

School Board Meeting (Reg)

Tuesday, July 14, 2026 7:00 AM

Public Library, 104 1st St NE, Crosby, ND 58730

1. **Call to Order & Pledge of Allegiance (Dr. Vandal)**

2. **Determine if a Quorum is Present--Note Any Absent Members**

3. **Organization of the Board (Dr. Vandal)**

3.a. Installation of Elected Board Member(s) "Oath of Office" (Dr. Vandal/Mrs. King)

3.b. Declaration of Board Adjournment "Sine Die" to Reorganize New Board

3.c. Election of President of the School Board (Dr. Vandal)

3.d. **School Board President as Presiding Officer**

3.d.i. Election of Vice-President of the School Board

3.d.ii. Appointment of Standing Board Committees

3.d.ii.1. Personnel & Finance

3.d.ii.2. Building, Grounds & Transportation

3.d.ii.3. Policy & Curriculum

3.d.ii.4. Be Legendary

3.d.ii.5. Negotiations

3.d.ii.6. CTE (BASC)

4. **Approval of Agenda**

5. **Be Legendary Governance**

5.a. Regular School Board Meeting Dates (2026-2027)

5.b. Committee Meeting Dates (2026-2027)

5.c. STAR End-of-Year Report 2025-2026 SY

5.d. STAR End of Year PowerPoint

5.e. Tell Me Something Good

6. **Audience Recognition**

6.a. Visitors Present (Public Comment)

6.b. Student Recognition

7. **Open Enrollment/Tuition Agreements**

8. **Consent Agenda: Superintendent's Recommendation for Approval**

8.a. School Board Meeting Minutes

8.a.i. June 15 Regular and Canvassing Minutes

8.a.ii. June 29 Special Meeting Minutes

8.b. Monthly Financial (Bell Sets)

8.c. Teacher Contract

8.c.i. Approve teacher contract with Juvern Rojas \$62,350

8.d. Extra-Curricular Agreements

8.d.i. Kristen Ator, GBB Assistant \$3,500

8.e. Approve Rath & Mehrer, P.C. as District Auditors for the Year Ending June 30, 2026 at a Fee not to Exceed \$12,000, with Additional fees if the District expends in excess of \$1,000,000 in federal funds.

8.f. Appointments & Designations for the 2026/2027 SY

8.f.i. Appoint Mrs. Mariah Loper as district K-12 504 coordinator.

8.f.ii. Appoint Mrs. Jessalyn Thomas as the District Homeless Liaison and the Foster Care Liaison

8.f.iii. Appoint Mrs. Nygaard and Mrs. Brown as Behavioral Health Resource Co-Coordinators

8.f.iv. Appoint Dr. Vandal as authorized representative of State and Federal Reports, Title I, Title II, Title IV, Title V, Title VI, NPSE and Federal Surplus Property Agent

8.f.v. Appoint Tammy Stenson as representative for Food Service

8.f.vi. Designate Dr. Vandal as the Title IX Coordinator

8.f.vii. Designate First State Bank and Trust of Williston, BNC National Bank and the Bank of Tioga as Official District Depositories

8.f.viii. Designate *The Journal* as Official District Newspaper

8.g. Board Members' Compensation for 2026-2027 – Currently \$100 for regular and \$75 special and \$75 for Committee Per Policy BDD Compensation & Expenses for Board Members.

8.h. Approve ND DPI 2025-2026 Annual Transportation Report and Enrollment Report

8.i. Approve Transfer of \$23,350.13 from General Fund to Activity Fund to Zero Account Balances

8.j. Business Manager Evaluation Model & Process

9. Superintendent's Recommendation for Board Action

9.a. Student Handbook

9.b. Approve Food Service, Activity and Student Fees

10. Reports

10.a. Triangulation of 4-Day Week Data

10.b. Superintendent Report

10.c. Elementary Report

10.d. MS/HS Report

11. School Board Committee Meetings: (*Meetings will start following the conclusion of the regular school board meeting—8:15 am is a guideline*)

11.a. Building, Grounds, & Transportation

11.b. Finance & Personnel

11.c. Policy & Curriculum

11.d. BASC (Bakken Area Schools Consortium)

12. ADJOURNMENT



Divide County School District

Divide County School District
Office of the Superintendent

July 14, 2026

To: Divide County School District School Board

From: Dr. Anthony Vandal; Superintendent

Re: Appointments & Designations

Esteemed Leaders,

Per NDCC § 15.1-09-33(34), Divide County School District designates the following as the official newspaper of the district:

- *The Journal; Crosby, ND*

Furthermore, Divide County School District's Superintendent and Business Manager recommends the following appointments and designations for the 2026/2027 school year:

Appoint:

- Mrs. Mariah Loper; Special education teacher as the K-12 504 Coordinator
- Mrs. Jessalyn Thomas; Social Worker as the District Homeless Liaison & the Foster Care Liaison
- Mrs. Nygaard; Counselor and Mrs. Brown; Principal as Behavioral Health Resource Co-Coordination
- Dr. Vandal; Superintendent as the authorized representative of State and Federal Reports: Title I, Title II, Title IV, Title V, Title VI, NPSE & Surplus Property Agent
- Ms. Stenson as representative for Food Service

Designate:

- Dr. Vandal; Superintendent as the Title IX Coordinator
- First State Bank & Trust of Williston, BNC National Bank, and the Bank of Tioga as Official District Depositories.

Divide County School District

Student-Parent

Handbook

2026-27



“Home of the Maroons”

Elementary

PO Box G
101 2nd St. NE
Crosby, ND 58730
Ph: 701-965-6324
Fax: 701-965-8200

High School

PO Box G
605 4th St. SE
Crosby, ND 58730
Ph: 701-965-6392
Fax: 701-965-6962

District Office

PO Box G
106 1st St. NE
Crosby, ND 58730
Ph: 701-965-6313
Fax: 701-965-6004

PROVIDING ALL STUDENTS WITH THE OPPORTUNITY TO LEARN AND BECOME RESPONSIBLE, PRODUCTIVE CITIZENS.

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Superintendent Message

From the Office of the Superintendent

Dear Divide County School District Students, Parents, and Guardians,

Welcome to the 2026–2027 school year! I hope you and your family have enjoyed a restful and enjoyable summer filled with opportunities to relax, recharge, and spend time together. As we begin another exciting school year, I am filled with optimism and enthusiasm for the opportunities that lie ahead. This marks my third **year** serving as Superintendent of Divide County School District, and I continue to be grateful for the support, trust, and partnership of our students, families, staff, and community. Together, we have accomplished a great deal, and I look forward to building upon that success as we continue moving our district forward.

At Divide County School District, our commitment remains centered on providing every student with a safe, welcoming, and engaging learning environment where they can thrive academically, socially, and emotionally. We will continue to focus on high-quality instruction, meaningful relationships, and opportunities that prepare our students for success beyond graduation. Whether through academics, athletics, fine arts, Career and Technical Education, or extracurricular activities, we are dedicated to ensuring that every student has the opportunity to discover their strengths and reach their fullest potential. I will continue to work diligently to ensure that your child—and our entire school district—reflects the positive, supportive, and safe learning environment our community expects and deserves.

As we begin this new school year, I encourage each of you to become actively involved in your child's education and take advantage of the many opportunities to partner with our schools. Together, we can continue fostering a culture of excellence, respect, and collaboration that benefits every student. Thank you for entrusting us with your child's education and for your continued support of Divide County School District. I look forward to another outstanding year of learning, growth, and celebration. Welcome back, and ***Go Maroons!***

Sincerely,

Dr. Anthony Vandal

Superintendent
Divide County School District

“The function of education is to teach one to think critically. Intelligence plus character - that is the goal of true education.” Martin Luther King, Jr.

Message to Elementary Families

All DCE families are valued members of our DCE Team! There is a direct correlation between family involvement and a student's success in school. You are encouraged to maintain communication with your student, teachers, and principal, in order to be actively involved in your student's education. Your student's teacher will communicate with you in a variety of ways – DC App, Infinite Campus, emails, private messages, phone calls, etc. Stay informed by activating your Infinite Campus access and downloading the DC App. Please contact your student's teacher throughout the year when you have a question or concern about your student's progress, behavior, or other matter. The DCE staff will do the same to communicate concerns and celebrations with you. Let's work together!

Message to High School Students

Welcome to Divide County High School. I am excited to start the new school year! I hope you take advantage of the educational and extra-curricular opportunities provided for you at DCHS. Education and learning extend beyond high school and are life-long skills that no one can take from you. Use your time at DCHS to explore life skills that you can use in your future, such as time management, responsibility, work ethic, and character. I expect you to conduct yourself in a manner that represents Divide County through integrity, respect, honor, and kindness.

This handbook was compiled to furnish you with pertinent information concerning the rules and expectations of our school. The School Board has endorsed the guidelines of this handbook and authorizes the staff and administration to implement its contents to the full extent of all provisions within it. Students and parents are urged to read the handbook and keep it handy for use as a reference.

Message to Parents

The Administration and Board recognize that potential complaints from concerned patrons are inevitable. The most effective means of addressing concerns is in a manner that is in the best interest of promoting better educational opportunities for children. Concerns should be resolved at the lowest possible level of authority. Patrons with concerns are requested to first discuss the concern with the employee involved. If the concern cannot be satisfactorily resolved at that level, the concern shall be directed to the principal or other supervisor directly responsible for supervision of a respective employee. If the concern is not satisfactorily resolved at the building level, it may be referred to the Superintendent for investigation and resolution. If all remedies have been exhausted, a patron may request that their concern be placed on an agenda of an upcoming school board meeting.

DCSD Honor Code

Divide County School District remains committed to being a place where every student is treated fairly, and with dignity and respect. The expectation is that every student will demonstrate these same qualities when interacting with teachers, administrators, staff, and each other during school hours and at school sponsored activities.

The Divide County School District Honor Code sets forth high expectations that we place upon ourselves as teachers/administrators and that we expect our students to either develop or already possess. Therefore, the Honor Code represents those behaviors expected of every student as follows:

- I promise to be honest and trustworthy in all that I do.
- I promise to be helpful and cooperative with administrators, teachers, classmates, and guests.
- I promise to be responsible for homework, to study, and to meet all deadlines for assignments, projects, and exams.
- I promise to care for my personal property, and also that of my classmates and the school.
- I promise to be punctual at regular school/class attendance and other meetings.
- I promise to observe and obey all established school policies, rules, regulations, and teacher and administrative guidelines relating to academic performance, and appropriate behavior/conduct.
- I promise to use my time wisely, both in and out of school, and to safeguard the time of others so that the learning process will not be disrupted.
- I promise to accept the discipline of the school as desirable and necessary for my well-being and that of my classmates, and to exhibit proper and safe behavior.
- I promise to put forth maximum effort on my own behalf to achieve high academic results and superior ethical behavior.
- I promise to keep myself under good emotional self-control and to be positive/cheerful; and when I feel wronged by teachers or classmates, I will utilize due process to redress my grievances.
- I promise that I will not deface or destroy school property and will help keep our school clean, neat, and free of litter.
- I promise that I will not throw/toss any object that could cause injury to another person.
- I promise that I will follow the basic rules of good manners when eating lunch.
- I promise that I will not bring unsafe objects to school such as matches, knives, or other objects that may be considered unsafe or could cause harm to others.

Acceptable Use Policy

Acceptable Use

Access to the district's information systems should be for the purpose of education or research and must be consistent with the educational objectives of the District.

Unacceptable Use

The District subscribes to the acceptable use policies of EduTech. All district computer users shall abide by this policy. The Superintendent or designee may take disciplinary measures when any of the following actions occur on/through district computers/networks;

1. Using the network for any illegal activity, including, but not limited to, violations of copyright or other contracts or transmitting any material in violation of any U.S. or state law or regulation.
2. Downloading of software without the authorization of a supervisor or teacher (in the case of students) regardless of whether it is copyrighted or free of viruses.
3. Using the network for private financial, commercial gain, or personal advertising.
4. Wastefully using resources such as file space, paper, toner, etc.
5. Gaining unauthorized access to resources, entities, or accounts.
6. Invading others' privacy such as, but not limited to, revealing an address or phone number without appropriate consent. Students are prohibited from revealing personal information about themselves and/or others without obtaining written consent in accordance with the Federal Education Rights and Privacy Act and receiving administrative approval.
7. Using another's password or account.
8. Posting materials authored or created by another without his/her consent.
9. Posting anonymous messages.
10. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, offensive, harassing, or illegal material.
11. Using the network while access privileges are suspended or revoked.
12. Plagiarism of any type.
13. Managing and/or viewing personal websites and/or using or participating in chat rooms, instant messaging services, and/or social networking sites for personal and/or non-curricular purposes.
14. Vandalizing computers, computer systems, computer networks or data of other users. Vandalism is defined as any malicious attempt to do harm or destroy data of another user, the Internet, or any other network. This includes but is not limited to uploading or creation of computer viruses or hacking accounts.
15. Other activities or actions deemed inappropriate and not in the best interest of the District, its employees, and students.
16. Unless an information system is provided by Divide County School District, no support will be provided by the school district. This includes any personal device, mobile storage devices, etc.
17. District issued devices to staff are provided to conduct Divide County education services only. Anything beyond this scope is considered personal use and will not be supported.
18. Personal Devices – Students are expected to only use devices issued by the school district while in school. Use of personal devices is prohibited at any time during school hours and will not have access to school internet platforms.

Violations

The applicable/authorized building administrator, supervisor, and/or teacher are responsible for applying consequences when this policy has been violated. Possible consequences include but are not limited to:

1. Loss of access to district resources.
2. Appropriate disciplinary action, including, but not limited to suspension or expulsion in accordance with district policy and law.
3. Restitution of costs associated with repair of equipment or software associated with improper use of district equipment, systems, resources, network, or another student's device.
4. When applicable, law enforcement agencies may be involved.
5. Staff that violate this policy may be subject to disciplinary action up to termination/discharge of employment in accordance with law.

Filtering

In accordance with the Children's Internet Protection Act (CIPA), the District uses Internet filtering to restrict access to inappropriate websites that contain material that is obscene, pornographic, and/or harmful to minors. Users are cautioned that due to the continuous proliferation of websites, there is no guarantee that inappropriate sites will never be accessed.

Viruses

Users are responsible for checking their own disks and downloaded materials for possible viruses. The District assumes no responsibility for any damages caused by viruses, which may not have been acquired on school computers.

Inspection

Internet access is a privilege, not a right. The equipment and access to the internet remains the property and responsibility of the Divide County School District, which offers it to students and staff for their convenience and work-related use for staff and educational use for students. The District reserves the right to limit use or inspect the contents of all files on district computers/networks. All users are advised that they have no expectation of privacy in the information contained in school owned or leased machines or district networks.

Consent

All students and staff must consent to this policy in writing prior to accessing district networks and/or computers.

Attendance Regulations

North Dakota law requires all children between the ages of 7 and 16 to attend school each day that school is in session, except in cases of illness or other legally recognized excused absences outlined in this handbook and approved by the school board.

- School Board regulations state that a student of grades 7-12 may not be absent from an enrolled class more than ten (10) times for a semester course or twenty (20) times for a two-semester course. A student of grades K-6 may not be absent from an enrolled grade more than twenty (20) full days for the entire school term.
- Students who exceed these limits will be in jeopardy of losing course grade points, complete course credit or ~~being retained in a grade level~~.
- North Dakota Century Code, Chapter 15.1-20 may be referenced for a complete text of the state law on attendance.

Makeup Work Policy for Excused Absences

- **One-Day for One-Day Absence Procedure:**
 - It is the student's responsibility to check with each teacher upon returning to school to collect makeup work, notes, and assignments.
 - Student are given a minimum of one school day for each day absent to make up missed work.
 - If a student misses a test or quiz due to an excused absence, it is the student's responsibility to make arrangements with the teacher to complete the assessment within **one school day** of returning to school.

Administrative Guidelines

The responsibility for notifying the school tests with parents and/or guardians. If a parent/guardian does not notify the school within one school day of the date of return to school, the absence may be considered unexcused. Unexcused absences will not be changes after two weeks.

1. **Excused absences** may be approved by the principal for reasons such as, but not limited to:
 - a. Student illness or injury; medical, dental, or counseling appointments (documentation may be required); and family emergencies, including serious illness or the death of an immediate family member.
 - b. Religious holidays if the request is signed by the parents or church official; and/or
 - c. Reasons due to extenuating, and/or, unavoidable circumstances, subject to discretionary approval by the principal.
2. An **unexcused absence** is any absence not approved by the administration and not supported by acceptable verbal or written documentation required for an absence in section 1, and absences for reasons other than the suggested guideline in section 1. An (UAB) will be given for an absence that is not supported by acceptable/accountable information/contact received from the student's parent/guardian.
3. **Examples of unacceptable reasons to be absent are located on page 11 (Attendance Definitions) of this document.**
 - a. Students with unexcused absences will not be given extra time to make up assignments.

For the purpose of recording absences in the student data system, the following list of attendance codes are used in Infinite Campus (student data system):

Attendance Definitions

EXA - Excused Absence

This code is used when the absence has been approved by the Principal and the parent or guardian has informed the school, verbally or in writing, that the student is absent for an acceptable, **legitimate reason**. Even though such an absence is excused, it is still recorded as an absence.

UAB - Unexcused Absence

This code is used when the Principal has not approved the absence and/or has not received a phone call or note from the student's parent or guardian reasonably explaining a student's absence. **These absences include, but are not limited to:**

- Oversleeping or missing the bus.
- Missing school without parent/guardian notification or approval.
- Skipping class or leaving school or campus without authorization.
- Personal errands, shopping, or non-emergency appointments.
- Vacation or travel that has not been pre-approved by the principal.
- Or any other unexcused absent outlined by NDCC or School Board Policy.

TD - Tardy

Used when a student is late to school or class.: Tardy Police at Divide County High School will reset each quarter. (See Tardy Policy & Matrix in the Disciplinary Guidelines Section).

AA - Athletic Absence

Recorded when a student is absent to participate in a school sponsored athletic event. Students are not recorded as absent for an approved athletic/extracurricular absence.

CA - Curricular Absence

Recorded when a student is absent to attend a curricular event, such as a field trip, speech event, music event, FBLA, FFA, or FCCLA activities. Students are not recorded as absent for a curricular absence.

ISS - In-School Suspension

Recorded as an excused absence.

OSS - Out of School Suspension

Recorded as an unexcused absence.

W - Weather Related Absence

If school remains in session but bus routes are canceled due to inclement weather or unsafe road conditions, students who are unable to attend because they rely on district transportation will be considered **"excused"** for the absence. Students are responsible for making up any missed assignments in accordance with the district's make-up work policy.

CV - College Visit

Seniors are allowed to visit colleges during the school year, which is considered a curricular absence, but is limited to 2 days of absence per school term.

MD – Medical

Absences due to medical-related appointments will be recorded as excused. These absences will not count toward the district's 10-day excessive absence threshold, provided the student submits documentation from a licensed healthcare provider upon returning to school

Credit Loss/Buy-Back After Excessive Absences

Students are limited to ten (10) absences in each class per semester. When a student accumulates more than five (5) non-school-sponsored absences in a class, the administration will notify the student's parent/guardian. After this notification, it is the responsibility of the student and parent/guardian to monitor attendance to avoid exceeding the maximum allowable absences, which may result in loss of course credit in accordance with district policy.

When a student exceeds ten (10) absences in a class during a semester, the district will provide written notification to the student and parent(s)/guardian(s) that course credit may be withheld in accordance with district attendance policy. At that time, the student and parent(s)/guardian(s) will also be informed of the opportunity to participate in the district's Credit Buy-Back Program, if eligible. It is the responsibility of the student to contact the building administration to initiate the Credit Buy-Back process and fulfill all program requirements. Students who exceed the maximum allowable absences are expected to continue attending the class and completing all coursework unless otherwise directed by the building administration.

Credit Buy-Back Program

Students who exceed ten (10) non-approved absences in a class, as defined under the district's Unexcused Absence Policy, may be eligible to participate in the Credit Buy-Back Program. Students must complete fifty (50) minutes of supervised make-up time for each absence beyond the tenth (10th) absence, up to a maximum of fifteen (15) absences per class. All Credit Buy-Back time must be completed after the regular school day under school supervision. Make-up time **may not** be completed before school, during lunch, or during any other instructional period. Students who accumulate more than fifteen (15) non-approved absences in a class will be withdrawn from the course and will not earn academic credit unless otherwise determined through the district's appeal process or by administrative action in accordance with district policy.

Student Conduct, Expectations, Rights & Responsibilities

ACEA: Bullying Policy

The Divide County School District #1 is committed to providing all students with a safe and civil school environment in which all members are treated with dignity and respect. Bullying of or by a student or school staff member is against federal, state, and local policy and is not tolerated by the Board. Bullying behavior can seriously disrupt the ability of the district to maintain a safe and civil environment, and the ability of students to learn and succeed. Therefore, it is the policy of the State and the school district that students and school staff members shall not engage in bullying behavior while on school property.

Definitions

For the purposes of this policy:

Bullying is defined as conduct prescribed in [NDCC 15.1-19-17](#).

1. “Bullying” means:

- a. Conduct that occurs in a public school, on school district premises, in a district owned or leased school bus or school vehicle, or at any public school or school district sanctioned or sponsored activity or event and which:
 - i. Is so severe, pervasive, or objectively offensive that it substantially interferes with the student’s educational opportunities;
 - ii. Places the student in actual and reasonable fear of harm;
 - iii. Places the student in actual and reasonable fear of damage to property of the student; or
 - iv. Substantially disrupts the orderly operation of the public school;
- b. Conduct received by a student while the student is in a public school, on school district premises, in a district owned or leased school bus or school vehicle, or at any public school or school district sanctioned or sponsored activity or event and which:
 - i. Is so severe, pervasive, or objectively offensive that it substantially interferes with the student’s educational opportunities;
 - ii. Places the student in actual and reasonable fear of harm;
 - iii. Places the student in actual and reasonable fear of damage to property of the student; or
 - iv. Substantially disrupts the orderly operation of the public school;
- c. Conduct received or sent by a student through the use of an electronic device while the student is outside a public school, off school district premises, and off school district owned or leased property which:
 - i. Places the student in actual and reasonable fear of:
 1. Harm; or
 2. Damage to property of the student; and
 - ii. Is so severe, pervasive, or objectively offensive the conduct substantially interferes with the student’s educational opportunities or substantially disrupts the orderly operation of the public school.

2. Conduct includes the use of technology or other electronic media (e.g. Cyberbullying).

- a. **Electronic Communication** is defined in [NDCC 12.1-17-07\(5\)](#) as a transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitting in whole or in part by a wire, radio, electromagnetic, photo-electronic, or photo-optical system.
- b. **Protected status** are classifications/characteristics protected from discrimination by [NDCC 14-02.4-01](#) and federal law. The following statuses are protected: race, color, religion, sex

- (including sexual orientation, gender identity, and gender expression), national origin, age, disability (physical or mental), and status with regard to marriage or public assistance.
- c. **School Property** is defined in [NDCC 15.1-19-10\(6\)\(b\)](#) as all land within the perimeter of the school site and all school buildings, structures, facilities, and school vehicles, whether owned or leased by a school district, and the site of any school-sponsored event or activity.
 - d. **School sanctioned activity** is defined as an activity that:
 - i. Is not part of the district's curricular or extracurricular program; and
 - ii. Is established by a sponsor to serve in the absence of a district program; and
 - iii. Receives district support in multiple ways (i.e. not school facility use alone); and
 - iv. Sponsors of the activity have agreed to comply with this policy; and
 - v. The District has officially recognized through board action as a school -sanctioned activity.
 - e. **School-sponsored activity** is an activity that the District has approved through policy or other board action for inclusion in the district's extracurricular program and is controlled and funded primarily by the District.
 - f. **School staff** include all employees of the Divide County School District #1, school volunteers, and sponsors of school-sanctioned activities.
 - g. **True threat** is a statement that, in light of the circumstances, a reasonable person would perceive as a serious expression of an intent to inflict harm.

Prohibitions

While on school property, a student or school staff member may not:

- 1. Engage in bullying;
- 2. Engage in reprisal or retaliation against;
 - a. A victim of bullying;
 - b. An individual who witnesses an alleged act of bullying;
 - c. An individual who reports an alleged act of bullying; or
 - d. An individual who provides information/participates in an investigation about an alleged act of bullying.
- 3. Knowingly file a false bullying report with the District.

Reporting Procedures for Alleged Policy Violations

Reporting requirements for school staff: Any school staff member with knowledge or suspicion of a violation of this policy or who has received an oral or written report of a violation of this policy from a student, community member, or anonymously shall contact the building principal to inform him/her as soon as possible. If the alleged violation implicates the building principal, the school staff member shall report it to the Superintendent. If the alleged violation implicates the Superintendent, the school staff member shall file it with the Board President.

Should school administration determine that a school staff member knew of or suspected a violation of this policy and failed to report it in accordance with the procedure above, the staff member will be subject to disciplinary consequences or, for sponsors of school-sanctioned activities, other corrective measures.

- 1. **Reporting options for students and community members:** Students and community members (including parents) may report known or suspected violations of this policy using any of the following methods:
 - a. Completing a written complaint form (ACEA-E4). A complainant will have the option of including their name on this form or filing it anonymously. The District will place the form in a variety of

locations throughout the school and should inform students and staff of these locations. The form may be returned to any school staff member, filed in a school building's main office, or placed in a designated drop box located in each school.

- b. Complete and submit an online complaint form. A complainant will have the option of including their name on the form or submitting it anonymously.
- c. File an oral report with any school staff member.

Documentation & Retention

The District shall develop a form to report alleged violations of this policy (ACEA-E3). The form should be completed by school staff when they:

1. Initiate a report of an alleged violation of this policy; or
2. Receive an oral report of an alleged violation of this policy.

The form should be completed by an administrator when she/he:

1. Initiates a report of an alleged violation of this policy; or
2. Receives an oral report of an alleged violation of this policy.

All written reports of an alleged violation of this policy received by the District shall be forwarded to the appropriate school administrator for investigation and retention.

Report forms and all other documentation related to an investigation of an alleged violation of this policy shall be retained by the District for six years after a student turns 18 or graduates from high school, whichever is later.

Investigation Procedures

School administrators (i.e., a principal or the Superintendent) are required to investigate violations of the policy (as prescribed under "Prohibitions"), when in receipt of actual notice of an alleged violation. Actual notice of an alleged violation occurs when alleged bullying, reprisal, retaliation, or false reporting is reported using the applicable method(s) prescribed in the reporting section of this policy.

Upon receipt of a report of an alleged policy violation, the designated administrator shall first determine if the alleged policy violation is based on a protected class – whether actual or perceived. Reports involving a protected class shall be investigated in accordance with the district's harassment/discrimination policy, including the timelines contained therein.

In all other cases, administration shall determine the level of investigation necessary based on the nature of the alleged violation of this policy after considering factors such as, but not limited to: the identity of the reporter and his/her relationship to the victim/alleged perpetrator; the ages of the parties involved; the detail, content, and context of the report; whether this report is the first of its type filed against the alleged perpetrator. Based on the level of investigation the administrator deems necessary, investigations may include any or all of the following steps or any other investigatory steps that the administrator deems necessary:

1. Identification and collection of necessary and obtainable physical evidence (NOTE: In some cases, physical evidence may be unobtainable, e.g., a private social networking profile);
2. Interviews with the complainant, the victim, and/or the alleged perpetrator. At no time during an investigation under this policy shall the victim/complainant be required to meet with the alleged perpetrator;
3. Interviews with any identified witnesses;
4. A review of any mitigating or extenuating circumstances;

5. Final analysis and issuance of findings in writing to the victim and bully and, if applicable, implementation of victim protection measures and disciplinary measures under this or other applicable policies.

Investigations shall be completed within sixty (60) days unless the administrator documents good cause for extending this deadline. Such documentation should be sent to the victim and alleged perpetrator during the investigation.

Reporting to Law Enforcement & Other Forms of Redress

Law enforcement just be notified by a school administrator or Board President if there is reasonable suspicion that a bullying incident constituted a crime on or off school district property. Nothing in this policy shall prevent a victim/their family from seeking redress under applicable state and federal law

Disciplinary & Corrective Measures

Students who the District has found to have violated this policy shall be subject to disciplinary consequences and/or corrective measures. When determining the appropriate response to violations of this policy, administration shall consider the totality of circumstances surrounding the violation. Measures that may be imposed include, but are not limited to:

1. Require the student to attend detention;
2. Impose in- or out-of-school suspension or recommended expulsion. Due process procedures contained in the district's suspension and expulsion policy shall be followed;
3. Recommend alternative placement. This recommendation shall be submitted to the Superintendent for approval or denial. The Superintendent may approve such recommendations only if the student has been given notice of the charges against him/her and an opportunity to respond;
4. Create a behavioral adjustment plan;
5. Refer the student to a school counselor;
6. Hold a conference with the student's parent/guardian and classroom teacher(s), and other applicable school staff;
7. Modify the perpetrator's schedule and take other appropriate measures (e.g., moving locker) to minimize contact with the victim;
8. If applicable, contact the administrator of the website on which the bullying occurred to report it.

If the misconduct does not meet this policy's definition of bullying, it may be addressed under other district disciplinary policies.

If the perpetrator is a school staff member, the District shall take appropriate disciplinary action including, but not limited to: a reprimand, modification of duties (only if allowed by applicable policy, the negotiated agreement, and/or the individual's contract), suspension, or a recommendation for termination/discharge in accordance with any applicable law.

Victim Protection Strategies

When the District confirms that a violation of this policy has occurred, it should notify the victim's parents and shall implement victim protection strategies. These strategies shall be developed on a case-by-case basis after administration has reviewed the totality of the circumstances surrounding the bullying incident(s) or other violations of this policy. Strategies may include, but not limited to, the following:

1. Additional training for all students and applicable staff on implementation of this policy and/or bullying prevention.

2. Notice to the victim's teachers and other staff to monitor the victim and his/her interaction with peers and/or the assignment of a staff member to escort the student between classes.
3. Assignment of district staff to monitor, more frequently, areas in the school where bullying has occurred.
4. Referral to counseling services for the victim and perpetrator.
5. Modification of the perpetrator's schedule and other appropriate measures imposed on the perpetrator (not the victim) to minimize the perpetrator's contact with the victim.

Dissemination & Education

The district shall review and revise this policy as it determines necessary. A copy of this District Bullying Policy and any amendments must be filed with the Department of Public Instruction.

The District shall place this policy, in its entirety, in student and staff handbooks and ensure that it is explained and discussed with its students each school year. The District shall also develop and implement bullying prevention programs for all students and staff professional development activities. School Administration may develop guidelines to assist students and staff with identifying bullying conduct.

Prevention Programs & Professional Development Activities

In accordance with the law, the District shall develop and implement bullying prevention programs for all students and staff professional development activities.

School Bus Rules

1. The bus driver is in charge of the bus at all times.
2. Stay seated while the bus is moving and until the bus comes to a complete stop.
3. Windows must be no more than half opened and all parts of your body must remain inside the bus. Do not throw things out of the window.
4. No loud, harassing, rude, or obscene language. Be courteous to everyone at all times. Volume must be kept at a level that is not distracting to the driver.
5. Keep your hands to yourself. Do not touch each other or another's things. No pushing, kicking, fighting or throwing things.
6. Cell phones/video games may be used for personal use only to play games or listen to music using headphones etc. No pictures or video may be taken of others.
7. Do not destroy property. This includes writing in the bus, tearing holes in seats, or throwing food or trash anywhere but in the garbage can. The driver will decide if food is allowed on his/her bus.
8. Possession/use of weapons, alcohol/drugs, or tobacco products including e-cigarettes is prohibited.

Parents are encouraged to ensure their children understand and comply with the rules and regulations governing school bus operation. It is important for parents to recognize that students riding the bus must adhere to all guidelines and follow the driver's instructions, as failure to do so may result in the loss of bus riding privileges.

The primary responsibility of the bus driver is to provide safe transportation for all passengers. To support this, students must follow the rules to minimize distractions and allow the driver to focus on safety.

FFD: Possessing a Weapon Policy

Definitions

This policy defines the following:

- *Dangerous weapon* means, as defined in [18 U.S.C. 930\(g\)\(2\)](#), a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2 ½ inches in length. □
- *Firearm* is defined in accordance with [18 U.S.C. 921. \(1\)](#) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm silencer; or (4) any destructive device. The term does not include an antique firearm.
- *School property* is as defined in [NDCC 15.1-19-10\(6\)\(c\)](#) as all land within the perimeter of the school site and all school buildings, structures, facilities, and school vehicles, whether owned or leased by a school district, and the site of any school-sponsored event or activity.

Prohibitions

No student will knowingly or inadvertently possess, handle, carry, or transmit any weapon or dangerous objects, or look-alikes, in any school building, on school grounds, in any school vehicle or at any school-sponsored activity.

Disciplinary Consequences

Violation of this policy will result in disciplinary action up to and including suspension or expulsion. Bringing a weapon other than a firearm to school will require that proceedings for the suspension for up to 10 days and/or expulsion for up to 12 months be initiated immediately in accordance with the district's suspension and expulsion policy.

Bringing a firearm to school will require that the District immediately initiate proceedings for a recommended expulsion of the student involved for a minimum of one calendar year in accordance with the district's suspension and expulsion policy. The Superintendent may modify the length of a firearms-related expulsion on a case-by-case basis based on the following criteria:

1. The totality of the circumstances, including the severity of the incident and the degree of the endangerment of other students and staff.
2. The age level of the student.
3. The prior disciplinary history of the student being expelled.
4. Relevant factors which contributed to the student's decision to possess a firearm in violation of this policy.
5. The recency and severity of prior acts resulting in suspension or expulsion.
6. Whether the optional provision of educational services in an alternative setting is a viable alternative to modifying the duration of the expulsion.
7. Input, if any, provided by licensed professionals (psychologists, psychiatrists, counselors) as to whether the expelled student would place himself/herself or others at risk by returning to the school prior to the expirations of the expulsion period.

Dangerous weapons will be confiscated and may be turned over to the student's parents or to law enforcement officials at the discretion of the administration. Firearms will be confiscated and turned over to law enforcement.

The District must refer any student who possesses a firearm on school property or a school function to the criminal justice or juvenile delinquency system.

Special Education Students

A student who is defined as having a disability under the Individuals with Disabilities Education Act (IDEA) who has brought a weapon to school shall be handled in accordance with IDEA regulations. The District shall make manifestation determinations, disciplinary decisions, and placement decisions of such students in accordance with IDEA regulations.

Nonapplicable Provisions

This policy does not apply to students enrolled and participating in a school-sponsored shooting sport, provided that the student informs the school principal of the student's participation and the student complies with all requirements set by the principal regarding the safe handling and storage of the firearm. The principal may allow authorized persons to display dangerous weapons, or look-a-likes for educational purposes. Such an approved display will be exempt from this policy.

A student who finds a firearm or dangerous weapon on the way to school, on or in school property or at a school function or discovers that they unknowingly have a firearm or dangerous weapon in their possession may not be considered to possess it if they immediately turn it over to an administrator, teacher or head coach or notify an administrator, teacher, or head coach of its location.

Non-applicable Provisions

This policy does not apply to students enrolled and participating in a school-sponsored shooting sport, provided that the student informs the school principal of the student's participation and the student complies with all requirements set by the principal regarding the safe handling and storage of the firearm. The principal may allow authorized persons to display weapons, other dangerous objects or look-alikes for educational purposes. Such a display will be exempt from this policy.

Reporting

The District shall annually report compliance with all state expulsion requirements to the Department of Public Instruction. Each incident in which a student is found to have possessed a firearm on school property or at a school function must be reported as an infraction, even if the Superintendent elects to modify the required expulsion period or impose no penalty. Any incidents in which a student covered by the provisions of the IDEA possesses a firearm or dangerous weapon on school property or at a school function must also be included, even if it is determined that the incident is a manifestation of the student's disability and that the penalties should be modified or not imposed. Any modification of the one-year expulsion requirement must also be reported.

Curriculum, Classes & Enrollment Information

Divide County School District is committed to providing every student with a comprehensive, rigorous, and well-rounded education that prepares them for success in school and beyond. From kindergarten through grade twelve, students receive instruction aligned with the North Dakota Academic Content Standards, local Board of Education policies, and applicable state and federal requirements. Our educational program emphasizes strong foundational skills in literacy, mathematics, science, social studies, the arts, physical education, health, technology, and Career and Technical Education while fostering critical thinking, communication, collaboration, and responsible citizenship. Through the implementation of Professional Learning Communities (PLCs), Multi-Tiered Systems of Support (MTSS), AVID, BARR, restorative practices, and other evidence-based instructional strategies, the district provides meaningful learning experiences that meet the diverse academic, social-emotional, and behavioral needs of every student. Whether in elementary, middle, or high school, our goal is to ensure all students are engaged, challenged, and supported as they develop the knowledge, skills, and character necessary to become lifelong learners, productive citizens, and Choice Ready graduates prepared for college, careers, military service, and life.

Elementary Curriculum & General Information

Students in Grades K-6 receive instruction as prescribed by the local Board of Education, Department of Public Instruction regulations, and state and federal statutes. Grades K-6 will operate in self-contained classroom settings with special instructors for: music, physical education, life skills, and library. Instruction includes communication skills (reading, writing, English, phonics, speaking, handwriting, keyboarding, & cybersecurity), science, health and safety, social studies, math, art, physical education and music.

Grade Promotion/Retention

At the elementary level, placement, promotion or retention for students of grades K-6 shall be made in the best interest of the student after careful evaluation of all the factors relating to the advantages and disadvantages of a final decision. Occasionally it is necessary to retain a child in the same grade for another year. This recommendation is made by the school team only after a careful study of the child's needs. A recommendation is not based entirely upon the child's intellectual ability to meet grade level expectations in subject matter – it also includes social, physical, and emotional needs. The final decision will be made by a school team consisting of the principal, teachers involved with the student, parents, and other resource personnel.

Entrance Age Requirements

In compliance with [NDCC 15.1-22](#), a child must turn the age of 5 by midnight on July 31st of the year of entrance to a kindergarten program.

Dress Code -- Proper Dress and Attire in School

The School Board and Administration expect that all involved will groom themselves and dress neatly in clothes that are suitable for school activities and classroom. School-appropriate shorts may be worn by students.

- At the elementary school, school-appropriate shorts may be worn at the start of the school year in August until September 30th and the beginning of May.

- At the high school, school appropriate shorts may be worn in conjunction with the elementary; however, the building principal may adjust the fall end date and spring start date, accordingly.

Elementary Students: The following items are required during winter weather and for school recess.:

- Winter Coat
- Winter Hat
- Gloves/Mittens
- Snow pants
- Snow boots

Students in grades K-12 will not be allowed on the route or activity busses without the proper winter attire during winter/cold weather.

Middle School Curriculum

Students in Grades 7–8 receive instruction as prescribed by the local Board of Education, North Dakota Department of Public Instruction regulations, and applicable state and federal statutes. The middle school curriculum is designed to provide a comprehensive educational experience while preparing students for the academic rigor of high school. Students receive instruction from content-area teachers in English Language Arts, mathematics, science, social studies, physical education, health, and music, while also participating in exploratory and elective coursework that may include career exploration, computer science/cybersecurity, technology, life skills, and other courses aligned with district programming. Instruction emphasizes literacy across the curriculum, critical thinking, problem-solving, communication, collaboration, responsible digital citizenship, and college and career readiness. Through the implementation of Professional Learning Communities (PLCs), Multi-Tiered Systems of Support (MTSS), AVID instructional strategies, and evidence-based practices, students are provided with engaging learning experiences that support academic achievement, personal responsibility, and successful preparation for high school and beyond.

High School Curriculum

Students in Grades 9–12 receive instruction as prescribed by the local Board of Education, North Dakota Department of Public Instruction regulations, and applicable state and federal statutes. The high school curriculum is designed to prepare students for success in postsecondary education, the workforce, military service, and other career pathways. Students receive instruction in English Language Arts, mathematics, science, social studies, physical education, health, fine arts, and Career and Technical Education (CTE), while also having opportunities to enroll in electives, dual-credit courses, work-based learning experiences, and career exploration programs. Instruction emphasizes critical thinking, communication, collaboration, problem-solving, responsible digital citizenship, and the development of skills necessary for lifelong learning. Through the implementation of Professional Learning Communities (PLCs), Multi-Tiered Systems of Support (MTSS), AVID instructional strategies, BARR (Building Assets, Reducing Risks), and evidence-based instructional practices, students are supported in meeting graduation requirements, achieving Choice Ready indicators, and preparing to become productive, responsible, and engaged citizens.

Course Loads

Seniors must be enrolled in five (5) DCHS class offerings. Juniors must be enrolled in six (6) DCHS class offerings. Freshmen and Sophomores must enroll in seven (7) class offerings. Exceptions to the course load requirement, any course replacement or substitution must be guided by a student's individualized education plan (IEP), 504 plan, or prior administrative approval.

Changing of Class Schedules (Drop/Add)

The courses are determined by the number of teachers available in relation to the enrollment of the students and the students' choices of elective courses during the spring pre-registration. No class changes – dropping or adding a class -- are allowed after the 5th day of instruction of each semester. The rules for changing class schedules by students have to be enforced for the following reasons:

1. Teachers have been hired and assigned teaching loads based on the student pre-registration.
2. The courses, classes, and rooms have been assigned according to these factors.
3. Books and materials needed in courses/classes have been purchased in quantities to match the student pre-registration.

The high school counselor or principal will either schedule a final registration in August or provide appointments for students wishing to adjust or change their schedules with parental permission. Changes will be allowed once school starts under the following reasons:

1. Adding classes will be allowed for the following reasons:
 - a. If it is done during the first five (5) days of instruction each semester and if the particular class section has room to accommodate another student.
 - b. If a new course or section is added to the schedule.
 - c. If it is noticed that a student is not taking six (6) book courses-the student will be required to enroll in a sixth (6th) course.
2. Dropping out of a class will only be allowed for the following reasons:
 - a. If a student accidentally signed up for a class in which he/she has already received credit.
 - b. If the course is deemed inappropriate for a student's grade level or ability level.
 - c. If it is requested of the principal by the teacher, and it is possible to make other class arrangements.
3. Having a conflict with a teacher is not a reason for dropping a class.

Divide County High School: Grade-Level Promotion and Graduation Requirements

To be formally promoted to the next grade level, high school students must successfully earn a minimum of **6 credits** during the academic year. The following credit benchmarks must be met prior to the start of each school year:

- **Sophomore (Grade 10):** Minimum of **6 credits** earned
- **Junior (Grade 11):** Minimum of **12 credits** earned
- **Senior (Grade 12):** Minimum of **18 credits** earned

In order to graduate from Divide County High School, students must have earned a minimum of 24 credits and must have successfully fulfilled all graduation requirements as outlined by the North Dakota Department of Public Instruction and in accordance with the North Dakota Century Code.

For junior high students, promotion to the next grade level will be determined by the school administration, based on academic performance, staff input, and a review of individual circumstances. Students who do not meet the necessary academic expectations may be retained at their current grade level at the discretion of the administration.

Grading System

Percentage	Letter Grade	GPA
95–100	A	4.000
93–94	A-	3.667
89–92	B+	3.000
85–88	B	2.667
81–84	C+	2.000
77–80	C	1.667
73–76	D+	1.000
69–72	D	0.667
68 and below	F	0.000

I -- An incomplete on the report card – a grade has not been assigned until the work/testing is completed

U -- 68 and below – Unsatisfactory achievement – no credit earned

All teachers will use “Total Points” in their classes to determine quarter, semester and year-long grades. (grades 7-12)

Requirements for Graduation

In order to graduate from Divide County High School, a student shall have completed a minimum of 24 units/credits of class work, which shall include the following:

[NDCC 15.1-21-25](#). High school graduation - Minimum requirements.

The following twenty-two units of high school coursework constitute the minimum requirement for high school graduation as prescribed by ND Century Code:

1. Four units of English language arts from a sequence that includes literature, composition, and speech
2. Three units of mathematics
3. Three units of science, including: One unit of physical science; One unit of biology; and One unit of any other science; or Two one-half units of any other science
4. Three units of social studies, including: One unit of United States history; One-half unit of United States government and one-half unit of economics; Or One unit of problems of democracy; and One unit or two one-half units of any other social studies, which may include: Civics, civilization, geography and history, multicultural studies, North Dakota studies, psychology, sociology, and world history;
5. One unit of physical education; or One-half unit of physical education and one-half unit of health;
6. Three units of: Foreign languages; Native American languages; Fine arts; or Career and technical education courses; and any five additional units.

SPECIAL NOTE: The graduation requirements are minimal State standards required of all students. Divide County School District requires two (2) additional course requirements for graduation, to include one (1) additional credit of math and one (1) additional credit of science, for a total of twenty-four (24) credits. Students who plan to apply for the ND technical or academic scholarships and attend post-secondary schools should keep in mind the specific entrance requirements of those scholarships and schools and select a strong high school program to meet those requirements. Out-of-state colleges may have different requirements.

College admission requirements for all four-year colleges in North Dakota:

1. Four units of English, including the development of written and oral communication skills.
2. Three units of mathematics, Algebra I and above.
3. Three units of laboratory science, including at least 1 unit of 2 or more of the following: biology, chemistry, physics, physical Science, advanced biology, ecology, or AP chemistry.
4. Three units of social studies, excluding consumer education, cooperative marketing, orientation of social sciences, and marriage/family.

Homework/Daily Work

Students are expected to complete all assigned homework/daily work. Tracking homework completion is the responsibility of each respective teacher for their respective classes and consequences for not completing homework should be administered by the teacher who assigned it.

Guidance Services (Elementary & Middle/High School)

The elementary guidance counselor will provide lessons on a weekly/biweekly basis to all grade levels. Individual guidance counselor sessions, as well as small group sessions, will also be available to students on an as-needed basis. The guidance department at DCHS will aid all students in the area of social or personal concerns on an individual or group basis. The counselor shall assist in activities that help students gain career awareness. The counselor is available for students planning college programs, searching for financial aid or other career avenues.

Correspondence Course Requirements

The following conditions will apply:

1. If a student needs to take a course through alternate arrangements for credit or in order to graduate, the student is responsible for the course and cost associated with it.
2. All classes must be completed on, or before, May 15, unless an extension is approved by the principal and supervisor.
3. Students must be current with their assignments before they can receive senior privileges.
4. Application for classes cannot be made during the final nine-week grading period without the consent of the principal and supervisor.
5. Courses cannot be taken for classes available at DCHS without written approval of the DCHS instructor of the class involved and the principal.
6. All DCHS rules and guidelines will apply to these courses and administered as such.

Dual Credit Requirements

DCHS allows qualified juniors and seniors to sign up for Dual Credit classes to be taken during school hours. In accordance with ND Statute, before enrolling in a course, the student must obtain written permission from the student's school district superintendent, principal, and parent. The administration shall determine the number of credits for which the student is eligible and shall include the number of credits on the document granting permission required by this section. College tuition and materials are the responsibility of students and their parents. Dual credit courses are more demanding and require much more rigor than other high school courses, and there are reflected on High School and Colligate transcripts.

Basic requirements include the following:

1. Students must maintain regular attendance and follow all school rules and regulations.

2. Students must be in good standing regarding behavior/discipline history.
3. Students must have a 3.0 grade point average.
4. Students will be in a supervised classroom with school personnel supervising them while working on dual credit classes.
5. Dual credit classes may not replace DCHS credit.
6. Students will be expected to devote adequate time to their dual credit classes on a daily basis, similar to being in a regular district class.

Please Note: If a dual credit course is offered on the Divide County High School campus by a district teacher who is appropriately certified to teach that course, students are expected to enroll in the on-campus course. Students may not enroll in an equivalent online dual credit course in place of the district-offered course unless prior approval is granted by the building principal or superintendent.

ITV/BASC Course Requirements

Students in Grades 10–12 are eligible to enroll in Interactive Television (ITV) **or** BASC courses. Grade 9 students may enroll only with administrative approval when an ITV/BASC course is offered as a substitute for a course not otherwise available at Divide County High School. Students must be in good academic standing, defined as having no more than one semester or final course grade below 80%, to participate.

Students and parents are required to sign all applicable Great Western Network/BASC participation agreements prior to enrollment. Students are expected to follow all classroom expectations and policies established by the Great Western Network, BASC, and Divide County High School. Students who are removed from an ITV/BASC class for disciplinary reasons three (3) times will be permanently removed from the course in accordance with Great Western Network policy. Future enrollment in ITV/BASC courses will require approval from the building principal.

Students register for ITV/BASC courses during spring registration and are expected to remain enrolled for the duration of the course. Because course fees are incurred upon enrollment, students who drop, fail, or are removed from an ITV/BASC course may be responsible for 50% of the course cost, in accordance with Great Western Network/BASC guidelines and district policy. Parents and students will be informed of all enrollment expectations and financial responsibilities before registration is finalized.

Semester Tests

DCHS will administer semester tests at the end of semester 1 and semester 2 in grades 7-12. These tests will be comprehensive in design and will be required in all classes. The overall weight of the test cannot be more than 15% of that class's total semester grade.

Semester tests will be given the last week of each semester.

Dress Code -- Proper Dress and Attire in School

The School Board and Administration expect that all involved will groom themselves and dress neatly in clothes that are suitable for school activities and classroom. School-appropriate shorts may be worn by students.

- At the elementary school, school-appropriate shorts may be worn at the start of the school year in August until September 30th and the beginning of May.

- At the high school, school appropriate shorts may be worn in conjunction with the elementary; however, the building principal may adjust the fall end date and spring start date, accordingly.

Closed Campus and Leaving School Grounds

DCHS is a closed campus throughout the scheduled school day and during lunch. Leaving the school campus is only allowed with written parental permission and administrative approval for absolutely necessary reasons, school business, or activities. Business and activities may include (but are not limited to) practices, errands for clubs, work study, or to help area organizations with student volunteers. DCE is also a closed campus during the scheduled school day and during lunch.

Prom

All prom dates must be enrolled in a high school or approved home education program. Prom dates not enrolled at DC High School must have their resident school contacted to verify current enrollment and must receive a favorable report/recommendation from their principal.

Prom is a lock-down activity. Students are not allowed to leave the prom until the official ending of the prom. If students leave prior to the end of the prom, the After-Prom Party Committee will be notified and entrance to the After-Prom Party may be denied.

DCHS administration and faculty request and accept law-enforcement assistance to ensure the safety and sobriety of all participants before, during and after the school prom. Therefore, DCHS administration and faculty will alert and request the presence of local law-enforcement to help assist in preventing any alcohol, tobacco (including e-cigarettes or vaporizers) or drugs from entering the prom. Student prom participants may be subject to a random breathalyzer or law enforcement sobriety test to enter prom. Student refusal to submit to a breathalyzer or sobriety test will result in the student being refused entrance to the prom.

Students assigned to In-School Suspension (ISS) or Out-of-School Suspension (OSS) during the week leading up to prom will be deemed ineligible to attend the event.

The same rules that apply to athletes under the NDHSAA guidelines shall also apply to students participating in other extracurricular activities and/or school-sponsored events, including prom. Any student under enforcement of Divide County High School and NDHSAA substance policies (six-week or eighteen-week restrictions) will be ineligible to attend prom.

Senior Privileges – Fourth Quarter

During fourth quarter, when senior privileges are granted to those eligible, the following guidelines must be followed:

- Student must be in good academic standing (80% and above) and have good attendance and behavior, then they may leave the school premises during the scheduled SRB during their fourth quarter.
- Driving and senior permission form must be signed before leaving the building.
- Senior must sign in and out with the high school office.

- Seniors are not allowed to loiter in the hallways during their fourth-quarter senior privilege.

Consequences

- Students will not be granted senior privileges if ANY grade they have is below 80%. Once the grade is 80% or higher, senior privileges will be reinstated.
- If a senior receives detention, that senior will lose his/her privileges until that detention is served.
- Being tardy to a class will result in loss of privileges for that day.
- If a student is caught drinking or in possession of alcohol, drugs, tobacco products, or partaking in other illegal activities, the student will lose his or her senior privileges for the same period of time set forth by the NDHSAA – 6 weeks or 18 weeks.
- Certain issues may arise which are not specifically stated within school policy, whereby, discretion will be up to the Divide County High School administration.
- Any disciplinary issues may result in the loss of senior privileges.
- If a student has an unexcused absence, senior privileges will be lost for two weeks.
- The School Board and/or the School Administration reserve the right to revoke senior privileges at any time.

General Information

Immunization Requirements

[NDCC 33-06-05-01](#)

Certificates of immunization or other official proof of immunization must be presented to the designated institutional authority before any child is admitted to an institution. Any child admitted to school under the provision that such child is in the process of receiving the required immunizations shall be required to receive the immunizations according to the recommended schedule set forth by the North Dakota State Department of Health. Any child not adhering to the recommended schedule shall provide proof of immunization or a certificate of immunization within thirty days of enrollment or be excluded from school.

Exceptions (3)

1. Medical Exemption: Requires a certificate from a licensed physician stating that the physical condition of the child is such that immunization would endanger the life or health of the child.
2. Philosophical, Moral or Religious Belief Exemption: Requires a certificate signed by the parent or guardian who's sincerely held philosophical, moral or religious belief is opposed to such immunization.
3. History of Disease Exemption: Requires a certificate signed by the parent or guardian or physician stating that the child has a reliable history of chickenpox disease.

Please be aware that students, who have a waiver of immunization either for medical or religious or philosophical reasons, will be excluded from school if there is an outbreak of a disease for which the student is not immunized.

FCAF: Concussion Management

The District shall comply with the concussion management program requirements contained in law [NDCC 15.1-18.2](#). The District has placed concussion signs and symptoms; removal from practice, training, and/or game requirements; return to play requirements, and staff, student, and parental training requirements in administrative regulations (FCAF-AR). These regulations shall be published in athletic handbooks.

For the purpose of implementing the concussion management program law, the Board has also established the following definitions and requirements.

Food Service Program

The cafeteria in each school is open throughout the year serving breakfast and hot lunch to students. The hot lunch and breakfast menus are carefully planned to provide a balanced diet for student meals each day.

Breakfast is offered at DCE starting at 8:10 a.m. until 8:35 a.m. If students are planning to eat breakfast at school, they should report to their classroom and then immediately go to the cafeteria. High school breakfast is served from 7:55 until 8:20 a.m. in the commons.

Breakfast and lunch menus follow state and federal guidelines. Students may bring their own lunch. Guests are required to notify the school office by 9:30 a.m. to be included, if they would like to eat lunch with their student that day. As part of the Federal Health and Wellness regulations, students and staff are not allowed to have pizza parties or other food substitutions and/or arrangements during lunch hour.

Parents are encouraged to complete a Free or Reduced meal application available at each building. Please note that Kindergarten snack milk, and an extra milk at breakfast or lunch, is not part of an approved free meal application.

Students are expected to maintain a positive account balance throughout the year. Parents are responsible to ensure that students have sufficient funds to purchase school meals each day or pre-pay for meals, to avoid accruing meal charges. If a positive balance is not maintained, parents are then encouraged to provide a meal to be brought from home. District payment options for student meal accounts include cash or check payment in person at either school office, send payment with the student, or mail payment to the District Office at PO Box G, Crosby, ND 58730. Other payment options are available through parent eFunds accounts.

- When a student's account reaches a negative balance of \$20.00, a letter and free/reduced meal application may be mailed to the student's parent/guardian.
- When a student's account reaches a negative balance of \$40.00, a meeting may be scheduled with the building administrator and/or social worker.
- In the event a student has insufficient funds in their meal account, the student will not be allowed to charge any extra or a la carte items to their account.
- Nothing in this procedure prohibits school district personnel from reporting suspected abuse or neglect of a student as required by law.

ABEC: School Meal Charge Policy

The purpose of this policy is to establish consistent district practices for the provision of meals to students who have insufficient funds in their school accounts and collection of unpaid meal debt:

Payment Options

Parents are responsible to ensure that students have sufficient funds to purchase school meals each day or pre-pay for meals, to avoid accruing meals charges. District payment options for student meal accounts include in person, online payment, or automatic payment.

Provisions of Meals to Students with Insufficient Funds

A school meal may not be denied to a student who requests one regardless of the status of the student's meal account or ability to pay unless the student's parent or guardian has provided written permission to the school to withhold a meal. An alternative meal may not be served to a student with an unpaid student meal balance or without funds to pay for a meal. A school meal that has already been served to the student may not be disposed of or taken away from the student on account of the student having an unpaid meal balance or lacking the funds to pay for a meal.

A student with a negative meal balance is prohibited from charging a la carte or extra items (e.g. a second milk or additional entree).

Further, a student's participation in any school activities, graduation ceremonies, field trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students may not be limited as a result of an unpaid or negative student meal balance.

Payment Reminders

Whenever a student incurs a charge, district personnel shall notify the parents of the student by letter, phone, text, etc. Notice may be provided by requiring the student to deliver a sealed letter addressed to the child's parent or guardian, but the letter may not be distributed to the student in a manner that stigmatizes the student.

If a pattern of charging continues, administration shall attempt to contact the student's parents and encourage the parent to complete a free or reduced meal application. Nothing in this procedure prohibits school district personnel from reporting suspected abuse or neglect of a student as required by law.

Unpaid Meal Charges

Parents expected to pay all charges within 10 days. If they fail to do so, the District may rollover debt or refer the debt to collections. The District may use an alternative funding source (e.g. nonfederal funding or charitable funding source) to offset costs incurred from unpaid meal charges and collection fees. A student may not be required to provide services or perform work, including cleaning duties or chores, to pay for the school meals debt.

Balance

Students returning to school in the District shall see a positive meal balance rolled forward into their meal account for the next year. Students that graduate or withdraw from the District may receive a refund of the remaining balance in their meal account within 60 workdays of completion or departure unless they wish to donate the funds.

A student who is graduating shall be given the option to transfer meal funds to a sibling's account. Any money left in an inactive account may be donated to help struggling students with insufficient funds in their meal accounts.

KAB: Parent & Family Engagement and Support Plan

In support of strengthening student academic achievement, the Divide County School District which receives Title I, Part A funds must jointly develop with, agree on with, and distribute to parents and family members of participating students a written District-Level Parent and Family Engagement Policy that contains information required by Every Student Succeeds Act (ESSA). The policy establishes the district's expectations and objectives for meaningful parent and family engagement and describes how the District will implement a number of specific parent and family engagement activities.

Definitions

This policy defines the following:

- *Parent* means a biological, adoptive, step or foster father or mother, or any other individual who stands in loco parentis to the student.
- *Parental involvement* means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including

ensuring:

- Parents play an integral role in assisting their child's learning;
 - Parents are encouraged to be actively involved in their child's education at school;
 - Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
 - Other activities are carried out, such as those described in ESSA.
- *Family/family members* are adults living in a student's household who are related to the student and/or adult relatives living outside the student's household who, based on a school administrator's knowledge, play a direct and active role in the student's education (e.g., volunteer in school, attend school meetings).

Parent/Guardian & School District Partnership

Divide County School District believes that a strong partnership between home and school is essential to student success. Parents and guardians play a vital role in supporting their child's academic, social, and emotional development. We encourage families to remain actively engaged in their child's education through regular communication, involvement in school activities, and reinforcement of positive learning habits at home.

Supporting Your Child's School Experience

Parents and guardians are encouraged to:

- Attend scheduled parent-teacher conferences and school events.
- Maintain regular communication with your child's teacher(s).
- Stay informed about your child's academic progress, assignments, and classroom expectations.
- Review the Student Handbook, school newsletters, report cards, assignment planners (Grades K–6), Infinite Campus, and other district communications.
- Encourage regular school attendance and reinforce the importance of following school rules and expectations.

Supporting Learning at Home

Parents and guardians can help promote academic success by:

- Encouraging their child to do their best in school and take responsibility for academic and household responsibilities.
- Showing interest in their child's daily learning experiences.
- Providing a consistent study routine, including:
 - A quiet, distraction-free area for homework and studying.
 - At least 20 minutes of daily reading for students in Grades K–6 and 30 minutes for students in Grades 7–12.
- Limiting recreational screen time, including television, video games, and personal electronic devices.
- Ensuring students receive adequate sleep, proper nutrition, and regular physical activity.
- Encouraging reading, conversation, listening, and vocabulary development to strengthen communication skills.

Staying Involved

Families are encouraged to remain active participants in their child's education by:

- Visiting classrooms or attending school functions when appropriate.
- Assisting with classroom projects, reading, mathematics, and other learning activities at home.
- Contacting teachers or school administrators with questions or concerns.
- Monitoring grades, attendance, and school communications through Infinite Campus.
- Participating in Family Nights and other school-sponsored events whenever possible.
- Supporting the school in maintaining a safe, respectful, and positive learning environment by reinforcing district expectations and promoting student accountability.

Working together, families and schools create the foundation for student achievement and lifelong success. Divide County School District values the partnership with parents and guardians and appreciates their continued support in helping every student reach their full potential.

Student Responsibilities

1. Attend school regularly.
2. Come to school prepared with my homework and supplies.
3. Observe regular study hours.
4. Always try to do my best in my work and in my behavior.
5. Work cooperatively with my classmates.
6. Be Safe, Be Responsible, Be Respectful

Divide County School District Commitment

1. Provide high-quality curriculum and instruction that enables participating students to meet or exceed the State's student achievement standards.
2. Provide a supportive and effective learning environment.
3. Provide parents with frequent reports on their children's progress.
4. Provide parents with reasonable access to staff. Teachers will be available during regular school hours between the hours of 8:15-4:00 and by email.
5. Provide parents with opportunities to volunteer and participate in their child's class and to observe classroom activities. Please set up a time with the individual teacher for observations (grades 1-6).

Copyrighted Material & Intellectual Property

Administration shall investigate any and all complaints of alleged copyright violations. Students who willfully disregard the district's copyright position are in violation of board policy and shall be subject to disciplinary consequences in accordance with policy and law. Anyone who willfully disregards this policy does so at his or her own risk and assumes ALL liability.

Lockers

Lockers for clothing and books are provided for most grades by the school. Students must use the locker they have been assigned. The following locker rules are to be followed:

1. Money and valuables should not be left in lockers. These things should be checked into the office or with their classroom teacher. The school will not be responsible for any articles lost from lockers or locker rooms.

2. Lockers must be kept in proper order. Locker checks may be made periodically to check that things are in order. School official's reserve the right to group-inspect the lockers any time they feel there is a need to check for cleanliness or for any other reason.
3. If the principal has reasonable suspicion of illegal or harmful contraband, the locker may be inspected without notice.

Lost and Found

The school will have a location that contains items that were found throughout the school year. The school is not responsible for the misplacing of any personal items, so students are encouraged not to bring expensive items to school. If an item of great value is brought, students should take proper measures in making sure the item is secure.

Medication Program in School

Divide County School District policy *ACBD: School Medication Program* is available upon request or on our school website.

Parents Right to Know Clause

Through federal education law, parents have the right to request information on the professional qualifications of the teachers and paraprofessionals at our school. If you are interested in learning this information, please contact the school administration office at (701) 965-6313. Upon this request, you will receive a detailed explanation of the licensing, education, and experience of each of our teachers. You will also receive information regarding the names and qualifications of the paraprofessionals at our school(s). In addition, if at any time during the school year a child is assigned, or taught by, a teacher who is not highly qualified for four or more consecutive weeks, the parents will be notified.

Parent-Teacher Conferences

Each school year will include two scheduled Parent-Teacher Conferences, offering valuable opportunities for parents and teachers to connect and share insights that support each student's learning and growth. These meetings are a meaningful time to strengthen the partnership between home and school. Families are always welcome to reach out to their student's teacher at any point during the year with questions or concerns—open communication is encouraged and appreciated.

Pets/Animals in School

The Divide County Elementary School recognizes there are medical and physical dangers with animals. The following guidelines have been adopted regarding all animals in or on the premises.

1. All requests to bring an animal to school must be made a week in advance and be approved by the principal and classroom teacher.
2. Parents must be notified in writing prior to any activity involving animals.
3. No domesticated animals shall be allowed in school unless proof of current vaccination is provided.
4. No wild animals shall be allowed unless under the control of an individual trained in the care and management of animals.

Report Cards/Progress Reports

Report cards are issued four times per year, following the end of each nine-week grading period. For students in grades K-6, a parent signature is required on the return envelope to confirm receipt. For parents of students in grades 7-12, report cards are mailed home. Additionally, grades for all students can be accessed at any time throughout the grading period via Infinite Campus.

*Parents and students are encouraged to obtain and use their **Infinite Campus login** and password to monitor their progress in school.*

School Closing/Late Start

When the weather conditions are such that it becomes questionable as to whether school will open that particular day, an announcement will be made using the designated alert system, which comes from our DC app. Parents are asked to keep their contact information up to date in the office so the system will be able to contact them. will also be utilized to notify of school closings. If students are in school when a storm is apparent risking travel, students will be dismissed and sent to their storm homes. All rural students will be dismissed to storm homes in town. Our primary concern is always the safety of the students.

School Start and End Times - Elementary

The elementary school day begins at 8:40 am. The school doors will be open to students at 8:10 am. If necessary, students may be dropped off at the school playground beginning at 7:50 a.m. Students will be supervised outdoors until the school doors open at 8:10 am.

- Breakfast is served from 8:10 – 8:35 a.m. If your child needs to eat breakfast at school be sure they arrive by 8:25.
- School is dismissed on a staggered schedule beginning at 3:18. There will be no playground supervision after school.

School Start and End Times – MS/HS

The Middle/High School day begins at 8:20 am with the school doors opening at 7:45 am.

- Breakfast is served from 8:00 - 8:15 am.
- School dismissal is at 3:26 pm.

Dismissal Routine

Parent/Guardian will complete a dismissal plan form. The school will follow the dismissal plan unless a phone call or note from the parent changes the plan. Please inform the school as early as possible of any changes in the dismissal plan. Changes to the dismissal plan must be reported before 3:00 p.m., however, the earlier you can notify the school of the plan the better as this puts the child at ease during the day.

Storm Homes

All rural students are required to have a storm home listed with the school. In the event of early dismissal due to weather or other emergency, the students will be dismissed to their storm homes. Parents should notify the office of any changes throughout the year.

Suspected Child Abuse or Neglect

Teachers and school personnel are mandated, by law, to report all suspected cases of child abuse or neglect.

Tobacco Policy

Use and Possession Prohibitions

1. Visitors – The use of tobacco products by all visitors on district property, in district vehicles, and at school sponsored activities (whether on or off district property) is prohibited at all times.

Visitors

All visitors are asked to call ahead and arrange a convenient time to visit your child's classroom with your child's classroom teacher. All parents, guardians, and visitors are required to sign in at the office when visiting the school during school hours. A visitor's badge must be worn while on the school premises.

When in Doubt, Ask

Each student has the responsibility to check with the principal when in doubt about any rule or regulation. This student handbook does not cover every aspect of the student life and activity in the school year. It is written to provide guidelines for major areas. The principal may hold assemblies to provide detailed explanation of school events or regulations.

Disciplinary Guidelines

It is important that students learn to respect the rights of themselves and others. Parents are requested to cooperate in developing communication with school staff that will result in proper conduct and that in turn will result in the best learning environment for each student. Divide County Elementary utilizes a process of Positive Behavior Supports and Interventions to support students in learning to be responsible, respectful and safe. In the event of serious infractions of laws or school rules, the following procedures will be followed:

- Student will be referred to the school principal.
- The school principal will notify the parents by phone or in writing.
- Appropriate disciplinary action or counseling will be initiated.
- Repeated major infractions or a serious infraction may result in:
 - Detention
 - Suspension
 - Expulsion
- Suspension and expulsion policies will be consistent with legal guidelines of student rights.
- Parents/guardians are responsible for any damage to school property by their children.

Disciplinary Level System

CLASSROOM CONTROL AND MANAGEMENT:

We strive to instill in every student an understanding that they are accountable for their choices and responsible for their own behavior. However, when disruption occurs, the teacher and/or principal must take the place of the parent and control the situation. When a student's misbehavior is a violation of civil and/or criminal code, the administration, in most cases, will contact local law enforcement.

- A leveled system of ascending consequences will be followed for all disciplinary actions. In order for the student to learn and for a teacher to instruct, there must be an atmosphere in the school that is conducive to learning. Student behavior that interrupts or disturbs the learning environment is unacceptable and will be dealt with firmly and consistently. This system assists the student in making good choices and helps him/her manage his/her behavior. This is a lifelong skill that is imperative to success in later life.

Level I

INFRACTIONS:

1. Class disruption – any behavior that interrupts the learning environment including noncompliance, cell phone usage, etc.
2. Inappropriate hall behavior
3. Leaving class without permission
4. Use of profane language in school or at a school sponsored function
5. Cheating (See Matrix below)
6. Minor vandalism of school property, as judged by the administration
7. Tardy to school or class
8. Any other minor infraction as determined by the administration
9. PENALTY – Up to the discretion of the administration i.e., detention, ISS, etc. Vandalism issues will be reported to law enforcement. Vandalism issues will be reported to law enforcement.

Level II

INFRACTIONS:

1. Fighting
2. Stealing

3. Talking to a staff employee in a disrespectful manner
4. Openly defying teacher's authority (insubordination)
5. Major vandalism, as judged by the administration
6. Second offense of Level I
7. Harassment (example: sexual, bullying, hazing, intimidation, religious)
8. Any other moderately severe infraction as determined by the administration
9. PENALTIES: Up to 3 days in or out of school suspension, at the discretion of administration. Vandalism issues will be reported to law enforcement. Vandalism issues will be reported to law enforcement.

LEVEL III

INFRACTIONS:

1. Physically assaulting a school employee
2. Causing major physical harm to another student
3. Deliberate action that can endanger the life, health, or safety of another student
4. Possession of a weapon on school grounds
5. Use of tobacco in school, on the school premises, or at a school related function
6. Illegally using, possessing, distributing, or being under the influence of alcohol, drugs, narcotics in the school, or at school related functions
7. Second offense of LEVEL II
8. PENALTIES: Up to 5 days in or out of school suspension, at the discretion of the administration or expulsion as recommended.

LEVEL IV

INFRACTIONS:

1. ANY SECOND INCIDENT OF A LEVEL III OFFENSE THAT DID NOT RESULT IN EXPULSION
2. Any other extremely severe infraction as determined by the administration
3. PENALTIES: Up to 10 days out of school suspension and/or recommended EXPLUSION

Detention

Detention at Divide County High School may include academic work, supervised physical work assignments, and restorative practices. The purpose of detention is not only to address inappropriate behavior but also to provide students with an opportunity to reflect on their actions, accept responsibility, and make positive choices moving forward. Through restorative practices, students are encouraged to understand how their behavior impacts others, develop social-emotional skills, strengthen relationships, and actively repair any harm caused. This approach supports a safe, respectful, and positive school culture while promoting student growth and accountability.

1. Students who are assigned detention will notify parents/guardians in the Principal's office.
2. Students must serve detention the day the detention is referred, unless transportation or family issues need to be addressed, in which case the detention will be served the following day. Athletic or club practice or events are NOT acceptable reasons for missing detention.
3. Students who are assigned detention must report to the office for detention with the principal, dean of students or an assigned faculty member immediately following dismissal. Being tardy to detention may result in additional consequences.

4. The detention will double every time it is skipped. (1 to 2, 2 to 4, 4 to 1 day of ISS, 1 day of ISS to 2 days of ISS) Student may also be suspended on grounds of insubordination.

Suspension and Expulsion

The School Board has the authority to expel a student from school for the remainder of a school year. In the expulsion proceedings, a thorough and fair due-process procedure will be established and followed for the student. The School Administration can suspend a student from school for up to ten (10) days.

Failure to comply with these or other requirements and duties as listed or as dictated by common sense will mean a student is guilty of misconduct. If this is the case, the student may lose the privilege of attending school. Each case of misconduct will be handled on an individual basis since each student is treated as an individual.

When a student's misbehavior is a violation of school policy and also of the civil and criminal code, the administration in most cases will contact local law enforcement.

Final Authority

When there are no rules written to cover a certain aspect of behavior or handbook violation, the person in charge, such as a teacher has the right of "in loco parentis" (a legal term meaning in place of the parents). This means that the teacher can make a rule to control the specific situation. The same is true for a principal or superintendent who is in a legal sense the same as a teacher. Failure to comply with handbook rules or other requirements and duties as listed, or as dictated by common sense, will mean a student is guilty of misconduct. If this is the case, the student may lose the privilege of attending school. Each case of misconduct will be handled on an individual basis since each student is treated as an individual.

Every student in school has the right to simple due process. They have the right to be heard, to know who their accuser is, except for bullying incidents being investigated, and the right to have their parents or another adult present when facing a serious charge.

FFI: Personal Electronic Communication Devices Prohibition During Instructional Time

The Divide County School District is committed to providing the necessary support for academics and student well-being in a positive educational environment that is free from unnecessary, noneducational distractions. Personal electronic communication devices can be a distraction during instructional time and counterproductive to student focus and engagement. By prohibiting and limiting the use of personal electronic devices during the school day, this policy aims to provide students with more opportunities to engage in meaningful interactions, collaborate with peers, and cultivate the essential skills necessary for academic and life-long success. Therefore, it is the position of the State of North Dakota and the District that students and school employees shall abide by this policy, which prohibits the use of personal electronic communication devices as outlined herein.

Definition of Electronic Devices

Personal electronic communication device means a portable electronic device capable of communication by voice, text, or other data with one or more other parties or devices, or capable of connection to a smartphone, the internet, or a cellular or wireless fidelity network, including a smartphone, cell phone, Bluetooth-enabled device, tablet, smartwatch or other wearable device, and gaming device. The term does not include:

- School-owned devices provided to a student and school-approved devices used by a student in accordance with this section.

Prohibitions

Students are not allowed to have any personal electronic communication devices, as defined above, during instructional time which is 8:15 am to 3:30 pm. Student “turned off” devices may be stored in designated locked boxes (see classroom teacher or building administrator for location), left at home or in their car.

- Students will no longer be allowed to store their phones in their locker or on their person; and
- If students choose to leave their phone in their vehicle, will not be allowed to leave the building, during instructional time, to retrieve it.
- Please refer to [N.D.C.C. § 15.1-07-41](#)

The Superintendent is authorized to make exceptions to the prohibitions set forth in this policy when use of an electronic device is provided for in a student’s IEP or 504 Plan, as specified on the IEP or 504 Plan.

The school district and/or staff are not responsible for lost, stolen, or broken cell phones and/or other electronic devices brought to school, and will not pay for phones lost, stolen, misplaced or damaged as a result of staff members implementing this cell phone/electronic device regulation.

Disciplinary Procedure

Students in violation of any portion of this policy will be subject to disciplinary procedures and confiscation of the electronic device. If a student’s cell phone or other electronic device is confiscated, the building principal or superintendent may search the confiscated device in accordance with district policy. If school officials suspect that a student possesses or is disseminating an image that potentially violated [NDCC 12.1-27.1 – 03.3](#) or finds such an image during a search of an electronic device performed in accordance with policy, s/he may report this matter to law enforcement for investigation. Disciplinary action up to and including suspension and/or expulsion may also be taken against any student using an electronic device in a manner that causes substantial disruption to the educational environment.

1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Device to the office. Parents will be called & will need to pick up the phone. Student will receive ISS for one (1) day.	Device to the office. Parents will be called & will need to pick up the phone. Student will receive OSS for one (1) day. Device must be turned in to the office each day when the student arrives to school.	Device to the office. Parents will be called; and Student will be placed on OSS for five (5) days; and Expulsion will be recommended to the Superintendent.	We should not get here.

Depending on the nature and severity of the violation (e.g. sexting, possession or distribution of nude images, cyberbullying, profanity, or similar conduct, the building principal or Dean of Students may impose disciplinary consequences appropriate to the offense. Administration is not required to follow progressive discipline and may assign a higher level of consequence based on the seriousness of the violation.

Please note: The purpose of [N.D.C.C. § 15.1-07-41](#) is to provide our students with a safe and respectful learning environment that is conducive to learning. This environment is free from distractions associated with electronic devices during instructional time.

Cheating/Plagiarism/Inappropriate use of Artificial Intelligence (AI)

Definition

Cheating, plagiarism, and the inappropriate use of Artificial Intelligence (AI) involve any act of academic dishonesty in which a student misrepresents another person's work, ideas, or AI-generated content as their own or gains an unfair academic advantage. Students are expected to complete assignments with honesty and integrity while appropriately acknowledging the use of outside sources and technology.

The following matrix will be followed should a student violate this policy:

Violation	1 st Offense	Repeat Offense(s)
Cheating/Plagiarism/Inappropriate use of AI	1. Students may be given a zero on the test/project or be requested to redo an assignment. 2. Parents will be notified. 3. One full letter grade reduction on the test/project/assignment	Second: Student receives a zero on the assignment or project. One full letter grade reduction will be administered. Third: Detention or suspension time and a failing grade for the semester in that class.

Tardy Policy (7-12)

Students in grades 7–12 are allowed up to three tardies per quarter without consequence.

- Beginning with the 4th tardy, and for each additional tardy after that, students will be assigned a 30-minute after-school detention, to be served with the principal or a designated teacher.
- Student-athletes must serve their detention before attending practice.
- If a student fails to serve their assigned detention, the consequence will double each time:
 - 1 missed detention = 2 detentions
 - 2 missed detentions = 4 detentions
 - Continued failure to serve will result in escalating consequences:
 - 4 missed detentions = 1 day of In-School Suspension (ISS)
 - 1 day of unserved ISS = 1 day of Out-of-School Suspension (OSS)

Students who exceed ten (10) non-approved absences in a class, as defined under the district's Unexcused Absence Policy, may be eligible to participate in the Credit Buy-Back Program. Students must complete fifty (50) minutes of supervised make-up time for each absence beyond the tenth (10th) absence, up to a maximum of fifteen (15) absences per class. All Credit Buy-Back time must be completed after the regular school day under school supervision. Make-up time **may not** be completed

before school, during lunch, or during any other instructional period. Students who accumulate more than fifteen (15) non-approved absences in a class will be withdrawn from the course and will not earn academic credit unless otherwise determined through the district's appeal process or by administrative action in accordance with district policy.

Athletics & Activities

Divide County School District believes that participation in athletics and extracurricular activities is an important extension of the educational experience. These programs provide students with opportunities to develop leadership, teamwork, responsibility, sportsmanship, perseverance, and school pride while building lifelong skills beyond the classroom. Participation in activities is considered a privilege, and students are expected to represent themselves, their families, and the district with integrity by maintaining satisfactory academic progress, demonstrating appropriate behavior, and adhering to all district, regional, and North Dakota High School Activities Association (NDHSAA) rules and expectations. Through active participation, students are encouraged to become well-rounded individuals who positively contribute to their school and community.

Administrative Rules on Academic Eligibility

DCSD is a dues paying member of the North Dakota High School Activities Association (NDHSAA). Therefore, to maintain eligibility as a school to participate in NDHSAA activities, tournaments and events, DCSD must adhere to all and any regulations set forth by the NDHSAA. NDHSAA policy guides and supersedes any school district policy, unless DCSD has a stricter penalty or enforcement. The NDHSAA constitution and by-laws can be found at <https://ndhsaa.com/>. The NDHSAA phone number is 1-701-845-3953.

All 5th and 6th, junior high, and senior high school student participants in athletics or any other extra-curricular activities falling within the parameters of the NDHSAA must have passing grades in all classes to participate.

Grades will be the basis for eligible participation throughout the school year. An “eligibility review” will be administered at 8:00 A.M. on each applicable Wednesday morning of the school year. Students who are failing a class will be notified by the principal, athletic director or coach that they have a failing grade and will be ineligible. Any student failing one or more classes during grade check will automatically be ineligible until the next grade check (Wednesday-Wednesday). There is no probationary period for grade reviews during the school year. The eligibility check will always be of a student’s current grades for each class.

Students will be allowed an exemption from non-eligibility once per semester. A “first failing grade notification” will serve as a warning that the student has a failing grade at the time of the weekly grade review. This courtesy warning will only be given ONCE per semester per student, not once per class. If the student is failing 2 or more classes upon first notification, the exemption does not apply and academic eligibility guidelines will be enforced. At the beginning of Semester 1 and Semester 2, students will receive a 2-week grace period. No grade reviews will occur until the Wednesday of the third week of Semester 1 and Semester 2. At the beginning of Quarter 2 and Quarter 4, students will receive a 1-week grace period. No grade review will occur until the Wednesday of the second week of Quarters 2 and 4.

Ineligibility Application

Any student failing one or more classes during grade reviews will automatically be ineligible until the next grade review (Wednesday-Wednesday). There is no probationary period for grade reviews during the school year. A student participant who is ineligible may participate in practices only if the coach, activities director and principal agree to it, after considering after-school homework help. The principal and activities director will speak with the coach and teacher(s) prior to making a final decision. Simply put, a student may not always be able to improve his/her grade within a week by spending time at practice instead of spending time on school assignments. Furthermore, any student participant who is ineligible to participate will not be allowed to go to any away game(s) during regular school hours, but may support the team by showing up for an event later in the evening if it does not interfere with school time.

A failing grade at the end of Semester 1 and end of Semester 2 will result in an ineligibility period of three (3) weeks. The three (3) week period for student's grades will start on the first school day of the next semester. Therefore, the end of Semester 2 in the Spring counts for the eligibility of Semester 1 in August (7th – 12th grade students only).

Any student who has failed one or more classes at the end of a semester will not be allowed to compete in sports or any other extra-curricular activity for a period of three (3) consecutive weeks. For example, a student who failed Math and/or English for the semester (but not the year-long course) at the end of May will not be able to compete in Volleyball or Football for three (3) weeks beginning in mid-August, unless the student participates in the summer school session and raises the grade to a passing score. Summer school make-up work must be completed by August 1. The beginning of the three weeks of ineligibility is the first day of the next semester, (i.e. the first day of school for the 1st semester - first day of school after summer break or the 1st day of the 2nd semester).

Administrative Rules on Summer Ineligibility due to Drugs, Tobacco, Alcohol, etc.

A student is ineligible to compete in activities in a given school year if he/she is in violation of use or possession of drugs, alcohol, tobacco (including e-cigarettes or vaporizers), and/or any other serious offense, such as vandalism, theft, or assault committed during the summer.

The penalty for a violation during the summer months is as follows: a student is ineligible for the first four volleyball games, first two football games or first four boy/girls' basketball games, depending on when the student participates in their first sport. An offense in the summer counts as the first offense for that coming school year and affects the student for their first sport participated in. If that student receives a second offense in the summer or that same school year, it will result in an 18-week suspension to begin at the start of school or, if school has begun, to start immediately.

Administrative Rules on Eligibility for Tardy and Absent Students

In order to participate in practices or play in an interscholastic event, a student participant must have been in school all day beginning with first hour. Students are not allowed to come in at noon and then compete in an extracurricular activity later that day. Exceptions to this policy will be made if a student has a doctor's appointment or is unable to attend school due to inclement weather or impassable roads. Students who are sick the first part of the day and then come in later are not eligible to compete in extra-curricular activities that day/evening. The partial day absence must also be an excused absence, and the parent must promptly call the school or provide a note explaining the absence. Exceptions may be given at the principal's and/or athletic director's discretion, but only if the student participant has given prior notification of his or her necessary absence. In addition, if a student participant misses school on Friday and it is an excused absence, he or she may play/practice on Saturday.

Administrative Rules on Eligibility Affected by Drugs, Tobacco, Alcohol, Paraphernalia, Arrests, or Formal Charges

Any student with or in possession of alcohol, tobacco products (including e-cigarettes or vaporizers, etc.), drugs or controlled substances on or off of school property (including in a vehicle/locker/or personal item), school vehicles, or at any school-sponsored event will be subject to NDHSAA penalties and policies (six or eighteen-week suspension). Any and all discovery of alcohol, tobacco products (including e-cigarettes or vaporizers) drugs, controlled substances and/or paraphernalia on or off school grounds will be turned over to local law enforcement by DCSD administration.

Penalty for Violation of Drugs, Tobacco, Alcohol, Vaping, etc.

In accordance with NDHSAA, the use or possession of tobacco, (including e-cigarettes or vaporizers, etc.) alcohol, or any controlled substance as defined by North Dakota Law or any other serious offense, such as vandalism, theft, or assault, is prohibited. Any student who is in violation of the foregoing shall be suspended from participation in extra-curricular activities for six (6) consecutive school weeks for the first offense in a given school year and a period of 18 consecutive school weeks for any subsequent offense. According to NDHSAA policy, each student gets a fresh start in regard to eligibility affected by a violation of drugs, tobacco, alcohol, e-cigarettes, etc. - i.e., the offenses of the current year do not affect the next school year.

Additional Extra-Curricular Activities Affected

The same rule for athletes under the NDHSAA shall apply to students who are in other extra-curricular activities and/or school sponsored events, including school plays, music competitions, FCCLA, FFA, and FBLA competitive events, art competitions, homecoming activities, school dances, prom, science fairs, spelling bees, chess club, art club, etc. Several of these activities may continue into the summer months. Any infraction by a student involved in these activities during the summer months will be suspended from participation based on NDHSAA and DCSD guidelines explained within this handbook.

Any student with, or in possession of, alcohol, tobacco (including e-cigarettes or vaporizers) or controlled substances as defined in Chapter 19-03.1 of the NDCC on or off school property, school vehicles, or at any school-sponsored event may be brought before the school board for consideration of expulsion. The use of illicit drugs and the unlawful possession and use of alcohol/tobacco is illegal and harmful.

Investigation and Due Process of Student Eligibility Violation

The principal and athletic director shall immediately investigate any alleged violation of the alcohol, tobacco and controlled substance rule that is made known to the principal or athletic director. If the administrator finds probable cause to believe that there has been a violation, he or she shall give the student and parents notice. The student shall have the right to an informal hearing after such notification. The hearing will be conducted by a school administrator or athletic director. The student shall have the right to be present and to offer such explanation and other evidence as the student deems necessary and pertinent to the suspected violation. The school administration is responsible for determining whether a student has violated a regulation and for the enforcement of the penalty in cases of violations. The period of suspension shall begin from the date and time notification is given to the student by the school administration.

Authority When Rules Are Not Written; refer to “Final Authority” sub-section of the Disciplinary Guidelines Section above.

Student Fees

Student activities' fees help to ensure DCSD can continue to provide high-quality programs and opportunities for our students, ensuring sustainability and continued support for our student activities.

Yearly General Student Activity Fee Grades K-6 = \$15.00

Yearly General Student Activity Fee Grades 7-12 = \$25.00

This fee applies to students not participating in Grades 7-12 athletics and other activities programs. This fee pays for admission to all regular-season athletic events.

The breakdown is as follows: 7th – 12th Athletics and Activities

- | | | |
|---------------------------------------|---|-----------------------|
| ● 1 sport athlete/activity | = | \$25.00 |
| ● 2 sport athlete/activity | = | \$50.00 |
| ● 3+ sport athlete/activity | = | \$50.00 cap (yearly) |
| ● Multiple family athletes/activities | = | \$100.00 cap (yearly) |

An additional fee will not be assessed. This fee pays for admission to all regular-season athletic events.

An instrument rental fee is charged for the use of school-owned band instruments at the cost of \$160.00 per year, half of which is payable at the beginning of each semester. All percussion students will need to pay an \$80 fee per year for use of school instruments, half of which is payable at the beginning of each semester.



***Triangulated Analysis of DCSD
Four-Day School Week
2026-2027***

MISSION

Providing all students with the opportunity to learn and become responsible, productive citizens

Be Legendary

Student outcomes do not change until adult behaviors change.

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Executive Summary:

The triangulation of staff, student, and community survey data reveals that stakeholders are not yet making a definitive decision regarding a four-day school week; rather, they are asking for additional information before determining whether such a transition would be beneficial for Divide County School District. Across all three stakeholder groups, there is broad agreement that any future recommendation must be grounded in student success, instructional quality, operational feasibility, and transparency.

Although each stakeholder group approaches the discussion from a different perspective, several common themes consistently emerged. These themes provide a strong framework for the district's next phase of exploration.

Theme One: There is Support for Continued Exploration

Perhaps the strongest finding across all three stakeholder groups is that stakeholders are asking the district to continue researching the concept rather than immediately adopting or rejecting it.

Staff

Staff members were generally supportive of continuing the conversation.

- Nearly 58% support continued exploration.
- Nearly 29% want more information before deciding.
- Only a small percentage oppose continuing the discussion.

Staff consistently emphasized:

- "Show us the model."
- "Protect instruction."
- "Protect employees."

Community

Community members were considerably more divided.

Three distinct groups emerged:

- Supportive
- Opposed
- Open but undecided

The largest "middle" group repeatedly requested:

The largest "middle" group repeatedly requested:

- Sample calendars
- Sample schedules

- Transportation plans
- Childcare plans
- Athletic schedules
- Financial impacts

The community's message was clear:

"We cannot make an informed decision until we know exactly what the model looks like."

Students

Students demonstrated similar uncertainty.

Approximately:

- 50–55% expressed concern or opposition
- 25–30% expressed support
- Approximately 20% remained neutral or unsure

Importantly, many student comments indicate they are reacting to assumptions about implementation rather than opposing the concept itself.

Theme Two: Longer School Days are the Primary Concern

This theme appeared across every stakeholder group

Staff Concerns

Staff questioned:

- Student stamina
- Attention span
- Maintaining instructional quality
- Rural transportation

Parent & Community Concerns

Parents repeatedly expressed concerns regarding:

- Earlier bus pickup
- Later arrival home
- Fatigue
- Homework
- Elementary-aged students

Many parents noted that their children already spend nearly ten hours away from home because of transportation.

Student Concerns

This was the number one concern among students

Students worried about:

- Longer hours
- Earlier mornings

- Fatigue
- Burnout
- Reduced concentration

Interestingly, many students stated they liked the idea of having another day off—but not if it required significantly longer school days.

Theme Three: Childcare is the Community's Greatest Operational Concern

Unlike staff and students, community members consistently focused on childcare

Common Concerns

- Limited daycare availability
- Working parents
- Younger elementary students
- Staffing shortages in childcare

Many respondents emphasized that addressing childcare and student supervision would be essential if the district were to continue exploring a four-day school week. Stakeholders encouraged the district to investigate collaborative partnerships with local community organizations, childcare providers, and potential school-sponsored programming on the non-student day to help support working families and ensure younger students have access to safe, structured environments. Staff members who are also parents expressed many of these same concerns, recognizing the existing shortage of childcare options within the community and the importance of developing practical, sustainable solutions before any future consideration of a four-day school week.

Theme Four: Protecting Instructional Quality Remains Non-Negotiable

Across all three stakeholder groups, respondents consistently stated that instructional quality must not decline.

Common Priorities:

- Maintaining rigorous instruction
- Protecting literacy and math blocks
- Meeting state instructional minute requirements
- Preserving intervention time
- Continuing MTSS
- Continuing PLC collaboration
- Protecting academic achievement

Many respondents indicated they could support a four-day week only if student learning improved or remained stable.

Theme Five: The Fifth Day Should Have Purpose

One of the strongest common themes was that the fifth day should not simply become “another day off.”

Staff:

- PLC meetings
- RTI/MTSS meetings
- Professional development
- Planning time
- Data analysis

Parents:

- Tutoring
- Academic recovery
- Intervention
- Childcare opportunities

Students:

- Homework help
- Catch-up opportunities
- Optional tutoring

Stakeholders consistently viewed a structured “Friday Academy” model more favorably than a completely unscheduled fifth day.

Theme Six: Classified Staff Must Be Protected

One of the strongest common themes was that the fifth day should not simply become “another day off.”

Major Concerns:

- Loss of Wages
- Loss of Benefits
- Reduced hours
- Bus driver recruitment
- Paraprofessional retention

A consistent theme that emerged from stakeholder feedback was the importance of protecting classified staff should the district move forward with a four-day school week. Stakeholders overwhelmingly expressed that any future proposal must clearly demonstrate how employee work hours would be maintained, compensation would remain stable, and eligibility for benefits would be preserved. Many respondents emphasized that providing these assurances is essential to maintaining staff morale, supporting recruitment and retention efforts, and ensuring the district continues to attract and retain a high-quality workforce. Collectively, these concerns represent one of the most significant implementation considerations the district must address as it continues to evaluate the feasibility of a four-day school week.

Theme Seven: Athletics & Activities Require Significant Planning

Students, parents, and staff all identified athletics as a major operational issue.

Major Concerns:

- Practice times
- Earlier departures
- Friday competitions
- Conference scheduling
- Band & Music Activities
- Gym availability

Stakeholder feedback also identified several potential benefits related to athletics and extracurricular activities if a four-day school week were implemented thoughtfully.

Respondents noted that a revised schedule could reduce the number of early student dismissals for athletic events, minimize the amount of instructional time missed due to competitions, and provide greater flexibility when scheduling practices, games, and other extracurricular activities. At the same time, stakeholders recognized that these potential advantages would depend heavily on the design and implementation of the calendar and daily schedule. Overall, the data suggest that athletics and activities have the potential to become either one of the greatest benefits or one of the most significant implementation challenges, underscoring the importance of careful planning and collaboration with coaches, advisors, families, and regional activity organizations.

Theme Eight: Transparency & Communication Will Determine Public Confidence

Perhaps the strongest consensus across all datasets is that stakeholders want more information.

Stakeholders requested:

- Sample calendars
- Sample elementary schedules
- Sample middle/high school schedules
- Transportation analyses
- Financial analyses
- Childcare plan
- Nutrition plans
- Fifth-day expectations
- Teacher expectations
- Classified staff schedules
- Athletic models

Overall Triangulated Findings:

When viewed collectively, the three stakeholder groups demonstrate far more agreement than disagreement. Rather than debating whether a four-day school week is inherently good or bad, stakeholders are asking whether Divide County School District can design a model that preserves instructional excellence while addressing the practical realities of a rural school district.

The data consistently point to several conditions that stakeholders believe must be satisfied before any recommendation is considered:

- Student learning and instructional quality must remain the district's highest priority.
- Daily schedules should minimize student fatigue and account for long transportation routes.
- Childcare, nutrition, mental health, and student support services must be intentionally planned.
- Classified staff wages, hours, and benefits must be protected.
- Athletics, extracurricular activities, and transportation require comprehensive operational planning.
- The district should provide detailed models, timelines, and implementation scenarios before requesting additional stakeholder feedback.
- Any decision should continue to be guided by transparency, collaboration, and data rather than assumptions.

Conclusion:

The triangulated findings suggest that Divide County School District has successfully completed the initial information-gathering phase of its four-day school week exploration. While opinions vary across stakeholder groups, there is broad consensus that the district should continue its deliberate planning process by developing concrete models, analyzing operational impacts, and engaging stakeholders through public forums and additional opportunities for dialogue. At this stage, the data support continued exploration—not implementation—with the understanding that any future recommendation must demonstrate how the district will preserve educational quality, support families and staff, and ensure equitable outcomes for all students.



DIVIDE COUNTY SCHOOL DISTRICT
106 1ST St. NE
Crosby, ND 58730
"Home of the Maroons"

SUPERINTENDENT REPORT

July 14, 2026 School Board Meeting

Overview

As we officially close the 2025–2026 school year and begin preparations for 2026–2027, Divide County School District has reached several significant milestones. The district has successfully completed all required state and federal reporting, ensuring compliance with regulatory requirements while positioning the district for another successful year. We also welcome two newly elected School Board members whose leadership and service will help guide the future direction of our district. In addition, the official launch of Infinite Campus on June 30 marks a major transition in our student information system and represents months of planning, training, and collaboration by our administrative and technology teams.

The 2025–2026 school year has been defined by collaboration, innovation, and an unwavering commitment to student success. From continued academic growth and facility improvements to expanded professional development opportunities, strategic planning initiatives, and student achievements in academics, athletics, fine arts, and career and technical education, our students and staff have much to celebrate. As we look ahead, we remain committed to building upon this momentum and continuing to provide exceptional educational opportunities for every student in Divide County School District.

Four-Day School Week Initiative Update

A comprehensive report of the Triangulated Data is attached for your review.

Business Office

As the district transitions into the 2026–2027 school year, the Business Office has successfully completed all required end-of-fiscal-year responsibilities, including state and federal financial reporting, budget reconciliations, grant reporting, and year-end expenditures. With these critical reporting requirements now finalized, the focus shifts toward preparing for the upcoming school year through continued budget development, monitoring project expenditures, processing summer purchases, and supporting ongoing district initiatives. Although the fiscal year has concluded, the work of the Business Office remains continuous as staff diligently manage financial operations, ensure compliance, and provide the fiscal oversight necessary to support the district's strategic priorities and long-term financial stability.



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Buildings & Grounds

As we move through the summer months, several important facility projects continue to progress across Divide County School District. These projects represent significant investments in our facilities and infrastructure and are designed to support the long-term needs of our students, staff, and community.

The High School Heating Project is nearing completion and remains one of the district's most significant capital improvement projects. An update was provided to the Building and Grounds Committee during its June 23 meeting. As part of the original project budget, a **\$50,000 contingency fund** was established to address unforeseen issues that could arise during construction. Those contingency funds have now been fully expended on critical repairs and improvements that were necessary to ensure the long-term sustainability of the project. These items included repairs to the Air Handling Unit (AHU), replacement of the existing glycol solution throughout the system, and replacement of unit ventilators. While these additional expenditures were not originally anticipated, they were essential components in protecting the integrity of the new heating system and ensuring reliable performance for years to come.

The High School Storage Project is also well underway. We continue to receive shipments from Rough Rider Industries, with several additional deliveries expected in the coming weeks. Eddie and Rod have been leading the installation efforts; however, Rod is currently on vacation this week. Despite that temporary absence, the project remains on schedule and is anticipated to be substantially complete by the end of July. This project will provide much-needed storage solutions throughout the high school and support ongoing efforts to improve organization, safety, and classroom functionality.

Work related to the proposed Gymnasium Project continues to move forward. Recently, the Building and Grounds Committee, Mrs. King, Ms. Suzanne, and I met with representatives from ICON Architectural and Engineering to discuss the project and determine next steps. I would like to inform the full Board that the district has entered into a contract with ICON to complete the preliminary planning work necessary for this project. This scope of work includes consultation services, review of existing plans, evaluation of project needs, discussions regarding project feasibility, and development of preliminary budget estimates. This information is necessary as we prepare future grant applications and explore funding opportunities. It is important to note that the district's intent is for this project to be **100% grant funded**, with no direct fiduciary responsibility to the district beyond future maintenance and operational costs should the project ultimately move forward.

Additional facility improvements are also scheduled this summer. The High School parking lot will undergo resurfacing before the end of July. This project is being completed in partnership with the City and will include restriping of all parking areas to improve traffic flow, organization, and safety. While the project provides a significant benefit to the district, there is a financial contribution required from the school district as part of the partnership agreement.



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Finally, updates to the High School Kitchen Equipment Project are in their final stages. Ms. Tammy continues to coordinate this work and is currently awaiting delivery of two major pieces of equipment: a new convection oven and an electric range. Once these items arrive and are installed, the kitchen upgrade project will be substantially complete.

The next Building and Grounds Committee meeting is scheduled for July 2, where committee members will meet again with ICON to continue discussions regarding the gymnasium project. Prior to that meeting, the district office will be responsible for providing several deliverables and project updates to ICON and committee members to support ongoing planning efforts

Transportation Department

The district team will meet with Harlows on July 2nd to discuss the past school year. This will be an informal meeting that will include Ms. Stenson, Mr. Don Anderson, Mrs. King, Ms. Suzanne, and myself.

Here are the meeting dates & times:

Technology Department

Mrs. Ruse has officially become a full-time technology coordinator as of July 1, 2026. We are excited to have her knowledge and skillset among our leadership team. She continues to be instrumental in our technology development behind the scenes and plays a pivotal role in our day-to-day technology needs.

Personnel & Finance

Divide County School District is officially fully staffed with certified teachers. With our most recent addition coming to us from Alaska and taking over the Elementary Music position. Additionally, the special education department has transitioned to six full-time teachers. With a current case of 80 students on IEPs, this transition allows for equitable distribution of students and providing more support to classroom teachers.

Here are the dates and times:

Curriculum, Instruction & Professional Development

In August, staff will engage in Restorative Justice training on August 13–14, further strengthening our focus on school climate, accountability, and relationship-based discipline practices. During the afternoon of August 14, we will also conduct New Teacher Orientation, welcoming new staff members and ensuring they are prepared and supported as they join the Divide County team.



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Our Back-to-School In-Service days will take place August 17–19, with a comprehensive agenda designed to prepare staff for a strong and successful school year. Focus areas will include:

- Welcoming staff back and aligning district goals
- Infinite Campus launch and implementation training
- Mental health awareness and student support strategies
- Mandated reporting requirements and compliance updates
- Dedicated time for classroom preparation and instructional planning

This structured approach to summer and back-to-school professional learning reflects our continued commitment to thoughtful planning, strong instructional systems, and ensuring that both staff and students begin the school year supported, prepared, and aligned for success.

Policy

Mrs. Barb continues to make steady progress on the updates and cross-referencing of the School Board Policy Manual. This ongoing work is focused on ensuring that all district policies are current, aligned with North Dakota Century Code, and reflective of best practices in school governance. The goal is to have the manual fully reviewed, updated, and ready for Board consideration before the end of the school year. Once completed, this process will provide both the Board and administration with a more accurate, accessible, and reliable resource to support informed decision-making and effective governance.

Here are the dates and times:

Communication

The Journal will continue to feature the Superintendent Corner throughout the summer. In addition, more correspondence and communication will be released regarding our Infinite Campus transition when it becomes available.

The Friday Focus, Student Advisory Cabinet (SAC) and Teacher Advisory Cabinet (TAC) will commence in September.

Furthermore, we will continue to keep our school board informed of all the summer project as they become available.