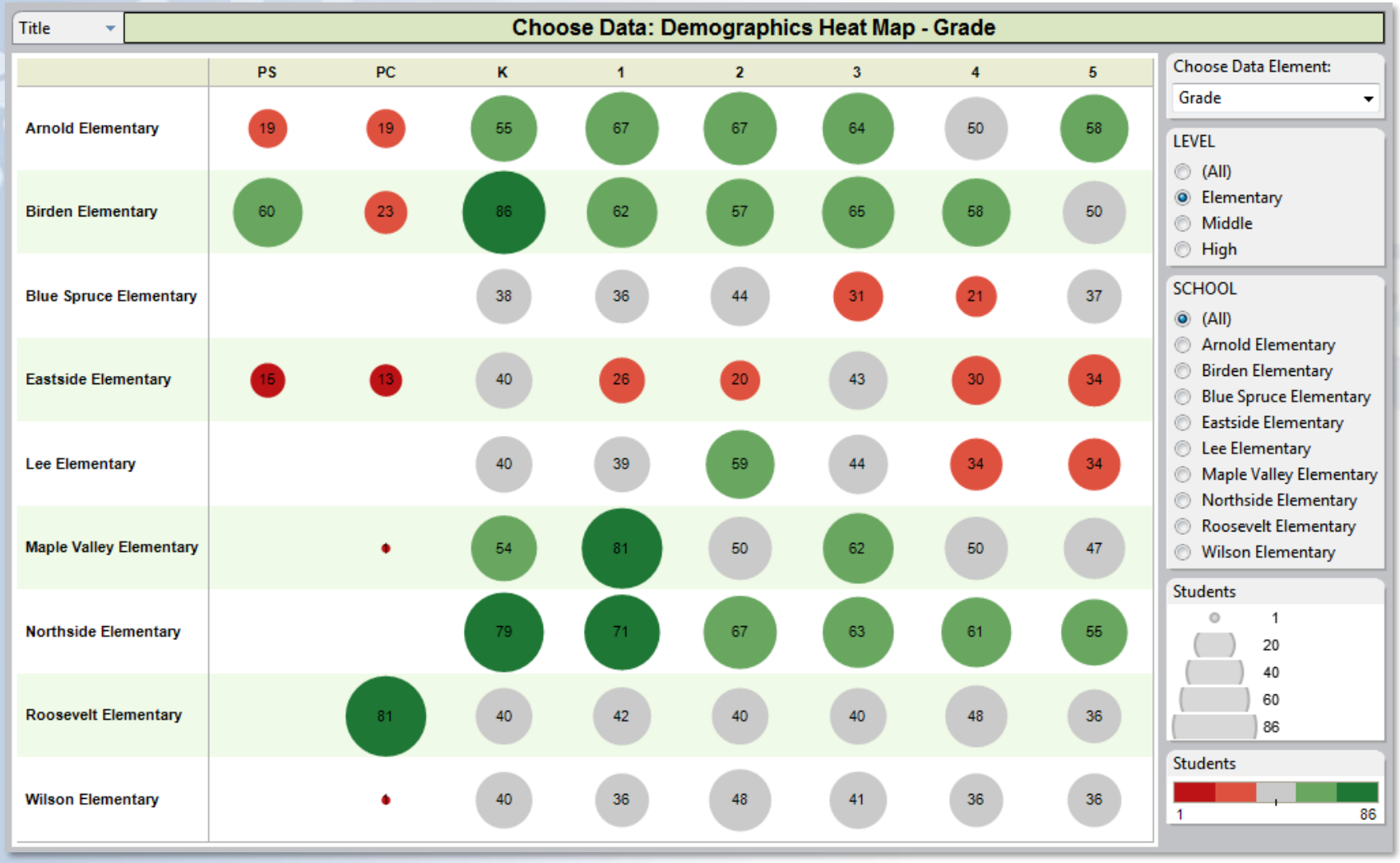
AP Enrollment Analysis



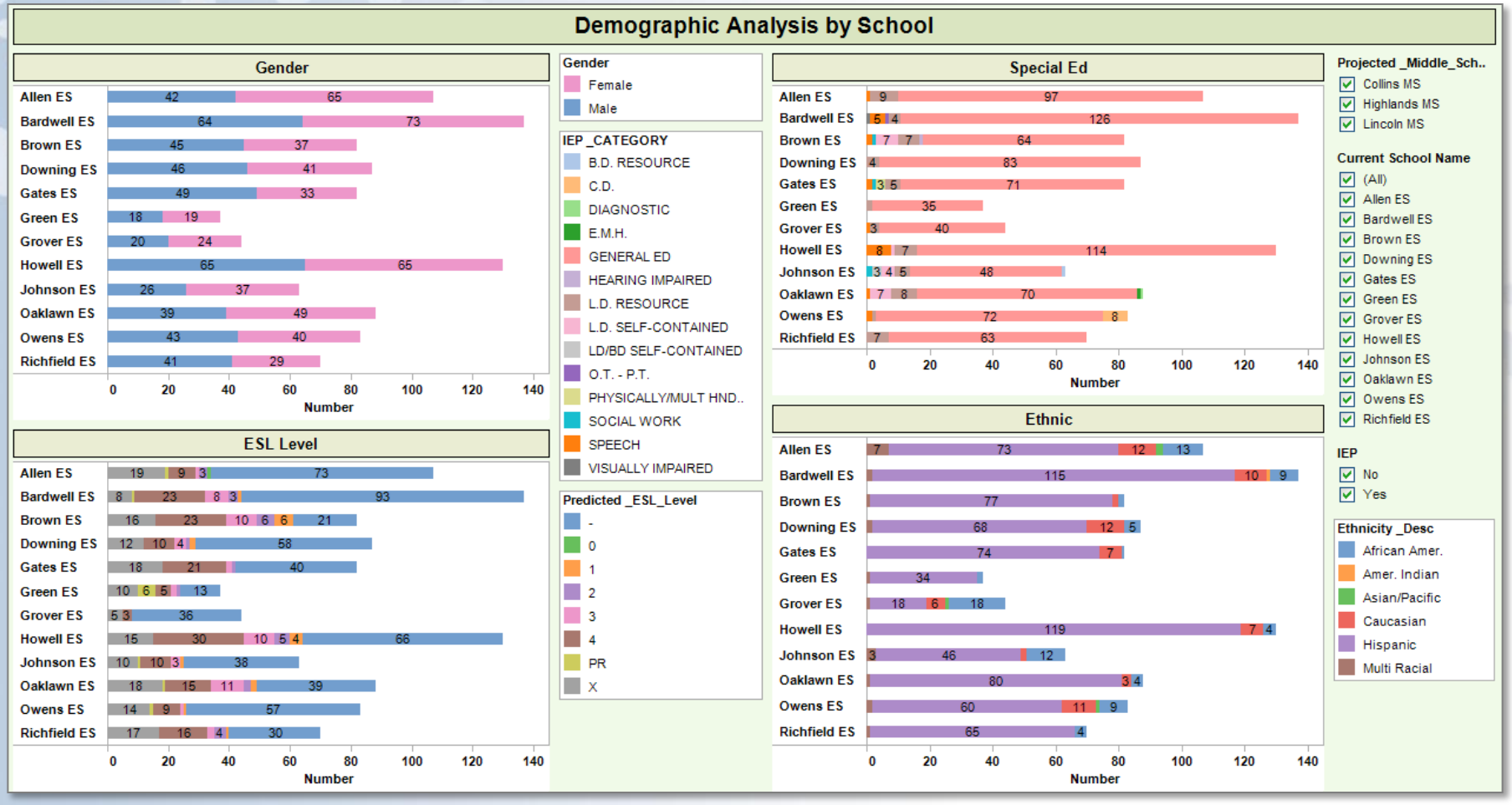
Student Demographics Analysis



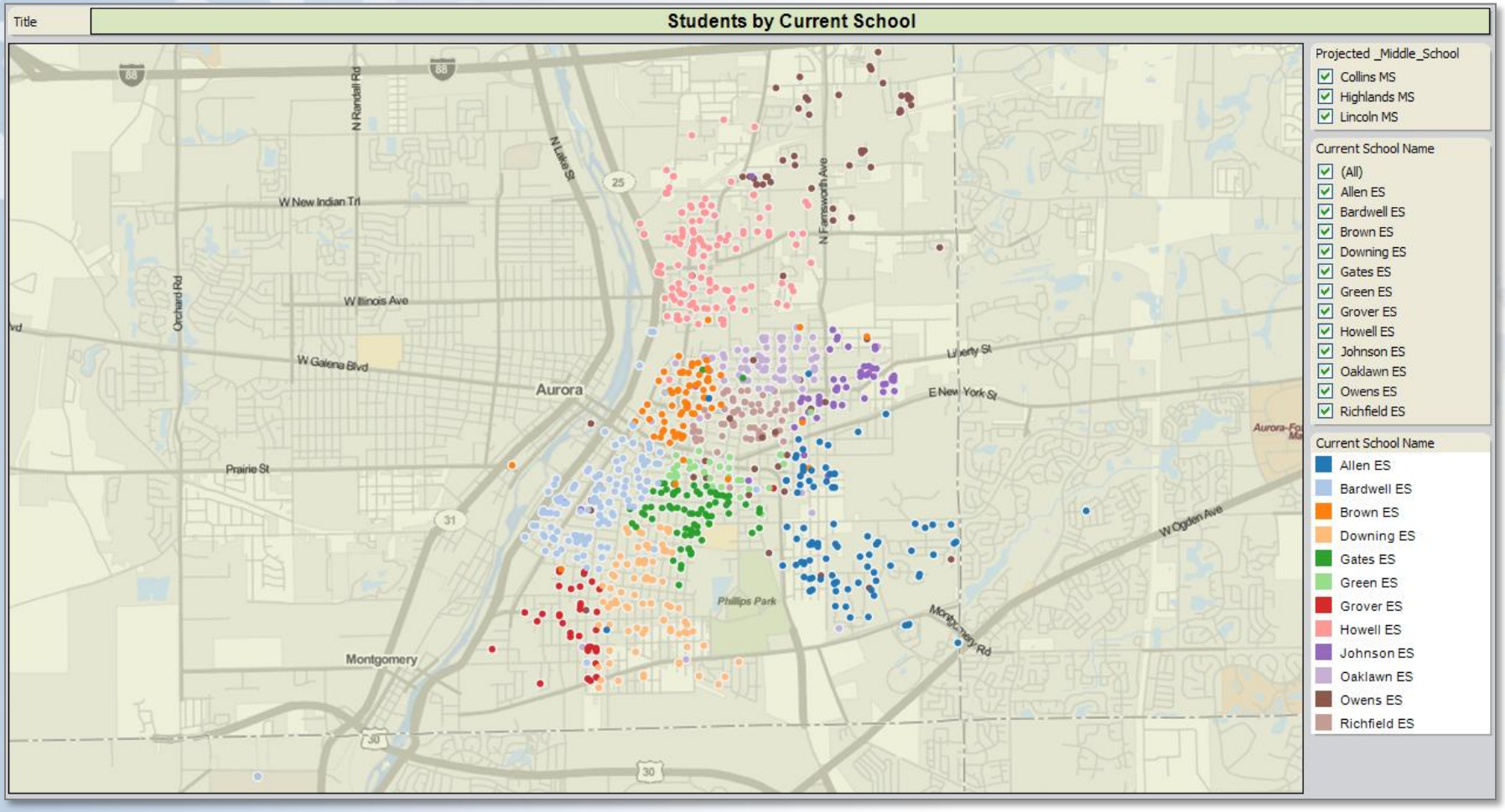
Student Enrollment Heat Map



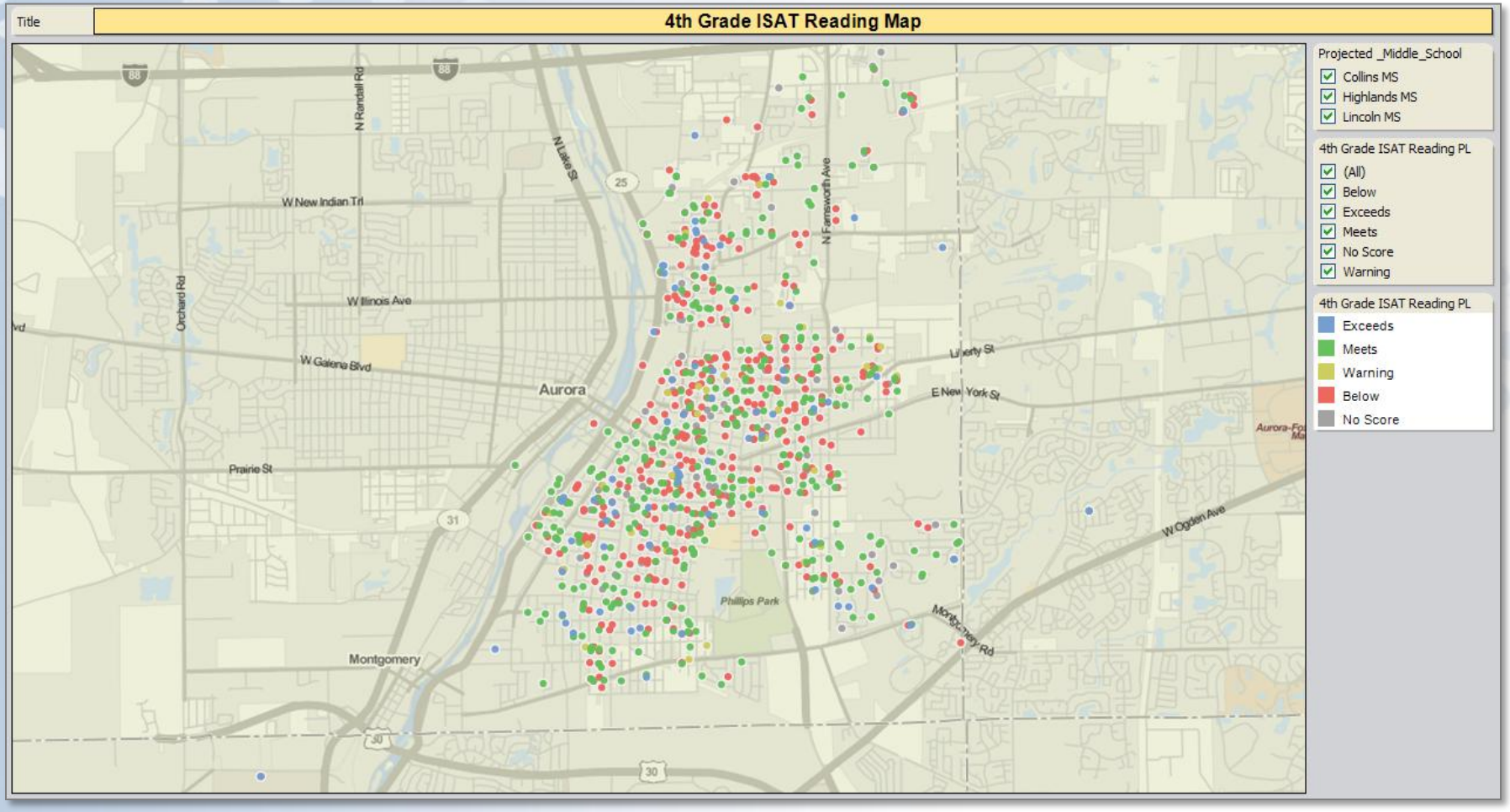
Demographic Analysis by School



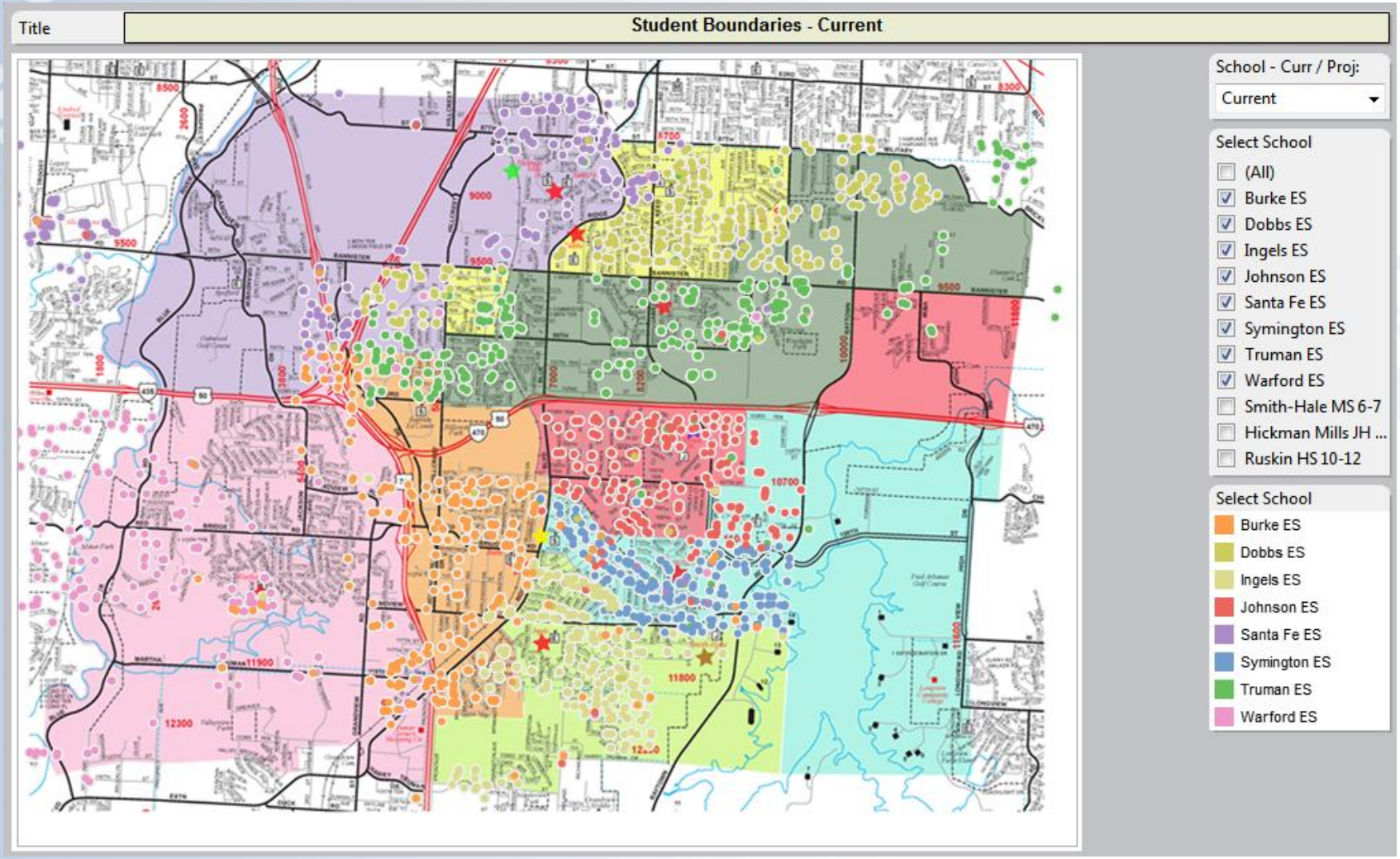
Students by Current School



Test Scores by School



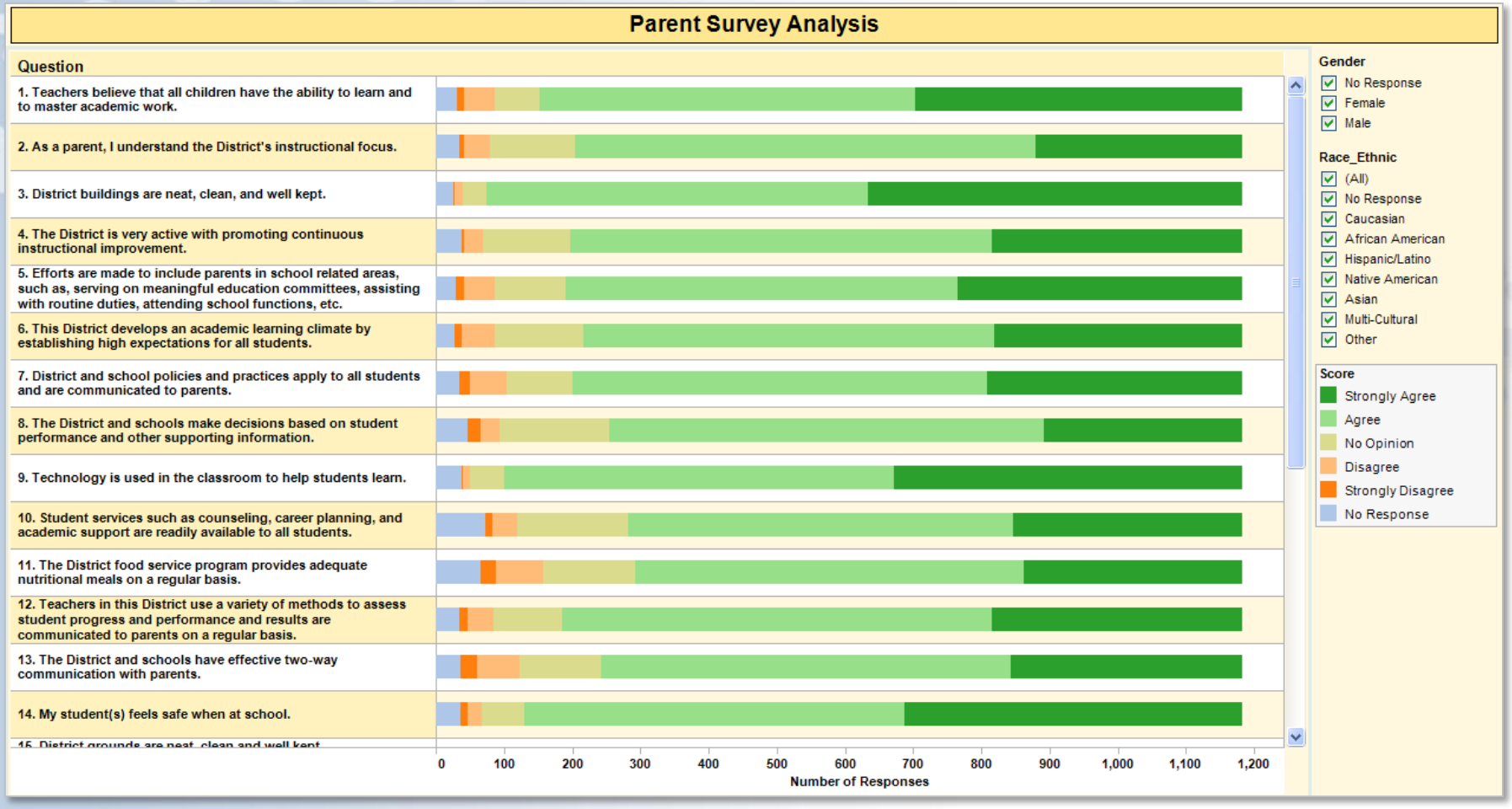
Demographics – Boundary Analysis



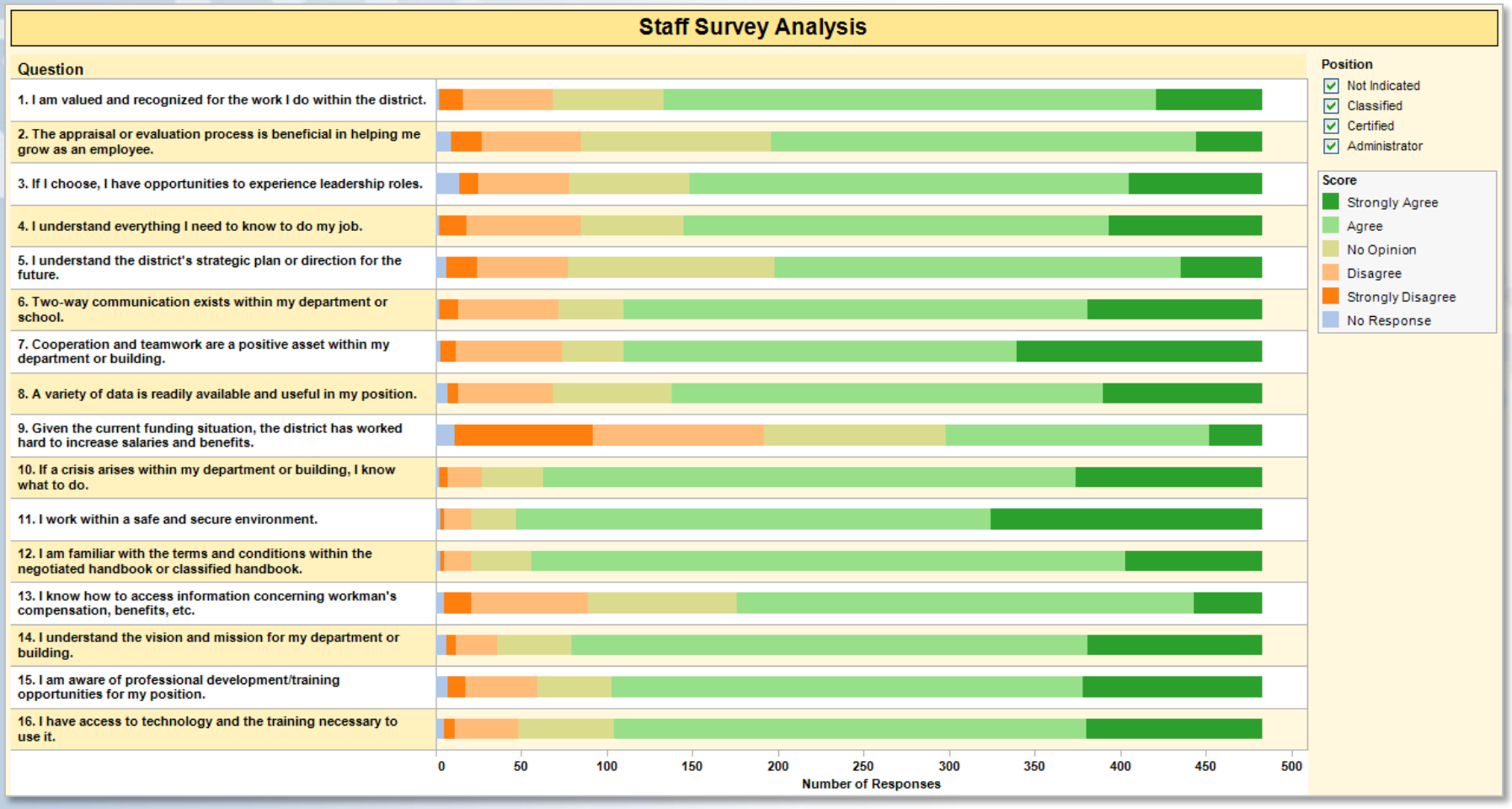
CIC Analysis Portal

Survey Examples

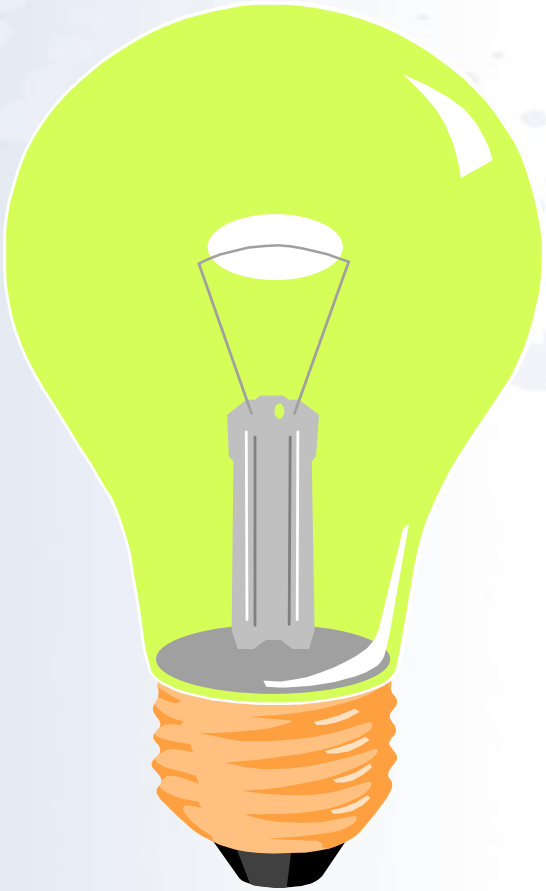
Parent Survey Analysis



Staff Survey Analysis



Questions?



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