

Hastings Area Public Schools - ISD 200
School Board Meeting Agenda

Tuesday, October 8, 2024
Work Session
District Office - Conference Room A

- I. District Vision Card for 2023-2024 Review
- II. Strategic Plan Options
- III. Student Activity Oversight Policy Discussion
- IV. Policies



530 IMMUNIZATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to require that all students receive the proper immunizations as mandated by law to ensure the health and safety of all students.

II. GENERAL STATEMENT OF POLICY

All students are required to provide proof of immunization, or appropriate documentation exempting the student from such immunization, and such other data necessary to ensure that the student is free from ~~vaccine preventable~~ communicable diseases, as a condition of enrollment.

III. STUDENT IMMUNIZATION REQUIREMENTS

- A. No student may be enrolled or remain enrolled, on a full-time, part-time, or shared-time basis, in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted to the designated school district administrator the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian shall provide to the designated school district administrator one of the following statements:
 - 1. a statement from a physician, advanced practice registered nurse, physician assistant, or a public clinic which provides immunizations (hereinafter "medical statement"), affirming that the student received the immunizations required by law, consistent with medically acceptable standards; or
 - 2. a medical statement affirming that the student received the primary schedule of immunizations required by law and has commenced a schedule of the remaining required immunizations, indicating the month and year each immunization was administered, consistent with medically acceptable standards.
- B. The statement of a parent or guardian of a student or an emancipated student may be substituted for the medical statement. If such a statement is substituted, this statement must indicate the month and year each immunization was administered. Upon request, the designated school district administrator will provide information to the parent or guardian of a student or an emancipated student of the dosages required for each vaccine according to the age of the student.
- C. The parent or guardian of persons receiving instruction in a home school shall submit

one of the statements set forth in Section III.A. or III.B., above, or statement of immunization set forth in Section IV., below, to the superintendent/designee of the school district by October 1 of the first year of their home schooling in Minnesota and the grade 7 year.

- D. When there is evidence of the presence of a communicable disease, or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any vaccine preventable communicable diseases. No student may be enrolled or remain enrolled in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted the required data.
- E. The school district may allow a student transferring into a school a maximum of 30 days to submit a statement specified in Section III.A. or III.B., above, or Section IV., below. Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization within the specified time frames shall be excluded from school until such time as the appropriate proof of immunizations or exemption documentation has been provided.
- F. If a person who is not a Minnesota resident enrolls in a school district online learning course or program that delivers instruction to the person only by computer and does not provide any teacher or instructor contact time or require classroom attendance, the person is not subject to the immunization, statement, and other requirements of this policy.

IV. EXEMPTIONS FROM IMMUNIZATION REQUIREMENTS

Students will be exempt from the foregoing immunization requirements under the following circumstances:

- A. The parent or guardian of a minor student or an emancipated student submits a signed medical statement affirming that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or
- B. The parent or guardian of a minor student or an emancipated student submits his or her notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian or student.
- C. The district and staff will respect the rights of parents and students to make

immunization decisions for themselves

V. NOTICE OF IMMUNIZATION REQUIREMENTS

- A. The school district will develop and implement a procedure to:
 - 1. notify parents and students of the immunization and exemption requirements by use of a form approved by the Department of Health (please see Hastings Public Schools Enrollment Packet);
 - 2. notify parents and students of the consequence for failure to provide required documentation regarding immunizations;
 - 3. review student health records to determine whether the required information has been provided; and
 - 4. make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.
- B. The notice provided shall contain written information describing the exemptions from immunization as permitted by law. The notice shall be in a font size at least equal to the font size and style as the immunization requirements and on the same page as the immunization requirements.

VI. IMMUNIZATION RECORDS

- A. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student attains the age of majority.
- B. Upon request, the school district may exchange immunization data with persons or agencies providing services on behalf of the student. Immunization data is private student data and disclosure of such data shall be governed by Policy 515 Protection and Privacy of Pupil Records.
- C. The designated school district administrator will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school within 30 days of the student's transfer.
- D. Upon request of a public or private post-secondary educational institution, the designated school district administrator will assist in the transfer of the student's immunization file to the post-secondary educational institution.

VII. OTHER

Within 60 days of the commencement of each new school term, the school district will forward a report to the Commissioner of the Department of Education stating the number of students attending each school in the school district, including the number of students receiving instruction in a home school, the number of students who have not been immunized, and the number of students who received an exemption. The school district also will forward a copy of all exemption statements received by the school district to the Commissioner of the Department of Health.

Legal References: *Minn. Stat. § 13.32 (Educational Data)*
 Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
 Minn. Stat. § 121A.17 (School Board Responsibilities)
 Minn. Stat. § 144.29 (Health Records; Children of School Age)
 Minn. Stat. § 144.3351 (Immunization Data)
 Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)
 Minn. Stat. § 144.442 (Testing in Schools)
 Minn. Rules Parts 4604.0100-4604.1020 (Immunization)
 McCarthy v. Ozark Sch. Dist., 359 F.3d 1029 (8th Cir. 2004)
 Op. Atty. Gen. 169-W (July 23, 1980)
 Op. Atty. Gen. 169-W (Jan. 17, 1968)

Cross References: *ISD 200 Policy 515 (Protection and Privacy of Pupil Records)*

Policy Reviewed: ~~10.04.2024~~ ~~08.11.2022~~
Policy Adopted: 11.15.2006
Policy Revised: 09.28.2022



909 MEMORIALS AND MEMORIAL ACTIVITIES FOR STUDENTS AND STAFF

I. PURPOSE

The purpose of this policy is to establish the criteria and procedures for memorials and memorial activities for students and staff. Hastings Public Schools recognizes that the loss of a student or staff member deeply impacts students, staff, and families. ~~Following the loss of a Hastings student or staff member, the primary focus of staff will be on helping those (staff, students, and families) affected by the death to make connections to appropriate school and community resources.~~

II. GENERAL STATEMENT OF POLICY

In recognition that schools are designed primarily to support learning, school sites should not serve as the main venue for the memorializing of students or staff. ~~Temporary~~ ~~Memorials~~ and memorial activities expressed at school need to be coordinated and approved through the crisis support team, as well as the principal or their designee and in consultation with the superintendent or their designee. The crisis support team will assist families and students in selecting memorial activities that are appropriate for school and assist students and staff in healthy bereavement. School district funds and district student activity accounts cannot be used to support, finance, or fundraise for memorials or memorial activities. It is further recognized that the principal or their designee shall have a certain amount of discretion in these situations to make professional judgments, in consultation with the superintendent, to best meet the overall needs of students, staff, parents and the community.

III. DEFINITIONS

- A. “Memorials” means an object to remember an event or deceased person(s).
- B. “Memorial Activities” means activities to remember an event or deceased person(s).
- C. “Permanent Memorials” means a memorial intended to be sustained over time.
- D. “Crisis Support Team” means a designated group of trained professionals as assigned by the principal, providing grief services following a death of a student or staff member.

IV. RECOMMENDED MEMORIAL PROCEDURES

~~Sometimes, in the aftermath of a crisis or death, m~~ ~~Memorials are proposed decisions made immediately after a death may be made without full consideration of the potential implications for students, staff, families, and the community.~~ ~~all involved. This policy provides district parameters to guide decision-making regarding school-related memorials.~~ ~~The following guidelines are offered to assist the Crisis Support Team and~~

~~administration when making such decisions.~~

V. RECOMMENDED MEMORIAL ACTIVITIES

A. Permanent Memorials and Donations

~~The Hastings Public Schools Board of Education has designated a memorial board for all donations and to serve as a permanent memorial. Dollars donated in excess of the cost of the memorial plaque may~~ will be used as a scholarship in coordination with the family.

B. Temporary Memorials

~~It is recommended that t~~Temporary memorials, as approved by the crisis support team and the building principal, can be displayed within the school building or on school grounds until one week after the death, at which time they will be given to the family by the school principal. Temporary memorials may include banners, pictures, student desk displays, etc. that foster a sense of hope, recovery, and positive action.

C. Memorial Activities

A memorial activity may be held in the name of the deceased student or staff member. The event may be sponsored by a class, club, or activity in which the deceased student or staff member participated; such events may not be held during the school day. Notice of a memorial activity should occur outside of the school day. It is recommended that the memorial activity utilize community partners such as employers and faith communities and be approved by the principal, superintendent or their designee.

D. Graduation Recognition

It is recommended that one symbol representing deceased members of a graduation class, such as a plant or bouquet of flowers, may be present on the stage. It is also recommended that the name of a deceased student or students be read at the beginning of the commencement process. The superintendent is the final authority for all additional high school graduation decisions.

E. Dedication in School Yearbook

A “dedication” in the school yearbook may be requested during the same school year as a student or staff member's death. Dedications are subject to the approval of the district’s crisis support team and administration.

F. Moment of Silence

A “moment of silence” may be used following the death of a student or staff member. School-wide moments of silence should occur within two school days following notification of the death. Moments of silence are also approved for use at ISD #200

Board of Education meetings, co-curricular events, and community-based events should occur as near the date of the death of the student or staff member as possible.

G. Other Notes

It is recommended that existing memorials established prior to the implementation of this policy will remain intact. Existing memorials are generally the sole responsibility of the entity providing the memorial; district staff and or finances may only be used to maintain current memorials as part of the regular maintenance processes and or to ensure safe conditions. The district reserves the right to remove a memorial if it is not or cannot be maintained or is contrary to the overall educational needs of students. *The family of the deceased will be notified of any removal of previously established memorials that the district has recorded and be given the option to take ownership of the memorial off of school grounds.*

H. Family Communication

It is recommended that the superintendent, principal, or their designee communicate as appropriate with the family of the deceased in applying the policy and procedure.

VI. NOT RECOMMENDED MEMORIAL ACTIVITIES

A. Fundraising

It is recommended that selling and or fundraising of memorial items occur outside of the school day. District student activity accounts cannot be used to support, finance, or fundraise for memorialization. Proceeds from co-curricular events or contests cannot be donated to agencies for memorialization.

B. Memorial Services at School

It is recommended that school district facilities not be used for formal memorial services. However, the superintendent has the discretion to consider approving community-based memorial events that utilize district facilities.

C. Anniversary Dates

It is recommended that formal, school-wide recognition of anniversary dates only occur with approval from the superintendent. If the death of a student or staff member occurred in a public location accessible by community members, such as a crash site, district staff should not provide anniversary monitoring.

Legal References: *None*

Cross References: *Inventory of permanent memorials on campus ~~None~~*

Policy Reviewed: *10.04.2024*

Policy Adopted:

Policy Revised: