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The student planner may be changed or amended during the school year. Changes will be reflected on the school's website. If you have any questions about a provision, contact the principal. This handbook is written as a guide to help teachers, students and administrators work more effectively with each other. This student planner explains the policies in effect for this school year. It is the responsibility of each student and parent to become acquainted with the contents.

ISD #94 MISSION AND PHILOSOPHY

MISSION

Linking school and community to provide quality lifelong learning and success for all.

PHILOSOPHY

We believe the educational process must empower all students with the knowledge base, interpersonal skills, reasoning power, and foundation for lifelong learning enabling them to function to the best of their abilities in a complex multicultural and changing global society.

We believe quality education is research based, founded on sound curriculum, facilitated by excellent staff, arises from high expectations, demands demonstrated achievement and embraces the belief that all learners can be successful.

We believe self motivated learning and personal achievement nurture self esteem, character and creativity in all learners.

We believe the school environment must value cultural diversity, and foster interpersonal respect, caring attitudes and positive learning experiences for all.

We believe it is the responsibility of the community, and tribal community, including parents and nonparents, business and industry, religious and social agencies, in cooperation with the educational system to support all students in their efforts to learn.

We believe appropriate technology employed in learning, teaching, and management strategies empowers students and staff to better function in an increasingly technological society.

IMPORTANT DATES

2021-2022

September 3	Freshman Orientation
September 6	Labor Day (No school for students/staff)
September 7	Teacher Professional Day (No school for students)
September 8	First Day of School
September 24	Homecoming Dance
October 6	Quarter 1 Mid-Term
October 6	Parent-Teacher Conferences
October 21 and 22	ED MN Convention (No school for students/staff)
November 5	End of Quarter 1
November 8	Teacher Professional Day (No school for students)
November 25 and 26	Thanksgiving Break (No school for students/staff)
December 3	Teacher Professional Day (No school for students)
December 8	Quarter 2 Mid-Term
December 8	Parent-Teacher Conferences
December 23–January 3	Winter Break (No school for students/staff)
January 17	Teacher Professional Day (No school for students)
January 22	SnoBall
January 21	End of Quarter 2 (First Semester)
January 24	Teacher Professional Day (No school for students)
February 23	Quarter 3 Mid-Term
February 21	President's Day (No school for students/staff)
February 23	Parent/Teacher Conferences
March 4	Teacher Professional Day (No school for students)
March 26	End of Quarter 3
March 28- April 1	Spring Break (No school for students/staff)
April 4	Teacher Professional Day (No school for students)
April 15	Good Friday (No school for students/staff)
April 23	Prom
May 4	Quarter 4 Mid-Term
May 4	Parent-Teacher Conferences
May 25	Senior Day
May 27	Graduation (Last day of school for Seniors)
May 33	Memorial Day (No school for students/staff)
June 3	End of Quarter 4 (Second Semester)
June 3	Last Day of School (Early Dismissal)

A. DAILY CLASS SCHEDULES

- **BUILDING HOURS**

The high school office will be open at 8:00 a.m. and will be closed at 4:00 p.m. The district website contains the other building schedules and teacher contact information: www.isd94.org.

- **SCHOOL HOURS FOR STUDENTS**

School begins at 8:30 a.m. Students will be dismissed from school at 3:30 p.m. Beginning Wednesday, September 15, 2021 to Wednesday, June 1, 2022 district-wide, students will be dismissed 30 minutes early on each Wednesday of the month.

- **CLASS SCHEDULE**

There are five daily bell schedules for the school year. The basic and most used schedule is the REGULAR SCHEDULE. Beginning Wednesday, September 15, 2021, June 1, 2022, the WEDNESDAY SCHEDULE will be used. LATE START SCHEDULE and EARLY DISMISSAL will be used when needed. Convocation and Pep Fest schedules will be published as needed.

B. BELL SCHEDULES

<u>REGULAR SCHEDULE</u>			
<i>Period</i>	<i>Times</i>		
1	8:30	-	9:15
2	9:20	-	10:05
HR	10:10	-	10:20
3	10:25	-	11:10
4	11:15	-	12:00
Lunch A (9th graders) /Study A	12:05	-	12:30
Lunch B (10th Grade) /Study B	12:35	-	1:00
5	1:05	-	1:50
6	1:55	-	2:40
7	2:45	-	3:30
<u>WEDNESDAY SCHEDULE</u>			
Beginning Wednesday, September 15, 2021 to Wednesday, June 1, 2022 classes will be dismissed 30 minutes early on each Wednesday of the month			
<i>Period</i>	<i>Times</i>		
1	8:30	-	9:05
2	9:10	-	9:45
HR	9:50	-	10:35
3	10:40	-	11:15
4	11:20	-	11:55
Lunch A (9th graders) /Study A	12:00	-	12:25
Lunch B (10th Grade) /Study B	12:30	-	12:55
5	1:00	-	1:35
6	1:40	-	2:15
7	2:20	-	3:00

C. ACADEMIC REQUIREMENTS

1 year (2 semesters)	=	1.0	credit
½ year (1 semester)	=	.5	credit
¼ year (½ semester)	=	.25	credit

GRADE 9	
Mathematics	= 1.0 credit
English	= 1.0 credit
World History	= 1.0 credit
Exploring Earth Systems	= 1.0 credit
Computer Applications	= .25 credit
Health	= .25 credit

GRADE 10	
Mathematics	= 1.0 credit
Probability and Statistics	= .50 credit
English	= 1.0 credit
United States History	= 1.0 credit
Biology	= 1.0 credit

GRADE 11	
Mathematics	= 1.0 credit
English 11A (American Literature)	= .50 credit
English 11B (Writing/Speech)	= .50 credit
World Challenges	= 1.0 credit
Chemistry	= 1.0 credit

GRADE 12	
American Government	= .50 credit
Economics	= .50 credit
English	= 1.0 credit

ADDITIONAL REQUIREMENTS GRADES 9 – 12

- 1 additional year of Arts = 1.0 credit (2 semesters)
- 1 additional year of Physical Education = 1.0 credit (2 semesters)

TOTAL CREDITS = 23.0

REQUIRED = 17.0

ELECTIVE = 6.0

All **GRADE 9 STUDENTS** will be automatically registered for English, Mathematics, Science, Social Studies, Health, and Computer Applications.

All **GRADE 10 STUDENTS** will automatically be registered for English, Mathematics, Probability and Statistics, Biology, and Social Studies.

All **GRADE 11 STUDENTS** should be enrolled in an English, Social Studies, Mathematics and Chemistry.

All **GRADE 12 STUDENTS** should be enrolled in an English and Social Studies class both semesters. It is recommended that students continue with Mathematics and Science even if they have met graduation requirements. **Grade 12 students must have 23 credits to receive a diploma.**

Transfer student credits will be evaluated by a counselor upon enrollment.

Regardless of total credits, Cloquet High School does not graduate students prior to May graduation date unless specified by special education services.

Transfer and home school students' credits will be evaluated upon enrollment; a transfer student who has spent more time in the other school than at Cloquet High School will have the credits evaluated according to the graduation requirements of Cloquet High School and the previous schools attended. Homeschool students must be a full time student at Cloquet High School for three years to be considered for Honors of Distinction or in the class rank.

Exchange students who are participating in an approved program such as AFS, Youth for Understanding, etc. will receive a Certificate of Attendance upon successful completion of their senior year. No diploma will be awarded.

An Individual Educational Program (I.E.P.), Limited English Proficiency (L.E.P.) plan, or Federal 504 Modification may modify requirements when individual student situations necessitate such modifications.

D. DROPPING CLASSES

- i. Cloquet High School has a semester schedule computerized according to the student's requests. Dropping of classes or changing of classes will be held to a minimum and must take place within one (1) week of the start of the semester, unless there is administrative approval for extenuating circumstances; **however, it will be allowed under the following circumstances: misplacement in a course which is too difficult for a student's ability as recommended by the teacher, physical limitations, or extenuating circumstances.** Students may not drop classes at their discretion. However, students may transfer to a more academically challenging course.
- ii. The completed drop form is to be returned to the counseling office before the dropping of the class will take effect. Students will receive a "W" (withdrawal) grade if the withdrawal is approved during the first week of class. If later, the grade may be an "F".
- iii. Each full time student is to have at least seven classes per semester.
- iv. **An appeal of the decision to deny that a student may drop a class will be reviewed by a staff committee appointed by the principal.** A recommendation will be made to the principal or assistant principal and a final decision will be made.

E. HONORS OF DISTINCTION

Beginning with the Class of 2014, the Valedictorian/Salutatorian honors has been replaced with "**Honors of Distinction**" for graduating students achieving a 4.0 GPA (which will be determined after the third quarter of the senior year) for their cumulative GPA at Cloquet High School.

F. HONORS GRADUATES

Special recognition at graduation will be provided to Honors of Distinction graduates who have demonstrated academic excellence. Seniors achieving a 4.0 GPA for their cumulative GPA (which will be determined after the third quarter of the senior year) at Cloquet Senior High will receive Honors of Distinction medals to be worn at graduation.

Seniors with at least a 3.5 cumulative GPA in grades 9-12 (which will be determined after the first three quarters of the senior year) will receive gold honor cords to be worn at graduation.

Seniors on the Principal's Honor List (at least a 3.5 GPA during the first three quarters of the senior year) will receive purple/white honor cords to be worn at graduation.

G. PASS/FAIL POLICY

A student may take any course on a pass/fail basis subject to the following conditions:

- i. A student may take a maximum of two (2) semesters per year on a pass-fail basis. No more than one (1) course per semester may be taken on a pass-fail basis. Madrigals is not included in this total.
- ii. Credits earned on pass/fail will count towards graduation. Pass grades will not affect grade point average, but fail grades will affect the GPA.
- iii. A permission form can be obtained from the counselors' office to be signed by parents, advisor, student, and teacher during the third week of each semester. It is then to be returned to the counseling office during that same week.
- iv. After the deadline, all courses will be graded on a letter grade basis.
- v. A grade of *P* will be given to the student if the student passes the course and a grade of *F* will be given if the student fails the course.
- vi. Pass-Fail policy applies only to elective courses
- vii. Only juniors and seniors are eligible for pass-fail option.

H. REPORT CARDS

Cloquet High will distribute all student reports via parent portal and student portal at the end of each quarter. Email notification will be sent to inform parents when these reports will be available to view and print. For households that do not have access to parent portal, your student's report card will be mailed home. Parent Portal account information is available on the school district website.

The report card will indicate a letter grade for each subject plus a record of attendance and tardiness. The following grades will be given:

<i>A</i>	Excellent	<i>X</i>	Excused/Medical
<i>B</i>	Very Good	<i>W</i>	Withdrawn
<i>C</i>	Good	<i>E</i>	Credit granted because of reasonable effort
<i>D</i>	Passing	<i>I</i>	Incomplete
<i>F</i>	Failure	<i>P</i>	Pass (for Pass/Fail only or can be used for Special Education/Exchange Students)
<i>N/C</i>	No Credit		

WEIGHTED GRADING

The weighted grading system grants extra honor points for courses that qualify. This system offers extra incentives for students with exceptional ability who take challenging courses at Cloquet High School, are willing to assume responsibility for their own learning and go beyond the high school level. The following classes apply:

ART

College Photography

BUSINESS

Advanced Accounting Appreciation

Career Clusters

College Accounting

College Money Matters

ENGLISH

College Prep English

Honors English 10

Honors English 11

College English: Intro to Literature

UMD Writing Studies

LANGUAGES

German III

German IV

Spanish III

Spanish IV

MATHEMATICS

Calculus/Analytical Geometry

College Algebra

MUSIC

College Music Theory

SOCIAL

College American Government

College-in-the-Schools Economics

Introduction to Criminal Justice and
Related Careers

SCIENCE

Advanced Biology

College Chemistry

College Physics

Emergency Response/First Response

Health Occupations

Human Anatomy/Physiology

Introduction to Nursing

Medical Terminology

A	4.00	4.33
A -	3.67	4.00
B +	3.33	3.67
B	3.00	3.33
B -	2.67	3.00
C +	2.33	2.33
C	2.00	2.00
C -	1.67	1.67
D +	1.33	1.33
D	1.00	1.00
D -	.67	.67
E	.33	.33
F	.00	.00
I	.00	.00
P	.00	.00

A grade of C+ or lower will not be weighted.

***** The policies, procedures and programs included in the CHS Student Planner do not supersede ISD #94 School District policies or state law. *****

PROCEDURES AND PROGRAMS

- **STATEMENT OF NONDISCRIMINATION**

It is the policy of Independent School District #94 to comply with federal and state law prohibiting discrimination and all requirements imposed by or pursuant to regulations issued thereto, to the end that no person in the school district shall on grounds of race, color, national origin, creed, religion, sex, sexual orientation, marital status, age, status with regard to public assistance, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any regular or vocational education program, or in employment or recruitment, consideration, or selection, therefore, whether full time or part time under an education program or activity for which the school district is responsible. The School Board has designated Superintendent, Dr. Michael Cary 218.879.6721 as the District's Human Rights Officer to handle inquiries regarding nondiscrimination.

Courses, including vocational courses, are open to all students regardless of race, color, national origin, creed, religion, sex, sexual orientation, marital status, age, status with regard to public assistance, or disability.

Inquiries regarding compliance with Title IX may be directed to Dr. Michael Cary, Cloquet Central Administration 218.879.6721 or to the Director of the Office for Civil Rights, Department of Health, Education and Welfare, Washington, D.C. or to the Commissioner of Human Rights, 190 East 5th Street, St. Paul, Minnesota 55101.

- **SEXUAL/RACIAL, RELIGIOUS HARASSMENT AND VIOLENCE POLICY**

It is the policy of Independent School District No. 94 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 student or employee of School District No. 94 to harass or to be violent to another student or an employee through conduct or communication of a sexual nature or regarding religion or 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.)

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 any student or employee who is found to have violated this policy. District Policy #514 "Harassment and Violence Prohibition".

Any person who believes he or she has been the victim of religious, racial or sexual harassment or violence by a student, employee of the School District or any third person should report the alleged act(s) to a building principal (1000 18th Street, Cloquet, MN 55720, 218.897.3393) or appropriate School District official as designated by this policy.

The designated School District Human Rights Officers to whom the reports will be referred are: Dr. Michael Cary Superintendent (302 14th Street, Cloquet, MN 55720; 218.879.6721) and Sarah Ellena, school nurse (1000 18th Street, Cloquet, MN 55720; 218.879.3393)

- **ACCIDENTS**

Students involved in any injury of any kind in gym, classrooms, corridors, as well as athletic competition, must report the accident to a staff member immediately. The student will be referred to the main office or nurse's office as soon as possible for disposition.

- **ADVISOR-ADVISEE PROGRAM**

The student's homeroom teacher will also be the advisor for all four years at Cloquet High School. The intent of this program is to provide a constant focal point of information and advice whenever the need arises. The advisors will be involved in academic and citizenship issues as well as helping the student choose courses and become registered properly.

- **AGE OF MAJORITY**

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.

- **ATTENDANCE**

Minnesota State Law provides that every child between the ages of seven (7) and seventeen (17) shall attend a public or private school for a period of not less than nine (9) months during any school year, unless the child has completed the studies ordinarily required in the tenth grade and is at least eighteen (18) years of age. A student may be excused from attendance by the School Board or its designated authority upon application of his/her parents or guardian on grounds specified in the laws. *District Policy #503; MN State Statute 120A.22*

Minnesota Department of Education regulations require a school to withdraw students after fifteen (15) consecutive days of unexplained absence and/or non-attendance for state aid purposes.

Attendance is taken every hour of every school day.

According to Minnesota State Law, children must attend school regularly. Excused absences from school are for:

- i. illness
- ii. medical/dental/orthodontist appointment
- iii. counseling
- iv. funeral
- v. family emergency (2/year without further question)
- vi. active duty in the military
- vii. parent requests/vacations (extenuating circumstances must be approved by building administrator)

****PRIOR APPROVAL FORM** from the main office must be completed by all teachers, signed by parent/guardian and school administrator **PRIOR TO THE ABSENCE** in order for the absence to be excused. **

Students are responsible for any work/tests missed during their absences

IMPORTANT:

- If your child will be late or out for all or any part of the day due to any of the previous reasons, call the school attendance office as soon as possible. A message may be left on the attendance line 24 hours a day (218.879.3393 – Press 1 for Attendance). State the child's name, grade and reason for the absence. Students must check into the main office upon arrival.
- Students leaving during the school day for an appointment (except those with open lunch privileges or school sponsored activities) must check out through the main office prior to leaving. Parent permission is required via phone call or written note.
- If your child reports late for school or is returning from an appointment, he/she must report to the main office prior to going to class.
- Students who become ill during the school day are to report to the school nurse. Parent/guardian contact will be made, where necessary, to make arrangements for a student to go home. Violating this policy may result in consequences
- Absences **not reported** by a parent/guardian by phone call or written note within a 24-hour period will be marked as **unexcused** or **truant** (determination made by main office). Consequences may result.
- **Three (3) unexcused OR a total of five (5) absences** (unexcused and/ or excused) from a class (excluding school sponsored events) **in one quarter** may result in an attendance contract, a failing grade and/or loss of credit for that class.
 - **Truancy:** *willful missing of class(es), administrative consequences will be applied.*
 - **Unexcused class absences:** *excuse unacceptable, unexcused prearranged absence, class*

truancy

- At any point, the district truancy officer may be involved in attendance issues with administration. Failure to comply with truancy officer/administrative recommendations could result in a truancy contract, detention or court application in compliance with Minnesota State Statute 260 c. 007 subsection 19.
- Tardiness to class and the consequences (excused or unexcused) will be determined by the classroom teacher or the main office. Chronic tardiness will be referred to the main office.

● **BULLYING PROHIBITION**

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 a student's ability to learn and/or a teacher's 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, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for 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, reprisal, retaliation, and other similar disruptive and detrimental behavior. Further additional information about the school district's response to preventing bullying, please refer to *School District Policy #514* and recent *MN State Statute 121A.031* passed in 2014.

● **CAMPUS-UNAUTHORIZED AREAS – SCHOOL CONSTRUCTION ZONES**

The entire area south of the building and all school construction zones are totally off limits to all students. Any student violating this ban will be subject to disciplinary consequences.

● **CLOSING OF SCHOOL**

Notification of emergency school closing will be made via telephone to households using the SchoolMessenger automated system. Emergency school closings will also be announced over WKLK am/fm, KOOL 101.7 and KDALAM (95.7) radio. Please check your local major TV affiliates as well (KBJR channels 3 & 6, WDIO channels 10 and 13, Fox 21). Updates are also available on the district website www.isd94.org.

● **COMPUTER / INTERNET / NETWORK USE**

- Student Acceptable Use of Technology Guidelines
[District Policy #524 – Addendum A >>](#)
- Cloquet Learning Together
1:1 Device Student/Parent Handbook
[District Policy #524 – Addendum C >>](#)

● **DANCES**

School dances are designed to provide a healthy, safe environment for students to socialize and enjoy being together. Student Behavior Policies will be in effect and enforced at all school dances. The following procedures have been established:

- Dances are limited to Cloquet High School students in grades 9-12 and guests (maximum of one guest per student, no one over the age of 20, and must be preapproved in the principal's office the Wednesday prior to the dance).
- **PROM** is limited to Cloquet High School students and their guests in grades 11 and 12 only (or older guests - no one over the age of 20) and must be **pre-approved** in the principal's office. Maximum of one guest per student. **No Freshmen or Sophomores will be allowed to attend from Cloquet High or any school.**
- **SNOBALL** is limited to Cloquet High School students and their guests in grades 11 and 12 only (or older guests - no one over the age of 20, or guest upon administration approval. Maximum of one guest per student and must be **preapproved** in the principal's office the Wednesday prior to the dance).
- A Dance Guest Request Permission form must be signed by guest's parent or guardian, guest's high school administration and CHS administration prior to dance.
- Student bringing a pre-registered guest, must accompany/walk with this guest in the Grand March.
- Students pre-registering for a guest will be held accountable for the behavior of the guest.

- Dancing must be appropriate
- Inappropriately dressed students will not be admitted to school dances. Students admitted who later change to inappropriate clothing may be asked to leave the dance.
- Students are only admitted into the dance during the first hour and a half.
- Students are required to leave coats, purses, bags, etc. in a designated area
- Students are encouraged to refrain from bringing valuables to dances.
- Once a student leaves the dance, re-admittance will be denied.
- Any student on suspension may not participate in school dances (or other school activities).
- Dances will not last beyond midnight.

● **DISEASE PREVENTION / HEALTH PROMOTION**

- Take everyday actions to stay healthy.
- Cover your nose and mouth with a tissue when you cough/sneeze or cough/sneeze into your sleeve.
- Wash your hands often with soap and water, especially after you cough or sneeze. Use alcohol based hand cleaners if soap/water is not readily available.
- Avoid touching your eyes, mouth, nose with your hands, this is how germs are transmitted.
- Stay home if you are ill. Return to school when you are feeling well and have been fever-free for 24 hours (without a fever reducer such as Tylenol (acetaminophen) or Advil (Ibuprofen) unless otherwise directed.
- Remember to call the school office to inform them about your absence and if you are willing to share any diagnosis that is helpful for us to track various illnesses.

● **DISTRIBUTION OF NON-SCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES**

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing nonschool-sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner. For detailed information, see the complete “Distribution of Non-school-Sponsored Materials on School Premises by Students and Employees” Policy. The building principal will be the final arbiter if a dispute arises.

● **DRIVING ON SCHOOL SPONSORED TRIPS**

Activities participants **may not** drive vehicles to school sponsored events due to liability considerations. They must ride to and from these events on school transportation unless prior arrangements have been made which includes the completion of the [Travel Release form](#) signed by a parent/guardian and on file in the activities office **before** leaving for the event.

● **ENROLLMENT OPTIONS**

Students in Minnesota have several enrollment option programs which allow them to choose the school or education program they wish to attend.

i. **POSTSECONDARY ENROLLMENT OPTIONS** program provides grade 11 and grade 12 students, who qualify for the postsecondary institution of their choice, the opportunity to take college courses for high school credit. In order to receive a diploma from Cloquet High School, PSEO students must still meet all Cloquet High School graduation requirements.

ii. **COLLEGE IN THE SCHOOLS**

- **FOND DU LAC TRIBAL AND COMMUNITY COLLEGE** The Minnesota State Colleges and University (MNSCU) Board Policy has determined guidelines. All students who intend to enroll for college credit through FDLTCC must meet the following requirements:
 - A Grade 12 student is eligible and may be considered for enrollment if the student has a minimum overall GPA of 2.5 or greater and meets or exceeds the 50th percentile in class rank.
 - A Grade 11 student is eligible and may be considered for enrollment if the student has a minimum overall GPA of 3.0 or greater and meets or exceeds the 66th percentile in class rank.
 - The ACCUPLACER Tests shall be administered by college staff to high school students seeking to enroll. If the scores for any high school student indicate a lack of preparation for college level work, enrollment will not be approved. These tests are mandatory for all students seeking Fond du Lac Tribal and Community College credit.
- **UNIVERSITY OF MINNESOTA DULUTH** - Students seeking to earn college credit in College Writing Studies, College English: Intro to Literature, Economics and German III/IV through the University of Minnesota Duluth must meet the following requirements:

- University of Minnesota Duluth recommends that students enrolling in these courses are in the top 20% of their class
OR
- Have earned a minimum 3.0 overall GPA.
- All College in the Schools courses will be weighted graded only for students who qualify. Students that do not meet the criteria set by the institutions of higher education will not be enrolled for college credit.
- Students **may** earn college credit by successfully completing the certified high school course curriculum and passing appropriate industry skill standard exams. Students who meet the following criteria are eligible to receive Lake Superior College credit:
 - Earn a course grade of “B” (or 85 percent) or better in each course being articulated for credit.
 - Enroll in Lake Superior College.
 - Enroll in the program specified for the course being articulated.
 - Provide an official high school transcript and other documentation required by Lake Superior College. (A student must provide documentation of successful completion of high school courses and requirements within three (3) years after successful completion of high school graduation for the student’s request for credit to be considered.)
- Student should see their counselor or principal with questions about College in the Schools enrollment.
- iii. **OPEN ENROLLMENT** program allows students kindergarten through grade 12 the opportunity to apply to attend a school outside the district in which they live. Applications are due in the nonresident district before January 15 except for those choosing to enter or leave districts with desegregation plans.
- iv. **HIGH SCHOOL GRADUATION INCENTIVES** program is designed for students who are not likely to graduate or who have dropped out of school before getting their diplomas. These learners may choose from a variety of education options to complete the requirements needed to graduate.
- v. **AREA LEARNING CENTERS** offer personalized education programs, year round, day and evening, to accommodate the needs of learners. A wide variety of courses leading to diplomas are taught using alternative methods of instruction. Additional services are provided to assure each learner’s success. Learners aged 12 through adult may attend.

For more information see a principal or counselor.

● **EXTRACURRICULAR ELIGIBILITY RULES**

It is each student and parent/guardian’s responsibility to know and follow the rules as set down by the Minnesota State High School League (MSHSL) Eligibility Information Bulletins and the Cloquet School District.

Any violation of eligibility rules may make the student ineligible to represent the school in any club, organization, game, contest, festival, trip, or public appearance or actively participate or perform in activities or performances.

It is the responsibility of the student to know and observe the following rules:

You are to attend school on a regular basis.

You must be in attendance in school by 12:00 P.M. to participate in any practice, game or other activity that day. Students in violation of this rule will be suspended from the next similar activity.

Students who participate in extracurricular activities at Cloquet High School are responsible for their own transportation to and from practices, scrimmages and home contests in the event that they are held at a different facility or after school hours. The school district is not liable for any incidents that may occur during that time.

Activities participants may not drive vehicles to school sponsored events due to liability issues. They must ride to and from these events on school transportation unless prior arrangements have been made which includes the completion of the Travel Release form signed by parent/guardian, the coach and activities director and on file in the activities office 48 hours prior to the event. The Travel Release form can be found on the high school website or obtained from the activities office. Activities

participants may not drive themselves to or from any official contest under any circumstances (even if they are eighteen (18) years old).

If you are suspended from school, you will be ineligible to participate in any practice, game, or other activity during the time of the suspension.

- **Academic Eligibility Policy***

Students who receive one (1) or more failing grades at the end of a quarter, will be ineligible to compete in the next two (2) MSHSL contests/games/events in the following quarter. Students who fail fourth quarter will be immediately ineligible for the next two (2) MSHSL contests/games/events. If a student does not have any more contests/games/events after fourth quarter grades have been finalized, then the student will be ineligible for the first two (2) MSHSL contests/games/events during the first quarter of the next school.

* Cloquet High School administration has final say over all eligibility issues.

- **Drug, Alcohol, Marijuana, Tobacco**

Eligibility rules will apply all year around. During the school year, summer vacation or during the season of practice, play, or rehearsal, regardless of the quantity, a student shall not possess or use a beverage containing alcohol; possess or use tobacco (or "look-alike" tobacco product); or use or consume, have in possession, buy, sell, or give away marijuana, any substance defined by law as a drug, (or a "look-alike or simulated drug) or use or have in possession drug paraphernalia. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. After confirmation of a drug, alcohol, marijuana, or tobacco violation, the student shall be ineligible immediately to represent the school in any club, organization, game, contest, festival, or public appearance or to actively participate or perform in extracurricular activities as follows:

- i* For the first violation a student shall be suspended from participating in all school activities and lose eligibility for the next five (5) consecutive events or five weeks of a season (whichever is greater), in which activities are being scheduled and the student is normally a participant. However, the penalty will be reduced to two (2) weeks or two (2) contests, (whichever is greater) if the student and parent(s)/guardian make appointments with the high school counselor to discuss the violation and work on possible preventative measures. A minimum of three (3) sessions must be scheduled, one of which must be with the parent/guardian. The counselor would then determine if further meetings are necessary or if a possible chemical referral may be recommended.
- ii* Upon the second violation, the student will be ineligible for twelve (12) consecutive events or twelve (12) weeks of a season (whichever is greater). However, if the student and parent(s)/guardian agree to a chemical assessment with a professional drug counselor the violation may be reduced to six (6) weeks or six (6) games, whichever is greater. Additional follow-up with the high school counselor would also be required.
- iii* The third violation will result in eighteen (18) consecutive events or eighteen (18) weeks of participation (whichever is greater) as well as a mandatory chemical assessment and evaluation, with continued meetings with the high school counselor.

If for any reason a required meeting is missed with the counselor/professional drug counselor or their recommendations are not followed then the student will have to complete the entire penalty.

Drug, alcohol, tobacco, marijuana, and sexual harassment/violence violations are cumulative for students during grades 9-12.

Practice and conditioning weeks in which no contests are scheduled will be counted.

Students with more than one chemical violation during grades 9-12 will be ineligible for Homecoming Court.

Suspension for the violation of Minnesota State High School League and Cloquet High School rules date from the first day of confirmation of the violation by an administrator in charge of a district's program. The period of suspension will be for those school weeks the student is actually enrolled in case a student interrupts his/her education during the period suspended.

A student's responsibility for complying with MSHSL activity eligibility rules begins when the student signs his/her first eligibility form in grades 9-12.

Seniors who violate school alcohol, drug or sexual violence policies while attending an end-of-the-year senior activity shall be ineligible to participate in graduation or other subsequent senior activities.

Non-MSHSL activities will have a one calendar year maximum ineligibility period.

If the student and parent(s) are not in agreement with the penalty imposed, they may appeal the decision. Information on the appeal process is made available with notice of penalty.

Revised June 2019

● **FEES**

Most financial transactions concerning official school business will be handled through the financial secretary in the principal's office.

Students may be required to pay certain fees or deposits, including (but not limited to):

- i* **Elective Fees** – In accordance with MN State Statute 123B.34 and 123B.39 fees associated with instructional supplies and materials will be assessed on an individual basis.
- ii* **Textbook Fines** – Textbook fines as assessed by the instructor for a lost or badly damaged textbook are payable in the main office. A receipt will be issued.
- iii* **Hallway Locker Locks** – Students will be issued a combination padlock by the school for their hallway locker. Students are responsible for securing their locks and must pay for padlocks that are stolen, lost or damaged.
- iv* **Security Deposits - for the return of materials, supplies, or equipment.**
- v* Some field trips may be optional and, if so, students who participate may be charged.
- vi* Students will be charged for textbooks, workbooks and library books that are lost or destroyed.
- vii* **Activity Fees** – Students (grades 9-12) will be charged the following fees for the following listed activities. Grade 9-12 fees are to be paid in the office of the financial secretary at Cloquet High School. Fees must be paid BEFORE the first scheduled contest. Please make checks payable to *Cloquet High School*. Fees can also be paid online through parent portal account on Infinite Campus.

\$85.00	\$170.00	\$205.00	\$250.00
Destination	Baseball	Football	Hockey
Imagination	Basketball		
Future Problem	Cross Country		
Solving	Golf		
Knowledge Bowl	Ski (Alpine/Nordic)		
Math Team	Soccer		
Mock Trial	Softball		
Musical	Tennis		
One Act Play	Swimming		
Robotics	Track		
Three Act Play	Volleyball		
Trap Shooting	Wrestling		

All Middle School students participating in a grade 9-12 program will pay the grade 9-12 fee. The fee for any specific activity must be paid prior to the first scheduled performance/contest for that activity. Failure to pay the fee will cause the student to be excluded from participating in performances/contests until paid.

Families that are qualified for free and reduced lunches will have their activity fees reduced. Participants that receive reduced fee lunches will pay 50% of the listed activity fee. Participants that receive free lunches will pay 25% of the listed activity fee. This will include middle school and high school participants.

No family shall have to pay more than \$525.00 in activity fees for activities in any one school year.
 Families that qualify for reduced or free lunch will have a reduced family maximum as well (reduced lunch family max is \$262.50/free lunch family max is \$131.25)

Refunds will not be made to any student who is participating at the time of the first scheduled performance/contest for that activity.

- **FIRE DRILLS, TORNADO DRILLS AND LOCK DOWN DRILLS**

Drills are held in accordance with State requirements. When the fire alarm is sounded, leave the room quickly, quietly and in good order. Leave the building by the route indicated on the floor plan for the particular room in which you happen to be. Do not reenter until a signal is given. **If a student is found to give false alarms or harm fire equipment, immediate suspension will follow, and referral will be made to the police department for appropriate legal action.**

- **FUNDRAISING**

All school organizations and outside group fundraising activities, and soliciting in the building must be pre-approved by the assistant principal. Participation in non-approved fundraising activities is a violation of school district policy. Solicitation of students or employees for nonschool-related activities will not be allowed during the school day.

- **HONOR ROLL**

To be eligible for Honor Roll at the end of each quarter, students must receive 3.667 or greater for A Honor Roll, or between 3.0 and 3.666 for B Honor Roll, and carry at least five (5) letter grade subjects. Students who receive an "I" (Incomplete) will have their Honor Roll status clarified when the Incomplete is made up and a grade assigned. A and B Honor Roll Certificates will be issued at the end of each quarter.

- **HONOR CODE**

Cloquet High School is committed to providing a positive learning environment in which all students can do their best to succeed. In order to achieve this environment, academic honesty is essential. Simply stated, cheating, in any form, jeopardizes the quality of any educational program and minimizes the genuine achievement of others.

Academic dishonesty can include (*not a complete list*):

Cheating:

- Possessing a "cheat sheet" (including use of a cell phone or other electronic device) or other notes, for use on a quiz or test
- Copying work from another student in or out of the classroom (see plagiarism)
- Getting answers or information about a quiz or test that another student has already taken

Plagiarism:

- Intentionally taking/copying someone else's words or ideas and presenting them as your own (ie. downloading or cut/pasting an on-line paper)
- Doing another student's work for him/her

Fabrication:

- Making up information or pretending to do something that you did not (ie. inventing information for a lab experiment or submitting a book report on a book you did not read)

Our school policy states: *"When a student is caught cheating, he/she will fail on that particular work and may fail the entire quarter at the discretion of the teacher. All confirmed cheating violations and consequences will be reported to a building principal. In addition to academic consequences, discipline consequences may also result."*

- **HONORS GRADUATES**

Special recognition at graduation will be provided to Honors of Distinction graduates who have demonstrated academic excellence. Seniors achieving a 4.0 GPA for their cumulative GPA (which will be determined after the first three quarters of the senior year) at Cloquet High will receive Honors of Distinction medals to be worn at graduation.

Seniors with at least a 3.5 cumulative GPA in grades 9-12 (which will be determined after the fourth quarter of the senior year) will receive gold honor cords to be worn at graduation.

Seniors on the Principal's Honor List (at least a 3.5 GPA during the first three quarters of the senior year) will receive purple/white honor cords to be worn at graduation.

● IMMUNIZATIONS

All students must be properly immunized or submit the appropriate documentation exempting them from such immunizations in order to enroll or remain enrolled. Students may be exempted from the immunization requirement when the immunization of the student is contraindicated for medical reasons; laboratory confirmation of adequate immunity exists; or due to the conscientiously held beliefs of the parents/guardians or student. 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 reaches the age of 18. For a copy of the immunization schedule or to obtain an exemption form or information, contact the District School Nurse, Sarah Ellena 218.878.3025.

● INSURANCE

The school is not insured to cover accidents to students.

● 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.

● LOCKERS

Each student is assigned a corridor locker which is loaned for his/her personal use. Students will utilize the same locker and padlock while a student at Cloquet High. Combination locks will be assigned.

1. It is expected that each student assigned a corridor locker:
 - i. is responsible for keeping the locker clean, neat and in good working order.
 - ii. will use the locker for his/her possessions only (not share with other students).
 - iii. will not disclose the locker combination to others.
 - iv. will keep the locker locked.
 - v. will not attach their personal lock to the locker.
2. The lockers are the property and responsibility of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without student consent and without a search warrant. The personal possessions of students within a school locker may be searched when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practical after the search of a student's personal possessions, the school authorities will provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.
3. The locker may be entered at any time that it might be suspected of containing alcohol, drugs, explosives or other items considered potentially harmful to other students or to the school building, or unlawfully obtained. Any of these items will be confiscated by the school administration or held until parents and/or authorities are notified.
4. Students who lose locks during the school year or do not have their combination lock at the end of the year will be assessed a fine for replacement. A fine will also be assessed for excessively dirty lockers that require more than normal cleaning.
5. The school will not assume responsibility for student materials brought to school. Therefore, students are not to keep anything of considerable value in their lockers (ie. CD players, CD's, MP3's, calculators, money, etc.)

LUNCH / BREAKFAST

Lunch will be served in the cafeteria during Lunch A and B. **Students must eat and/or be in the cafeteria during the time designated on their schedules (unless they have a pre-arranged pass from staff that is shown to the cafeteria monitor prior to leaving the cafeteria).**

Students may be eligible for free and reduced price lunches and/or breakfasts. Free and reduced price eligibility forms are available in the CHS main office. Students who qualify for free and reduced lunches, may also qualify for reduced or waived fees in a variety of areas so please take the time to complete the form. For more information regarding eligibility for free and reduced price meals, contact the district Food Service Director, Beth Dohnansky at 218.879.5164.

Grade 9 and 10 students will be assigned to the lunchroom during either A or B and will be assigned to a study hall or class when not in lunch. Open lunch is not available to grade 9 and 10 students.

Students in grades 11 and 12 are entitled to leave the building during their lunch period. Students may choose to remain on campus for lunch. With parent/guardian approval, Juniors and Seniors are also allowed a late start, early release, and/or an extended lunch period if they have a study hall that falls during periods 1, 4, 5, or 7.

- **Late Start:** Student would begin their school day at the start of the second hour. The student must be aware of additional special bell schedules announced throughout the school year and ensure on time arrival at school. Students will provide their own transportation to school and are expected to be in attendance on time for Period 2. If the student does not follow procedures or does not arrive at school according to this agreement, the student will attend Period 1 study hall and be expected to follow attendance requirements normally associated with scheduled classes.
- **Early Release:** Student would be dismissed at the end of 6th hour from school. Students will provide their own transportation from school (to home or work) and are expected to leave the building property in an orderly manner. If the student does not follow procedures, or does not leave school according to this agreement, the student will attend Period 7 study hall and be expected to follow attendance requirements normally associated with scheduled classes.
- **Extended Lunch:** If a student has a 4th hour study hall the student would be dismissed at the end of 4th hour from school and expected to be back before the start of 5th hour. If a student has a 5th hour study hall the student is expected to be back before the start of 6th hour. If the student does not follow procedures, or does not arrive or leave school according to this agreement, the student will attend Period a study hall and be expected to follow attendance requirements normally associated with scheduled classes.

Please note Wednesdays are a special bell schedule so they will need to note those start and end times.

1. **School Hot Lunch:** Students are to bring payment for their lunch account to either of the two lunch lines in the cafeteria at lunchtime. Students **MUST** have money in their account to purchase a lunch, milk or any a la carte item.
2. **Cold Lunch:** Students may bring their own bag lunch. Payment for milk may be presented to cashier at the time of purchase.
3. **School Breakfast:** School breakfast will be served daily from 8:00 a.m. – 8:30 a.m.
4. **School Lunch Accounts:** Students may not allow other students to use their lunch account.
5. **Cafeteria Procedures:**
 - a. Students are required to return their dirty dishes to the dishwashing area, deposit all waste in the containers provided and leave their table and surrounding area clean and orderly.
 - b. All plastic or glass juice and milk containers are to be recycled using the proper bins.
 - c. Students shall not leave the lunchroom area at any time without consent of the cafeteria supervisor.
 - d. Violators of cafeteria procedures will face cleanup, make-up time or suspension from the cafeteria.

- **MEDIA CENTER**

The media center is open for borrowing materials (books, DVDs, audio books, and cameras) and to perform research for class assignments. All materials from the media center must be returned on time and in good condition for others to use the materials. Reimbursement for any lost or damaged materials will be the responsibility of the student.

- **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.

- **NURSE'S OFFICE / ILLNESS AT SCHOOL**

Should a student become ill while at school and unable to attend classes, the student is to report to class for a pass to the main office for referral to the nurse's office. Students without a signed, timed pass from a teacher will not be given a pass back to class. If necessary, the nurse or secretary will call the parent/guardian to make arrangements for the student to go home. **Under no circumstances should a student leave for home without checking out through the main office.**

- [Medication Administration Policy >>](#)

The following guidelines are used when sending children home or excluding from school. Certain symptoms suggest the possible presence of communicable illness and exclusion may decrease the spread of disease in school settings.

Children with symptoms listed below should be considered for exclusion from school until symptoms improve or a healthcare provider has advised that the child return to school:

Children are considered for exclusion when the following symptoms are present:

- i. **ILLNESS** If a child is unable to participate in routine activities or requires more care than is normally provided by school staff.
- ii. **FEVER** An elevation of body temperature when ACCOMPANIED by difficulty breathing, rash, sore throat, harsh cough, body aches, ear pain, or other signs of illness. In the school setting, the nurse's office will assess a student to determine the need for exclusion based on temperature.

Temperature guidelines for exclusion from school are:

Axillary (armpit) :	100.0
Oral temp:	100.0
Tympanic (ear):	100.0 - 100.5 (measures core temp .5 - 1.0 degree higher)

When sending a child home these guidelines may vary based on assessment, health symptoms and health history or medical conditions/diagnosis.

Children must remain home until fever free for 24 hours without a fever reducer such as Tylenol (acetaminophen) or Advil (ibuprofen), etc.

- iii. **VOMITING** Exclusion for vomiting two or more times in the previous 24 hours unless determined to be caused by a non communicable illness and there is no cause for concern with dehydration.
- iv. **DIARRHEA** Until diarrhea stops and the child is able to tolerate normal food intake.
- v. **MOUTH SORES** A child with mouth sores should be excluded until healed or a medical provider indicates child may
- vi. **EYE DRAINAGE** When purulent drainage, ever and eye pain is present. May return when resolved or the medical provider states the child may return. Red eye with clear drainage and no fever will be assessed individually.
- vii. **HEAD LICE** Students with active head lice **do not** need to be sent home early from school. They can go home at the end of the day and return to school after treatment has been started. This exclusion guideline is supported by the American Academy of Pediatrics has been started. This exclusion guideline is supported by the American Academy of Pediatrics and the National Association of School nurses. A student with an active infection has likely had an infestation for over one month. The risk of further transmission is low. When there are head lice at school, classroom parents will be notified via hard copy or electronic notification that a case of lice has been identified. For further information, please call your student's health office staff or see the following head lice resources:

- <http://www.health.state.mn.us/divs/idepc/diseases/headlice/>
- <https://www.healthychildren.org/English/health-issues/conditions/from-insects-animal/s/Pages/Signs-of-Lice.aspx>
- <https://www.healthychildren.org/spanish/health-issues/conditions/from-insects-animal/s/paginas/signs-of-lice.aspx>
- <http://www.cdc.gov/parasites/lice/head/>

For Specific Individual Disease Exclusion Guidelines, School Nurses may follow the *Hennepin County Infectious Diseases in Childcare Settings and Schools Manual*.

PLEASE NOTE:

When your child is ill, please call the attendance line to have your child excused from school.

During times of high illness, it is helpful if you can give specific symptoms of your child's illness to allow the school district to be aware of prevalent illness in our schools; as well as report to the State as applicable. Diagnosis such as Chicken Pox, Shingles, Influenza, Pertussis, Measles are all confidentially reportable to the Minnesota Department of Health.

If you have questions or concerns in regards to this information, please contact:

Sarah Ellena, RN, PHN, LSN
Cloquet School District Nurse
email: sellena@isd94.org
phone: 218.878.3025

- **OFF THE ROAD VEHICLES (MOTORCYCLES, TRAIL BIKES, SNOWMOBILES, ETC.)**

Off the road vehicles are not to be driven off paved roadways on school property. Violators will be reported to the Cloquet Police Department.

- **OPEN LUNCH**

Open lunch is a privilege that may be available to students in grades 11 and 12.

Open lunch permission forms must be signed by a parent/guardian and turned in to the main office. The privilege of open lunch may be granted or suspended individually or collectively as circumstances merit. Students are not to be in other school buildings during this time without prior administrative approval. **Students should enter and leave the Senior High School only during passing times and accept full responsibility** for their departure and return to school on time. Students who leave the campus during open lunch and do not return in time for their afternoon classes may lose their open lunch privilege regardless of reason or excuse by a parent (flat tire, etc.). Parents do have the option of allowing their son/daughter to either leave the campus for open lunch or to have him/her remain in the building during this time. Students who have problems concerning driving, parking appropriately on or off campus, throwing garbage, or are in jeopardy of academic failure may lose their open lunch privilege.

- **OUTSIDE SCHOOL EXPERIENCES / COURSES CREDIT**

This policy provides guidelines regarding school credit for student experiences or courses taken outside the regular school day and/or school year.

- No more than one (1) high school credit may be earned by a student during an academic year (ie. no more than four (4) high school credits in four years).
- Prior to the beginning of the experience or course, the student is to request approval from the department in which the credit is being considered by completing the appropriate form. Final prior approval from the building principal is required.
- The written request will be approved or disapproved by the department head/representative after a decision within the department. After department decision, the request must be forwarded to the building principal for final decision.
- A completed copy of the form will be given to the student's advisor and the Counseling Office by the department head/representative.
- Credit is to be evaluated in relation to what a student would do in a regular CHS course.
- No credit will be granted unless the proper procedure has been followed.
- Courses/credits from the Cloquet Area Alternative Education Programs (CAAEP) will be exempted from this policy.
- Confirmation of successful completion of the experience/course must be given to the counseling office.
- Nothing in this handbook will supersede Minnesota State Law regarding courses/credits.

- **PARENT REPORTS / MID QUARTER PROGRESS REPORTS**

Whenever it appears necessary, parent reports are issued to inform parents when students are not doing as well as expected. Parents receiving a report should get in touch with the advisor or teacher who issued it. Conferences between parents, advisors and teachers are encouraged in the best interest of pupil progress. Parent reports may also be issued for outstanding performance by a student.

Cloquet High will distribute all student reports via parent portal and student portal. Email notification

will be sent to inform parents when these reports will be available to view and print. For households that do not have access to parent portal, your student's report card will be mailed home. Parent Portal account information is available on the school district website.

- **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:

- i* Whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- ii* Whether the teacher is teaching under emergency or other provisional licensing status through which state qualifications or licensing criteria have been waived;
- iii* 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;
- iv* 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.

- **PARKING (STUDENT)**

Students with proper permits are to park only in the student parking lots on campus during normal school hours. Students who park in the student parking lots must display their own valid parking permit on the vehicle's mirror. Parking permits for the school year can be obtained in the main office. Students who park in the student parking lots without a permit will be ticketed and may be towed at the owner's expense. *Students agree to abide by all conditions on their signed parking permit application form.* Parking on school property during the day is a privilege not a right.

Students parking on the streets surrounding the school are not to park in front of home mailboxes so as to interfere with mail delivery. Students parking in unauthorized areas, including all visitor/staff parking off the 18th Street "U", or on the sidewalk or grass will be towed at the owner's expense. Auto Mechanics students who are working on their cars are the only students allowed to park in the lot adjoining the Auto Shop. Temporary parking permits for these students must be obtained from the Auto Mechanics teacher.

Speeding, careless driving, driving or parking off roadways on school grounds or on streets bordering the school or parking that interferes with the private homes and other facilities surrounding our school will result in a complaint to the Police Department and banning the student from driving or parking on the school campus. If the driving violation occurs during open lunch time, open lunch privileges may be suspended as well.

Vehicles may be subject to search if there is reason to suspect that drugs, alcohol, stolen property, weapons or other materials in violation of school policy might be present in the vehicle.

- **PEP FESTS AND CONVOCATIONS**

All pep fests and convocations are part of the school day and will be mandatory unless indicated otherwise. If a parent/guardian does not want their child to participate, contact the school principal. The aisles and walkways on the gym bleachers and the auditorium must be kept open in accordance with the State Fire regulations. Students should move into the center of the sections and make room for all students to sit.

- **PERMIT SLIP - HALLWAY PASS**

A permit slip/hallway pass is required for movement within the building except during scheduled passing time (four minutes). If you have been detained by a teacher and anticipate being tardy to your next class, request a hallway pass for admittance to class. Hall wanderers will lose their pass privileges if chronic and may face further disciplinary action. Students may go only to the area designated on the pass.

- **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 in the schedule of pesticide applications, and the long-term health effects of the class of pesticides on children can be requested by contacting the Superintendent's office at 218.879.6721.

- **PHYSICAL EDUCATION EXCUSE POLICY**

A student will earn one half (½) credit toward graduation upon the successful completion of one (1) semester of physical education. No student will be excused from fulfilling this graduation requirement unless one of the following occurs:

- i* A parental excuse is valid for only one class meeting. An excuse may also be granted for the day at the discretion of the school nurse or principal.
- ii* If a student is to miss physical education participation for more than one class because of illness or injury, the student must have a doctor's excuse. The student must remain in class and do such activity that the student is able such as: teacher aide, scorekeeper, umpire, etc. Excessive excused absences must be made up in order to receive credit.
- iii* If the doctor excuses a student from all physical activity of any kind for an extended period of time because of an injury, surgery, illness, etc., the student will make up physical education during another year or semester.
- iv* Absence Policy: After seven (7) absences, classes missed must be made up to receive a grade.
- v* An appropriate adaptive activity will be provided for the individual handicapped student.

- **PLEDGE OF ALLEGIANCE**

Minnesota Statutes 121A.11 mandates that the following provision be included in this handbook regarding the Pledge of Allegiance: "Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice."

- **PROCEDURES FOR STUDENT ATHLETES WHEN PARTICIPATION CONFLICTS WITH FAMILY VACATIONS, RELIGIOUS OBLIGATIONS OR SCHOOL-SPONSORED EVENTS**

Every team member is expected to be present for all team practices and contests. Due to scheduling parameters, many of our teams practice and/or play during scheduled school vacations and/or holidays. Although extended absences are discouraged, the athletic department recognizes that certain circumstances do require them.

Students who anticipate being absent from team activities due to family vacation plans, religious obligations or school sanctioned events are expected to contact their coaches well in advance – at least two weeks if at all possible – to discuss absences before making plans. Vacations are only excused if student athletes will be in the company of their parents or guardians. The parent or guardian must provide written authorization for other absences including school sponsored events) in order for those absences to be excused. Student athletes who take time off from team practices should understand that they may be compromising their position on the team for at least some time. It will be at the coach's discretion when the student athlete has regained the conditioning and is demonstrating the necessary skills and knowledge of team or individual play to participate in a contest.

- **PROTECTION AND PRIVACY OF PUPIL RECORDS**

The Cloquet School District recognizes its responsibility in regard to the collection, maintenance and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 U.S.C. §1232g, et seq., (Family Educational Rights and Privacy Act) 34 C.F.R. Part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

- A. **Public Educational Records**

Public educational records are those classified as directory information by action of the school board. Access to directory information may be made by any individual without the consent of the subject of the record or the parent(s) of a minor or dependent subject.

- B. **Special Education Medical Assistance or Minnesota Care**

If a child is referred to special education for an assessment, the district will enter the child's name and date of birth into the Minnesota Medicaid System to find out if the child is receiving Medical Assistance or Minnesota Care. If a parent does not want the district to enter their child's name and date of birth into the Minnesota Medicaid System, he/she must inform their child's principal that they do not want the district to check the Medicaid System.

C. Directory Information

Cloquet Public Schools accepts the following definition of "directory information" as stated in the Family Education Rights and Privacy Act of 1973 (20 USC 1232g(a)(5)(A):

"Directory Information" means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to the student's name, date and place of birth, major field of study, participation in officially recognized activities and sports; photographs/videos, weight and height of members of athletic teams; dates of attendance; degrees, awards, and special recognitions received; and the most recent previous educational agency or institution attended (does not include identifying data which references religion, race, color, social position, gender or nationality).

This provision shall serve as notice that the school district forwards education records on request to a school in which a student seeks or intends to enroll, and that the district will not further notify parents or eligible students prior to such a transfer. Prior consent for disclosure is not required.

Please refer to ISD #94 Policy #515 for additional information.

● **REASONABLE FORCE**

Principals, teachers and staff may use reasonable force to restrain or correct a student. *MN Statute 121A.582*

● **RETENTION**

Students who are not making normal progress toward graduation may be retained in their present grade or placed on academic probation and monitored for possible retention the following year.

Credits required to advance to the next grade level:

Grade 9	5.0	required
Grade 10	10.0	required
Grade 11	16.0	required

● **ROOTER TRIPS**

Students in Cloquet High School will be taken to selected conference and region athletic contests for cost. The following rules will prevail:

- i* Rooter bus trips will be announced in the bulletins and over the P.A.
- ii* A parent/guardian permission form must be signed and returned to the activities office **prior** to the student being allowed to sign up for the rooter bus.
- iii* Students must pay the transportation charge in advance of the event.
- iv* The School Board has resolved that whenever buses are used to transport students on extracurricular trips, each bus is required to have at least one approved adult chaperone. The chaperone of each bus must account for each student before permitting the bus to start on the return trip. All students are required to ride the bus to which they are assigned going and returning. ***All students must return on the bus unless an authorized Event Travel Release form is on file in the activities office BEFORE the student departs from CHS and then the parent/guardian may personally pick up the student from the chaperone.***
- v* All regular school policies will apply to this activity.
- vi* Individual students may lose the privilege of riding rooter buses as per school rules.
- vii* Students from other schools will not be allowed to ride on CHS rooter buses unless prior arrangements have been agreed to by the building principals involved.

● **SEARCHES**

School Administration, at their discretion, in order to promote order, safety and discipline in the high school, may search lockers, vehicles on school property, book bags, back-packs, 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. This may include the use of a drug dog. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in 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 and 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. Searches will be reasonable in its scope and intrusiveness.

- **SELECTIVE SERVICE**

All males, within 30 days of their 18th birthday, must register with Selective Services at www.sss.gov. To not do so, may deny them opportunities for federal employment, scholarships and loans.

- **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 at the Cloquet Schools District Office. Academic recognition is considered to be directory information. Parents will have to notify their child's principal if they do not want their children's names listed for academic recognition.

- **STUDENT SURVEYS**

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. For complete information on the rights of parents/guardians and eligible students about conducting surveys, collection and use of information for marketing purposes, and certain physical examinations, a complete copy of the school district's "Student Surveys" policy may be obtained at the Cloquet Schools District Office.

- **SUMMER / AFTER SCHOOL CLASSES**

Students who fail courses during the regular school year will have the option to make-up those courses during summer school or evening school (at the Cloquet Area Alternative Education Programs – Extended Day High School (EDHS) program). Contact counselors for additional information.

- **TEXTBOOKS**

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

- **TOBACCO FREE SCHOOLS**

School policy is violated by any individual's use of tobacco or tobacco-related devices in a public school, on school grounds, in any school-owned vehicles, or at any school event or activity. (see Policy/Behavior – Possible Consequences). Contact a building principal if you have any questions or would like to report violations to this policy.

Note: A limited exception to the tobacco prohibition exists for adult members of an Indian tribe, as defined under Minnesota law, who may light tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony.

- **VENDING MACHINES**

Beverage machines are located on the first floor in the D-wing, on the second floor by the media center, gym and cafeteria. Student use may be discontinued if problems with excessive spills, etc. occur.

- i* Food or beverages in the classrooms are at the teacher's discretion.
- ii* Properly dispose of bottles and wrappers in the hallway or classroom garbage cans, do not leave outside on the grounds, in the hallways, etc.
- iii* Clean up immediately any spills, etc.

- **VIDEO AND AUDIO TAPING**

Some school buses used by the school district may be equipped for the placement and operation of a video camera. The school district will post a notice in a conspicuous location informing students that their conversation or actions may be recorded. The school district may use a videotape of the actions of student passengers as evidence in any disciplinary action arising from the students' misconduct on the bus.

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 IN SCHOOL DISTRICT BUILDINGS**

Parents/guardians and community members are welcome to visit the schools. To ensure the safety of those in the school and to avoid disruption to the learning environment, all visitors must report directly to the Cloquet High School main office by door #2 on the main floor, upon entering the building, with the exception of events open to the public. All visitors will be required to sign in at the main office and to wear a "visitors badge" while in the building during the school day. Visitors must have the approval of the principal before visiting a classroom during instructional time. An individual or group may be denied permission to visit a school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employee, or the school district.

Students are not allowed to bring visitors to school without prior permission from the principal.

- **WITHDRAWAL FROM SCHOOL**

A student who is moving or withdrawing from school is asked to report this information to a principal and/or counselor. To complete the withdrawal process, students are responsible for the return of all school supplies (ie. textbooks, uniforms, etc.). A complete transcript will be sent to the receiving school only upon request by that school or proper authorization by the student or parent. Students who have withdrawn from Cloquet High School are no longer considered our students and are to abide by visitor regulations.

- **CONDUCT CODE POLICIES and DISCIPLINE PHILOSOPHY WITH CONSEQUENCES**

Common sense provides the guidelines for acceptable behavior and language at Cloquet High School and at activities home/away, sponsored as part of the school's programs. Unsportsmanlike or unruly behavior at school activities may result in banning students from attendance at activities. School District Policy #506

Discipline is learning and demonstrating acceptable behavior.

- i.* No one will interfere with a student's right to learn.
- ii.* No one will interfere with a teacher's right to teach.
- iii.* Each student is responsible for his/her own behavior.
- iv.* According to Minnesota Statute #121A.582 "*A teacher, school employee, school bus driver or other agent of a district may use reasonable force in compliance with Minnesota Statutes 121A.582 and other laws*".

A pupil may be dismissed on any of the following grounds:

- i.* Willful violation of any reasonable school board regulation;
- ii.* Willful conduct that significantly disrupts the rights of others to an education;
- iii.* Willful conduct that endangers the pupil or other pupils, or surrounding persons or the property of the school.

BEHAVIOR VIOLATION CONSEQUENCES

POLICY/BEHAVIOR	POSSIBLE CONSEQUENCES may include:
<p>Alcohol / Drugs No student or guest of a student regardless of age shall possess drug paraphernalia or possess, consume, buy, sell, distribute or be under the influence of an alcoholic beverage, illegal, simulated or prescription drug, or other substances that alter the central nervous system (ie. synthetic drugs, glue, bath salts, etc.) regardless of the quantity, at school or any school sponsored event. District policy is not violated when a person brings a controlled substance which has a currently accepted medical treatment use onto a school location for personal use if the person has a physicians' prescription for the substance. Students who have prescriptions must comply with the school district's "Student Medication" policy.</p>	<ul style="list-style-type: none"> ▪ Loss of eligibility in extra curricular activities ▪ Suspension / expulsion / referral to authorities / parent conference ▪ Chemical use assessment or dependency evaluation
<p>Arson Doing something deliberately or carelessly that results in damage by fire or explosion.</p>	Suspension / expulsion / referral to authorities / parent contact
<p>Assault To threaten or actually inflict physical harm upon another. Trying to hurt, or hurting someone on purpose, or acting in such a way that you make the other person afraid of being hurt by you. This could be a physical or verbal attack or both.</p>	Suspension / expulsion / referral to authorities / parent contact
<p>Aggravated Assault Aggravated, in law means "making worse". An aggravated assault means causing serious harm to someone or trying to hurt someone with a dangerous weapon.</p>	Suspension / expulsion / referral to authorities / parent contact
<p>Bullying / Harassment To pick on or harass another person either physically, verbally or via the internet or cell phone (cyber bullying) based on but not limited to sexual, racial or ethnic differences. <i>Please refer to ISD #94 Policy #514 for additional information.</i></p>	Student conference / parent contact / detention / possible suspension
<p>Bus Rider Policy~ Minnesota law states that riding a school bus is a privilege, not a right. Violations of the rules listed below may result in a student passenger losing that privilege for a time or permanently. Student bus rules:</p> <ol style="list-style-type: none"> i. Immediately follow all directions from the driver and/or bus aide. ii. Go directly to a seat. Remain seated and facing forward. iii. Talk quietly (so the driver will not be distracted) and use appropriate language. iv. Keep all objects and body parts in the seat, not in the aisles or out the windows. v. No throwing of objects. vi. Never play with the emergency exits. vii. Only open windows if you get permission from the bus driver. viii. No bullying, harassing or fighting. ix. Passengers should report violations of this rule. x. In order to protect students with food allergies, no food or beverages will be allowed on routine/regular bus routes. xi. As in school, passengers may not use electronic devices or cameras to record things or take pictures. xii. Go straight home after getting off the bus. xiii. Immediately get off and stay at least five steps away from the bus. xiv. Emergency exits are to be used only in case of an emergency or supervised emergency drills. xv. Passengers need to follow all rules posted on the bus. 	<p>Minor violation: 1st Offense – Warning + possibly 1 detention</p> <p>2nd Offense – Possibly 2 to 5 days suspension of bus riding privilege + 2 detentions</p> <p>3rd Offense – Possibly 10 days or more suspension of bus riding privilege</p> <p>4th Offense – Possibly at least 15 days (or the remainder of the school year) suspension of bus riding privileges + 1 (or more) days of out-of-school suspension pending outcome of parent / student / bus driver / principal conference</p> <p>Major Violation: Go DIRECTLY to 3rd OFFENSE</p> <p>*If violation is a school/district policy violation, additional consequences may result.</p>
<p>Cellular Phones, I-Phones, and Other Personal Electronic Devices See "Personal Electronic Devices – P.E.D.'s (page 33)</p>	
<p>Cheating "To mislead a teacher for work which the student did not originate or work performed with unauthorized aid and assistance." When a student is caught cheating, he/she will fail on that particular work and may fail the entire quarter at the discretion of the teacher. All confirmed cheating violations and consequences will be reported to a building principal.</p>	Student conference with teacher / loss of credit or failing grade / parent contact / detention.
<p>Clothing / Dress</p>	

<p>Good judgment, public health, welfare, safety, distraction, disruption and appropriateness are the criteria for student dress and appearance.</p> <p>Items NOT allowed: Any attire that administration deems “gang” related (ie. spiked necklaces/bracelets, clothes promoting alcohol, drug and tobacco use or clothing that is sexually inappropriate or offensive). Examples but not limited to inappropriate dress include spaghetti straps, bare midriffs, halter tops, belly shirts, short skirts, short shorts, transparent clothing and sagging pants.</p> <p>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.</p>	<p>Students may be sent home to change if clothing or accessories are not in good taste, violates our school sexual harassment policy, may be unsafe or may disrupt the educational process.</p> <p>Repeat violations could include detention, possible Restorative In-School Engagement (R.I.S.E.), possible suspension</p>
<p>Disorderly Conduct Behavior such as swearing, arguing loudly or use of abusive language that is disturbing or offensive to others.</p>	<p>Restorative In-School Engagement (R.I.S.E.) / Possible Suspension / referral to authorities / parent contact</p>
<p>Disrespectful / Offensive Language Insulting words that show disrespect to a teacher or other school employee or another student. Use of vulgar or obscene language that is offensive to others.</p>	<p>Restorative In-School Engagement (R.I.S.E.) / Possible Suspension / parent-student conference / parent contact / detention</p>
<p>Failure to Identify Self To staff.</p>	<p>Restorative In-School Engagement (R.I.S.E.) / Possible Suspension / parent contact</p>
<p>False Fire Alarm Intentionally setting off a fire alarm signal or communicating to others a false alarm of fire.</p>	<p>Restorative In-School Engagement (R.I.S.E.) / Possible Suspension / referral to authorities</p>
<p>Fighting Two or more students hitting or wrestling each other where both have caused the fight through insults or physical action. Fighting between students not only causes a disruption but physically endangers those involved, others around and property. Violent behavior in resolving differences will not be tolerated.</p>	<p>Student conference / Restorative In-School Engagement (R.I.S.E.) / possible suspension/ parent contact and/or conference / expulsion. Students involved may suspended out-of-school and may be charged with disorderly conduct through the police department.</p>
<p>Fireworks Firecrackers, smoke bombs, etc. are not only dangerous in terms of direct physical injuries but create disturbances and may cause panic.</p>	<p>Possession or explosion of these items in the school or on school grounds will result in immediate suspension, referral to authorities and appropriate follow up disciplinary action.</p>
<p>Forging Information or a Signature Signing another person’s name on a note from home, permit slip, etc.</p>	<p>Detention / Restorative In-School Engagement (R.I.S.E.) / possible suspension / parent contact</p>
<p>Gambling Playing cards or rolling dice for stakes (such as money), buying or selling pool numbers, lagging coins, etc. Any form of gambling is not allowed.</p>	<p>Student conference / parent contact / detention / Restorative In-School Engagement (R.I.S.E.) / possible suspension</p>
<p>Harassment / Hazing Verbal/physical/bullying/sexual/racial/ ethnic harassment of students will not be tolerated in or outside of school. Firm disciplinary action will be taken with violators. No student shall plan, direct, encourage and or engage in hazing. Hazing means committing an act against a student or coercing a student into committing an act that creates a substantial risk of harm to a person in order for the student to be initiated into or affiliated with a student organization or for any other purpose. <i>Please refer to ISD #94 Policy #526 for additional information</i></p>	<p>Student conference / parent contact / detention / Restorative In-School Engagement (R.I.S.E.) / possible suspension / referral to the authorities / expulsion</p>
<p>Harassment of Staff Members Telephone calls or other verbal abuse that give them a hard time; also physical damage or abuse to possessions of a staff member.</p>	<p>Restorative In-School Engagement (R.I.S.E.) / Possible suspension / parent contact / referral to authorities</p>
<p>Impeding an Investigation</p>	<p>Restorative In-School Engagement (R.I.S.E.) / Possible suspension / parent conference / referral to authorities (if applicable)</p>
<p>Insubordination Refusing to follow legitimate and reasonable directions or orders given by a staff member. One of the most serious infractions in a school setting occurs when a student refuses to obey reasonable directions of someone in authority and it will not be tolerated. All adult staff members have been given the authority to direct students. If a student feels the request is unfair, comply; then bring the matter to the attention of either principal.</p>	<p>Principal conference / parent contact / detention / Restorative In-School Engagement (R.I.S.E.) / possible suspension / referral to the authorities.</p>
<p>Language (inappropriate)</p>	<p>Detention / student conference / parent contact / Restorative In-School</p>

Use of vulgar or obscene language that is offensive to others.	Engagement (R.I.S.E.) / possible suspension / referral to authorities
Laser Lights Laser lights may cause eye damage and therefore are not to be in possession or used in school, on any school campus or school buses.	Confiscation / Restorative In-School Engagement (R.I.S.E.) / possible suspension / parent contact
Lighters / Matches Use or possession	Confiscation / Restorative In-School Engagement (R.I.S.E.) / possible suspension
Open Lunch Violation Leaves the campus during open lunch and does not return on time.	Loss of open lunch privilege
Off-Campus Conduct Students who engage in illegal off-school conduct which causes a disruption, poses a threat or danger to the school, its programs, its students or its employees, are subject to disciplinary consequences.	Student conference / detention / Restorative In-School Engagement (R.I.S.E.) / possible suspension / parent contact / referral to authorities.
Personal Electronic Devices (P.E.D.'s) Reasonable use of P.E.D.'s must fall within District and Cloquet High policies and rules. Students who possess and/or use such devices at school or school sponsored events shall demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals with the school community. As always, the teachers' classroom rules and directives supersede the desire of the student to have or use P.E.D.'s in their classroom. Cloquet School District will not be responsible for the setup, maintenance and/or security of equipment. Administration reminds students that the school is <u>not</u> responsible for loss or theft of these items. <i>Please refer to ISD #94 Policy #535 for additional information</i>	1st Offense – Device confiscated and turned into school main office where student may retrieve at the end of school day. 2nd Offense – Device confiscated and turned into school main office. Notification to parent /guardian and they must come in and pick up device. 3rd Offense – Device confiscated and turned into school main office. Notification to parent / guardian. Termination of right to possess P.E.D. at school for 45 school days. Repeated / Severe Infraction – Any violation of this policy may also, at the principal's discretion, result in additional disciplinary action.
Public Displays of Affection (PDA) Inappropriate public displays of affection are not allowed. Kissing, necking, prolonged embraces, inappropriate touching, vulgar language, etc.	Detention / student conference / parent contact / Restorative In-School Engagement (R.I.S.E.) / possible suspension / referral to authorities
Possession of Stolen Property Holding or possessing objects, materials or belongings that are rightfully owned by another person or the school district without permission of the owner or proper school authority.	Student conference / parent contact / Restorative In-School Engagement (R.I.S.E.) / possible suspension / referral to authorities
Theft Taking something that belongs to another without permission.	Student conference/parent contact/ restitution / detention / Restorative In-School Engagement (R.I.S.E.) / possible suspension
Tobacco Possessing, selling, distributing or using tobacco or "look alike" tobacco products (ie. e-cigarettes, hooka pens) in school or on school property or having tobacco with you or in your locker.	1st Offense – Possible 1 day suspension / underage smoking ticket 2nd Offense – Possible 2 days suspension / underage smoking ticket / assigned to smoking cessation classes
Trespassing Remaining on school property or at a school activity after an authorized person tells you to leave or being in an unauthorized area.	Referral to authorities / parent contact / Restorative In-School Engagement (R.I.S.E.) / possible suspension / detention
Truancy from School Leaving school or being absent from school without the knowledge and approval of parents and the school.	Detention / Restorative In-School Engagement (R.I.S.E.) / possible suspension / assignment to teacher supervised study / parent contact /attendance contract / truancy officer
Unexcused Tardiness to School or Class Being late to school or to a class without an acceptable excuse from home or a school pass.	Warning / Restorative In-School Engagement (R.I.S.E.) / detention / parent contact / attendance contract
Vandalism Willful damage or defacing school property or the property of others.	Restorative In-School Engagement (R.I.S.E.) / possible suspension / referral to authorities / restitution
Washroom / Hallway Violation Being in a washroom or hallway during a class period without passport or permit slip.	Warning / detention / assignment to teacher supervised study / parent contact
Weapons-Possession Being on campus or in school while possessing an article such as a knife, gun, etc. that could be used to hurt or threaten someone. Possession of a weapon on a student's person or in an area subject to the student's control on school property, at a school activity or in vehicles used to transport students is prohibited. A weapon means any firearm (loaded or unloaded), any device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or death. Some examples of weapons include, but are not limited to the following: guns (including pellet guns, paintball guns, look-alike guns, and non-functioning guns that could be used to threaten others), knives (pocket knives included),	Out of school suspension / referral to authorities / parent contact / expulsion

clubs, metal knuckles, numchucks, throwing stars, explosives, stun guns and ammunition. For further information or to report violation of this policy contact a building principal.

DEFINITION OF DISCIPLINE/CONSEQUENCES

Detention

Students may be assigned detention for attendance problems, misbehavior, truancies, etc. The detention is to begin within two days of the assignment, unless otherwise arranged with a principal, or further disciplinary action may be taken. Detention period for grades 9-12 is from 7:55 a.m., during the lunch hour, OR 3:30 p.m. to 4:00 p.m. (or from 3:00 p.m. to 3:30 p.m. on Early Release Wednesdays). Students are to bring work and/or reading materials to keep themselves occupied during their detention. The detention location will be announced in the weekly bulletin. Failure to attend assigned detentions may result in more severe consequences.

Restorative In-School Engagement (R.I.S.E.)

When a student's behavior requires removal from the mainstream classroom as a consequence for the student's behavior, the student is then assigned to a teacher's classroom within the school. The student is to work quietly on his schoolwork while reflecting and cooperating with the teacher to restore any relationship that was damaged.

Out of School Suspension

Suspension from school may be assigned to a student by one of the principals for a serious offense or chronic offenses. Parents will be contacted by telephone and/or letter.

Students suspended from school are not to be in the building or on the school grounds during their suspension without prior approval from either principal. Those in violation of this will be considered insubordinate. A parent conference may be held prior to, during or after the suspension. Suspended students are not eligible to participate in any school activities during their suspension and are subject to the Minnesota Pupil Fair Dismissal Act.

STUDENT ACTIVITIES

CLUBS

The clubs and organizations listed below are part of the co-curricular activities of Cloquet High School. The number of students involved in a given activity varies from year to year, but all students are offered an opportunity to participate. No scheduled meetings are being held in or out of school without a staff advisor being present. Students are encouraged to initiate organization of additional clubs and should contact the student government representatives and administration for assistance and guidance.

CLASS GOVERNMENT – these student government groups for grades 11 and 12 promote class activities and interests.

DRAMA CLUB – promotes interest in drama, acting and play production.

LANGUAGE CLUB – promotes interest and enthusiasm for languages through a variety of activities and encourages trips and travel.

NATIONAL HONOR SOCIETY – promotes and exemplifies scholarship, leadership, service and character. Students must maintain high academic standards (at least 3.5 cumulative GPA), be involved in a wide variety of school activities and exhibit good leadership and character qualities as rated by the faculty.

STUDENT COUNCIL – this student government group lends support to activities and promotes student interests.

ACTIVITIES

In order to participate in interscholastic competition, students must meet the eligibility qualifications as established by the Minnesota State High School League and the Cloquet School District.

Boy's Activities	Girls Activities
<ul style="list-style-type: none"> ● Baseball ● Basketball ● Cross Country Running ● Football ● Golf ● Hockey ● Skiing (Alpine/Nordic) ● Soccer ● Tennis ● Track and Field ● Wrestling 	<ul style="list-style-type: none"> ● Basketball ● Cross Country Running ● Golf ● Hockey ● Skiing (Alpine/Nordic) ● Softball ● Swimming ● Tennis ● Track and Field ● Volleyball ● Soccer ● Wrestling
Drama	Publications
<ul style="list-style-type: none"> ● All-school musical ● One-act play ● Three-act play 	<ul style="list-style-type: none"> ● The White Pine - The School Yearbook

HOMECOMING – homecoming will be sponsored during the fall season. The king, queen and other royalty will be selected from the senior class. The dance for grades 9-12 is semi-formal.

JUNIOR-SENIOR PROM – the junior class sponsors a formal dance each spring. Prom is limited to Cloquet High School students and their guests in grades 11 and 12 only (or older guests - no one over the age of 20) and must be pre-approved in the principal's office. Maximum of one guest per student. Formal wear is in order.

POST GRADUATION PARTY – local community members sponsor this party for seniors immediately after graduation.

SNOBALL – the senior class sponsors a formal dance. SnoBall is limited to Cloquet High School students and their guests in grades 11 and 12 only (or older guests - no one over the age of 20, or students in grade 12 who may invite a sophomore guest upon administration approval. Maximum of one guest per student and must be **preapproved** in the principal's office). Formal wear is in order.

OTHER ACTIVITIES	TRADITIONS
<ul style="list-style-type: none"> ● Chess Club ● Close-Up ● Destination Imagination ● Future Problem Solving Team ● Intramurals ● Knowledge Bowl Team ● Link Crew ● Madrigals ● Math Contests ● Math League ● Mock Trial ● Pep Band ● Robotics ● Science Fair ● Student Exchange ● Trap Shooting 	<ul style="list-style-type: none"> ● School Colors – Purple and White ● School Nickname – Lumberjacks

PLEASE NOTE:

Parents and students are hereby notified that the school district requires a criminal background check for all individuals who are offered employment with the school district or are offered the opportunity to provide extracurricular academic coaching, athletic coaching or coaching for other extracurricular activities. This policy does not apply to Cloquet School District student volunteers.