

Chisholm School District School Board Meeting Agenda

Monday, June 13, 2022 at 5:00 PM
Regular Meeting
Chisholm School Board Room

I. Determination of Quorum and Call to Order

II. Public Comment:

Description: Welcome to this meeting of the Board of Education Independent School District #695, Chisholm School District. We are extremely pleased that you have shown an interest in school district affairs by attending this meeting. The Board of Education allows public participation at its meeting, but at the same time has the responsibility for conducting its business in an orderly fashion. We will provide the audience with an opportunity to request to speak. We request that before you speak to announce your name. Each speaker will be allowed five minutes unless the time limit is waived by a majority of the board members present. At a public meeting of the board, no person shall orally initiate charges or complaints against individual employees of the district or challenge instructional materials used in the district. All such charges, if presented to the board directly, shall be referred to the Superintendent for investigation and report. We would also like to remind the public that the school board is not allowed to comment on your concerns. If there are no questions, we will open the public comment section of the board meeting.

III. Recognition of Guests and Visitors

IV. Approve Agenda

V. Reports

A. Superintendent's Report

VI. Consent Agenda

A. Minutes of the May 23, 2022 Regular School Board Meeting

May 2022 Accounts Payable in the amount of \$337,195.45

May 2022 Payroll in the amount of \$614,199.75

VII. Action Agenda

A. Motion to adopt Resolution regarding Facilities & Grounds/Operations Manager position. 4

Attachments:

Resolution. Adoption of New Job Description Facilities&Grounds Maintenance Manager 4

B. Motion to approve the Facilities & Grounds/Operations Manager job description as amended. Moving from AFSCME Union to an At-will position. Replace title from Coordinator to Manager. 6

Attachments:	
Operations Manager Job Description	6
C. Motion to approve the non-renewal of the following Para-professionals due to reductions for the 2022 school year caused by graduation, open enrollment, lessened or reduced service minutes, enrollment decrease etc. effective June 2, 2022.	8
<p style="padding-left: 40px;">Gena Sleen Adam Nori Katrina Hanson</p>	
Attachments:	
Para Non Renewal 6-2-2022	8
D. Motion to approve the Letter of Agreement between Independent School District #695, and UPC Seguin/Infinitec from July 2022 through June 2023.	9
Attachments:	
Infinitec Agreement	9
E. Motion to approve the group health insurance renewal with the Northeast Service Cooperative effective September 1, 2022, to August 31, 2023, as presented.	17
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Health Renewal Chisholm	17
F. Motion to approve the expenditure of \$3.70 per employee for Cyber security training videos, reports, assessments, and phishing simulations for a 3-year commitment beginning June 15, 2022.	18
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Cyber Training	18
G. Motion to approve the Resolution to accept donations.	19
Attachments:	
JUNE 22 DONATIONS CHISHOLM	19
H. First Reading of Policy 510.1 Chisholm Schools Extra Curricular Activities Rules and Regulations	20
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Policy 510.1 School Activities	20
VIII. Discussion	
IX. Information	

A. Enrollment summary	26
Attachments:	
6/2/22 Enrollment summary	26

X. Adjourn

The following resolution was offered by Director _____ and moved for adoption:

RESOLUTION NO. 2022-06-13

WHEREAS, Independent School District No. 695 ("School District") previously created the position of Facilities & Grounds/Operations Coordinator and had approved a formal job description for that position.

WHEREAS, since the Facilities & Grounds/Operations Coordinator position was originally intended to mainly just coordinate the work of the School District's maintenance and janitorial staff, but to also work alongside the maintenance and janitorial staff and participate in the actual work as a working foreman, the Facilities & Grounds/Operations Coordinator position was to be included in the AFSCME Local 536 bargaining unit and covered under the Collective Bargaining Agreement between the School District and AFSCME Local 536.

WHEREAS, the School District has now decided to modify the Facilities & Grounds/Operations Coordinator position with a new position title of Facilities & Grounds/Operations Manager in accordance with the amended Job Description attached hereto and incorporated herein as Exhibit "A", for the position to be an actual management level position, to elevate the position to that of a department head and to make the position part of the School District's management/administration team.

WHEREAS, in accordance with the attached, amended Job Description, the position of Facilities & Grounds/Operations Manager will now have the authority to manage, oversee and direct all of the ongoing maintenance and janitorial functions and operations for all of the District's facilities and grounds, will have the authority to manage, supervise and direct the work of the School District's maintenance and janitorial staff, will have the authority to impose or give deficiency notices to the School District's maintenance and janitorial staff, to impose lower levels of discipline (e.g., verbal reprimands, written reprimands) on said employees and will make formal recommendations to the Superintendent of Schools or School Board for imposition of more severe forms of discipline (e.g., disciplinary suspensions without pay and termination of employment), in addition to the other job duties and responsibilities set forth in the attached, amended Job Description.

WHEREAS, with these changes to the position as referenced above and in the attached, amended Job Description, and particularly with regard to the supervisory and disciplinary functions that the Facilities & Grounds/Operations Manager position now has over the School District's maintenance and janitorial employees in the AFSCME Local 536 bargaining unit, the Facilities & Grounds/Operations Manager position no longer has a community of interest with the positions or employees in the AFSCME Local

536 bargaining and, consequently, the Facilities & Grounds/Operations Manager position will be removed from the AFSCME Local 536 bargaining unit.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of Independent School District No. 695, as follows:

1. The prior Facilities & Grounds/Operations Coordinator position is now hereby re-classified and re-titled as Facilities & Grounds/Operations Manager.
2. The Job Description, attached hereto and incorporated herein as Exhibit "A", for the position of Facilities & Grounds/Operations Manager, is hereby approved and adopted.
3. The new position of Facilities & Grounds/Operations Manager is not a bargaining unit position and is not in or part of the AFSCME Local 536 bargaining unit.
4. The Board of Education directs the administration to fill the position of Facilities & Grounds/Operations Manager with a qualified candidate forthwith and to negotiate with the final candidate a compensation package commensurate with the final candidate's experience and qualifications and commensurate with the current market for this type of a position.

The Motion was seconded by Director _____ and, upon a vote being taken thereon, the following voted in favor of the Motion:
Directors: _____

The following voted against the Motion: Directors _____
_____.

Whereupon, said Resolution was declared duly passed and adopted.

Dated: _____

By: _____
Chairperson, Board of Education

Attest: _____
Clerk, Board of Education

JOB DESCRIPTION

Facilities & Grounds / Operations ~~Manager~~Coordinator

Reports to the Superintendent
of Schools 52 Week Contract
~~AFSCME~~

Job #197, NC2022

Qualifications:

Background and knowledge of construction, maintenance, safety, security, facilities, and grounds. Minimum of three years' experience in planning, maintaining, coordinating, and management of facilities and grounds. Demonstrated past experience managing and supervising employees. Chief Boiler License preferred.

Strong ~~W~~written and verbal communication skills.

Responsibilities:

Managing, overseeing and coordinating all ongoing maintenance and cleaning work for all school district buildings and grounds.

Managing, overseeing and coordinating new improvements or construction work for all school district buildings and grounds, including serving as district representative and main point of contact with any outside construction vendors or suppliers involved in new improvements or construction projects.

Manage, supervise, coordinate and direct the work of all of the school district's maintenance and janitorial staff. As manager and supervisor of school district's maintenance and janitorial staff, has the authority to impose or give deficiency notices to said employees and to impose lower levels of discipline (e.g., verbal reprimands, written reprimands) on said employees and will make formal recommendations to Superintendent of Schools or School Board for imposition of more severe forms of discipline (e.g., disciplinary suspensions without pay and termination of employment).

Managing district wide work orders, assignments, and follow through.

Assist in the development of maintenance, transportation, building and grounds budgets as well as overtime coordination.

Develop and train on healthy and safe best practices for schools, preventive maintenance, new staff training, and assist in return-to-work practices helping manage Workman's Comp program.

Develop long term facilities maintenance budgets and facilities budgets.

Assist in energy use monitoring, supplies, and maintenance of systems.

District wide health and safety management compliance.

Schedule summer cleaning and maintenance.

Implement and train on building security systems.

Oversee and manage the transportation department leases, maintenance, budgets, and assist in training.

Coordinates building use facilities permits.

Assist in the Health and Safety Committee for the school district. compliance checks for OSHA, EPA, MDE, and MDH.

Coordinate district wide compliance with annual safety, maintenance, and certifications. Responsible for development and implementation of all building and grounds management systems district wide.

Assist in the investigation and reporting of any facility, school or buildings related injuries and make recommendations for safety improvements.

Cost savings grants management.

Work with the Superintendent on employee retention and, improvement plans, ~~and any disciplinary actions.~~
Other duties as assigned.

Rate of pay: ~~As per Master's Agreement~~

This is a salaried, exempt position.

Apply online at: <https://www.applitrack.com/chisholm/onlineapp>

~~Posted: April 12, 2022~~

Job description effective: _____, 2022

Chisholm Public Schools is an Equal Opportunity Employer

Adrian Norman III
Superintendent
Ext. 2900

Jennifer Crotteau
Counselor
Ext. 3904

Community Education
Ext. 3132



CHISHOLM

Independent School
District No. 695

Mark C. Morrison
Sr. High Principal
Ext. 3900

Jeffrey S. Hancock
Pre K-6 Principal
Ext. 1900; Pre K-3

Jamie Steinberg
Activities Director
Ext. 3902

May 25, 2022

Dear Ms.

Annually, the Northland Learning Center administration audits ISD #695's paraprofessional support for students on an Individualized Educational Plan or IEP. The supportive services plan for the fall of 2022 has been reduced. This reduction could be through graduation, open enrollment, lessened or reduced service minutes, enrollment decrease, etc.

Due to the above referenced factors, this notice is being sent to notify you of non-renewal during your probationary period effective June 2nd, 2022. ISD #695 thanks you for your contribution to the success of our students and encourages you to apply for any future openings this fall and/or apply to Teachers On Call (TOC).

Article V
Seniority

Section 1.

"...All new employees shall be on probation for a period of ninety (90) working days (520 hours for part-time employees)..."

Article VII

Discharges and Suspensions

Section 2.

"During an employee's probation period, the School District shall have the unqualified right to suspend without pay, discharge, or otherwise discipline the employee. The employee shall have no recourse through the grievance procedure insofar as suspension, discharge or other discipline is concerned."

Thank you,

Adrian Norman
Superintendent of Schools

Committed to high expectations
300 3rd Ave SW
Chisholm, MN 55719
(218) 254-5726 • (218) 254-3741 Fax

MINNESOTA INFINITEC FY23 LETTER OF AGREEMENT



- To renew, please review and complete all information on this agreement.
- Please scan completed/signed agreement to mnmembership@ucpnet.org
or
fax a signed copy to 708-444-4204 Atten: Jenn Skalitzky

DUE: April 30, 2022

Questions: email jskalitzky@ucpnet.org
708-444-8460 ext. 228 or email: pchilds@ucpnet.org

Letter of Agreement for Minnesota INFINITEC July 2022 through June 2023

This agreement is made between UCP Seguin/Infinitec, the technology services of United Cerebral Palsy Seguin Services of Greater Chicago, and:

CHISHOLM PUBLIC SCHOOLS - NORTH EAST SERVICE COOPERATIVE
Please Print District Name/Cooperative/Organization District/Cooperative/Organization Address

CHISHOLM MN 55719
City / State Zip Code

ADRIAN NORMAN III arnormar@chisholm.k12.mn.us
Director of Special Education or other Administrator Email Address

218-254-5726
Phone Number

Infinitec Responsibilities

Infinitec will provide the following services to Organization:

Information and Expertise Resources

- Access to Infinitec website (<http://www.myinfinitec.org>) which will be available 24 hours a day/7 days a week
- Networking opportunities with other assistive technology service providers
- Access to phone, email, and web-based technical assistance with Infinitec Training

Resources

- Provide access to Infinitec sponsored webinars
- Provide access to online presentations streamed via the Infinitec website on priority topics including many of the state required trainings.
- Provide access to Engage Online Training Administration System
 - The ENGAGE Online Training Administration System from Infinitec engages the Organization's staff in online training enabling the Organization to assign or recommend presentations from the 600+ myinfinitec.org Online Classroom. ENGAGE also allows the Organization to produce activity reports that help track the progress staff members are making on their assigned or recommended activities.
 - PRIVATE CONTENT: The Private Content feature offers Infinitec Coalition members and Organizations the ability to post their internally developed training modules, supporting documents, external links and related quizzes in the Infinitec Online Classroom, where they will be made available privately and exclusively to that Organization's staff.

GROUP BUY

- Group Buy Offerings (i.e. discounts for volume purchases) for specific software/ equipment available annually (e.g. from April 15 to December 15)

Region Responsibilities

Regional Leadership Team agrees to:

- Work with the Infinitec representatives to contribute non-monetary resources to benefit the entire Infinitec program such as the sharing of private content or speaker's expertise.
- Identify your regional representative to participate in scheduled regional trainings to coordinate the provision of services from Infinitec for their District/Cooperative.

Name of Representative for Regional Leadership Team	Email Address
------------------------------------------------------------	----------------------

Both Parties agree to the following:

- Duration of Agreement. The term of this agreement shall be from beginning July 1, 2022 and extending through the end of the business day on June 30, 2023.
- Renewal of Agreement. This agreement may be renewed for additional one-year periods by providing written notification to Infinitec of intent to renew by end of April of each year. Renewal is subject to the following:
 - Payment-in-full of all membership and program service fees incurred within 30 days of the billing date.
 - Return of all equipment loaned on or before the return due date.
- Fees. The annual membership fee is equal to the amount of \$0.70 per each student enrolled in the organization. The count will be based on the Organization's student enrollment filed the prior year with Minnesota Department of Education Enrollment by Grade Level (PK-12). Minimum fee assessed will be \$1125.
- Disclaimer: All information from Infinitec is provided "as-is," and all warranties, express or implied, are disclaimed (including but not limited to the disclaimer of any implied warranties of merchantability and fitness for a particular purpose). No advice or information, whether oral or written, obtained by Organization from Infinitec shall create any warranty, representation, or guarantee not expressly stated in this Agreement. We do not provide legal advice nor enter into any attorney-client privilege.

- Limitation of Liability: Infinitec’s liability under this Agreement is limited to the price paid by Organization for the services to be provided hereunder. In no event shall Infinitec be liable to Organization or any other person for any indirect, incidental, special, exemplary or consequential damages, including, but not limited to, lost profits, loss of business, personal injury or accidental damages suffered or incurred by Organization or any other person. The foregoing limitation also includes Organization’s claims based on the claims of third parties.
- Both Parties shall comply with all laws, rules, and regulations pursuant to the Family Educational Rights and Privacy Act, 20 USC 1232g ("FERPA"). Organization acknowledges that certain information about Organization’s students could be contained in records maintained by Infinitec and that this information can be confidential by reason of FERPA and related Organization policies. To the extent permitted by law, nothing contained herein shall be construed as precluding either party from releasing such information to the other so that each can perform its respective responsibilities. Infinitec shall comply with all other applicable federal and state laws and regulations regarding the confidential and secure treatment of Personally Identifiable Information and Personal Health Information. This includes, but is not limited to: Health Insurance Portability and Accountability Act (“HIPAA”); Protection of Pupil Rights Amendment (“PPRA”), Children’s Online Privacy Protection Rule, 15 U.S.C. 6501-6505 (“COPPA”); Individuals with Disabilities Education Act, 20 U.S.C. 33 (“IDEA”);

Executed on the date last written below, by and between:

ADRIAN NORMAN III SUPERINTENDENT

1, Print Name of District/Cooperative Authorized Leader with Title:

Adrian G. Norman III

6-13-2022

2. Signature of District/Cooperative Authorized Leader

Date

Signature of UCP Seguin/Infinitec EVP

Date

IF COOPERATIVE, PLEASE ATTACH LIST OF MEMBER DISTRICTS.

Thank you!

Note: UCP Seguin/Infinitec FEIN #: 36-2894174

Rev. 1/28/2022



To: Minnesota Educational Leaders
From: Duane Borgeson, Carla Nohr Schulz, Cherie Johnson, Jason Crane & Mia Urick
Date: February 14, 2022
RE: Infinitec FY23 Agreement for Services

We are writing to invite you to participate in the services provided by INFINITEC. Infinitec provides 1000 online professional learning options appropriate for teacher re-licensure, Human Resources' commonly required presentations, paraprofessional training, featuring assistive technology (AT) and other priority topics. Leaders have shared the following feedback about Infinitec:

- **At your fingertips PD options** which can easily be grouped by topic and pushed out for use with **licensed & classified staff**. The PD even addresses issues like **Ethics** requirements.
- We value the **1000 online presentations for credit** addressing topics such as autism, communication, paraprofessional, reading and writing.
- Our district continues to provide on-demand training utilizing the **administrative learning management system, Engage**, that provides administrators with ability to track their staff progress in completing assigned training with ease.
- We appreciate the ability to add our own customized content via **Private Content**.
- Others could never recreate the **Para PD** anywhere close to the price.
- We are pleased that upon our request Infinitec has added many online paraprofessional webinars in the areas of **AT, Behavior, Executive Function, Google Classroom and AAC**.
- We value the **National Speakers** sponsored by Infinitec.
- It is important that Infinitec has added **closed captioning** for the online presentations.
- We certainly use the volume discounts on software made available via the **Group Buy**.
- We value the Infinitec **Coalition Professional Learning Networks** that supports problem solving, sharing of resources, exchange of ideas and joint projects among AT practitioners.
- We are particularly pleased that Infinitec is not just a packaged service but rather Infinitec develops services as the field identifies needs (e.g. Trauma Informed; Cultural Diversity).
- Infinitec delivers **Customer Responsive Services**; not just a product.

We appreciate Infinitec offering a steady rate for Infinitec participation over the past 10 years (since 2013). This fee is based per child (Pre-K through 21 years old) enrolled in each district. The count is based on the prior year of Minnesota Department of Education School Year enrollment by Grade Level (PK-12). While Infinitec would like to maintain current rates, due to rising costs and expansion of services, Infinitec FY23 rates will be \$.70 for FY23 and the minim fee will be \$1125. If the rate increase had been spread over the last 10 years, it would have been a 2.5% increase annually. To complement membership fees, Infinitec also pursues fund development and grants to offset costs that allows us to offer affordable and responsive quality services.

We are looking forward to another year of wonderful training and further strengthening the Minnesota assistive and educational technology services provided to students with learning differences. Expansion projects for FY23 include: automated Learning Templates, Micro Credentialing and app development.

Dimensions Responsibilities:

- **Create/Meet with Dimensions Board**
- Make New Letterhead
- **Set up classes K-6- Find teachers, rooms and times for each class offered**
- Create a schedule for classes
- Assist Dimensions teachers with any curriculum needs (Ideas in the file cabinet)
- Order materials needed
- **Get recommendations (student names) from classroom teachers**
- Create new permission forms with new letterhead
- Write names on permission forms and give to teachers to pass to the students
- Collect all permission forms
- **Create class lists**
- Give class lists and time slips to each Dimensions teacher
- **Sign and have the principal sign all time slips. Send them to the business office. Keep copies for Dimensions records.**
- **Keep track of spending.**
- **Support Math Masters coach and Spelling Bee coach. (These 2 programs have their own coaches and are responsible for registration, but Dimensions Coordinator needs to keep track of the expenses) Math Masters - will need a bus to competitions**
- Submit photos to social media of class projects
- Update Web page
- **Enter all names into a spreadsheet to give to building secretaries. They must enter these names.**
- Select date for Dimensions Open House at the VS gym for all programs-typically the last Tuesday of April. (Master Calendar)
- Send notices of Open House to all participants
- Find out from each Dimensions teacher what space they will need to display some of the work from the classes.
- **Set up and attend Open House.**
- Collect all remaining time slips that night. (Teachers add hours for participating in Open House)
- **Create awards for the end of the year- including Spelling Bee and Math Masters**

- Give awards to K-3 classroom teachers
- Present awards at 4-6 Awards Day
- **Have Dimensions Board Meetings to discuss changes and brainstorm ideas. (At least at the beginning and end of the year)**
- **Present to the school board regarding yearly programs, successes, and number of students served.**



Health Plan Rate Confirmation for:
Effective: 9/1/2022

Chisholm Independent School District 695

INSTRUCTIONS: Please send a signed copy of this rate confirmation to your Service Cooperative Representative and our Medical Representative by June 25, 2022

Please attach alternative rate sheets for any new plans you are electing, if applicable.

Please verify broker fees, commissions and information listed below that apply to your policy.

Plan	Description	Coverage	Contracts *	Current rates	RATES		Elect this plan? Yes/No
					EFFECTIVE 9/1/2022	Plan adj. %	
1	MSI PP MN 1850-0% VEBA	Single	36	\$851.50	\$927.28	8.90%	_____
		Family	11	\$2,091.00	\$2,277.10	8.90%	
2	MSI PP MN 6650-0% HSA	Single	0	\$600.00	\$664.29	10.71%	_____
		Family	0	\$1,459.00	\$1,631.27	11.81%	
TOTAL ALL PLANS			Monthly Premium	\$53,655	\$58,430		
			Annual Premium	\$643,860	\$701,164		
* Based on the group's most recent enrollment data. Rates are guaranteed for one year beginning 9/1/2022.			% Annual Adjustment		8.9%		
			\$ Annual Adjustment		\$57,304		

Alternative Plans (if applicable)

Attach plan summaries and rates for alternative plans. Check "no" above for any current plan or plans that are being replaced or discontinued.

Broker commissions included? No \$0.00 per contract/mc 0.00% of total plan premium

Brokerage agency None Listed

Broker name _____ Broker email _____ Broker tel# _____

Broker MN Life and Health License # _____

Rate confirmation approved by:

Print name: _____
 for: Chisholm Independent School District 695

Signature: _____

Date: _____



Adrian Norman <anorman@chisholm.k12.mn.us>

Cyber Security training

1 message

Joe Phillips <jphillips@chisholm.k12.mn.us>

Thu, Jun 9, 2022 at 10:32 AM

To: Lisa Aldrich <laldrich@chisholm.k12.mn.us>, Adrian Norman <anorman@chisholm.k12.mn.us>

120 x \$3.70 = \$444/year. We are committing to 3 years, each year is billed separately. This includes training videos, reports and assessments, and phishing simulations. It also includes cyber security training free for students.

Please add to the Agenda for Monday's meeting as we need to sign up by June 15th. While not currently mandated, this type of training may soon be a requirement for cyber insurance.

Joe Phillips
IT Director
Chisholm School District - ISD 695
Office: 218-254-5726 ext. 2102
Cell: 218-966-2087
jphillips@chisholm.k12.mn.us

At the Independent School District No. 695 Board meeting held on June 13, 2022 in the Chisholm Public Schools Board Room, Director _____ offered the following Resolution and moved its adoption;

RESOLUTION NO. 22-06-13

RESOLUTION ACCEPTING \$25.00 DONATION FROM MICHAEL AND SUE VIDMAR IN MEMORY OF ROBERT SHOCK.

Independent School District No. 695 must accept donations by way of a Resolution.

IT IS HEREBY RESOLVED by Independent School District No. 695 to accept the above list of donations.

The motion to adopt the foregoing Resolution was duly supported by Director _____, and upon being put to a vote, carried as follows:

FOR ADOPTION: Director
 Director
 Director
 Director
 Director
 Director

ABSTAINING:

AGAINST ADOPTION:

ABSENT:

Passed and adopted this 13th day of June 2022.

BY ORDER OF THE SCHOOL BOARD

School District Clerk

**INDEPENDENT SCHOOL DISTRICT NO. 695
Chisholm, Minnesota**

**CHISHOLM SCHOOLS EXTRA CURRICULAR ACTIVITIES
RULES AND REGULATIONS**

ALL COACHES AND ACTIVITY ADVISORS SHALL DISCUSS THESE RULES AND REGULATIONS WITH STUDENTS.

POLICY STATEMENT

In addition to the Rules of the Minnesota State High School League, the following rules and extra curricular regulations shall apply to all students who participate (regardless of grade) on teams and/or activities. Students participating in sports and/or activities in other districts will be under that district's rules and regulations. These rules and regulations shall be effective not only during the period of the specific activity, including practice, rehearsal and training periods, but throughout the calendar year. Penalties provided in this policy shall be enforced for violations, which occur throughout the calendar year. Following any violation, school personnel may refer the student for appropriate education, counseling, treatment or assessment.

Penalties will accumulate from the start of the student's participation on a team or activity and will be cumulative throughout the time of the student's attendance at Chisholm High School. A student with more than one violation during the same or overlapping time periods shall serve penalties consecutively, rather than concurrently.

Students are expected to abide by the rules of the District-Wide Discipline Policy and are subject to the Pupil Fair Dismissal Act as explained in the Student Handbook.

Violations of the General Regulations or the Attendance Policy as outlined in the Chisholm High School Handbook will be dealt with by the coach and/or advisor, athletic director, and principal. Any other actions that might question the integrity of the student and her/his representation of Chisholm High School will be dealt with by a committee of the coach and/or advisor, athletic director, and principal.

EXTRA CURRICULAR ACTIVITIES SUBJECT TO THESE RULES AND REGULATIONS

Cross Country (Boys and Girls)	Band	*Knowledge Bowl
Football (Boys)	Speech	*Mock Trial
Volleyball (Girls)	One-Act Plays	*Math Team
Swimming (Boys & Girls)	Choir	*Student Council
Basketball (Boys & Girls)	Cheerleading	*Class Officers
Baseball (Boys)	*TO BE TREATED AS	*Homecoming Court
Softball (Girls) A MSHSL ACTIVITY	*Close-up	
Track (Boys & Girls)	*Drama (Jr./Sr. High Plays)	

ACADEMIC STANDARDS

1. A student must receive a passing grade in all subjects and an overall quarterly GPA of 2.0. Eligibility may be probationally restored by the principal after three (3) weeks if the student is receiving a GPA of 2.0 and has no F's. In addition, upon request from a student and/or parent, the principal may call a committee meeting to review a student's GPA standing if between 1.5 and 1.99 for possible probationary reinstatement. Such committee will consist of the principal, athletic director, coach and/or advisor, and the teachers involved. Other grade point deficiencies will be dealt with on a case by case basis.
2. Upon receiving one or more F's on the quarterly grade report, a student is

ineligible for the following quarter. Eligibility may be probationally restored by the principal after three (3) weeks, if the student is receiving a passing grade in the subject previously failed and has an overall GPA of 2.0. This section will not apply to Band and Choir concerts, which are an extension of the regular school class assignment. (including band and choir concerts and competitions)

3. Fourth quarter grades will determine eligibility for the following fall quarter. One or more F's will result in ineligibility for the fall quarter. Eligibility may be probationally restored after three (3) weeks from the start of practice by the principal.
4. An ineligible student will be allowed to practice if the season is still in progress after the suspension has been completed. The privilege to practice during the suspension will be at the discretion of the coach.
5. Students participating in extra-curricular activities shall comply, when applicable, with Section 108.00 Scholastic Eligibility of the Minnesota State High School League Official Handbook, which states "students in regularly organized special classes for educable students must be making satisfactory progress toward the school's requirements for this program". The Special Education Teacher and building principal will make the determination of satisfactory progress and eligibility. If the student is determined to be ineligible, the period of ineligibility would be as provided in paragraphs 1 and 2 of this section.
6. Incompletes - An incomplete shall be treated as a failure until it is made-up as a passing grade. The student shall remain ineligible until that date unless excused by principal or athletic director for illness.

RULES REGARDING ALCOHOL, TOBACCO AND DRUGS

No student shall:

1. Use, consume, buy, sell or have in her/his possession any beverages containing alcohol.
2. Enter a bar, tavern, liquor store or other establishment whose main purpose is the sale or serving of alcohol unless required by one's job or employment.
 - a. This prohibition is not designed to prevent the student from accompanying her/his parent or legal guardian to a business place or establishment whose principal and primary business purpose is serving food to the public, but where beverages containing alcohol may also be served in conjunction with that business purpose, on condition that:
 1. The purpose of the visit is to dine or to attend such other functions as may be approved by the principal and athletic director.
 2. The student does not use, consume or otherwise have beverages containing alcohol in her/his possession.
3. Be present at a gathering or place where the student knows or reasonably should know that beverages containing alcohol are being served to, consumed, or possessed by persons under 21 years of age.
4. Use, consume, buy, sell or have in her/his possession tobacco in any form.
 - a. This prohibition is not designed to prevent the student from employment in an establishment where one of its functions is to provide such items for sale.
5. Have in possession, use, consume, buy or sell marijuana or any substance defined as a controlled substance by Minnesota Law, unless specifically

prescribed by the student's licensed physician for the student's own use.

6. Abuse, misuse, or distribute any medication or other substances prescribed by the student's licensed physician for the student's own use.
7. Be present at a gathering or place where the student knows or has reason to know that marijuana, or any substance defined as a controlled substance under the laws of the State of Minnesota, are being used, consumed, distributed or in the possession of others.

PENALTIES APPLICABLE TO ALCOHOL, TOBACCO AND DRUGS

All activities listed on page one, excluding Band, Choir and Drama will have the following penalties assessed. Penalties will be incurred as of the date school personnel are made aware of the infraction or the commencement of the activity in which the student may participate whichever occurs later. The suspension will be for periods of athletic and/or activities participation. An ineligible student will be allowed to practice if the season is still in progress after the suspension has been completed.

	<u>CONSUMPTION:</u>	<u>GUILT BY ASSOCIATION:</u>
First Offense:	6 weeks of season	3 weeks of season
Second Offense:	12 weeks of season	6 weeks of season
Third Offense:	18 weeks of season	9 weeks of season

Due to the limited number of events in Band and Choir, students missing events because of these penalties will not be penalized academically (grade lowered). Concerts will not be included under this penalty as they are an extension of the regular school class assignment.

	<u>CONSUMPTION:</u>	<u>GUILT BY ASSOCIATION:</u>
First Offense:	6 weeks of season/ 1 event / whichever is greater	3 weeks of season/1 event/ whichever is greater
Second Offense:	12 weeks of season/ 2 events/whichever is greater	6 weeks of season/1 event
Third Offense:	18 weeks of season/ 3 events/whichever is greater	9 weeks of season/1 event

Due to the limited number of events in Drama and One-Act Play, the penalties are: (Play means the entire production of each play.)

	<u>CONSUMPTION:</u>	<u>GUILT BY ASSOCIATION:</u>
First Offense:	1 play	1 Play
Second Offense:	2 plays	1 Play
Third Offense:	3 plays	1 Play

In addition to the above penalties, the student may be required to participate in an assessment/treatment program approved by Independent School District #695 starting with the first offense. Generally this will mean meeting with a designated chemical counselor who will evaluate and make recommendations. The student must follow the recommendations of said counselor in order to be considered for reinstatement of extra curricular privileges.

If after the second, third or subsequent violation, the student on his/her own volition becomes a participant in a chemical dependency program or treatment program, the student may be certified for reinstatement, in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.

If a student's first or second offense is a flagrant or highly objectionable offense, in addition to any other penalties previously imposed for the offense such student may be penalized by suspension from participation in all school

activities for up to a full calendar year (12 consecutive months) or until the student is fully discharged from probation, parole, and/or sentence, whichever is longer.

SCHOOL ATTENDANCE

The following rules apply to students who do not have any excused absence from the school classes, rehearsals or practices.

**Exceptions to these rules may be granted by a physician, the principal, the athletic director, or their designee for excused absences.

1. The coach must be notified and give approval prior to any expected absences from practice.

PENALTY: The student who fails to notify the coach of his/her absence will be subject to team/activities discipline guidelines.

2. The student must be in school for the next full day following a week night game, competition, activity, and/or performance.

PENALTY: The student will neither practice that night, nor participate in the next game, competition, activity, and/or performance.

3. ~~The student must attend all classes on the day of a game, competition, activity, and/or performance unless the absence is excused by the principal and/or athletic director.~~ The student must attend all classes on the day of a game or practice. The only excused absences allowed are for medical appointments or funerals. Any other absence must be pre-approved by the activities director or principal.

PENALTY: The student will not participate in the game, competition, activity, and/or performance that day.

4. The student must attend all classes each day.

PENALTY: The student will not be allowed to practice that day. This could lead to missing the next game, competition, activity, and/or performance if this falls into team/activity discipline guidelines.

5. A student who is sent to I.S.S. is considered absent from class for the purposes of these rules.

PENALTY: The student will not be allowed to practice or participate in any game, competition, activity, and/or performance on that day.

TRANSPORTATION

Students will use district transportation to and from events unless otherwise approved by the coach/advisor. Students may be allowed transportation by only a parent/guardian to or from an event. A note must be submitted to the coach/advisor for permission to be granted by the coach or advisor.

SPORTSMANSHIP

1. The student must behave according to generally accepted sportsmanship rules:

PENALTY: The student who receives an unsportsmanship conduct penalty may be benched for the remainder of the game. If the penalty occurs during the last period and/or quarter of the game, the student may not be allowed to participate in the next game, competition, activity, and/or performance.

PENALTY: Profanity during practices and games, competitions, activity, and/or performance will result in disciplinary action by the coach/advisor.

PENALTY: Disobedience, disrespect, misconduct, in any school and/or community interaction may result in suspension from a game/games, competition, activity, and/or performance. A committee of a coach and/or advisor, athletic director, principal, and parents may extend the suspension for the entire season.

PENALTY: Criminal Conviction/Adjudication: Students convicted of a gross misdemeanor or felony will be dropped from all school activities for one calendar year.

PENALTY: Conviction/Adjudication of a misdemeanor offense: Penalty will be determined by the nature of the offense.

LOST OR DAMAGED EQUIPMENT

The student will pay the replacement/repair cost of any lost, stolen or damaged equipment issued to or used by the student when such loss or damage is a result of the fault or negligence of the student.

STATEMENTS TO BE SIGNED BY PARTICIPANT AND PARENT

I have read and understand the preceding regulations, have furnished a copy to my parents or guardian, and have secured my parent's or guardian's signature hereon, which acknowledges receipt of this copy.

Date

Student's Signature

I acknowledge receiving a copy of the Extra Curricular Activities Rules and Regulations.

Date

Parent's/Guardian's Signature

Please return this portion to the Athletic Director's Office.

School	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Avg
Chisholm Elementary		134	130	127	125	128	128	128	129	128	128	128.5
Chisholm High School		354	343	343	333	335	337	334	331	329	329	336.8
Early Childhood Family Education		33	29	30	30	31	37	39	41	41	41	35.2
Pre-School Screening		3	9	5	1	2	7	7	2	2		4.2
Vaughan Steffensrud		228	231	224	222	224	227	220	222	220	220	223.8
Enrollment		1	1	1	1	1	1	1	1	1	1	1.0
Total		738	734	726	712	720	731	724	724	721	719	724.9