Mission Statement

A source of community strength and pride, the Virginia Public Schools work in partnership with families and the local community to educate and engage our students and prepare them to be productive and responsible citizens.
Purpose of Student Handbook ........................................ 3
General Information ...................................................... 6
Academic Information .................................................... 16
  GRADE 7 ........................................................................... 17
  GRADE 8 ........................................................................... 17
Attendance Information ................................................. 21
Rules and Discipline ..................................................... 27
33 ................................................................................... 39
Sports and Activities ..................................................... 40
Purpose of Student Handbook

To Students, Parents, and Guardians:

Please take time to read this handbook.

The student handbook should be used as a source of regulations, policies, and information for the student while attending the Virginia High School. Students should read the student handbook carefully, review it with their parent/guardian and keep it as a reference. The administration reviews the rules and procedures each year, making them relevant to protecting the rights of all students and allowing the school to function in a safe environment.

The Virginia School District will continue with an educational plan designed to develop students’ social skills as well as a better understanding of responsibility, respect and resourcefulness. The educational plan includes behavior expectations, achievement expectations, student self-management, and student social skills. The purpose of the plan is for the staff to work together to raise the quality of work done by students, and enhance the attitude of both students and teachers towards school and learning. The total education system teaches students such outcomes as self-discipline, self-management, respect, responsibility, planning, organization, persistence, tact, courtesy and coping skills.

The education plan has had an impact on the rules and procedures that are written in this handbook. As rules and procedures change, students and parent/guardians will be kept informed.

Students are responsible for knowing and following the rules, regulations, policies, and procedures contained in the student handbook. The signing of the enrollment card indicates that the parent/guardian has reviewed the high school student handbook and acknowledges the rules, regulations, policies and procedures as stated.

Lisa Perkovich       Brian Hake
Virginia High School Principal  VHS Assistant Principal

This handbook is divided into (5) sections and items are subsequently listed alphabetically.

1-General Information
2-Academics
3-Attendance
4-Rules and Discipline
5-Sports and Student Activities
All students and visitors should utilize Door #5 as the entrance to the building.

Those arriving after 8:15 am will be required to be buzzed in to the building.

School busses will drop off students on 5th Avenue. Parents should drop students off on 4th Street.

Students are dismissed by the teacher…not the bell.

Building Hours: 7:30-4:00. Students should be in their assigned location or out of the building by 3:30
# Virginia High School

## 2018-2019 Bell Schedule

<table>
<thead>
<tr>
<th>Class Periods</th>
<th>Early Release Wednesday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period 1</td>
<td>8:15-8:58</td>
</tr>
<tr>
<td>Period 2</td>
<td>9:02-9:45</td>
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<tr>
<td>Period 3</td>
<td>9:49-10:32</td>
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<tr>
<td><strong>Grades 9-12</strong></td>
<td></td>
</tr>
<tr>
<td>Period 4</td>
<td>10:36-11:19</td>
</tr>
<tr>
<td>Lunch</td>
<td>11:19-11:49</td>
</tr>
<tr>
<td><strong>Grades 7-8</strong></td>
<td></td>
</tr>
<tr>
<td>Lunch</td>
<td>10:32-11:02</td>
</tr>
<tr>
<td>Period 4</td>
<td>11:04-11:47</td>
</tr>
<tr>
<td>Period 5</td>
<td>11:52-12:22</td>
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<tr>
<td>Lunch</td>
<td>10:57-11:27</td>
</tr>
<tr>
<td>Period 6</td>
<td>12:25-1:16</td>
</tr>
<tr>
<td>Period 7</td>
<td>1:20-2:11</td>
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<td></td>
<td>2:15-3:06</td>
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<td></td>
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<tr>
<td>Main Office:</td>
<td>742-3915</td>
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<tr>
<td>Activities Office:</td>
<td>742-3923</td>
</tr>
<tr>
<td>Nurse’s Office:</td>
<td>742-3918</td>
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<tr>
<td>Counseling Office:</td>
<td>742-3908</td>
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<tr>
<td>Indian Ed Office:</td>
<td>742-3949</td>
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<tr>
<td>SpEd/504 Coordinator:</td>
<td>742-3909</td>
</tr>
<tr>
<td>Community Ed:</td>
<td>742-3990</td>
</tr>
<tr>
<td>District:</td>
<td>749-KIDS (5437)</td>
</tr>
</tbody>
</table>

**EARLY RELEASE**

**EVERY WEDNESDAY**

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24-Hour Attendance Line: 749-5437 Ext. 8025

Virginia Minnesota Public Schools

[www.vmps.org](http://www.vmps.org)

@isd706
General Information

ACCIDENTS
Students involved in an injury of any kind in gym, classrooms, corridors, as well as in athletic competition, must report the accident to the teacher in charge immediately. The student will be referred to the main office or nurse’s office as soon as possible to complete the proper forms. Tardiness in reporting an accident makes it difficult to record the circumstances accurately.

ADDRESS OR TELEPHONE CHANGE
A change in a student’s address or phone number should be reported to the high school office. This is necessary for keeping school records accurate, for school mailings, and for emergencies.

AGE OF MAJORITY/EIGHTEEN YEAR OLD STUDENTS
Students 18 years of age or older must comply with the same rules and regulations as younger students according to State Statute M.S. 120.06 unless it has been determined by the school and the student’s legal parents/guardians that the student is to be treated as an “independent student”. Once a student is deemed independent, the parent/guardian no longer has access to educationally relevant including attendance, behavior, and academics. They may not write their own notes or excuses if they are living in the parental home. Families are cautioned in providing the independent status.

ASBESTOS NOTIFICATION
The Virginia Public Schools has established an asbestos abatement and management plan for all asbestos-containing building materials. All of our buildings are regularly inspected to insure compliance. If anyone has questions or concerns, please contact Bob Judnick, the District’s Director of Transportation and Maintenance at 742-3939.

CONCERNS and COMPLAINTS
Students, parents/guardians, employees, or other persons may report concerns or complaints to the school district. Complaints may be either written or oral and should follow the appropriate chain of command, as appropriate. Questions, concerns, or complaints should be directed first to the teacher or coach.

COPY MACHINES
The copy machines are provided for the instructional staff. Students are not to use the copy machines.

COUNSELOR
The counseling office for grades 7-12 is located in the corridor near the high school office (T127). Counseling services are available to all students. The counselors are prepared to assist students and parents/guardians who have concerns about vocational or educational plans in high school or for college preparation, programming and course selection, test results, achievement, study habits, personal matters, or social/emotional development.
EMERGENCY SCHOOL CLOSINGS/MEDIA ANNOUNCEMENTS

The school closing announcements will be put on the following media stations:

**RADIO**
- WEVE 97.9 FM
- WTBX 93.9 FM
- Radio USA 99.9 FM
- WMFG 106.3 FM
- KMFG/WMFG 1240 AM
- WNMT 650 AM

**TELEVISION**
- KDLH TV 3
- KBJR TV 6
- WDIO TV 10
- KQDSTV FOX 21
- Duluth News Tribune Online

The information will also be put on the homepage of the Virginia Public Schools website.

**Employment Background Checks**

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

**Fees**

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, paper, erasers, and notebooks. Students may be required to pay certain other fees or deposits, including (not an inclusive list):

- Cost for materials for a class project that exceeds minimum requirements and is kept by the student.
- Security deposits for the return of materials, supplies, or equipment.
- Field trips considered supplementary to the district’s educational program.
- Admission fees or costs to attend or participate in optional extracurricular activities and programs.
- Use of musical instruments owned or rented by the school district.

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

**FIRE DRILLS, EMERGENCY EVACUATION & LOCK DOWNS**

Fire, evacuation, and lock down drills are held to reduce the probability of serious damage or injury in case of a real emergency and are required by the state of Minnesota. Explanations of fire exit routes are provided in each room at the beginning of the school year. Teachers will provide this information and explain the procedure in case of a fire drill; students are to follow these instructions. All books and other materials must be left and students are to leave the
building in a quiet and orderly manner. The first student out of the room should hold the door open until all persons are out, and then close the door. The first person to the outer door should hold that open until all students have gone out and then move away from the building to the sidewalks surrounding the school. On a signal, the students will return to the building and their classrooms in an orderly fashion. In case it becomes necessary to evacuate the building for other reasons than fire, students and faculty will follow the general fire drill exit regulations. If needed, you will be notified of any change in this routine, such as reporting to specific areas after leaving the school building.

HEALTH PROGRAM
The health service program at the Virginia High School is the continuation of a plan of health guidance for students which began in the lower grades. The health services consist of Individual Health Care Plan and Emergency Action Plan development, student health assessments/evaluations, screenings for vision, hearing, and assistance with needed medical treatments. The health service program at the VHS assists to protect and promote student health, facilitate normal development, and advance academic success. As a district our health services provide care coordination and advocate for quality student-centered care. Parents/guardians may contact the nurse at 742-3918 regarding any special health problems.

Note: Except in emergencies, students must first report to their scheduled class to obtain a pass from their teacher to go to the Nurse’s Office.

Medications:
Parent/guardian is responsible for providing all medications.

Medications may be dispensed in school when the student’s health may be jeopardized without it, and when needed to maintain/promote the health of the student so that learning is enhanced. If a student needs to take prescription and or over-the-counter medication during school, the school district requires:

1. The district’s Medication Authorization form must be completed once per school year and/or when a change in the prescription or requirements for administration occurs. These forms are available on www.vmps.org under nursing services and in the nurse’s office.

2. The administration of PRESCRIPTION MEDICATION at school requires a completed signed request from the student’s parent and a signed physician’s order. Prescription medication must be in the properly labeled pharmacy container & are to be kept and administered in the health office. Parents/Guardians are advised to ask the pharmacist for a bottle for home and second/separate labeled bottle for school.

3. OVER THE COUNTER MEDICATIONS SECONDARY STUDENTS (grades 7-12): May possess and use nonprescription pain relief medications in a manner consistent with labeling for their own use only.
4. The school district may revoke the privilege of self-carry and self-administering of medications if it is determined that the student is abusing the privilege or is at risk of harm to self or others.

5. Self-Carry Medications: Students needing to self-carry emergency medications such as an epi-pen or an inhaler may do so. The district requires the Self-Carry Medication Authorization form and either the Allergy Action Plan or the Asthma Action Plan available on the District's website www.vmgs.org to be completed by the guardian and the prescribing health care provider. These forms must be completed at the start of each school year.

Immunizations
As required by Minnesota Statutes Section 121A.15, children enrolled in a Virginia Public Schools must receive immunizations required per the Minnesota School Immunization Law. Proof of immunizations must be provided prior to the student’s first date of attendance. All students entering grade 7 must show proof of 2 MMR vaccines, a series of 3 Hepatitis B vaccines, 1 Tdap vaccine, 3 polio vaccines, 1 Meningococcal vaccine and 2 Varicella vaccines or certify that the student had chicken pox. If immunization is medically contraindicated or if a parent or guardian wishes to be exempt based on beliefs from one or more immunization requirements then section 2 of the "Student Immunization Form" available on our school website must be completed and provided to the school health office. Students not in compliance will not be allowed to attend school.

Procedures & Expectations
1. Gym and swim excuses will be handled from 8:00-8:15 a.m. in the Nurse’s Office.

2. If students have physical restrictions or are not able to participate in physical education classes due to medical reason then medical verification of restrictions and or accommodations needed for school are to be provided to the school nurse. Medical verification of clearance for return to physical activity is also needed.

3. Please update any health and emergency information annually. Contact the School Nurse as soon as possible if a student has a chronic or health condition that may need an Individual Health Care or Emergency Plan.

4. New students to the school must show proof of immunizations upon enrollment.

HOMEROOMS
Homeroom is a term applied to the grouping of students for the purpose of taking care of administrative details necessary for the operation of our school. Each student will be assigned a homeroom teacher, given an assigned locker, given their class schedule, and assigned an assembly seat. It is the responsibility of the student to become acquainted with his/her homeroom teacher, especially for the purpose of attendance at assemblies.
INDIVIDUAL CLASS OPTIONAL PURCHASES
Sophomores will be offered an opportunity to purchase a class ring. Class rings are ordered in the winter of the sophomore year and delivered in the spring. Information about class rings, style, and price available to students. The purchase of a class ring is optional. Seniors should have their graduation pictures taken during the summer preceding their senior year. Photographer selection and service is an optional choice left to students and parents/guardians. All seniors will be given the option to purchase a graduation cap and gown, but one will be provided to students to utilize for the ceremony if he/she decides not to purchase the cap/gown. The purchase of class rings, announcements, caps/gowns, and graduation pictures are all optional.

INTERNET POLICY
Virginia Public Schools’ Internet Use Policy Statement
Students are responsible for good behavior on school computer networks just as they are in a classroom or school hallway. Communications on the network are to be considered public in nature. General school rules for behavior and communications apply.

Network resources are provided for students to conduct research and communicate with others in relation to school work. Access to network services is given to students who agree to act in a responsible manner. Access is a privilege, not a right. Therefore, based upon the acceptable use guidelines outlined in this document, the administration and staff will deem what is inappropriate use and their decisions are final. Upon identification of inappropriate use of network services by the administration, faculty, and staff, access may be denied, revoked, or suspended at any time.

Virginia Public Schools’ Internet Use Rules & Responsibilities
Individual users of the Virginia Public Schools’ Internet resources are responsible for their use of the network. The use of these resources must be in support of education and research and must be consistent with the academic expectations of the Virginia Public Schools. Use of other organizations’ networks or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of U.S. or state regulations including copyrighting, threatening, or obscene materials is prohibited. Use for commercial activities for profit by organizations, product promotion, political lobbying, or illegal activities is strictly prohibited.

The user is expected to abide by the following network rules of etiquette:
* Be polite. Do not write or send abusive messages.
* Use appropriate language. Do not swear, use vulgarities or other offensive language.
* Transmission of obscene materials is prohibited. Sending or receiving offensive messages or pictures from any source will result in immediate suspension of privileges.
* Do not reveal the personal address or phone number of yourself or other students.
* Do not communicate any credit card number, bank account number, or any other financial information.
Only school-approved e-mail accounts will be allowed. Electronic mail is not guaranteed to be private. The System Administrator shall have access to all electronic mail.

Do not use the network in such a way that would disrupt the use of the network by other users.

Vandalism - any malicious attempt to harm or destroy data of another user will not be tolerated. Any questionable action will result in the cancellation of user privileges.

Students will not bypass the content filter or compromise other securities within the network.

**LOCKERS**

The **1995 Omnibus Crime Act** creates a statewide school locker policy. It provides that it is the policy of the State of Minnesota, “School lockers are the property of Virginia Public Schools. At no time does the Virginia School District relinquish its exclusive control of lockers provided for the convenience of students. Periodic general inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student’s personal possessions, the school authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.”

1. All students must provide their own locks and are not allowed to share or change lockers.
2. Students are responsible for all contents contained in their assigned locker.
3. Students are advised not to leave money or other valuables in their locker.
4. Students should not leave items above or below lockers as it is not secure.
5. Students found tampering with another person’s locker will be in violation of policy.
6. Students will be expected to honor a request by the administration to open his/her locker for inspection. Should a student refuse to honor the request, the school reserves the right to cut the lock on the student’s locker.

**Nondiscrimination**

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, or age in its programs and activities. Contact the school superintendent as needed.

**Notification to Staff Regarding Placement of Student With Violent Behavior**

ISD 706 recognizes the right of students and data privacy. In an effort to provide a safe school environment, staff members will be notified by the Administration of a student’s history of violent behavior. The history of violent behavior and notice to the appropriate staff is an educational record and will be transferred to an enrolling school district. Parents have the right
to review and challenge records or data, including the data documenting the history of violent
behavior, under both state and federal law as set forth in the school district’s Data Practices
Policy.

PARENT VOLUNTEERS
Parents/guardians are welcome in the schools and are encouraged to volunteer in their children’s
classrooms. To volunteer in the school district, parents/guardians should speak to the building
principal. Parents/guardians who visit the school should sign in at the office before entering a
classroom. In most instances, volunteers will be required to have a background check on file
with the school district prior to volunteering.

PARKING POLICY
The Virginia School Board adopted a policy on January 8, 1996, regarding all school parking
lots within the district. It is illegal to park in any school parking lot during school hours without
a parking permit issued by the school. School personnel will check cars parked in all school lots
for a school-issued parking permit. A car without a school-issued permit will be issued one
parking violation warning. A second parking violation will result in the car being towed at the
owner’s expense.

PASSES
Passes from Study Hall
Students found to be in violation of the procedures and/or in locations other than the one listed
on the approved pass will have study hall passes revoked for a period of time determined by
school administration.
1. Students 7-12 may be issued a pass from study hall to a classroom by a teacher. Students
shall obtain this pass prior to their assigned study hall hour.
2. All students assigned to a study hall will report to study hall first. Roll will be taken and then
the study hall supervisor will sign passes for students leaving. In addition, the student will
sign a sheet indicating where he/she is going.
3. The student brings the original pass to the issuing teacher.

SPECIAL PASSES
Students may obtain a special pass from the Principal’s office to leave the school building.
Those passes will be granted if the request is determined necessary and best for the well being of
the student. The student will be required to sign out in the office before he/she leaves the
building after being granted a special pass.
Study Hall Passes Specific to Grades 11-12
Eleventh and Twelfth graders have the opportunity to be excused from their study hall and be approved to leave the building if they meet the following criteria:

- Earn a minimum GPA of 3.0 the previous quarter
  Students will **NOT** be rechecked at midterms to earn access.
- Students maintaining a 3.0 will remain eligible. Those dropping below a 3.0 will be revoked.
- Maintain all passing grades for the quarter once permission is granted or pass is revoked.
- Acquire Parent/Guardian/Administrator permission.
- Remain in good standing for attendance (under 10) and disciplinary requirements.
- Students must stay in study hall as assigned until their schedule is changed.

Study Hall Passes Specific to Grades 9-12
Ninth through Twelfth graders have the opportunity to be excused from their study hall to another location within the building if they meet the following criteria:

- Earn a minimum GPA of 2.5 the previous quarter.
  Students will **NOT** be rechecked at midterms to earn access.
- Students maintaining a 2.5 will remain eligible. Those dropping below a 2.5 will be revoked.
- Maintain all passing grades for the semester once permission is granted or pass is revoked.
- Acquire Parent/Guardian/Administrator permission
- Remain in good standing for attendance (under 10) and disciplinary requirements.
- If a teacher/administrator requests you to be removed from their supervision, you will forfeit all out of study hall passes for the remainder of the quarter.
- Students must stay in study hall as assigned until their schedule is changed.

PHYSICAL EDUCATION EXCUSES
A student may, when it is necessary, be excused from gym or swim classes. A student shall not be excused from physical education unless he/she presents a written excuse from one of the following:

Doctor........this excuse must include the length of time for non-participation.
Nurse........the school nurse shall evaluate the student’s illness or injury.
Parent........this is valid for one class meeting in a case where the student cannot immediately obtain a doctor’s excuse or where the student had just returned to school after a sustained illness.
If a student is excused from participating in physical education he/she shall remain in the physical education area if the excuse is for two weeks or less. He/she may be programmed into a study hall if the excuse is longer.

Students are discouraged from getting new piercings during the school year for safety reasons in PE class. Students with new piercings that occur during PE class must remove them or cover them with athletic tape provided by the school.

PLEDGE OF ALLEGIANCE
According to Minnesota Law, public schools are to recite the Pledge of Allegiance to the United States of America at least once a week. The Pledge of Allegiance is optional for all students.
Any student may choose not to participate, but must not interfere with another student’s choice to participate.

**PURCHASING, SELLING OR SOLICITING**
Students are not permitted to make any purchase for the school or for any club or organization without permission of the club advisors. Receipts for purchased items shall be given to the club or class advisor so payment may be made. The Principal must approve any type of selling or soliciting to be carried on in the school building or on the school grounds. All notices, signs, advertising bills displayed in the corridors or on the school bulletin board must be approved by school administration. It is a policy to display materials pertaining only to approved high school student activities.

**RESOURCE CENTER**
1. The Resource Center hours are from 8:00 a.m. – 3:30 p.m.
2. The Resource Center is available to students and faculty/staff as a place to read, to search for materials, and to study.
3. Any student asked to leave the library for inappropriate behavior will be issued a warning. This student will lose Resource Center privileges if inappropriate behavior continues.
4. On the average, books are checked out for 3 weeks; materials can be used for a longer time for reports/projects provided they are renewed.
5. Overdue notices are sent through the English teachers. If materials are not renewed, returned, or cleared with Resource Center staff by the specified date on the individual overdue notice, detention will be assigned. Using and returning Resource Center items is each individual student’s responsibility.
6. Magazines will remain in the Resource Center - these items are not available for checkout. Articles from magazines will be copied.
7. Students must obtain a pass from a teacher in order to access the Resource Center or use a Resource Center computer for a classroom assignment; guidelines posted in labs in other parts of the building apply to the Resource Center computers. Proper care and respect for equipment is expected.
8. Computers are to be used for classroom assignments only. Computer games are only allowed before first hour or after seventh hour.
9. Respect and care of the furniture and surrounding area is encouraged and expected.
10. No food or drink will be allowed.
11. All rules, regulations, policies and procedures contained in the Student Handbook apply to student use of the Resource Center.

**VISITORS**
Visitors are welcome in our school. All visitors must enter door #5 and register in the high school office to obtain a visitor badge. The practice of casual student visits is not allowed. Students wishing to tour the school must make prior arrangements through the principal's office.

**WITHDRAWALS AND TRANSFERS BY STUDENTS**
A student who will be withdrawing from school is asked to bring a written statement from home to the Principal’s Office in order to receive a withdrawal form. This form must be taken to each
teacher for grades and clearance, the school librarian, athletic director, and counselor. Upon completion, the withdrawal form must be returned to the Principal’s Office.

**WORK PERMITS (Excused from Study Hall)**
Students are not encouraged to work during school hours. If a junior or senior has a job and wishes to be excused from a study hall period for work privileges he/she must obtain a work permit from the office. This form will need to be completed by the parent/guardian, employer, principal and counselor. The privilege of excusing a junior or senior to work during the school day may be granted by the school providing a proper work permit has been submitted. Students who are tardy, truant, or have excessive absences will not be issued a work permit. If a student receives any failing grades or incomplete’s during the year, the work permit will be revoked for the next marking period or until satisfactory progress is made. A minimum cumulative GPA of 3.0 is required in order to qualify for being excused from study hall.
Academic Information

GRADE 9-12 Graduation Requirements: 24 credits
Statewide testing document attached.

Visit www.vmps.org to view course catalogs with more academic information about course offerings, college credit opportunities, NCAA compliance questions, and more!

**English: 4 Credits**
1.0 English 9
1.0 English 10
1.0 English
1.0 English

**Social Studies: 4 Credits**
.5 Geography 9
.5 Economics 9
1.0 World History
1.0 US History or American History I & II
.5 Economics 12 or Survey of Economics
.5 Government 12 or American Government

**Math: 4 Credits**
1.0 High School Algebra*
1.0 Geometry
1.0 High School Algebra II
1.0 Senior Math Elective - a variety of options meet this requirement-see course catalog

*Students that accelerated to Honors Geometry in Grade 9 will meet this requirement through advance coursework in their 11th and 12th grade years.

**Science: 3 Credits**
1.0 Intro to Physics 9
1.0 Biology or AP Biology
1.0 Science Elective - a variety of options meet this requirement-see course catalog

**Speech: .5 Credit**

**Physical Education and Health: 1 Credit**
1.0 Physical Education/Health 9

**Fine Arts: 1 Credit - a variety of options meet this requirement-see music/art sections in course catalog**

**Electives: 6.5 Credits - a variety of options meet this requirement-see course catalog**
7 & 8 GRADE REQUIREMENTS

GRADE 7

Required Courses-

Students must take all the 6.5 required courses and only 1 of the electives: English 7
7th Grade US Studies
Honors Math 7, Math 7 or Informal Math 7
Life Science 7
Physical Education/Health 7
Music (Band, Choir or Orchestra)
Computer 7 (1 semester)

Elective Options: Intro to World Languages or Study Hall (1 semester)

Required Assessments: MCA Reading, Math **See Attachment from MDE

GRADE 8

Required Courses-

Students must take all the 6 required courses and only 1 of the electives:

English 8
Algebra I, Informal 8th Grade Algebra I or Honors 8th Grade Algebra I
Earth Science 8
Global Studies
Physical Ed/Health 8 (1 semester)
Art (1 semester)
Family & Consumer Science (1 semester)
Pre-Engineering 8 (1 semester)

Elective Options: Band, Choir, Orchestra, or Study Hall

Required Assessments: MCA Reading, Math, and Science **See Attachment from MDE
7th and 8th GRADE PROMOTION POLICY

Evaluation of student achievement focuses on performance and on all dimensions of student growth. While the Principal is ultimately responsible for determining the placement that best meets the student’s academic, social, emotional and physical needs, each member of the school teaching team is responsible for evaluating the growth of each individual. The teaching team will consist of the Principal, the teacher, the counselor, the Assistant Principal, and the parent.

Promotion Criteria:
The Principal and the teaching team will consider the following factors in determining promotion, retention and placement of students:

1. Academic achievement
2. Perceived ability to function at the next level
3. Organizational skills
4. Work habits
5. State test scores (or other norm referenced tests)
6. Level of maturity – including social, emotional and physical factors

Students who are failing 30% or more of the total program will be considered “at risk”. For a student “at risk” the Principal and teaching team may recommend from the following alternatives:

1. Attendance at summer school at the student’s expense
2. Supplemental assignments as determined by the teaching team (to be completed during the summer months)
3. After school help if a program is available
4. Repeat a particular class or classes
5. Promotion to the 8th or 9th grade
6. Repeat the entire year
7. Enrollment in a supplemental intervention during the school year
8. Any combination of the above

FINAL EXAMINATIONS
Students will not be allowed to take final examinations early unless cleared by the Principal. Circumstances for students taking final examinations early are:

1. Involvement in school sponsored or school scheduled events
2. Illness
3. Family moving out of the district before the end of the school year
4. Administrative discretion
**HONOR ROLL**

Students of Virginia High School must meet certain standards to be listed on the Honor Roll. The basis for Honor Roll designation for grades 7-12 is as follows (effective 1994-95):

1. Honor Roll will be computed following the end of the marking period.
2. A Honor Roll for the nine week period, student GPA must be between 3.667 and 4.0.
3. B Honor Roll for the nine week period, student GPA must be between 3.000 and 3.666.
4. Students that have an Incomplete or F recorded as a nine week grade will not be eligible for the marking period’s Honor Roll.

The numerical equivalents for letter grades are as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.000</td>
</tr>
<tr>
<td>A</td>
<td>4.000</td>
</tr>
<tr>
<td>A-</td>
<td>3.667</td>
</tr>
<tr>
<td>B+</td>
<td>3.333</td>
</tr>
<tr>
<td>B</td>
<td>3.000</td>
</tr>
<tr>
<td>B-</td>
<td>2.667</td>
</tr>
<tr>
<td>C+</td>
<td>2.333</td>
</tr>
<tr>
<td>C</td>
<td>2.000</td>
</tr>
<tr>
<td>C-</td>
<td>1.667</td>
</tr>
<tr>
<td>D+</td>
<td>1.333</td>
</tr>
<tr>
<td>D</td>
<td>1.000</td>
</tr>
<tr>
<td>D-</td>
<td>0.667</td>
</tr>
<tr>
<td>P</td>
<td>1.500</td>
</tr>
</tbody>
</table>

**Power School Parent Portal**

Parents may check the progress of their children on a daily basis by using Virginia Public School’s Power School Parent Portal. Sign on with your Username and Password. Contact the school if you do not have this information. Grading information is updated weekly. Attendance information is updated daily. It is an excellent way to stay connected with the school.

**VIRGINIA HIGH SCHOOL SCHEDULE CHANGE POLICY:**

**OPTION A**
Student is dropping from a class into a study hall. This drop is occurring **prior** to the “10-5 school day” deadline set at the beginning of the year for a year-long class, and the beginning of the semester for a semester-long class. The student is dropping **without** penalty and the class will not appear on his/her transcript. Signatures are required by: parent/guardian, teacher and counselor.

**OPTION B**
Student is dropping from a class into a study hall. This drop is occurring **after** the “10-5 school day” deadline set at the beginning of the year for a year-long class, and the beginning of the semester for a semester-long class. The student is dropping **with** penalty. The student will receive an “F” for the quarter in which the drop occurs. Signatures are required by: parent/guardian, teacher and counselor.

**OPTION C**
Students who drop an upper level class and move to a lower level class (i.e. AP Biology to regular Biology), will retain the current grade in the class they are dropping.

**PROGRESS REPORTS**
During each marking period, progress reports are mailed/e-mailed to the parent/guardians of those students who are failing and/or not working up to capacity. Parent/guardians who receive these reports should contact the teacher or counselor to make an appointment.
REPORT CARDS
Following the completion of each marking period, report cards will be available to be viewed electronically. Report cards will still be mailed by request to those households that do not have computer access.

INCOMPLETE GRADES
Students may receive an incomplete as a grade because their work was not completed at the end of the marking period. Failure to complete work may result in no credit being given. Seniors receiving incomplete’s in courses needed for graduation will not participate in the graduation ceremony if the incomplete is not made up before graduation day. All incomplete grades on assignments must be made up within two weeks or the assignment grade will turn to a zero.

Athletic Eligibility is affected by incomplete grades. Students that earn an incomplete are ineligible to play until the incomplete has been made up and recorded in the office. If the eligibility was the result of an incomplete grade, eligibility may be re-established once work for the incomplete grade is made up and the grade change is made in the office.
Attendance Information

ATTENDANCE INFORMATION

To excuse an absence, please call 749-5437 ext. 8025 (attendance line) within 24 hours.

Each student is expected to be in daily attendance at school and to report to classes on time and with appropriate work materials. Regular attendance is basic to meeting the educational needs of students. Maximum classroom instructional benefits can happen only when the student is in attendance. Regular attendance being essential to educational welfare, it follows that students, parent/guardians, and educators need clear understanding as to rights and responsibilities relating to attendance.

Minnesota State Law:
(a) Every child between seven and 17 years of age must receive instruction unless the child has graduated. Every child under the age of seven who is enrolled in a half-day kindergarten, or a full-day kindergarten program on alternate days, or other kindergarten programs shall receive instruction. Except as provided in subdivision 6, a parent may withdraw a child under the age of seven from enrollment at any time. (b) A school district by annual board action may require children subject to this subdivision to receive instruction in summer school. A district that acts to require children to receive instruction in summer school shall establish at the time of its action the criteria for determining which children must receive instruction. (c) A pupil 16 years of age or older who meets the criteria of section 124D.68, subdivision 2, may be assigned to an area learning center. Such assignment may be made only after consultation with the principal, area learning center director, and parent or guardian.

Open Enrolled Students
Under MN Statute 124D.03, subd. 12, open enrolled students may be assigned to their home district if they meet the definition of Habitual Truant and have been referred as indicated by law for truancy.

ACADEMIC CREDIT/EXCESSIVE ABSENCE
Virginia High School policy states that students are allowed a maximum of 10 absences per semester and 20 per school year. Students who miss more school than indicated above may be required to make up time in order to receive credit for a class in which the maximum number of absences has been exceeded. School excused activities, medical absences verified by a doctor, funerals, and other absences exempted by the school will not count against a student. Other days missed, including illnesses, will count towards a student’s maximum number of allowable absences. Any absences above 5 per quarter that are not school activities, medically excused by a doctor, or other absence excused by the school can be marked as unexcused.

If a student’s absences are excessive, parents/guardians will be notified that the student will be required to make up the time missed in that particular class. The student will be given 2 weeks from the end of the quarter to make up their time before the grade turns to a No Credit. Time must be made up with the teacher or at the teacher’s or school administrator’s discretion after
school, before school, at lunch, or during study hall with administrative approval. Time will not be made up out of a different class.

LEAVING SCHOOL
Under no condition will a student leave the high school without permission from the Nurse, Assistant Principal, or Principal. If a student leaves school without permission, he/she will be considered unexcused and/or truant. Once permission has been granted, the student must sign out in the High School Office.

PRE-EXCUSED ABSENCES
As necessary, a student may be given an advanced excuse. An example of a pre-excused absence would be a co-curricular activity and other activities at the discretion of the principal. These days still count towards the 10 allowable absences per semester.

Procedures
a. Parents must call the high school office (749-5437 ext. 8025) and state the reason why the student will be absent.
b. The office will issue a pre-excuse form to be signed by the teachers. This form must be returned to the high school office by the student prior to the absence.
c. The amount of time the student must notify the office in advance shall be equal to the number of days the student will be absent, but not less than two (2) days notice.
d. Advance make-up shall be at the discretion of the individual instructor.

ABSENCES
Students participating in co-curricular or school sponsored clubs, sports, and activities must be present for all classes preceding any practice, activity, concert, contest, or game and all classes the day after unless pre-excused by the Principal or the absence is due to an exempted reason.

If a student has exceeded the 10 allowable absences, he/she must make up the time to return to eligible status. Students with 11+ are not eligible to participate.

Students involved in school activities during school hours have the responsibility to obtain and complete assignments for the time missed from class. Students with 2 or more consecutive daily absences will be granted at least the same number of days absent to make up their coursework. For example, if a student misses 2 consecutive class periods for a softball game (Monday and Tuesday), the student will have until Thursday to complete the coursework. This is a minimum requirement, but additional time may be granted by individual classroom teachers at their discretion.
TARDY POLICY
Tardy is defined as arriving for class late or after the bell.

1. Tardies will accumulate regardless of which classes they are received in. Students will receive warnings for tardies 1-2.
2. Students will receive 1 hour detention for tardies 3-9.
3. If a student reaches 11 tardies in one quarter, a meeting will be called by administration with the student and parent to find a solution to the issue.
4. Tardies above 11 may result in ISS or OSS and eventual removal from school to an alternative educational placement.
5. Accrual of 7 tardies without serving detention will result in in school suspension.

TRUANCY
A student is truant when absent from school without parental and/or school knowledge or consent. Students under the age of 17 are required by law to attend school. If a student under the age of 17 has missed 3 days of school unexcused and is determined by the school/parent to be truant, the student will be referred to the St. Louis County probation office for a truancy hearing.

UNEXCUSED OR UNEXPLAINED ABSENCE
The school has the right and responsibility to screen and either approve or disapprove excuses brought in by the students. The school has the right to declare an absence to be unexcused even though a parent/guardian may have provided a written excuse. Reasons such as oversleeping, car trouble, or missing the bus do not excuse a student. Such disapproval by the school indicates that the absence was not consistent with the reasons for excused absences.
<table>
<thead>
<tr>
<th>EXEMPT Absences &amp; Tardies</th>
<th>EXCUSED Absences &amp; Tardies</th>
<th>UNEXCUSED Absences &amp; Tardies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades 7-12 Maximim = 10 Total Per Semester</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| **Documented Medical**  
  - Apointments w/ Medical Note  
  - Illness & Injuries w/ Medical Note  
  - School Nurse Recommendation | **Undocumented Medical**  
  - Illness  
  - Injury  
  - Appointments Without Cards  
  - Serious Illness of Family | Any absence that is not accompanied by a parent/guardian notification to the office will be labeled as unexcused. |
| **School Related Activities**  
  - School Related Assessment  
  - Sport/Activity Participation  
  - College Visits w/ Documentation  
  - Career Visits w/ Documentation | **Physical Emergencies**  
  - Fire, etc. | or |
| **Legal Concerns**  
  - Documentation Required | **Funerals**  
  - Non-Immediate Family | Any absence in which a student leaves the building without parent/guardian notification to the office will be labeled as unexcused. |
| **Administrative Referral**  
  - In School Suspension  
  - Out of School Suspension | **Religious/Cultural Observance** | or |
| **Discretion of Administration**  
  - Prior Approval Required  
  - Community Related Activities  
  - Funerals of Immediate Family | **Family Leave/Vacations**  
  - Excused Absences Require a Pre-Absence Form for 3+ Days | Any absence not falling under the category of exempt or excused will be labeled as unexcused unless prior approval has been granted by administration. |
| **Non-School Related Activities** | | |

**INTERVENTIONS**

The purpose of attendance interventions are to reengage students with the school community. We recognize the students and families may be struggling with a variety of concerns and we recognize the need to work together to reengage students with the positive supports a school community can offer. Research shows that students connected to school are less likely to miss classes and more likely to graduate on time.

Students that do not make up the absences over 10 in each course may receive their letter grade on their transcript with a “no credit”. This means that students will be required to retake the course in order to receive credit. In general, these absences must be made up prior to the end of the semester unless special arrangements have been made with administrator. In most instances, the student will receive “no credit” until the absences have been made up and documented.

Time may be made up in a multitude of ways including, but not limited to:
- time with a staff member before school (at teacher’s discretion)
- time with a staff member at lunch (at teacher’s discretion)
- time with a staff member after school (at teacher’s discretion)
~time with staff member during study hall (at teacher’s discretion)
~attending lunch or after school detention
~participating in ongoing chemical dependency supports
~participating in ongoing mental health, counseling, or medical supports
~joining and participating in a new club or sport (this must be a new activity)
~volunteering for school related activities (see office, teachers, or coaches for ideas)
~participating in after school tutoring
~other activities approved by individual teachers or administration

While students are encouraged to make the arrangements with individual teachers, administration reserves the right to approve specific options for reengaging with the school community.

**NOTIFICATIONS/CONSEQUENCES**

While teachers should remind students of excessive absenteeism, it is the student’s responsibility to ultimately be responsible for tracking his or her own absences by checking the student information system or asking the office for support.

**Daily**

Daily notifications will be sent via electronic systems for all absences not cleared by a parent/guardian.

**Continuing Truant (3 Unexcused Absences)**

Minn. Stat. § 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minn. Stat. § 120A.22 and is absent from instruction in a school, as defined in Minn. Stat. § 120A.05, without valid excuse within a single school year for:

1. Three days if the child is in elementary school; or
2. Three or more class periods on three days if the child is in middle school, junior high school, or high school.

When a student is initially classified as a continuing truant, Minn. Stat. § 260A.03 provides that the school attendance officer or other designated school official shall notify the student’s parent or legal guardian, by first class mail or other reasonable means:

1. That the child is truant;
2. That the parent or guardian should notify the school if there is a valid excuse for the child’s absences;
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minn. Stat. § 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minn. Stat. § 120A.34;
4. That this notification serves as the notification required by Minn. Stat. § 120A.34;
5. That alternative educational programs and services may be available in the district;
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child’s truancy;
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minn. Stat. Ch. 260;
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child’s driving privilege pursuant to Minn. Stat. § 260C.201.

**Habitual Truant (7 Excused or Unexcused Absences)**

A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days and who has not lawfully withdrawn from school. A principal shall refer a habitual truant child and the child’s parent or legal guardian to appropriate services and procedures, under Minn. Stat. Ch. 260A. Once a student has reached 7 excused or unexcused absences in any one course, a formal notification will be provided to the student and his/her guardian. This notification will be generated only one time per semester regardless of additional absences and serves as a reminder that students may lose credit if they exceed the 10 allowable absences. These reports and letters will be sent at one specified time each month and may not be immediately upon accruing 7 absences.

**Chronically Truant (9 Excused or Unexcused Absences)**

A chronically absent student will be required to participate in a parent/guardian, student, administrative conference to discuss absenteeism, possible interventions, and appropriate consequences. These conferences will serve as a notification that students accruing 10 or more absences may lose credit in each specific course unless interventions are successful.

Once a student has reached 11 or more excused or unexcused absences in any one course, a student will be required to make up absences and turn the documentation into the office in order to earn the credit for a course regardless of the grade earned. The code will be changed when students make up the absence.

Failure to make up the required absences may result in loss of credit, a truancy referral to appropriate agencies, discontinuance of open enrollment, transfer to an alternative education program, or a combination of listed consequences.
### Rules and Discipline

**DISCIPLINE** See Board Policy 506 Student Discipline for more information [http://www.vmps.org/downloads/board/policies/Policy_506.pdf](http://www.vmps.org/downloads/board/policies/Policy_506.pdf)

**SUMMARY OF COMMON CONSEQUENCES (NOT ALL INCLUSIVE)**

*For each infraction, a Discipline Notice will be completed and the parent contacted by school staff.*

*Note – The administration has the right to deviate from the chart.*

**ISS= In School Suspension OSS=Out of School Suspension**

<table>
<thead>
<tr>
<th></th>
<th>1st Offense</th>
<th>2nd Offense</th>
<th>3rd Offense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletic/Activity Eligibility</td>
<td><strong>Ineligible</strong> - 2 contests or 14 days (whichever is longer)</td>
<td><strong>Ineligible</strong> - 6 contests or 21 day (whichever is longer)</td>
<td><strong>Ineligible</strong> - 12 contests or 28 days (whichever is longer)</td>
</tr>
<tr>
<td>Bullying/Contributing to the Continuance of Bullying</td>
<td>1 hour detention</td>
<td>1-3 days OSS</td>
<td>4-5 days OSS, Possible Expulsion</td>
</tr>
<tr>
<td>Cheating/Plagiarism</td>
<td>Zero on assignment</td>
<td>F for the quarter (3)</td>
<td>F for the semester (5)</td>
</tr>
<tr>
<td>Classroom Infraction</td>
<td><strong>Warning</strong></td>
<td><strong>1 hour detention per occurrence</strong></td>
<td><strong>2 hours detention per occurrence</strong></td>
</tr>
<tr>
<td>Dress Code Violation</td>
<td><strong>Warning</strong> - change clothing</td>
<td><strong>Warning</strong> - change clothing</td>
<td><strong>ISS</strong> - change clothing, parent conference</td>
</tr>
<tr>
<td>Drug Sales and Distribution</td>
<td><strong>OSS/Expulsion and police referral</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drug/Synthetic/Alcohol Use/ Possession</td>
<td>3 days OSS, Police Rule 25 Referral Recommended</td>
<td>5 days OSS, Police Rule 25 Referral Required, Treatment Referral</td>
<td>10 day OSS, Police Referral, Treatment Referral Required, Possible Expulsion</td>
</tr>
<tr>
<td>Failure to Clear Absences</td>
<td><strong>Warning</strong></td>
<td><strong>Detention</strong></td>
<td><strong>Detention</strong></td>
</tr>
<tr>
<td>Failure to Identify Self</td>
<td><strong>Detention</strong></td>
<td>ISS</td>
<td><strong>ISS</strong></td>
</tr>
<tr>
<td>Fighting/Assault</td>
<td>1-3 days ISS/OSS possible police referral</td>
<td>3-5 days ISS/OSS possible police referral</td>
<td>OSS/Expulsion and police referral</td>
</tr>
<tr>
<td>Harrassment (Sexual, Religious, Racial)</td>
<td>1-3 days ISS/OSS possible police referral</td>
<td>3-5 days ISS/OSS possible police referral</td>
<td>OSS/Expulsion and police referral</td>
</tr>
<tr>
<td>Inappropriate Behavior/ Language</td>
<td>1 hour detention</td>
<td>2 hours detention and parent conference</td>
<td>ISS and parent conference</td>
</tr>
<tr>
<td>Insubordination</td>
<td>1 day ISS or OSS</td>
<td>3 days ISS or OSS and parent conference</td>
<td>5 days OSS</td>
</tr>
</tbody>
</table>
The purpose of discipline in a school is to provide a positive force designed to ensure the rights of all students to learn in a safe and comfortable environment. A teacher, school employee, school bus driver, or other agent of the district may use reasonable force in compliance with Minnesota Statute 121A.582 and other laws. Discipline also provides for a productive environment in which students may learn the skills necessary to develop into mature adults responsible for their own actions. The following items are discipline issues that are of special interest and have specific consequences attached to them. However, the Principal may impose or recommend longer suspensions, expulsions, or any other discipline as appropriate on a case by case basis.

**MN Statute 123A.06(b)**-Consistent with the requirements of sections 121A.40 to 121A.56, a school district may provide an alternative education program for a student who is within the compulsory attendance age under section 120A.20, and who is involved in severe or repeated disciplinary action.

**ABUSIVE LANGUAGE**

It is expected that language directed toward staff members and fellow students will be polite and appropriate. Profanity, obscenity, and vulgarity have no place in the school setting. This pertains not only to students as individuals, but also as a part of larger groups. Yelling offensive
chants in the cafeteria or at athletic events is as inappropriate as if you were saying these words as an individual.

**ALCOHOLIC BEVERAGES, NONPRESCRIPTION DRUGS & MOOD ALTERING SUBSTANCES**
The use of intoxicating beverages, nonprescription drugs or mood altering substances by students in school vehicles, on school premises within this district or at any other premise in which students from Virginia Public School are participating in a school activity is prohibited. These infractions of school and State Laws are also under the jurisdiction of the Minnesota State High School League.

Intoxicating beverages are any beverages containing alcohol. (Please note that this includes many of the “nonalcoholic” beverages.) The use of intoxicating beverages shall include possession of such beverages as well as the actual consumption thereof. The consumption of alcoholic beverages during times considered normal school hours will be considered in this provision.

**ASSEMBLY BEHAVIOR**
School assemblies will be held at various times during the school year. The assemblies will be announced in the daily bulletin. Unless notified otherwise, students will sit in their ASSIGNED SEATS. A student not in his/her assigned seat will be marked absent. Inappropriate behavior during an assembly will result in the loss of assembly privilege.

**BACKPACK POLICY**
The backpack policy will be enforced as a result of concern for health and safety of all students.

The following conditions will apply to the use of backpacks:

1. String backpacks will be allowed to assist students with getting classroom materials, water bottles and other educational supplies between classes.
2. No larger backpacks allowed in any classrooms.
3. No larger backpacks allowed in the hallways between 8:15 and 3:06.
4. No larger backpacks allowed in the cafeteria, auditorium or other areas used for student gatherings.
5. Larger backpacks may be used to transport books to and from school.
6. Students may use a gym bag to carry gym clothes to and from gym class.

The administration reserves the right to limit the size of bags, purses or string bags carried in the school.

**BULLYING**
Virginia High School promotes a safe and appropriate environment for all students in compliance with the MN Safe and Supportive Schools Act. Please see Board Policy 514 “Bullying” for more information.
BUS CONDUCT
Bus transportation is a privilege, not a right, and the following rules must be followed by students:

Rules for Waiting at the Bus Stop
1. Be on time.
2. Respect others and their property.
3. Stay away from the street, road or highway.
4. Keep safety in mind...no shoving, running or pushing.

Procedure for Boarding the School Bus
1. Line up in single file.
2. Approach the bus only when it has stopped and the driver has opened the door.
3. Don’t push or crowd others.
4. Use the handrail, climb the steps one at a time, and be seated quickly.

Rules When Riding the Bus
1. Obey the driver’s instructions.
2. Promptly be seated and remain in your seat.
3. Speak quietly and use appropriate language.
4. Keep all parts of your body inside the bus.
5. Keep the bus clean and do not damage it.
6. Do not throw any object.
7. Do not bring weapons/dangerous objects on the bus.
8. The use of alcohol, tobacco and drugs is prohibited.
9. Fighting, harassment, and horseplay are prohibited.

Procedures for Leaving a School Bus
1. Remain seated until the bus stops.
2. Let the students in front get off first.
3. Don’t push or crowd.
4. Watch your step and use the handrail.
5. Move out of the “danger zone”.

Procedure for Safe Crossing of Vehicle Lanes
1. Move away from the side of the bus to at least 10 feet in front of the bus.
2. Turn to the driver and make eye contact.
3. Wait for the driver to signal that it is safe to cross.
4. Walk 10 feet in front of the bus & stop to check for vehicles that might violate the stop arm.
5. When it’s safe...complete the crossing.

Procedures for Emergency Evacuation
There are three different evacuation plans:
1. Using only the front service door
2. Using only the rear (or side) emergency door
3. Using both the service door & the emergency door

Whichever plan is used, students need to:
1. Be quiet and wait for instructions from the driver.
2. Be alert and move quickly.
3. Keep your feet out of the aisle, go out seat by seat, alternating sides.
4. Duck your head when going out the emergency door
5. After you are out of the door, move away from the bus
6. Go a distance of at least 100 feet from the bus and remain there for further instructions

Consequences for Failure to Follow Bus Rules
Consequences are consistent with all other school policies and practices. Please remember that school transportation is a privilege and not a right. Administration reserves the right to remove students from school transportation.

CAFETERIA BEHAVIOR
Students in grades 7 & 8 will observe a closed lunch break. No student will leave the lunch area during this time except when excused by a supervisor to use the bathrooms on the ground floor. All students will observe the following rules for the well being of all who eat and work in the cafeteria
1. Books should be kept at the student’s seat.
2. Voices should be kept to a conversational level.
3. No eating food or drinking in the halls.
4. Each student is responsible for cleaning up. Students must leave their table free of trays, food or litter. Students will use refuse containers provided.
5. Throwing of anything is not allowed. Offenders will be given consequences.
6. Trays are to be brought to the window in the cafeteria when finished. You are responsible for your own tray and area of the table.
7. Headgear and/or jackets are not allowed in the cafeteria.
8. Students may not break in line (no cuts).

CHEATING/PLAGIARISM
Cheating and/or plagiarism of any school assignment will result in zero credit for the assignment. On the second occurrence, the student will fail that class for the quarter. Teachers shall include this policy on their course syllabi and make sure younger students understand what “plagiarism” is and how to avoid it. Parents must be contacted by the teacher if and when cheating or plagiarism occurs. Students will earn a 59% for the quarter grade unless the earned grade from other assignments is lower than 59%.

DETENTION PROCEDURES
Detention is a form of discipline for students who choose to behave inappropriately. Detention will be held Monday, Tuesday, and Thursday after school. Students assigned detention have one week to serve their consequences. There is no detention on Wednesdays.

The procedure for detention is as follows:
1. The student will have one-week from the time the infraction occurred until the detention is served. This allows parent/guardians and students to make arrangements for transportation. If the student fails to be at detention, an extra hour will be added. Third and future consequences are at administrative discretion.
2. Students will serve assigned detention from 3:15 to 4:05 p.m. in room T128.
3. Students will bring everything they will be taking home with them to detention.
4. Students will not be allowed to go to their locker after detention. Teachers in charge of detention will escort students out the nearest exit.
5. Students will take a seat and sit up for the entire period. Students will be permitted to do homework assignments during detention. Students may not talk, chew gum, sleep, etc.
6. Inappropriate behavior in detention will result in added consequences. If the student is tardy getting to detention, the student will not be allowed in the room.
7. A student will be allowed a maximum of 7 hours of detention for all offenses related to inappropriate school behavior. Beyond 7 hours more severe consequences will be administered.
8. Parent/guardians will provide transportation for detention.

DRESS CODE POLICY FOR STUDENTS
A correlation exists between good grooming, personal attire, personal/public respect, and student achievement. A similar relationship exists between student dress and acceptable standards of conduct. The School District has a legitimate educational interest in promoting respect for authority, decency and civility among students and in protecting the health and safety of its students. This dress code is designed to allow for student comfort, while maintaining an environment conducive to learning and appropriate for the educational setting in the Virginia High School.

Recognizing these relationships and educational interests, the following dress code applies to both sexes and will be enforced at school and school-sanctioned activities. Any apparel, hair style, cosmetics, or jewelry - even if not specifically mentioned which poses a threat to the health or safety of the student or others, or disrupts the educational process is not acceptable. Our school is a place for the business of education; students’ grooming and dress must be appropriate to both the school setting and the weather. Exceptions to the enforcement of this dress code may be made in exceptional circumstances; for example, Prom or other school sanctioned activities. Students will be notified in advance of the activity of the dress code provisions which may be relaxed for the activity.

Prohibited dress and grooming items includes, but is not limited to, the following:

1. Clothing that exposes the midriff or chest, intentional exposure of undergarments or undergarments that are worn as outer garments, and other clothing that is not in keeping with community standards.

2. Clothing that includes words or pictures that are obscene, vulgar, sexually explicit, convey sexual innuendo, abuse or discrimination, or which promote or advertise alcohol, chemicals, tobacco, or any other product that is illegal for use by minors.

3. Clothing and other items or grooming in a manner that represents and/or promotes threat/hate groups or gangs.
4. Jewelry that presents a safety hazard to self and/or others.

5. Hats, caps, bandanas and other head attire during the school day. Exceptions will be made for religious, medical, or school related reasons.

6. Wearing of masks, painted faces, disguises or grooming that limits or prevents the identification of a student or substantially disrupts the learning environment.

7. Any apparel or footwear that may damage school property or interfere with the educational process.

8. Any other items that substantially disrupt the educational environment.

**ELECTRONIC DEVICES**

Technology is a part of life for many students and adults. However, their usage necessitates some rules in order to ensure that the environment of the school is not negatively affected. For that reason, technology use is allowed at lunch, before school, and after school. Cell phone use is not allowed in class, in hallways between class, or while students are in the hall for any other reason unless expressly used for an educational purpose. Cell phone usage is not allowed during lockdowns or fire drills. Students are not allowed to take pictures or videos of any student or staff member without the express written consent of all parties involved. Consequences are listed on the “Summary of Consequences” chart. Electronic Video Devices in Locker Rooms

Electronic video devices in any locker room is strictly forbidden. Student privacy needs to be maintained at all times. Penalties for non-compliance of this rule will be enforced. This includes iPads, cell phones, and any other electronic device with photographic or video capabilities. In the event that the supervisor has the ability to place the devices in a locked cabinet upon entering the locker room, the devices must be secured and locked immediately.

**iPAD POLICY SUMMARY**

6.0 ACCEPTABLE USE

The use of the Virginia School District’s technology resources is a privilege, not a right. The privilege of using the technology resources provided by the Virginia School District is not transferable or extendible by students to people or groups outside the district and terminates when a student is no longer enrolled in the Virginia School District. This procedure is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the User Terms and Conditions named in these procedures, privileges may be terminated, access to the school district technology resources may be denied, and the appropriate disciplinary action shall be applied. The Virginia School District’s Student Code of Conduct shall be applied to student infractions.

Violations may result in disciplinary action up to and including suspension/expulsion for students. When applicable, law enforcement agencies may be involved.
6.1 Parent/Guardian Responsibilities
Talk to your children about values and the standards that your children should follow on the use of the Internet just as you do on the use of all media information sources such as television, telephones, movies, and radio. Should you want your student to opt out of having an iPad to bring home, you will need to sign a form indicating this and understand that your student is still responsible for meeting the course requirements.

6.2 School’s Responsibilities are to:
Provide Internet and Email access to its students.
Provide Internet Blocking of inappropriate materials as able within the schools network. Parents should monitor Internet use while away from school.
Provide network data storage areas. These will be treated similar to School lockers. Virginia School District reserves the right to review, monitor, and restrict information stored on or transmitted via Virginia School District owned equipment and network and to investigate inappropriate use of resources. Provide staff guidance to aid students in doing research and help assure student compliance of the acceptable use policy.

6.3 Students are Responsible for:
Using computers/devices in a responsible and ethical manner.
Obeying general School rules concerning behavior and communication that apply to iPad/computer use. Using all technology resources in an appropriate manner so as to not damage school’s equipment. This “damage” includes, but is not limited to, the loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by the negligence of the student, errors or omissions. Use of any information obtained via Virginia School District’s designated Internet System is at your own risk. Virginia School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.
Helping Virginia School District protect our computer system/device by contacting an administrator about any security problems they may encounter. Monitoring all activity on their account(s). If a student should receive email containing inappropriate or abusive language or if the subject matter is questionable, he/she is required to notify the technology office as soon as possible. Returning their iPad to the Office at the end of each School year. Students who graduate early, withdraw, are suspended or expelled, or terminate enrollment at Virginia for any other reason must return their individual School iPad computer on the date of termination to the building secretary.

6.4 Student Activities Strictly Prohibited:
Transmission or accessing materials that are obscene, offensive, threatening or otherwise intended to harass or demean recipients. Illegal installation or transmission of copyrighted materials. Any action that violates existing Board policy or public law.
Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials. Use of chat rooms, sites selling term papers, book reports and other forms of student work. Messaging services-EX: MSN Messenger, ICQ, iMessage, etc.
Internet/Computer Games.
Cyber bulling.
Use of outside data disks or external attachments without prior approval from the administration.
Changing of iPad settings (exceptions include personal settings such as font size, brightness, etc).
Downloading apps.
Spamming—Sending mass or inappropriate emails.
Gaining access to other student’s accounts, files, and/or data.
Use of the School’s Internet/E-mail accounts for financial or commercial gain or for any illegal activity.
Use of anonymous and/or false communications such as MSN Messenger, Yahoo Messenger.
Students are not allowed to give out personal information, for any reason, over the Internet. This includes, but is not limited to, setting up Internet accounts including those necessary for chat rooms, Ebay, email, etc.
Participation in credit card fraud, electronic forgery or other forms of illegal behavior.
Vandalism (any malicious attempt to harm or destroy hardware, software or data, including, but not limited to, the uploading or creation of computer viruses or computer programs that can infiltrate computer systems and/or damage software components) of School equipment will not be allowed.
Bypassing the Virginia web filter through a web proxy.

6.5 iPad Care
Students will be held responsible for maintaining their individual iPads and keeping them in good working order.
iPad batteries must be charged and ready for school each day.
Report any issues with the iPad or accessories as soon as possible.
iPad cases furnished by the school district must be returned with only normal wear and no alterations to avoid paying a sleeve replacement fee.
iPads that malfunction or are damaged must be reported to the Technology Office. The School district will be responsible for repairing iPads that malfunction. iPads that have been damaged from student misuse, neglect or are accidentally damaged will be repaired with cost being borne by the student. Students will be responsible for the entire cost of repairs to iPads that are damaged intentionally.
iPad damage: Students are responsible for any and all intentional damage.
iPads that are stolen must be reported immediately to the Technology Office and the Police Department.

6.6 Legal Propriety
Comply with trademark and copyright laws and all license agreements. Ignorance of the law is not immunity. If you are unsure, ask a teacher or parent.
Plagiarism is a violation of the Virginia Code of Conduct. Give credit to all sources used, whether quoted or summarized. This includes all forms of media on the Internet, such as graphics, movies, music, and text.
Use or possession of hacking software is strictly prohibited and violators will be subject to Virginia Student/Parent Handbook. Violation of applicable state or federal law will result in criminal prosecution or disciplinary action by the District.
6.7 Student Discipline
If a student violates any part of the procedures, he/she may face discipline as determined by administration which may include:

1. General WiFi Restrictions placed on device for the semester
2. Student(s) will check-in/check-out their iPads from the Tech office daily for three (3) weeks.
3. Wifi restrictions will be placed on the device that only allow the use specific websites and apps for classroom purposes. Student will also check-in/check-out their iPads from the Tech office daily for the rest of the grading period or 4 weeks whichever is longer.
4. A meeting between Principal and/or Assistant Principal, Technology Staff, Teacher(s), Parent(s) and Student will be called to discuss the situation. At this point the Admin will decide on the best plan to move forward, which may include the removal of the device for the remainder of the school year.

7. PROTECTING & STORING YOUR IPAD

7.1 iPad Identification
Student iPads will be labeled in the manner specified by the School. iPads can be identified in the following ways:
- Record of serial number
- Virginia engraving
- Tracking via Apple/MDM applications

7.2 Storing Your iPad
When students are not using their iPads, they should be stored in their locked lockers. The Virginia School District recommends the students use a personal lock on their locker. Nothing should be placed on top of the iPad, when stored in the locker. For students in the 1:1 take home grades 6-12, students are encouraged to take their iPads home every day after school, regardless of whether or not they are needed. iPads should not be stored in a vehicle at school or at home. If a student needs a secure place to store their iPad, they may check it in for storage with the Technology office.

7.3 iPads Left in Unsupervised Areas
Under no circumstance should iPads be left in unsupervised areas. Unsupervised areas include the School grounds and campus, the lunchroom, computer lab, locker rooms, library, unlocked classrooms, dressing rooms and hallways. Any iPad left in these areas is in danger of being stolen. If an iPad is found in an unsupervised area, it will be taken to the Technology office.

8. REPAIRING OR REPLACING YOUR iPAD
Please select one of the following plans to protect your student's school issued iPad.

8.1 School District Protection
School District Insurance Protection is available for students and parents to cover iPad replacement in the event of theft, loss, or accidental damage. Charging bricks and lightning cables are covered if damaged. Lost and stolen cords or bricks will need to be replaced by purchasing a new one from the technology office. The protection cost of the iPad is $40.00 (non-
refundable) annually for each iPad with a maximum cost of $120.00 annually per family. This plan covers the cost of repairing one iPad. To receive a 2nd iPad, a new insurance form must be completed and turned into the tech office. If no insurance is purchased, and the student breaks, damages, or loses another iPad, additional replacements of the iPad may be up to, but not to exceed $400. The purpose of this practice is to prevent students from breaking or losing multiple iPads during the school year. Parents will need to purchase this insurance through the Virginia Public School office by the first Friday of the school year.

8.2 Personal Homeowners coverage
Students or parents may wish to carry their own personal insurance to protect the iPad in cases of theft, loss, or accidental damage. Please consult with your insurance agent for details about your personal coverage of the iPad computer. You will need to show proof of insurance to the School before your student(s) are allowed to check out an iPad. An iPad purchased to replace a lost, stolen or damaged Virginia Public School’s iPad becomes the property of Virginia Public School.

8.3 No Insurance
You agree to pay for the replacement of the iPad at a cost not to exceed $400 should the iPad and case be stolen, lost or damaged in any way.

Cost Estimates
$159 iPad Glass / LCD
$79 iPad Glass and Digitizer
$25 iPad Case
$19 iPad Power Adapter 5W
$19 iPad Lightning Cable

8.4 Free or Reduced Lunch
If your student qualifies for free lunch, no payment is required. If they qualify for reduced lunch, a $20.00 School District Insurance Protection Plan is available.

8.5 Claims
All insurance claims must be reported to the Virginia Public School’s Technology office. If iPad is Stolen or lost in a fire, students or parents must file a police or fire report and bring a copy of the report to the Technology office before an iPad can be repaired or replaced with School District Protection.

8.6 No Agreement
If documents and/or insurance agreement is not completed, students iPad must be checked in and out of the technology office daily.

Link to complete iPad Procedures and Information document: https://bit.ly/2xgfg5S
FOLLOWING DIRECTIONS
Directions by teachers, substitutes, and other members of the school staff must be followed. A student may not always agree with the directions of a staff member, but the staff member has a position of authority that must be respected. Students have recourse in situations where they feel inappropriately directed, but they do not have the right to refuse the directions as given. Students may address their concerns to a school counselor, Assistant Principal, or the Principal.

PUBLIC DISPLAYS OF AFFECTION
The public display of affection such as kissing, inappropriate touching, etc. is not acceptable school behavior. Respect yourself and the rights of others by demonstrating appropriate school behavior.

REMOVAL FROM CLASS Please see Board Policy 506 for more information
There are many reasons that a student may be removed from class. They include but are not limited to rules violations or the potential of a dangerous situation. In these cases, a student may be sent to ISS (In School Suspension) or sent to the Assistant Principal.
When a student is removed the first time, it will be documented by the teacher and the parent will be notified by the teacher. The student may also receive additional disciplinary action.
If a second removal occurs, the parent will be notified and a meeting will be held within 48 hours with the student, teacher, parent, and administration. During this meeting, the teacher will explain his/her expectations for behavior. The student and parent will have the opportunity to ask any questions they may have with the goal being a solution to the behavioral problem.
If a third removal takes place, the student may be removed from the class, assigned study hall, and lose credit. Other solutions may be a class change or alternative programming for the student.
A parent meeting may also be held at the request of the teacher when removals have not occurred.

SKATEBOARDS & ROLLERBLADES
Skateboarding and rollerblading are not allowed on school property.

SMOKING AND TOBACCO USE
Effective September 1, 1987, the Virginia School District adopted a Smoke and Tobacco Free Policy prohibiting smoking and the use of tobacco products on school district property. This shall include school buildings, school grounds, and school-owned vehicles. This applies to all staff and students of the Virginia School District as well as the public when attending school activities on school property. Possession of tobacco products by students on school property shall be prohibited.
a. Use or possession of tobacco products in the building, on school property, during school activities, or leaving school grounds during school hours to smoke or chew will not be tolerated. Violators of this regulation will receive consequences consistent with school policy and students will not be readmitted until after a parent/guardian has been contacted by the administration. Cigarettes, electronic cigarettes, vaping devices and paraphernalia or other tobacco products are not to be carried by students within the school during school hours. Students should realize the State High School League rules carry a penalty for smoking and
tobacco use that also will be enforced by the School. b. Minnesota Statute 609.685, subd. 3, a state that possession or use of tobacco or tobacco related devices by anyone under the age of 18 is unlawful. Because of the health consequences for our youth and the mixed message that is given when laws are not enforced, the NO SMOKING LAW for those under the age of 18 will be enforced. Law enforcement officials will be contacted for violation of the district’s smoking and tobacco policy.

STUDY HALL RULES
1. All students are expected to bring assigned work or school approved reading material. Bring enough material for the entire hour - there should be no need to go to lockers during study hall.
2. All students are to be in their assigned seats at the beginning of the hour or they will be counted tardy.
3. Students will refrain from distracting movements and disturbing noises.
4. No outside clothing will be worn in study hall.
5. No walkmans, radios, headphones, etc. are allowed.
6. No visiting between students allowed without the consent of the person in charge.
7. No food or drink of any kind allowed in study halls.
8. Dispose of all waste paper and unwanted materials in the trash can on the way out of study hall.
9. A study hall is what the name implies, a place to study, not a place to visit, play or sleep.
10. Should it be necessary to call out a student’s name more than once during the hour for disciplinary reasons, one hour detention will be assigned. Detention will double for incidents following.
11. Should a situation arise that would necessitate a student’s seat to be reassigned due to disciplinary reasons, suspension could result.
12. Students will not be allowed to leave study hall without a pass from an instructor.
13. No passes from study hall teachers (Exception: washroom pass).
14. Students must sign out in the office before leaving the building for appointments, public library, or errands.

PUPIL FAIR DISMISSAL ACT
All students are protected under the Pupil Fair Dismissal Act. Students who are involved in suspension from school should ask what their rights are under this act. See the Assistant Principal for a copy of this document.
ELIGIBILITY

The Virginia High School requires all students in grades 7-12 who participate in extracurricular activities outside of the classroom whether they are extra-curricular, co-curricular or athletics, are all subject to the same eligibility requirements. It will be the duty of the sponsor of an activity to inform all participants as to the scholastic eligibility requirements. The following policy was adopted by the Virginia School Board pertaining to the eligibility of the students:

Students not accompanied by their parent are prohibited from entering bar areas, liquor establishments, or attending parties where liquor is made available to high school students. This rule puts the burden on the student to know, in advance, whether alcoholic beverages will be made available to students at a party. If there is any doubt, the student or parent/guardian should contact the host family to determine whether alcoholic beverages will be served. Students violating this rule are not eligible to participate in activities sponsored by the Virginia High School for a period consistent with the Minnesota State High School League Rules (MSHSL Bylaw Section 205.00 regarding the Use of Mood Altering Chemicals, i.e. Alcohol, Tobacco, Drugs or Marijuana). A student employed by a business establishment is exempt from this rule while working.
MSHSL Athletics & Activities

Grades 7-12
~Checked quarterly and at mid-terms (8 times per year)
~Students must have quarter GPA of 1.333 to participate and zero failing grades
   FYI: all D+'s in regular classes = 1.333
~Students cannot have incompletes
~Students can earn eligibility two weeks after quarter- if they are not failing any classes and if they equate to 1.333 GPA (if not eligible, they will be rechecked at midterm)
~Students can earn eligibility immediately following midterms as soon as they are passing all classes; GPA is not checked at this time

All Other Non-MSHSL Activities (Clubs, Etc)
No policy for any student grades 7-12

If an ineligible student retakes a failed course in summer school and/or in night school and brings up his/her GPA to at least 1.33 prior to the beginning of a sport or activity, that student will then regain academic eligibility for extracurricular activities.

MSHSL ELIGIBILITY
In order to participate in any MSHSL-sponsored activity, a student must meet all eligibility requirements set forth by the MSHSL. These eligibility requirements are listed in the MSHSL publication “Athletic Eligibility Information”, which must be read and signed by each student and his/her parent/guardian prior to participating in the activity. Eligibility rules and regulations can also be viewed by going to the publication section of the MSHSL website, www.mshsl.org. In addition, a copy of the Official Handbook of the MSHSL is on file with the athletic director and high school principal, if a student wishes to review it in its entirety. Violations of eligibility bylaws of the MSHSL will result in specific penalties, which are also published in the aforementioned publications. Any students who are considered to be chronically truant from school may be suspended from extracurricular activities under MSHSL Policy 206.

EXTRACURRICULAR TRANSPORTATION POLICY FOR STUDENTS
Participants in extracurricular contests must use transportation provided by the school. The only exception is in the event that parents request in writing to have their student ride with a parent, grandparent or immediate family member, in which case they assume all responsibility. No student may ride with another student under any circumstance.

HOMECOMING/SNOW WEEK ROYALTY
Any student with a MSHSL violation who has not completed serving their penalty will be ineligible for any Royal Court nominations. This includes, but is not limited to chemical violations and legal violations. The school administration will make the decision based upon a student meeting the requirements set forth by school policy and the MSHSL to clear their ineligibility for extracurricular activities. Decisions will not be appealed.
MOOD ALTERING CHEMICALS
The Minnesota State High School League recognizes the use of mood-altering chemicals as a significant health problem for many adolescents, resulting in negative effects on behavior, learning and the total development of each individual. The misuse and abuse of mood-altering chemicals for some adolescents affect co-curricular participation and development of related skills. Others are affected by the misuse and abuse by family, team members or other significant persons in their lives. Penalties shall be accumulative beginning with the student’s first enrollment into the Virginia High School. This includes all students in grades 7-12.

OVERNIGHT/OUT OF STATE TRAVEL
Students with outstanding violations relating to alcohol, tobacco, or other mood altering chemicals will not be approved for overnight or out of state travel.

WEDNESDAY AND SUNDAY ACTIVITIES
It is the policy of the Virginia District to conclude all extra-curricular activities by 6:00 p.m. on Wednesdays. The only exception to this would be a spring weather related contest that must be made up prior to playoffs. Playoff contests could also be scheduled on Wednesday by the section committee. Sunday practices are not allowed as stated in the rules of the Minnesota High School League.

SCHOOL DANCES
Turnabout Rules
1. Tickets must be purchased in advance from the designated selling location.
2. Turnabout is open to all Virginia High School students currently enrolled in grades 10-12. Girls presently enrolled in the Virginia High School may invite guests who have graduated within the last two years, regardless of home school.
3. The parent/guardian of any student who does not arrive by 8:15 PM will be notified. Students who leave early will not be allowed to return to the dance.
4. As this is a school activity, all school rules will be followed throughout the activity.
5. All students attending the Turnabout are expected to be in attendance at school the Friday before the Turnabout unless pre-excused. Students not in attendance on Friday will not be permitted to attend the Turnabout.
6. All detentions and suspensions must be served before a ticket will be issued to a student and his/her partner. Students who are not in good standing, including those with truancy and/or behavioral issues, may not be allowed to attend Turnabout.

Prom Rules
1. The PROM is given by the junior class in honor of the graduating seniors.
2. A TICKET MUST BE PRESENTED FOR ADMITTANCE TO THE PROM. Students will be informed of locations to purchase tickets in the daily bulletin.
3. Any senior or junior presently enrolled may ask a person outside of the school providing they are at least 16 years of age and classified as an 11th grader. NO ONE BELOW 11TH GRADE MAY BE INVITED. If your partner is not a student at the Virginia High School, the name, address, and grade must be given in the office. If your partner is not currently enrolled in high school, they must have graduated within the last 2 yrs and must be under 21.
4. Parent/guardians will be informed of any student who has not arrived to Prom by 8:15 pm. Students who leave early will not be allowed to return to the dance.

5. Due to lack of space, no spectator tickets will be issued. Please convey this information to your parent/guardians and friends. Parents may view the Prom decorations at the time specified by the Prom supervisor.

6. All school rules will be followed throughout the Prom, as it is a school activity.

7. All students attending the Prom are expected to be in attendance at school the Friday before the Prom unless pre-excused. Students not in attendance on Friday will not be permitted to attend the Prom.

8. All detentions and suspensions must be served before a ticket will be issued to a student and his/her partner. Students who are not in good standing, including those with truancy and/or behavioral issues, may not be allowed to attend Prom.

9. Formal dress is required. Inappropriately dressed students will not be allowed to attend Prom activities.

STUDENT COUNCIL

The Student Council is an organization made up of students representing the student body. It furnishes responsible leadership training for student leaders. It is through this organization that student opinion and sentiment is brought to the attention of the faculty and administration.

Grades 9 -12
The Student Council consists of a total of 32 members, including a president, vice-president, secretary and treasurer. The membership shall be elected to the Council each spring for the following year. The qualifications that one should look for when electing their representative and officers are: good character and positive leadership ability.

Grades 7 & 8
The Student Council in grades 7 & 8 has four students from each of the grades making a total of 8. The incoming seventh grade elects their representatives in the fall, while the current 7th grade elects next year’s representatives in the spring.

NATIONAL HONOR SOCIETY

The Virginia High School has two separate organizations, an Honor Society in which membership is based strictly upon Grade Point Average (GPA), and the National Honor Society in which the four criteria of scholarship (GPA), leadership, service and character are given equal weight in determining membership. Potential Juniors will be contacted following the second marking period and given instruction on making the appropriate application for membership.

A description of the selection procedure shall be published in an official school publication that is widely available in a timely fashion to all students and parents of the school. The selection procedure shall be determined by the Faculty Council and shall be consistent with the rules and regulations of NHS. *The selection criteria is posted and available in the counseling office.

NASSP shall not review the judgment of the Faculty Council regarding selection of individual members to local chapters.
Addendum of School Policy Links

POLICIES
The following is a partial list of selected student policies. For a complete list of policies for ISD #706, please refer to our website at www.vmps.org under “District”, “School Board”, and “Board Policies”. The blue links will bring you directly to the policy.

It is the policy of the Virginia Public Schools to maintain a learning and working environment that is free from religious, racial or sexual harassment and violence.

Policy 501: Weapons Policy
Any student found to be in possession of a weapon on district property or at a district-sponsored activity shall be expelled from school for up to one year and may be subject to other appropriate disciplinary action.

Policy 502: Search of Student Lockers, Desks, Personal Possessions, and Student's Person
The purpose of this policy is to provide for a safe and healthful educational environment by enforcing Virginia Public School’s policies against contraband.

Policy 503: Attendance
Administration and staff will inform parents of the options available to them to excuse their child from school when necessary.

Policy 504: Student Dress and Appearance
The dress and grooming of students becomes the concern of the school if it causes disruption of the educational program or is offensive or inappropriate to others. Students should dress in a manner that takes into consideration the educational environment, safety, health and welfare of others.

Policy 506: Student Discipline
The purpose of this policy is to ensure that students are aware of and comply with the School District’s expectations for student conduct. The School District will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

Policy 514: Bullying
An act of bullying, by either an individual student or a group of students, is expressly prohibited on District property or at school-related functions. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student’s act of bullying.

Policy 515: Protection and Privacy of Pupil Records
The 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.
Parent/Guardian Guide to Statewide Testing

This document provides basic information to help parents/guardians make informed decisions that benefit their children, schools and communities.

**Why statewide testing?**

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

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

**Why does participation matter?**

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

- Students who do not participate will receive a score of "not proficient."
- Students who receive a college-ready score on the high school MCA are not required to take a remedial, noncredit course at a Minnesota State college or university in the corresponding subject area.
- Educators and policy makers use information from assessments to make decisions about resources and support provided.
- Parents and the general public use assessment information to compare schools and make decisions about where to purchase a home or to enroll their children.
- School performance results that are publicly released and used by families and communities, are negatively impacted if students do not participate in assessments.

**Academic Standards and Assessments**

**What are academic standards?**

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

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

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

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

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

**ACCESS and Alternate ACCESS for English Learners**

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

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

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

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

Because test content represents the academic standards as completely as possible, preparing for and taking the assessments uses the very same knowledge, processes and strategies included in the standards.

Are there limits on local testing?

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

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

What if I choose not to have my student participate?

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

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

Where do I get more information?

Students and families can find out more on our Statewide Testing page (education.state.mn.us > Students and Families > Statewide Testing).

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When do students take the assessments?

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

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

When do I receive my student’s results?

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

How much time is spent on testing?

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

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

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

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

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

Date___________________ (This form is only applicable for the 20__ to 20__ school year.)

Student’s Legal First Name_________________________________________ Student’s Legal Middle Initial___________

Student’s Legal Last Name___________________________________________ Student’s Date of Birth_______________

Student’s District/School_____________________________________________ Grade______________________

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

______ I received information on statewide assessments and choose to opt my student out. MDE provides a Parent/Guardian Guide to Statewide Testing on the MDE website (Students and Families > Statewide Testing).

Reason for refusal:

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

______ MCA/MTAS Reading __________________ MCA/MTAS Science

______ MCA/MTAS Mathematics __________________ ACCESS or Alternate ACCESS for ELLs

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

I understand that by signing this form, my student will receive a score of "not proficient" and he/she waives the opportunity to receive a college-ready score that could save time and money by not having to take remedial, noncredit courses at a Minnesota State college or university. My school and I may lose valuable information about how well my student is progressing academically. In addition, opting out may impact the school, district, and state’s efforts to equitably distribute resources and support student learning.

Parent/Guardian Name (print) ____________________________________________

Parent/Guardian Signature ____________________________________________

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