Regular Business Meeting

Monday, July 11, 2022 6:15 PM
Deer River High School Media Center, 101 1st Avenue, Deer River, MN 56636

1. **Call to Order**
2. **Agenda Approval**
3. **Recognition of Visitors**
4. **Regular Business**

A. Approval of Minutes, Monthly Meeting - June 13, 2022
B. Approval of Accounts Payable / Payroll / Transfers for June 2022
C. Approval of Consent Agenda

5. **Information Items**

A. Review of Safe Schools Plan
B. Elementary Principal's Report
C. High School Principal's Report
D. Activities Program Report
E. Building and Grounds Department Report
F. Full Service Community Schools Program Report
G. Board Member or Committee Reports
H. Superintendent's Report

6. **Action Items**

A. Certification of Minutes for Public Hearing on Tax Abatement
B. Resolution Granting Abatement and Authorizing the Sale of Tax Abatement Bonds
C. Resolution to Approve and Authorize the Execution of an Energy Services and Financing Agreement
D. Approval of Professional Services Amendment #2 With SitelogIQ
E. Resolution Relating to the Election of School Board Members and Calling the School District General Election
F. Resolution Establishing Dates for Filing Affidavits of Candidacy
G. Membership Renewal Minnesota School Boards Association (MSBA)
H. Policy 534 - First Reading
I. Request for 5th Grade Interventionist
J. Resolution to Authorize Individual with Organizational Authority (IOwA)
K. Corporate Authorization Resolution for Woodland Bank

7. **Future Meetings**
8. **Adjournment**

Regular Business Meeting
Monday, June 13, 2022 6:00 PM Central

Deer River High School Media Center
101 1st Avenue
Deer River, MN 56636

Travis Anttila:	Present
Kyle Fairbanks:	Present
Lloyd Kongsjord:	Present
Amanda Reed:	Present
LuAnn Robinson:	Present
Pam Thompson:	Present

Present: 6.

1. Call to Order

Meeting called to order by the Chair at 6:00 p.m.

2. Agenda Approval

Motion to approve. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

3. Recognition of Visitors

No public comment or correspondence. Guests present included Rachel Herring, Pat Westby, and Troy Bauch.

4. Regular Business

4.A. Approval of Minutes, Monthly Meeting - May 9, 2022

Motion to approve official minutes of the May 9, regular business meeting. This motion, made by Kyle Fairbanks and seconded by Lloyd Kongsjord, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

4.B. Approval of Minutes, Special Meeting - May 9, 2022

Motion to approve official meeting minutes. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

4.C. Approval of Minutes, Special Meeting - May 16, 2022

Motion to approve official meeting minutes. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

4.D. Approval of Minutes, Special Meeting - May 17, 2022

Motion to approve official meeting minutes. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

4.E. Approval of Minutes, Special Meeting - May 18, 2022

Motion to approve official meeting minutes. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

4.F. Approval of Minutes, Special Meeting - May 25, 2022

Motion to approve official meeting minutes. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

4.G. Approval of Minutes, Special Meeting - May 26, 2022

Motion to approve official meeting minutes. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

4.H. Approval of Accounts Payable / Payroll / Transfers for May 2022

Motion to approve financial report. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0
Motion to approve financial report. This motion, made by Pam Thompson and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

4.I. Approval of Consent Agenda

Motion to approve consent agenda items. This motion, made by Lloyd Kongsjord and seconded by Pam Thompson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

5. Information Items

5.A. Review of Safe Schools Plan

5.B. Elementary Principal's Report

5.C. High School Principal's Report

5.D. Activities Program Report

5.E. Building and Grounds Department Report
The handbook and manual will move to a second reading in July to coincide with revised food service policies. The storm damage insurance claim will be submitted and the status of the Itasca County State of Emergency designation will be monitored for any impact on school losses.

5.F. Full Service Community Schools Program Report
Ms. Hron reported on the FSCS National Conference and the start of summer school at King Elementary.

5.G. Board Member or Committee Reports

5.H. Superintendent's Report

6. Action Items

6.A. Ratification of AFSCME Master Agreement
Motion to ratify the Master Agreement with AFSCME Local Union 498. This motion, made by Lloyd Kongsjord and seconded by LuAnn Robinson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.B. Approval of New Superintendent Contract
Motion to approve. This motion, made by Lloyd Kongsjord and seconded by Pam Thompson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.C. Proposed Fiscal Year 2023 Budget
Motion to adopt the Revised Fiscal Year 2022 Budget and the Proposed Fiscal Year 2023 Budget. This motion, made by Lloyd Kongsjord and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.D. Resolution Calling for Public Hearing on Proposed Tax Abatement
Motion to introduce and approve the resolution. This motion, made by LuAnn Robinson and seconded by Pam Thompson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.E. Resolution Calling for the Intent and Authorization of the Sale of Facilities Maintenance Bonds for Comprehensive Improvements to the King Elementary School Campus

Motion to introduce and approve the resolution. This motion, made by Lloyd Kongsjord and seconded by Kyle Fairbanks, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.F. Adopt New 10-Year Long-Term Facilities Maintenance (LTFM) Plan For Fiscal Year
Motion to introduce and approve the resolution. This motion, made by Lloyd Kongsjord and seconded by Kyle Fairbanks, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.G. Approval Of Request for Proposals and Notice of Intent to Award a Guaranteed Energy Savings Contract
Motion to approve. This motion, made by Amanda Reed and seconded by LuAnn Robinson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.H. Approval of Professional Services Amendment #1 With SitelogIQ
Motion to approve. This motion, made by Lloyd Kongsjord and seconded by Kyle Fairbanks, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.I. Approval to Uncommit Previously Committed Funds for Employee Separation
Motion to Approve to Uncommit Previously Committed Funds for Employee Separation. This motion, made by Amanda Reed and seconded by Lloyd Kongsjord, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.J. Approval of Fiscal Host Agreements With Itasca Area Schools Collaborative (IASC) and Invest Early
Motion to approve. This motion, made by Lloyd Kongsjord and seconded by Pam Thompson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.K. Approval of Invest Early Services Agreement
Motion to approve. This motion, made by Amanda Reed and seconded by LuAnn Robinson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.L. Approval of Agreement with Itasca Area Schools Collaborative to Provide Special Education Program Services

Motion to approve. This motion, made by Lloyd Kongsjord and seconded by Pam Thompson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.M. Approval of Contracts To Provide Mental Health Services in Fiscal Year 2023.

Motion to approve. This motion, made by Amanda Reed and seconded by Lloyd Kongsjord, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.N. Approval of Commercial Lease with KOOTASCA Community Action, Inc.

Motion to approve. This motion, made by Pam Thompson and seconded by Kyle Fairbanks, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.O. Membership Renewal for Minnesota State High School League

Motion to introduce resolution and approve membership renewal in MSHSL. This motion, made by Amanda Reed and seconded by Lloyd Kongsjord, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.P. Membership Renewal Minnesota Rural Education Association (MREA)

Motion to approve. This motion, made by Pam Thompson and seconded by LuAnn Robinson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.Q. Resolution of Support For Deer River Community Technology Hub Project

Motion to introduce and approve the resolution. This motion, made by Amanda Reed and seconded by Pam Thompson, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

6.R. Acceptance of Donations

Introduction of a resolution and motion to approve acceptance of donations with gratitude. This motion, made by Pam Thompson and seconded by Amanda Reed, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0

7. Future Meetings

8. Adjournment

Motion to adjourn. This motion, made by Lloyd Kongsjord and seconded by Travis Anttila, Carried.

Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea

Yea: 6, Nay: 0

ISD #317 - Deer River

Cash & Investment Balances

Month Ended June 30th, 2022

Funds	Cash Balance 5/31/2022	Receipts	Adjustments / Disbursements	Cash Balance 6/30/2022
General	$3,613,461.06	$1,607,207.55	$1,250,196.10	$3,970,472.51
Food Service	$255,048.69	$98,181.66	$43,524.79	$309,705.56
Transportation	-$2,059,750.53	$0.00	$94,477.47	-$2,154,228.00
Community Service	-$48,413.41	$7,717.27	$2,560.63	-$43,256.77
Capital Expenditure	-$389,388.23	$0.00	$22,265.08	-$411,653.31
Building Construction Fund	$0.00	$0.00	$0.00	$0.00
Debt Service	$130,285.23	$973,022.20	$0.00	$1,103,307.43
Trust	$2,833.34	$32,864.00	$0.00	$35,697.34
Activities	$56,161.21	$418.00	$8,009.88	$48,569.33
OPEB Trust Cash/Investments	$1,031,298.17	$5,188.75	$12,447.30	$1,024,039.62
Totals	$2,591,535.53	$2,724,599.43	$1,433,481.25	$3,882,653.71

Bank Account Balances

MMDA	$51,253.72
MSDLAF+	$1,532,201.97
Payroll Checking	$328,366.91
MN Trust/PMA	$971,533.40
Woodland Savings	$286,072.04
Flex Benefit Cash	$29,107.93
Petty Cash	$260.00
OPEB Trust Investments	$1,035,241.65
Plus Outstanding Deposits	$0.00
Less Oustanding Checks	-$351,383.91

Adjusted Bank Account Balances	$3,882,653.71
Flex Benefit Cash	-$29,107.93
OPEB Trust Cash/Investments/Debt Service	-$1,024,039.62
Cash Available to Meet Current Liabilities	**$2,829,506.16**

Deer River ISD #317
Trial Balance Summary Report

Periods: 202212 To: 202212

Comp	L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
0317	B	01	101	000				F	Cash - MSDLAF+	B	100	00	1,546,655.97	421,296.31	88,117.25	1,879,835.03
0317	B	01	101	005				F	Cash - Flex Benefits Accour	B	100	00	28,966.27	141.66	0.00	29,107.93
0317	B	01	101	010				F	Cash - Woodland Bank	B	100	00	138,458.47	807,336.76	883,398.01	62,397.22
0317	B	01	101	020				F	Cash in Payroll	B	100	00	167,181.31	3,421,980.13	3,517,353.30	71,808.14
0317	B	01	101	030				F	Cash-MN Trust/PMA	B	100	00	774,929.58	1,050,062.57	184,000.00	1,640,992.15
0317	B	01	101	060				F	Cash - Woodland Savings	B	100	00	956,009.46	62.58	670,000.00	286,072.04
0317	B	01	102	000				F	Petty Cash	B	100	00	1,260.00	0.00	1,000.00	260.00
0317	B	02	101	000				F	Cash - MSDLAF+	B	100	00	(284,946.78)	0.00	23,699.97	(308,646.75)
0317	B	02	101	010				F	Cash - Woodland Bank	B	100	00	(60,569.34)	1,377.98	20,457.45	(79,648.81)
0317	B	02	101	020				F	Cash in Payroll	B	100	00	(50,685.91)	53,082.42	52,449.79	(50,053.28)
0317	B	02	101	030				F	Cash-MN PMA/Trust	B	100	00	651,250.72	96,803.68	0.00	748,054.40
0317	B	03	101	000				F	Cash - MSDLAF+	B	100	00	(2,080,819.19)	100.00	91,735.27	(2,172,454.46)
0317	B	03	101	010				F	Cash - Woodland Bank	B	100	00	(9,085.11)	0.00	2,851.96	(11,937.07)
0317	B	03	101	020				F	Cash in Payroll	B	100	00	(6,147.07)	3,796.97	3,787.21	(6,137.31)
0317	B	03	101	030				F	Cash-MN PMA Trust	B	100	00	36,300.84	0.00	0.00	36,300.84
0317	B	04	101	000				F	Cash - MSDLAF+	B	100	00	(241,644.97)	0.00	0.00	(241,644.97)
0317	B	04	101	010				F	Cash - Woodland Bank	B	100	00	(3,953.41)	700.00	2,569.07	(5,822.48)
0317	B	04	101	020				F	Cash in Payroll	B	100	00	(9,301.36)	2,967.70	2,959.26	(9,292.92)
0317	B	04	101	030				F	Cash-MN Trust/PMA	B	100	00	206,486.33	7,017.27	0.00	213,503.60
0317	B	05	101	000				F	Cash - MSDLAF+	B	100	00	(382,953.39)	0.00	21,950.72	(404,904.11)
0317	B	05	101	010				F	Cash - Woodland Bank	B	100	00	(6,434.84)	0.00	314.36	(6,749.20)
0317	B	07	101	000				F	Cash - MSDLAF+	B	100	00	1,797,317.70	973,022.20	0.00	2,770,339.90
0317	B	07	101	030				F	Cash-MN Trust/PMA	B	100	00	(1,667,032.47)	0.00	0.00	(1,667,032.47)
0317	B	08	101	000				F	Cash - MSDLAF+	B	100	00	833.34	0.00	0.00	833.34
0317	B	08	101	010				F	Cash - Woodland Bank	B	100	00	2,000.00	32,864.00	0.00	34,864.00
0317	B	11	101	000				F	Cash	B	100	00	39,498.23	0.00	1,697.96	37,800.27
0317	B	11	101	010				F	Cash	B	100	00	16,987.08	418.00	6,311.92	11,093.16
0317	B	11	101	020				F	Cash in payroll	B	100	00	(38.98)	200.00	200.00	(38.98)
0317	B	11	101	030				F	Cash-MN Trust/PMA	B	100	00	(285.12)	0.00	0.00	(285.12)
0317	B	25	101	000				F	Cash Revocable Trust	B	100	00	(74,601.44)	0.00	6,872.00	(81,473.44)
0317	B	25	101	010				F	Cash	B	100	00	65,082.66	5,188.75	0.00	70,271.41
0317	B	25	104	000				F	OPEB Investments-Revoca	B	100	00	1,040,816.95	0.00	5,575.30	1,035,241.65
									Report Total:				$2,591,535.53	$6,878,418.98	$5,587,300.80	$3,882,653.71

Deer River ISD #317

Receipt Listing Report with Detail by Deposit

Fund Summary

Fund	Total
01	$1,607,207.55
02	$98,181.66
04	$7,717.27
07	$973,022.20
08	$32,864.00
11	$418.00
25	$5,188.75
Report Total	**$2,724,599.43**

Electronic Fund Transfers for ISD #317

	Amount	Date	Initiated By
PMA to Woodland-Payroll	$184,000.00	6/14/2022	JD

Deer River ISD #317
Exp Summary - Fd, Pro
Period Ending June 30, 2022

Sequence: Fd, Pro

		Description	Revised22l Annual Budget	Period 202212	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01		General							
	010	Board of Education	44,678.00	2,536.35	42,839.09	96%	0.00	96%	1,838.91
	020	Superintendent	210,936.00	22,211.88	216,210.49	103%	0.00	103%	(5,274.49)
	050	School Adm	436,663.00	(115,053.27)	375,704.56	86%	261.34	86%	60,697.10
	105	General Administrative Support	196,211.00	6,932.88	93,583.78	48%	0.00	48%	102,627.22
	107	Strategic Planning	16,290.00	(104.16)	16,289.60	100%	0.00	100%	0.40
	108	Admin Technology Services	1,736.00	(97.63)	1,923.08	111%	0.00	111%	(187.08)
	110	Business Services	417,659.00	39,288.85	429,390.75	103%	14.19	103%	(11,745.94)
	130	Community Relations	10,661.00	0.00	10,658.95	100%	0.00	100%	2.05
	140	Data Processing	17,919.00	0.00	11,418.51	64%	0.00	64%	6,500.49
	150	Legal Services	7,957.00	0.00	7,956.50	100%	0.00	100%	0.50
	200	Voluntary Pre-Kindergarten	201,840.00	0.00	100,920.00	50%	0.00	50%	100,920.00
	201	Kindergarten	235,649.00	59,096.00	235,847.95	100%	0.00	100%	(198.95)
	203	Elementary Education	2,016,680.00	460,253.00	1,978,398.74	98%	10,045.35	99%	28,235.91
	204	Title Programs	30,654.00	0.00	30,539.60	100%	0.00	100%	114.40
	206	Safe & Drug Free Schools	17,427.00	8,427.15	8,427.15	48%	0.00	48%	8,999.85
	211	Secondary	912,045.00	107,310.61	896,463.91	98%	1,574.85	98%	14,006.24
	212	Art	81,644.00	21,439.02	80,768.19	99%	65.40	99%	810.41
	216	Title I	375,189.00	65,732.19	355,481.48	95%	0.00	95%	19,707.52
	218	Gifted and Talented	1,468.00	0.00	1,467.31	100%	0.00	100%	0.69
	219	English Learner	14,357.00	3,703.17	15,045.46	105%	0.00	105%	(688.46)
	220	English	314,184.00	82,332.20	317,419.27	101%	177.22	101%	(3,412.49)
	230	Foreign Language	102,907.00	27,522.10	105,259.04	102%	0.00	102%	(2,352.04)
	231	Ojibwe	67,052.00	16,634.22	66,933.26	100%	0.00	100%	118.74
	240	Health Physical Ed	253,812.00	64,310.49	253,534.73	100%	0.00	100%	277.27
	255	Industrial Education	84,678.00	14,256.92	76,171.32	90%	952.93	91%	7,553.75
	256	Mathematics	321,687.00	81,390.98	323,990.19	101%	0.00	101%	(2,303.19)
	257	Computer Instruction	37,701.00	11,460.06	37,351.41	99%	359.85	100%	(10.26)
	258	Music	256,292.00	61,969.57	255,668.43	100%	2,593.79	101%	(1,970.22)
	260	Science	247,286.00	66,997.99	250,304.80	101%	182.10	101%	(3,200.90)

Deer River ISD #317
Exp Summary - Fd, Pro
Period Ending June 30, 2022

Sequence: Fd, Pro

		Description	Revised22l Annual Budget	Period 202212	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General								
	270	Social Sciences	232,818.00	60,524.90	233,227.38	100%	0.00	100%	(409.38)
	275	Kindergarten Instruction	69,713.00	25,030.90	69,689.21	100%	0.00	100%	23.79
	276	Elementary Instruction	346,600.00	87,110.98	346,994.26	100%	0.00	100%	(394.26)
	280	Other Regular Inst	30,030.00	968.55	23,957.01	80%	1,482.50	85%	4,590.49
	291	Co-Curricular	24,401.00	0.00	22,999.99	94%	0.00	94%	1,401.01
	292	Boys/Girls Athletics	129,436.00	11,517.82	125,610.61	97%	86.50	97%	3,738.89
	294	Boys Athletics	158,626.00	5,127.39	147,040.38	93%	0.00	93%	11,585.62
	296	Girls Athletics	96,152.00	4,171.42	96,562.63	100%	0.00	100%	(410.63)
	298	Extra Curricular	5,185.00	0.00	2,555.18	49%	0.00	49%	2,629.82
	301	Agriculture Science	74,520.00	20,678.36	74,897.25	101%	1.40	101%	(378.65)
	361	Trade and Industrial	136,714.00	25,001.54	99,741.69	73%	7,399.98	78%	29,572.33
	380	Special Needs	5,317.00	390.52	5,499.18	103%	0.00	103%	(182.18)
	399	Career Pathways	1,030.00	0.00	1,034.88	100%	0.00	100%	(4.88)
	400	Special Ed - General (non-reim	62,251.00	0.00	54,224.52	87%	0.00	87%	8,026.48
	401	Speech Impaired	28,852.00	7,108.68	31,202.94	108%	0.00	108%	(2,350.94)
	402	DCD-MM	225,064.00	43,094.48	188,130.05	84%	101.77	84%	36,832.18
	403	Mental Imp-Mod/Sev	103,338.00	21,309.39	108,676.66	105%	0.00	105%	(5,338.66)
	404	Physically Impaired	128,155.00	14,850.02	78,843.00	62%	0.00	62%	49,312.00
	405	Deaf Hard of Hearing	8,603.00	0.00	4,430.06	51%	0.00	51%	4,172.94
	406	Visually Impaired	50,005.00	10,078.41	41,235.04	82%	0.00	82%	8,769.96
	407	Specific Learning Di	570,430.00	159,847.81	722,668.90	127%	93.93	127%	(152,332.83)
	408	Emotional Disorder	553,413.00	89,959.67	429,621.12	78%	109.61	78%	123,682.27
	410	Other Health Impairments	138,815.00	24,551.99	112,115.39	81%	0.00	81%	26,699.61
	411	Autistic Spectrum Disorders	135,931.00	17,793.50	88,003.62	65%	0.00	65%	47,927.38
	412	Developmentally Delayed (EC)	386,021.00	85,486.74	424,076.28	110%	127.32	110%	(38,182.60)
	414	Traumatic Brain Inj	4,600.00	0.00	2,399.33	52%	0.00	52%	2,200.67
	416	Severly Multiply Impaired	60,660.00	11,097.61	65,854.03	109%	0.00	109%	(5,194.03)
	420	Special Education	750,748.00	(40,989.77)	521,256.17	69%	0.00	69%	229,491.83
	421	School Psychologist	69,276.00	27,873.88	74,425.01	107%	0.00	107%	(5,149.01)

Deer River ISD #317
Exp Summary - Fd, Pro
Period Ending June 30, 2022

Sequence: Fd, Pro

		Description	Revised22I Annual Budget	Period 202212	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01		General							
	422	ADSIS	404,981.00	89,201.37	368,920.65	91%	0.00	91%	36,060.35
	605	Gen Inst Support	608,796.00	278,300.10	736,016.80	121%	2,345.18	121%	(129,565.98)
	610	Curriculum/Assessment	318,357.00	78,265.52	318,110.06	100%	0.00	100%	246.94
	620	Library Media Center	107,839.00	30,214.32	121,187.63	112%	184.01	113%	(13,532.64)
	630	Human Relations	113,116.00	38,138.92	113,129.49	100%	0.00	100%	(13.49)
	640	Staff Development	292,038.00	23,239.46	313,194.15	107%	0.00	107%	(21,156.15)
	680	Instruc-Related Technology	588,928.00	15,832.05	525,571.79	89%	55,615.70	99%	7,740.51
	710	Counseling-Guidance	153,376.00	36,777.27	151,397.05	99%	0.00	99%	1,978.95
	715	School Security	35,000.00	0.00	35,000.00	100%	0.00	100%	0.00
	720	Health Services	166,769.00	29,778.23	159,604.31	96%	465.93	96%	6,698.76
	740	Interventionist	89,748.00	89,371.03	89,371.03	100%	0.00	100%	376.97
	760	Pupil Transportation	2,917.00	0.00	2,917.15	100%	0.00	100%	(0.15)
	790	Other Pupil Support	464,161.00	53,024.15	406,198.93	88%	423.84	88%	57,538.23
	810	Plant Operations	1,213,597.00	85,371.87	1,219,406.15	100%	26,918.73	103%	(32,727.88)
	850	Capital Facilities	289,759.00	3,630.18	295,997.97	102%	198,150.04	171%	(204,389.01)
	940	Insurance	70,000.00	0.00	810.00	1%	0.00	1%	69,190.00
01		**General**	**16,439,348.00**	**2,672,279.83**	**15,649,772.48**	**95%**	**309,733.46**	**97%**	**479,842.06**
02		Food Service							
	770	Food Services	765,722.00	65,027.53	716,487.58	94%	20,098.23	96%	29,136.19
02		**Food Service**	**765,722.00**	**65,027.53**	**716,487.58**	**94%**	**20,098.23**	**96%**	**29,136.19**
03		Transportation							
	760	Pupil Transportation	994,251.00	95,296.95	994,136.44	100%	0.00	100%	114.56
03		**Transportation**	**994,251.00**	**95,296.95**	**994,136.44**	**100%**	**0.00**	**100%**	**114.56**
04		Community Service							
	505	Community Education	37,696.00	2,122.72	38,386.81	102%	0.00	102%	(690.81)
	570	School - Age Care	10,000.00	0.00	0.00	0%	0.00	0%	10,000.00
	580	Early Childhood Family Educ	54,587.00	0.00	28,393.00	52%	0.00	52%	26,194.00
	582	School Readiness	178,524.00	0.00	102,151.50	57%	0.00	57%	76,372.50
	585	YouthDevel/Servs/After School	23,684.00	1,526.35	25,470.29	108%	600.00	110%	(2,386.29)

Deer River ISD #317
Exp Summary - Fd, Pro
Period Ending June 30, 2022

Sequence: Fd, Pro

	Description	Revised22I Annual Budget	Period 202212	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
04	Community Service							
590	Other Community Programs	1,078.00	0.00	864.76	80%	0.00	80%	213.24
591	Youth Service/Development	7,283.00	0.00	7,374.69	101%	92.92	103%	(184.61)
04	**Community Service**	312,852.00	3,649.07	202,641.05	65%	692.92	65%	109,518.03
05	Capital Expenditure							
108	Admin Technology Services	6,320.00	0.00	6,320.40	100%	0.00	100%	(0.40)
140	Data Processing	36,623.00	0.00	36,257.93	99%	0.00	99%	365.07
203	Elementary Education	32,394.00	0.00	32,394.32	100%	32,329.99	200%	(32,330.31)
211	Secondary	44,114.00	314.36	44,428.03	101%	37,026.02	185%	(37,340.05)
292	Boys/Girls Athletics	6,528.00	0.00	6,528.00	100%	0.00	100%	0.00
680	Instruc-Related Technology	89,948.00	0.00	89,949.38	100%	7,118.00	108%	(7,119.38)
810	Plant Operations	1,894.00	0.00	1,894.38	100%	0.00	100%	(0.38)
850	Capital Facilities	74,507.00	46,424.00	120,931.87	162%	5,850.22	170%	(52,275.09)
865	LTFM <$100,000	47,337.00	1,950.72	49,287.22	104%	2,422.58	109%	(4,372.80)
05	**Capital Expenditure**	339,665.00	48,689.08	387,991.53	114%	84,746.81	139%	(133,073.34)
07	Debt Redemption							
910	Debt Redemption	3,380,531.00	0.00	3,380,530.55	100%	0.00	100%	0.45
07	**Debt Redemption**	3,380,531.00	0.00	3,380,530.55	100%	0.00	100%	0.45
08	Trust Fund							
960	Other Nonrecurring Items	2,500.00	0.00	1,750.00	70%	0.00	70%	750.00
08	**Trust Fund**	2,500.00	0.00	1,750.00	70%	0.00	70%	750.00
11	Student Activities							
298	Extra Curricular	55,000.00	7,801.88	38,215.73	69%	109.81	70%	16,674.46
11	**Student Activities**	55,000.00	7,801.88	38,215.73	69%	109.81	70%	16,674.46
25	OPEB Revocable Trust							
935	Post Employment Benefits	72,250.00	6,892.83	75,204.10	104%	0.00	104%	(2,954.10)
25	**OPEB Revocable Trust**	72,250.00	6,892.83	75,204.10	104%	0.00	104%	(2,954.10)
	Report Totals:	22,362,119.00	2,899,637.17	21,446,729.46	96%	415,381.23	98%	500,008.31

Deer River ISD #317
Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
	0317	2	48440	1334102152	Check	1	5124		ACT INC	Yes	Yes	No	USD	06/02/2022	1,582.00
			48444	1334102153	Check	1	5695		BEBEAU, TIM	Yes	Yes	No	USD	06/02/2022	365.00
			48441	1334102154	Check	1	5178		BENHAM, DAMON	Yes	Yes	No	USD	06/02/2022	290.00
			48448	1334102155	Check	1	6184		ERZAR, JAMES	Yes	Yes	No	USD	06/02/2022	162.55
			48439	1334102156	Check	1	16275		GEBHART, SAM	Yes	Yes	No	USD	06/02/2022	162.55
			48446	1334102157	Check	1	6081	R1	I SEW CRAZY	Yes	Yes	No	USD	06/02/2022	210.00
			48445	1334102158	Check	1	5903		MASC	Yes	No	No	USD	06/02/2022	165.00
			48442	1334102159	Check	1	5211	R1	NATIONAL FFA ORGANIZATION	Yes	Yes	No	USD	06/02/2022	31.50
			48447	1334102160	Check	1	6156		SECTION 7A	Yes	Yes	No	USD	06/02/2022	715.00
			48443	1334102161	Check	1	5438	R1	SHRED-IT	Yes	Yes	No	USD	06/02/2022	377.41
			48449	1334102162	Check	1	6140		ZAMORA JR., JOHN	Yes	Yes	No	USD	06/02/2022	1,053.23
			48450	1334102163	Check	1	5372		CARLSTROM, MATT	Yes	Yes	No	USD	06/06/2022	30.00
			48451	1334102164	Check	1	4022		HEALTH PARTNERS	Yes	Yes	No	USD	06/06/2022	114.71
			48452	1334102165	Check	1	5630		MN PEIP	Yes	Yes	No	USD	06/06/2022	1,683.16
			48453	1334102166	Check	1	02816	R1	APPLE COMPUTER INC	Yes	Yes	No	USD	06/09/2022	12,931.50
			48454	1334102167	Check	1	02954		ARCC	Yes	Yes	No	USD	06/09/2022	53.22
			48482	1334102168	Check	1	5604		BIX PRODUCE	Yes	Yes	No	USD	06/09/2022	4,108.93
			48466	1334102169	Check	1	3444		BLOOMERS GARDEN CENTER	Yes	Yes	No	USD	06/09/2022	318.00
			48457	1334102170	Check	1	1554		CITY OF COHASSET	Yes	Yes	No	USD	06/09/2022	30.00
			48478	1334102171	Check	1	5408		DJV INC	Yes	Yes	No	USD	06/09/2022	250.00
			48455	1334102172	Check	1	1065		GRAINGER, INC	Yes	Yes	No	USD	06/09/2022	562.64
			48459	1334102173	Check	1	19222		HILLYARD / HUTCHINSON	Yes	Yes	No	USD	06/09/2022	1,832.26
			48465	1334102174	Check	1	3399		ISD 6070 - IASC	Yes	Yes	No	USD	06/09/2022	4,972.00
			48460	1334102175	Check	1	24000		JURVELIN HARDWARE	Yes	Yes	No	USD	06/09/2022	810.08
			48483	1334102176	Check	1	6100		LOFFLER COMPANIES INC	Yes	Yes	No	USD	06/09/2022	2,122.20
			48461	1334102177	Check	1	2553		MACGILL & CO	Yes	Yes	No	USD	06/09/2022	73.28
			48467	1334102178	Check	1	3671		MCDOWELL AGENCY INC	Yes	Yes	No	USD	06/09/2022	132.00
			48481	1334102179	Check	1	5540	R1	MINERS INC	Yes	Yes	No	USD	06/09/2022	162.13
			48464	1334102180	Check	1	2994	R1	MN ENERGY RESOURCES	Yes	Yes	No	USD	06/09/2022	1,338.15
			48463	1334102181	Check	1	28878		MN GRADUATE SERVICES	Yes	Yes	No	USD	06/09/2022	504.75
			48475	1334102182	Check	1	4925		NATIONAL ENERGY CONTROL CORF	Yes	Yes	No	USD	06/09/2022	406.40
			48456	1334102183	Check	1	14200		NORTHERN STAR COOPERATIVE SE	Yes	Yes	No	USD	06/09/2022	803.84
			48462	1334102184	Check	1	2610		NOR-TRAN INC	Yes	Yes	No	USD	06/09/2022	99,624.15
			48469	1334102185	Check	1	43022		PAUL BUNYAN RURAL TELEPHONE	Yes	Yes	No	USD	06/09/2022	1,118.14
			48470	1334102186	Check	1	43258	R1	PEPSI-COLA COMPANY	Yes	Yes	No	USD	06/09/2022	155.70
			48471	1334102187	Check	1	43400		PERMA-BOUND	Yes	Yes	No	USD	06/09/2022	3,016.18
			48472	1334102188	Check	1	45845		RAPIDS WELDING SUPPLY	Yes	Yes	No	USD	06/09/2022	39.50
			48468	1334102189	Check	1	4019		RTS	Yes	Yes	No	USD	06/09/2022	178.16
			48473	1334102190	Check	1	46375		SANDSTROM'S	Yes	Yes	No	USD	06/09/2022	2,420.06
			48477	1334102191	Check	1	5319		SCHMITT MUSIC	Yes	Yes	No	USD	06/09/2022	482.93
			48474	1334102193	Check	1	4829		TRI-STATE BOBCAT INC	Yes	Yes	No	USD	06/09/2022	341.74

Deer River ISD #317
Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
	0317	2	48476	1334102194	Check	1	52559		UPPER LAKES FOODS, INC	Yes	Yes	No	USD	06/09/2022	3,936.37
			48458	1334102195	Check	1	16430		US FOOD SERVICE	Yes	Yes	No	USD	06/09/2022	4,365.31
			48479	1334102196	Check	1	54801	R1	XEROX CORP	Yes	Yes	No	USD	06/09/2022	1,342.68
			48487	1334102197	Check	1	4178		BLUE CROSS BLUE SHIELD OF MN	Yes	Yes	No	USD	06/14/2022	2,522.50
			48490	1334102198	Check	1	5232		BOARD OF SCHOOL ADMINISTRATO	Yes	Yes	No	USD	06/14/2022	100.00
			48484	1334102199	Check	1	1619		FRABONI WHOLESALE INC	Yes	Yes	No	USD	06/14/2022	7,619.17
			48485	1334102200	Check	1	2553		MACGILL & CO	Yes	Yes	No	USD	06/14/2022	241.29
			48492	1334102201	Check	1	5911		MN FFA	Yes	No	No	USD	06/14/2022	1,260.00
			48486	1334102202	Check	1	2896		PAN-O-GOLD BAKING CO	Yes	Yes	No	USD	06/14/2022	846.21
			48488	1334102203	Check	1	43400		PERMA-BOUND	Yes	Yes	No	USD	06/14/2022	99.25
			48489	1334102204	Check	1	4791		PITNEY BOWES-PURCHASE POWEF	Yes	Yes	No	USD	06/14/2022	492.00
			48491	1334102205	Check	1	5319		SCHMITT MUSIC	Yes	Yes	No	USD	06/14/2022	48.00
			48493	1334102206	Check	1	6185		T-MOBILE	Yes	Yes	No	USD	06/14/2022	334.40
			48495	1334102207	Check	1	3146		BIBEAU, JOAN	Yes	Yes	No	USD	06/16/2022	750.00
			48497	1334102208	Check	1	6187		BOWSTRING, LOIS	Yes	No	No	USD	06/16/2022	13.00
			48499	1334102209	Check	1	6189		MAX, JOHN	Yes	Yes	No	USD	06/16/2022	63.90
			48496	1334102210	Check	1	5540	R1	MINERS INC	Yes	Yes	No	USD	06/16/2022	283.04
			48494	1334102211	Check	1	28900		MN POWER & LIGHT CO	Yes	Yes	No	USD	06/16/2022	19,119.79
			48498	1334102212	Check	1	6188		REIGEL, GARY	Yes	Yes	No	USD	06/16/2022	28.55
			48500	1334102213	Check	1	3864		SCENIC STATE PARK	Yes	Yes	No	USD	06/21/2022	105.00
			48501	1334102214	Check	1	6140		ZAMORA JR., JOHN	Yes	Yes	No	USD	06/21/2022	1,374.05
			48513	1334102215	Check	1	5019		VALLEYFAIR AMUSEMENT	Yes	No	No	USD	06/29/2022	1,307.32
			48514	1334102216	Check	1	2610		NOR-TRAN INC	Yes	No	No	USD	06/29/2022	1,028.17
			48515	1334102217	Check	1	5312		WHITE, DELINA	Yes	No	No	USD	06/29/2022	3,000.00
			48516	1334102218	Check	1	3563		BIRCHBARK BOOKS	Yes	No	No	USD	06/29/2022	8,668.74
			48517	1334102219	Check	1	4022		HEALTH PARTNERS	Yes	No	No	USD	06/29/2022	114.71
			48518	1334102220	Check	1	5630		MN PEIP	Yes	No	No	USD	06/29/2022	886.34
			48529	1334102221	Check	1	5567	R1	CONSTELLATION ENERGY-GAS DIVI	Yes	No	No	USD	06/30/2022	4,220.81
			48528	1334102222	Check	1	5094		MEDICAREBLUE RX	Yes	No	No	USD	06/30/2022	1,780.00
			48526	1334102223	Check	1	40600		NESC	Yes	No	No	USD	06/30/2022	1,950.72
			48525	1334102224	Check	1	2610		NOR-TRAN INC	Yes	No	No	USD	06/30/2022	50.00
			48524	1334102225	Check	1	1861		PITNEY BOWES-PURCHASE POWEF	Yes	No	No	USD	06/30/2022	61.80
			48527	1334102226	Check	1	4591		REICH, DARCY	Yes	No	No	USD	06/30/2022	325.00
			48530	1334102227	Check	1	47291	R1	SIEMENS INDUSTRY	Yes	No	No	USD	06/30/2022	20,000.00
									Bank Total: 2						$234,068.17
									Report Total:						$234,068.17

DEER RIVER SCHOOLS
HOPE · HAPPINESS · SUCCESS
BAGOSENDAM · MINWAANIGOZI · GASHKITOON

DEER RIVER HIGH SCHOOL
101 First Avenue NE
PO Box 307
Deer River, MN 56636
Home of the Warriors

KING ELEMENTARY SCHOOL
504 5th St. SE
PO Box 307
Deer River, MN 56636
King Pride

Consent Agenda

July 2022

~Any Board Member may request that any item be removed from this consent agenda and moved to a regular agenda item~

- Appointments:
  - Emrie Spolarich, Camp Counselor- Effective June 17, 2022
  - Anthony Wick Lund, Summer Custodian- Effective June 13, 2022
  - Israel Treat, Summer Beginning Band Camp-Student Instructor- Effective August 1, 2022
  - Faith Hawkins, Summer Beginning Band Camp- Student Instructor- Effective August 1, 2022
  - Chloe Lee, Summer Beginning Band Camp – Student Instructor – Effective August 1, 2022
  - Sabryn Wahlstrom, Summer School Tutor- Effective July 12th, 2022
  - Lindsey Rooney, Summer School Tutor- Effective July 12, 20222
  - McKenna Carruth, ECSE Teacher, Effective August 29, 2022
  - Frederick Passi, ADSIS Mathematics Teacher- Effective August 29, 2022
  - David Setness, Technology/Ag Science Teacher- Effective August 29, 2022
  - Sarah Umlauf, ADSIS Behavior- Effective August 29, 2022
  - Katie Vickerman, Head Boys and Girls Cross Country – Effective September 7, 2022
  - Leigh Ayers, Head Volleyball Coach – Effective September 7, 2022
  - Tayler Goggleye, Assistant Volleyball Coach- Effective September 7, 2022
  - Brent Schimek, Head Football Coach- Effective September 7, 2022
  - Mike Fairbanks, Assistant Football Coach- Effective September 7, 2022
  - Bill Mundt, Assistant Football Coach- Effective September 7, 2022
  - Kevin Gullickson, Junior High Football Coach- Effective September 7, 2022
  - Brian Burman, Junior High Football Coach- Effective September 7, 2022
  - David Olson, Head Boys Basketball Coach- Effective September 7, 2022
  - Kole Schultz, Assistant Boys Basketball Coach- Effective September 7, 2022
  - George Goggleye, Head Girls Basketball Coach - Effective September 7, 2022
  - Natalie Bebeau, Assistant Girls Basketball Coach- Effective September 7, 2022
  - Kari Schultz, Head Cheerleading Coach- Effective September 7, 2022
  - Steve Berg, Head Wrestling Coach- Effective September 7, 2022
  - Judd Evans, Assistant Wrestling Coach .5 - Effective September 7, 2022
  - Kevin Gullickson, Assistant Wrestling Coach .5- Effective September 7, 2022

- Derek Goggleye, Head Softball Coach - Effective September 7, 2022
- Tayler Goggleye Assistant Softball Coach - Effective September 7, 2022
- Brian Burman, Head Baseball Coach - Effective September 7, 2022
- Dale Marleau, Assistant Baseball Coach- Effective September 7, 2022
- Dakota Goggleye, Junior High Baseball Coach - Effective September 7, 2022
- Sam Rendle, Head Golf Coach - Effective September 7, 2022
- Brent Schimek, Trap Coach .5 - Effective September 7, 2022
- Derek Goggleye, Trap Coach .5 - Effective September 7, 2022
- Zach Truong, Instrumental Music (Pep Band) - Effective September 7, 2022
- Lenora Evans, Once Act Play - Effective September 7, 2022
- Kari Borgman, Yearbook - Effective September 7, 2022
- Kari Borgman, National Honor Society - Effective September 7, 2022
- Jennifer Lind, Student Council - Effective September 7, 2022
- Ryan Christanson, Senior Class Advisor - Effective September 7, 2022
- Hannah Eckblad, FFA - Effective September 7, 2022
- Matt Carlstrom, Photographer - Effective September 7, 2022

- Approve at will contract renewals:
  - James Novak, District Facilities Maintenance Technician- Effective July 1, 2022 – August 31, 2022

Deer River High School
101 First Avenue NE
PO Box 307
Deer River, MN 56636
"Home of the Warriors"

DEER RIVER SCHOOLS

Dedicated to develop lifelong learners prepared to succeed in an ever-changing world

King Elementary School
504 5th St. SE
PO Box 307
Deer River, MN 56636
"King Pride"

Memorandum

To: Deer River School Board

CC: Mandy Windorski

From: Zachary Truong

Date: 6/20/2022

Re: Beginning Band Camp – Student Instructors

On 6/3/22, an interview committee consisting of myself interviewed two candidates for the Beginning Band Camp – Student Instructors positions available at Deer River Schools for the summer of 2022. After reviewing interview, performance, and teaching demonstration notes, I would like to recommend Israel Treat for the position.

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Memorandum

To: Deer River School Board

CC: Mandy Windorski

From: Zachary Truong

Date: 6/20/2022

Re: Beginning Band Camp – Student Instructors

On 6/3/22, an interview committee consisting of myself interviewed two candidates for the Beginning Band Camp – Student Instructors positions available at Deer River Schools for the summer of 2022. After reviewing interview, performance, and teaching demonstration notes, I would like to recommend Faith Hawkins for the position.

June 15, 2022

To Whom it May Concern,

I interviewed Emrie Spolarich and would like to hire her for a Camp Counselor position at King School.

Respectfully,

Deanna Hron



Deer River High School
ISD #317
101 1st Avenue NE
Deer River, MN 56636

Brent Schimek
Activities Director/Dean

bschimek@isd317.org
Phone: 218-246-3410

Memorandum

To: Deer River School Board

CC: Mandy Windorski

From: Brent Schimek

Date June 7, 2022

Re: Recommendation for Custodial

I would like to recommend Antony Wicklund for summer student custodial position

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Memorandum

To: Deer River School Board

CC: Mandy Windorski

From: Jennifer Stefan

Date: June 29, 2022

Re: Recommendation for Teacher Hire

On June 15, 2022, an interview team interviewed a candidate for an open special education teaching position available at King Elementary for the 2022-2023 school year. After discussing the strengths and qualities of the candidate at length, I would like to recommend McKenna Carruth for the ECSE teaching position.

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"King Pride"

Memorandum

To: Deer River School Board

CC: Mandy Windorski

From: Joseph Akre

Date: 7/1/2022

Re: 2022 Summer School

On 7/1/2022, I interviewed two candidates for the Summer School Tutor position available at Deer River Schools for the 2022 school year. After discussing the strengths and qualities of the candidates at length with the committee, I would like to recommend Lindsay Rooney for the position. This position is for 9 days starting July 12th and concluding on July 28th.

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King Elementary School
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PO Box 307
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Memorandum

To: Deer River School Board

CC: Mandy Windorski

From: Joseph Akre

Date: 7/1/2022

Re: 2022 Summer School

On 7/1/2022, I interviewed two candidates for the Summer School Tutor position available at Deer River Schools for the 2022 school year. After discussing the strengths and qualities of the candidates at length with the committee, I would like to recommend Sabryn Wahlstrom for the position. This position is for 9 days starting July 12th and concluding on July 28th.

DEER RIVER SCHOOLS

Mandy Windorski <mwindorski@isd317.org>

Board meeting

3 messages

Brent Schimek <bschimek@isd317.org> Wed, Jun 22, 2022 at 10:42 AM
To: Mandy Windorski <mwindorski@isd317.org>, Jeff Pesta <jpesta@isd317.org>

July Consent Agenda

Head B/G Cross Country
Katie Vickerman

Head Volleyball Leigh Ayers
Asst VB Tayler Goggleye

Head Football Brent Schimek
Asst FB Mike Fairbanks
Asst FB Bill Mundt
JH FB Kevin Gullickson
JH FB Brian Burman

Head BBB David Olson
Asst BBB Kole Schultz

Head GBB George Goggleye
Asst GBB Natalie Bebeau

Head Cheerleading Kari Schultz

Head Wrestling Steve Berg
Asst Wrestling Judd Evans 50%
Asst Wrestling Kevin Gullickson 50%

Head Softball Derek Goggleye
Asst Softball Tayler Goggleye

Head Baseball Brian Burman
Asst Baseball Dale Marleau
JH Baseball Dakota Goggleye

Head Golf Sam Rendle

Head Trap Brent Schimek 50% Derek Goggleye 50%

Instrumental music (Pep Band) Zach Truong

One Act Play Lenora Evans

Yearbook Kari Borgman

NHS Kari Borgman

St. Council Jenny Lind

Sr. Class Advisor Ryan Christiansen

FFA Hannah Eckblad

Photographer Matt Carlstrom

DEER RIVER SCHOOLS
HOPE · HAPPINESS · SUCCESS
BAGOSENDAM · MINWAANIGOZI · GASHKITOON

DEER RIVER HIGH SCHOOL
101 First Avenue NE
PO Box 307
Deer River, MN 56636
Home of the Warriors

KING ELEMENTARY SCHOOL
504 5th St. SE
PO Box 307
Deer River, MN 56636
King Pride

July 5, 2022

Deer River Board of Education:

The purpose of this letter is to provide notification of my intent to officially retire and apply for benefits through the Teachers Retirement Association effective September 6, 2022. After completing the transition of responsibilities to the incoming superintendent, I will be taking terminal leave up to that date. Thank you for the opportunity to serve the Deer River Public Schools! I greatly appreciate the teamwork and support provided by all of board directors that I served with during my term.

Sincerely,

J. Pesta

Jeff Pesta

CONTRACT FOR

FACILITY MAINTENANCE TECHNICIAN

INDEPENDENT SCHOOL DISTRICT #317

July 1, 2022, THROUGH August 31, 2022

The School Board of Independent School District #317, Deer River, Minnesota enters into this Agreement with ***JAMES NOVAK***, who agrees to perform the duties of ***DISTRICT FACILITY MAINTENANCE TECHNICIAN*** in the public schools of the district commencing July 1, 2022, and ending August 31, 2022

The Following provisions shall apply and are a part of this contract:

I. **Basic Service:**

Facility Maintenance Technician shall faithfully perform the services prescribed by the School Board whether or not such services are specifically described in this contract or in general job description, including on call duties 24 hours per day/seven days per week, coverage of all duties for the daytime custodians if they are unavailable and all other duties as assigned by the Facility and Grounds director. The District Facility Maintenance Technician will abide by the rules and regulations and policies as established by the State Board of Education, and any additions or amendments thereto, for the annual salary indicated below.

2. **Duty Year:**

The duty year shall be a three-month contract as provided herein and the employee shall perform services on those legal holidays on which the School District is authorized to conduct school if the Superintendent so determines. Employee shall be on duty during any emergency, natural or unnatural, unless excused by the Building and Ground Director.

3. **Leaves and Holidays:** (will be prorated based on the August 31, 2022, end date)

1. *Sick leave:* Twelve (12) sick leave days may be earned for one contract year. Unused sick leave may accumulate to a maximum credit of 140 days (prorated based on start date). One sick day per month shall be accrued.

2. *Vacation:* Twenty (20) working days of vacation shall be granted each year, with the ability to carry over 5 days each year (prorated based on start date).

3. *Holidays*: Employee shall be entitled to twelve (12) paid holidays each contract year as follows: Independent Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, the day after Christmas, New Year's Day, President's Day, Good Friday, Easter Monday, and Memorial Day. \

4. Insurance:

1. *Hospital and Medical Insurance.* The School District shall pay up to $620.00/month and $150.00/month to a Health Reimbursement Account for single coverage for FY23 or $1,000.00/month and $230.00/month to a Health Reimbursement Account for family coverage in FY23.

2. *Life Insurance*: The Board of Education will pay the premium, not to exceed $102.00 per year for $50,000 term life insurance under the existing group life insurance coverage. The benefit will be prorated based on the August 31, 2022, end date.

3. *Dental Insurance:* The Board of Education will pay up to $40.00 per month toward single or family coverage dental insurance under the existing group dental insurance plan.

4. *Long-term Disability Insurance:* The Board of Education will pay for the district's long-term disability policy.

5. **Other Benefits**

1. *Tax Sheltered Annuities:* Tax sheltered annuity is a program that the Board shall continue and will be identified as is established.

Independent School District #317 will contribute annually an amount equal to the amount contributed by the eligible employee to the 403b plan not to exceed $1,200.00 in FY2023. The amount shall be prorated based on the August 31, 2022, end date.

The maximum career matching contribution by ISD #317 for employee shall be $30,000.

2. *Expenses:* Expenses shall be paid according to the district policy for the attendance of meetings.

3. *Automobile:* The School District shall compensate the employee at the IRS rate for the use of the employee's personal vehicle. This allowance does not preclude the employee from using district-owned vehicles.

4. Cell Phone

Employee shall be eligible to participate in the school district cell phone plan pursuant to School Board Policy.

6. **Salary**

The salary for FY23 shall be $52,853.00. The salary shall be prorated based on August 31, 2022, end date.

7. **Termination During the Term**

This contract may be terminated during the term of this contract by either party by written notice.

8. **Contract**

This contract replaces and supersedes any other contract in place between the two parties involved.

IN WITNESS THEREOF, I have subscribed my signature this 23 day of June 2022.

James Novak

District Facility Maintenance Technician

IN WITNESS THEREOF, we have subscribed our signatures this _____th day of June 2022.

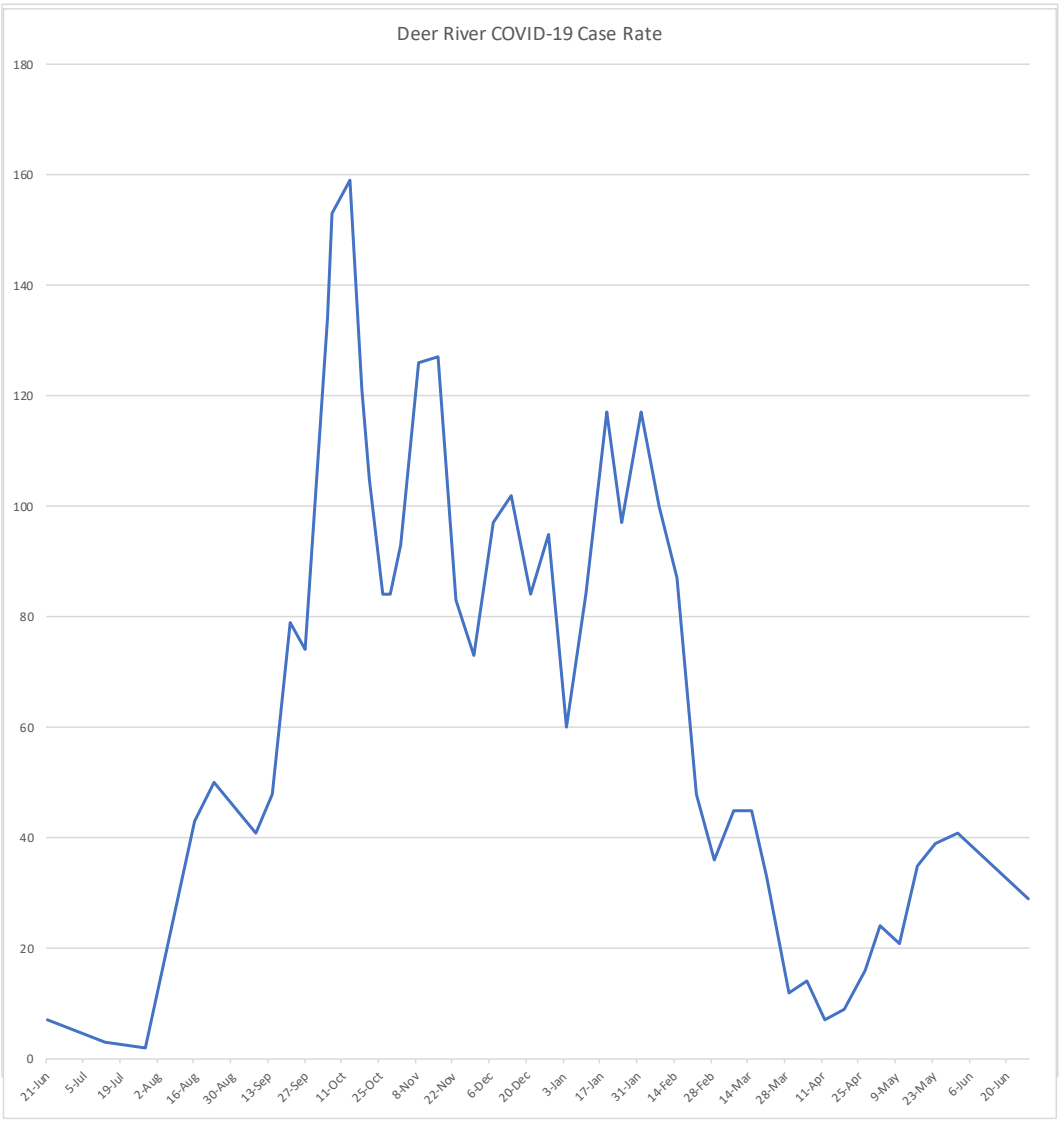
_____

Chairperson of the School Board

_____

Clerk of the School Board

1-Jun	24
7-Jun	17
21-Jun	7
13-Jul	3
28-Jul	2
23-Aug	50
16-Aug	43
8-Sep	41
14-Sep	48
21-Sep	79
27-Sep	74
5-Oct	134
7-Oct	153
14-Oct	159
18-Oct	121
21-Oct	105
26-Oct	84
29-Oct	84
2-Nov	93
9-Nov	126
16-Nov	127
23-Nov	83
30-Nov	73
7-Dec	97
14-Dec	102
21-Dec	84
28-Dec	95
4-Jan	60
11-Jan	84
19-Jan	117
25-Jan	97
1-Feb	117
8-Feb	100
15-Feb	87
22-Feb	48
1-Mar	36
8-Mar	45
15-Mar	45
21-Mar	33
29-Mar	12
5-Apr	14
12-Apr	7
19-Apr	9
27-Apr	16
3-May	24
10-May	21
17-May	35
24-May	39
1-Jun	41
28-Jun	29



* Case rates per 10,000 residents within district boundaries

Cass Co.	30
Itasca Co.	41

TO: ISD 317 Board of Directors
FROM: Joseph Akre
DATE: 07/06/2022

Student Achievement:
The first session of Summer Credit Recovery has completed. Session was made up of 6 sessions.
34 students attended in grades 6-12
18 students, 6-8
14 students 9-12
Of the 14 9-12 grade students, 18 credits were recovered.
Summer credit recovery session 2 starts July 12 and runs through July 28th.

Effective and Efficient Systems:
Certified staffing is 99% completed.
We will be welcoming 6 new staff members
Casey Grossell, Social
Kellie Humble, Social
Nick Farber, Math
Hannah Brandanger, English
Mary Hernandez, Special Ed.
Tammi Limberg, Science

Out of Field applications have been submitted for;
Frederick Passi, ADSIS Math
David Setness, Industrial Technology
Aaron Suchy, DAPE

Respectfully Submitted
Joseph G. Akre



Deer River High School

JOSEPH G. AKRE
Principal – Ext. 60253
jakre@isd317.org

DELANA SMITH
Equity Coordinator/
Assistant Principal – Ext. 60258
dsmith@isd317.org

ARA ANDERSON
Assistant Principal – Ext. 60260
aanderson@isd317.org

ISD #317
101 1st Avenue NE
P.O. Box 307
Deer River, MN 56636
(218) 246-8241
(218) 246-8717 - Fax

Welcome to Deer River High School

Dear Students:

Welcome to the 2022-2023 school year. The staff at DRHS wants you to know we are here to support you in any way possible, so you can be successful and reach your highest academic potential.

This handbook explains most of the policies and procedures that apply to you as you attend DRHS. Please take the time to read it carefully and become familiar with its content. If, at any time, you have any questions or concerns regarding the information in the handbook or other school issues, feel free to contact the high school office, and we will gladly help in answering your questions or concerns.

Deer River High School has a rich tradition of excellence in both academics and co-curricular activities. There are many opportunities available to you that are designed to enhance learning, encourage participation, foster ingenuity, and inspire service. We want you to take advantage of these opportunities during your Junior and High School years.

Have a great school year and remember to challenge yourself to always be your best.

Respectfully,

Joseph G. Akre
Principal

Dr. Delana Smith
Equity Coordinator/
Assistant Principal

Brent Schimek
Dean of Students/Activities Director

Ara Anderson
Assistant Principal

School Hours

High School Office: 7:30 a.m. – 3:30 p.m.

Telephone Numbers:

High School Office	**246-8241**	Press #1	(Must have a touch tone phone)
Attendance Line		Press #2	
Other District Options		Press #3	

Class Schedule:

Monday-Tuesday-Thursday-Friday

Senior High

Warning Bell	8:20
Period 1	8:25 - 9:16
Period 2	9:20 - 10:10
Period 3	10:14 - 11:04
Period 4	11:09 - 11:59
Lunch	11:59 - 12:24
Period 5	12:28 - 1:18
Period 6	1:22 - 2:12
Period 7	2:16 - 3:06

Junior High

Warning Bell	8:20
Period 1	8:25 - 9:16
Period 2	9:20 - 10:10
Period 3	10:14 - 11:04
7th & 8th Lunch	11:04 - 11:29
6th grade Lunch	11:30 – 11:55
Period 4	11:34 - 12:24
Period 5	12:28 - 1:18
Period 6	1:22 - 2:12
Period 7	2:16 - 3:06

Wednesday Schedule

Senior High

Warning Bell	8:20
Period 1	8:25 - 9:06
Period 2	9:10 - 9:50
Period 3	9:54 - 10:34
Advisory	10:38 - 11:08
Period 4	11:12 - 11:52
Lunch	11:52 - 12:18
Period 5	12:22 - 1:02
Period 6	1:06 - 1:46
Period 7	1:50 - 2:30

Junior High

Warning Bell	8:20
Period 1	8:25 - 9:06
Period 2	9:10 - 9:50
Period 3	9:54 – 10:34
Advisory	10:38 – 11:08
7th & 8th Lunch	11:08 - 11:34
6th grade Lunch	11:24 – 11:50
Period 4	11:38 - 12:18
Period 5	12:22 - 1:02
Period 6	1:06 - 1:46
Period 7	1:50 - 2:30

This handbook is comprised of five parts and the topics within each category are alphabetized.

1) General Information
2) Academics
3) Attendance
3) Rules and Discipline; and
4) Health, Safety, and Privacy Policies.

GENERAL INFORMATION

Accidents

Every accident in the school building, on the school grounds, at practice sessions, or at an activity sponsored by the school must be reported immediately to the person in charge, the school nurse, and to the principal. Staff is required to fill out accident report forms but can only do so when informed by the student of the accident. Parents/guardians of an injured student will be notified as soon as possible. If the student requires immediate medical attention, the principal or other district leader will call 911 or seek emergency medical treatment and then contact the parent(s).

Announcements - Bulletin

All notices of meetings, athletic events and general information for the day will be printed in the daily bulletin each morning. Pupils presenting notices must have prior approval from administration. D.R.H.S. daily bulletins will be posted on the school website: www.isd317.org and/or sent through electronic communications only.

Arrival and Dismissal

The building is open, and supervision is provided to students from 8:00 AM until 3:35 PM. Students will not be permitted in the building after 3:35 PM on school days or at any time on weekends, unless supervised in person by school staff or coach. Organized groups or clubs must have a supervisory instructor present when activity or work is being done. No student shall be left unsupervised.

Arriving after an Absence:

Any student who was absent must, upon return to school, report to the High School office to pick up an absentee slip to admit him/her to class. No student is to be admitted to class without an admit slip following an absence.

Leaving the Building:

No student will be permitted to leave the building to go elsewhere unless it is a supervised activity with a teacher for which arrangements have been made with the office or the student has a written permit slip from the office to allow him/her to leave. Students are required to sign out on a sign-out log in the office. Senior high students (grades 9-12) are the only students permitted during lunch to leave school property without permission. Failure to sign out using proper procedures may result in truancy consequences. See "truancy" for more information.

Care of School Property *

Students are responsible for the proper care of their books, computers and tablets, library books, supplies, locks, lockers, and furniture supplied by the school. Parents of students who fail to pay fines, fees, or replacement cost for damaged or lost/stolen school property will be notified. Students who disfigure property, break windows, or do other damage to school property or equipment will be required to pay for the damage done or replace the item. Willful damage will also result in suspension and possible criminal charges. Students are responsible for cleaning their locker periodically and at the end of the school year. For more information, see "vandalism".

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, paper, erasers, and notebooks; however, individual students may contact the office for support, if needed. Students may be required to pay certain other fees or deposits, including, but not limited to:

1. Cost for materials for a class project that exceeds minimum requirements and is kept by the student.
2. Security deposits for the return of materials, supplies, or equipment.
3. Field trips considered supplementary to the district's educational program.
4. Admission fees or costs to attend or participate in optional extracurricular activities and programs.
5. Use of musical instruments owned or rented by the school district.
6. Transportation of students to and from optional extracurricular activities or post-secondary instruction conducted at locations other than school.

Students will be charged for electronic devices, textbooks, workbooks, and library books that are lost or destroyed. The school district may waive a required fee or deposit if the student and parent/guardian are unable to pay. For more information, contact the high school office.

Electronic Devices – Lost – 75% of the initial cost

New books:

1. Lost - 75% of the initial cost
2. Pages Torn - 25% of the initial cost
3. Broken Binding - 50% of the initial cost

Used books:

1. Lost - 50% of the initial cost
2. Damaged - 25% of the initial cost

Class Schedule

Changes can be made to a student's schedule, provided the changes adhere to appropriate timelines, do not overload a class, do not conflict with the current schedule, and result in a reasonable program of studies in terms of the established curriculum. To avoid schedule changes, students should consider their course options carefully during registration. A final failing (F) grade will be recorded when a student drops a course after the fourth (4th) week of the course without an administration-initiated class change. See "Dropped Course" for more information.

Closing of School – *Direction from new Superintendent*

School may be cancelled when the superintendent believes the safety of students and employees is threatened by severe weather or other circumstances. The superintendent will decide about closing school or school buildings as early in the day as possible. School-closing announcements will be school website (www.isd317.org).

Clubs and Activities

The student council is the governing body on the student level at D.R.H.S. The council meets as is necessary during the school term. The council considers questions coming from students, faculty, and other interested individuals.

The school district provides opportunities for students to pursue special interests that contribute to their physical, mental, and emotional health; however, instruction is the school district's priority. Students who participate in school-sponsored activities are expected to responsibly represent the school and community. All rules pertaining to student conduct and student discipline apply to school activities. See "Fundraising" for more information.

Deer River High School is a participating member of the Minnesota State High School League (MSHSL). Students participating in activities governed by the MSHSL (which includes music, fine arts, and sports) who violate MSHSL rules are subject to the discipline policies of the MSHSL and Deer River High School. Violations that result in district and MSHSL penalties include hazing; sexual, racial, and religious harassment; violence, and use of drugs, alcohol, or other controlled substances. Penalties for code violations as stated in the High School League/Deer River Extra-Curricular Handbook will be enforced. Employees who conduct MSHSL activities will cover applicable rules, penalties, and opportunities with students and parents/guardians prior to the start of an activity. For more information about the MSHSL rules and student eligibility requirements, contact the high school office.

The following activities are available at DRHS for grades 7-12.
**Sixth grade participation is permissible.

Fall	Winter	Spring
Cross Country Running**	Boys' Basketball	Baseball
Football	Girls' Basketball	Golf (Boys' and Girls') **
Volleyball	Cheerleading	Softball
	Wrestling	Track (Boys' and Girls') **
		Trap Shooting

Year-long		
LINK	Robotics/IIA	Boys & Girls Club**
Ogitchidaag Club**	Pep Band	One Act Play
Student Council		

Eighteen-Year-Old Students

The age of majority for most purposes in Minnesota is 18 years of age. All students, regardless of age, are governed by the rules for students provided in school district policy. Students that turn 18 will follow all regular rules for students, including required parent signatures unless they opt for age of majority rights. Please discuss this with the building principal for the best option for you and your family.

Employment Background Checks *

The school district will seek criminal history background checks for all applicants who receive an offer of employment with the school district. The school district also will seek criminal history background checks for all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether compensation is paid. These positions include, but are not limited to, all athletic coaches, extracurricular academic coaches, assistants, and advisors. The school district may elect to seek criminal history background checks for other volunteers, independent contractors, and student employees.

Field Trips/Sports Early Out Eligibility Policy for Grades 6-12:

There are two times throughout the quarter that students' grades will be checked. These two monitoring periods are at mid-quarter and end of the quarter. Each grade check has its own eligibility consequence.

A. If a student earns one or more failing grades (F) at the mid-quarter check, the student will be ineligible to participate in field trips/sports early out as soon as the teacher/coach are notified. To become eligible for the field trip/sports early out, the student must present the Principal/AD with a teacher signed grade report proving they are currently passing all their classes three (3) days prior to the event. **Only the Principal or his/her designee may deem a student eligible to attend.**

B. If a student earns one or more failing grades (F) at the end of a quarter 1, 2, 3, or at midterm 4th quarter grading periods, the student will be ineligible to attend field trips/sports early out. To become eligible for the field trips/sports early out, the student must present the Principal/AD with a teacher signed grade report proving they are currently passing all their classes three (3) days prior to the event. **Only the Principal or his/her designee may deem a student eligible to attend.**

C. Other items to be considered by the principal for eligibility:

1. Attendance Record
2. Discipline Record

Fundraising

All fundraising activities conducted by student groups and organizations and/or parent groups must be approved in advance by the high school Athletics/Activities Director. Participation in non-approved fundraising activities is a violation of school district policy. Solicitations of students or employees by students for nonschool-related activities will not be allowed during the school day.

Graduation Ceremony

Student participation in the graduation ceremony is a privilege, not a right. Only students who have completed the requirements for graduation are allowed to participate in graduation exercises, unless participation is denied for appropriate reasons, which may include discipline. Graduation exercises are under the control and direction of the building principal(s).

Students that attend Grand Rapids ALC and Cass Lake ALC (full or part-time) may graduate from Deer River High School because the Deer River School District does not have an Area Learning Center, if referred by school administration. Students that choose on-line schools, students that are home schooled, or students that attend another high school are not eligible to participate in Deer River High School Graduation ceremonies. Students taking courses through MN Infinity online will be allowed to graduate and participate in all school functions.

Hall Pass

Students shall always be issued a Teacher Pass when leaving a classroom. Students must have a pre-signed pass to go anywhere. Student academic aides are required to have a Teacher Pass whenever they are not directly under the supervision of the teacher.

Homework Requests

Parents may request homework to be collected by the high school office when their child has missed three (3) or more days of school by calling the attendance secretary at 218-246-8241 ext. 60201. If students are absent fewer than three days, homework requests should be made directly to teachers via phone or e-mail (check school website). Homework should be picked up in the high school office at the end of the day.

Interviews of Students by Outside Agencies

Students may not be interviewed during the school day by persons other than a student's parents/guardians or school district officials, employees, and/or agents, except as provided by law and/or school policy.

Library and Media Center

The library/media center is open during regular school hours and may stay open for additional hours based upon student and community needs. Students may use the library/media center during the school day and before and after school only when a supervisor is present.

Lockers

Each student is assigned a hall locker and gym locker for storage of books and equipment. All gym lockers are required to have a lock. All hall lockers assigned to students with iPads, or a laptop are required to have a lock. Students may buy a lock from the office for $5.00.

It is the student's responsibility to see that lockers are kept locked and in good order and that lock combinations are kept confidential to prevent theft. Students shall not place illegal, harmful, or nuisance objects, material, or substance in lockers. Since lockers are the property of Deer River High School, the student has no expectation of privacy; therefore, lockers may be searched in accordance with statutes and case law. The school is not responsible for any lost or stolen items. Please contact the principal if you have valuables that need to be stored in a secure location. Please note that the sharing of lockers is not permissible. Students may be responsible for all contents of the locker assigned to him or her. See "Searches" for more information.

Lunch

Lunch is to be eaten in designated areas only. Students will be notified of their assigned lunchtime on the first day of school. Students may purchase lunch at school or bring a prepared lunch from home. Only 9-12 grade students will be permitted to leave school grounds during lunch. Students must be passing all classes and have no discipline referrals to be eligible for Open Lunch. Open food containers are allowed in the commons only. Food purchased at school, in the community, or brought from home must be consumed in the commons only.

Students at Deer River High School (grades 9-12) may be released during their lunch period for the purpose of dining at local establishments and/or conducting personal business in the downtown area. **Students wishing to go downtown during lunch must do so by WALKING – Exiting door #1 and returning by entering door #1. No personal vehicle use is allowed.** This privilege will continue if students conduct themselves in a responsible manner. Failure to comply may result in loss of Open Noon Hour privileges. **Purpose for not allowing students to use personnel vehicles is to help ensure student safety.**

Students may be eligible for free and reduced-price lunches and/or breakfasts. Free and reduced-price eligibility forms are available in the high school office. For more information regarding eligibility for free and reduced-price meals, contact the district office.

Make-Up Work

Students or parents are encouraged to request and receive class assignments when a student absence exceeds three school days by calling the High School Attendance Line at 246-3402. All work missed due to an excused absence is to be completed and full credit recorded. Students should be allowed 2 days to complete make-up work for every excused day missed. Please refer to the "Pre-Absence Form" for make-up work expectations due to extended absences.

Medication

Medication schedules for students should be adjusted around school hours so that students will not need to take medications while at school. When it is absolutely necessary for medications to be administered during school hours, the medication must be in its original container, accompanied by a written description from the doctor stating the type, dose, time, and effects of the medication. Prescription medications are not to be carried by the student but will be left with the appropriate school personnel. Exceptions that may be allowed include prescription asthma medications administered with an inhaler pursuant to school district policy and procedures, medications administered as noted in a written agreement between the school district and parent or as specified in an Individualized Education Program (IEP), a plan developed under Section 504 of the Rehabilitation Act (§504 Plan), or an individual health plan (IHP). The school district is to be notified of any change in a student's prescription medication administration.

On the rare occasion that over-the-counter medication (such as Tylenol) must be administered to a student, the permission of a parent or guardian must be obtained. All prescription medications, unless otherwise arranged, must be kept with the school Nurse. Students may possess 1 to 2 doses of an over-the-counter medication(s) in their lockers for

personal use. At no time is a student to give any type of medication to another student.

Pledge of Allegiance *

Students will recite the Pledge of Allegiance to the flag of the United States of America daily. Any person who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice. Students will also receive instruction in the proper etiquette toward, correct display of, and respect for the flag.

Report Cards

Report cards will be prepared at the completion of each nine-week instruction period. The report cards will be available online through our Student Information System. Hard copies will be mailed, if requested by parent/guardian at the end of the nine-week grading period.

School Dances

Students currently enrolled at DRHS will be permitted to attend grade appropriate dances if they are in good standing and making progress toward graduation. Severe behavior referrals or patterns of behavior may result in suspension from school dances. Students 21 years of age or older are not permitted to attend school dances. Students may request to take a guest from outside of the school as approved by the school principal. ~~Students in grades 9-10 may attend prom if escorted by an 11th or 12th grade student in good standing.~~ Prom attendees to the Deer River Junior/Senior Prom MUST be in grades 11 or 12. A student in 10th grade may attend if asked by someone in grades 11 or 12. No student in 9th grade or younger will be allowed to be escorted to prom.

School Song

We're loyal to Deer River High
We'll fight on for Deer River High
We'll back them to stand
Against the best in the land
For the Warriors will fight to the end
RAH! RAH!
So, cheer on for Deer River High
Let's root for the blue and the gold
Our team is a great defender
Fight back and we'll predict
A victory for Deer River High!
W-A-R-R-I-O-R-S

Sportsmanship Song

Come on, let's raise our voices
loud and strong
and give a cheer to boost our
team along
Let's urge our teams to fight
with all their might
And win a victory in
sportsmanship tonight
and be it win or lose
we'll never fuss
We'll make our Alma Mater
proud of us
And with a loud and lusty HIP HOORAY
as friendly foes we'll play.

Student Publications

The policy of the school district is to protect students' free speech rights while, at the same time, preserving the district's obligation to provide a learning environment that is free of disruption. All school publications are under the supervision of the building principal and/or sponsor.

Non-school-sponsored publications may not be distributed without prior approval.

The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies. Students producing official school publications and participating in school activities will be under the supervision of a faculty advisor and the school principal. "Official school publications" means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as part of the curriculum, and the senior video. Expression in an official school publication or school-sponsored activity is prohibited when the material:

1. Is obscene to minors.
2. Is libelous or slanderous.
3. Advertises or promotes any product or service not permitted for minors by law.
4. Encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities.
5. Expresses or advocates sexual, racial, or religious harassment or violence or prejudice.
6. Is distributed or displayed in violation of time, place, and manner regulations.

Student Records *

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an "eligible" student is one who is 18 or older or who is enrolled in an institution of post-secondary education. A complete copy of the school district's "Protection and Privacy of Pupil Records" policy may be obtained in the district office.

Student Surveys *

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. A complete copy of the school district's "Student Surveys" policy may be obtained in the district office.

Support Services

504 Program

Students experiencing academic difficulties who do not qualify for special education services may be eligible for assistance with a 504 Plan. Parents, students, and staff should contact the 504 Coordinator at 246-8241 Ext. 60226 to initiate the process.

Counselors

The Deer River High School Counseling Department will assist all Deer River students on their Warrior Paths in maximum growth and development in learning to learn, learning to live, creating their best future, and liberating the greatness within all students.

There will be a variety of activities throughout the year provided to students through the counseling department. Counseling services are available to every student, including assistance with educational and career information and help with social or mental health concerns.

The following is the alpha split by last name for grades 6-12.

A – L	Lael Storlie	218-246-8241 x60226	lstorlie@isd317.org
M-Z	Simon Wilson	218-246-8241 x60282	swilson@isd317.org

In case of mental health crisis or emergency call 911 or First Call for Help at 218-326-8565.

Nurse

The Nurse's office may be available to students who become ill during the school day. Students are allowed one class period in the Nurse's office. Thereafter, the student should be returned to class or be taken home by parents/guardians or another designated person. Misuse of the Nurse's Office will be cause for the individual to be denied access unless it is an emergency. See "Medications" for more specific information.

Special Education

Special service referrals will be forwarded to the Building Behavior and Academic Intervention Team when special services are required. A student may be referred for assessment by the: student, parent, teacher, or administration. A case manager will be assigned to the student and will be directly involved in all discipline conferences for students receiving special services.

Title IX

Native American advocates are available to provide student/family assistance, and career and vocational guidance. The staff works as student advocates. They provide information and referral for services from other agencies and participate in the delivery of Special Educational services to students. The Ogitchidaag Club helps to facilitate positive growth experiences through field trips, fund-raising activities, and workshops. Ogitchidaag Club membership is open to all 6-12 grade students. These services are funded through Title IX, Indian Education Act and Minnesota Department of Education. A parent committee assists the staff and district in the development and direction of the Anishinaabe Education Department. The offices are in the west wing of the Deer River High School.

Johnson O'Malley aids Native American students. Students should make requests for Johnson O'Malley services through the Title IX office in the Deer River High School before school, during noon, or after school hours. The Title IX phone number is 246-8241, Ext. 60225

Telephone

Classroom and office telephones are for school business; however, students may use it in cases of emergency, with the teacher's permission. Students will not be called out of class to receive phone messages except in the event of an emergency.

Cell Phones

Students in grades 6-8 may bring cell phones to school. Students in grades 6-8 must keep cell phones in their lockers or book bags at all times between the hours of 8:00 a.m. and 3:15 p.m.

Students in grades 9-12 may carry their cell phone on them during the school day, but must keep the cell phone on silent in their book bag or pocket during all classes. Students in grades 9-12 must leave cell phones in the teacher designated area anytime they are excused from class, e.g. bathroom breaks.

NOTE: Cell phones are not allowed in bathrooms or locker rooms at anytime.

A Student entering the high school office must place their cell phone in the designated container immediately. The cell phone will be returned to the student when his/her business is concluded.

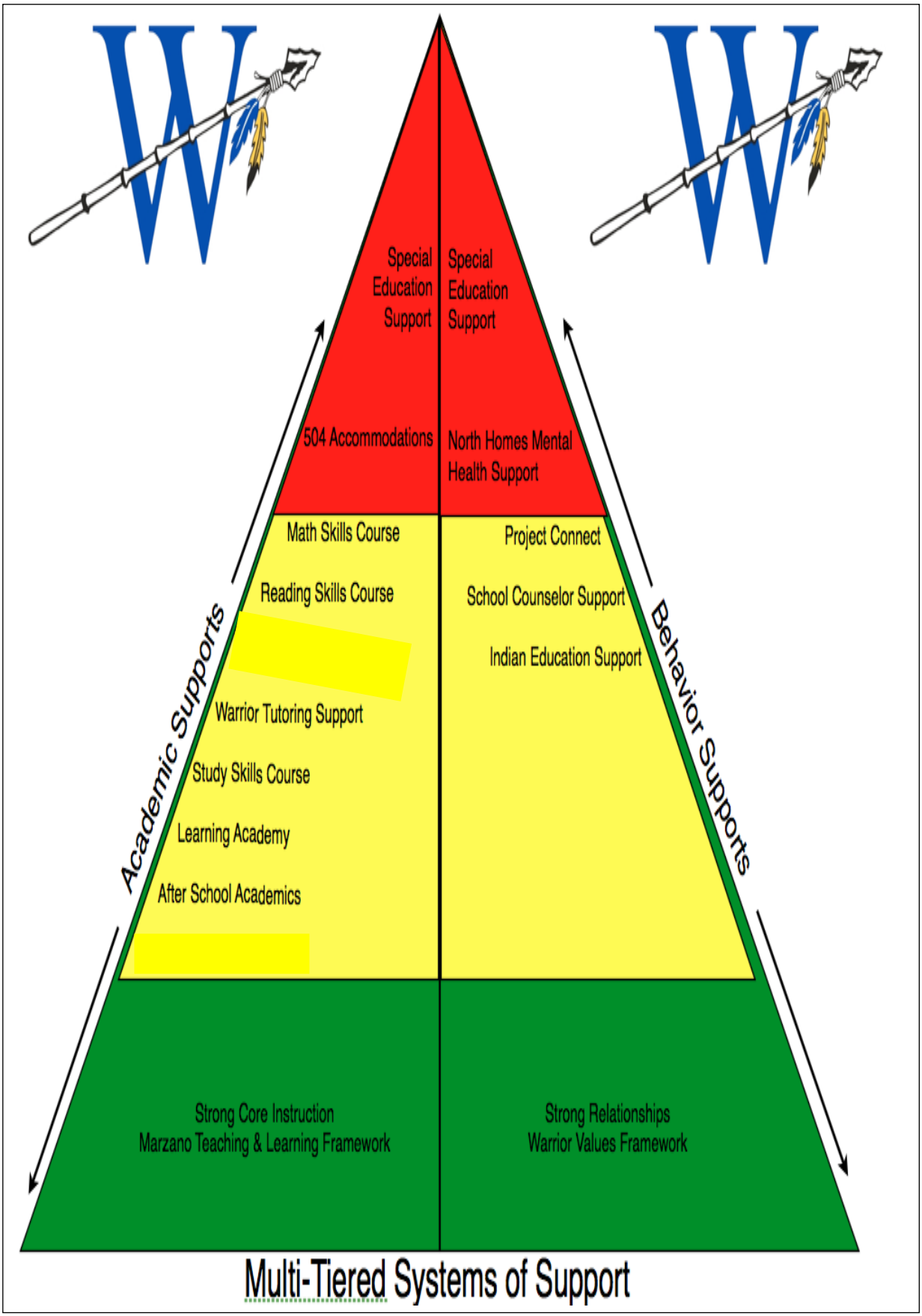
Cell Phone Violations:

Violation #1 – Cell phone will be placed in High School Office for the remainder of the school day. At the end of school day the student may pick up the cell phone in the office.

Violation #2 – Cell phone will be placed in the High School Office for the remainder of the school day. Student may receive one (1) noon hour in the Alternative to Suspension (ATS) room. Student may pick up cell phone at the end of the day from office.

Violation #3 – Cell phone will be placed in High School Office for the remainder of school day. Parent/Guardian must pick up cell phone between the hours of 7:30 a.m. and 3:30 p.m. Student may receive two (2) noon hours in the ATS room.

Violation #4 – Cell phone will be placed in High School Office for the remainder of school day. Students parent/guardian may pick up phone between the hours of 7:30 a.m. and 3:30 p.m. Student may not have cell phone at school for the remainder of the school year.


Special Education Support
Special Education Support
504 Accommodations
North Homes Mental Health Support
Math Skills Course
Reading Skills Course
Warrior Tutoring Support
Study Skills Course
Learning Academy
After School Academics
Project Connect
School Counselor Support
Indian Education Support
Academic Supports
Behavior Supports
Strong Core Instruction
Marzano Teaching & Learning Framework
Strong Relationships
Warrior Values Framework
Multi-Tiered Systems of Support

Technology

DEER RIVER SCHOOL DISTRICT TECHNOLOGY AND INTERNET ACCEPTABLE USE POLICY

The electronic technologies available in the Deer River School District are valued resources to our students, staff, and community. Access to technology in the school district has been established for educational purposes. Students' will be using School District resources/accounts to access the Internet. This access may be revoked at any time for abusive or inappropriate conduct related to the use of electronic technologies. Parents/guardians have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.

Failure to comply with the School District's Bullying Prohibition Policy (#514), the Internet Acceptable Use and Safety Policy (#524) and the Student Use of Cellular Phone, Digital Imaging Devices and Other Personal Electronic Devices Policy (#524.5) will result in consequences as detailed in School District policy.

1. District technology and Internet system use is subject to compliance with school district policies.
2. District issued technology and accounts are provided to students for educational purposes only. They are not to be used for personal purposes that are not related to school.
3. Use of District issued technology and accounts is a privilege, not a right. The School District reserves the right to restrict or eliminate a student's ability to use district-issued technology or accounts if the student fails to use them properly.
4. Use of the school district system is at the user's own risk. The School District will not be responsible for any damage users may suffer, including, but not limited to, loss, damage or unavailability of data stored on school district diskettes, tapes, hard drives or servers, or for delays or changes in interruptions of service or mis-deliveries or non-deliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.
5. All users should have no expectation of privacy with respect to their use of district-issued technology and accounts. The school district and its representatives have the right to search the contents of district-issued devices and accounts at any time and for any reason.
6. Parents have the right at any time to investigate or review the contents of their child's files and email files, and the right to request termination of their child's individual account at any time.
7. Students should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure, or discovery under Minn. Stat. Ch. 13 (The Minnesota Government Data Practices Act).
8. The school district will cooperate fully with local, state, and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.
9. The school district utilizes technical means to limit Internet access, but these limits do not provide a foolproof means for enforcing provisions of the district's acceptable use policy.
10. Goods and services purchased over the Internet by a user resulting in unwanted financial obligations are the sole responsibility of the user or the user's guardians.
11. The collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
12. Should the user violate the school district's acceptable use policy, the user's access privileges maybe revoked, disciplinary action up to and including suspension or expulsion may be taken and/or appropriate legal action may be taken.
13. All provisions of this notice and the district's acceptable use policy are subordinate to local, state, and federal laws.
14. Students will be issued an electronic device (examples include but are not limited to iPads and laptop computers). Devices issued to students during the 2019-20 school year may be an iPad Air 2, iPad 6, or MacBook Air laptop. Students will be re-issued the same device every school year until said device is due for replacement. Device replacement/refresh typically occurs every 3-4 years. CIS and students taking online classes will have the option to choose a MacBook Air laptop or an iPad. The district remains the owner of the device, but the student is responsible for caring for it, much like other district issued equipment like textbooks and athletic equipment.
15. Students will be issued a charger the first time they are provided a device. The school district will no longer be charging a replacement fee for lost or broken chargers or cords, but **this will be the only charger and cord provided by the school district for the life of the student's device.** When a student's device is

replaced/refreshed with a new device they will be provided a new charger and cord. This means students will be provided a charger every 3-4 years. If students lose their charger or cord, they may check their device into the Deer River High School Media Center for charging or they may purchase a replacement. iPad chargers can be purchased from the DRHS Media Center or from other retailers (Amazon, Target, Walmart, etc.). MacBook Air chargers must be purchased through the DRHS Media Center. Students are responsible for and expected to have their device charged and available each school day.

16. Students and/or their parents/guardians are responsible for maintaining the device in operating condition. If the device is damaged students and/or their parent/guardians may be responsible for repair and/or replacement charges. Repairs can be made at the discretion of the students and their parent/guardian or may be required by DRHS Staff dependent on the severity of the damage to the device. Devices can be brought to the DRHS Media Center for repair. Some repairs can be done by staff or Tech Crew workers in the DRHS Media Center. Other repairs are completed by a professional vendor. Repairs must be paid in full before a device will be repaired. Devices can also be repaired by third-party device repair establishments with full cost of these repairs being the responsibility of the student and/or their parent/guardian. Student may continue to utilize their device if it is broken but operational (for example, if a screen is cracked). If a device is brought to the DRHS Media Center, the student will be issued a loaner device that must be checked out and checked in to the DRHS Media Center each school day. Students will not be allowed to take a loaner device out of the building without prior approval from the building principal or his/her designee.

17. There will be no device insurance option offered through the school district. Parents/guardians may purchase their own device insurance through a third-party vendor.

18. At the end of each school year, the device will be returned to the district and inventoried by district staff. In the fall of the next school year, the same device will be returned to the same student in the condition in which it was turned in. At the end of the device's life, families have the choice to purchase the device or return the device to the district so the device can be resold. If no device is returned at the end of the device's life, or the device has lost value due to damage, the family will be required to pay an amount equal to the cost of purchasing the used device, typically $75 to $150.

19. Outside of school, parents/guardians bear responsibility for the same guidance of Internet use as they exercise with other information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents/guardians are responsible for monitoring their student's use of the School District systems and of the Internet if the student is accessing School District systems from home or other remote locations.

20. The following uses of the school district system and Internet resources or accounts are considered unacceptable:

    1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit or distribute:

        a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors.

        b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language.

        c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process.

        d. information or materials that could cause damage or danger of disruption to the educational process.

        e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.

    2. Users will not use the school district system to knowingly or recklessly post, transmit or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.

    3. Users will not use the school district system to engage in any illegal act or violate any local, state or federal statute or law.

    4. Users will not use the school district system to vandalize, damage or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.

    5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.

    6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information,

including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as "MySpace" and "Facebook".

7. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise, to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer and will not plagiarize works they find on the Internet.
8. Users will not use the school district system for conducting business, for unauthorized commercial purposes or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement.

21. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students may be subject to disciplinary action for such conduct including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension and/or expulsion.
22. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials, if necessary, to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher.
23. Cyberbullying, as defined by the Safe and Supportive Schools Act (Minn. Stat. 121A.031), is bullying using technology or other electronic communication, including but not limited to a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The Safe and Supportive Schools Act states that it applies to bullying activity by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.
24. **Deer River High School students are expected to always follow student handbook guidelines regarding bullying and social media, even when an event occurs off school property or after school hours.** Social networking sites, other digital platforms (including cell phones) and distribution mechanisms that facilitate students communicating with other students are considered "social networking" platforms. Participation in such networks has both positive appeal and potentially negative consequences. It is important Deer River students be aware of the consequences and exercise appropriate caution. Access to social media is limited on School District systems but students are not restricted from using any on-line social network and/or digital platforms. However, student users must understand that any content they make public via on-line social networks and/or digital platforms is expected to follow acceptable social behaviors and to comply with federal, state, and local laws, as well as the Deer River High School student handbook.

The following guidelines are intended to provide a framework for students to conduct themselves safely and responsibly in an on-line environment.

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

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

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

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

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

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

Things students should avoid:

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

2. Demeaning statements about or threats to any third party, including support of demeaning statements and threats. Do not respond to these.

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

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

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

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

Video and Audio Recording

The school district buildings and grounds may be equipped with video cameras. Video surveillance may occur in any school district building or on any school district property.

Visitors

Adult visitors, especially parents, are always welcome. To maintain a safe school environment, during school hours all visitors must enter the building by door #3 and register in the High School Office and secure a visitor pass. Student visitors are not permitted to attend school with enrolled Deer River students. Because our teachers are providing valuable instruction to our students, please be advised that teachers may not be available to meet with visitors during instructional time.

Withdrawal from School

Students between the ages of 17 and 18 who wish to withdraw from school must attend a meeting with their parents and school officials to sign a statement verifying their withdrawal from school.

ACADEMICS

Awards and Honors

Student academic performance/grades earned at Area Learning Centers or Home Schools will not be calculated for student's class rank, honor roll, or Valedictorian/Salutatorian status.

Academic Letter

The purpose of an academic letter is to recognize and reward those students who have demonstrated and maintained academic excellence in the classroom. The academic letter will be based upon consecutive quarter grades and not cumulative grade point average earned at Deer River High School. This will allow students an opportunity to turn things around in the classroom. Grades transferred from other schools will not count towards an academic letter. Academic letters will be announced at the academic awards day held in the spring of each school year.

To earn an academic letter, a student must be on the “A” honor roll for four consecutive quarters. Students must carry a minimum of 4 credits at Deer River High School in each semester to letter.

The academic letter should not discourage a student from enrolling in a challenging class.

Class Rank/Academic Standing
The Valedictorian and Salutatorian shall:
1. Have the highest marked point average in the graduating class after the completion of the first semester of their senior year. The highest marked point average will be awarded the honor of Valedictorian while the second highest point average will be awarded Salutatorian.

2. The Valedictorian/Salutatorian of the graduating class shall be enrolled as a full-time student of ISD #317 for a minimum of two uninterrupted school years (4 consecutive semesters) during grades 10, 11, and 12.

Note: On-line courses through Infinity and CIS (College in the Schools) are considered DRHS classes.

Honor Roll
The Deer River Junior and Senior High School shall compute and distribute an Honor Roll quarterly that recognizes students who have demonstrated exceptional academic achievement.

A Honor Roll 3.66 - 4.5 B Honor Roll 3.000 - 3.65

Non-weighted Grade Numerical Values: (Grades 6-12)

A	= 4.000	C	= 2.000
A-	= 3.667	C-	= 1.667
B+	= 3.333	D+	= 1.333
B	= 3.000	D	= 1.000
B-	= 2.667	D-	= 0.667
C+	= 2.333	F	= 0.000

Weighted Grade Numerical Values: (Grades 11-12)

A	= 4.5	C	= 2.5
A-	= 4.17	C-	= 2.17
B+	= 3.83	D+	= 1.83
B	= 3.5	D	= 1.5
B-	= 3.17	D-	= 1.17
C+	= 2.83	F	= 0

All College in the Schools (CIS) courses offered in a traditional classroom or via Tele Presence at Deer River High School will be weighted. No other courses, including online or PSEO courses will be weighted.

Honors Graduates
Special recognition shall be provided to graduates who have demonstrated academic excellence (3.200 GPA - Grades 9 - 12) during their senior high career at commencement exercises.

Grading Policy: Grades 6-12
Grades are indicators of a student's academic achievement and readiness for the next level of learning within an individual curricular area.

Achievement Minimum
Students shall earn a minimum of sixty percent (60%) to receive a passing grade. Individual instructors may increase the 60% minimum at their discretion.

Dropped Course Grade
A final failing (F) grade will be recorded when a student drops a course after the fourth (4th) week of the course without administrative recommendation.

*Final Course Grades**
Final course grades will be determined by individual instructors based upon quarter/semester grades and final exams. All required course work shall be completed prior to the conclusion of the course or a failing (F) grade may be issued. Students will earn incomplete grades based upon "Incomplete Grading" guidelines.

Incomplete Grading
An incomplete (I) grade shall only be recorded as a final course grade if the student has been absent during the most recent marking period due to:
A. An extended illness with doctor care
B. A death in the immediate family
C. An extended absence that received pre-approval from the principal

Teachers may use an incomplete grade during the length of the course at their discretion. Final course incompletes (I)

must be made up within fifteen (15) calendar days of the student's ability to return to school. Fourth quarter grades must be made up within 15 calendar days starting the first day after the last day of school.

Unpaid Fees
If a student does not pay a fee associated with a course or fails to return a course textbook, the student will be given a grade of F$ and the classroom teacher will make a comment on the report card regarding the reason for the grade. Upon payment of the fee or return of the book, the grade will be reinstated.

Graduation Requirements*
Credits toward graduation are granted on a semester basis. A semester credit is awarded for passing a class with a grade of D- or better for a period of one semester. A total of 47 semester credits are required. Students must meet all course credit requirements and graduation standards, as established by the state and the school board, in order to graduate from Deer River High School.

Class of 2015 and Beyond

I. English – 8 credits
- a. English 9 (2)
- b. Composition (1)
- c. Speech (1)
- d. Literature (2)
- e. Writing / Grammar (1)
- f. Open English elective (1)

II. Social – 7 credits
- a. US Government (2)
- b. American History (2)
- c. World History (2)
- d. Human Geography (1)

III. Mathematics – 8 credits
- a. Statistics and Probability (1)
- b. Geometry (2)
- c. Algebra II (2)
- d. Open Math Electives (3)

IV. Science – 6 credits
- a. Biology (2)
- b. Physical Science (2)
- c. Chemistry or Physics (1)
- d. Open Science elective (1)

V. Physical Education – 2 credits

VI. Health – 1 credit

VII. Computer – 1 credit

VIII.Fine Arts – 2 credits

IX. Money Matters/Economics – 1 credit

X. Elective Credits – 11 credits

To participate in the graduation ceremony at Deer River High School, a student must satisfy the above credit requirements and meet Minnesota Department of Education assessment criteria.

If you do not or will not have enough credits to graduate within your expected year of graduation, please see the counselor for options that may be available to you. They may include:
- Alternative Learning Program (ALP)
- Alternative Learning Center (ALC)
- Online credit recovery program
- TelePresence credit recovery program
- Summer School credit recovery program
- General Educational Development Exam (GED)

A maximum of nine (9) credits per semester, including credit recovery, is allowed for students, (7 High School credits and 2 other credits outside of the traditional school day). Credits above the (7) may incur students fees for enrollment.

After School Credit Recovery (ASCR) - Grades 7-12
Certified teachers within the disciplines of math, science, social and language arts will staff ASCR. ASCR will be offered two nights per week, Tuesdays and Thursdays, from 3:15 to 5:30 p.m. Students will meet in the Media Center at 3:15 and be escorted to classrooms by an ASCR teacher(s).

Purpose: After School Credit Recovery is designed to help students who have lost credit due to attendance issues or failed a quarter or semester of one or more classes**.** Students ~~will~~ may be assigned to attend ASCR by the Principal or his/her designee.

Credit Deficient Students: Students who become 2 or more credits deficient in their required core classes (Math, Science, English, Social, and Computer Apps) after their sophomore year will be placed in a Learning Community until all credits are obtained AND

become ineligible to participate in all activities until all credits are made up. Deviation from this rule can be cleared through the principal or activity office.

In addition, students may be assigned to attend ASCR to complete course work or complete test/quizzes prior to excused absences. For example, students attending a field trip, family vacation or sports event may use the ASCR time to complete assignments or test/quizzes that will be assigned during their absence.

Each student's course work will be provided to the ASCR teacher by the student's classroom teacher not later than 3:30 p.m. the day prior to each ASCR session. ASCR teachers will be provided student rosters weekly by the ASCR coordinator. ASCR teachers will take attendance each session and submit attendance to the ASCR coordinator the following day.

Note: All Deer River students seeking academic support are welcome to attend ASCR. Non-assigned students are not required to attend for the full two hours and may be released at the ASCR teacher's discretion.

Age Waiver for General Educational Development (GED) Testing

Residents of Minnesota between the ages of 16 and 18 may take the GED tests if they qualify for an Age Waiver. You must apply for an age waiver using the form provided by the Minnesota GED Office. An approved Age Waiver must be presented at an Official Testing Center before you will be allowed to test. Age waiver applicants must not be enrolled in high school.

There are six possible ways for an applicant to qualify for an age waiver. An applicant needs to meet ONE of the following six conditions:

1. Applicant has been dropped from the school's attendance rolls for at least one full calendar year. Please note that if you are under the age of 17, this will result in a truancy petition.
2. Applicant's high school class has graduated.
3. A prospective employer indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for employment.
4. A prospective postsecondary institution or financial aid office indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for acceptance or to begin the financial aid process.
5. The military indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for acceptance.
6. An Adult Basic Education (ABE) program or other recognized educational, social service, or correctional agency indicates that successful completion of the GED Test Battery is a part of the applicant's written individual learning plan AND provides signed/dated documentation showing the applicant has taken at least three of the five Official GED Practice Tests with a standard score of at least 500 on each. Official Practice Tests are available from all Minnesota ABE programs.

Parent Right to Know *

If a parent requests it, the school district will provide information regarding the professional qualifications of his/her child's classroom teachers, including, at a minimum, the following:

1. whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. whether the teacher is teaching under emergency or other provisional licensing status through which state qualification or licensing criteria have been waived.
3. the baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. whether the student is provided services by paraprofessionals and, if so, their qualifications.

In addition, the school district will provide parents with information as to the level of achievement of their child in each of the state academic assessments. The school district also will provide notice to parents if, for four or more consecutive weeks, their child has been assigned to or taught by a teacher who is not highly qualified.

Post Secondary/Concurrent Enrollment Options

Deer River High School strives to provide a rigorous and relevant curriculum that meets the needs of all our students. It is our sincere hope to provide coursework that challenges each student at his/her individual potential and in doing so, provides the best possible pathway to lifelong success. Those students ready to challenge themselves at a higher level are encouraged to concurrently enroll in college level curriculum that allows students to earn dual high school and college credit. Concurrent enrollment is defined as enrollment in one course that provides dual credit attainment at both the high school and college levels. Please keep in mind that regardless of the credits earned at post-secondary institutions, students must meet the minimum outlined graduation requirements at Deer River High School.

Tenth, eleventh, and twelfth grade students may apply to enroll in Post-Secondary Enrollment Options (PSEO) and other advanced enrichment programs. General information about the PSEO program will be provided to all eighth, ninth, tenth, and eleventh grade students by March 1. Qualifying credits granted to a student through a PSEO course or program that meets or exceeds a graduation standard or requirement will be counted toward the graduation and credit requirements of the state academic standards. Interested students must fill out an application form and submit it to the school counselor by May 30 for enrollment the following school year. The application form must be signed by the student and his/her parent or guardian.

As allowed per the Minnesota Department of Education, PSEO and CIS courses will earn credits at the high school level in the following manner: This will begin with students in the graduating class of 2016.

Credits Earned at College	Credits Earned at High School
(4) Credits at College	(2) Credits at High School
(3) Credits at College	(1) Credit at High School
(2) Credits at College	(1) Credit at High School
(1) Credit at College	(.5) Credit at High School

CIS Natural Resources - 1 credit

Note: Credit attainment changed under the November 2011 outline by MDE. However, students already enrolled in post-secondary options prior to 2012 will be grandfathered in under the previous model calculation of 2:1.

Promotion and Retention

All students are expected to achieve an acceptable level of proficiency. Students who achieve at an acceptable level will be promoted to the next grade level at the completion of the school year. Retention of a student may be considered when professional staff and parents/guardians feel that it is in the best interest of the student. The superintendent's decision will be final.

Students are assigned a grade level based upon their cohort during their 9th grade year. In order for students to attempt state required graduation exams, students will progress through the grade levels regardless of credit attainment. If students are behind on credits for graduation, they may remain listed as active 12th grade (seniors) for multiple years. It is recommended that students successfully complete the minimum of 12 credits per academic year to be on track for graduation.

Junior high students not demonstrating grade level competencies will be assigned to skill building class(es) to prepare them for improved academic performance.

Review of Instructional Material

The Board of Education of Independent School District #317, Deer River, Minnesota, is legally responsible for all matters relating to the operation of the schools of District #317.

Though the selection of instructional materials involves recommendations and advice of many people: administrators, teachers, supervisors, students and parents, the responsibility for coordinating the selection of instructional materials is delegated to the professionally trained personnel employed by the school system.

The Board of Education of School District #317 endorses the *School Library Bill of Rights,* American Association of School Librarians, 1969, and *The Students' Right to Read,* National Council of Teachers of English, 1972. It further bases its philosophy on *Standards for School Media Programs,* American Library Association, and National Education Association, 1969.

Materials should be acquired based on favorable reviews in standard selection aids and bibliographic tools of state and nation-wide professional reputation. The present list includes *Booklist, A Basic Book Collection for Junior High School Libraries, A Basic Book Collection for Senior High School Libraries,* all American Library Association publications; Junior *High School Library Catalog, Senior High School Library Catalog,* H. Wilson Co.; School *Library Journal,* R. R. Bowker Co.; Books *for High School Libraries,* National Association of Independent Schools; the State Department of Education's *School Library Materials,* and any of its many bibliographies, along with recognized lists in special subject areas such as *Science Book List,* American Association for the Advancement of Science.

Requests of professional personnel such as teacher, supervisors, and administrators will be given important consideration since professional judgment and experience in work with students must be recognized as valuable. Because it is a relatively new field and a broad scope of review sources are lacking, careful preview and examination of non-print material is particularly desirable to make certain that it is of high quality and meets the needs of the school clientele with whom it is to be used.

Materials already in collection will be constantly evaluated to determine their usefulness in the relevance to an ever-changing collection. Excessively worn or mutilated items will be withdrawn, along with out-of-date or no longer useful materials. Multiple items of outstanding and much in demand media will be acquired as needed.

The present-day social climate may indicate selection standards and will be accepted or rejected by these standards.

Challenged Materials
Since the following subjects are sometimes the cause for criticism, the following policies will apply concerning them:

Religion: Factual, unbiased material, which represents all major religions, will be included in the collection.
Ideologies: Factual, unbiased material on the maturity level of the school clientele will be made available on any ideology or philosophy which is or becomes a topic of current interest.
Sex and Profanity: Materials presenting sexual incidents or profanity shall be subjected to a rigorous test of literary merit, educational worth, and social value.

Suspension and Grading
Students that are suspended are expected to have equal access to classwork, homework, and assessments.

Student Academic Assistant Requirements
Students who assist teachers as a classroom aide or an office aide may receive one-half (.5) credit per semester for their assistance. Student aides must meet the following criteria:

1. Maintain a current GPA of 2.5 or higher
2. Maintain a credit load making satisfactory progress towards graduation
3. Exhibit leadership behavior
4. Active enrollment as a junior or senior at DRHS



ATTENDANCE

Attendance Policy
The Deer River School Board believes that regular school attendance is directly related to success in academic work and establishes regular habits of dependability and responsibility important to the future of all students. Classroom experiences are both meaningful and essential components of the learning process and allow each student to realize their full potential. Regular class attendance instills self-discipline, exposes students to group interactions with teachers and fellow students, enables students to hear and participate in class discussions, and involves students in educational experiences not available in other circumstances. Make-up assignments can never fully replace the learning experience students' miss when they are absent from class. This policy recognizes that class attendance is a joint responsibility to be shared by the student, parent, or guardian, HRO, teacher, counselor, and administrators. The responsibilities assigned to each of these groups are outlined below.

Student Responsibilities

1. Attend each class and arrive in class on time.
2. If an absence occurs that is not school-related, follow these procedures:
   A. Have your parent/guardian call the attendance office, 218-246-3402, each day you are absent or bring a note signed by the parent or guardian to the attendance office upon return to school. All students must obtain an admit slip from the office prior to returning to classes. The note or phone call should state the date, reason for the absence, and include the phone number where the parent/guardian may be reached.
   B. If a parent/guardian does not call or a signed note is not presented to the attendance office, the absence will remain permanently unexcused unless documentation to exempt the absence is provided.
   C. Make up required activities, classroom assignments, tests, and quizzes within two (2) school days for each day absent unless other arrangements are made with the classroom teacher.
   D. To arrange a pre-approved absence the student must follow these procedures:
      1. Obtain a Pre-Absence form from the attendance office prior to an absence that will be three or more days in length.
      2. Have the Pre-Absence form signed by each teacher.
      3. After the Pre-Absence form has been signed by each teacher, return it to the attendance office prior to the absences. Please note the teacher signature only indicates the teacher has been notified of the absence. The Attendance Policy guidelines are applicable.
      4. It is always the responsibility of the student to contact the teacher when the student knows he/she will be absent for any reason.
      5. Make-up required activities, classroom assignments, tests, and quizzes within two (2) school days for each day absent unless other arrangements are made with individual classroom teachers. It is the student's responsibility (not the teacher's) to see that all work is made up in the agreed upon time.

Deer River High School

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Pre-Absence Form

1. **The student must have all teachers sign this form.**

2. **The parent must read and sign.**

3. **The student must sign and return to the office 1 day prior to the absence.**

The staff and administration of Deer River High School encourage the attendance of all students except in cases of illness or family emergency. If a student is absent from school, the educational process is interrupted, and class work cannot always be made up. *When a student misses a class, regardless of the reason, the classroom experience and work can never be made up completely. As a result, the student's performance and grades may be affected, particularly if the absence is for several days. This is particularly true if the absence occurs at the end of the quarter. It is the student's responsibility, not the teacher's responsibility, to ensure that all work is made up within the agreed upon timeline.* ***Please refer to the Attendance Policy in the Deer River High School Student Handbook for details regarding consequences of non-attendance. It is important to note that after a student accumulates eleven (11) excused or unexcused absences in a semester the student and family may be required to attend a meeting with administration, develop an attendance contract and/or be required to submit medical documentation for future absences to be excused.***

Name_____

Date(s) of Absence _____ Reason _____
(month, day, year)

Signature below indicates that the teacher has been notified in advance of the absence. A teacher may or may not assign make-up work in advance. Make-up work that is not completed by the date assigned by the teacher may result in a zero (0) or partial credit.

Hour	Subject	Teacher	Make-up Work	Due Date
1				
2				
3				
4				
5				
6				
7				

I accept responsibility for having my teachers fill out this form and for doing all make-up work resulting from my absence.

Student Signature _____

I have read this form and accept responsibility for withdrawing my child from school for this absence.

Parent/Guardian Signature _____

ISD 317: ATTENDANCE AWARENESS

ISD 317 is committed to maximizing instructional time. Students present in class are proven to have higher student achievement and dedication to personal growth. We are continuously striving to improve the academic success and social/emotional learning of our students; school attendance and punctuality are foundational pieces of the process. We ask students, parents, and guardians to partner with us in proactively making attendance a priority every day.

EXEMPT ABSENCES/TARDIES	**EXCUSED ABSENCES/TARDIES**	**UNEXECUSED ABSENCES/TARDIES**
Do not count towards 11 <u>Documented Medical</u> -Appointments -Illnesses/Injuries -School Nurse Recommendation <u>School Related Activities</u> -Participation in activity required to be exempt. <u>Supported Community Activities</u> -With principal approval <u>Funerals</u> -Immediate Family <u>Verified Legal Concerns</u> <u>College Visits</u> -Documentation Required -2 Per Year/Seniors -1 Per Year/Juniors <u>Religious/Cultural Observance</u> <u>Counselor or Administrator Referral</u> -In School Suspension -Out of School Suspension -Discretion of Personnel	Count towards 11 days Notification of Absence is Required. Follow these guidelines: Call prior to 10:00 a.m. or provide a note upon return to school at the start of school. Include name, date, reason, and contact information Admit slip must be obtained prior to attending class. <u>Undocumented Medical</u> -Prior notification required -Illness/Injuries -Appointments <u>Funerals</u> -Non-Immediate Family <u>Non School Related Activities</u> <u>Family Leave/Vacations</u> -Pre-Absence form required for 3 or more days	Count towards 11 days <u>Not Exempt or Excused</u> <u>Absences without Notification</u> <u>Absences not following check in or check out procedures.</u> -Sign in/out at office

If a student is over the 11 allowable absences for a class, they may lose credit for that class thus becoming ineligible for athletics. Students will not be eligible to participate in practices or games until they have earned hours back through After School Credit Recovery or other resources. **A student must follow appeal and class time recovery <u>before they are eligible to continue to participate.</u>**

<u>Do tardies count as an absence?</u>
Yes. Three tardies in one class period are equal to one unexcused absence. All tardies are considered unexcused unless they meet the definition of an exempt absence.

<u>When does a tardy become an absence?</u>
Late arrivals after the first ten minutes of each class at the high school or 9:00 am at the elementary school will be considered an absence.

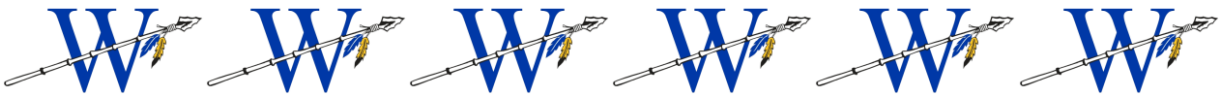
<u>How many absences am I allowed per semester?</u>
Students are allotted (11) non-exempt absences per semester to receive course credit. Truancy parameters as set forth by the county or tribal council may have further consequences.

Is there an appeals process to excuse or exempt absences?
Due to the broadening definition of excusable absences, an appeals process is no longer necessary if documentation and notification procedures have been followed.

Why do I need to notify the office prior to 10:00 am?
The safety of our students is a top priority. It is important to know which students are present in our building in case of an emergency.

Do I need to notify the office if my child will have a change in transportation for one day?
Students cannot ride a different bus without permission from an administrator. Except in rare circumstances, students will not be allowed to ride a different bus. If your child will be picked up by a parent/guardian after school, we encourage you to tell them prior to school. In this instance, you do not need to notify the office if the student is in grades 6-12, but you are asked to call the office if the student is in grades K-5.

For more information, contact Madi Mallum at (218)246-8241 ext. 60291.



RULES AND DISCIPLINE

It is the position of the School Board of Independent School District #317 that learning can best take place in an orderly environment and that students can best learn individual and collective responsibility and gain maturity if they are provided opportunities in which to exercise responsibility within the school setting. The school board believes in protecting the rights of all students. A consistent, continuous program dealing with the rights of people and a respect for individual differences must permeate the entire educational system. Students need to be taught the seriousness of actions that are degrading or hostile to other individuals and groups. The staff has the responsibility to define and the authority to respond to intolerant behavior, such as racial, sexist, or ethnic slurs, verbal assaults, physical threats or assaults, or any actions considered demeaning to others.

It is the responsibility of the school board, administrators, and teachers to safeguard the health and safety of each student. The school board and district administrators will support district personnel who, in dealing with students on disciplinary matters, act in accordance with state law, State Board of Education regulations, and this policy. With due consideration to these obligations, it is the responsibility of the school, administrators, and classroom teachers to make reasonable rules and regulations for governing student behavior and conduct and the board recognizes the uniqueness of each building and intends that there will be individual building and classroom procedures to implement and supplement these district policies.

The school board recognizes its responsibility to meet the educational needs of students who do not respond well to normal school procedures. If a student does not respond to these efforts and consistently exerts a disruptive influence on the educational environment of a school, the needs of the other students and staff must become a major factor in planning alternatives.

Each student will receive a copy of the student handbook upon entering school yearly. Parents will be mailed a copy of the student handbook prior to the beginning of each school year upon request. The student handbook can be found on the school website (www.isd317.org).

Each student's discipline file is non-cumulative per year; however, student discipline data is maintained through graduation.

The discipline policy applies during normal school hours, as well as at extra-curricular activities, practices, field trips, and all other school sponsored or sanctioned programs.

Administrative Corrective Measures
Corrective measures used will depend upon the nature of the behavior, the frequency, and the degree to which the student is willing to try to correct unacceptable behavior. Corrective measures will normally begin at a minimal level and then proceed to more serious levels depending upon the behavior demonstrated by the student. Regardless of any provision in this policy to the contrary, a student may be subject to a suspension of up to 10 days or expulsion for violation of any provision in the policy. The following types of consequences may be administered, but are not limited to:

1. Conference with teacher, counselor, or principal.
2. ~~Detention~~ ATS or loss of school privileges.
3. Parent-student conference with school staff.

4. Student is placed on out-of-school suspension. They are not allowed to attend, practice, or participate in extra-curricular activities when suspended/expelled from school, nor trespass on any rented, owned, or leased school property.
5. Rehabilitation Treatment
6. Law Enforcement or Court Referral
7. Alternative Program or Learning Center
8. Exclusion/Expulsion under the Fair Pupil Dismissal Act

Expulsion shall be defined as an action taken by the school board to prohibit an enrolled pupil from further attendance for a period that shall not extend beyond an amount of time equal to one school year from the date a pupil is expelled. Only the school board can expel a student and shall do so in accordance with the provisions of the Pupil Fair Dismissal Act of 1974. Upon notification of a hearing for expulsion, a student will be provided with a copy of the law. Copies of the law are available in each school office and may be examined by interested students.

9. Home Base Instruction
10. Administrative Discretion

When a student has demonstrated unacceptable behavior in more than one category, the administrator may combine or escalate measures to better address the total needs of the student and the school. When approved disciplinary actions by an administrator are not followed according to this policy, the administrator shall include a written statement that specifies the circumstances and rationale for the decision to alter the plan and what the revised plan is. The statement will be included in the student discipline file and a notice provided to the Superintendent.

Appeal Process

A student, parent, or teacher who feels that this policy has not been applied in a fair and consistent manner may appeal their concerns to the Principal, Superintendent or School Board.

Deer River High School Discipline Policy

Academic Integrity

Integrity is essential to excellence both in education and life. Assessments and other schoolwork are measures of a student's academic performance. Honesty is required to ensure an accurate measurement of a student's academic knowledge. Each assessment must be evaluated on what the student knows or can do in order for the student and his/her family to have a clear and accurate accounting of the student's mastery of academic material. When a student chooses to violate the academic integrity policy, it is a behavior infraction. As a result, the teacher will need to find an alternative way to assess the student's knowledge. It is at this point that all parties—parents, teachers, administrators, and the student— work to identify the root cause of the behavior and to help the student learn from the experience in a caring, consistent, and instructive way. Academic Integrity violations are cumulative throughout a student's academic career.

Cheating: Using dishonest methods to gain an advantage
Collusion: A secret agreement or cooperation especially for an illegal or deceitful purpose
Plagiarism: To steal or purloin and pass off as one's own words, ideas, artistic production, or another; to use, without credit, the ideas, expressions, or productions of another

Classifications of Academic Dishonesty

As a guiding principle, academic dishonesty includes, but is not limited to, cheating on school's assessments (formative or summative), plagiarism or collusion. Additional classifications may be added at any point.

1. Copying homework or allowing someone to copy your homework.
2. Letting your project partner do all the work and just putting your name on the final project.
3. Sharing test questions and/or answers concerning what is on a test with other students either verbally or electronically (i.e., text messages, earphones, calculators with memory systems, applications and websites, PDAs, Bluetooth technology, etc.)
4. Looking on another's test/quiz or allowing another to copy a test/quiz.
5. Submitting other's work as your own with or without the other person's knowledge. (i.e., plagiarism.)
6. Working with others on an assignment that is designed to be completed individually.

NOTE: Standardized testing protocols are comprehensive in nature and may differ from standard school protocols. (i.e., escorts to restrooms, lunch within the testing room, etc.)

Discipline Action for Academic Dishonesty

1st Violation –

Administrator/Teacher conference with student, discipline referral (cumulative), parent contact, assessment, or alternate assessment (teacher discretion) given within 4 school days. Administrator and teacher will decide credit to be earned.

2nd Violation –

Administrator/Teacher conference with student, discipline referral (cumulative), parent contact, assessment, or alternate assessment (teacher discretion) given within 4 school days. Administrator and teacher will decide credit to be earned. Additional consequence will

be assigned at the Administrators discretion to include but not limited to; suspension, status in student/athletic organizations, loss of privileges, behavior contract.

3rd and Subsequent Violations –
Administrator/Teacher conference with student, discipline referral (cumulative), parent contact, assessment, or alternate assessment (teacher discretion) given within 4 school days. Administrator and teacher will decide credit to be earned. Additional consequence will be assigned at the Administrators discretion to include but not limited to; suspension, status in student/athletic organizations, loss of privileges, behavior contract.

Assault

Any student who encourages or promotes a physical or verbal confrontation, or any student who records, texts, e-mails, or posts video or audio of an altercation to the Internet may receive disciplinary action, which may include out of school suspension.

Physical Assault
Physical assault is an act that intentionally inflicts, or attempts to inflict, bodily harm upon another.

Physical assault by students against staff members or students is considered to be foreign to a sound educational atmosphere and the principal or staff member must take immediate action to halt such behavior. In reacting to incidents of assault, staff members will use reasonable physical force to prevent or minimize injury to students or staff. All assaults will be reported to the Deer River Police Dept. for investigation and the possible filing of assault and/or disorderly conduct charges.

Disciplinary Actions for Physical Assault:

Student Assaults:

1st Violation - Student is suspended for three (3) consecutive school days OSS. Disorderly conduct charges may be filed by the School District.

2nd Violation - Student is suspended for five (5) consecutive school days. Parent conference required. Disorderly conduct charges may be filed by the School District.

3rd + Violations – Student is suspended for five (5) consecutive school days. Parent conference is required. Disorderly conduct charges may be filed by the School District. Students are subject to expulsion according to the Fair Pupil Dismissal Act of 1974.

Staff Assaults:
Students who threaten or assault staff members are subject to expulsion according to the Fair Pupil Dismissal Act of 1974. The employee will report any assault to proper authorities and criminal charges will be filed.

Verbal Assault
Abusive, threatening, profane, or obscene language or gestures by a student towards a staff member or other student.

Towards Students

1st Violation - Administrative discretion, as needed.
Repeated Violations - Suspension and parent conference.

Towards Staff
Student is suspended for five (5) consecutive school days OSS. Parent conference required.

Assault, Restraint, and Corporal Punishment
Staff is forbidden from using physical force on students or administering corporal punishment except as follows: Staff may use reasonable physical force for the purpose of restraining students to prevent or minimize damage to property or injury to persons.

Bullying: Students and Personnel

I. PURPOSE

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, it is the school district's intent to prevent bullying and to take action to investigate, respond, remediate, and

discipline those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, and other similar disruptive behavior.

II. GENERAL STATEMENT OF POLICY

A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, or on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources.

B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.

C. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.

D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.

E. False accusations or reports of bullying against another student are prohibited.

F. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy (See MSBA/MASA Model Policy 506). The school district may consider the following factors:

1. The developmental ages and maturity levels of the parties involved.
2. The levels of harm, surrounding circumstances, and nature of the behavior.
3. Past incidences or past or continuing patterns of behavior.
4. The relationship between the parties involved.
5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

G. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

For purposes of this policy, the definitions included in this section apply.

A. "Bullying" means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:

1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
2. materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term, "bullying," specifically includes cyberbullying as defined in this policy.

B. "Cyberbullying" means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.

C. "Immediately" means as soon as possible but in no event longer than 24 hours.

D. "Intimidating, threatening, abusive, or harming conduct" means, but is not limited to, conduct that does the following:

1. Causes physical harm to a student or a student's property or causes a student to be in reasonable fear of harm to person or property.
2. Under Minnesota common law, violates a student's reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or
3. Is directed at any student or students, including those based on a person's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance,

sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.

E. "On school premises, on school district property, at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

F. "Prohibited conduct" means bullying or cyberbullying as defined in this policy or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about bullying.

G. "Remedial response" means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.

H. "Student" means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered complaints as well.

C. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.

E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.

F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.

G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

A. Within three days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.

B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.

C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district

will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall consider the factors specified in Section II.F. of this policy.

School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy (See MSBA/MASA Model Policy 506) and other applicable school district policies, and applicable regulations.

E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.

F. To prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs because of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall consider the factors specified in Section II.F. of this policy.

VII. TRAINING AND EDUCATION

A. The school district shall discuss this policy with school personnel and volunteers and provide appropriate training to school district personnel regarding this policy. The school district shall establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

B. The school district shall require ongoing professional development, consistent with Minn. Stat. § 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:

1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;
2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;
3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;
4. The incidence and nature of cyber bullying; and
5. Internet safety and cyberbullying.

C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.

D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.

E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school;
2. Partner with parents and other community members to develop and implement prevention and intervention programs;
3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school

environment;

4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
5. Teach students to advocate for themselves and others;
6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and
7. Foster student collaborations that, in turn, foster a safe and supportive school climate.

F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.

G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy (See MSBA/MASA Model Policy 515) in the student handbook.

VIII. NOTICE

A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.
B. This policy or a summary thereof must be conspicuously posted in the administrative offices of the school district and the office of each school.
C. This policy must be given to each school employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.
D. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy (See MSBA/MASA Model Policy 506) distributed to parents at the beginning of each school year.
E. This policy shall be available to all parents and other school community members in an electronic format in the language appearing on the school districts or a school's website.
F. The school district shall provide an electronic copy of its most recently amended policy to the Commissioner of Education.

IX. POLICY REVIEW

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minn. Stat. § 121A.031 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.05, Subds. 9, 11, 13, and 17 (Definition of Public School)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.03 (Sexual, Religious and Racial Harassment and Violence)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of Rights and Responsibilities of Students and Parents under the Safe and Supportive Minnesota
Schools Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § 124D.10 (Charter School)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1 - 99.67 (Family Educational Rights and Privacy)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 423 (Employee-Student Relationships)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 507 (Corporal Punishment)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 529 (Staff Notification of Violent Behavior by Students)

MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

Notice

The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.

Discipline Actions for Bullying

1st Violation -	Conference, counseling/educational worksheet, suspension and/or parent conference.
2nd Violation -	Suspension and parent conference.
3rd Violation -	Suspension and parent conference.
4th Violation -	Expulsion

Bus Expectations

Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students. The school district will not provide transportation for students whose transportation privileges have been revoked. The school district is committed to transporting students in a safe and orderly manner. To accomplish this, student riders are expected to follow school district rules for waiting at a school bus stop and rules for riding on a school bus.

Rules

1. Students may have one designated bus stop per year (home, daycare, etc). This stop will remain the same for the entire school year. Students will not be allowed to switch locations for bus drop off. In extreme circumstances, arrangements may be made with the building principal.
2. Get to the bus stop five minutes before your scheduled pick-up time. The school bus driver will not wait for late students.
3. Always sit in the correct seats and remain in seat when bus is in motion.
4. Keep feet on floor, aisle clear, and do not throw objects.
5. Keep inside the windows and do not stick arms or head outside.
6. Talk quietly and do not use profanity or offensive language.
7. Help keep harmful objects off the bus (weapons, controlled substances, pets, etc).
8. Care about bus property and pay for vandalism, and unusual damage to the bus.
9. Listen to and obey directions given by the bus driver.
10. Stay away from the street, road, or highway when waiting for the bus and wait for it to come to a complete stop before approaching.
11. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
12. Other rules the bus driver feels are necessary based on local policies and procedures.

For violation of one or more of these rules, a pupil will be reported to the principal, who, for the good of other passengers, can bar him or her temporarily or permanently from riding the bus. The principal should receive feedback from the parent or guardian and the bus driver to decide on a consequence, but it is the responsibility of the principal to assign the consequence.

Consequences for bus violations will be consistent with the nature of the violation as outlined in this handbook.

Controlled Substances: Alcohol, Drugs, and Drug Paraphernalia

Deer River High School is a tobacco, alcohol, and drug free school. Use or possession of tobacco, alcohol, or drug related products are forbidden in school buildings, school vehicles and on school grounds. The possession and use of alcohol, controlled substances, and toxic substances are prohibited at school or in any other school location before, during, or after school hours. Paraphernalia associated with controlled substances also is prohibited. The school district will discipline or take appropriate action against anyone who violates this policy.

Alcohol:

Students are prohibited from using, possessing, or being under the influence of alcoholic beverages at school, (including look-a-like products such as non-alcoholic beer, wine, etc.) on school grounds, or at school-sponsored activities.

Drugs:

Students are prohibited from using, possessing, distributing or being under the influence of illegal drugs or narcotics at school, school-sponsored activities, or on school grounds. Students are prohibited from possessing drug paraphernalia at school, on school grounds, or at school sponsored activities.

Drug Paraphernalia/Vape

Chemicals shall be defined as all tobacco products (pipes, cigarettes, all forms of electronic cigarettes including vaporizers and any accompanying cartridges, and liquid nicotine, cigars, cigarette papers, chewing tobacco), alcoholic beverages, and other intoxicating liquor, any narcotic, hallucinogenic, amphetamine, barbiturate, marijuana, inhalants, synthetics, or other controlled substance, as defined by state and federal law. Abuse of a prescription drug without a physician's prescription, over-the-counter (OTC) drugs, possession of drug paraphernalia constitutes violations of this policy. Any device used for vaping is considered drug paraphernalia.

When chemical paraphernalia use or possession is identified, the School District shall intervene. Intervening is directed at addressing chemical use problems in a way designed to correct and best facilitate resolution of the problem.

Procedure:
A school district employee who knows or has reason to believe that a student is using, possessing, or transferring alcohol or a controlled substance or paraphernalia while on the school district premises or involved in school district-related activities shall immediately notify the school office. The following guidelines refer to cases involving the use and/or possession of mood-altering chemicals on the school district premises or involved in school district-related activities, which therefore require disciplinary action.

When a student is in possession of a mood-altering chemical, the following steps are to be followed:

1. Search student's locker and person.
2. Contact parent/guardian and request they come to the school to meet with law enforcement. If parent/guardian is unavailable, the school will attempt to contact the person identified as the emergency contact person, unless the parent has informed the school not to before law enforcement makes a determination about appropriate response.
3. Contact law enforcement for possible legal action and removal.
4. Students in possession of alcohol or other drugs in an amount indicating intention to sell or give away to others shall be subject to expulsion under the Minnesota Pupil Fair Dismissal Act of 1974.

When a student shows evidence of consumption, the following steps are to be followed:

1. Search student's locker.
2. Contact parent/guardian and request they come to school. If the student has a car at school, under no circumstances should he/she be allowed to drive. If parent/guardian is unavailable, the school will attempt to contact the person identified as the emergency contact person, unless the parent has informed the school not to before law enforcement will make a determination about appropriate response.
3. Contact law enforcement for possible legal action and removal.
4. Involve health service staff to check medical records for prescription or other medical situations.
5. In cases of disputed use, a urinalysis or drug wipe will be required. Failure to comply will indicate violation.

When a student is determined to be intoxicated or under the influence of other drugs and judged to be a danger to self or others, the following steps are to be followed:

1. Search student's locker.
2. Contact parent/guardian and inform them of law enforcement response.
3. Contact law enforcement for possible legal action and removal.
4. Involve health service staff to check medical records for prescription or other medical situations.
5. A medical emergency involving chemical use should be handled as any crisis case. (See "Crisis Intervention")
6. In cases of disputed use, a urinalysis or drug wipe will be required. Failure to comply will indicate violation.

Disciplinary Action for Controlled Substances:
Violation of the mood-altering chemicals policy is cumulative for K-12

First Violation: The student will be suspended from classes for five (5) school days according to the Minnesota Pupil Fair Dismissal Act of 1974. The student's readmission plan shall include certification of completion of the e-Checkup TO GO (an interactive assessment that provides personalized feedback related to controlled substance use) with the Deer River High School Counseling Dept.

Second Violation: The student will be suspended from classes for ten (10) school days according to the Minnesota Pupil Fair Dismissal Act of 1974. The student's readmission plan shall include certification of completion of the e-Checkup TO GO (an interactive assessment that provides personalized feedback related to controlled substance use) with the Deer River High School Counseling Dept **OR** a documented professional chemical use assessment prior to readmission to school. The recommendations resulting from the chemical use assessment shall be followed for continued enrollment in countywide schools. Please note that you may be required to provide documentation of the recommendations and progress toward the assessment recommendations.

Third or Subsequent Violations
The student will be suspended pending further disciplinary action for repeated disregard of school rules, state laws, being a danger to self or others, and/or for being disruptive to the school environment. Possible action includes indicated treatment, homebound instruction, or expulsion for the balance of the school year under the Minnesota Pupil Fair Dismissal Act of 1974.

*Students involved in Minnesota State High School League Activities are subject to its rules. Refer to the DRHS Activity Handbook for more information.

Dress Code

We are concerned with student dress and grooming as it influences the health, safety, learning process and ability of the student to do his/her work. We expect DRHS students to be recognized not only for the quality of their education, but also for the neatness of their appearance. We believe that how students look and dress can make a difference in how they feel and how others feel. This means clean, neat clothing which fits their style, is appropriate for learning and does not interfere with the learning of others. If the administration believes a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. A parent or guardian will be notified.

DRHS students are expected to adhere to the following guidelines.

1. Students cannot wear garments that are likely to cause a material or substantial disruption to the school environment or that could be considered offensive. Items include, but not limited to, references to drugs, alcohol, tobacco, sex, weapons, violence, vulgar, obscene, or profane language or images, and/or insults to race, religion, gender, or ethnicity.
2. Dresses and shorts will be longer than arm's length.
3. Students are not allowed to wear backless, low cut, or tops with spaghetti straps, tube tops, midriff shirts, or see-through clothing. Tank tops and/or tops with a minimum of one- and one-half inch straps will be allowed.
4. No clothing with revealing holes or cutouts is allowed.
5. Students are prohibited from wearing pants/shorts that sag below the waistline or reveal underwear.
6. Students are prohibited from wearing any form of dress or accessory identifying him/her with a gang as identified by Law Enforcement.
7. Students may wear scarves, hats, caps, and sweat bands. Hoodies are not allowed to be worn at any time during school hours, for student safety purposes. Bandanas are not allowed to be worn except for religious or medical purposes. Wearing the above-mentioned items is a privilege and may be revoked due to behavior and/or attendance issues. Individual teachers have the right and support of administration if they choose to not allow hats to be worn in their classrooms.
8. Students are allowed to use backpacks throughout the school day to carry school and personal items. Backpacks are subject to search at any time when school administration has reasonable suspicion to do so. At any time, administration conducts a search of the building, including but not limited to K9 searches, all backpacks will be placed in the hallway. During this time any/all backpacks will be subject to search.
9. Students are allowed to wear overcoats when school is in session. Jackets are subject to search at any time when school administration has reasonable suspicion to do so. At any time, administration conducts a search of the building, including but not limited to K9 searches, all overcoats will be placed in the hallway. During this time any/all overcoats will be subject to search.
10. Also, sunglasses, bare feet, and/or slippers without soles should not be worn in school.
11. Students participating in school-sponsored activities, such as extra-curricular or other special functions, may have different dress required by the sponsor, coach, or administration.

Violation of dress code:

1st violation-

Student will be asked to change, parent contact. In instances with head coverings or other distracting or prohibited items, the item may be confiscated and returned to the student at the end of the day.

2nd violation-

Student asked to change, 1 day OSS, parent contact. In instances with head coverings or other distracting or prohibited items, the item may be confiscated and returned to the parent at the end of the day.

3rd and subsequent violations-

Two-day suspension, parent conference. In instances with head coverings or other distracting or prohibited items, the item may be confiscated and returned to the parent at the end of the week.

Electronic Devices

Social Media

One of the biggest lessons social network users can learn is that anything you post online enters the public record. You never know who may be looking and when. Students, Parents, and Guardians - let it be known that any student in violation of said conduct is subject to consequences to be determined by the Administration. The Minnesota State High School League Student Code of Responsibilities, Bylaw 206.00, is applicable and relevant in all student related issues and concerns in such matters.

The use of computers and accessing information through the Internet is fundamental in today's educational process. This use is a privilege, not a right. All students will be required to use computers and the Internet for educational purposes unless parents, in writing, have denied their child's access and requested alternative activities. Students will follow all rules regarding technology use as dictated by school board policy and the Acceptable Use Policy administered by Deer River High School. *Students sign a form stating that they have read and understand the policy.*

Students are prohibited from using a cell phone or other electronic communication device to engage in conduct prohibited by school district policies including, but not limited to, cheating, bullying, harassment, gang activity, etc. If the school district has a reasonable suspicion that a student has violated a school rule or law by use of a cell phone or other electronic device, the school district may search the device. The search of the device will be reasonably related in scope to the circumstances justifying the search. Students who use an electronic device during the school day and/or in violation of school district policies may be subject to disciplinary action pursuant to the school district's discipline policy. In addition, a student's cell phone or electronic device may be confiscated by the school district and, if applicable, provided to law enforcement. Cell phones or other electronic devices that are confiscated and retained by the school district will be returned in accordance with school building procedures.

Personal music devices and headphones may be used on the bus, during lunch, between classes and before and after school, excluding study areas, but the DRHS staff and administration are not responsible for lost or stolen items. Please consider leaving these devices at home. Students in grades 6-12 may have cell phones and are expected to use them responsibly. Teachers will manage cell phone use in their own classrooms. Staff at Deer River High School believes that cell phones and other electronic devices can be useful learning tools and students should be taught to use them correctly. **Cell phones and cameras are not allowed in the gym locker rooms and/or bathrooms.** Students are responsible for information and/or images on their personal cell phones and the student handbook governs that information. Cell phones can be searched for information when there is reasonable cause of a handbook violation. Students are not allowed to take pictures of their peers without the permission of their peers.

The school district's "Internet Acceptable Use" policy is available on the school website, or a copy may be obtained at the high school office.

All school district students have conditional access to the school district's computer system, including Internet access, for limited educational purposes, including use of the system for classroom activities, educational research, and professional and career development. Use of the school district's system is a privilege, not a right. Unacceptable use of the school district's computer system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including, but not limited to, suspension, expulsion, or exclusion; or civil or criminal liability under other applicable laws.

Disciplinary Actions for Personal Technology Device Violations:

1st Violation -	Confiscation of device: can be picked up by student at close of day.
2nd Violation -	Confiscation of device: can be picked up by parent at close of day.
3rd Violation -	Confiscation of device: can be picked up by parent at close of week.
4th Violation -	Confiscation of device: can be picked up by parent at close of week.
	Suspension of use of the personal technology device for a period of ten days per violation.

Disciplinary Actions for School Technology Device Violations:
All violations occurring with school owned technology devices will result in consequences aligned with the violation.

Examples:
If a student is bullying another student with social media during school hours, the consequence will be aligned to bullying.

If a student deletes profiles, adds inappropriate images, or alters the device in another manner, the consequence may be aligned to vandalism. Please note that if a student accidentally alters a device, it is their responsibility to notify the media center immediately to avoid consequences.

Note: Because all classroom assignments will be required during periods of suspended use, parents are responsible to provide computer/internet access for their child(ren) during that time.

School owned electronic devices may result in suspension of Internet privileges if used inappropriately at school. The school will not disable the Internet solely due to parent request.

At no time may students use staff members district provided electronic devices.

Food or Beverage in Class
Students will not bring food and beverage to class as this is considered a classroom disruption. Depending upon the severity of the disruption, this may be considered a nuisance article.

Gang Behavior
Students are not permitted to wear clothing that indicates gang membership, affiliation, or presence as determined by the school principal. Gang symbols, writing, vocabulary, signing tattoos, flagging, etc. are not permitted on school or personal (notebooks, etc.) property or at school activities. Violators are subject to disciplinary actions. Additional restrictions for safety and climate reasons may be imposed on Profiled Gang Members as determined by the School Administration. (Refer to School Board Policy 504, Section II, C, 4)

1st Violation:	Warning and notice to parents; notification of law enforcement.
2nd-3rd Violation:	Suspension and Parent Conference; notification of law enforcement.
4th Offense:	Referral to an Alternative Program; notification of law enforcement.

Parents will be notified if their child is officially profiled as a gang member by the County Gang Task Force. Law enforcement may be notified during any suspected gang affiliated violation.

Harassment or Violence: Sexual, Religious, And Racial
It is the policy of Independent School District #317 (the "School District") to maintain a learning and working environment that is free from religious, racial, or sexual harassment and violence. The School District prohibits any form of religious, racial, or sexual harassment and violence.

It shall be a violation of this policy for any pupil, teacher, administrator, or other school personnel of the School District to harass a pupil, teacher, administrator or other school personnel through conduct or communication of a sexual nature or regarding religion and race as defined by this policy. (For purposes of this policy, school personnel include school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)

It shall be a violation of this policy for any pupil, teacher, administrator, or other school personnel of the School District to inflict, threaten to inflict, or attempt to inflict religious, racial, or sexual violence upon any pupil, teacher, administrator, or other school personnel.

The School District will act to investigate all complaints, formal or informal, verbal or written, of religious, racial, or sexual harassment or violence, and to discipline or take appropriate action against any pupil, teacher, administrator, or other school personnel who is found to have violated this policy. Violations should be reported to the District Human Service Officers for investigation.

Definitions:
Sexual Harassment
Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

1. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
2. Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
3. That conduct or communication has the purpose or effect of substantially or unreasonable interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or educational environment.

Sexual harassment may include but is not limited to:
1. Unwelcome verbal harassment or abuse.
2. Unwelcome pressure for sexual activity.
3. Unwelcome, sexually motivated, or inappropriate patting, pinching or physical contact, other than necessary restraint of pupil(s) by teachers, administrators, or other school personnel to avoid physical harm to persons or property.
4. Unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status.
5. Unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promised of preferential treatment with regard to an individual's employment or educational status.
6. Unwelcome behavior or words directed at an individual because of gender.
7. Public Displays of Affection that disrupt the educational setting, this includes kissing, leaning on each other, extended hugs, etc. Any over-display of affection in public is harassment and will be addressed following the district's sexual harassment policy. Holding hands is an acceptable practice. Kissing, leaning on each other, etc. is not allowed.

Sexual Violence Definition:
Sexual violence is a physical act of aggression or force or the threat thereof, which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minnesota Statutes Section 609.341, include the primary genital area, groin, inner thigh, buttocks, or breast, as well the clothing covering these areas. Sexual violence may include, but is not limited to:

1. Touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or of the opposite sex;
2. Coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
3. Coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or
4. Threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

Racial Harassment Definition:
Racial harassment consists of physical or verbal conduct relating to an individual's race when the conduct:

1. Has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. Otherwise adversely affects an individual's employment or academic opportunities.

Racial Violence Definition:
Racial violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, race.

Religious Harassment Definition:
Religious harassment consists of physical or verbal conduct which is related to an individual's religion when the conduct:

1. Has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. Otherwise adversely affects an individual's employment or academic opportunities.

Religious Violence Definition**:**
Religious violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, religion.

Discipline Action for Sexual, Religious, Racial Harassment or Violence
1st Violation - Suspension and parent conference.
2nd Violation - Suspension and parent conference.
3rd Violation - Referral to an alternative or treatment program.

Hazing
Any act, on or off school property, against a student or coercing a student into committing an act in order for a student to be initiated into or affiliated with a student/school organization is strictly forbidden. Any student who believes s/he has been subjected to hazing should submit either a verbal or written report to a teacher, school counselor, principal, or other responsible adult.
1st Violation: 5-day suspension and parent conference
2nd Violation: Expulsion according to the Fair Pupil Dismissal Act

Insubordination
Failure to identify oneself or refusal to follow directions of a school employee is unacceptable behavior. Refusal to allow a search when administration has probable cause to believe a school rule, or the law is being violated will be treated as an admission of guilt and the corresponding consequence for the violation will be applied.

Discipline Action for Insubordination
1st Violation: Suspension and parent conference.
2nd Violation: Suspension and parent conference.
3rd Violation: Referral to an alternative or treatment program.

Notice of Violent Behavior by Students [*]
The school district will give notice to teachers and other appropriate school district staff before students with a history of violent behavior are placed in their classrooms. Prior to giving this notice, district officials will inform the student's parent or guardian that the notice will be given. The student's parents/guardians have the right to review and challenge their child's records, including the data documenting the history of violent behavior.

Nuisance Articles
Bringing articles to school that interfere in some manner with school procedure is unacceptable and disruptive. Such items are water pistols, balloons, firecrackers, lasers, games, and beepers. Perfumed body sprays are only permitted in gym locker rooms and are not allowed in school lockers since body sprays can cause asthma attacks.

Disciplinary Actions for Nuisance Articles:

1st Violation -	Confiscation of article
2nd -3rd Violations -	Confiscation of article, ISS
4th + Violations-	Confiscation of article, OSS

In all instances, the article will be returned to a parent, but not students, when requested. No articles of a dangerous manner will be returned to parent or student. Deer River School staff, Deer River administration and the Deer River School Board are not responsible for lost or damaged electronic devises confiscated due to nuisance article violations.

Positive Behaviors Interventions and Supports (PBIS)

PBIS is a K-12 behavior plan that is proactive in nature. PBIS allows high school staff the opportunity to teach positive behaviors through the use of a behavior matrix. Students and staff are rewarded for getting caught being good through recognition and prizes. PBIS also allows the PBIS team to monitor positive and negative behavior data to adjust supervision, etc., to create and maintain a safe, positive, and productive environment conducive to student achievement.

Safety Rules

All school safety rules in vocational, special, and general education classes are strictly enforced for the benefit of all individuals. Failure to observe safety rules will cause an individual to be denied participation in a given course or school activity until there is resolution with the instructor. If a student requires removal from a course, "dropped course" guidelines will be applicable.

Searches

In the interest of student safety and to ensure that schools are drug free, district authorities may conduct searches. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in their desks, lockers, or vehicles parked on school property. "Contraband" means any unauthorized item, the possession of which is prohibited by school district policy and/or law. If a search yields contraband, school officials will seize the item(s) and, where appropriate, give the item(s) to legal officials for ultimate disposition. Students found to be in violation of this policy are subject to discipline in accordance with the school district's "Student Discipline" policy, which may include suspension, exclusion, expulsion, and, when appropriate, the student may be referred to legal officials.

Vehicles on Campus

School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

Skateboards are not allowed to be used on school campus. Students may carry one to his/her locker.

Search of the Interior of a Student's Motor Vehicle

The interior of a student's motor vehicle in a school district location, including the glove and trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle or its compartments under the student's control upon the request of a school official.

*Lockers and Personal Possessions Within a Locker **

According to state law, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

Students' personal possessions within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials will provide notice of the search to students whose lockers were searched, unless disclosure would impede an ongoing investigation by police or school officials.

Desks

School desks are the property of the school district. At no time does the school relinquish its exclusive control of desks provided for the convenience of students. Inspection of the interior of desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

Personal Possessions and Student's Person

The personal possessions of a student and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

Student Vehicles

The school district allows limited use and parking of motor vehicles by students. Remember that parking a motor vehicle on school property during the school day is a privilege and unauthorized vehicles parked on school district property may be towed at the expense of the owner or operator.

Terroristic Threats:

Dangerous Threats:

Threats to normal school operations or school activities, such as reporting of dangerous or hazardous situations that do not exist, (ex. Bomb Threats) are against school rules and state statute.

Discipline Actions for Dangerous Threats

1st Violation:	Suspension, Parent/Staff/Administration conference, notify Law Enforcement.
2nd Violation:	Suspension, Parent/Staff/Administration conference, notify Law Enforcement.
3rd Violation:	Expulsion according to the Fair Pupil Dismissal Law.

Theft:

Theft is the act of intentionally and without claim of right taking, using, transferring, concealing, or retaining possession of movable property of another without consent and with intent to deprive the owner permanently of the property; or finding lost property and not having made reasonable effort to find the owner to return the property. Students guilty of theft will be subject to disciplinary action. Theft of personal or school property should be reported to the High School Office. Consequences are dependant upon theft of item.

Discipline Actions for Theft

1st Violation:	Suspension, parent conference, referral to court, and/or restitution.
2nd Violation:	Suspension, parent conference, referral to court, and/or restitution.
3rd Violation:	Referral to an Alternative Program and restitution. Expulsion/Exclusion

Tobacco

TOBACCO-FREE SCHOOLS

School district students and staff have the right to learn and work in an environment that is tobacco free. School policy is violated by any individual's use of tobacco or tobacco-related devices and the use of electronic cigarettes, including the inhaling and exhaling of vapor from any electronic delivery device in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Students may not possess any type of tobacco or tobacco-related device in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Any student who violates this policy is subject to school district discipline.

1st Violation: (1) day OSS, parent conference, notification of law enforcement and certificate of completion of the e-Checkup TO GO (an interactive assessment that provides personalized feedback related to tobacco use).
2nd Violation: (3) days OSS, parent conference, notification of law enforcement and certificate of completion of the e-Checkup TO GO (an interactive assessment that provides personalized feedback related to tobacco use).
3rd Violation: (5) days OSS, parent conference, notification of law enforcement and certificate of completion of the e-Checkup TO GO (an interactive assessment that provides personalized feedback related to tobacco use).

Truancy and Unauthorized Absences: Truancy, Tardiness, and Loitering

As required by current statutes, regulations of the State Department of Education, and the School Board of District #317, students shall be in attendance each day that school is in session. The authority to classify an absence as parent approved, or an additional allowable, rests with the building principal.

Definitions:

Truancy:	The absenting of oneself from school or class without knowledge or approval of the school and parent.
Tardiness:	Arriving at class after the bell has rung.
Loitering:	The presence of a student on school property or adjacent community property when the parent and school have excused the student.
Pass Violation:	The misuse of a student pass from one location to another, excessive truancy/tardy

Disciplinary Actions for Truancy:

All Violations:	May result in (2) Hours ISS for every (1) hour truant May result in pass suspension for a period of (2) weeks minimum. Students will only be removed from the no pass list when he/she has successfully completed a period of two weeks with no tardies, unexcused absences, or behavior concerns.

Disciplinary Actions for Tardiness:

1 Tardy:	Warning
3 Tardies:	Lunch ~~Focus~~ ATS Room
6 Tardies in one class:	Parent/Student conference
9 Tardies:	Parent/Student conference
12 Tardies:	Truancy notice filed with county/tribe

Note: 3 tardies equals one absence.

Tardies may also result in pass suspension for a period of (2) weeks minimum. Students will only be removed from the no pass list when he/she has successfully completed a period of two weeks with no tardies, unexcused absences, or behavior concerns.

Disciplinary Actions for Loitering:

1st Violation:	Warning
2nd Violation:	Suspension of privileges without parental supervision.

Vandalism:

Damage or vandalism to school property or to private property of others by students who are under the jurisdiction of the school will not be tolerated. The severity of disciplinary actions will be determined by the extent of vandalism.

Disciplinary Actions for Vandalism:

1st Violation:	Suspension, parent conference, referral to court, and restitution.
2nd Violation:	Suspension, parent conference, referral to court, and restitution.
3rd Violation:	Referral to an Alternative Program and restitution. Expulsion/Exclusion

Weapons

No person will possess, use, or distribute a weapon when in a school location except as provided in school district policy. A "weapon" means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon. A weapon also includes look-alike weapons. Appropriate discipline and action will be taken against any person who violates this policy. The school district takes a "zero tolerance" position regarding the possession, use, or distribution of weapons by students. Discipline of students will include, at a minimum: immediate out-of-school suspension; confiscation of the weapon; immediate notification of police; parent or guardian notification; and recommendation to the superintendent of dismissal for a period of time not to exceed one year. A student who brings a firearm to school will be expelled for at least one year, subject to school district discretion on a case-by-case basis.

No student shall possess, claim to possess, use, maintain, transmit or distribute any object, device or instrument having the appearance of a weapon, as defined above in the places set forth above, and such objects, devices or instruments shall be treated as weapons. Objects, devices, or instruments that have the appearance of a weapon, including, but not limited to, any weapon listed above which is broken or non-functional and any object that is a facsimile of or could be taken for any weapon listed above.

No student shall use articles designed for other purposes (i.e., belts, combs, pencils, files, scissors, etc.), to inflict or threaten bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

The appropriate possession uses or distribution of equipment and tools necessary for school activities or instruction will not be considered a violation of this policy when such equipment and tools are properly used and stored. Written permission will be required from the principal for possession, use or distribution of any weapon or object that has the appearance of a weapon, as defined above, unless the object is being used appropriately as part of a class or extra-curricular activity.

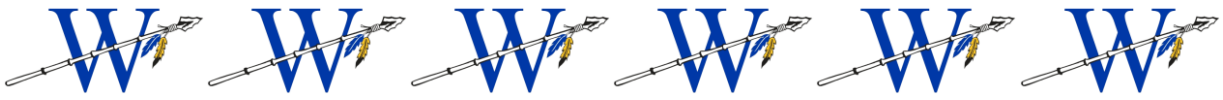
However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

A student who finds a weapon on the way to school or in the school building should give the weapon to the first School District staff member (teacher, aide, custodian, etc.) that can be located. Such conduct shall not be considered a violation of this policy.

Minnesota Statute 609.66 provides that it is unlawful to possess, store, keep or use a dangerous weapon, replica firearm or BB gun on school property. A person who possesses, stores, or keeps a dangerous weapon or uses or brandishes a replica firearm or BB gun on school property is guilty of a felony and may be sentenced to imprisonment for up to two years and/or to payment of a fine of up to $5,000. A person who possesses, stores, or keeps a replica firearm or BB gun on school property is guilty of a gross misdemeanor.

The School District and the school takes a position of "Zero Tolerance" regarding the possession, claim of possession, use, maintenance, transmission, or distribution of weapons by students. Consequently, the minimum consequence for a violation of this policy shall include (1) confiscation of the weapons; (2) parent notification; (3) notification of police; (4) an initial out-of school suspension for ten (10) days; and (5) immediate initiation of the expulsion process.

First Offense: Expulsion according to the Fair Pupil Dismissal Act of 1974.



HEALTH, SAFETY, AND PRIVACY POLICIES

Asbestos Management Updates *
The school district has developed an asbestos management plan. A copy of this plan can be found in the high school office.

Crisis Management
The school district has developed a "Crisis Management" policy. Each school building has its own building-specific crisis management plan. Students and parents will be provided with information as to district- and school-specific plans. Effective 2019-20 Deer River Public Schools are certified ALICE Schools.

The "Crisis Management" policy addresses a range of potential crisis situations in the school district and includes general crisis procedures for securing buildings, classroom evacuation, campus evacuation, sheltering, and communication procedures. The school district will conduct lock-down drills, fire drills, and a tornado drill. Building plans include classroom and building evacuation procedures.

Family Educational Rights and Privacy Act (FERPA): Directory Information Notice
The *Family Educational Rights and Privacy Act* (FERPA), a federal law, requires that ISD #317, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, ISD #317 may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Deer River School District to include this type of information from your child's education records in certain school publications. Examples include a playbill showing your student's role in a drama production, the annual yearbook, honor roll or other recognition lists, graduation programs, and sports' activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

Additionally, ISD #317 has been selected to participate in the U.S. Department of Education's FAFSA Completion Project. This project is designed to assist LEAs and secondary school administrators in determining which of their senior students have completed a Free Application for Federal Student Aid (FAFSA) form for the upcoming school year. In order to participate in the FAFSA Completion Project ISD #317 is required to disclose the names, addresses, and dates of birth on entering seniors to the U.S. Department of Education (that is, properly designated directory information under FERPA) on those students whose parents have not opted out of directory information. (If the student is considered an "eligible student" under FERPA, i.e., has reached 18 years of age, then the student has the right to opt out of directory information.)

If you do not want ISD #317 to disclose directory information from your child's education records without your prior written consent, you must notify the district in writing by September 19, 2016. ISD #317 has designated the following information as directory information:

-Student's name -Address -Date of birth -Telephone listing
-E-mail address -Photograph -Grade level -Major field of study
-Dates of attendance -The most recent educational agency or institution attended
-Participation in officially recognized activities and sports
-Weight and height of members of athletic teams
-Degrees, honors, and awards received

Medical Care

School personnel will provide necessary emergency medical care or contact the Deer River Emergency Technicians (Ambulance Service) according to need to the best of their ability when attempts to contact parents, guardians or emergency contacts for direction are not possible.

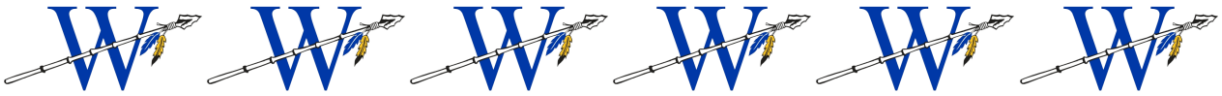
First Aid

The nurse's office in each building is equipped to handle minor injuries requiring first aid. If the nurse's office is not open, assistance can be sought from the building's administrative office. If a student experiences a more serious medical emergency at school, 911 will be called and/or a parent/guardian will be contacted depending on the situation.

The district has installed automated external defibrillators (AEDs). Tampering with any AED is prohibited and may result in discipline.

Pesticide Application Notice *

The school district may plan to apply pesticide(s) on school property. To the extent the school district applies certain pesticides, the school district will provide a notice by September 15 as to the school district's plan to use these pesticides. A parent may request to be notified prior to the application of certain pesticides on days different from those specified in the notice. Additional information regarding what pesticides are used, the schedule of pesticide applications, and the long-term health effects of the class of pesticide on children can be requested by contacting the facilities manager.



Acknowledgement Form

Yearly enrollment/update papers include an acknowledgement section. By signing the yearly form, you acknowledge that you have read and understood the policies and procedures outlined in the DRHS student handbook. Paper copies of this handbook are available upon request.

* Denotes sections recommended for inclusion by MSBA.

Parent/Guardian Guide and Refusal for Student Participation in Statewide Testing

This information will help parents/guardians make informed decisions that benefit their children, schools, and communities.

Why statewide testing?

Minnesota values its educational system and the professionalism of its educators. Minnesota educators created the academic standards which are rigorous and prepare our students for career and college.

The statewide assessments are how we as a state measure that curriculum and daily instruction in our schools are being aligned to the academics standards, ensuring all students are being provided an equitable education. Statewide assessment results are just one tool to monitor that we are providing our students with the education that will ensure a strong workforce and knowledgeable citizens.

Why does participation matter?

A statewide assessment is just one measure of your student's achievement, but your student's participation is important to understand how effectively the education at your student's school is aligned to the academic standards.

- In Minnesota's implementation of the federal Every Student Succeeds Act, a student not participating in the statewide assessments will not receive an individual score and for the purpose of school and district accountability calculation, including opportunities for support and recognition, will not be considered "proficient".
- Students who receive a college-ready score on the high school MCA are not required to take a remedial, noncredit course at a Minnesota State college or university in the corresponding subject area, potentially saving the student time and money.
- Educators and policy makers use information from assessments to make decisions about resources and support provided.
- Parents and the general public use assessment information to compare schools and make decisions about where to purchase a home or to enroll their children.
- School performance results that are publicly released and used by families and communities, are negatively impacted in students do not participate in assessments.
- English learners not taking ACCESS or Alternate ACCESS for ELLS will not receive a score to meet English learner program exiting criteria.

Academic Standards and Assessments

What are academic standards?

The Minnesota K–12 Academic Standards are the statewide expectations for student academic achievement. They identify the knowledge and skills that all students must achieve in a content area and are organized by grade level. School districts determine how students will meet the standards by developing courses and curriculum aligned to the academic standards.

What is the relationship between academic statewide assessments and the academic standards?

The statewide assessments in mathematics, reading, and science are used to measure whether students, and their school and district, are meeting the academic standards. Statewide assessments are one measure of how well students are doing on the content that is part of their daily instruction. It is also a measure of how well schools and districts are doing in aligning their curriculum and teaching the standards.

Minnesota Comprehensive Assessment (MCA) and Minnesota Test of Academic Skills (MTAS)

- Based on the Minnesota Academic Standards; given annually in grades 3-8 and high school in reading and mathematics; given annually in grades 5, 8 and high school for science.
- Majority of students take the MCA.
- MTAS is an option for students with the most significant cognitive disabilities.

ACCESS and Alternate ACCESS for English Learners

- Based on the WIDA English Language Development Standards.
- Given annually to English learners in grades K–12 in reading, writing, listening, and speaking.
- Majority of English learners take ACCESS for ELLs.
- Alternate ACCESS for ELLs is an option for English learners with the most significant cognitive disabilities.

Why are these assessments effective?

Minnesota believes that in order to effectively measure what students are learning, testing needs to be more than answering multiple choice questions.

- To answer questions, students may need to type in answers, drag and drop images and words, or manipulate a graph or information.
- The Reading and Mathematics MCA are adaptive, which means the answers a student provides determine the next questions the student will answer.
- The Science MCA incorporates simulations, which require students to perform experiments in order to answer questions.

All of these provide students the opportunity to apply critical thinking needed for success in college and careers and show what they know and can do.

Are there limits on local testing?

As stated in Minnesota Statutes, section 120B.301, for students in grades 1-6, the cumulative total amount of time spent taking locally adopted districtwide or schoolwide assessments must not exceed 10 hours per school year. For students in grades 7-12, the cumulative total amount of time spent taking locally adopted districtwide or schoolwide assessments must not exceed 11 hours per school year. These limits do not include statewide testing.

In an effort to encourage transparency, the statute also requires a district or charter school, before the first day of each school year, to publish on its website a comprehensive calendar of standardized tests to be administered in the district or charter school during that school year. The calendar must provide the rationale for administering each assessment and indicate whether the assessment is a local option or required by state or federal law.

What if I choose not to have my student participate?

Parents/guardians have a right to not have their student participate in state- required standardized assessments. Minnesota Statutes require the department to provide information about statewide assessments to parents/guardians and include a form to complete if they refuse to have their student participate. This form follows on the next page and includes an area to note the reason for the refusal to participate. Your student's district may require additional information.

A school or district may have additional consequences beyond those mentioned in this document for a student not participating in the state-required standardized assessments. There may also be consequences for not participating in assessments selected and administered at the local level. Please contact your school for more information regarding local decisions.

When do students take the assessments?

Each school sets their testing schedule within the state testing window. Contact your student's school for information on specific testing days.

- The MCA and MTAS testing window begins in March and ends in May.
- The ACCESS and Alternate ACCESS for ELLs testing window begins at the end of January and ends in March.

When do I receive my student's results?

Each summer, individual student reports are sent to school districts and are provided to families no later than fall conferences. The reports can be used to see your child's progress and help guide future instruction.

How much time is spent on testing?

Statewide assessments are taken one time each year; the majority of students test online. On average, the amount of time spent taking statewide assessments is **less than 1 percent of instructional time** in a school year. The assessments are not timed, and students can continue working as long as they need.

Why does it seem like my student is taking more tests?

The statewide required tests are limited to those outlined in this document. Many districts make local decisions to administer additional tests that the state does not require. Contact your district for more information.

Where do I get more information?

Students and families can find out more on our Statewide Testing page (education.mn.gov > Students and Families > Programs and Initiatives > Statewide Testing).

Minnesota Statutes, section 120B.31, subdivision 4a, requires the commissioner to create and publish a form for parents and guardians to complete if they refuse to have their student participate in state-required standardized assessments. Your student's district may require additional information. School districts must post this three-page form on the district website and include it in district student handbooks.

Parent/Guardian Refusal for Student Participation in Statewide Assessments

To opt out of statewide assessments, the parent/guardian must complete this form and return it to the student's school.

*To best support school district planning, please submit this form to the student's school no later than January 15 of the academic school year. For students who enroll after a statewide testing window begins, please submit the form within two weeks of enrollment. A new refusal form is required **each year** parents/guardians wish to opt the student out of statewide assessments.*

Date_____ (This form is **only** applicable for the 20_ to 20__ school year.)

Student's Legal First Name_____ Student's Legal Middle Initial_____

Student's Legal Last Name_____ Student's Date of Birth_____

Student's District/School_____ Grade_____

Please initial to indicate you have received and reviewed information about statewide testing.

_____ I received information on statewide assessments and choose to opt my student out. MDE provides a *Parent/Guardian Guide and Refusal for Statewide Testing* on the MDE website (education.mn.gov > Students and Families > Programs and Initiatives > Statewide Testing).

Reason for refusal:

Please indicate the statewide assessment(s) you are opting the student out of this school year:

_____ MCA/MTAS Reading _____ MCA/MTAS Science

_____ MCA/MTAS Mathematics _____ ACCESS/Alternate ACCESS for ELLs

Contact your school or district for the form to opt out of local assessments.

I understand that by signing this form, my school and I may lose valuable information about how well my student is progressing academically. As a result, my students will not receive an individual score. Refusing to participate in statewide assessments may impact the school, district, and state's efforts to equitably distribute resources and support student learning; for the purpose of school and district accountability calculations, my student will not be considered "proficient".

If my student is in high school, I understand that by signing this form my student will not have an MCA score that could potentially save time and money by not having to take remedial, non-credit courses at a Minnesota State college or university.

Parent/Guardian Name (print) _____

Parent/Guardian Signature _____

To be completed by school or district staff only. Student ID or MARSS Number _____

IASC
Itasca Area Schools Collaborative
www.iasc.k12.mn.us

ISD 2 - Hill City School
ISD 118 - Northland Community Schools
ISD 316 - Greenway Public Schools
ISD 317 - Deer River Schools
ISD 318 - Grand Rapids Area Schools
ISD 319 - Nashwauk-Keewatin Schools
ISD 698 - Floodwood School

DEER RIVER SCHOOLS

After School Conference Dates:

DRHS:
- October 4 @ Ball Club (Baaga'dawaaning)
- October 5 @ DRHS
- March 8 @ Inger (Chachabahning)
- March 15 @ DRHS

King:
- November 10 & 17
- February 9 & 16

* All conference meeting times, locations, dates, and formats may be subject to change.

School Day Schedule:

	Start	Dismiss
M, T, Th, F		
King	**8:25 AM**	**2:56 PM**
DRHS	**8:25 AM**	**3:06 PM**
Wednesday		
King	**8:25 AM**	**2:20 PM**
DRHS	**8:25 AM**	**2:30 PM**

WEBSITE: www.isd317.0rg

2022-2023 School Calendar

August 0/2

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	31		

Teacher Days 30-31

September 19/20

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

9/5 Labor Day

October 19/19

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				

MEA 10/20 and 10/21

November 18/20

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		

Thanksgiving Holiday 11/24 & 11/25

December 16/16

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Winter Break 12/23-1/2

January 19/21

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			

1/16 MLK Day

1/20 - end of first semester

February 18/19

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			

2/20 President's Day

March 21/22

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

3/23 end of 3rd Qtr

April 18/18

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

4/7 - 4/10 Easter Break

May 22/22

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	31		

5/29 Memorial Day

June 1/2

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16

6/1 - last day for students

6/2 - last day for teachers

First / Last Day of School

Holiday / No School

End of Quarter

Teacher Workshop/No School

Conf. Comp Day/No School

	Student Days	Teacher Days
Qtr 1:	42	45
Qtr 2:	43	46
Qtr 3:	41	43
Qtr 4:	45	47
	171	181

2022-23

DEER RIVER HIGH SCHOOL

TEACHER HANDBOOK

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1. TEACHER - GENERAL

Sect. 1.01 Working Hours
Teachers are required to be on duty by 8:00 a.m. and to remain on duty until 3:30 p.m. Instructors are not to leave the building during the above hours without authorization from the principal. It is required that teachers sign out in the High School Office when they leave and return to the building. Early Out – Wednesday – 8:00 – 4:00 p.m.

Sect. 1.02 Teacher Absence
In case of an absence, a teacher must notify the Substitute System by 7:30 a.m. Teachers becoming ill during the school day must report to the High School Principal or designee before leaving the building and should report the absence in Aesop, if possible. When absent from the classroom for any other reason, teachers must report the absence in Aesop at least three days prior to the absence.

Teachers need to verify that a substitute teacher has been assigned the day prior to the approved absence. Should a sub not be assigned, the teacher is expected to cancel their personal or professional activity and report to school.

Administrative approval is required prior to any teacher or coach accepting appointment to an advisory panel or committee that would absent the teacher/coach for any instructional assignment time.

Sect. 1.03 Lesson Plans for Substitutes
Teachers are responsible for completing lesson plans, preparing all relevant materials, and making them readily available to a substitute teacher and/or the High School Office when teachers are absent from the teacher's classroom. The lesson plans should be detailed enough to allow the substitute the ability to effectively deliver a lesson maintaining a high level of instruction.

Plans should include the most recent class rosters, seating charts, and emergency plans.

Sect. 1.04 Professional Dress
To aid in preserving a professional atmosphere in the building, teachers are expected to dress in a manner, which represents their position appropriately. Casual Friday will be respected by the administration. Avoid wearing jeans or shorts unless it is appropriate for a field trip. Please avoid wearing heavy fragrances.

Sect. 1.05 Mail
Teachers will be assigned a mailbox in the High School Office. Mail should be picked up daily. Do not send students to retrieve mail.

Sect. 1.06 Daily Bulletins
A daily bulletin will be prepared and sent to all teachers through e-mail and on Schoology. The purpose of the daily bulletin is to list special announcements and daily events. Any teacher who has an announcement to be included in the daily bulletin should submit the announcement to the High School Office by 8:00 a.m. daily.

School activities, games and meets, dismissal times, student meetings, etc. will be promoted in the daily bulletin. Coaches and advisors are encouraged to provide summary information regarding the previous day's events to be included in the bulletin.

Sect. 1.07 Daily Announcements

General school announcements will be made daily after the first hour bell. General school announcements should be limited during the school day to avoid classroom disruptions.

Sect. 1.08 Email

Teachers have been assigned an email address and should check their email at least twice daily, once in the morning and once in the afternoon. Teachers are responsible for the information distributed via email.

Sect. 1.09 Building Responsibility

It is the responsibility of all the staff to help keep our school a clean, welcoming environment. The teacher in charge of the classroom or study hall is responsible for the equipment in the respective room. The room should be kept clear of any unnecessary marking and damage. Students are held responsible for their assigned seats, and should any unnecessary damage occur to them, the student should be reported to the office so that appropriate action may be taken. Teachers should periodically check the room and desks for this purpose. Desks should be kept away from walls at all times to eliminate marking and damage.

Help the janitors by keeping the floors as free of paper as possible - a minute used at the end of the period to pick up is a good way to keep our school looking good! When the room is not to be used for the remainder of the day, windows are to be closed and locked. All lights shall be turned off when not needed.

All classroom doors will be locked ~~when the teacher is not present~~ during class time or when the room is not in use. **No students shall be present in your room unless they are supervised.**

Because of fire codes and to aid in neat appearance of our school, teachers are responsible for keeping materials stored in a proper fashion. Under no circumstances are there to be stacks of materials stored on the floor. Fire code requires that no materials be stored within 18 inches of the ceiling. Additionally, student work or other displays on walls of the hallway must be limited and not more than 20% of wall space per the fire code.

Any personal furniture and small electronics are expected to adhere to fire safety code. If there are questions, please see the facilities manager.

All faculty and staff are expected to maintain an orderly environment that adheres to federal and state guidelines. It is expected that faculty and staff follow general guidelines for classroom care and maintenance such as adhering items to the wall with appropriate materials (putty/tape) that do not damage the walls. Painting of walls should be kept to a minimum and only when approved by the facilities manager.

Sect. 1.10 School Telephones

The school telephone should be used primarily for school business. Student access should be limited and monitored.

Sect. 1.11 School Stationery

School stationery and envelopes will be used only for school business.

Sect. 1.12 General Supplies
General supplies for instruction are stored in the High School Office and distributed at the start of the year. Teachers may pick up additional supplies from the office staff as needed. General supplies from the office will not be distributed to students.

Sect. 1.13 Salespeople
Salespeople are not allowed to solicit teachers during school hours without permission from the school office. Salespeople will only be permitted to talk with teachers during prep periods, lunch, before or after school.

Sect. 1.14 Teaching Certificates/Teacher Retirement
Each teacher shall have a valid teaching certificate and their Teacher Retirement Number on file in the school business office.

Sect. 1.15 Inventories
Inventory is completed annually by teachers and by coaches at the conclusion of each season. Each teacher is responsible for doing inventory for the equipment and textbooks of his/her room or department and must turn completed inventory forms into the High School Office or to the Activities Secretary.

Sect. 1.16 Tobacco Free
The Deer River Schools (buildings, grounds, and vehicles) are tobacco free facilities. Any use is always prohibited.

Sect. 1.17 Auto Shop Vehicle Policy
Effective September 8, 1982, vehicles allowed into the auto shop for work or repair will be in the following priority:

1. Students enrolled in auto class.
2. Parents of students enrolled in the auto class.
3. Students enrolled at Deer River High School*.
4. High School faculty*.

*By discretion of instructor, if needed by a student.

2 - SCHEDULING

Sect. 2.01 Staff Meetings and Professional Development
Staff meetings will be called when necessary. Teachers shall attend all teacher meetings. If you cannot make it to a staff meeting, please notify the building Principal. You will be expected to get the information from a colleague.

Professional development gatherings will be held as per the contract agreement. All meetings and gatherings will be held in the Media Center or Commons area, depending on space needs. Staff should bring their individual technology devices to aid in training and other forms of communication.

Sect. 2.02 Preparation Periods
Each Secondary Teacher will be allotted one preparation period in their schedule. A prep period is designed for improvement of instruction, curriculum revision, and general daily tasks. Students are encouraged to solicit additional help from their teachers during the prep period. When scheduling is

possible, every teacher's classroom will be vacant during a prep period for teachers to perform above listed tasks.

Sect. 2.03 Duty Hour

As per the master agreement, each Secondary Teacher will be assigned one duty hour in their schedule. Duties will be assigned yearly and should be completed in a professional manner. Duties may change as needed. Example duties include Learning Community/Academic Academy, Breakfast, Lunch, and Bus Connect, Hallway Sweep, PGD, Due Process, and Lessons or other tasks as deemed necessary by administration.

Learning Community/Academic Academy: Supervise students - connect with students, support them in schoolwork as needed, encourage academics, create an environment that supports students completing coursework and academic growth.

Breakfast Connect: Spend time with students in a meaningful context - making connections, reminding them of resources and supporting lunchroom monitor paraprofessionals.

Lunch Connect: Spend time with students in a meaningful context - making connections, reminding them of resources and supporting lunchroom monitor paraprofessionals.

Bus Connect: Spend time with students in a meaningful context - making connections, reminding them of resources and supporting bus monitor paraprofessionals.

Hallway Sweep: Move throughout the school, "sweep" kids into classes who may be tardy, check in with students who might be out of their classes and encourage them to get where they need to be.

PGD (Professional Growth & Development): Non-tenured Teachers work with instructional coaches, mentors, and peers to develop pedagogy and access support in profession.

Due Process: Special Education Case Manager Duties

Lessons: Vocal & Instrumental Music Lessons

PGD – Professional Growth & Development – Non-tenured teachers work with coaches, mentors, and peers to develop pedagogy and access support.

Sect. 2.04 Student Schedule

Please adhere to the warning bells, start times, and end times as reflected in the current bell schedule. The bell schedule is available on the school website. Formal class work begins, and tardiness is counted when the bell rings.

No students will be permitted to remain in the building after 3:35 p.m. or on weekends without the direct supervision of an instructor. No students shall be left in classrooms, hallways, or any other school areas unsupervised under any circumstances.

Sect. 2.05 Lunch Schedules

A lunch schedule will be posted and should be strictly adhered to by all classes. Teachers shall adhere to this schedule -- do not dismiss before the time scheduled for your class and be sure to start classes by the time stated. ADHERE YOUR CLASS STRICTLY TO THE SCHEDULE.

Students who eat hot or bag lunches will do so only in the commons. Every teacher should assume responsibility to control the rush to the lunchroom.

Sect. 2.06 Open Noon Hour

Students at Deer River High School [Grades 9-12] may be released during their lunch time for the purpose of dining at local establishments and/or conducting personal business in the downtown area. Students wishing to go downtown during lunch must do so by WALKING. **No personal vehicle use is allowed.** This privilege will continue as long as students conduct themselves in a responsible manner. Failure to comply may result in loss of Open Noon Hour privileges.

Sect. 2.07 Passing Classes - Hall Duty

In order to maintain a safe and welcoming school, teachers are to be outside of their classroom door for the passing of classes and before and after school. Teachers should make a concerted effort to welcome and release students from their doorways. Visibility in the hallways during passing time deters inappropriate student behavior and creates a friendly learning environment. Teachers are to start classes promptly and dismiss classes promptly. All teachers should feel responsible for the maintaining of good order in halls, classrooms, and in and around the building and grounds. If all teachers assist in this matter, it will help improve the conduct of students in the school. Assignments may be made if conditions warrant.

Every minute of instructional time is valued. Teachers will be responsible for appropriate action to curtail tardiness. Teachers shall confer with the Principal regarding repeated violators and a corrective plan will be arranged.

Sect. 2.08 Hallway Discipline

1. No running is to be allowed in the hallways or on the stairs.

2. Students are to keep to the right in moving in hallways and on stairs.

3. Disorderly conduct or boisterous talking should be curtailed immediately when observed by teachers.

4. Teachers should insist that students do not linger or loiter between passing of classes, request students to move into their rooms or on to their destinations.

5. An over-display of affection (PDAs) in public is considered not to be in good taste, makes other students feel uncomfortable, and therefore should be discouraged. Holding hands is acceptable.

- Electronic Devices: At NO time should any student be allowed access to any electronic device provided to the staff by the district.

3. CLASSROOM AND SCHOOL PROCEDURES

Sect. 3.01 Textbooks and School Equipment

A. Teachers are responsible for maintaining a record of the number of all books issued and the names of the students who have them. The condition of the book at the time of issuing should be recorded.

B. Students are required to pay for materials (ex. Industrial Tech, Art) provided by the school for required projects only when the project becomes the student's personal property. Students are required to reimburse the school for lost or damaged school property (ex. locks), electronic devices, and textbooks:

Electronic Devices:

1. Lost – 75% of the initial cost

New books:

1. Lost - 75% of the initial cost
2. Pages Torn - 25% of the initial cost
3. Broken Binding - 50% of the initial cost

Used books:

1. Lost - 50% of the initial cost
2. Damaged - 25% of the initial cost

No student will be denied educational activities (ex. assignments, field trips, assessments), grades, or promotion due to uncollected fines or fees.

Students are responsible for the books assigned to them regardless of the circumstances regarding the damage.

It is important to secure all personal and school equipment (i.e., electronics) to prevent theft or damage to items.

Sect. 3.02 Hall Passes

Students shall be issued a Teacher Pass when leaving a classroom at all times. Passes may be issued by a teacher allowing students to go to the Library, Office, or Lavatory. Students must have a pre-signed pass to go to any classroom, teaching station, or support staff office/room. All classrooms will have and maintain a sign out log that all students must sign, date, and record time prior to leaving the classroom.

Sect. 3.03 Student Accidents

It is the responsibility of the teacher to recognize and conduct their classes and maintain equipment so that accidents are not likely to occur. All accidents, no matter how minor, must be reported to the Principal's Office and Nurse's office and an accident report form must be completed by the witnessing staff and turned into the office prior to the end of the school day.

Sect. 3.04 Student Permit to Leave Building

No student will be permitted to leave the building to go elsewhere unless: it is a supervised activity with a teacher for which arrangements have been made with the office, or the student has

a written permit slip from the office to allow him/her to leave. Students are permitted to sign out on a sign-out log in the office. Senior high students (grades 9-12) are the only students permitted during lunch to leave school property without permission (walking only).

Sect. 3.05 Admit Slips

Any student who was absent must, upon return to school, report to the High School office to pick up an absentee slip to admit him/her to class. No student is to be admitted to class without an admit slip following an absence.

Sect. 3.06 Safety Glasses

All students working in a hazardous area shall be provided with and required to always wear protective glasses.

Areas considered hazardous:

1. Ind. Arts - Woods, Metals, Plastics, Welding, and Small Engines
2. Science - when working with dangerous chemicals
3. Construction - protective glasses and hard hats

Students who will not wear the required protective devices shall be reported to the principal and those students shall be removed from the class and re-scheduled. Students failing to adhere to safety regulations will receive a failing grade on his/her transcript when they are transferred to another classroom.

Sect. 3.07 Outdoor Class

Classes may be conducted outside during warm weather. The class shall be as orderly and business-like as in the regular classroom. When outside, consideration of other classes in the building must be considered. Only with prior approval from the building Principal shall classes or study halls conduct recreational activities, and the High School Office must be contacted. PE Instructors must take and monitor their cell phones when outside of the building.

The office must be notified that class will be held in an alternate location. All teachers are expected to provide a cell phone number or grab a radio from the office for use in communication as needed.

Sect. 3.08 Student Dismissal to Extra-Curricular Events

Students shall be dismissed no earlier than 15 minutes prior to bus departure time unless students will need to eat an alternative lunch. The release time should be worked out with building administration. The time will be listed in the daily bulletin by the appropriate supervisor. Coaches/advisors are required to inform the high school office:

1. List of students leaving
2. Time of dismissal
3. Time of departure
4. Name of substitute supervising classes and/or where classes will be
5. Approximate return time

Sect. 3.09 Grading

Each teacher is required to maintain student progress (grades) in the Infinite Campus WebBook program to promote consistency and communication with parents through the Parent Portal. Grades should be updated prior to the start of school each Wednesday to determine field trip and athletic early out eligibility. Parent Portal allows parents the ability to access recorded daily grades as well as nine week (quarter), semester and yearly average, for semester and full year

courses. Since WebBook is backed up electronically, no printed copy needs to be turned in to the Principal's Office at the end of the school year.

Sect. 3.10 Cleaning - Supplies

The custodians will distribute all necessary cleaning supplies. Shower towels shall not be used to clean boards and/or any other surfaces. Cleaning supplies should not be given to students unless the head custodian or the building Principal approves the cleaning solution. Only mild detergents should be given to students for cleaning purposes.

Sect. 3.11 Field Trips

Any time students depart from school property, the activity will be considered a field trip.

1. All field trips shall be cleared through the Principal's Office three weeks prior to the trip. Teachers must authorization for transportation prior to the field trip and all costs for the trip must be detailed on the expense form. This form can be found on the district website.
2. Issue parent permit slips to each student per field trip.
3. Compile a list of students with returned slips the Tuesday prior to the following week's trip.
4. Distribute the list to all staff members and the office two days prior to the trip. (No changes will be permitted beyond this point.)
5. Turn all parent permit slips and grade/attendance forms into the office.
6. Cancellation shall be made one day prior through the Principal's Office.
7. All school rules and regulations shall be in effect at all times.
8. All expenses (including substitute teacher cost, transportation, fees, etc.) will be collected from the students participating prior to the event and deposited with the District Office.
9. Teachers are responsible for finding supervision and notifying the high school office of assigned supervision for those students that are not attending the field trip. Supervision plans must be communicated with the office. It is encouraged to utilize study halls for supervision with the expectation that a written assignment is provided.

Field Trip/Early Out Athletic Guidelines for Eligibility

There are two times throughout the quarter that students' grades will be checked. These two monitoring periods are at mid-quarter and end of the quarter, each of which is used to determine trip eligibility.

A. If a student earns one or more failing grades at the mid-quarter grade check, the student will be ineligible to participate in field trips/sports early outs as soon as the student and teacher/coach are notified. To become eligible for field trips/sports early outs, the student must present the principal/AD with a teacher signed grade report proving they are currently passing all of their classes three (3) days prior to the event. **Only the Principal or his/her designee may deem a student eligible to attend.**

B. If a student earns one or more failing grades at the end of quarter 1, 2, or 3, or at midterm of 4th quarter, the student will be ineligible to attend field trips/sports events. To become eligible for field trips/sports events, the student must present the principal/AD with a teacher signed grade report proving they are currently passing all of their classes three (3) days prior to the event. **Only the Principal or his/her designee may deem a student eligible to attend.**

C. Other items to be considered by the principal for eligibility:

1. Attendance Record

2. Discipline Record

Sect. 3.12 Nurse's Office

The Nurse's office is available for students who become ill during the school day. Students should be sent to the nurse's office with a hall pass along with a phone call made to the nurse's office indicating that the student is ill. (Note departure time.) Students will either return to classes or be sent home when appropriate. Send only students that need the attention of the nurse. Band-aids and other minor issues should be handled within the classroom.

No medication, including aspirin, will be issued to students by anyone except the school nurse or their designee.

Sect. 3.13 Assemblies & Pep Fests

All teachers are required to attend assembly programs and pep fests and **disperse** among the students to assist with supervision. A teacher or teachers may be asked to supervise a designated area for students that have been suspended from assemblies or misbehave during an assembly.

Sect. 3.14 Daily Attendance

Attendance will be taken in classes at the **beginning** of each period on SIS. Student admission to class after absence should be permitted only upon the presentation of an admit slip for the time missed. It is required that all teachers keep their own attendance records for all classes.

Sect. 3.15 Absences

All work missed due to absence is to be completed and full credit recorded. Students should be allowed 2 days to complete make-up work for every excused day missed. Please refer to application of incomplete grading in Sec. 5.2. Keeping the record and completion of make-up work requirements is the teacher's responsibility. Teachers must provide homework to students that are placed on homebound based on the Homebound District Policy. Students in ISS/OSS may be deducted points for participation in classroom activities for the period(s) missed only if all students received a grade in participation.

Sect. 3.16 After School Credit Recovery: Grades 7-12

Certified teachers within the disciplines of math, science, social and language arts will staff ASCR. ASCR will be offered two nights per week, Tuesday's and Thursday's from 3:15 p.m. to 5:30 p.m. Students will meet in the Media Center at 3:15 and be escorted to classrooms by an ASCR teacher(s).

Purpose: After School Credit Recovery is designed to help students who have lost credit due to attendance issues or failed a quarter or semester of one or more classes**. Students may be assigned to attend ASCR by the Principal or his/her designee.**

Credit Deficient Students:
Students who become 2 or more credits deficient in their Required Core Classes (Math, Science, English, Social, and Computer Apps) after their sophomore year become ineligible to participate all activities until all credits are made up. Deviation from this rule can be cleared through the principal or activity office.

In addition, students may be assigned to attend ASCR to complete course work or complete test/quizzes prior to excused absences. For example, students attending a field trip, family vacation or sports event may use the ASCR time to complete assignments or test/quizzes that will be assigned during their absence.

Each student's course work will be provided to the ASCR teacher by the student's classroom teacher not later than 3:30 p.m. the day prior to each ASCR session.

ASCR teachers will be provided student rosters weekly by the ASCR coordinator.

ASCR teachers will take attendance each session and submit attendance to the ASCR coordinator the following day.

Note: All Deer River students seeking academic support are welcome to attend ASCR. Non-assigned students are not required to attend for the full two hours and may be released at the ASCR teacher's discretion.

4. DISCIPLINE

Sect. 4.01 General Discipline

All policies and procedures outlined in the student handbook shall be consistently followed by faculty and staff. Proper discipline is a prerequisite of effective instruction in any school. While the administration stands ready to help the teachers, especially with unusual cases, discipline will always remain the responsibility of the teacher. Some factors in securing effective discipline are: careful teacher preparation, good organization of classroom routine, effective presentation of subject matter, proper teaching attitudes, and consistency.

The purpose of sending a student to the High School Office/principal or designee should be three fold:

1. Utilize the student support room to allow the student to calm down, make better choices, and return to their regular schedule at the end of the period.
2. Student should be sent to the ISS room for further consequence.
3. Suspension.

If the teacher thinks that a student is detrimental to the class, and the teacher finds it impossible to deal with the student, the student should be sent to the office with a pass, notify the office that the student is on the way to the office and write a discipline referral on Campus. You may be called to the office to testify to the trouble, so come prepared with any material or witnesses to substantiate your charges. The Administration will provide full support for any school employee regarding **t**he enforcement of school policies. The employee's word will be considered sufficient, but documentation in writing may be required. Teachers not enforcing school policy may be subject to disciplinary action.

Sect. 4.02 Proper Title

Any discipline, to be effective, must be promptly administered with no exceptions. The first step in gaining the respect of the students is in the proper use of titles, be it Mr., Mrs., Miss, or Coach. Make this understood whenever the student addresses you by any other title, or when a student refers to another teacher or a support staff member by a title other than the proper one.

Sect. 4.03 Conferences (Parent - Student - School)

You may be called from time to time to participate in parent conferences. For this reason, it is essential that your information, such as grade books on all students, be kept up to date. Any other notations on students that you can contribute to these conferences may be helpful in

correcting or substantiating any issues involving a particular student. Dates will be established that will serve as mandatory student information updates.

Sect. 4.04 Assertive Discipline

Assertive Discipline is practiced in Deer River High School. Each teacher will develop and follow a discipline plan that is communicated to the students and parents.
Assertive Discipline plans should include:

A. A system of warnings to allow the student time to make a good decision.
B. A consequence that encourages accountability.
C. A post incident conference to allow for learning, commitment to and understanding of good behavior and resolution to mend and foster the relationship.

Deer River High School Discipline/Referral Levels

Level 1 – Incidental Violations (Non-referred/Non-recorded)	Level 2 – Minor Violations (Non-referred/Recorded)	Level 3 – Major Violations (Referred/Recorded)	Level 4 – Illegal Violations (Referred/Recorded)
▪ Classroom Preparedness ▪ Running ▪ Calling out ▪ Refusing to work ▪ Put downs ▪ Noise making ▪ Non-Compliance of staff direction. ▪ Out of seat ▪ Missing homework ▪ Classroom Disruption ▪ Breaking school rules ▪ Inappropriate behavior ▪ Chewing gum or eating candy except by teacher permission ▪ Inappropriate computer use/electronic devices handled within the hour ▪ Inappropriate tone/attitude Repeat offenders: move to level 2.	▪ Lying/cheating ▪ Indirect, inappropriate language/gestures ▪ Inappropriate dress ▪ Indications of bullying ▪ Repeated inappropriate computer use/electronic devices that may lead to future confiscation ▪ Tardy (>3) Repeat offenders: move to level 3.	▪ Inappropriate language gestures directed at staff or students ▪ Fighting/Physical aggression ▪ Bullying / Harassment ▪ Overt defiance ▪ Property destruction/misuse ▪ Tardy - 3 or more ▪ Theft ▪ Forgery ▪ Internet misuse/ cyber bullying ▪ Skipping class/leaving school ▪ Reference in conversation, writing or pictures to weapons or acts of violence ▪ Taking pictures/video without consent ▪ Gambling ▪ Intimidation ▪ Inappropriate computer use/ electronic devices that must be confiscated The office MUST be notified PRIOR to sending the student to the office.	▪ Drug-Alcohol Tobacco use/possession ▪ Weapon use/possession ▪ Truancy ▪ Arson ▪ Bomb threat ▪ Extreme property damage/vandalism ▪ Combustibles ▪ Assault/threats The office MUST be notified PRIOR to sending the student to the office.
Classroom Managed		**Office Managed**	

Deer River High School Discipline Process

	Level 1- Incidental Violations	Level 2- Minor Violations	Level 3- Major Violations	Level 4- Violations
Addressing the Behavior	**Teacher-handled** The teacher addresses the behavior using classroom management strategies.	**Teacher-handled** The teacher addresses the behavior using logical consequences.	**Office-managed** Send the student to the office where the principal or dean will address the behavior.	**Office-managed** Send the student to the office where the principal or dean will address the behavior.
Reporting	Classroom logs are encouraged for future reference and to informally track behavior. Parent communication is encouraged.	Submit a referral on Infinite Campus. Remember to type in the classroom consequence given to the student. Note in the comments log the name of the contact and time of contact. Parent communication is required.	Submit a referral via Infinite Campus. The office must be notified prior to sending a student out of the room. Note in the comments log the name of the contact and time of contact. Parent communication is required.	Submit a referral via Campus. The office must be notified prior to sending a student out of the room. Note in the comments log the name of the contact and time of contact. Parent communication is required.

BULLYING PROHIBITION POLICY SUMMARY

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, including cyberbullying, is prohibited on school premises, on school district property, at school functions or activities, or on school transportation.

WHAT IS BULLYING?

"Bullying" means intimidating, threatening, abusive, or harming conduct that is:

a. objectively offensive;	**OR**	materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.
b. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct;		
b. the conduct is repeated or forms a pattern;		

WHO DOES THE BULLYING POLICY APPLY TO?

- Students who directly engage in an act of bullying and students who condone or support another student's act of bullying.
- Teachers, administrators, volunteers, contractors, or other employees of the school district.
- Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.

REPORTING BULLYING

- Alleged acts should immediately be reported to the school Principal, Dean of Students, or Counselor, preferably on the report form available in the school office.
- Bullying can be reported anonymously but the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- Reports of bullying are classified as private data and are confidential.

SCHOOL OR DISTRICT RESPONSE

- Within three days of the receipt of a report of bullying, the school district will begin an investigation.
- Immediate steps may be taken to protect the target of the bullying, the complainant, the reporter, or others.
- The alleged perpetrator of the bullying will be allowed the opportunity to present a defense.
- Upon completion of an investigation the school district will take appropriate action, which may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge.
- Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct.
- School officials will notify the parent(s) or guardian(s) of students who are targets of bullying and the parent(s) or guardian(s) of alleged perpetrators of bullying who have been involved in a reported and confirmed bullying incident.
- The school district will discipline or take appropriate action against any student or adult who commits an act of reprisal or retaliation.

OTHER IMPORTANT ITEMS

- Training will be provided by the district to school personnel and volunteers.
- Students, parents, and staff will be notified of the Bullying policy in student handbooks, school offices, and it will be available on the district website.

August 15, 2014

For the full Policy, see School Board Policy #514

5. REPORT CARDS - GRADING

Sect. 5.01 Grading System

The Deer River Junior-Senior High School will evaluate all students by assigning a letter grade quarterly and a cumulative grade at the completion of the course.

The standard of accomplishment as represented by these grades is interpreted as follows:

A - Exceptional work in quality and quantity, evidenced by originality and initiative.
B - Work above average in quality and quantity, some evidence of initiative.
C - Assigned work usually completed as to quantity and quality.
D - Assigned work usually completed, however, quantity and quality is below an average level.
F - Unsatisfactory work - No credit earned.
I - Work has not been completed because of absence or other valid reason.

Deer River High School Grading Policy

Grading Terms

1. Core academic courses in grades 6-8 will be graded on a year-long basis.
2. Fine Arts and Vocational Education courses in grade 6-8 will be graded on a quarterly basis.
3. All other courses are graded on a semester basis.
4. Quarter Grades are Progress Reports ONLY. Some teachers may allow students to retake assessments or re-do assignments, as we believe learning is a continuous process and not an endpoint. For the purposes of athletic eligibility, quarter grades and semester grades will remain constant and will determine eligibility. Grade changes due to continuous progress will not be changed on progress reports but may be used to calculate a semester grade.
5. Semester Grades in High School and Yearlong Grades in Middle School are the only grades that appear on a students' permanent transcript.

Grading Marks

1. Courses in grades 6-12 will utilize a letter grade A-F, with the following exceptions:
2. Credit Recovery courses will be scored as a Pass/Fail with 80% as the passing percentage. *
3. Teacher's Assistants will be graded utilizing satisfactory/unsatisfactory as to not affect the grade point averages of students.

*Students on Individual Education Plans or 504 Plans may utilize a Pass/Fail as determined by appropriate teams. Individual teams will identify the passing percentages for individual students.

Deer River High School Grading Marks

Mark in Grade Book	Meaning
Numerical	Calculates in the grade- The number correlates to the earned achievement on a particular assignment.
m	Calculates as 0-Can be Made Up
0	Calculates as 0-Can NOT be Made Up Comments regarding earned grade or lack of submission shall appear in the comment section.
Blank	Does Not Calculate- Assignment has NOT been collected
√	Does Not Calculate- Assignment has been turned in, but has not been graded.
Not for Grade	Does Not Calculate- Assignment has been turned in, graded, and entered for feedback purposes only.

*At the end of quarters or semesters, (m) may remain in the grade book and calculate as a zero. Teachers should right click and enter the submission deadline in the comment section if they do not turn it to a zero.

Deer River High School Grading Scale*

Letter Grade	Percentage	Unweighted Grade Point Scale	Weighted Grade Point Scale	Affects GPA	Courses
A	**93.5**	**4.0**	**4.5**	**Yes**	
A-	**89.5**	**3.667**	**4.17**	**Yes**	
B+	**87.5**	**3.333**	**3.83**	**Yes**	
B	**83.5**	**3**	**3.5**	**Yes**	
B-	**79.5**	**2.667**	**3.17**	**Yes**	
C+	**77.5**	**2.333**	**2.83**	**Yes**	
C	**73.5**	**2**	**2.5**	**Yes**	
C-	**69.5**	**1.667**	**2.17**	**Yes**	
D+	**67.5**	**1.333**	**1.83**	**Yes**	
D	**63.5**	**1**	**1.5**	**Yes**	
D-	**59.5**	**0.667**	**1.17**	**Yes**	
Pass	**80% Credit Recovery**	**2**		**Yes**	**Special Education*, Credit Recovery**
Fail		**0**		**Yes**	**Special Education*, Credit Recovery**
Satisfactory		**-**		**No**	**Teacher's Aide**
Unsatisfactory		**-**		**No**	**Teacher's Aide**

Students on Individual Education or 504 Plans may use an altered scale and only as needed

Assignments that are turned in late may take additional time to grade as the most current work needs to remain the priority of our educators. Teachers will grade these as soon as possible, but cannot be expected to grade them immediately to help with eligibility or other matters.

*Core Courses: English, Math, Science, and Social

Sect. 5.02 Incomplete Grading

All required course work shall be completed prior to the conclusion of the course or a failing (F) grade may be issued. An incomplete (I) grade shall only be recorded as a final course grade in the following circumstances:

The student has been absent during the most recent marking period due to:

A. An extended illness with doctor care
B. A death in the immediate family
C. An extended absence that received pre-approval from the Principal
D. Pandemic

Final course Incomplete's (I) must be made up within fifteen school days of the student's ability to return to school. Fourth quarter grades must be made up within 15 calendar days starting the first day after the last day of school.

Sect. 5.03 Dropped Course Grade

A final failing (F) grade will be recorded when a student drops a course after the fourth (4th) week of the course without teacher-initiated class change.

Sect. 5.04 Report Cards

Report cards shall be distributed quarterly (9 weeks). Teachers are to pay particular attention that all students are issued a grade. Teachers are responsible to record all grades, indicate and change incompletes to grades and make appropriate comments.

Sect. 5.05 Progress Reports

Giving parents early and often feedback, both positive and negative, is important to establish and maintain good communication. Teachers are encouraged to recognize exceptional student performance and performance lower than any students' ability through reports, either on line or by U.S. mail. Parent addresses and e-mails are available on Infinite Campus. Teachers are required to follow the Campus Update Schedule to allow parents instant access to timely grade updates.

6. CLUBS - ACTIVITIES

Sect. 6.01 Officers

A staff member shall supervise all clubs and organizations. When this is not possible, a community citizen may be employed to provide such supervision provided the citizen has completed a mandatory background check.

Sect. 6.02 Meetings

Supervisors shall schedule meetings during advisory at least one week in advance with the Principal or designee. Supervisors shall reserve a room for evening meetings in the High School Office and/or facilities secretary. All daytime meetings should be scheduled to be completed during advisory. Student and supervisor will always remain in the meeting room until the bell rings, unless adjusted with the Principal's permission.

Sect. 6.03 Class Meetings

Class advisors should schedule class meetings sometime during the first week of school. Nomination for officers and Student Council should be turned in to the advisor prior to the class meeting. The class advisor will be responsible for conducting the session.

The following items should be completed:

1. Election of Officers:
   President Secretary
   Vice President Treasurer
2. Homecoming Committees
3. Any other class business that is required.

A list with the officers and Student Council members should be submitted to the High School Office following the meeting.

Sect. 6.04 Fundraising Activities

Concessions for home athletic events will be scheduled with the Activities Director or his/her designee. Advisors are required to maintain accurate financial records. Groups wanting to do fundraisers should clear the fundraiser with the High School Principal or designee to avoid duplication and verify appropriateness.

Sect. 6.05 Evening Activities

Activities sponsored by an organization will be responsible for:

1. Arranging date and time with the Principal or designee.
2. Permission to use district equipment must be obtained prior to event from the appropriate party
3. The building and any damage to it.
4. Cleaning up and returning equipment.
5. Securing adequate supervision.

The Advisor will:

1. Directly supervise entry to activity.
2. Refer those suspected of being under the influence of chemicals to the local law enforcement.
3. Not allow students to enter after they have departed.
4. Report any violations or damage to the Principal or designee.
5. Account for all revenues and expenses through the High School Office Activity Account.

Sect. 6.06 Collection and Dispersal of Monies

The collection and dispersal of money requires specific procedures outlined by the Minnesota State Auditor and Independent School District #317 Board Policy. Please review the following guidelines.

Collection:

Provide a sequentially pre-numbered receipt to the person (student or staff) turning in a payment, regardless of the amount. If a teacher/coach collects the payments, the teacher/coach should use a pre-numbered receipt book and detail whether the payment was cash/check. If the payment was a check, be sure to include the check number. Receipt books are available in the office, if necessary.

At a minimum, the teacher/coach must keep an accurate record of individual payments including the check number or cash designation, name, dollar amount, and date paid. It is DRHS

recommendation that a receipt book is utilized. All money received shall be turned over to the treasurer for deposit in the general or related fund **on a daily basis**. Money should not be kept in classrooms or outside the school building.

Dispersal:
The money will then be dispersed for expenses and salaries connected with the activity. In essence, this means that money will be deposited, and a check or purchase order will be provided for the amount owed. Cash should not be utilized as a form of payment.

7. SCHOOL PURCHASES AND PAYMENTS

Sect. 7.01 School Purchase

Teachers shall not contract any bill or make any arrangements that involve the school without an approved requisition form. This includes extracurricular and co-curricular activities. Requisitions for supplies, equipment, etc., are to be made through the ESS system. Purchases made without following the requisition process may be denied and the teachers may be responsible for any billing.

Sect. 7.02 Teaching Supplies

Numerous catalogs are available in the High School Office for purchases, rental, and loaning of teaching aids. Teachers are urged to utilize these with discretion. Many agencies supply materials in classroom quantities that may be used to supplement existing learning materials.

Sect. 7.03 Budget Planning

Staff input is essential to provide an adequate budget for instruction. Planning forms and tentative requests will be issued yearly. Staff members are to complete and return such information forms to the Principal as accurately as possible and by the set deadline for budget considerations.

Sect. 7.04 Return of Materials

All materials to be returned to a vendor should be brought to the district office for shipment. The office will be responsible for obtaining vendor's permission to return materials and for preparing the materials for shipment. Advise the office why the materials need to be returned.

8. TECHNOLOGY

Sect. 8.01 Responsibility for Equipment

All technology equipment will be kept in the Media Center unless signed out to a staff member. Please be advised that all equipment has a sign out process and school faculty/staff are expected to adhere to the process.

Teachers are responsible for all technology equipment checked out to them. Defective equipment should be marked and returned to the Media Center immediately for repairs.

Teachers should personally inform the office of such conditions. Teachers may be held accountable for damaged or lost technology equipment assigned to them.

Electronic Devices: At NO time should any student be allowed access to any electronic device provided to staff by the district.

Sect. 8.02 Classroom Use Of Videotapes

Only lawful copies of videotapes are permitted, and the viewing shall be for instructional purposes only. The use of lawful videotapes may be used for entertainment purposes only with written authorization from the building principal. Instructional staff shall preview all videotapes prior to use in the classroom to determine the appropriateness of the video for the age of the students. Videotapes rated "G" (General Audience) are permissible for all age groups, "PG" (Parental Guidance) and "PG-13" for students in grades 10-12, and ratings of NC-17, R, or X **shall not** be used in classrooms. Videotape segments are more effective in reinforcing learning and represents best practice.

Deer River School District Technology and Internet System User Notification:

1. District technology and Internet system use is subject to compliance with school district policies.
2. Use of the school district system is at the user's own risk. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage or unavailability of data stored on school district diskettes, tapes, hard drives or servers, or for delays or changes in or interruptions of service or misdeliveries or non-deliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.
3. All users should expect only limited privacy in the contents of personal files on the school district system and inspection of files and accounts may occur due to routine maintenance or suspicion of activity that violates district policy.
4. Parents have the right at any time to investigate or review the contents of their child's files and e-mail files, and the right to request the termination of their child's individual account at any time.
5. Employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure or discovery under Minn. Stat. Ch. 13 (The Minnesota Government Data Practices Act).
6. The school district will cooperate fully with local, state, and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.
7. The school district utilizes technical means to limit Internet access, but these limits do not provide a foolproof means for enforcing the provisions of the district's acceptable use policy.
8. Goods and services purchased over the Internet by a user resulting in unwanted financial obligations are the sole responsibility of the user or the user's guardians.
9. The collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
10. Should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, disciplinary action may be taken and/or appropriate legal

action may be taken.

11. All provisions of this notice and the district's acceptable use policy are subordinate to local, state and federal laws.

9. MEDIA CENTER

Sect. 9.01 Class Use

Classes may use the Media Center and its facilities during scheduled class periods. Arrangements should be made in advance with the Media Center staff. Teachers shall remain with their class in the Media Center to assist with supervision at all times.

Sect. 9.02 Resources

Teachers should request reference and supplemental books to the Media Center staff to be ordered and added to the Media Center collection. Teachers who desire that specific newspapers and magazine be a part of the Library should place their requests with the Librarian.

Sect. 9.03 Resource Use

Teachers who wish to send small groups from their class to the Media Center for various projects, research, etc. shall make such arrangements with the Media Center staff in advance.

Sect. 9.04 Departure from the Library

Students who check out of a study hall to work in the Media Center will remain in the Media Center for the entire period. They will be dismissed from the Media Center at the appropriate time (end of period).

10. CLASSROOM OBSERVATION

Sect. 10.01 Administrative Supervision

The Principal and Superintendent are responsible for the supervisory program of the school. Supervision is carried on to aid the administration in finding ways of improving instruction through better facilities and instructional materials and in helping the teacher become a more effective teacher through constructive means. Frequent, unannounced, and informal visits will be made to your classroom by the supervisors throughout the school term.

Sect. 10.02 Formal Observation

All tenured faculty will receive one complete cycle of observation annually. All non-tenured faculty will receive three complete cycles of observation annually. All staff will receive an annual evaluation. The cycle includes a pre-conference, formal observation, and post conference. The pertinent documents can be found on the school website.

The observation form is a part of the teachers' personnel file. Teachers may write a rebuttal to all or a party of any written observation notation.

11. SCHOOL CALENDAR

Sect. 11.01 Activities Calendar

The High School Principal or designee will maintain the High School activities calendar. All events, meetings, and activities will be posted on the calendar. No activity will be allowed unless it has been posted on the calendar.

Sect. 11.02 Activities Priority

All scheduled events that involve another school will have priority over locally planned events. DRHS participation in events with other schools will be approved only when a conflict does not exist with a previously scheduled event of this nature. Locally planned events will not be scheduled at identical times. Through proper advanced planning, conflicts will be eliminated and students will not be forced to neglect responsibilities.

12. LEARNING COMMUNITY/ACADEMIC ACADEMY

Sect. 12.01 Attendance

Learning Community/Academic Academy supervision will be treated as any other classroom situation. Students are to be in the assigned area on time for roll call.

Sect. 12.02 Supervision

Supervision of a learning community/academic academy is essential to provide a conducive atmosphere for learning. Learning Community/Academic Academy must be considered a classroom much like any other class. Therefore, supervisors shall be in the assigned classroom with the students assigned there at all times. Should the supervisor need to leave, he or she shall arrange for adequate coverage with the office or with another teacher.

13. MISCELLANEOUS

Sect. 13.01 Child Abuse

In complying with Minnesota State Law, MSA 626.556.... Child abuse must be reported, if suspected, by school personnel. The report is to be made to the local Social Service office or sheriff's dept. Immunity from liability is offered those making such reports in good faith, but the law also holds liable anyone who "willfully and recklessly makes a false report". Failure to report suspected physical or sexual child abuse is a misdemeanor. If the abuse causes death, the report is to be made to the coroner or medical examiner. Under the provisions of the law, it is recommended that any person suspecting child abuse should notify the building principal and/or sheriff's department immediately.

Sect. 13.02 CRISIS MANAGEMENT PLAN

Teachers shall each have a copy of the crisis management plan and are to keep it visible on their desks with the substitute folder. Teachers are responsible to peruse this plan and be familiar with their responsibilities as outlined, so their students and all staff can be kept safe during any crisis event. Teachers should have “ready kits” easily accessible in the event students and staff are to be evacuated. Teachers are requested to have procedures posted as directed.

Refer to the "Deer River High School Crisis Management Plan".

Sect. 13.03 School Closings

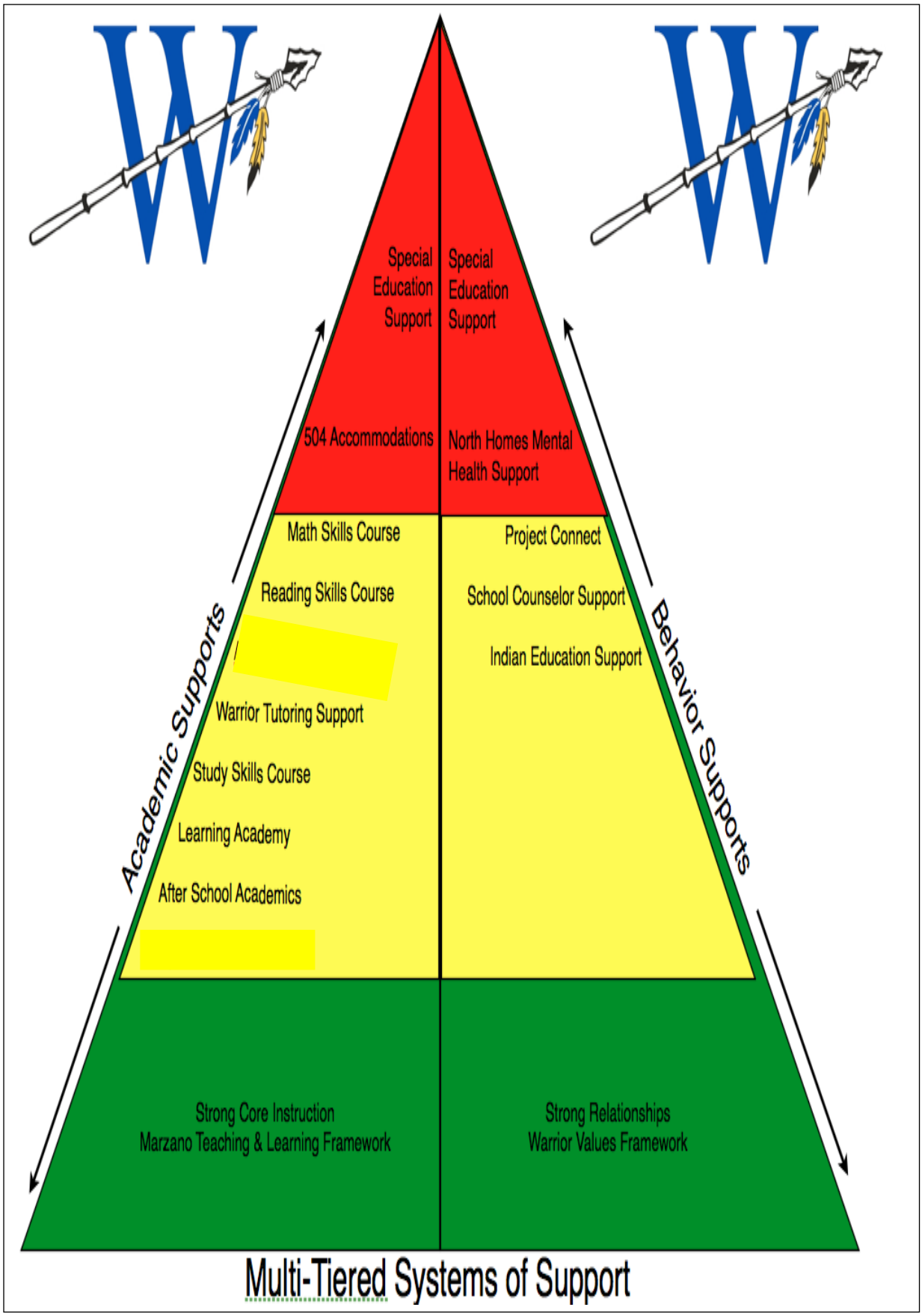
School will not be in session when buses are unable to safely complete their routes due to snow or storms. The announcement of school closing will be broadcasted over radio KOZY-1320 AM, KMFY-96.9 FM, WTBX-93.9 FM, KGPZ 96.1 FM, WNMT 650 AM, KAXE 91.7 FM, WUSZ 99.9 FM, KMFG 102.09 FM, and KQDS 105.5FM and over TV WDIO/WIRT-TV 10/13, Channel 3/11 KDLH, Channel 21 KQDS, Channel 6 KBJR, Channel 4 WCCO, Channel 5 KSTP, and Channel 9 KMSP. School closings will also be posted on the school web site. Should teachers be required to report for duty, the announcement will indicate such.

Sect. 13.04 Casual & Extra Assignment Wages

1. The District is required to deduct Federal and State Income Tax, Social Security, and Teacher Retirement Association/Public Employee Retirement Association from all wages earned by employees.
2. Any wages earned for services rendered that are not a part of your normal salary will have deductions calculated.
3. The School District shall make available a pay stub in the most current format on payday and will upon written request provide a paper stub each payday. Pay stubs will identify extra wages as well as normal wages. Direct deposit is required.
4. Normal and additional deductions will be totaled on your check.
5. Normal and additional net wages will be totaled on your check.
6. Casual and Extra-Curricular wages will be paid when an authorized voucher has been received by the District Office. Payroll dates are the 15th of the month and the end of the month. Casual and Extra-Curricular wages will automatically be included in the regular check. When requested, casual or extra-curricular wages may be added to extra curricular special payrolls.
8. Vouchers for athletic coaching assignments will be validated by the Activities Director.
9. All other vouchers for secondary programs will be validated by the building principal.

Sect. 13.05 Faculty and Staff Visitors

All visitors should check in to the office to receive a guest pass. Visitors should not interrupt the educational process unless directly relating to the lesson. Children of faculty and staff should not be present in classrooms or confidential meetings without prior approval from the building principal.


Special Education Support
Special Education Support
504 Accommodations
North Homes Mental Health Support
Math Skills Course
Reading Skills Course
Warrior Tutoring Support
Study Skills Course
Learning Academy
After School Academics
Project Connect
School Counselor Support
Indian Education Support
Academic Supports
Behavior Supports
Strong Core Instruction
Marzano Teaching & Learning Framework
Strong Relationships
Warrior Values Framework
Multi-Tiered Systems of Support

IASC
Itasca Area Schools Collaborative
www.iasc.k12.mn.us

ISD 2 - Hill City School
ISD 118 - Northland Community Schools
ISD 316 - Greenway Public Schools
ISD 317 - Deer River Schools
ISD 318 - Grand Rapids Area Schools
ISD 319 - Nashwauk-Keewatin Schools
ISD 698 - Floodwood School

DEER RIVER SCHOOLS

After School Conference Dates:

DRHS:
- October 4 @ Ball Club (Baaga'dawaaning)
- October 5 @ DRHS
- March 8 @ Inger (Chachabahning)
- March 15 @ DRHS

King:
- November 10 & 17
- February 9 & 16

* All conference meeting times, locations, dates, and formats may be subject to change.

School Day Schedule:

	Start	Dismiss
M, T, Th, F		
King	**8:25 AM**	**2:56 PM**
DRHS	**8:25 AM**	**3:06 PM**
Wednesday		
King	**8:25 AM**	**2:20 PM**
DRHS	**8:25 AM**	**2:30 PM**

WEBSITE: www.isd317.0rg

2022-2023 School Calendar

August 0/2

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	31		

Teacher Days 30-31

September 19/20

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

9/5 Labor Day

October 19/19

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				

MEA 10/20 and 10/21

November 18/20

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		

Thanksgiving Holiday 11/24 & 11/25

December 16/16

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Winter Break 12/23-1/2

January 19/21

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			

1/16 MLK Day

1/20 - end of first semester

February 18/19

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			

2/20 President's Day

March 21/22

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

3/23 end of 3rd Qtr

April 18/18

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

4/7 - 4/10 Easter Break

May 22/22

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	31		

5/29 Memorial Day

June 1/2

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16

6/1 - last day for students

6/2 - last day for teachers

First / Last Day of School

Holiday / No School

End of Quarter



2022-23

DRHS Activities Handbook

Required for participation

Every year—Category I

1. Turn in pages 18-26
2. Pay activity fee
   - Junior High $60
   - Senior High $100
   - (Family maximum $375)

Every year—Category II (Fine Arts)

1. Turn in pages 18-26

Every 3 years

1. Turn in Sports Physical page 27

Pages 28-29 must be filled out by your physician and put on file at the clinic.

A Online rules presentation can be found on the ISD 317 website.

Deer River "Warriors" Activity Handbook
2022-23

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FORMS: (The following three forms must be completed by student and parent and returned to the high school office, with activity fee, <u>BEFORE</u> participating in an activity.)

1. MSHSL Eligibility Statement 23
2. MSHSL Annual Sports Health Questionnaire Form 24
3. Insurance and Injury Warning Form/
Extra-Curricular Handbook Verification and Acceptance Form 25

The following form is to be completed by the student, parent/guardian, and physician. Complete physical examinations are required every three years.

4. Sports Physical/Clearance Form 26-28

Deer River Extra-Curricular Philosophy

Extra-Curricular Philosophy of Deer River High School

The Grades 6/7/8 and C-squad Philosophy is to allow students to participate in as many activities as possible. No cuts are made at these levels. Coaches are expected to play all student athletes a balanced amount of time. We would hope that students who participate in our extra-curricular programs enjoy their experience regardless of their skill level. At these levels participation is our main objective, not winning or losing. We would hope that the student athlete learns social and athletic skills through the winning and losing process. Grades 6/7/8 and C-squad levels will strive for balanced playing time except for those who violate team rules.

The Varsity and JV Philosophy is to participate at a higher level that therefore requires a greater amount of dedication on the part of the students. At this level, it may be necessary to cut some students because of MSHSL restrictions put on official tournament squad sizes. Participating in extra-curricular activities is a privilege not a right. Although we believe that all students should have an opportunity to participate at the varsity level, winning will not be sacrificed so that everyone has a chance to play.

Building Blocks of the Deer River Philosophy

Participation - To promote activities at all levels and encourage students to participate in multiple activities.

Fundamentals - To develop the skills and habits needed to have successful programs and individual experiences.

Health & Safety - To maintain healthy and safe student athletes by developing year round life-long habits in the areas of nutrition, conditioning, and weight training.

Youth Programs - To work in partnership with community and league programs to develop student athletes K-12.

Communication - To maintain positive lines of communication between coaches, athletes, parents, and the community to build strong and successful programs.

Sportsmanship - The Deer River coaches, students, and fans will exhibit pride and respect towards opponents, officials, coaches, teammates, and facilities at all times.

I. DEER RIVER EXTRA-CURRICULAR PROGRAMS

The rules and regulations contained within this handbook apply to all students in Grades 6, 7, 8, 9, 10, 11, and 12 participating in school-sponsored activities:

A. CATEGORY I--Minnesota State High School League Activities:

1. Football
2. Volleyball
3. Cross Country Running * ^
4. Boys' Basketball
5. Girls' Basketball
6. Wrestling
7. Boys' Golf ^
8. Girls' Golf ^
9. Boys' Track* ^
10. Girls' Track* ^
11. Baseball
12. Cheerleading
13. Nordic Ski ^
14. Fastpitch Softball

* These activities are shared cooperatively with Northland-Remer.
^ These activities are available to 6th grade participation.

B. CATEGORY II—Minnesota State High School League Fine Arts and Academic Activities:

1. Drama -- One-Act Play
2. Speech
3. Visual Arts **
4. Vocal Music **
5. Instrumental Music**
6. Robotics

C. Other School Sponsored Activities

1. School Play
2. FFA**
3. National Honor Society**
4. Student Council**
5. Academics**
6. Anishinaabe Drum Group**
7. Clay Trap Shooting

****Not assessed activity fee**

II. MINNESOTA STATE HIGH SCHOOL LEAGUE

A. No student will be permitted to participate in activities (practice or event) sanctioned by the Minnesota State High School League before returning the following forms to the Deer River High School Athletic Director.
   1. Completed and approved physical form (**pages 23-24**)
      a. Physical examination
         1. Complete physical every 3 years
      b. Does not apply to fine arts and academic competition.

OTHER FORMS NEED FOR PARTICIPATION

1. Completed MSHSL Annual Health Questionnaire form (**page 21**)
    a. Must be completed by parent yearly
    b. Does not apply to fine arts and academic competition.
2. Completed MSHSL Eligibility Statement (**page 20**)
    a. Required yearly
    b. Does not apply to fine arts and academic competition.
3. Insurance and Injury Warning form (**page 22**)
    a. Required yearly
4. Completed Deer River Extra-Curricular Handbook Verification and Acceptance Form (**page 22**)
    a. Required yearly
5. Weight limit slip completed by a physician
    a. Required yearly for wrestlers only
6. Complete Concussions Management Form (**page 23**)

The Activities Director shall submit to each coach a list of those students who have completed the necessary forms and met requirements to begin participation. Coaches are not to permit any student to participate who has not been authorized to do so by the Activities Director. **There are to be no exceptions.**

III. DEER RIVER HIGH SCHOOL EXTRA-CURRICULAR RULES AND POLICIES.

All MSHSL Rules and policies apply to grades 6-12 at DRHS.

A. Review of Extra-Curricular Rules
Each coach/advisor shall review the Minnesota State High School League rules and regulations that directly affect a student's participation and eligibility. The coach/advisor shall also review the Deer River High School Extra-Curricular Rules and Policies Handbook with all participants no later than the first day of practice or participation.

B. Deer River High School Extra-Curricular Rules and Policies Verification and Acceptance Form
The Verification and Acceptance Form from page 22 of this handbook, when returned and signed by both the participant and parent, indicates that the rules and policies contained within are understood and that the participant and parent agree to abide by the rules and to accept the declared penalties as stated.

C. School Attendance
All students must be in school by the beginning of second hour in order to be eligible to participate in any school activity (event or practice) scheduled on the day of the absence. The only exception is for medical appointments during the school day or funerals.
Deviation from this rule will be cleared through the Principal or A.D. office in emergency cases.

D Field Trip/Sports Early Out Eligibility Policy for Grades 6-12:

There is two times throughout the quarter that students' grades will be checked. These two monitoring periods are at mid-quarter and end of the quarter. Each grade check has its own eligibility consequence.

1. If a student earns one or more failing grades at the mid-quarter grade check, the student will be ineligible to participate in a field trips/sports early out, as soon as the student and teacher/coach are notified. To become eligible for the field trip/sports early out, the student

must present the principal/AD with a teacher signed grade report proving they are currently passing all of their classes three (3) days prior to the event. Only the Principal or his/her designee may deem a student eligible to attend.

2. If a student earns one or more failing grades (F) at the end of a quarter 1, 2, 3 or at midterm 4th quarter grading periods, the student will be ineligible to attend field trips/sports early out. To become eligible for the field trips/sports early out, the student must present the principal/AD with a teacher signed grade report proving they are currently passing all of their classes three (3) days prior to the event. Only the Principal or his/her designee may deem a student eligible to attend.

3. Other items to be considered by the Principal for eligibility:
   1. Attendance Record
   2. Discipline Record

Any students who participates and is in violation of the above will receive.
Penalty:
1st Offense: Suspension from next scheduled event or performance.
2nd Offense: Suspension from next three scheduled events or performances.
3rd Offense: Removal from activity for remainder of year or season.

E. School Suspensions

Students will not be permitted to participate in any practice, event, or performance during the time they are suspended from attending school due to a rule violation according to the Deer River Student Handbook.

1. **Out-of-School Suspension**
   a. Student is not eligible to participate in practice or events during time period of suspension.

2. **In-School Suspension**
   a. Full Day: Student is not eligible to participate in practice or events for that day.
   b. Partial Day--First Offense: Student is eligible to participate in practice and events for that day.
   c. Partial Day--Second Offense (or more): Student eligibility will be determined after a conference with Principal, Activities Director, parent, and student.

F. Bus Conduct

Students being transported to and from events, practices, or performances are required to adhere to all district bus rules and regulations.

Penalty:
1st Offense: Forfeit of transportation for two (2) days.
2nd Offense: Forfeit of transportation for five (5) days.
3rd Offense: Forfeit of transportation for the remainder of the year.

G. Transportation to Away Events

All students who participate in a Deer River High School extra-curricular activity shall be transported to and from the event site on district transportation.
The following exemptions may apply:

1) Students may ride home with parents provided parent gives responsible coach a signature or note.
2) Students may ride home with another parent or guardian after the event if cleared in advance with the Activities Director or Principal's office.

3) Students may ride to the extra-curricular event with parent if cleared in advance with the Activities Director or Principal's office when circumstances do not allow the student to ride district transportation.

4) Any deviation from this policy will need to be cleared by the Activities Director or the Principal's office.

Penalty:

1st Offense: Discretion of the coach/advisor of the activity.
2nd Offense: Suspension from next scheduled event or performance.
3rd Offense: Removal from activity for remainder of year or season.

H. Assigned Equipment

Each participant shall be responsible for all district owned equipment issued to the participant. The equipment will be numbered to identify who was issued each article. The coach, advisor, or supervisor will determine the replacement cost for equipment lost or damaged through abuse. Students are not permitted to wear school owned equipment or supplies during physical education classes.

I. MSHSL and Academic Eligibility

MSHSL CATEGORIES I & II VIOLATIONS FOR TOBACCO, ALCOHOL, DRUGS, VAPE, HARASSMENT AND/OR HAZING, POSSESSION (These standards are for all students grades 6-12 in Activities)

Refer to page 18 for a copy of MSHSL form that was signed

MSHSL CATEGORIES I & II PENALTIES

Refer to page 18 for a copy of MSHSL form that was signed

1. Accumulative Penalties: Penalties shall be accumulative beginning with the student's first participation in a League activity and continuing through the student's high school career.

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

3. All students who receive a violation will need to complete an E-Check-Up-To-Go Evaluation through the ISD Counseling Dept. prior to returning to competition.

VAPE Clarification
Vaping and the possession of any apparatus used for vaping is a violation of MSHSL bylaw 205. This includes use by adults at school events

BYLAW 205.00 CHEMICAL ELIGIBILITY Cross Reference: Bylaw 304.2 ("Denial Penalty") 1. At any time during the calendar year, a student shall not, regardless of the quantity:
A. use or consume, have in possession a beverage containing alcohol;
B. use or consume, have in possession tobacco; or,
C. use or consume, have in possession, buy, sell or give away any other controlled substance or drug paraphernalia.
D. use or consume, have in possession, buy, sell or give away products containing or products **used to deliver** nicotine, tobacco products and other chemicals. "Tobacco products" means: any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed,

smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product.

CATEGORY II (Fine Arts and Academic Activities also FFA, Fine Arts , and Robotics) Non-Scheduled Activities

Penalties:

1. First violation: 10 hours of community service prior approval by Principal
2. Second violation: 20 hours community service prior approval by Principal
3. Third violation: Meeting scheduled with school administration

A. Academic Eligibility -- Grades 6-12
To remain academically eligible students' shall:
   i. maintain passing mid-term and quarter (grades 6-12)

Academic Eligibility Policy for Grades 6-12:

There are two times throughout the quarter that students' grades will be checked. These two monitoring periods are at mid-quarter and end of the quarter. Each grade check has its own eligibility consequence.

A. If a student earns one or more failing grades at the mid-quarter grade check, the student will be ineligible for competition as soon as the student and coach are notified. To become eligible for competition again, the student must present the activities director or principal with a teacher signed grade report proving they are currently passing all of their classes. The student will still be required to go to practice during their ineligibility. Only the Activities Director or Principal may deem a student eligible to compete, not a

B. If a student earns one or more failing grades (F) at the end of a quarter 1, 2, 3,4 grading periods, the student will be ineligible for competition starting with the date of the first contest. The ineligibility period will be for two weeks or two contests whichever is longer. Only the Activities Director or Principal may deem a student eligible to compete, not a coach.

Deviation from this rule will be cleared through the Principal or A.D. office in emergency cases.

* Once declared ineligible, students will be allowed to practice.
* When a student with disabilities becomes ineligible, the Case Manager will call a staffing to determine if the identified disability affects grades and the student's eligibility. The IEP Team will set criteria to allow the student to be successful, improve grades, and return back to participation status.
* Incompletes will be reviewed on a per case basis to determine the details of the incomplete. A decision will then be made by the teacher and Activities Director to determine whether the student is passing or not passing the course. Participants (whether with or without incomplete grades) shall maintain passing grades to participate.
* Students who attend a summer school program and receive credit for prior failed course work can regain their eligibility. Proof of attendance and credit received must be approved by the principal or activity office.

Deviation from this rule will be cleared through the principal or activity office.

Credit Deficient Students:

Students who become 2 or more credits deficient in their Required Core Classes

(Math, Science, English, Social, and Computer Apps) after their sophomore year become ineligible to participate until all credits are made up.

Deviation from this rule can be cleared through the principal or activity office.

After School Credit Recovery: Grades 7-12

Certified teachers within the disciplines of math, science, social and language arts will staff ASCR. ASCR will be offered two nights per week, Tuesdays and Thursdays from 3:15PM to 5:30PM. Students will meet in the Media Center at 3:15 and be escorted to classrooms by an ASCR teacher(s).

Purpose: After School Credit Recovery is designed to help students who have lost credit due to attendance issues, or failed a quarter or semester of one or more classes. Students will be assigned to attend ASCR by the Principal or his/her designee. In addition, students may be assigned to attend ASCR to complete course work or complete test/quizzes prior to excused absences. For example, students attending a field trip, family vacation or sports event may use the ASCR time to complete assignments or test/quizzes that will be assigned during their absence. Each student's course work will be provided to the ASCR teacher by the student's classroom teacher not later than 3:30PM the day prior to each ASCR session.

ASCR teachers will be provided student rosters weekly by the ASCR coordinator. ASCR teachers will take attendance each session and submit attendance to the ASCR coordinator the following day.

Note: All Deer River students seeking academic support are welcome to attend ASCR. Non-assigned students are not required to attend for the full two hours and may be released at the ASCR teacher's discretion.

Student Code of Conduct MSHSL Bylaw 206

A student whose character or conduct violates the Student Code of Responsibilities or is suspended or expelled is not in good standing and is ineligible for a period of time as determined by the administration. While a student is not in good standing, a student may not serve any penalty for MSHSL by-law violations.

J. Social Media

As a student at Deer River High School, you are expected to follow student handbook guidelines, even though an event may happen off school property or after school hours.

Social network sites, other digital platforms (including cell phones) and distribution mechanisms that facilitate student communicating with other students are considered "Social Networking" platforms. Participation in such networks has both positive appeal and potentially negative consequences. It is important the Deer River students be aware of these consequences and exercise appropriate caution if they choose to participate.

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

Guidelines for Students:

These guidelines are intended to provide a framework for students to conduct themselves safely and responsibly in an on-line environment. As a student at Deer River you should:

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

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

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

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

5.Remember photos once put on the social network site's server become their property and public record.

6.You may delete the photo from your profile but it still stays on their server. Internet search engines like "Google" or "Yahoo" may still find that image long after you have deleted it from your profile. Think long and hard about what type of photo you want to represent you.

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

Things students should avoid:

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

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

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

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

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

6.Indicating knowledge of an unreported school or team violation-regardless if the violation was unintentional or intentional.
One of the biggest lessons social network users can learn is that anything you post online enters the

public record. You never know who may be looking and when. Students, Parents, and Guardians, let it be known that any students in violation of said conduct is subject to consequences to be determined by the Administration.

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

K. Emergency Procedures

At away events or sites the coach, advisor, or supervisor shall have the authority to establish emergency temporary rules for the well being of the individuals and the school. These emergency procedures are to be adhered to immediately by all participants. Failure to comply will constitute insubordination, and the violator shall be removed from the activity for the balance of the year.

L. School Discipline Policies

All established discipline policies and procedures will be applicable to extra-curricular activities before, during, or after practice, games, or events whenever necessary.

Hazing: Any act, on or off school property, against a student or coercing a student into committing an act in order for the student to be initiated into or affiliated with a student/school organization is strictly forbidden.

Penalty:

1st Offense: 5 day school suspension and parent conference plus MSHSL Penalty.

2nd Offense: Expulsion from school, according to the Fair Pupil Dismissal Act plus MSHSL Penalty.

M. Use of Facilities

The coach, advisor, or supervisor shall be present whenever and wherever practices are scheduled. When transportation to a practice site is required, a coach will accompany the participants on the bus. No participants are to remain in the building following practices or events or when practice is not scheduled or an event cancelled. The coach, advisor or supervisor shall remain in the building until the last participant has departed for home.

N. Locker Room Supervision

Coaches will be responsible for supervision of locker rooms while students are using them. Coaches will inspect all locker rooms at away events and will involve an employee of the host school if the locker room does not appear to be clean and in good repair. Participants are **required** to provide a padlock on their locker to further secure personal and school equipment and clothing from theft.

O. Tournament Travel

Team members not participating in tournaments may travel with the team under the following conditions:

1. It is agreeable with the coach.
2. Adequate adult supervision is available.
3. Adequate space is available.
4. No additional costs are incurred by the district.
5. Cells phones are not allowed in locker rooms at MSHSL play-off events.

P. Assaults and/or Threats toward Staff, Coaches, Volunteers

Students who threaten or assault a staff member are subject to expulsion, according to the Fair Dismissal Act of 1974, as revised in 2001.

Q. School Closings:

When inclement weather, road conditions, or emergencies arise, school closing announcements will be made over radio stations and tv stations and on the school web site (www.isd317.org). When school is cancelled because of these conditions, cancellation of games and practices will be determined by the school administration.

R. Deer River Squad Promotion Policy

The following policy is for the promotion of a grade 7/8 student to a higher level of competition such as Varsity, JV, or C-Squad.

A junior high student-athlete may compete for a high school level team (Varsity, JV, C-squad) if the sport is not offered in season at the junior high school level. In those sports where the middle school provides a team, the student-athlete will participate at his/her respective level. Some exceptional student-athletes can be promoted to participate at the senior high level.

These individuals must clearly demonstrate:

a. Athletic ability above and beyond their class (Varsity, JV, C-squad potential)
b. Satisfactory academic achievement
c. Satisfactory behavior
d. The physical and emotional maturity to accept this additional responsibility.

This criteria must be agreed upon by each of the following:

1) the 7/8 teaching team,
2) the parent or guardian,
3) the Activity Director, and
4) the senior high coach.

Junior high school athletes participating on high school teams must complete all high school athletic registration requirements and are subject to all high school and Minnesota State High School League activity rules.

A promotion form to participate at the high school level is available in the Activities Director's office and should be initiated by the coach. When all of the above listed have communicated on this potential promotion and all have signed the form verifying the required criteria, it should be forwarded to the Athletic Director for filing. Junior high school athletes should not be allowed to practice or compete in any contest until the petition process is completed.

A. C-squad or B-squad student-athlete promotion to a higher level may occur when there has been open communication between the head coach and the parent about the following areas:

1. Playing time philosophy and players role at the higher level
2. Continued playing time availability on the current level
3. Any changes to player expectations or time factor
4. Social issues

When a decision has been reached and approved by the parent, the Activities Director also is to be notified of the decision.

S. Individual Awards

Any student athlete that commits a MSHSL violation will not be eligible for state, conference, or local awards or all-star teams during the season the penalty is served.

T. Team Captains/Officers/Exec. Committee members

Students who have received any type of Drug, Alcohol, Tobacco, Harassment, or Code of Conduct violation will not be eligible to serve in a leadership role in any Deer River High School activity for one year from the infraction date.

Team Captains/Officers/Exec. Committee members will be required to attend a leadership training event sponsored by the school.

U. Students with a MSHSL Violation or have served an Out of School Suspension are not eligible to participate in Homecoming or Sno-Ball as candidate/class representative for one calendar year.

Athletic Lettering requirements

Baseball: Complete the season and shall participate in 28 or more innings of Varsity competition with the exception of pitchers, catchers and seniors which is up to the coach's discretion.

Bowling: Participate in 70% of the meets.

Boys' Basketball: Member of the varsity for the majority of the season. Mandatory scheduled practices, scrimmages, meetings, and games will account for the total percentage of the season. If a player have 3 or more unexcused absences, they will not be eligible to letter. Successfully start and finish the season.

Cheerleading: Must start and finish the season on the Varsity and be in good standing the entire season.

Cross Country: To letter, you must earn different levels of points for the participants grade.

*15 points – Grade 7-9
*18 points – Grade 10
*21 points – Grade 11
*24 points – Grade 12

- 5 points for winning a race
- 7 points for being the 1st runner of your team to finish
- 6 points for being the 2nd runner
- 5 points for being the 3rd runner
- 4 points for being the 4th runner
- 3 points for being the 5th runner
- 2 points for being the 6th runner
- 1 point for being the 7th runner

Football: Participate in eight quarters and successfully complete the season.

Girls' Basketball: Member of the varsity for the majority of the season.

Golf: Play in one-half of all meets or qualify for and participate in the second round of the Sectional Tournament

Managers: Students will be allowed to letter as a manager in a sport after 2 years as a manager. They may letter every year if they are required to be all practices and games and approved by head coach.

Nordic Ski: In order to earn a varsity letter, either of the following three must be attained:

1. A skier must ski three varsity meets and compete at Sections. Participation in varsity and section meets will be based upon attendance at practice, meets, attitude, effort, proficiency in classic and skate, and race performance throughout the season. The skier will also display a positive attitude, set a good example in effort and sportsmanship as well as show leadership qualities.

2. A points system will be used as well.

To letter, you must earn different levels of points for the grade that you are in.

15 points – Grade 7-9
18 points – Grade 10
21 points – Grade 11
24 points – Grade 12

- 5 points for winning a race
- 7 points for being the 1st skier of your team to finish
- 6 points for being the 2nd skier
- 5 points for being the 3rd skier
- 4 points for being the 4th skier
- 3 points for being the 5th skier
- 2 points for being the 6th skier
- 1 point for being the 7th skier

3. A skier may be awarded a varsity letter if they meet ALL of the following requirements:
A. The skier must be a senior.
B. The skier must have been a member of the ski team for two consecutive seasons.
C. The skier must show proficiency at both classic and skate techniques. They must demonstrate an increased knowledge and appreciation for ski technique and waxing.
D. The skier must demonstrate great attitude, attendance, sportsmanship, commitment to training, and mental toughness while on the team.
All skiers must have strong sportsmanship, commitment to training, and mental toughness while on the team in order to be considered for a letter.

Rodeo: Compete in a minimum of 50% of the events.
Compete in at least one state event.
Complete fundraiser expectations at the regular level.
OR
Place 10th or higher in any rodeo event.

Softball: To letter in softball you need to finish the season in good standing with the team, have played in 10 innings in the season if a full schedule is played. If less games are played divide games played by 2 and you would have to have played in that many innings.

Track: Be on the Varsity Roster, Participate in 5 Varsity Meets, Attend practice daily (No unexcused absences), Successful completion of the season, Coaches discretion may warrant a letter

Trap:
1. Average score of 20-25 during competition weeks
2. Team place within trophy recognition at any tournament
3. Win a Conference award at end of the season
4. Qualify for the MSHSL Championships as a team member or individual
5. High Average for Trap for the DRHS Trap Shooters
6. Shoot on the Team for 3 years

Volleyball: Be on the varsity roster the majority of the year and participate in at least 7 matches and successfully complete the season.

Wrestling: Wrestler must start and finish the season and compete in at least seven varsity matches

Minnesota Honor Society:
*Community Service: 20-24 hours (6pts), 25-30 hours (7pts), 30+ hours (8pts)
A minimum of 20 hours is required.
*Meetings: Attend 80% or more of all meetings (1pt)

Help plan or lead at least one activity (2 pts)

Be elected as an officer (2 pts)

Maintain the academic requirement of membership

10 points must be earned in order to letter (*= must meet requirement)

One Act Play: Students must attend all performances and all rehearsals unless previously excused by the director. Students must have a good attitude and show dedication and commitment to their role.

Drama Fall Play: Student wishing to letter must participate in 7 of 11 areas listed
Building Props, Constructing Set, Cast as an actor on stage, attend practices,
Running Sound For shows, Running Lighting for shows, Usher,
Aid in advertising, Ticket sales, Stage Hand, Must follow all MSHSL and DRHS rules

Band: *Band Lettering Criteria and Points*
1st Year in High School Band 1
2nd Year in High School Band 2
3rd Year in High School Band 3
4th Year in High School Band 4
Attend all Pep Bands 5
Participate in a concert 1
Contest Participant – Solo/Small Ensemble 5
Student Leadership 2
Points Needed to Letter: 10

Choir: Choir lettering Criteria and Points needed 11.

1st year choir 1 pt	Section Leader 1 pt	Spring Recital 1 pt
2nd year choir 2 pt	Choir board member 1 pt	Contest Large Group 1 pt
3rd year choir 3 pt	Holiday Concert participant 1 pt	Contest Small Group/solo
4th year choir 4 pt	Winter Concert Participant 1 pt	(3pt superior, 2pt excellent, 1pt good)

Member Band, Jazz Band 1pt. Robe Manager 1 pt Participant fundraising 1 pt Librarian 1 pt
Equip. Mgr. 1 pt Lesson 1 pt Star Spangled Banner 1pt Singing outside of school 1 pt
Attending Honor Choir 1 pt Member 127 1 pt Directors Discretion 1 pt

Anishinaabe Drum Group

1. Students must attend all of the practices and meets they are able to attend at the discretion of the coach.
2. The student will have been selected to compete in a minimum of three of the school scheduled powwows and drum competitions.

Student Council: 3 years of continuous Service on Student Council
Attend 80% mtgs
Participate in Meetings
Participate in planning, implementation and running student council activities
Assume Leadership roles within St. Council
Approval of lettering by Exec Committee and Advisor
No violations or OS

Coach's/Advisor's Discretion: Varsity letters can be awarded at the discretion of the coach due to circumstances.

IV. INDIVIDUAL ACTIVITY RULES AND REGULATIONS

Each activity coach, advisor, or supervisor will prepare, distribute and explain a handbook with the individual policies for their activity. Each specific activity handbook will list and describe specific rules, regulations, penalties and practices that apply to that activity. The specific activity handbook will be approved by the Athletic Director and Principal, and a copy will be maintained in each respective office and provided to school board members.

A. Suggested items in Activity Handbook

1. Lettering criteria
2. Team selection criteria
3. Selection of captain/captains procedures requirements
4. Dress and appearance codes
5. Excused/unexcused absences from practice, events, performances, and appropriate penalties/restriction
6. Attitude
7. Use of profanity
8. Locker room rules
9. Practice requirements

V. VERIFICATION AND ACCEPTANCE

Participation in extra-curricular activities is not required of any student who attends Deer River High School. The school strongly supports and encourages individuals to participate in the programs for personal growth and development. Because participation is considered a privilege, the expectation of the students is higher than those in the normal school program, and these penalties would be more severe.

Both parents and participants are required to sign the attached forms and return them to the Activities Director's office prior to participating. Signing the form constitutes acceptance by the parent and student of the rules, regulations, and penalties.

VI. OPEN GYM AND CAPTAINS' PRACTICE

Open Gym is scheduled periodically to provide recreational opportunities for all interested students. When Open Gym is scheduled, an announcement is made to inform all students, a staff member is present to provide adequate supervision, and all usual and customary school rules and regulations will apply. Open Gym participation is not mandatory for extra-curricular participants and individual/team coaching is not conducted.

Captains' Practices are not organized or sanctioned by the Deer River School District. As the school does not recognize Captains' Practices, the school does not provide any supervision of the event or require potential extra-curricular participants to participate.

VII. POTENTIAL OF PERMANENT INJURY OR TRANSMISSION OF INFECTIOUS DISEASES

Warning: Participation in extra-curricular activities may result in the participant being injured and the result of the injury, regardless of adequate supervision, training, equipment, and facilities, may be permanent and disabling.

Informed Consent: By its nature, participation in interscholastic athletics includes risk of injury and the transmission of infectious diseases such as Hepatitis B and HIV. Although serious injuries are not common and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants have the responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their

coaches, follow a proper conditioning program, and inspect their own equipment daily.

VIII. SENIOR ATHLETIC AWARD

1. Twelve or more varsity letters during grades 9-12.
2. Continued Minnesota State High School League eligibility.
3. A 2.0 academic grade point average.

IX. ACTIVITY FEES

1. Students in grades 7-8 are required to pay $60.00 for each activity.
2. Students in grades 9-12 are required to pay $100.00 for each activity.
3. Fine Arts Activity Fees are $40.00 for each activity (grades 7-12).
4. Maximum charge to any one family is $**375.00** per school year.

A. **Fee Refund Policy**

If a student should decide in the **first two weeks** of the season that he/she would like to discontinue participation in that activity, and he/she leaves the team in **good standing** as verified by the head coach, then he/she would receive a full refund. If a student is cut from a team due to large numbers as verified by the head coach, then the student would receive a full refund. If a student discontinues participation after two weeks or is removed from the team at anytime during the season, then there is no refund.

X. ACTIVITY PAPERWORK TO BE COMPLETED

PARENTS & STUDENTS NOTE: Following you will find the 2020-21 Fine Arts and MSHSL Athletic Eligibility Information sheets (pages 18-22). **These are for your information only.**

THE FOLLOWING MUST BE TURNED IN TO THE HIGH SCHOOL OFFICE BEFORE PARTICIPATION IN AN ACTIVITY.

PAGES 20-22 OF THIS HANDBOOK MUST BE RETURNED (SIGNED AND DATED), ALONG WITH THE ACTIVITY FEE, TO THE HIGH SCHOOL OFFICE PRIOR TO BEGINNING OF A FINE ARTS OR EXTRA-CURRICULAR ACTIVITY.

EVERY THREE (3) YEARS, THE LAST FORM (PHYSICAL EXAMINATION/SPORTS CLEARANCE FORM—PAGES 23-25) IS TO BE COMPLETED BY THE PARENT/GUARDIAN, STUDENT, AND PHYSICIAN. ONLY PAGE 23 OF THE PHYSICAL FORM MUST BE TURNED IN TO THE HIGH SCHOOL OFFICE BEFORE A STUDENT CAN PARTICIPATE.

You do not need to fill out this paperwork for each separate activity during a school year. Once papers are completed and turned in to the High School Office, you are done with paperwork for the year. Only the fee is needed for each activity, until the family maximum is met

MSHSL ELIGIBILITY BROCHURE 1 OF 5

MSHSL ELIGIBILITY BROCHURE 2 OF 5

MSHSL ELIGIBILITY BROCHURE 3 OF 5

MSHSL ELIGIBILITY BROCHURE 4 OF 5

MSHSL ELIGIBILITY BROCHURE 5 OF 5

CONCUSSION MANAGEMENT RECOMMENDATIONS 1 OF 1

MSHSL ELIGIBILITY STATEMENT 1 OF 1

MSHSL ANNUAL SPORTS HEALTH QUESTIONNAIRE STATEMENT 1 OF 1

INSURANCE AND INJURY WARNING

Dear Parent:

Independent School District #317 does not carry accident insurance that would cover injuries sustained by your child while participating in the Deer River High School athletic program.

The district would like you to sign the following statement that indicates that you have been informed of this fact. The school district recommends that you provide accident insurance coverage for your child.

* * * * * * * * *

"I am aware that Independent School District #317 does not carry accident insurance that will cover injuries sustained by my child while participating in the Deer River High School athletic program. I am aware also that my child may purchase accident insurance through the school that will cover injuries incurred by the student while engaged in athletics."

* * * * * * * * *

WARNING **- Participation in extra-curricular activities may result in the participant being injured or infected with infectious diseases and the result, regardless of adequate supervision, training, equipment, and facilities, may be permanent and disabling.**

Student Signature _____

Parent Signature _____

Date _____

DEER RIVER HIGH SCHOOL
EXTRA-CURRICULAR HANDBOOK
VERIFICATION AND ACCEPTANCE FORM

"I have read the Deer River Warrior Activity Handbook 2022-23. I understand and accept the conditions to participate."

Student Signature _____

Parent Signature _____

Date _____

SPORTS PHYSICAL PAGE 1 OF 3

SPORTS PHYSICAL PAGE 2 OF 3

SPORTS PHYSICAL PAGE 3 OF 3

Independent School District #317
Deer River Public Schools

2022-23

Coach/Advisor

HANDBOOK

RULES, POLICIES, and PROCEDURES

Brent Schimek, Activities Director
101 1st Ave NE Box 307
Deer River, MN 56636
Phone: 218-246-3410 Fax: 218-246-8717
Web Sites:
Minnesota High School League: www.mshsl.org
School District 317: www.isd317.org

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Minnesota State High School League

Mission Statement

The Minnesota State High School League provides educational opportunities for students through interscholastic athletic and fine arts programs and provides leadership and support for member schools.

Belief Statement

We believe that …

- Participation in school activity programs is a privilege and not a right.
- Sportsmanship needs to have a constant presence in all school-based activity programs.
- Students should have an equal opportunity to participate in all activities offered by their school.
- Ethical behavior, dignity and respect are non-negotiable.
- Student participants who choose to be chemically free must be supported.
- Collaborative relationships with parents enhance a school's opportunity to positively impact student success.
- Academic priorities must come before participation in athletic or fine arts activities.
- Positive role models and an active involvement in a student's life by parents and others are critical to student success.
- High school activity programs are designed for student participants, and adults must serve in a supportive role.
- The success of the team is more important than individual honors.
- Compliance with school, community and League rules is essential for all activity participants.
- Participation in school-sponsored activities must be inclusive, not exclusive.
- Ethical behavior, fairness and embracing diversity best serve students and school communities

We expect all of our programs to accomplish the following each season.

a. **Players have a good experience**. At the end of the day, this is about creating an experience for our students that is positive, for the purposes of teaching them, growing them, connecting them to school, and hopefully, building relationships with positive adults.

b. **The program represents the school and district well**. As coaches, advisors and participants, we should set the standard for how we act on the court, field, or performance venue when it comes to respect, sportsmanship, and graciousness.

c. **The players learn the game**. Our participants should get better at the skills required to be successful in the activity, regardless of how skilled they are to start out.

d. **We are as successful as we should be**. There are years where our team may have more talent or less talent. The expectation isn't that we win the conference every year or go to state every year; some years we just won't have the talent for that. But in years we have good talent, we should be very competitive. A good coach will figure out a way to get the most out of their players, their team, and every team should be better at the end of the year than the beginning.

Athletic Philosophy

Extra-Curricular Philosophy of Deer River High School

The Grades 6/7/8 and C-squad Philosophy is to allow students to participate in as many activities as possible. No cuts are made at these levels. Coaches are expected to play all student athletes a balanced amount of time. We would hope that students who participate in our extra-curricular programs enjoy their experience regardless of their skill level. At these levels participation is our main objective, not winning or losing. We would hope that the student athlete learns social and athletic skills through the winning and losing process. Grades 6/7/8 and C-squad levels will strive for balanced playing time except for those who violate team rules.

The Varsity and JV Philosophy is to participate at a higher level that therefore requires a greater amount of dedication on the part of the students. At this level, it may be necessary to cut some students because of MSHSL restrictions put on official tournament squad sizes. Participating in extra-curricular activities is a privilege not a right. Although we believe that all students should have an opportunity to participate at the varsity level, winning will not be sacrificed so that everyone has a chance to play.

Building Blocks of the Deer River Athletic Philosophy

Participation - To promote activities at all levels and encourage students to participate in multiple activities.

Fundamentals - To develop the skills and habits needed to have successful programs and individual experiences.

Health & Safety - To maintain healthy and safe student athletes by developing year round life-long habits in the areas of nutrition, conditioning and weight training.

Youth Programs - To work in partnership with community and league programs to develop student athletes K-12.

Communication - To maintain positive lines of communication between coaches, athletes, parents and the community to build strong and successful programs.

Sportsmanship - The Deer River coaches, students and fans will exhibit pride and respect towards opponents, officials, coaches, teammates and facilities at all times.

Deer River Extra-Curricular Programs

A. CATEGORY I & II--Minnesota State High School League Activities: Scheduled

1. Football
2. Volleyball
3. Cross Country Running * ^
4. Boys' Basketball
5. Girls' Basketball
6. Wrestling
7. Boys' Golf ^
8. Girls' Golf ^
9. Boys' Track* ^
10. Girls' Track* ^
11. Baseball
12. Cheerleading
13. Nordic Ski ^
14. Fast pitch Softball
15. Speech

* These activities are shared cooperatively with Northland-Remer
* These activities are available to 6th grade participation

B. CATEGORY II—Minnesota State High School League Fine Arts and Academic Activities: Non-Scheduled

1. Drama -- One-Act Play
2. Visual Arts **
3. Vocal Music **
4. Instrumental Music**
5. Robotics **

C. Other School Sponsored Activities

1. School Play**
2. FFA**
3. National Honor Society**
4. Student Council**
5. Academics**
6. Anishinaabe Drum Group**
7. Clay Trap Shooting

District #317 Director of Student Activities

The Director of Activities shall be the first line administrator of the activities program of District #317 responsible to the Principal of Deer River High School. The responsibilities of the Director will be as follows:

I. Administration

1. The Director shall coordinate and correlate all student activities grades 6-12 of District #317.

2. The Director shall approve all requests from organizations desiring to rent or use school facilities.
3. The Director shall be responsible for activity site developments, improvements and general maintenance.

II. Supervision and Evaluation

1. The Director shall be responsible for the supervision of all student activities, personnel and activities on a day-to-day basis.
2. The Director shall arrange for reasonable supervision of all District #317 sponsored 6-12 student activities.
3. The Director shall work with Deer River High School advisors/coaches concerning personnel, facilities, budget, equipment, etc.
4. The Director shall work closely with the Deer River Principal in the area of personnel - the hiring, placement, evaluation and dismissal (including a preseason discussion of goals and post-season meeting with a written evaluation of all head coaches and advisors).

III. Financial

1. The Director will develop and maintain the budget for the District #317 grades 6-12 activities programs and determine that coaches, directors, coordinators, supervisors, advisors, etc. live within the parameters of their budget.
2. The Director shall arrange for transportation, rooms and meals of any activity per school board policy and guidelines when necessary.

District #317 Coaches and Advisors

Head Athletic Coach Duties and Responsibilities

Qualifications:

1. Valid Minnesota teacher certification or coaching license.
2. Employment as a teacher in District #317 as appropriate.
3. Has the ability to organize and supervise a total sports program.
4. Has previous coaching experience in assigned sport.
5. The Head Coach must have substantial knowledge of the technical aspects of the sport and at the same time must continue to examine new theories and procedures pertinent to the field.
6. Attend meetings on the local and state level for his/her sport.

Reports to:

The Activities Director, who provides overall objectives and final evaluation in conjunction with the High School Principal.

Supervises:

In several instances the head coach must advise, coordinate and support a staff of High School assistant coaches and junior high coaches in conjunction with the Activities Director and respective Principal.

Job Goal:

To instruct athletes in fundamental skills, strategy and physical training necessary for them to realize a degree of individual and team success. At the same time, the student shall receive instruction that will lead to the formulation of moral values, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence.

General:

1. The success of athletic programs has a strong influence on the community's image of the entire system. The public exposure is a considerable responsibility and community/parent pressure

for winning performance is taxing, but must not override the objectives of good sportsmanship and good mental health.

2. The position includes other unusual aspects such as extended time, risk injury factor and due process predicaments.
3. It is the express intent of these duties and responsibilities to give sufficient guidance to function. In cases not specifically covered, it shall be assumed that a coach shall exercise common sense and good judgment.

Duties and Responsibilities:

1. Has a thorough knowledge of the job appropriate policies approved by the District #317 Board of Education and is responsible for its implementation by the entire staff of the sports program.
2. Has knowledge of existing system, state and league regulations; implements same consistently and interprets them for staff.
3. Generates an attitude of good sportsmanship and fair play.
4. Understands the proper administrative line of command and refers all requests or grievances through proper channels. Is aware of all public/staff/departmental meetings that require attendance.
5. All head coaches are expected to attend a rules interpretation meeting or take the exam online.

Staff Responsibilities:

6. Establishes the fundamental philosophy, skills and techniques to be taught by staff. Design conferences, clinics and staff meetings to insure staff awareness of overall program.
7. Trains and informs staff, encourages professional growth by encouraging clinic attendance.
8. Delegates specific duties, supervises implementation, and at season's end, analyzes staff effectiveness and evaluates all assistant coaches as requested by Activities Director.
9. Maintains discipline, adjusts grievances and works to increase morale and cooperation.
10. Performs other duties which may be assigned by the Activities Director.

Administrative Duties:

11. Assists the Activities Director in scheduling needs, requirements for tournament and special sports events.
12. Assists in the necessary preparation to hold scheduled sports events or practices and adheres to scheduled facility times.
13. Verifies that all athletes have all forms and obligations cleared through the Activities Office before the athlete is allowed to practice.
14. Participates in the budgeting function with the Activities Director by establishing requirements for the next season. Recommends equipment guidelines as to type, style, color or technical specification. Is responsible for operating within budget appropriations.
15. Is certain all equipment is properly marked before issuing or storing.
16. At the end of the season, checks in, inventories and stores uniforms and equipment.
17. Provides proper safeguards for maintenance and protection of assigned equipment and facilities.
18. Advises the Activities Director and recommends policy, method or procedural changes.
19. Prepares and submits year-end reports including information as to participants, recommendations for all levels of participation.

20. Reserves all rooms/facilities in advance for meetings or needs not associated with Sport or activity

Student Responsibilities:

20. Provides training rules and any other unique regulations of the sport to each athlete who is considered a participant.
21. Understands and supports the District's chemical awareness policy and assists in its implementation.
22. Is aware of student athletes' grades, conduct and school attendance.
23. Provides assistance, guidance and safeguards for each participant by his/her presence at all practices, games and while traveling.
24. Initiates programs and policies concerning injuries, medical attention and emergencies.
25. Completes paperwork on all disabling athletic injuries on proper forms and submits to Activities Office within 24 hours.
26. Directs assistants, captains, student managers and statisticians.
27. Determines discipline, delineates procedures concerning due process when the enforcement of discipline is necessary and contacts parents when a student is dropped or becomes ineligible.
28. Develops a positive relationship between coach and athlete through open communication.
29. Counsels and advises athletes in their college or advanced educational selection.
30. Permits the athletes to only be in authorized areas of the building under special circumstances.
31. Examines locker rooms before and after practices and games, checking on general cleanliness of the facility.
32. Secures all doors, lights, windows and locks before leaving building.
33. Instills in each player a respect for equipment and school property, its care and proper use.
34. Insures that the athletes are not left unsupervised in practice areas or in the locker rooms.
35. Conducts some form of awards presentation for his/her athletes.
36. Adheres to district transportation policies and time lines as delineated in this handbook.

Public Relations:

37. Avoids criticizing, admonishing, or arguing with an assistant coach or any staff members within ears or eyes of player or parent.
38. Organizes parents, coaches, players and guests for preseason meetings.
39. Promotes the sport within the school through recruiting athletes that are not in another sport program and promotes the sport outside the school through news media, community recreation programs.
40. Is responsible for maintaining good public relations with the news media, support groups, parents, officials, volunteers and fans.
41. Presents information to news media concerning schedules, tournaments and results

Classroom/Teaching Responsibilities

A. When you are required to leave your classroom duties to go on a trip with the team or group you supervise, and your leave from the classroom requires a substitute teacher, it is your responsibility to notify your building principal at least **two days** in advance.
B. Advisors/coaches shall meet contractual obligations unless worked out prior with principal.

C. Teacher who are coaches/advisors are required to attend conferences **unless** there is a scheduled for that date. They are also required to attend PLC unless approved by principal and are required to speak with Dept. Head to obtain any information missed that day.

Clinics, Conferences, State Tournaments and Meetings

All coaches are encouraged to attend clinics and state tournaments. All head coaches are expected to complete their online respective Rules Interpretation Meetings and attend Conference and Regional meetings if they do not conflict with classroom obligations

Preseason/Postseason Meetings and Evaluations

A preseason/and postseason meeting with head coaches shall be conducted to discuss each program, its goals and objectives and an evaluation of coaches and programs shall be made on a post season basis. Head coaches are responsible for evaluating their senior high assistants, meet and review the evaluations with the assistant coaches and submit a copy to the Director.

Professional Behavior

Coaches/advisors have earned a unique position of esteem in the community that allows them to influence many of the young people with whom they work. This prestigious position carries with it a special responsibility. Because young people respect and emulate coaches/advisors, it is important that the coach/advisor respond by accepting this responsibility and exhibiting conduct that is above reproach. Coaches/advisors have a positive influence on young people. Always be sure that the young men and women who have participated under the leadership of the Deer River coaching staff are better persons for having done so. Never place the value of win above that of instilling the highest desirable ideals and character traits in participants. Setting an example for students by following the Minnesota State High School League's rules on alcohol, tobacco, and drugs when in contact with students and parent groups will help foster positive coaching relationships. Adherence to the Code of Ethics of the Minnesota State High School Coaches' Association and the guidelines included in this manual will be expected from all coaches/advisors.

Following is the Code of Ethics of the Coaches' Association:

1. Strive to develop in each athlete the qualities of leadership, initiative and good judgment.
2. Respect the integrity and personality of the individual athlete.
3. Encourage the highest standards of conduct and scholastic achievement among all athletes.
4. Seek to encourage good health habits including the establishment of sound training rules.
5. Fulfill responsibilities to provide health services and an environment free of safety hazards.
6. Exemplify the highest moral character behavior and leadership.
7. Promote ethical relationships among coaches.
8. Encourage a respect for all athletics and their values.
9. Abide by rules of the game in letter and spirit.
10. Respect the integrity and judgment of sports officials.
11. Display modesty in victory and graciousness in defeat.
12. Demonstrate a mastery of and continuing interest in coaching principles and techniques through professional development.

The mature coach/advisor always has emotions under control, does not attack officials, never uses foul language and maintains the dignity of the coaching/advising profession. Following are a few specific

expectations. (Any other expectation specifically stated in the individual employee's work agreement is also in effect.)

• **Alcohol/Drugs** - Adults who have the responsibility of supervising students during any school related trip or activity shall not use alcohol or any mood altering drug. This is interpreted to mean from the time the bus/vehicle leaves the school until it returns.

• **Dress Code -** There will be no established dress code but advisors/coaches are requested to stress the importance of good grooming and school representation. Advisors/coaches and school personnel can do much as a role model in regard to proper dress and grooming and establishing class. Advisors/coaches shall establish their own codes for the respective activities.

• **Gambling** – No coach/advisor will take part in or allow the students under their supervision to take part in any games of chance for money.

• **Sexual Harassment** – Refer to District #317 policy on Sexual Harassment.

• **Work Schedule** - Though the coaches' contract does not specify the work schedule, the coaching responsibility is for five days per week and at least two hours per day; weekends as needed due to schedule. Advisors/coaches shall be with their teams during their entire scheduled practice or rehearsal.

Salary Schedule for Coaches/Advisors

Per master contract

Staff Meetings

1. There is a minimum of one time a year (just prior to the beginning of the school year) when the total activities staff will meet. Coaches/advisors are expected to attend this meeting. Notification of date and time will be sent to all staff prior to the meeting. Notification of one's absence from the meeting should be given to the Activities Director at least one day prior to the meeting.
2. Head coaches will meet with the Activities Director prior to the season and at the completion of the season.

Volunteer/Booster Club Coaches

1. Volunteer coaches may be used but must be approved by the ISD #317 school board. All background checks must be done prior to working.
2. Volunteers are not permitted to coach participants unless under the supervision of a licensed coach. They are not permitted to take players to contests on their own. During the summer or off-season a volunteer coach cannot coach any athlete who is on the eligibility list in the sport in which they are volunteering unless they sign a waiver in the Activities Office. The supervising coach is to ensure that a volunteer coach adheres to all policies and rules of the school district, and MSHSL.

Pre Season Responsibilities

1. Emergency/Medical Plan/ Activity Acct rules Signature/ Coaches manual Signature
2. Coaching Philosophy and how program is meeting the Building Blocks listed in the Handbook
3. Team rules

Above to be on file in Activities Office BEFORE the season starts.

During the Season Responsibilities

1. Meet with athletes all at least once to evaluate their progress and communicate areas of improvement.

End of the Season Responsibilities

1. All letter winners and award winners listed to Activities Office
2. All budget request for next year
3. Assistant Coaches' evaluations
4. Facility recommendations
5. Inventory check list
6. Signed evaluation after meeting with Activities Director
7. Activity Accts spent down to under $1100. unless approved by Act. Director

Final Salary payment will be made only after End of the Season Responsibilities is complete.

District #317 Activity Procedures
Acceleration Procedure:

GUIDELINES: Participation by students on athletic teams representing the secondary school of District #317 will normally be limited to those students representing the school level which they attend for regular classes. Such teams constitute an integral part of the total educational program and are primarily designed to serve the needs of only the students of that level. This represents a basic guideline for athletic participation in our school district. However, on rare occasions, a junior high school athlete may be so physically and emotionally mature, as well as athletically gifted, that consideration should be given to allowing that student to leave his/her junior high school team and compete at the senior high level. Such a decision requires a thoughtful and critical look at the needs of the student and concern for his/her physical, mental and emotional well-being and what will be in the best interest of the student's total development. Also, the effect on the junior high school and senior high school programs must be considered. However, the total welfare of the student must be the focus of all recommendations and decisions. At the junior school level, emphasis shall be placed on participation and skill development as compared to the philosophy of stronger competitiveness and playing to win at the senior high level. (See philosophies on page 4.)

DEFINITIONS:

1. Grades 9-12 shall be considered as the senior high programs.
2. Grades 6,7,8 shall be considered as the junior high school programs.
3. Acceleration in cross country, golf, nordic skiing, and track, shall be allowed without following the procedure in this policy for acceleration except that parent permission must be granted.

PROCEDURE FOR ACCELERATION
Junior High Students:

In the rare instances where acceleration will be considered from junior high school to senior high the following procedure must be followed:

a. The student/athletes and parents will not be contacted verbally or in writing until all steps of the process have been completed.

b. The head varsity coach will initiate in writing the proposed acceleration to the activities director.

c. All coaches affected (grade level coach current year, proposed grade level coach and the head

coach) will meet with the activities director to discuss the proposed acceleration and agree that acceleration should be considered.

d. The activities director will then set up a meeting with the Principal and teachers to review this request from the standpoint of the student's total development.

e. After a reading of the guidelines and discussion, a secret ballot vote will be taken. The voting will be by the Principal, Activities Director, and teachers. The decision to accelerate must be unanimous. If the vote is not unanimous, the process ends. In cases where time does not allow the Principal and Act. Dir. can allow the promotion on a probationary basis. The student athlete will be informed it is probationary until the process can be completed.

f. If the recommendation is to further consider acceleration, the parents and the student will then be notified by the head varsity coach and asked to review the recommendation as well as plans for participation, practice, and team rules. If they concur the recommendation to accelerate will occur.

g. Once the student has been accelerated the student can be returned to the junior high level if academic performance or discipline becomes unsatisfactory.

PROCEDURE FOR ACCELERATION

C-squad to B-squad or B-squad to Varsity:

In the instances where acceleration will be considered from C- or B-squad levels to the next higher level, the following procedure will be used:

a. The head varsity coach will initiate in writing the proposed acceleration to the Activities Director.

b. All coaches affected (level coach current year, proposed level coach and the head coach) will meet with the activities director to discuss the proposed acceleration and agree that acceleration should be considered.

c. The head coach will contact the student and the parent and discuss the recommendation as well as plans for participation, practice and team rules. If they concur, the recommendation to accelerate will occur.

Booster Clubs

DIRECTIONS: All school organizations and booster clubs are required annually to receive school board approval as a sanctioned school organization and/or booster club.

REQUIRED GUIDELINES:

* Follow District #317 philosophy and building blocks for activities
* Develop a framework for membership, frequency of meetings, distribution of funds, and decision-making process
* Provide for open membership and utilize a democratic operation in decision making
* Identify a school liaison person
* Support and participate in sanctioned school activities
* Follow guidelines for fundraising and finances
* Fill out Booster Fund request form with all information and turn into Act. Director for comments and to be submitted to Booster Club PRIOR to purchase

Fundraising Activity Guidelines

There is no fundraising allowed for 6-12 Athletics, Advisors/Directors must fill out fundraising approval form prior to starting

TITLE IX STUDENT SEX NONDISCRIMINATION

I. PURPOSE

Students are protected from discrimination on the basis of sex pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. The purpose of this policy is to provide equal educational opportunity for all students and to prohibit discrimination on the basis of sex.

II. GENERAL STATEMENT OF POLICY

A. The school district provides equal educational opportunity for all students, and does not unlawfully discriminate on the basis of sex. No student will be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any educational program or activity operated by the school district on the basis of sex.

B. It is the responsibility of every school district employee to comply with this policy.

C. The school board hereby designates Gerald White, Deer River High School, PO Box 307, Deer River, MN 56636, 218-246-8241, ext. 225, as its Title IX coordinator. This employee coordinates the school district's efforts to comply with and carry out its responsibilities under Title IX.

D. Any student, parent or guardian having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. Questions relating solely to Title IX and its regulations may be referred to the Assistant Secretary for Civil Rights of the United States Department of Education. In the absence of a specific designee, an inquiry or complaint should be referred to the superintendent or the school district human rights officer.

III. REPORTING GRIEVANCE PROCEDURES

A. Any student who believes he or she has been the victim of unlawful discrimination by a teacher, administrator or other school district personnel, or any person with knowledge or belief of conduct which may constitute unlawful sex discrimination toward a student should report the alleged acts immediately to an appropriate school district official designated by this policy or may file a grievance. The school district encourages the reporting party or complainant to use the report form available from the principal of each building or available from the school district office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting unlawful sex discrimination toward a student directly to a school district human rights officer or to the superintendent.

B. <u>In Each School Building</u>. The building principal is the person responsible for receiving oral or written reports or grievances of unlawful sex discrimination toward a student at the building level. Any adult school district personnel who receives a report of unlawful sex discrimination toward a student shall inform the building principal immediately.

C. Upon receipt of a report or grievance, the principal must notify the school district human rights officer immediately, without screening or investigating the report. The principal may request, but may not insist upon a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the principal to the human rights officer. If the report was given verbally, the principal shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any report or complaint of unlawful sex discrimination toward a student as provided herein may result in disciplinary action against the principal. If the complaint involves the building principal, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

D. The school board hereby designates Renee Cole, Deer River Schools, P.O. Box 307, Deer River, MN 56636, 218-246-8860, ext. 412, as the school district human rights officer to receive reports, complaints or grievances of unlawful sex discrimination toward a student. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.

E. The school district shall conspicuously post the name of the Title IX coordinator and human rights officer(s), including office mailing addresses and telephone numbers.

F. Submission of a good faith complaint, grievance or report of unlawful sex discrimination toward a student will not affect the complainant or reporter's future employment, grades or work assignments.

G. Use of formal reporting forms is not mandatory.

H. The school district will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

IV. INVESTIGATION

A. By authority of the school district, the human rights officer, upon receipt of a report, complaint or grievance alleging unlawful sex discrimination toward a student shall promptly undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.

B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

D. In addition, the school district may take immediate steps, at its discretion, to protect the complainant, pupils, teachers, administrators or other school personnel pending completion of an investigation of alleged unlawful sex discrimination toward a student.

E. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

V. SCHOOL DISTRICT ACTION

A. Upon conclusion of the investigation and receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.

B. The result of the school district's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

VI. REPRISAL

The school district will discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful sex discrimination toward a student or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such unlawful sex discrimination. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law, or contacting the Office of Civil Rights for the United States Department of Education.

VIII. DISSEMINATION OF POLICY AND EVALUATION

A. This policy shall be made available to all students, parents/guardians of students, staff members, employee unions and organizations.

B. The school district shall review this policy and the school district's operation for compliance with state and federal laws prohibiting discrimination on a continuous basis.

Legal References: Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)
Minn. Stat. Ch. 363 (Minnesota Human Rights Act)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
34 C.F.R. Part 106 (Implementing Regulations of Title IX)

Cross References: MSBA/MASA Model Policy 102 (Equal Educational Opportunity)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

Violation - MSHSL

The School District #317 policy for all Category 1 activities shall be as follows for grades 6 through 12: School District #317 will abide by and follow eligibility rules as prescribed by the Minnesota State High School League.

CATEGORIES I & II PENALTY FOR TOBACCO, ALCOHOL, DRUGS,VAPE, SEXUAL/RACIAL/RELIGIOUS/ HARASSMENT AND/OR HAZING

During the calendar year, regardless of quantity, a student shall not (1) use or possess a beverage containing alcohol, (2) use or possess tobacco, or (3) use or consume, have in possession, buy, sell, or give away any other controlled substance.

CATEGORY I & II (Minnesota State High School League Activities) Scheduled Activities

Penalties:

1. First Violation: After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student

is a participant, whichever is greater. No exceptions permitted for a student who becomes a participant in a treatment program.

2. Second Violation: After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or three (3) weeks, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.

3. Third and Subsequent Violations: After confirmation of the third or subsequent violations, the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests in which the student is a participant or four (4) weeks, whichever is greater. If after the third or subsequent violation, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.

4. Accumulative Penalties: Penalties shall be accumulative beginning with the student's first participation in a League activity and continuing through the student's high school career.

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

CATEGORY II (Fine Arts and Academic Activities) Non-Scheduled Activities

Penalties: (To include Robotics, Band Choir MSHSL events, One Act)

1. First violation 10 Hours of Community Service with prior approval by Principal .
2. Second violation: 20 Hours of Community Service with prior approval by Principal.
3. Third Violation: Loss of eligibility pending Administrative meeting with parent.

All students who receive a violation will need to complete an E-Check-Up-To-Go evaluation through the ISD Counseling Dept. prior to returning to competition.

VAPE Clarification

Vaping and the possession of any apparatus used for vaping is a violation of MSHSL bylaw 205. This includes use by adults at school events

BYLAW 205.00 CHEMICAL ELIGIBILITY Cross Reference: Bylaw 304.2 ("Denial Penalty") 1. At any time during the calendar year, a student shall not, regardless of the quantity:

A. use or consume, have in possession a beverage containing alcohol;

B. use or consume, have in possession tobacco; or,

C. use or consume, have in possession, buy, sell or give away any other controlled substance or drug paraphernalia.

D. use or consume, have in possession, buy, sell or give away products containing or products **used to deliver** nicotine, tobacco products and other chemicals. "Tobacco products" means: any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product.

Student Code of Responsibilities

As a student participating in Deer River interscholastic activities, these responsibilities are expected as stated in MSHSL Bylaw.

* I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
* I will be fully responsible for my own actions and the consequences of my actions.
* I will respect the property of others.
* I will respect and obey the rules of my school and the laws of my community, state, and country.
* I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state, and country.

The School District #317 recommended procedure for administering Code of Responsibility violations shall be as follows:

All allegations and complaints relative to a student violation of the rules and regulations of the Code of Responsibilities shall be channeled through the Activities Director or High School Principal. The Activities Director, so far as practicable, shall make a thorough inquiry and investigation of all reasonable substantial charges received from responsible sources. The Activities Director will conduct a preliminary inquiry to determine whether there is adequate evidence to warrant an official or full investigation. The Activities Director may also initiate an inquiry on her/his own incentive if she/he has reasonable cause to believe that a student has been in violation. The Activities Director and High School Principal will set for the penalty for the Code of Conduct violation.

Social Media

As a student at Deer River High School, you are expected to follow student handbook guidelines, even though an event may happen off school property or after school hours.

Social network sites, other digital platforms (including cell phones) and distribution mechanisms that facilitate student communicating with other students are considered "Social Networking" platforms. Participation in such networks has both positive appeal and potentially negative consequences. It is important the Deer River students be aware of these consequences and exercise appropriate caution if they choose to participate.

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

Guidelines for Students:

These guidelines are intended to provide a framework for students to conduct themselves safely and responsibly in an on-line environment. As a student at Deer River you should:

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

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

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

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

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

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

Things students should avoid:

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

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

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

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

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

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

One of the biggest lessons social network users can learn is that anything you post online enters the public record. You never know who may be looking and when. Students, Parents, and Guardians, let it be known that any students in violation of said conduct is subject to consequences to be determined by the Administration.

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

Academic Eligibility Policy for Grades 6-12:
There are two times throughout the quarter that students' grades will be checked. These two monitoring periods are at mid-quarter and end of the quarter. Each grade check has its own eligibility consequence.

A. If a student earns one or more failing grades at the mid-quarter grade check, the student will be ineligible for competition as soon as the student and coach are notified. To become eligible for competition again, the student must present the activities director or principal with a teacher signed grade report proving they are currently passing all of their classes. The student will still be required to go to practice during their ineligibility. Only the Activities Director or Principal may deem a student eligible to compete, not a

B. If a student earns one or more failing grades (F) at the end of a quarter 1, 2, 3,4 grading periods, the student will be ineligible for competition starting with the date of the first contest. The ineligibility period will be for two weeks or two contests whichever is longer. Only the Activities Director or Principal may deem a student eligible to compete, not a coach.
Deviation from this rule will be cleared through the Principal or A.D. office in emergency cases.

* Once declared ineligible, students will be allowed to practice.
* When a student with disabilities becomes ineligible, the Case Manager will call a staffing to determine if the identified disability affects grades and the student's eligibility. The IEP Team will set criteria to allow the student to be successful, improve grades, and return back to participation status.
* Incompletes will be reviewed on a per case basis to determine the details of the incomplete. A decision will then be made by the teacher and Activities Director to determine whether the student is passing or not passing the course. Participants (whether with or without incomplete grades) shall maintain passing grades to participate.
* Students who attend a summer school program and receive credit for prior failed course work can regain their eligibility. Proof of attendance and credit received must be approved by the principal or activity office.

  Deviation from this rule will be cleared through the principal or activity office.

  After School Credit Recovery: Grades 7-12
  Certified teachers within the disciplines of math, science, social and language arts will staff ASCR. ASCR will be offered two nights per week, Tuesdays and Thursdays from 3:15PM to 5:30PM. Students will meet in the Media Center at 3:15 and be escorted to classrooms by an ASCR teacher(s).
  Purpose: After School Credit Recovery is designed to help students who have lost credit due to attendance issues, or failed a quarter or semester of one or more classes. Students will be assigned to attend ASCR by the Principal or his/her designee. In addition, students may be assigned to attend ASCR to complete course work or complete test/quizzes prior to excused absences. For example, students attending a field trip, family vacation or sports event may use the ASCR time to complete assignments or test/quizzes that will be assigned during their absence. Each student's course work will be provided to the ASCR teacher by the student's classroom teacher not later than 3:30PM the day prior to each ASCR session.

ASCR teachers will be provided student rosters weekly by the ASCR coordinator. ASCR teachers will take attendance each session and submit attendance to the ASCR coordinator the following day.

Note: All Deer River students seeking academic support are welcome to attend ASCR. Non-assigned students are not required to attend for the full two hours and may be released at the ASCR teacher's discretion.

Credit Deficient Students:

Students who become 2 or more credits deficient in their Required Core Classes (Math, Science, English, Social, and Computer Apps) after their sophomore year become ineligible to participate until all credits are made up.

Deviation from this rule can be cleared through the principal or activity office.

School Attendance

All students must be in school by the beginning of second hour in order to be eligible to participate in any school activity (event or practice) scheduled on the day of the absence. The only exception is for medical appointments during the school day or funerals.
Deviation from this rule will be cleared through the Principal or A.D. office in emergency cases.

Field Trip/Sports Early Out Eligibility Policy for Grades 6-12:

There are two times throughout the quarter that students' grades will be checked. These two monitoring periods are at mid-quarter and end of the quarter, each of which is used to determine trip eligibility.

A. If a student earns one or more failing grades at the mid-quarter grade check, the student will be ineligible to participate in field trips/sports early outs as soon as the student and teacher/coach are notified.

To become eligible for field trips/sports early outs, the student must present the principal/AD with a teacher signed grade report proving they are currently passing all of their classes three (3) days prior to the event. Only the Principal or his/her designee may deem a student eligible to attend.

B. If a student earns one or more failing grades at the end of quarter 1, 2, or 3, or at midterm of 4th quarter, the student will be ineligible to attend field trips/sports early outs.

To become eligible for field trips/sports early outs, the student must present the principal/AD with a teacher signed grade report proving they are currently passing all of their classes three (3) days prior to the event. Only the Principal or his/her designee may deem a student eligible to attend.

C. Other items to be considered by the Principal for eligibility:
   1. Attendance Record
   2. Discipline Record

   Any students who participates and is in violation of the above will receive.
   Penalty:
   1st Offense: Suspension from next scheduled event or performance.
   2nd Offense: Suspension from next three scheduled events or performances.
   3rd Offense: Removal from activity for remainder of year or season.

Activities Fee:
High School sports $100
Junior High Sports $60 (Junior high students participating at the High school level pay Junior High Fee)
Fine Arts

Family Max $375
Participation fees are refunded only if the individual does not make the team or quits before the first contest of the season. A refund form needs to be picked up in the Activities Office and signed by the coach. Refunds will be issued by the District Office and sent to the student's home. No cash refunds will be given.

Team Captains/Officers/Exec. Committee members
Students who have received any type of Drug, Alcohol, Tobacco, Harassment, or Code of Conduct violation will not be eligible to serve in a leadership role in any Deer River High School activity for one year from the infraction date. Team Captains/Officers/Exec. Committee members will be required to attend a leadership training event sponsored by the school.

Homecoming and Sno-Ball Courts
Students with a MSHSL Violation or have served an Out of School Suspension are not eligible to participate in Homecoming or Sno-Ball as candidate/class representative for one calendar year.

Awards
Trophies and awards are a natural part of sports programs and they serve as a means of stimulation and motivation and are beneficial as an award for achievement. Trophies and awards shall be presented in good judgment and in compliance with the budget allocation. Any student athlete that commits a MSHSL violation will not be eligible for state, conference, local awards, or all star games during the season the penalty is served. Special awards such as MVP, etc. shall be paid for from each activity account. Only athletes who finish the season or who would have finished the season except for illness or injury shall be eligible for awards if they meet the coach's/advisor's criteria.

Lettering
The criteria established by the head coach/advisor of each activity shall determine who the letter winners are. Only athletes who finish the season or who would have finished the season except for illness or injury shall be eligible for awards if they meet the coach/advisor criteria. The coach/advisor shall prepare their criteria for participants to earn a letter prior to the start of the season and advise them accordingly before the start of the season.
Please note: letters, patches, lettering bars, and pins are available for purchase by the participants or by the coaches for each, payable upon delivery

Budget
The activities budget shall be formulated by the Activities Director with input from each head coach and advisor. Budget requests will be completed in the coach/advisor check out packet at the end of each season.

Eligibility
Requirements - Coaches shall be responsible for advising their players of eligibility requirements at the beginning of each season. Coaches/advisors are to specifically cover the MSHSL Athletic Eligibility Information, academic eligibility, Code of Conduct, and all team rules.

Eligibility requirements shall be those set forth by the MSHSL as well as the following District #317 policies:

Deer River 6-12 Athletic Programs

a. Players must attend a minimum of one week of practice before becoming eligible for games and must also comply with minimum rules as set forth by the MSHSL.

b. Deer River 6-12 extra-curricular students must be in by the start of 2nd period in order to participate in games or practice (unless absent due to a school sponsored activity or a medical/dental appointment). Coaches are requested to check attendance daily and formulate a policy for those missing. The school principal or activities director can excuse students for family emergencies.

c. Students with assigned full day ISS or OSS are ineligible for all activities before or after school.

d. Advisors/coaches shall not allow any student to participate until the student submits the signed participation receipt to them. All of the forms and fees are to be collected by the Activities Director's Office.

Equipment/Uniforms

Equipment for all levels 7-12 will be the responsibility of the head coach. All equipment shall include detailed check out to the participants, proper care during the use, and proper return of all equipment. If a uniform is lost or damaged to the point of not being able to be used again, the student to whom it was last issued will be responsible for the replacement cost. New uniforms rotation is as follows:

2026-27	**2022-23**	**2023-24**	**2024-25**	**2025-26**
JH Sports	Wrestling	Track	Volleyball	Boys' Basketball
Cheerleading	Nordic Ski	Cr. Country	Football	Girls' Basketball
	Golf	Baseball		Softball

Holiday/Wednesday night/Sunday Activities

Wednesday night has been agreed upon as family night or church night. Coaches should make every effort to conclude practices by 6 p.m. There shall be no practices or games on Thanksgiving, Christmas, New Year's Day or Easter. No practices shall be held on Sunday.

Inclement Weather

The parent always has the right to decide that their student will not participate because of the weather. These students are not to be punished in any way for this decision. There is no set policy for senior high (6-12) co-curricular activities on days of inclement weather. Knowing that the weather can change rapidly and knowing the complexities of postponements, a concrete policy is not in place. If there is any question of safety because of the weather, games and practices and other activities will be canceled or postponed. On days of inclement weather, if you have students who are about to drive home by themselves or with another student, have them call home before departing to advise their parents that they are now on their way. In the event any of you are stranded in another community, have your students call their homes and advise their parents of their situation and where they are staying. Also, when you are out of town and are ready to return to Deer River on a night of inclement weather, call the Activity Director or Principal at home or school so that they may contact the media if needed to advise them of your approximate return time, but more importantly, call the Activities Director or Principal so that a decision can be made on whether or not to start out. **School Cancellations:** When school is dismissed or canceled due to inclement weather the decision to cancel practice or games will be made by the school administration

Injuries and Accident Reports

A. Injuries

1. Immediately attend to a personal injury to a participant. If there is any doubt about the seriousness of the injury or if the injury is serious, there shall be continuous adult supervision of the injured until either a parent or a medical expert is able to assume responsibility. If any of your students suffer a head injury or possible concussion, please notify the parents or guardian.

2. **PROCEDURES FOR ALL INJURIES INVOLVING BLOOD**
    a. Stop play. Remove athlete from the contest.
    b. PUT ON GLOVES!!!
    c. If possible, have the athlete care for the injury with your supervision.
    d. Remember, student managers are not to be involved with any blood related injuries. This is because they are minors, and we cannot put them in a risk situation.
    e. Treat injury.
    f. All wounds will need to be covered before the athlete is allowed to return to participation
    g. Any blood on the uniform must be sprayed with 70% alcohol. Any blood on mats, floor, etc. should be wiped up with a paper towel, then sprayed and wiped again.
    h. After dealing with the injury, spray or wipe your hands with 70% alcohol, then wash your hands with soap and water or a towelette.
    i. Make sure there is ALWAYS an adequately stocked medical kit present. Have training with staff and athletes of emergency procedures.
3. All coaches are requested to have blood borne and first aid training by the school nurse annually.

4. Personal Injury to Coach - In the event of a personal injury to you as a coach, incurred while performing your duties as a coach, you should be aware of the Minnesota Worker's Compensation Law. Essentially this law requires that First Reports of Injury must be completed and sent immediately upon notification of injury. Contact your building principal or your Activities Director.

B. Accident Reports:

Accident reports shall be completed and given to the Director when any accidents or injuries involve more than just the usual first aid treatment or when a case of liability may be involved. Accident forms are available in the Activities Director's Office. An accident report needs to be completed within 24 hours of the incident. (Injury Report Form is found on page

In-service Days/Contracted days

The following procedures for athletic practice on in-service/contract days will be followed:

1. On "in-service or contract" days, all staff coaches must attend in their entirety all "in-service" meetings, all department meetings, and/or all building level staff meetings unless approved in advance by principal.
2. Athletes may not use school facilities unsupervised on "in-service/contract" days.
3. Non-staff coaches may conduct practice any time the facilities are free. All practices should be coordinated through the activity office

Inventory

At the end of the season, the advisor/coach shall be responsible for a detailed inventory report to be given to the Activities Director. This shall also include seeing that the equipment is properly cleaned

and stored in the designated school storage area. Equipment needed for the next season should be identified at the time of this inventory.

Lockers
Coaches shall be responsible for assigning lockers to athletes. This matter should be in coordination with the respective physical education teachers. For increased security, students are required to add a personal lock to the locker.

Student Meals (state tournament or after events)
School District #317 will not be responsible for any meal costs. The only reimbursement provided for meals will be those provided by the MSHSL for state tournaments at the rate of $20.00 per day per student. All teams stopping after an even need to have approval by the HS office when there is school the next day. All stops must be very quick to return students home quickly on school nights. Please plan ahead and use school lunch program when possible for meals to take along.

Media
Publicity is a vital part of the overall Activities Program at the senior high level of competition. The Activities Director will provide releases to the media on forthcoming daily and past events. Coaches shall be responsible for reporting their scores on the day of the event to the usual news media such as the local TV stations, the radio stations, MSHSL Web site, etc.

NCAA Clearinghouse (Athletic Eligibility at Division I and II Colleges)
Potential Division I or II student-athletes must become certified through a central processing agency (NCAA Clearinghouse) in order to become eligible for official school visits, or practice and compete in college athletics. Certification requires a minimum ACT or SAT score, completion of several *core courses*, as specified by NCAA, and a minimum GPA in those core courses. It is the *student's responsibility* to see that he/she meets all certification requirements. To begin the certification process, students must submit the following to NCAA Clearinghouse: 1) a Student Release Form (be sure to enter *and remember* your PIN# for future access to your file), 2) a fee, 3) an official transcript from each high school he/she has attended, 4) official ACT or SAT scores. The release form, fee, and transcript request should be submitted **directly to the Guidance Office,** who will forward them to NCAA Clearinghouse in a timely manner. Students must send an ACT or SAT Release Form directly to ACT or SAT to request that official test scores be forwarded to NCAA Clearinghouse.

Off-Site Practice/Games
Coaches shall instruct their participants about proper etiquette and hazards of running on the streets when going to practice or game sites. Whenever possible, stay on the school premises
Recommendations:

1. That the coaches annually review with the Activities Director the routes that will be used in the community, including all roadways and trails as to their safety and conditions.
2. That as a part of the pre-season training, coaches explain to parent/guardians that their program will include community roadways and trails with identified expectations of students.
3. That student athletes who do not follow the expectations of use of roadways and trails will be appropriately disciplined.

Pre-Excused Absences
Coaches and Advisors are asked to submit a list of students that will be absent for the school day or for any early dismissals to the Attendance Secretary at least two days in advance of the date the student/s will be absent. This list also needs to be sent out to all teachers.

Recruitment of Students
Open enrollment, Graduate Incentives, and other state programs facilitate student movement from school district to school district. The intent of these programs is to insure that student movement is based on academic, not athletic reasons.

Coaches are expected to observe the following guidelines:

1. No Deer River coach is to initiate contact, directly or indirectly, with any prospective student athlete and his/her parent from outside the Deer River attendance area at any level, under any circumstances.
2. If the student athlete or his/her parent from outside the Deer River attendance area contacts a coach, directly or indirectly, the coach will refer them to the Activities Director.
3. Transfer students whose families are moving into the school district will not be affected. These students will be processed through the high school office as they have been in the past.

Reimbursement for Coaches Expenses State Tournaments
Expenses incurred when on approved school business shall be reimbursed upon completion of detailed expense voucher and attachment of necessary receipts per District #317 policy. Expense requests shall be handled through the Activities Director. In some situations advance money is needed and this shall also be handled through the Activities Director. **Receipts are mandatory for all food and lodging expenses.**

MEALS
The maximum reimbursement rate for meals, including tax and tip, shall not exceed $50. per day of travel. Any additional cost is the responsibility of the employee. The below guidelines will be used to determine when meals may be reimbursed.

A. If actively traveling before 7:00am, breakfast maybe reimbursed unless provided free of charge by the hotel.
B. If active travel occurs over reasonable lunch hours, lunch may be reimbursed.
C. If active travel continues beyond 7:00pm, dinner may be reimbursed.
D. Itemized receipt must be provided of each meal for reimbursement

Reimbursement limits on meals:

Meal	Amount
Breakfast	$10.00
Lunch	$15.00
Dinner	$25.00

*Under no circumstance will the District reimburse for alcoholic beverages.
*Under no circumstance will the District reimburse any cost for spouse, children, friends, etc…

Activity Account Procedures
<u>Definition of Activity Funds</u>

Student activity funds are those funds that are directed toward the skill development and enjoyment of students. They are **of, by, and for students**. These funds do not offset the regular school budget, nor do responsible adults unilaterally control those funds.

<u>Activity Funds Guidelines</u>

1. All expenditures or planned activities MUST be pre-approved by the Office Administrative Assistant (Currently Theresa Grossell) with the proper form completed PRIOR to ordering or

completing the event including a purchase order when needed. Failure to due this may result in non-approval and responsibility for payment goes to Coach/Advisor

2. All check requests must be accompanied by an invoice/receipt and a copy of the activity group's minutes from a meeting where the students approved (by vote) the disbursements of the funds.
3. The District Office must approve all contractual agreements with independent vendors (music, DJ's, etc.).
4. Each Activity must submit a "Statement of Purpose" at the beginning of each school year. This statement should include the name of the activity, advisor, and student treasurer along with the group's constitution. This must be signed by the Advisor and Principal and placed on file in the High School Office.
5. Yearly – A list of the Activities officers must be submitted to the High School Office.
6. Food cannot be sold during school hours and/or in competition with the food service program.
7. The building principal or activities director must approve all fundraising projects for **ALL** activities before the activity begins. All fundraising activities must have prior approval of the principal/activities director and superintendent if the fundraiser involves community participation.
8. Games of chance are strictly prohibited. Raffles will not be permitted unless a valid permit from the Department of Revenue is obtained. Donated items cannot receive any form of reimbursement. Tickets must be in numerical order and commercially printed.
9. All students, parents, and staff involved in fundraising activities shall agree that all Funds raised by the participants shall revert to the club or activity account should the specific purpose of the fundraising activity such as trips or a banquet fail to materialize for any reason.
10. Commercially printed numerically numbered tickets must be issued at all dances.\
11. If the participants of an activity agree to pay a portion of the cost (down payment) of the activity with the balance to be funded through fundraising, the participant is eligible to withdraw his/her portion (down payment) upon withdrawal.
12. Excess dollars raised by individual students/parents towards an activity shall remain with the club or activity account at large and cannot be donated to a specific student in the activity.
13. Criteria for Out-Of-District Student Travel:
    a. Travel must be related to educational or approved activity programs.
    b. Travel must provide opportunities that are not available within the district. Trips should not interfere with the school calendar. Absences from trips initiated for academic enrichment will be recorded as a prearranged absence.
    c. The Principal/Superintendent must approve the number of adults participating in the travel to supervise students. In general, a ratio of 1 to 10 is required.
    d. It is highly recommended that at least one chaperone have a current first aid certificate.
    e. Written parent or guardian permission must be secured.
    f. The School Board must approve trips outside the State of Minnesota one (1) semester prior to the trip departure. The School Board must approve trips within the State of Minnesota thirty (30) days prior to departure.
14. Student approvals in minutes of expenditures. Attach minutes to purchase request/payment.
15. At no time are checks to be cashed for individuals, nor any form of labor paid in cash.

16. Personal checks cannot be cashed from a student activity fund. Personal checks may be accepted when payment is for the student activity and is in the exact amount due as in the case of the purchase of a ticket to a play. Checks cannot be made out for CASH.
17. At no time and under no circumstances are labor payments made by cash or check from a student activity account.
18. All letters requesting donations must be accompanied by a Fundraising Application and submitted to the Principal/Activities Director for approval prior to being mailed. The activity group will be charged for the postage.
19. Activity group advisors may not charge merchandise without pre-approval. Students are not allowed to charge merchandise at any business for the activity group. The office has a credit card for the Northern Star Foods/Cenex that advisors need to use if charging there.
20. At no time will coaches/advisors be reimbursed for their own personal meals, souvenirs, Tax of any kind, or out of pocket personal expenses.
21. Surplus items cannot be purchased to maintain an inventory for future sales.
22. If any coach/advisor does not adhere to any of the above criteria expenses accrued will be the responsibility of the coach/advisor to pay personally.
23. Participants involved in fundraising activities shall have no claim on the funds raised other Than the down payment amount

Scrimmages

Coaches are requested to use judgment in the number of scrimmages, the distance traveled to scrimmages and the sequence of scrimmages relating to practices and/or games for the sake of the participants and also in consideration of the budget. The scrimmage schedule must be cleared with the Activities Director and follow MSHSL Guidelines.

Senior-Led Practices or Captains' Practice

The term "senior-led practice" or "Captains' Practice" and the definition of those practices is rather nebulous. There is no real "legal" definition. The following should be used as a guideline:

1. Senior-led/Captains' practices must be initiated, organized, and administered by the seniors or captains.
    a. During the regular season, a coach may instruct the seniors/captains what would constitute a "good" senior-led/captains practice and how to initiate, organize and administer a program. The coaches should do all of their coaching, instructing or evaluating of a squad during the regular season.
    b. Coaches who arrange, or encourage their seniors/captains to arrange for parental or "outside of school" coaches to administer senior-led practice would be in violation of good coaching ethics.
2. Attendance should be voluntary and should not be limited.
3. It is difficult for an athlete to prepare for more than one sport at a time. A coach, who encourages team members to participate in senior-led/captains practice while he/she is still participating in a current sport, is not being fair to the individual or to the sport in which the student is participating.

4. Coaches should encourage students to participate in a sport that is in season. Coaches who educate seniors/captains to start senior-led practices extremely early in a season, would be discouraging students from participating in a current sport. This should not be the philosophy of District #317 athletic coaches.

Supervision (Groups and Facilities)

1. One of the prime responsibilities of a coach is the supervision of his/her team. In addition, the coach must be aware of his/her responsibilities for building and facility security.
2. No athlete is allowed to use school facilities without a coach present to supervise.
3. If you open a door, you are responsible for securing the door when your practice/event is completed.

4. Before leaving the premises, make the following final check:
    a. All showers are shut off.
    b. All lights in gymnasium, locker room, and coaches' office are shut off.
    c. All doors in the gym and locker room are locked and secured.
    d. Be sure exterior door is locked and secured.
5. Do not, under any circumstances, leave while there are students still in the building.

Suspension Procedure

Suspensions for violations of rules shall be administered by the Activities Director or Principal. A student who is on suspension, whether in school or out of school, will not be eligible for participation (practice or games) on those days of suspension. A student who has violated a rule and is subject to a penalty and then decides to go out for a sport/program which he/she has never been out for before may do so and may pay the penalty for his/her violation in that new sport/program. However, if he/she quits that program after paying the penalty before the season is over, the penalty for the violation shall be incurred again during the next program in which he/she becomes involved. A student must start in this other program no later than the first week unless approved by the coach/advisor.

Team Selection Procedure

With our desire to see as many students as possible participate in the activities program, we encourage coaches to keep as many students as they can without unbalancing the integrity of their activity. Obviously, time, space, facilities, equipment, personal preference and other factors will place limitations on the most effective squad size for any particular sport/activity. Strive to maximize the opportunities for our students.

1. Review all team selections that you are planning with the Activities Director before making any announcements.
2. Prior to trying out, the coach shall provide the following information to all candidates for the team:
    a. Extent of try-out period
    b. Criteria used to select the team
    c. Number to be selected
    d. Practice commitment if they make the team
    e. Game commitments
3. If a student does not make the team, the coach shall personally inform each candidate in a sensitive and respectful manner, the reason for the action.
4. Team selection lists are NOT to be posted.
5. Coaches should discuss with any student who does not make the team, alternative possibilities in the sport, or other areas in the activities program.
6. Coaches must complete the refund request form verifying that all equipment has been refunded for the student to receive a refund.

Transportation

A. Nortran buses, vans or automobiles shall be the official mode of transportation whenever possible. Any other mode of transportation shall be obtained and utilized only through the proper chain of command and only when it is absolutely necessary.
B. Transportation requests shall be made through the Activities Director. All vehicle expenses will be charged back to the respective budgets of coaches/advisors using such vehicles. Before the season begins, you will be asked to review the temporary schedule and make any changes you think necessary. You will receive a final copy of the transportation scheduled for your program. If it is incorrect, call the Activities Director as soon as possible. Whenever possible, the teams will be grouped together to travel on the same bus.
C. Advisors/coaches shall accompany their team and/or players on all bus trips. They shall be responsible for the conduct of their students at all times during practice, rehearsals, games, travel to and from scheduled events and until such time that they have vacated the locker room after completion of their activity. When district transportation is provided, staff will not be reimbursed for driving personal vehicles without prior approval of the Activities Director.
D. Bus Rules
    a. All passengers must adhere to District #317 Transportation Policies and Procedures.
    b. The coach or the advisor should administer proper control over the passengers that are being supervised.
    c. Passengers are to remain seated at all times while the bus is moving.
    d. Food and beverages may be allowed on the bus, but discretion must be used so cleanliness and order is maintained.
    e. When you depart at a restaurant, give the passengers a time limit in which to depart, eat and return to the bus.
    f. No radios, tune boxes or TV sets are allowed on the bus or van. This is a state law.
    g. All paper and rubbish are to be deposited in the wastebaskets or boxes.
    h. No profanity is allowed.
    i. Passengers are not allowed to throw anything from the bus, nor are they allowed to have their extremities out windows. Windows are to remain closed.
    j. A seating chart is recommended.
    k. A pre-trip and post-trip inspection by the coach or advisor will be required for cleanliness and damage. Bus will be clean of excess garbage before bus is cleared by driver. A cleaning charge will be accessed to the organization for excessive cleaning or damage.
E. All students are expected to ride to and from contests on transportation provided by District #317. If special situations arise, students may ride to an event **only with their own parents/guardians if written permission is given in advance. If riding home with another adult written permission must be given by the activity office in advance.**

F. Care of School Vehicles - The transportation department constantly requests that better care be given to school vehicles. Coaches/advisors shall check the oil on cars and vans before departure and clean out the interior of vehicles upon completion of their trip. Leave the keys and credit cards in the cars or vehicles when you return them to the bus garage and lock the doors. A new law requires school vans to stop for all railroad crossings.

Video Taping

Coaches/advisors are requested to use their judgment in the amount of filming each year and must realize that the expense shall be a part of their overall budget. The Activities Office has a video camera available for your use.

Coaching Clinics
Coaches of 9-12 students can attend one clinic per year per sport coached funded by the school district. Staff development procedures need to be followed. No transportation provided.

State Tournaments
Coaches of 9-12 students can attend one state tournament day per sport coached. A Sub and entry tickets will be funded by the school district. No transportation or meals provided.

When teams or individuals of Deer River schools are participating in a state tournament the following Meal Reimbursement schedule will be followed per school policy

MEALS
The maximum reimbursement rate for meals, including tax and tip, shall not exceed $50. per day of travel. Any additional cost is the responsibility of the employee. The below guidelines will be used to determine when meals may be reimbursed.

A. If actively traveling before 7:00am, breakfast maybe reimbursed unless provided free of charge by the hotel.
B. If active travel occurs over reasonable lunch hours, lunch may be reimbursed.
C. If active travel continues beyond 7:00pm, dinner may be reimbursed.
D. Itemized receipt must be provided of each meal for reimbursement

Reimbursement limits on meals:

Meal	Amount
Breakfast	$10.00
Lunch	$15.00
Dinner	$25.00

*Under no circumstance will the District reimburse for alcoholic beverages.
*Under no circumstance will the District reimburse any cost for spouse, children, friends, etc…

Student Managers
Each sport may have up to two managers. All academic, MSHSL, and other eligibility requirements or expectations apply for students in these positions. Students will be allowed to letter as a manager in a sport after 2 years as a manager. They may letter every year if they are required to be all practices and games and approved by head coach.

END OF SEASON EXTRA-CURRICULAR CHECK LIST

_____ Keys

_____ Inventory Card

_____ List of Letter Winners **Give to Activities Secretary**

_____ Names of team members (cross off those that did not finish the season). Include list of managers and statisticians. **Give to Activities Secretary**

_____ Schedule played with results of games, meets or matches

_____ New records set for the season, such as individual performance, team scoring, etc.

_____ Capitol equipment request/Next Year's Budget

_____ Letterwinner Banquet Season Summary and team picture (limit your summary to **TWO** pages, please).

The write up should be submitted to Activities Secretary over e-mail. Must be in Word format not a PDF.

_____ All uniforms and school equipment returned and in place.

Note: All of these items must be turned in to Mr. Schimek or Activities Secretary and uniforms returned before your check will be issued. Thank you for your cooperation.

7/8 grade athletic promotion form.

A Junior High student-athlete may compete for a high school level team (Varsity, JV, C) if the sport is not offered in season at the Junior High School level. In those sports where the middle school provides a team, the student-athlete will participate at their respective level. Some exceptional student-athletes can be promoted to participate at the senior high level. These individuals must clearly demonstrate:

a. Athletic ability above and beyond their class (Varsity, JV, C potential)
b. Satisfactory academic achievement
c. Satisfactory behavior
d. The physical and emotional maturity to accept this additional responsibility.

This criteria must be agreed upon by each of the following:

1) the 7/8 Grade teaching staff,
2) the parent or guardian,
3) the athletic director,
4)and the senior high coach

_____ Student Name

1) _____ 7/8 Grade Teaching Staff

2)_____ Parent

3)_____ Activities Director

4)_____Head Coach

5)_____Player

Advisor/Director Performance Evaluation Instrument

Advisor/Director Name	Years Experience	Activity

Evaluatee's Signature	Date	Evaluator's Signature	Date

On the right side of this page, please check the level of performance which best describes the appraisee's performance on that item.

Deer River School District

	Levels of Performance				
	Below Expectations				Meets Expectations
1. Personal Characteristics	**1**	**2**	**3**	**4**	**5**
The Advisor/Director Demonstrates…					
1. Self-control and poise	**1**	**2**	**3**	**4**	**5**
2. Initiative	**1**	**2**	**3**	**4**	**5**
3. Appropriate sense of humor	**1**	**2**	**3**	**4**	**5**
4. Appropriate appearance	**1**	**2**	**3**	**4**	**5**
5. Emotional Stability	**1**	**2**	**3**	**4**	**5**
6. Punctuality	**1**	**2**	**3**	**4**	**5**
7. Enthusiasm with students	**1**	**2**	**3**	**4**	**5**
8. Confidence	**1**	**2**	**3**	**4**	**5**
9. Maturity	**1**	**2**	**3**	**4**	**5**
10. Energy	**1**	**2**	**3**	**4**	**5**
11. Tolerance for stress	**1**	**2**	**3**	**4**	**5**
12. Appropriate role model	**1**	**2**	**3**	**4**	**5**
2. Leadership Qualities					
13. Relationship with other staff	**1**	**2**	**3**	**4**	**5**
14. Public relations	**1**	**2**	**3**	**4**	**5**
15. Relationship with parents	**1**	**2**	**3**	**4**	**5**
16. Attendance at workshops	**1**	**2**	**3**	**4**	**5**
17. Support of school policies	**1**	**2**	**3**	**4**	**5**
18. Innovation in techniques	**1**	**2**	**3**	**4**	**5**
19. Develop well planned program	**1**	**2**	**3**	**4**	**5**
20.Cooperation with supervisor	**1**	**2**	**3**	**4**	**5**
21. Attention to duties assigned	**1**	**2**	**3**	**4**	**5**
22. Willingness to assume extra duties	**1**	**2**	**3**	**4**	**5**
23. Communicates effectively	**1**	**2**	**3**	**4**	**5**
24. Preparation of written records	**1**	**2**	**3**	**4**	**5**
25. Understanding of activity program	**1**	**2**	**3**	**4**	**5**

3. Technical and Professional Knowledge

26. Supervision of site	**1**	**2**	**3**	**4**	**5**
27. Management of instruction time	**1**	**2**	**3**	**4**	**5**
28. Care of equipment/facilities	**1**	**2**	**3**	**4**	**5**
29. Discipline/control	**1**	**2**	**3**	**4**	**5**
30. Support of other school programs	**1**	**2**	**3**	**4**	**5**
31. Ability to keep student out for Activity	**1**	**2**	**3**	**4**	**5**
32. Planning and organizing	**1**	**2**	**3**	**4**	**5**

4. Contest and Practice Management

33. Technical knowledge of activity	**1**	**2**	**3**	**4**	**5**
34. Pre-competition initiative	**1**	**2**	**3**	**4**	**5**
35. Adapt to mid-competition needs	**1**	**2**	**3**	**4**	**5**
36. Initiative with post-contest-tear down	**1**	**2**	**3**	**4**	**5**

5. Advisor/Director Performance Analysis

37. Technical/professional knowledge	**1**	**2**	**3**	**4**	**5**
38. Provides for individual and group instruction	**1**	**2**	**3**	**4**	**5**
39. Has high expectations for all participants	**1**	**2**	**3**	**4**	**5**
40. Fair, tolerant, patient	**1**	**2**	**3**	**4**	**5**
41. Recognizes individual differences	**1**	**2**	**3**	**4**	**5**
42. Exhibits good sportsmanship	**1**	**2**	**3**	**4**	**5**
43. Conduct with officials/judges	**1**	**2**	**3**	**4**	**5**
44. Specific assignments with assistants	**1**	**2**	**3**	**4**	**5**
45. Communication with participants	**1**	**2**	**3**	**4**	**5**
46. Constructive with criticism	**1**	**2**	**3**	**4**	**5**
47. Organizes responsibilities	**1**	**2**	**3**	**4**	**5**
48. Provides positive feedback to students	**1**	**2**	**3**	**4**	**5**
49. Manages budget	**1**	**2**	**3**	**4**	**5**
50. Balances teaching/career with advisor/director duties	**1**	**2**	**3**	**4**	**5**
51. Develops talent of students in activity at all levels	**1**	**2**	**3**	**4**	**5**
52. Advisor/Director philosophy and goals established	**1**	**2**	**3**	**4**	**5**

Comments:

Assistant Coach Performance Evaluation Instrument

Coach's Name	Years Experience	Sport

Evaluatee's Signature	Date	Evaluator's Signature	Date

On the right side of this page, please check the level of performance which best describes the appraisee's performance on that item.

	Levels of Performance				
	Below Expectations				Meets Expectations
1.Personal Characteristics	**1**	**2**	**3**	**4**	**5**
The assistant coach demonstrates					
1. Self control and poise	**1**	**2**	**3**	**4**	**5**
2. Emotional stability	**1**	**2**	**3**	**4**	**5**
3. Punctuality	**1**	**2**	**3**	**4**	**5**
4. Enthusiasm in working with students	**1**	**2**	**3**	**4**	**5**
2.Leadership Qualities	**1**	**2**	**3**	**4**	**5**
5. Relationship with other staff	**1**	**2**	**3**	**4**	**5**
6. Attention to duties assigned	**1**	**2**	**3**	**4**	**5**
7. Willingness to assume extra duties	**1**	**2**	**3**	**4**	**5**
8. Rapport between coach and players	**1**	**2**	**3**	**4**	**5**
9. Ability to motivate	**1**	**2**	**3**	**4**	**5**
10. Supervision of players in all areas	**1**	**2**	**3**	**4**	**5**
11. Acceptance of duties assigned by head coach	**1**	**2**	**3**	**4**	**5**
12. Loyal to head coach and the system	**1**	**2**	**3**	**4**	**5**
3. Professional Knowledge					
13. Knowledge of the sport	**1**	**2**	**3**	**4**	**5**
14. Teaching ability	**1**	**2**	**3**	**4**	**5**
15. Care of equipment	**1**	**2**	**3**	**4**	**5**
16. Intensity and interest in coaching	**1**	**2**	**3**	**4**	**5**

Comments:

Head Coach Performance Evaluation Instrument

Head Coach Name	Years Experience	Activity

Evaluatee's Signature	Date	Evaluator's Signature	Date

On the right side of this page, please check the level of performance which best describes the appraisee's performance on that item.

	Levels of Performance Below Expectations				Meets Expectations
1. Personal Characteristics	**1**	**2**	**3**	**4**	**5**
The Head Coach Demonstrates…					
1. Self-control and poise	**1**	**2**	**3**	**4**	**5**
2. Initiative	**1**	**2**	**3**	**4**	**5**
3. Appropriate sense of humor	**1**	**2**	**3**	**4**	**5**
4. Appropriate appearance	**1**	**2**	**3**	**4**	**5**
5. Emotional stability	**1**	**2**	**3**	**4**	**5**
6. Punctuality	**1**	**2**	**3**	**4**	**5**
7. Enthusiasm with students	**1**	**2**	**3**	**4**	**5**
8. Confidence	**1**	**2**	**3**	**4**	**5**
9. Maturity	**1**	**2**	**3**	**4**	**5**
10. Energy	**1**	**2**	**3**	**4**	**5**
11. Tolerance for stress	**1**	**2**	**3**	**4**	**5**
12. Appropriate role model	**1**	**2**	**3**	**4**	**5**
2. Leadership Qualities					
13. Relationship with other staff	**1**	**2**	**3**	**4**	**5**
14. Public relations	**1**	**2**	**3**	**4**	**5**
15. Relationship with parents	**1**	**2**	**3**	**4**	**5**
16. Attendance at clinics	**1**	**2**	**3**	**4**	**5**
17. Support of school policies	**1**	**2**	**3**	**4**	**5**
18. Innovation in techniques	**1**	**2**	**3**	**4**	**5**
19. Develop well planned program	**1**	**2**	**3**	**4**	**5**
20.Cooperation with supervisor	**1**	**2**	**3**	**4**	**5**
21. Attention to duties assigned	**1**	**2**	**3**	**4**	**5**
22. Willingness to assume extra duties	**1**	**2**	**3**	**4**	**5**
23. Develops off-season program/activities/workouts	**1**	**2**	**3**	**4**	**5**
24. Preparation of written records	**1**	**2**	**3**	**4**	**5**
25. Understanding of activity program	**1**	**2**	**3**	**4**	**5**

3. Technical and Professional Knowledge

26. Supervision of site	**1**	**2**	**3**	**4**	**5**
27. Management of instruction time	**1**	**2**	**3**	**4**	**5**
28. Care of equipment/facilities	**1**	**2**	**3**	**4**	**5**
29. Discipline/control	**1**	**2**	**3**	**4**	**5**
30. Support of other school programs	**1**	**2**	**3**	**4**	**5**
31. Ability to keep students out for Activity	**1**	**2**	**3**	**4**	**5**
32. Planning and organizing game/practice plans	**1**	**2**	**3**	**4**	**5**

4. Contest and Practice Management

33. Technical knowledge of Activity	**1**	**2**	**3**	**4**	**5**
34. Pre-competition initiative	**1**	**2**	**3**	**4**	**5**
35. Adapt to mid-competition needs (adjustments)	**1**	**2**	**3**	**4**	**5**
36. Initiative with post-contest-tear down	**1**	**2**	**3**	**4**	**5**

5.Head Coach Performance Analysis

37. Technical/professional knowledge	**1**	**2**	**3**	**4**	**5**
38. Provides for individual and group instruction	**1**	**2**	**3**	**4**	**5**
39. Has high expectations for all participants	**1**	**2**	**3**	**4**	**5**
40. Fair, tolerant, patient	**1**	**2**	**3**	**4**	**5**
41. Recognizes individual differences	**1**	**2**	**3**	**4**	**5**
42. Exhibits good sportsmanship	**1**	**2**	**3**	**4**	**5**
43. Conduct with officials/Judges	**1**	**2**	**3**	**4**	**5**
44. Delegates assignments with assistants	**1**	**2**	**3**	**4**	**5**
45. Communication with participants	**1**	**2**	**3**	**4**	**5**
46. Is constructive with criticism	**1**	**2**	**3**	**4**	**5**
47. Organizes responsibilities	**1**	**2**	**3**	**4**	**5**
48. Provides positive feedback to students	**1**	**2**	**3**	**4**	**5**
49. Manages budget	**1**	**2**	**3**	**4**	**5**
50. Balances teaching/career/ with coaching duties	**1**	**2**	**3**	**4**	**5**
51. Develops talent of athletes at all levels	**1**	**2**	**3**	**4**	**5**
52. Coaching philosophy and goals established	**1**	**2**	**3**	**4**	**5**
53. Updates players on a regular basis on playing status	**1**	**2**	**3**	**4**	**5**

Comments:

Activity Purpose Form

Name of Activity: _____ Date: _____

I, _____ (Coach,Advisor) received a copy of the Activity Fund Guidelines (Based on the Manual For Activity Fund Accounting (MAFA) and acknowledge my responsibility for assuring that proper procedures are followed.

_____	_____	_____
Coach/Advisor Name Printed	Coach/Advisor Signature	Date
_____	_____	_____
Brent Schimek	Activity Director Signature	Date

Upon termination of the above named activity, any unobligated funds that remain in the account will be disposed of in the following manner:

DEER RIVER HIGH SCHOOL

Activity Fund Pre-Approval Form

Date _____

Activity Fund Name _____

Item(s) being purchased _____ @ $ _____

_____ @ $ _____

_____ @ $ _____

Total amount of purchase $_____

Name of Advisor/Coach _____

Name of Student Treasurer/Captain _____

****

Approved by:

_____ Date _____

DEER RIVER HIGH SCHOOL

Activity Fund Check Request

Date requested _____

Date needed _____

Pay to the order of _____

Address _____

****

Activity Fund Name _____

Name of Advisor/Coach _____

Name of Student Treasurer/Captain _____

****

Explanation for disbursement. Include copies of all invoices/receipts. **Checks will not be written without an invoice/receipt attached.**

_____

_____

_____

_____

Total Amount of Check: $_____

Advisor Signature _____

****

Office Use Only

Approved by _____

Paid by Check #_____ Date paid _____

I.S.D. #317

FUNDRAISING APPLICATION

Club/Organization: _____

Advisor(s): _____

Date of Request: _____

Fundraiser (what): _____

Purpose of Fundraiser (why): _____

_____

_____

Location:

___ In School Only
___ In Community Only
___ Both School & Community

Beginning Date: _____

Completion Date: _____

Approval _____

Disapproved _____ Reason _____

_____

_____

Administrator Signature: _____

NOTE: If the above requested fundraiser involves the community the Superintendent must also sign this form.

Superintendent's Signature: _____

DEER RIVER HIGH SCHOOL

Activity Fund Cash Receipt

Date _____

Activity Fund Name _____

Event/Fundraiser Name _____

Date(s) of Event/Fundraiser _____

Total amount of cash turned in $_____

Name of Advisor/Coach _____

Name of Student Treasurer/Captain _____

****

Office Use Only

Money received by _____

Amount received $_____

Activity Account Receipt Log

ACTIVITY FUND SALES SPREADSHEET

NAME	ITEM(S) SOLD	AMOUNT PD	CASH	CHECK #

DEER RIVER HIGH SCHOOL

Activity Fund Transfer Receipt

Date _____

Activity Fund Name _____

Reason for Transfer _____

Total amount of Transfer $_____

Name of Advisor/Coach _____

Name of Student Treasurer/Captain _____

****

Activity Fund Name receiving the Transfer:_____

Name of Advisor: _____

Name of Student Treasurer/Captain: _____

Amount received $_____

Warrior Booster Club Fund Request Form

Criteria for funds:

1. **To be used for items/events Not funded or Partially funded by school**
2. **To be used for items/events for the program NOT for athletes personal use.**
3. **Team members/coaches to have participated in Booster Fund Raising Activities.**
4. **Funds must be requested/approved PRIOR to ordering.**
5. **All ordering is responsibility of the coach/school**
6. **Check for funds approved will be written to ISD 317 only.**
7. **All items purchased will be property of ISD 317**

What are you requesting funds for?

What is the amount requested?_____ Date needed_____

How will this item benefit your program long term?

How much money is currently in your Activity Account?_____

Signature Coach_____
AD Comments:

Approval Yes/No
Reasons or Stipulations:

Booster Club Signature_____

Acknowledgement

As a Coach/Advisor at Deer River High School I have read and the following handbook

Sport/Activity_____

Year_____

Signature_____

Please turn this into the Activity Office at the beginning of each school year.

PARENT/COACH RELATIONSHIP

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children. As parents, when your child becomes involved in our programs, you have earned the right to understand what expectations are placed on him/her. This begins with clear communication from the coach of your child's program.

COMMUNICATIONS YOU SHOULD EXPECT FROM YOUR CHILD'S COACH

1. Philosophy of the coach.
2. Expectations the coach has for your child as well as all the players on the squad.
3. Locations and times of all practices and contests.
4. Team requirements, i.e. fees, special equipment, off-season conditioning.
5. Procedure should your child be injured during participation.
6. Discipline that results in the denial of your child's participation.

COMMUNICATION COACHES EXPECT FROM PARENTS

1. Concerns expressed directly to the coach.
2. Notification of any schedule conflicts well in advance.
3. Specific concern in regard to a coach's philosophy and/or expectations.

As your child becomes involved in the programs at Deer River High School, he/she will experience some of the most rewarding moments of his/her life. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times, discussion with the coach is encouraged.

APPROPRIATE CONCERNS TO DISCUSS WITH COACHES

1. The mental and physical treatment of your child.
2. Ways to help your child improve.
3. Concerns about your child's behavior.

All parents want their child to play as much as possible and it can be very difficult to accept when your child does not play as much as you had hoped. Coaches are professionals. They make judgment decisions based on what they believe to be best for **all** students involved. It is important to remember that your child's coach sees your child's participation and effort everyday, so the coach will often have a different perspective then you. Sometimes this leads to a difference of opinion and handling these differences in a positive and proactive way is important. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other things, such as those in the following column, must be left to the discretion of the coach.

ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES

1. Playing time.
2. Team Strategy.
3. Play calling.
4. Other student athletes.

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

IF YOU HAVE A CONCERN TO DISCUSS WITH A COACH, THIS IS THE PROCEDURE YOU SHOULD FOLLOW

1. Encourage athlete to talk to coach.
2. Parent call coach to discuss athlete/coach meeting.
3. If the coach cannot be reached, call the Activities Director, Mr. Brent Schimek at 218.246.3410. He will set up the meeting for you.
4. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.

NEXT STEP

WHAT CAN A PARENT DO IF THE MEETING WITH THE COACH DID NOT PROVIDE A SATISFACTORY RESOLUTION?

1. Call and set up an appointment with the Activities Director, Mr. Brent Schimek, at 218.246.3410.
2. At this meeting, the appropriate next step can be determined.

Since research indicates a student involved in extra-curricular activities has a great chance for success during adulthood, extra-curricular programs have been established. Many of the character traits required to be successful in life after high school are developed in extra-curricular activities. We hope the information provided within this pamphlet makes both your child's and your experience with the Deer River High School program less stressful and more enjoyable.

Minnesota State

Interscholastic

Athletics

Sport A *Winning* Attitude

Sportsmanship

Ethics

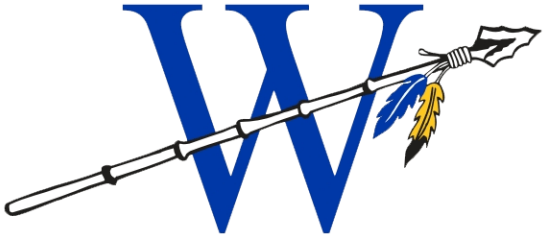
Integrity

Deer River High School playing time philosophy:

Middle School— Playing time/Participation will be balanced .

High School—Playing time is determined by coaches' evaluation of skill level.

Deer River High School



Parent/Coach Communication

June 2022 Happenings in the Buildings and Grounds Dept

- The King HVAC Commissioning and Balancing Project has been completed
- Worked with insurance adjuster to identify all storm related damage at King and HS
- Replaced Inoperable Fire Alarm Panel at King
- Ordered classroom furniture for both HS and King. Received desks, waiting on chairs
- Working preventative maintenance on HVAC systems, cleaning, new filters, grease etc.
- Hired three student workers for the summer, Wicklund, Roy and Baird

DEER RIVER SCHOOLS
HOPE · HAPPINESS · SUCCESS
BAGOSENDAM · MINWAANIGOZI · GASHKITOON

DEER RIVER HIGH SCHOOL
101 First Avenue NE
PO Box 307
Deer River, MN 56636
Home of the Warriors

KING ELEMENTARY SCHOOL
504 5th St. SE
PO Box 307
Deer River, MN 56636
King Pride

To: ISD 317 Board of Education

Date: July 11, 2022

State of the District Summary

- Safely reopened schools for 2020-2021 school year with simultaneously offered online and hybrid alternating day classes. Operated for 167 school days, adapted most activities to meet safety requirements and piloted in-person summer school.
- Deliberately paused 2020 facilities referendum and negotiated a recission agreement with ICS.
- Operated in-person instruction model only for 2021-2022 school year for 168 days at secondary school and 170 days at elementary school. Adapted activities as necessary and gradually returned to regular activity procedures.
- Thoughtfully considered options and selected an $8 million board approved facilities improvement plan for elementary site with future planning focused on the secondary site.
- Successfully applied for numerous federal and state grants totaling $3 million to support safe school operations. Navigated numerous staffing shortages and other loss of key personnel without disrupting district operations.
- Guided a Fiscal Year 2022 budget ending with a 10% unrestricted, unassigned fund balance.
- Designated $750,000 of district resources for the King improvement project to eliminate the cost of outside financing.
- Successfully negotiated DREA & AFSCME master agreements, as well as all at-will contracts and a transportation contract extension.
- Supported an enhanced role for our AIPAC, completed direct consultation with LLBO leadership, and reorganized administration to better serve all students.
- Updating complete policy book and handbooks (in progress).

CERTIFICATION OF MINUTES RELATING TO PROPOSED PROPERTY TAX ABATEMENT FOR PARKING LOT IMPROVEMENT PROJECTS; $145,000 GENERAL OBLIGATION TAX ABATEMENT BONDS, SERIES 2022A

School District: Independent School District No. 317 (Deer River), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on July 11, 2022 at 6:00 p.m. at the Deer River High School Media Center.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO PROPOSED PROPERTY TAX ABATEMENT FOR PARKING LOT IMPROVEMENT PROJECTS AND GRANTING THE ABATEMENT; RELATING TO $145,000 GENERAL OBLIGATION TAX ABATEMENT BONDS, SERIES 2022A; AUTHORIZING THE ISSUANCE AND SALE THEREOF AND PROVIDING FOR CREDIT ENHANCEMENT WITH RESPECT THERETO

I, the undersigned, being the duly qualified and acting recording officer of the public corporation approving the abatement 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 abatement; 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 this 11th day of July, 2022.

School District Clerk

Member LuAnn Robinson introduced the following resolution and moved its adoption, which motion was seconded by Member Pam Thompson:

RESOLUTION RELATING TO PROPOSED PROPERTY TAX ABATEMENT FOR PARKING LOT IMPROVEMENT PROJECTS AND GRANTING THE ABATEMENT; RELATING TO $145,000 GENERAL OBLIGATION TAX ABATEMENT BONDS, SERIES 2022A; AUTHORIZING THE ISSUANCE AND SALE THEREOF AND PROVIDING FOR CREDIT ENHANCEMENT WITH RESPECT THERETO

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 317 (Deer River), Minnesota (the District), as follows:

Section 1. Tax Abatement Authorization and Recitals.

1.01. The District, pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the Act), is authorized to grant an abatement of the property taxes imposed by the District on parcels of property (the Abated Parcels) by the adoption of a resolution specifying the terms of the abatement.

1.02. The District intends to undertake parking lot improvement projects at King Elementary School (the Improvements) and benefiting certain properties within the District boundaries identified on Exhibit A attached hereto (collectively, the Property).

1.03. The District has proposed to finance the Improvements by granting an abatement of the property taxes imposed by the District on the Property (the Proposed Property Tax Abatement).

1.04. Pursuant to the Act, this Board, on the date hereof, July 11, 2022, conducted a public hearing on the desirability of granting the Proposed Property Tax Abatement. Notice of the public hearing was duly published as required by law in *The Grand Rapids Herald Review,* the official newspaper of the District, on June 21, 2022.

Section 2. Findings. On the basis of the information compiled by the District and elicited at the public hearing referred to in Section 1.04, it is hereby found, determined and declared:

2.01. The District expects that the benefits to the District associated with granting the Proposed Property Tax Abatement are at least equal to or exceed the associated costs to the District.

2.02. The granting of the Proposed Property Tax Abatement is in the public interest because it will finance and provide public infrastructure and help provide access to services for District residents.

2.03. The nature and extent of the public benefits which the District expects to result from the Proposed Property Tax Abatement are the parking lot improvements at King Elementary

School which will enable District residents to continue to conveniently and safely access this District facility that is regularly utilized by the public for community events.

2.04. The Property is not located in a tax increment financing district.

2.05. The granting of the Proposed Abatement will not cause the aggregate amount of abatements granted by the District under the Act to exceed, in any year, the greater of (i) ten percent (10%) of the District's net tax capacity for the taxes payable year to which the abatement applies, or (ii) $200,000.

2.06. It is in the best interests of the District to grant the tax abatement authorized in this resolution.

2.07. Under Section 469.1813, subdivision 9 of the Act, it is not necessary for the District to obtain the consent of any owner of the Property to grant an abatement.

Section 3. Granting of Tax Abatement.

3.01. A property tax abatement (the Abatement) is hereby granted in respect of property taxes levied by the District on the Property for nine (9) years, commencing with taxes payable in 2023 and concluding with taxes payable in 2031. The total Abatement amount shall not exceed $264,384 over nine (9) years.

3.02. The District shall retain the Abatement and apply it to payment of all or a portion of the costs of acquiring or constructing the Improvements or to the payment of bonds of the District issued to finance costs of acquiring or constructing the Improvements, whether such bonds are issued pursuant to the Act, or other law, as authorized by Section 469.1815, subdivision 2 of the Act.

3.03. The Abatement may be modified or terminated at any time by the Board in accordance with the Act.

Section 4. Bond Authorization. The District is authorized, pursuant to Minnesota Statutes, Section 469.1814 and Chapter 475, to borrow money by the issuance of its general obligation tax abatement bonds. This Board hereby determines that it is necessary and desirable and in the best interest of the District to issue its General Obligation Tax Abatement Bonds, Series 2022A in the approximate principal amount of $145,000 (the Bonds), to be used to finance the Improvements including every item of cost of the kinds authorized in Minnesota Statutes, Section 469.1814, subdivision 5, benefiting the Abated Parcels.

Section 5. Sale. The District has retained Ehlers & Associates, Inc., in Roseville, Minnesota, as its independent municipal advisor in connection with the sale of the Bonds. Ehlers & Associates, Inc. is authorized to solicit proposals for the Bonds in accordance with Minnesota Statutes, Section 475.60, subdivision 2, paragraph (9). The Board shall meet at the time and place specified in the Official Statement for the Bonds to receive and consider proposals for the purchase of the Bonds.

Section 6. Official Statement; Proposals. Ehlers & Associates, Inc. is authorized to prepare and distribute an Official Statement for the Bonds and to open, read, and tabulate the proposals for presentation to the Board.

Section 7. 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 business manager is authorized to execute any applicable Minnesota Department of Education forms.

Upon vote being taken thereon, the following voted in favor thereof: Robinson, Thompson, Anttila, Kongsjord, Reed, and Fairbanks

and the following voted against the same: None

whereupon the resolution was declared duly passed and adopted.

EXHIBIT A

89-550-0910

77-003-1300

77-003-1102

89-024-3204

89-540-0120

38-410-0320

75-025-1300

38-135-4220

71-024-3401

26-005-3400

65-455-0210

32-016-2100

66-005-2202

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)

) ss.

COUNTY OF ITASCA)

Brett Holum, being first duly sworn, on oath states as follows:

NOTICE RELATING TO GENERAL OBLIGATION FACILITIES MAINTENANCE BONDS OF INDEPENDENT SCHOOL DISTRICT NO. 317 (DEER RIVER), MINNESOTA

NOTICE IS HEREBY GIVEN that Independent School District No. 317 (Deer River), Minnesota (the District) intends to issue general obligation facilities maintenance bonds (the Bonds) in an approximate principal amount of $7,300,000, pursuant to Minnesota Statutes, Section 123B.595, subdivision 5. The proceeds of the Bonds will be used to finance deferred capital maintenance projects and indoor air quality projects at King Elementary School and, if and to the extent funds remain, various other District facilities (collectively, the Projects), as described in the District's approved ten-year facility plan (the Facility Plan). A copy of the Facility Plan will be on file with the District and available for public inspection at the District offices during regular business hours. The total amount of outstanding indebtedness of the District as of June 1, 2022 is $13,353,619. Any interested person may submit written comments relating to the Bonds or the Projects to the District.

BY ORDER OF THE SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 317 (DEER RIVER), MINNESOTA

HR June 12, 2022.....44619

1. I am the Publisher of the **Grand Rapids Herald Review**, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

3. The dates of the month and the year and day of the week upon

4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: $2.00 per 1-col line.

Sunday June 12th, 2022

5. Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Itasca County. The newspaper complies with the conditions described in §580.033, sub d. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

[*Signature*]

JENNA MAE MADOLL
NOTARY PUBLIC
MINNESOTA
My Comm. Exp. Jan.31,2026

Subscribed and sworn to before me on this 21 day of June 2022.

Notary Public

July 11, 2022

PRE-SALE REPORT FOR

Independent School District No. 317 (Deer River), Minnesota

$7,350,000 General Obligation Tax Abatement and Facilities Maintenance Bonds, Series 2022A

Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Jeff Seeley, Senior Municipal Advisor
Matthew Hammer, Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

$7,350,000 General Obligation Tax Abatement and Facilities Maintenance Bonds, Series 2022A

The School Board will authorize the issuance of up to $7,445,000 in bonds. The $7,350,000 amount is our current estimate of the bond amount necessary based on estimated project costs and the expected premium pricing structure explained on Page 2.

Purposes:

The proposed issue includes financing improvements to parking lots, deferred maintenance, and indoor air quality projects at King Elementary School.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475 and Section 123B.595 and 469.1814. The Bonds will be general obligations of the District for which its full faith, credit and taxing powers are pledged. Debt service for the bonds will be paid from the District's annual debt service levy, tax abatement revenues, and state aid received as part of the long term facilities maintenance program.

Term/Call Feature:

The Bonds are being issued for a term of 14 years, 5 months. Principal on the Bonds will be due on February 1 in the years 2024 through 2037. Interest is payable every six months beginning August 1, 2023. The Bonds will be subject to prepayment at the discretion of the District on February 1, 2030 or any date thereafter.

Bank Qualification:

Because the District is expecting to issue no more than $10,000,000 in tax exempt debt during the calendar year, the District will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

State Credit Enhancement:

By resolution the District will covenant and obligate itself to be bound by the provisions of Minnesota Statutes, Section 126C.55, which provides for payment by the State of Minnesota in the event of a potential default of a school district obligation.

To qualify for the credit enhancement, the District must submit an application to the State. Ehlers will coordinate the application process to the State on your behalf.

Rating:

Under current bond ratings, the state credit enhancement would bring a Standard & Poor's "AAA" rating.

The District's most recent bond issues were rated by S&P Global Ratings. The current underlying rating on those bonds is "A". The District will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the District's bond rating in the event that the bond rating of the insurer is higher than that of the District.

Basis for Recommendation:

Based on your objectives and characteristics of various municipal financing options, we are recommending the issuance of General Obligation Tax Abatement and Facilities Maintenance Bonds as a suitable option to finance the planned projects. General Obligation Bonds will result in lower interest rates than some other financing options, the Board can authorize the issuance of the Bonds without an election, and the District will be able to finance a portion of the bond payments with an additional debt service levy.

Method of Sale/Placement:

We will solicit competitive bids for the purchase of the Bonds from underwriters and banks. We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction. If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the District. Any net premium received may be used to reduce the principal amount of the Bonds, increase the net proceeds for the project, or to fund a portion of the interest on the Bonds.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the District and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the District's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

The District will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC).The District is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The District must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The District's specific arbitrage responsibilities will be detailed in the Signature, No-Litigation, Arbitrage Certificate and Purchase Price Receipt (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

We recommend that the District review its specific responsibilities related to the Bonds with an arbitrage expert in order to utilize one or more of the exceptions listed above.

Investment of Bond Proceeds:

Proceeds from the Bonds will be available for investment by the District from the closing date (September 1, 2022) until project costs are paid. Ehlers is a registered investment advisor and can assist the District in developing an appropriate investment strategy if needed.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Dorsey & Whitney LLP

Paying Agent: Bond Trust Services Corporation

Rating Agency: Standard & Poor's Global Ratings (S&P)

This Pre-Sale report summarizes our understanding of the District's objectives for the structure and terms of this financing as of this date. As additional facts become known or capital market conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the District's objectives.

PROPOSED DEBT ISSUANCE SCHEDULE

School Board Approved Resolution Calling for Public Hearing on Proposed Tax Abatement School Board Approved Resolution of Intent to Issue and Authorization of Facilities Maintenance Bonds:	June 13, 2022
Public Hearing on Proposed Tax Abatement Ehlers Presents Pre-Sale Report to School Board School Board Approves Resolution Authorizing the Tax Abatement and the Sale of the Tax Abatement Bonds:	July 11, 2022
Due Diligence Call to review Official Statement:	Week of July 18, 2022
Conference Call with Rating Agency:	Week of July 18, 2022
Distribute Official Statement:	July 28, 2022
Ehlers Receives and Evaluates Proposals for Purchase of Bonds:	August 8, 2022
School Board Meeting to Award Sale of Bonds (Adopts Award Resolution):	August 8, 2022
Estimated Closing Date:	September 1, 2022

Attachments

Estimated Sources and Uses of Funds

Estimated Proposed Debt Service Schedule

Estimated Long Term Financing Plan for Debt and Capital Payments and Levies

Estimated Tax Impact Schedule

Resolution Approving Tax Abatement and Authorizing Ehlers to Proceed with Bond Sale/Credit Enhancement Resolution (provided separately)

EHLERS' CONTACTS

Jeff Seeley, Senior Municipal Advisor	(651) 697-8585
Matthew Hammer, Municipal Advisor	(651) 697-8592
Rose Xiong, Public Finance Analyst	(651) 697-8589
Brian Shannon, Manager, Senior Financial Analyst	(651) 697-8515

PRE-SALE ESTIMATES

Deer River School District No. 317

Estimated Sources and Uses of Funds **June 24, 2022**

	FM Bonds *Deferred Maintenance*	FM Bonds *Health & Safety - IAQ*	Abatement Bonds *Parking Lots*	Total
Estimated Bond Amount	**$985,000**	**$6,225,000**	**$140,000**	**$7,350,000**
Estimated Project Cost	**$966,650**	**$6,673,500**	**$139,900**	**$7,780,050**
Dated Date				**9/1/2022**
Number of Years	**14.5**	**14.5**	**10**	**14.5**
Sources of Funds				
Par Amount	$985,000	$6,225,000	$140,000	$7,350,000
Investment Earnings [1]	1,455	9,158	210	10,823
Reoffering Premium [2]	8,312	29,548	3,568	41,428
General LTFM Funds on Hand	0	560,050	0	560,050
Total Sources	$994,767	$6,823,756	$143,778	$7,962,301
Uses of Funds				
Allowance for Discount Bidding [3]	$11,820	$74,700	$1,680	$88,200
Legal and Fiscal Costs [4]	11,768	74,371	1,673	87,812
Net Available for Project Costs	**971,179**	**6,674,685**	**140,425**	**7,786,289**
Total Uses	$994,767	$6,823,756	$143,778	$7,962,301
Deposit to Construction Fund	**$969,724**	**$6,105,477**	**$140,215**	**$7,215,416**

1 Estimated investment earnings are based on an average interest rate of 0.3%, and a project length of 12 months.

2 The underwriter of the bonds may pay a premium to purchase the bonds. The amount will be determined based on the competitive bidding process. If any premium is received, it will be used either to reduce the par amount of the bonds or to pay a portion of the first year's interest on the bonds.

3 The allowance for discount bidding is an estimate of the compensation taken by the underwriter who provides the lowest true interest cost as part of the competitive bidding process and purchases the bonds. Ehlers provides independent municipal advisory services as part of the bond sale process and is not an underwriting firm.

4 Includes fees for municipal advisor, bond counsel, rating agency or agencies, paying agent, and county certificates.

I.S.D. No. 317 (Deer River), MN

$7,350,000 G.O. Tax Abatement and Facilities Maintenance Bonds, Series 2022A

Issue Summary

Dated: September 1, 2022

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
09/01/2022	-	-	-	-	-
08/01/2023	-	-	282,683.95	282,683.95	-
02/01/2024	85,000.00	4.000%	154,191.25	239,191.25	521,875.20
08/01/2024	-	-	152,491.25	152,491.25	-
02/01/2025	180,000.00	4.000%	152,491.25	332,491.25	484,982.50
08/01/2025	-	-	148,891.25	148,891.25	-
02/01/2026	165,000.00	4.000%	148,891.25	313,891.25	462,782.50
08/01/2026	-	-	145,591.25	145,591.25	-
02/01/2027	190,000.00	5.000%	145,591.25	335,591.25	481,182.50
08/01/2027	-	-	140,841.25	140,841.25	-
02/01/2028	330,000.00	5.000%	140,841.25	470,841.25	611,682.50
08/01/2028	-	-	132,591.25	132,591.25	-
02/01/2029	355,000.00	4.000%	132,591.25	487,591.25	620,182.50
08/01/2029	-	-	125,491.25	125,491.25	-
02/01/2030	365,000.00	4.000%	125,491.25	490,491.25	615,982.50
08/01/2030	-	-	118,191.25	118,191.25	-
02/01/2031	380,000.00	4.000%	118,191.25	498,191.25	616,382.50
08/01/2031	-	-	110,591.25	110,591.25	-
02/01/2032	400,000.00	4.000%	110,591.25	510,591.25	621,182.50
08/01/2032	-	-	102,591.25	102,591.25	-
02/01/2033	435,000.00	4.000%	102,591.25	537,591.25	640,182.50
08/01/2033	-	-	93,891.25	93,891.25	-
02/01/2034	1,030,000.00	4.000%	93,891.25	1,123,891.25	1,217,782.50
08/01/2034	-	-	73,291.25	73,291.25	-
02/01/2035	1,100,000.00	4.250%	73,291.25	1,173,291.25	1,246,582.50
08/01/2035	-	-	49,916.25	49,916.25	-
02/01/2036	1,145,000.00	4.250%	49,916.25	1,194,916.25	1,244,832.50
08/01/2036	-	-	25,585.00	25,585.00	-
02/01/2037	1,190,000.00	4.300%	25,585.00	1,215,585.00	1,241,170.00
Total	**$7,350,000.00**	**-**	**$3,276,785.20**	**$10,626,785.20**	**-**

Yield Statistics

Bond Year Dollars	$78,162.50
Average Life	10.634 Years
Average Coupon	4.1922728%
Net Interest Cost (NIC)	4.2521122%
True Interest Cost (TIC)	4.2638402%
Bond Yield for Arbitrage Purposes	4.1202078%
All Inclusive Cost (AIC)	4.4091060%

IRS Form 8038

Net Interest Cost	4.1353641%
Weighted Average Maturity	10.585 Years

Deer River School District No. 317

Analysis of Possible Structure for Capital and Debt Levies

$6,225,000 FM Bond
$140,000 Abatement Bond
14 Annual Tax Levies
Wrapped Around Existing Debt

June 24, 2022

Type of Bond	Principal Amount	Dated Date	Interest Rate
FM - Heath & Safety	$6,225,000	09/01/22	4.28%
Tax Abatement	$140,000	09/01/22	3.91%

Levy Payable Year	Fiscal Year	Tax Capacity Value [1] ($000s)	% Chg	Existing Commitments: Building Bonds [2]	Alt Fac/Fac Main H&S Bonds [2]	Abatement Bonds [2]	Est. Debt Excess [3]	Net Levy	Tax Rate	Proposed Abatement Bonds: Principal	Interest	Add'l. Debt Excess [3]	Net Levy	Proposed Facilities Maintenance (H&S) Bonds: Principal	Interest	Add'l. Debt Excess [3]	Net Debt Levy	Combined Totals: Initial Debt Levy	Net Levy	Tax Rate
2021	2022	8,296	3.5%	1,056,157	550,076	68,775	(32,940)	1,642,068	19.79	-	-	-	-	-	-	-	-	1,642,068	1,642,068	19.79
2022	2023	8,536	2.9%	1,062,790	544,510	67,043	(71,137)	1,603,206	18.78	-	-	-	-	-	-	-	-	1,603,206	1,603,206	18.78
2023	2024	8,536	0.0%	1,039,933	328,420	65,310	(111,986)	1,321,677	15.48	10,000	8,358	900	20,176	75,000	370,267	22,000	489,530	1,831,384	1,831,384	21.45
2024	2025	8,536	0.0%	1,037,676	327,055	68,828	(57,347)	1,376,212	16.12	15,000	5,500	-	21,525	155,000	258,365	-	434,033	1,831,770	1,831,770	21.46
2025	2026	8,536	0.0%	1,391,106	-	66,938	(57,342)	1,400,701	16.41	15,000	4,900	-	20,895	140,000	252,165	-	411,773	1,833,369	1,833,369	21.48
2026	2027	8,536	0.0%	1,386,945	-	70,298	(58,322)	1,398,921	16.39	15,000	4,300	(836)	19,429	165,000	246,565	(16,471)	415,672	1,834,022	1,834,022	21.49
2027	2028	8,536	0.0%	1,389,964	-	-	(58,290)	1,331,674	15.60	15,000	3,550	(777)	18,700	240,000	238,315	(16,627)	485,604	1,835,978	1,835,978	21.51
2028	2029	8,536	0.0%	1,386,945	-	-	(55,599)	1,331,346	15.60	15,000	2,800	(748)	17,942	255,000	226,315	(19,424)	485,957	1,835,245	1,835,245	21.50
2029	2030	8,536	0.0%	1,387,785	-	-	(55,478)	1,332,307	15.61	15,000	2,200	(718)	17,342	265,000	216,115	(19,438)	485,732	1,835,382	1,835,382	21.50
2030	2031	8,536	0.0%	1,387,523	-	-	(55,511)	1,332,011	15.60	20,000	1,600	(694)	21,986	270,000	205,515	(19,429)	479,861	1,833,859	1,833,859	21.48
2031	2032	8,536	0.0%	1,386,158	-	-	(55,501)	1,330,657	15.59	20,000	800	(879)	20,961	285,000	194,715	(19,194)	484,506	1,836,123	1,836,123	21.51
2032	2033	8,536	0.0%	1,362,690	-	-	(55,446)	1,307,244	15.31	-	-		-	335,000	183,315	(19,380)	524,850	1,832,094	1,832,094	21.46
2033	2034	8,536	0.0%	-	-	-		-	-	-	-	-	-	930,000	169,915	(20,994)	1,133,917	1,133,917	1,133,917	13.28
2034	2035	8,536	0.0%	-	-	-	-	-	-	-	-	-	-	995,000	132,715	(45,357)	1,138,744	1,138,744	1,138,744	13.34
2035	2036	8,536	0.0%	-	-	-	-	-	-	-	-	-	-	1,035,000	90,428	(45,550)	1,136,149	1,136,149	1,136,149	13.31
2036	2037	8,536	0.0%	-	-	-	-	-	-	-	-	-	-	1,080,000	46,440	(45,446)	1,137,316	1,137,316	1,137,316	13.32
2037	2038	8,536	0.0%	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-
Totals				15,275,670	1,750,062	407,190	(724,899)	16,708,023		140,000	34,008	(3,752)	178,957	6,225,000	2,831,150	(265,311)	9,243,646	26,130,627	26,130,627	

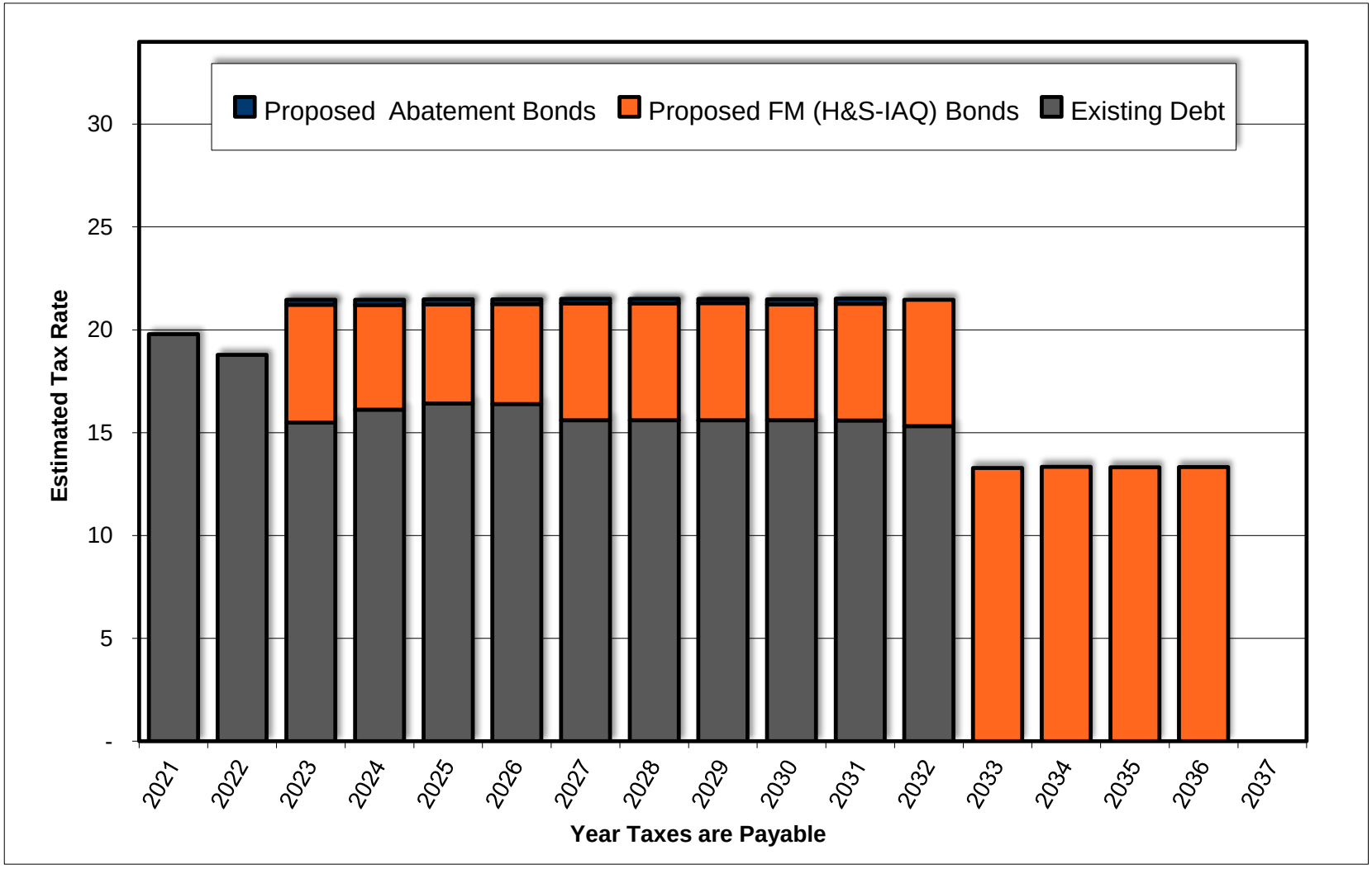
1 Tax capacity value for taxes payable in 2021 and 2022 are final. Estimates for future years are based on the percentage changes as shown above.
2 Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.
3 Debt excess adjustment for taxes payable in 2022 is the actual amount. Debt excess for Pay 2023 is an estimate using June 30, 2021 fund balance. Future years are estimated at 4% of the prior year's initial debt service levy.

Deer River School District No. 317

Estimated Tax Rates for Capital and Debt Service Levies
Existing Commitments and Proposed New Debt

$6,225,000 FM Bond
$140,000 Abatement Bond
14 Annual Tax Levies

Date Prepared: **June 24, 2022**



Deer River School District No. 317

Estimates of LTFM Revenue and Bond Payments

$985,000 Fac. Maint. Bond Issue
14 Annual Levies
33% of LTFM Revenue

	Proposed Bond Issue
Principal Amount:	$985,000
Dated Date:	9/1/2022
Average Interest Rate:	4.20%

June 24, 2022

Levy Pay Year	Fiscal Year	Adjusted Pupil Units	Building Age	Revenue/ Pupil	Est. Total LTFM Revenue	LTFM Aid	Tax Levy	Existing Bonds Initial Levy [1]	Existing Bonds Est. Debt Excess [2]	Existing Bonds Net Levy	Gen. Fund Revenue Remaining	Potential New Bonds Principal	Potential New Bonds Interest	Potential New Bonds Est. Debt Excess [2]	Potential New Bonds Total Debt Service[1]	Total Debt Service	Gen. Fund Revenue Remaining
2022	2023	945	38.86	380.00	359,100	95,513	263,587	276,675	(11,755)	264,920	94,180	-	-	-	-	264,920	94,180
2023	2024	945	39.86	380.00	359,100	79,879	279,221	70,718	(11,067)	59,651	299,450	-	58,250	2,900	64,062	123,713	235,387
2024	2025	945	40.86	380.00	359,100	85,099	274,001	68,828	(2,829)	65,999	293,101	10,000	41,118	-	53,673	119,672	239,428
2025	2026	945	41.86	380.00	359,100	88,863	270,237	66,938	(2,753)	64,184	294,916	10,000	40,718	-	53,253	117,438	241,662
2026	2027	945	42.86	380.00	359,100	92,857	266,243	70,298	(2,678)	67,620	291,480	10,000	40,318	(2,130)	50,703	118,323	240,777
2027	2028	945	43.86	380.00	359,100	96,791	262,309	-		-	359,100	75,000	39,818	(2,028)	118,530	118,530	240,570
2028	2029	945	44.86	380.00	359,100	100,668	258,432	-	-	-	359,100	85,000	36,068	(4,741)	122,380	122,380	236,720
2029	2030	945	45.86	380.00	359,100	104,487	254,613	-	-	-	359,100	85,000	32,668	(4,895)	118,656	118,656	240,444
2030	2031	945	46.86	380.00	359,100	104,487	254,613	-	-	-	359,100	90,000	29,268	(4,746)	120,485	120,485	238,615
2031	2032	945	47.86	380.00	359,100	104,487	254,613	-	-	-	359,100	95,000	25,668	(4,819)	121,881	121,881	237,219
2032	2033	945	48.86	380.00	359,100	104,487	254,613	-	-	-	359,100	100,000	21,868	(4,875)	123,086	123,086	236,014
2033	2034	945	49.86	380.00	359,100	104,487	254,613	-	-	-	359,100	100,000	17,868	(4,923)	118,837	118,837	240,263
2034	2035	945	50.86	380.00	359,100	104,487	254,613	-	-	-	359,100	105,000	13,868	(4,753)	120,057	120,057	239,043
2035	2036	945	51.86	380.00	359,100	104,487	254,613	-	-	-	359,100	110,000	9,405	(4,802)	120,573	120,573	238,527
2036	2037	945	52.86	380.00	359,100	104,487	254,613	-	-	-	359,100	110,000	4,730	(4,823)	115,644	115,644	243,456
2037	2038	945	53.86	380.00	359,100	104,487	254,613	-	-	-	359,100				-	-	359,100
2038	2039	945	54.86	380.00	359,100	104,487	254,613	-	-	-	359,100	-	-	-	-	-	359,100
Totals					8,640,744	2,412,411	6,228,333	830,813	(36,536)	794,277		985,000	411,627	(44,638)	1,421,821	2,216,098	6,424,646

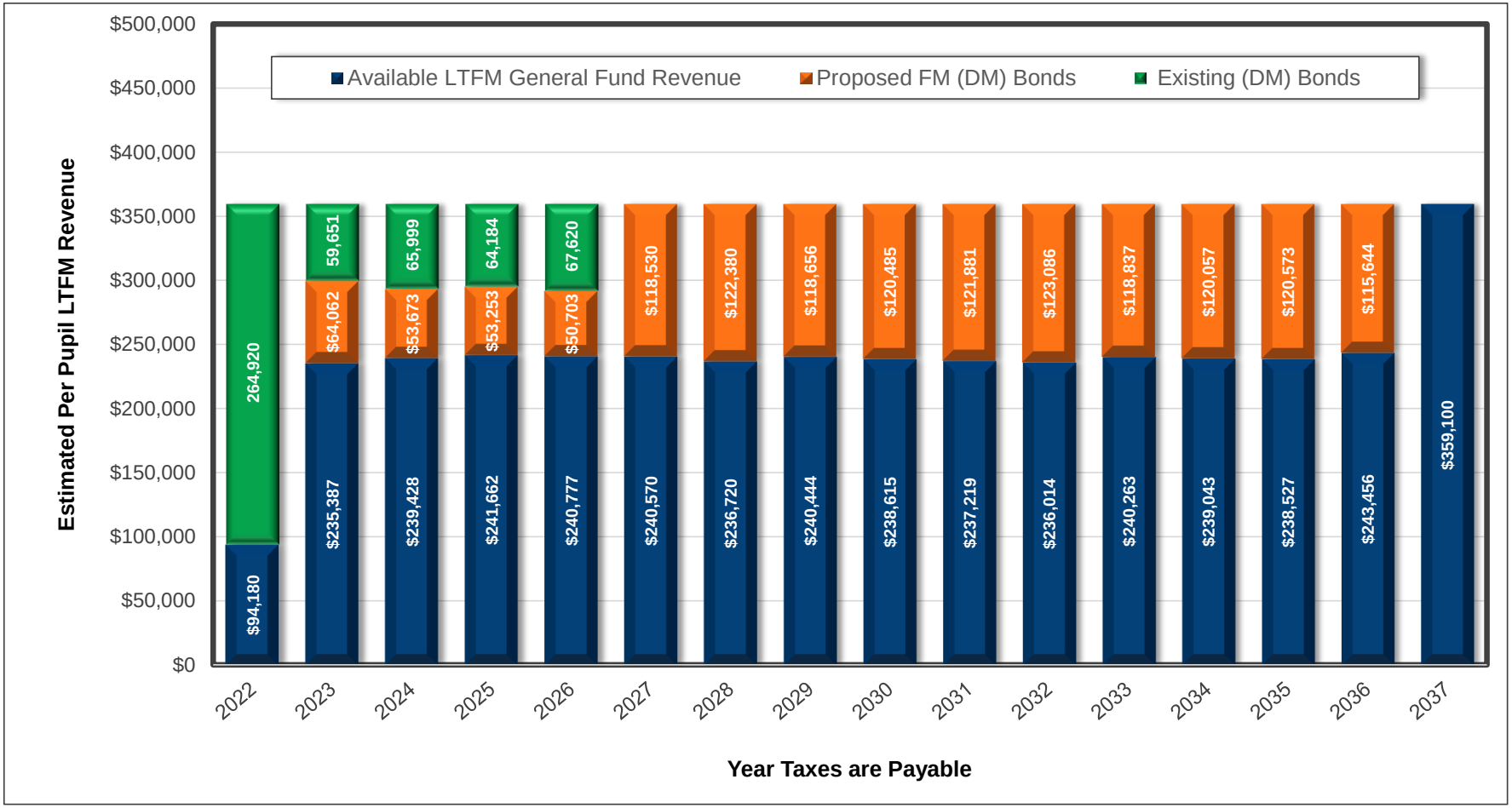
1 Debt service levies are set at 105 percent of the principal and interest payments during the next fiscal year.
2 Debt excess adjustment is estimated at 4% of the prior year's initial debt service levy.

Deer River School District No. 317

Estimated $380 Per Pupil Long-Term Facilities Maintenance Revenue
Estimates of LTFM Revenue and Bond Payments

$985,000 Fac. Maint. Bond Issue
14 Annual Levies
33% of LTFM Revenue

Date Prepared: June 24, 2022



Deer River School District No. 317

Analysis of Tax Impact for Potential Bond Issue **June 24, 2022**

Bond Authorized Amount	**$7,445,000**
Bond Issue Amount	**$7,350,000**
Issuance Date	**9/1/2022**
Average Interest Rate	**4.26%**
Number of Annual Tax Levies	**14**

Type of Property	Estimated Market Value	Estimated Change in Annual Taxes from Pay 2022 to 2023*
Residential Homestead	$100,000	$19
	125,000	26
	150,000	34
	175,000	41
	200,000	48
	250,000	63
	300,000	77
	350,000	92
	400,000	106
	450,000	120
	500,000	134
Commercial/ Industrial	$100,000	$40
	200,000	87
	300,000	140
	500,000	247
	1,000,000	514
Agricultural Homestead *** (average value per acre of land & buildings)	$3,000	-$0.16
	4,000	-0.22
	5,000	-0.27
	6,000	-0.32
Agricultural Non-Homestead *** (average value per acre of land & buildings)	$3,000	-$0.32
	4,000	-0.43
	5,000	-0.54
	6,000	-0.65

* Estimated tax impact includes principal and interest payments on the new bonds. The amounts in the table are based on school district taxes for bonded debt levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Some owners of homestead property will qualify for a refund, based on their income and total property taxes. This will change the net effect of the proposed bond issue for those property owners.

*** For all agricultural property, estimated tax impact for taxes payable in 2022 includes a 60% reduction due to the School Building Bond Agricultural Credit. The credit percentage will gradually increase to 70% by taxes payable in 2023; this will cause a reduction in taxes in future years. Average value per acre is the total estimated market value of all land & buildings divided by total acres. If the property includes a home, then the tax impact on the house, garage, and one acre of land will be calculated in addition to the taxes per acre, on the same basis as a residential homestead or non-homestead property. If the same property owner owns more than approximately $1.9 million of agricultural homestead land and buildings, a portion of the property will be taxed at the higher non-homestead rate.

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

RESOLUTION RELATING TO PROPOSED PROPERTY TAX ABATEMENT FOR PARKING LOT IMPROVEMENT PROJECTS AND GRANTING THE ABATEMENT; RELATING TO $145,000 GENERAL OBLIGATION TAX ABATEMENT BONDS, SERIES 2022A; AUTHORIZING THE ISSUANCE AND SALE THEREOF AND PROVIDING FOR CREDIT ENHANCEMENT WITH RESPECT THERETO

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 317 (Deer River), Minnesota (the District), as follows:

Section 1. Tax Abatement Authorization and Recitals.

1.01. The District, pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the Act), is authorized to grant an abatement of the property taxes imposed by the District on parcels of property (the Abated Parcels) by the adoption of a resolution specifying the terms of the abatement.

1.02. The District intends to undertake parking lot improvement projects at King Elementary School (the Improvements) and benefiting certain properties within the District boundaries identified on Exhibit A attached hereto (collectively, the Property).

1.03. The District has proposed to finance the Improvements by granting an abatement of the property taxes imposed by the District on the Property (the Proposed Property Tax Abatement).

1.04. Pursuant to the Act, this Board, on the date hereof, July 11, 2022, conducted a public hearing on the desirability of granting the Proposed Property Tax Abatement. Notice of the public hearing was duly published as required by law in the *Grand Rapids Herald Review*, the official newspaper of the District, on June 12, 2022.

Section 2. Findings. On the basis of the information compiled by the District and elicited at the public hearing referred to in Section 1.04, it is hereby found, determined and declared:

2.01. The District expects that the benefits to the District associated with granting the Proposed Property Tax Abatement are at least equal to or exceed the associated costs to the District.

2.02. The granting of the Proposed Property Tax Abatement is in the public interest because it will finance and provide public infrastructure and help provide access to services for District residents.

2.03. The nature and extent of the public benefits which the District expects to result from the Proposed Property Tax Abatement are the parking lot improvements at King Elementary School which will enable District residents to continue to conveniently and safely access this District facility that is regularly utilized by the public for community events.

2.04. The Property is not located in a tax increment financing district.

2.05. The granting of the Proposed Abatement will not cause the aggregate amount of abatements granted by the District under the Act to exceed, in any year, the greater of (i) ten percent (10%) of the District's net tax capacity for the taxes payable year to which the abatement applies, or (ii) $200,000.

2.06. It is in the best interests of the District to grant the tax abatement authorized in this resolution.

2.07. Under Section 469.1813, subdivision 9 of the Act, it is not necessary for the District to obtain the consent of any owner of the Property to grant an abatement.

Section 3. Granting of Tax Abatement.

3.01. A property tax abatement (the Abatement) is hereby granted in respect of property taxes levied by the District on the Property for nine (9) years, commencing with taxes payable in 2023 and concluding with taxes payable in 2031. The total Abatement amount shall not exceed $264,384 over nine (9) years.

3.02. The District shall retain the Abatement and apply it to payment of all or a portion of the costs of acquiring or constructing the Improvements or to the payment of bonds of the District issued to finance costs of acquiring or constructing the Improvements, whether such bonds are issued pursuant to the Act, or other law, as authorized by Section 469.1815, subdivision 2 of the Act.

3.03. The Abatement may be modified or terminated at any time by the Board in accordance with the Act.

Section 4. Bond Authorization. The District is authorized, pursuant to Minnesota Statutes, Section 469.1814 and Chapter 475, to borrow money by the issuance of its general obligation tax abatement bonds. This Board hereby determines that it is necessary and desirable and in the best interest of the District to issue its General Obligation Tax Abatement Bonds, Series 2022A in the approximate principal amount of $145,000 (the Bonds), to be used to finance the Improvements including every item of cost of the kinds authorized in Minnesota Statutes, Section 469.1814, subdivision 5, benefiting the Abated Parcels.

Section 5. Sale. The District has retained Ehlers & Associates, Inc., in Roseville, Minnesota, as its independent municipal advisor in connection with the sale of the Bonds. Ehlers & Associates, Inc. is authorized to solicit proposals for the Bonds in accordance with Minnesota Statutes, Section 475.60, subdivision 2, paragraph (9). The Board shall meet at the time and place specified in the Official Statement for the Bonds to receive and consider proposals for the purchase of the Bonds.

Section 6. Official Statement; Proposals. Ehlers & Associates, Inc. is authorized to prepare and distribute an Official Statement for the Bonds and to open, read, and tabulate the proposals for presentation to the Board.

Section 7. 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 business manager is authorized to execute any applicable Minnesota Department of Education forms.

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.

EXHIBIT A

89-550-0910

77-003-1300

77-003-1102

89-024-3204

89-540-0120

38-410-0320

75-025-1300

38-135-4220

71-024-3401

26-005-3400

65-455-0210

32-016-2100

66-005-2202

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN ENERGY SERVICES AGREEMENT and FINANCING AGREEMENT

BE IT RESOLVED by the School Board of Independent School District No. 317, State of Minnesota, as follows:

The Deer River Public Schools Board does hereby certify that the following is a true, complete and correct copy of a resolution adopted at a school board meeting, duly and properly called and held on the 11th day of July 2022; that a quorum was present at said meeting; that a majority of those present voted for the resolution; and that said resolution is set forth in the minutes of said meeting.

WHEREAS, the State Legislature has enacted Minnesota Stature 123B.65 authorizing school districts to develop energy services agreements with businesses which shall guarantee savings in energy and operations and,

WHEREAS, the School Board of ISD 317 has selected SitelogIQ through a competitive RFP and has approved implementing a guaranteed savings program for the district with SitelogIQ.

NOW, THEREFORE, BE IT RESOLVED that the Superintendent of Schools, on behalf of ISD 317, is hereby authorized to enter into and designated to sign an Energy Services Agreement with SitelogIQ to provide the scope of projects and services in the amount of $211,240.00.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon roll call vote the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF ITASCA

I, the undersigned, being the fully qualified and acting Secretary/Clerk of ISD 317, State of Minnesota do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of the ISD 317 held on the 11th day of July 2022, with the original thereof on file in the district office, and the same is a full, true and complete transcript insofar as the same relates to the adoption of a resolution approving and authorizing the execution of a governmental lease-purchase master agreement and supplements thereto and related documents and certificates.

WITNESS MY HAND officially as such Secretary/Clerk this _____day of _____ 2022.

_____
Pam Thompson, Clerk

Professional Services Agreement Amendment #2

THIS AMENDENT to the Professional Services Agreement (hereafter "Amendment #1") is made and entered into as of June 28, 2022 between SitelogIQ, Inc., a Delaware corporation ("SitelogIQ"), having its principal offices at 705 Main Street, Hopkins, MN 55343 and Deer River Schools – ISD 317("District"), having its principal offices at 101 1st Avenue Northeast, Deer River, MN 56636 for the purpose of providing certain Services as defined herein.

WHEREAS, the parties entered into a Professional Services Agreement on May 18, 2022;

WHEREAS, the parties entered into Amendment #1 to the Professional Services Agreement on June 6, 2022; and

WHEREAS, the District and SitelogIQ agree to further amend the Professional Services Agreement to incorporate the following Articles and Schedules which will constitute the changes to the original Professional Services Agreement and will be Amendment #2:

- Schedule B – Compensation for Services
- Schedule C – Facility Improvement Measures

NOW THEREFORE, the District and SitelogIQ agree to the changes reflected in Amendment #2. Unless explicitly modified by this Amendment #2, all other terms and conditions of the above referenced Professional Services Agreement are incorporated herein by reference and remain in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have each executed the Agreement, effective as of the date first above written.

Deer River Schools – ISD 317	SitelogIQ, Inc.
Signature	Signature
Printed Name	Printed Name
Title	Title
Date	Date

Schedule B - Compensation for Services

Schedule B is amended as follows:

Compensation for Services

General

The total project costs are $7,814,435.00 (Seven Million, Eight Hundred and Fourteen Thousand, Four Hundred and Thirty-Five dollars).

All other terms, conditions, and provisions provided in Schedule B of the Professional Services Agreement remain in full force and effect.

Schedule C - Facility Improvement Measures

Schedule C is removed and replaced as follows:

Deer River Schools

The facility improvement measures associated with the Project are:

Deer River Schools		
King Elementary School		
EXT.2d: Roof: Metal Roof Replacement with HVAC Systems		
EXT.2e: Roof: Conventional Roof Replacement		
EXT.3: Window-Wall System Replacement		
EXT.4: Window Replacement		
G.1b: Resurface Parking Lot		
M.2: 2000 RTU Replacement (RTUs 1A, 1B)		
M.3: 2000 RTU Replacement (RTUs 2A, 2B)		
M.4b: 2006 RTU Replacement with AHUs (RTUs 4, 5, 6, 7)		
M.5: Domestic Water Heater Replacement		
Grand Total	**$**	**7,814,435.00**

Changes to the above listed facility improvement measures that increase the scope of design Services provided by SitelogIQ may require additional compensation. SitelogIQ shall inform the District when a change would require additional compensation. The parties agree that SitelogIQ's fee shall not increase for minor changes within the above listed facility improvement measures.

To the extent required, District and SitelogIQ shall execute amendments to Schedule C of this Agreement to reflect the scope of Work to be performed for the Projects consistent with the meeting minutes and design phase review documents.

RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 317, State of Minnesota as follows:

(a) 1. It is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each.

(b) The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 8th day of November, 2022.

Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.

2. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on Election Day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical

scan voting system to be posted in each polling place on Election Day.

3. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

4. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

Dated: July 11, 2022

BY ORDER OF THE SCHOOL BOARD

/s/

School District Clerk

RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY

BE IT RESOLVED by the School Board of Independent School District No. 317, State of Minnesota, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 317 shall begin on August 2, 2022 and shall close on August 16, 2022. An affidavit of candidacy must be filed in the office of the school district clerk and the $2 filing fee paid prior to 5:00 o'clock p.m. on August 16, 2022.

2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.

3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.

4. The notice of said filing dates shall be in substantially the following form:

NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 317
DEER RIVER PUBLIC SCHOOLS
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 317 shall begin on August 2022, and shall close at 5:00 o'clock p.m. on August 16, 2022.

The general election shall be held on Tuesday, November 8, 2022. At that election, three (3) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the school district clerk, District Office, 101 First Avenue Northeast, Deer River, Minnesota. The filing fee for this office is $2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or next ensuing general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 16, 2022.

Dated: July 11, 2022

BY ORDER OF THE SCHOOL BOARD
/s/
School District Clerk

Minnesota School Boards Association
1900 West Jefferson Avenue
St. Peter, MN 56082-3015
507-934-2450 or 800-324-4459

Invoice	INV-01504-V8S4H2
Date	6/10/2022
Amount Due	$7,200.00
Date Due	8/15/2022

Deer River
PO Box 307
Deer River, 56636-0307

Customer Name	Purchase Order No.			
Deer River				
Description	**Quantity**		**Unit Price**	**Ext. Price**
Policy Services Subscription - Deer River	1		$750.00	$750.00
ISD Membership - Deer River	1		$4,350.00	$4,350.00
BoardBook Subscription Tier 1 - Deer River	1		$2,100.00	$2,100.00

Dues for your district are based on "Average Daily Membership of Students Served" for the fiscal year ended June 30, 2021, as provided by the Minnesota Department of Education.

Subtotal	$7,200.00
Total	$7,200.00

MSBA is not able to accept Credit, Debit, or Procurement Cards as a method of payment of your 2022-2023 Dues Invoice. Please remit payment of this invoice to MSBA by CHECK. Thank you for your cooperation.

In accordance with IRS Code Sec. 6113, contributions or gifts (including membership dues) to MSBA are not deductible as charitable contributions for Federal income tax purposes.

Deer River Public Schools

Adopted: November, 2021 *Policy 534*

Revised: August, 2022

534 SCHOOL MEALS POLICY

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

II. PAYMENT OF MEALS

A. Students and employees have use of a meal account. All families are encouraged to complete the application for educational benefits available as a paper application or easy online application on the district website:
https://www.isd317.org/food-and-nutrition
Many categorical aid formulas for the school district are based on our participation in federal education benefits. The federal pandemic free meal waivers which were available in the 2020-2021 and 2021-2022 school years have expired effective June 30, 2022.

In the 2022-2023 school year the district will make a concentrated effort to collect the maximum amount of categorical aid for the district and assist as many families as possible to continue receiving free breakfasts and lunches. Any family completing the educational benefits application during the 2022-2023 school year will have all outstanding food service accounts and activities program account balances permanently cleared *.
* This does not include delinquent food service account balances or activities fees which may have previously been submitted to a collections agency.

When the account balance reaches zero, a student or employee may not charge ~~not more than $[insert amount] or [insert number of~~ meals to this account. ~~When an account reaches this limit, a student shall not be allowed to charge further meals~~

~~or a la carte items until the negative account balance is paid. [Insert description for how families may add money to students' accounts.~~ It is the family's or employee's responsibility to monitor their meal account balances and make deposits to their accounts through the payment portal on the district website: https://parent.payschools.com/categories

B. If the school district receives school lunch aid under Minnesota Statutes section 124D.111, it must make lunch available without charge to all participating students who qualify for free or reduced-price meals regardless of account balance.

C. A student with an outstanding meal charge debt will be allowed to purchase a meal if the student pays for the meal when it is received.

D. A student who has been determined to be eligible for free and reduced-price lunch always must be served a reimbursable meal even if the student has an outstanding debt.

E. Once a meal has been placed on a student's tray or otherwise served to a student, the meal may not be subsequently withdrawn from the student by the cashier or other school official, whether or not the student has an outstanding meals balance.

F. The school district may provide an alternate meal that meets federal and state requirements to a student who does not have sufficient funds in the student's account or cannot pay cash for a meal. The school district will accommodate special dietary needs with respect to alternate meals. The cost of the alternative meal will be charged to an account reserved for student support.

G. When a student has a ~~negative~~ zero account balance, the student will not be allowed to charge a snack item.

H. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless written permission is received from the parent or guardian.

III. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION

A. The school district will make reasonable efforts to notify families when meal account balances are low ~~or fall below zero~~.

B. Families will be notified when the account balance is at $50 or less. ~~of an outstanding negative balance once the negative balance reaches.~~

C. Reminders for payment of outstanding or low student meal balances will not demean or stigmatize any student participating in the school lunch program, including, but not limited to, dumping meals, withdrawing a meal that has been served, announcing or listing students' names publicly, or affixing stickers, stamps, or pins.

D. The following individuals may personally contact students' parents/guardians via telephone, text, e-mail, send letters via U.S. Mail, or send notices home in students' backpacks/folders as necessary:
- District Food & Nutrition Services Director or Assistant
- Site Principals or Assistant Principals
- Full Service Community School staff members

IV. UNPAID MEAL CHARGES

A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges. Where appropriate, families may be encouraged to apply for free and reduced-price meals for their children.

B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.

C. Families who have not submitted a 2022-2023 educational benefits application with negative balances on October 1, 2022 will have those debts turned over to the superintendent or superintendent's designee for collection. In some instances, the school district does use a collection agency to collect unpaid school meal debts after reasonable efforts first have been made by the school district to collect the debt. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.

D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.

E. The school district will not impose any other restriction prohibited under Minnesota Statutes section 123B.37 due to unpaid student meal balances. The school district will not limit a student's participation in any school activities, graduation ceremonies, field trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students due to an unpaid student meal balance.

V. COMMUNICATION OF POLICY

A. This policy and any pertinent supporting information shall be provided in writing in student handbooks and through an Infinite Campus parent notice ~~to:~~

1. all households at or before the start of each school year;
2. students and families who transfer into the school district, at the time of enrollment; and
3. all school district personnel who are responsible for enforcing this policy.

B. The school district will post this policy on the school district's website, or the website of the organization where the meal is served, in addition to providing the required written notification described above.

C. If the school district contracts with a third party for its meal services, it will provide the vendor with its school meals policy. The school district will ensure that any third-party provider with whom the school district enters into either an original or modified contract after July 1, 2021, adheres to the school district's school meals policy.

Legal References: Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 124D.111 (Lunch Aid; Food Service Accounting)
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)
USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)
USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016)
USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges: Guidance and Q&A

Cross References: ***None***

DEER RIVER SCHOOLS
HOPE · HAPPINESS · SUCCESS
BAGOSENDAM · MINWAANIGOZI · GASHKITOON

DEER RIVER HIGH SCHOOL
101 First Avenue NE
PO Box 307
Deer River, MN 56636
Home of the Warriors

KING ELEMENTARY SCHOOL
504 5th St. SE
PO Box 307
Deer River, MN 56636
King Pride

TO: ISD 317 Board of Directors
FROM: Jennifer Stefan
Date: June 10, 2022

Goal: To support academic and social emotional learning for students entering 5th grade during the 2022-2023 school year.

Total number of students entering 5th grade in fall 2022 = 70

Of the 70 students:

- 51% (36/70) will receive support from North Homes or the Social Worker
- 37% (26/70) receive special education services (Serviced by 4 different sped teachers)

Of the 36 that receive North Homes/Social Worker Services:

- 27% (10/36) are serviced through special education programs
- 72% (26/36) are serviced in general education with North Homes/Social Worker support

- 70 students in three sections
- Right-size goal for 5th grade is 24, 3 sections puts us at 23
- Enrichment teacher in fifth grade would be for one year 2022-2023
- unique student needs requiring additional support
- Reducing from 23 sections to 21 at King in 2022-2023
- K-2 projected to have four sections
- 3-4 projected to have three sections

Respectfully Submitted,

Jennifer Stefan

DEER RIVER SCHOOLS
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King Pride

July 11, 2022

Education Identity & Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local education agency or organization (the Superintendent or Director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity Access Management

Organization Name: Deer River Public Schools

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): 0317-01

The Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: Patrick Rendle

Title: Superintendent of Schools

Board Member Signature:

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and send it to: useraccess.mde@state.mn.us

CORPORATE AUTHORIZATION RESOLUTION

WOODLAND BANK
PO BOX 100
DEER RIVER, MN 56636

By: ITASCA COUNTY ISD 317
101 1ST AVENUE, PO BOX 307
DEER RIVER, MN 56636

ACCOUNT#s 603332, 603613, 603738, 686337,
311886, 6066

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Pam Thompson, certify that I am Secretary (clerk) of the above named corporation organized under the laws of Minnesota, Federal Employer I.D. Number 41-6001597, engaged in business under the trade name of ISD #317, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on 7-11-2022 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

	Name and Title or Position		Signature		Facsimile Signature (if used)
A.	Patrick Rendle, Superintendent			X	
B.	Jennifer Dratts	X		X	
C.	Amie Hanson	X		X	
D.	Travis Anttila	X		X	
E.	Pam Thompson	X		X	
F.	Amanda Reed	X		X	
G.	Patty Schimek				

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
ABDEF	(1) Exercise all of the powers listed in this resolution.	
	(2) Open any deposit or share account(s) in the name of the Corporation.	
C	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	
	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	
	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	
C,G	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	
	(7) Other	

LIMITATIONS ON POWERS The following are the Corporation's express limitations on the powers granted under this resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated _____. If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY
I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on 7-11-2022 (date).

Attest by One Other Officer: Travis Anttila

Secretary: Pam Thompson

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