

GEF

SCHOOLS

*fostering lifelong learners
in a caring environment*



**Student/Parent
Handbook
2020-2021**

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WELCOME TO GFW SCHOOLS

We welcome you as a student of GFW and hope you have a pleasant and profitable educational experience while enrolled here. At GFW we believe that we all belong to a community of students, teachers, administrators, educational assistants, secretaries, bus drivers, cooks and custodians, for the purpose of providing opportunities for students to learn.

The creation of an environment which is conducive to learning is a top priority of the staff and administration at GFW. To realize this goal, we make efforts to maximize the learning opportunities available and keep students' rules and regulations to a minimum. While providing our students with a minimum of restrictions, we do place on them maximum responsibilities for their behavior and expect them to follow the rules that are established for the welfare of the entire student body. We expect all students to assume a responsible and mature attitude regarding their educational endeavor.

Be proud of your school. Take good care of it, and feel free to make suggestions for improving it. GFW will be whatever you make it. Let us always have the spirit to do things which make it outstanding. Remember, "If better is possible, good is not enough."

The policies outlined in the student handbook apply equally to all students. It is recognized that the student handbook will be interpreted at the discretion of the principal for the benefit of all students.

This handbook is given to you for the purpose of providing information that will assist you in having a good school year. It is not intended to provide you with detailed policy information, but provides an overview of policies that impact you as a student at GFW School. If you would like more detailed information on specific policies or procedures, please feel free to stop in the office. We would be happy to take time to review any of this information.

Best wishes for a happy and successful year.
GFW Faculty, Staff and Administration

EQUAL EDUCATIONAL OPPORTUNITY

It is the school district's policy to provide equal educational opportunity for all students. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation or age. The school district also makes reasonable accommodations for disabled students.

The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute violation of the school district's policy on harassment and violence and the school district's procedures for addressing such complaints, refer to the school district's policy on harassment and violence.

The GFW Equal Educational Opportunity Policy applies to all areas of education including academics, coursework, co-curricular and extracurricular activities, or other rights or privileges of enrollment.

Any student, parent or guardian having any questions regarding this policy should discuss it with the appropriate school district official as provided by policy. In the absence of a specific designee, an inquiry or a complaint should be referred to the superintendent.

Notice of Non-Discrimination

The GFW Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Jeff Horton, GFW Business Office
323 E. 11th Street
Gibbon, MN 55335
(507) 834-9813

GFW ADDRESSES AND PHONE NUMBERS

Elementary
323 East 11th Street Gibbon, MN 55335
(507) 834-6501

Jr./Sr. High School
1001 N Cottonwood Street Winthrop, MN 55396
(507) 647-5382

Web Address: www.gfwschools.org

SCHOOL TIMES

Elementary	8:20 - 3:15
Jr./Sr. High School	8:20 - 3:01

SHUTTLE BUS INFORMATION

Shuttle buses will leave as follows:

	AM	PM
Elementary	8:00	3:22
Fairfax Hub	7:45	

Shuttle Buses have been assigned as follows:

Fairfax to Gibbon

KG - 1st (PLS)	Bus 10
2nd - 3rd (PLS)	Bus 21
4th-5th	Bus 15

Winthrop to Gibbon

KG - 1st (PLS)	Bus 18
2nd - 3rd (PLS)	Bus 17
4th-5th	Bus 16

Fairfax to Winthrop

6th - 7th	Bus 14
8th - 9th	Bus 20
10th - 12th	Bus 12

Gibbon to Winthrop

6th - 7th	Bus 14
8th - 9th	Bus 20
10th - 12th	Bus 12

**DUE TO THE EVER-CHANGING CIRCUMSTANCES AROUND COVID19, THESE TIMES
AND DESIGNATIONS MAY CHANGE**

In order to support student safety, GFW Schools will follow state agency guidelines for transportation. Process and procedures will be in place to allow for social distancing to the maximum extent possible; however, state requirements for busing do not require a distance of 6 feet between students.

FEES AND RATES SCHEDULE 2020-2021

Admission

Adults	\$6
Students	Free
Senior Citizens (age 62)	\$4
10 Event Ticket	
Adult	\$55
Student	Free
Senior Citizens (Age 62)	\$35
Season Ticket	
Adult	\$65
Student	Free
Senior Citizens (Age 62)	\$40

Elementary School

Lunch	\$2.85
Breakfast	Free
Chromebook Usage Fee	\$20

Jr. High School

Jr. High School Sports	\$55
Musical Instrument Rental	\$35
Percussion	\$25
Knowledge Bowl	\$20
Lunch	\$3.05
Breakfast	Free
Chromebook Usage Fee	\$20

Sr. High School

Sports	\$90
Individual Maximum	\$270
Family Maximum	\$450
Fine Arts	\$50
(plays, knowledge bowl, pop choir, jazz band)	
Individual Maximum	\$150
Family Maximum	\$300
Musical Instrument Rental (per semester)	\$35
Percussion (per semester)	\$25
Lunch	\$3.05
Breakfast	Free
Chromebook Usage Fee	\$20
Drivers Education (driving & classroom)	\$380
Adult Lunch	\$4.20
Adult Breakfast	\$2.60

Revised 7/2020

GFW STUDENT RIGHTS

All students have the right to an education and the right to learn.

STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;
- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H. To be aware of and comply with federal, state, and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical or verbal manner; and
- N. To recognize and respect the rights of others.

ACADEMICS

SR. HIGH SCHOOL CREDIT REQUIREMENTS

Students are required to take academic classes six out of seven periods. To fill a schedule the student may register for a study hall, an academic class, or as a teacher's assistant during the remaining period.

The following credits will be required for graduation:

To graduate from GFW Sr. High School, students must complete a minimum of 24 credits. There are 15.5 required credits and the other are electives. Students are expected to balance their required courses with their electives.

REQUIRED

4	English
3	Math
3	Science
3	Social
.5	Economics
1	PE/Health
1	Fine Art (Music, Theater, Visual Arts)

Students must also receive a passing score in the state mandated basic requirements testing. To participate in the graduation ceremony a student must be within one-half credit, and all required coursework completed and passed before a student will be allowed to participate in graduation activities. In addition to the credit requirements described above, to receive a high school diploma a student shall demonstrate competency in the Minnesota Standards as required by law.

Senior Honors	SUMMA CUM LAUDE	G.P.A. 3.750 - 4.000 (+) GOLD CORD
	MAGNA CUM LAUDE	G.P.A. 3.450 - 3.749 RED CORD
	CUM LAUDE	G.P.A. 3.200 - 3.449 WHITE CORD

Based on WEIGHTED CUMULATIVE GRADE POINT AVERAGE after 8 semesters.

*Honor recognition will be designated on the graduation program and by honor cords reflecting the student's cumulative G.P.A.

SR. HIGH SCHOOL NATIONAL HONOR SOCIETY

Membership in the National Honor Society is open to qualified sophomores, juniors and seniors. Students who have a 3.5 or higher cumulative grade point average (on a weighted scale) meet the scholarship requirements for candidacy. These students are then eligible for consideration on the basis of service, leadership and character. All faculty members are invited to rate the candidates, and the actual selections are made by the faculty council looking at the applications and teacher recommendations. While the academic criterion is important, membership is not considered on the basis of grades alone. Only those students with high academic achievement, strong character, demonstrated leadership skills and service to their school and community will be selected for membership.

HONOR RECOGNITION SR. HIGH SCHOOL GRADUATION

Honor recognition will be designated on the graduation program and by honor cords to reflect the student's cumulative G.P.A. Valedictorian (highest grade point average in the graduating class) Salutatorian (2nd highest grade point average in the graduating class)

SUMMA CUM LAUDE	G.P.A. 3.750-4.000 (+)	GOLD CORD
MAGNA CUM LAUDE	G.P.A. 3.450-3.749	RED CORD
CUM LAUDE	G.P.A. 3.200-3.449	WHITE CORD

This will be based on WEIGHTED CUMULATIVE GRADE POINT AVERAGE after 8 semesters.

Valedictorian	(Student with overall ranking of #1)
Salutatorian	(Student with overall ranking of #2)

The Valedictorian and Salutatorian will be identified in the graduation program and may be selected as speakers. The graduation program will be planned, and speakers chosen, by the senior class with the approval of the high school principal. Speakers at graduation must not have had an MSHSL violation or school discipline issues resulting in a suspension (in or out of school) during their junior or senior year. The grade point averages will reflect credits earned at GFW Sr. High School. Other credits including those earned through non-public schools, home schools, other public high schools, area learning centers, PSEO, correspondence courses, and alternative school, may be applied toward graduation honor at the discretion of the high school principal.

A-F/4.0 Scale		A-F Adv. Placement/5.0 Scale	
Score	GPA Val.	Score	GPA Val.
A	4	A	5
A-	3.667	A-	4.667
B+	3.333	B+	4.333
B	3	B	4
B-	2.667	B-	3.667
C+	2.333	C+	3.333
C	2	C	3
C-	1.667	C-	2.667
D+	1.333	D+	2.333
D	1	D	2
D-	0.667	D-	1.667
F	0	F	0
I	0	I	0

GFW Honor Roll	3.667-5.0(+)=A Honor Roll	2.667-3.666=B Honor Roll
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Grades that will be weighted include:

AP and College NOW Courses are calculated using a 5.0 scale. All other courses are on a 4.0 scale when calculating a student's GPA.

INCOMPLETE POLICY - grades 6-12

If a student has been absent, they will be given the allotted time stated in the student absences section to turn in their work. Any incomplete not made up after two weeks following the end of the grading period will be a failing grade.

SENIOR LUNCH PASS

With written permission from parents on file, seniors may sign out to leave the building during lunch, but not use, be in, or around vehicles. Students are required to sign in to school upon return to school. Students are expected to report to class on time. This privilege is extended to juniors who meet the same criteria on the last school day of each week.

Students are expected to follow all expectations of student conduct outlined in the student handbook when on and off of school property during their designated lunch time and during all other times of the school day. Failure to do so will result in a loss of privileges to leave the building during designated lunch time.

ATTENDANCE

ATTENDANCE INFORMATION

Regular school attendance is one of the most important ingredients in achieving a successful education. When parents are involved and interested in their child's attendance and education, the child's attendance rate is higher. Minnesota law requires students to attend school.

Parents are obligated to compel the attendance of their child at school. Parents have the right to meet with appropriate school personnel to discuss their child's attendance.

The principal or designee shall determine whether the absence is excused or unexcused in accordance with district policy.

The procedures and consequences for being absent are listed below:

PARENT'S AND GUARDIAN'S RESPONSIBILITY

When a student must be absent from class for illness, religious observance, or unforeseeable emergencies, parents must inform the office of the school where your child attends (call or email) of the absence. This notification must be made on the day of the absence by 9:00 a.m. If it is not possible to contact the office by phone, a written note with parent signature must be received by our office within one

(1) school day upon the student's return. If we do not receive either a note or phone call, the absence will be considered unexcused. Students that leave the building at any time during the school day without notifying the Principal or the secretary, to receive permission to leave, will be considered unexcused absence. The student must sign out with parent permission. The school attendance policy and state law, in general, DO NOT accept the following as excused absences:

- 1) oversleeping;
- 2) parents needing an errand performed;
- 3) haircuts and beauty appointments;
- 4) friends or relatives visiting;
- 5) pets needing care;
- 6) friends and relatives needing a ride;
- 7) shopping;
- 8) missed bus or vehicle problems except in extremely severe weather;
- 9) senior pictures;
- 10) work;
- 11) other.

All these excuses are viewed both by the school district and by state law as inappropriate disruptions to the student's education.

CLASSIFICATIONS OF ABSENCES

A. SCHOOL AUTHORIZED ABSENCES:

1. All school approved absences through the principal's office.
College visits (2 days for Junior and 2 days for Seniors)
School sponsored curriculum
School suspension
Authorized appointment with school personnel
2. Official religious holidays.
3. Death in the immediate family i.e. grandparents, brothers, sisters, and parents.
4. Court ordered appearances with verification from the court.
5. Medical appointments with verification from the medical facility.
Chiropractor
Doctor
Dentist
Mental Health
Optometrist
Other valid professional appointments

B. VERIFIED ABSENCES

These absences need to be verified at the time a student returns to school. Examples would be illnesses, family emergencies, or pre-arranged absences with parental permission. Extended medical absences require a doctor's note.

C. UNEXCUSED ABSENCES

All absences not school authorized and not verified within one school day by parents are considered as unexcused. The authority to decide if an absence is excused rests with the Principal – not the parents.

At the beginning of each semester/trimester, absence accumulation will begin anew.

D. TRUANCY

Students who have absences that could lead to truancy will be tracked and parents will be notified, prior to legal action being taken.

E. MAXIMUM ABSENCE POLICY (EXCUSED AND UNEXCUSED)

An attendance contract will be put into place after 15 unexcused days or 125 unexcused periods. The contract will determine if a loss of credit is possible for the semester if further unexcused absences are incurred.

F. MAKE UP POLICY

All work for absences must be made up. Make-up work will be due "after the number of days absent plus one". Additional days may be granted at the discretion of the individual teacher.

PRE-ARRANGED ABSENCES

In the event you know you are going to be gone:

Notify the office, make sure to have a note or other form of verification from your parent about this absence.

Communicate with your teachers as to the duration of absence so that they can help keep your education on track. Do this as soon as you know you are going to be gone.

LEAVING THE BUILDING DURING THE DAY

Students leaving the building during the school day **MUST** come to the office and get a **PERMIT TO LEAVE** slip from the secretary before they leave. Permission will be granted if the student has a note from his/her parent or guardian stating the reason to leave, the time the student should leave, and the date. If a note is not brought in, a phone call to the parent or guardian is necessary before permission will be granted for a student to leave the building. **AFTER** permission has been granted, students must sign out in the office. Students are not permitted in or around vehicles unless it is approved by a **PERMIT TO LEAVE** slip.

Any student who becomes ill during the school day must report to the Health Office or Principal's Office.

In order for a student to leave school for the illness, the student must check with the health paraprofessional, school nurse, principal or principal designee before they will be allowed to leave.

Students will be marked unexcused if these steps have not been followed. Please refer to the unexcused absence policy for the consequences.

Jr./Sr. High School PROCEDURE FOLLOWING AN NON-PRE ARRANGED ABSENCE

- Stop in the office before the start of the school day to verify the reason for the absence
- Check with your teacher to get your work.
- It is the responsibility of the student to get this from their teacher

TARDIES

Jr./Sr. High School - Students are tardy when they are not in their assigned seats at the designated building/class starting time which is usually marked by the bell. All unexcused tardiness is noted and becomes a part of the student's permanent record.

In grades 9-12 the accumulation of tardies will result in the following consequences.

First offense of five (5) tardies will result in one (1) hour of detention

Second offense of five (5) tardies will result (2) hours of detention

Third offense of five (5) tardies will result in one day of assigned In-School Suspension.

Fourth offense and every offense thereafter will result in continued suspension, in or out of school.

Elementary School - Students are tardy when they are not in their classroom at the designated building start time which will be marked by the bell. All unexcused tardiness is noted and goes on the permanent record.

BUS

BUS PASSES

Any request for rides other than those permanently scheduled must receive prior approval from the office and a bus pass will be issued. The bus pass must be presented to the driver at the time of boarding.

BUS REGULATIONS

Transportation by school bus is a privilege not a right. Disciplinary infractions may be reported by the bus drivers, students, school personnel or others. Consequences are assigned by the principal.

**TRANSPORTATION
Conduct Report**

Student's Name _____

Route or Shuttle _____

Class/Grade _____

Bus No. _____

Date of Incident _____

Driver's Name _____

NOTICE TO PARENTS

1. The purpose of this report is to inform you of a disciplinary incident involving the student on the school bus.
2. You are urged to both appreciate the action by the bus driver and to cooperate with the corrective action initiated today.

Class I

- Refusing to obey driver
- Failure to remain seated
- Profanity (comment)
- Name calling/teasing
- Spitting
- Moving/changing seats while bus in motion
- Bothering others (comments)
- Other (comment)

Class II

- Fighting
- Lighting Matches
- Hanging out window
- Smoking
- Throwing objects on bus
- Vandalism (comment)
- Other (comment)

Comments _____

STATUS OF REFERRAL:

Class I

- 1st Offense - warning, parent contact, review bus expectations
- 2nd Offense - Detention or age appropriate consequence
- 3rd Offense - PARENT meeting, possible loss of bus privilege
- 4th Offense - Parent meeting, loss of bus privilege at Administrator's discretion

Class II

- 1st Offense - 3 days denial of bus privilege
- 2nd Offense - 5 days denial of bus privilege
- 3rd Offense - 10 days denial of bus privilege
- 4th Offense - Administrator's Discretion

PRESENT ACTION AND RECOMMENDATIONS

Student regrets incident

Date of action _____

Administration has the discretion to give alternate consequences in any and all cases.

Student denied bus privilege on _____ through _____

Bus Driver or Owner's Signature

Administrator's Signature

Date _____

Date _____

A COPY WILL BE SENT TO PARENT, PRINCIPAL AND DRIVER

SCHOOL BUS WINTER SAFETY FOR STUDENTS

Do:

- Do dress in warm winter clothing -- hats, mittens and boots.
- Do be on time at the bus stop
- Do wait for the bus several feet further off the road in a safe place in winter weather.
- Do use the handrail when boarding or exiting the bus to prevent slipping and injuring yourself on icy road surfaces or steps.
- Do keep your head and arms inside the windows when riding the bus to prevent frostbite and other injuries to your limbs and face.
- Do move away from the bus to a place where the driver can see you and you can see the driver after you get off the bus.
- Do cross 10 feet in front of the bus, but wait for the "all clear" signal from the driver before leaving the curb.
- Do keep all papers and articles in a backpack.

Don't:

- Don't throw snowballs at passing school buses or other vehicles - you could shatter a window and injure someone inside or distract the driver and cause an accident.
- Don't stand or play on snow piles at the bus stop -- you could slide into the street in the path of oncoming traffic.
- Don't attempt to retrieve your books or lunch box from around or underneath the bus until after it has cleared the unloading zone.
- Don't push or shove when getting on or off the bus.
- Don't chase after the bus or attempt to grab the rear bumper.

CONDUCT

CHEATING

Students caught cheating will lose credit for the assignment and will not be allowed to make up the work and may be subjected to further disciplinary action.

CLASSROOM DISRUPTIONS

If a teacher asks the student to leave the classroom, the student is to come to the Principal's Office IMMEDIATELY and explain the situation.

CLASSROOM MANAGEMENT

Each teacher has a set of rules (classroom management plan) for their classroom. These rules and the school rules are to be followed in the classroom. When a student disobeys these rules, the teacher may assign detention.

Jr./Sr. High School (6-12) -If detention has been assigned by a teacher, the following procedure will be followed:

1. The teacher who assigns detention is expected to supervise the student(s) detention in his/her classroom.
2. The teacher will notify the parents of the detention.
3. The student will be allowed one day for arrangements (tell parents, arrange transportation, etc.)
4. Detention may be held before or after school at the discretion of the teacher.
5. A student who does not complete the assigned detention will be referred to the Principal.

Elementary Discipline (K-5)

The elementary school has a Positive Behavior Interventions and Support (PBIS) plan. The plan is The Bird Way—Be Respectful, Be Responsible, Be Safe! This is an approach in behavior management on a school-wide level, in a specific setting such as the bus, hallways, cafeteria, classroom, recess, and when using technology. It is based on the idea that when students are taught clearly defined behavioral expectations 80-85% of students will meet these expectations. The 15-20% of students not responding to universal interventions will receive additional support through group and individual interventions.

Tier I: The key components of an effective school wide PBIS system are:

- Clearly defining and teaching a set of behavior expectations
- Consistently acknowledging and rewarding appropriate behavior
- Constructively addressing problematic behavior
- Effectively using behavior data to assess progress

Tier II: Focuses on students who are exhibiting behaviors that can be dealt with in the classroom but require intervention. The steps leading to intervention with minor infractions are as follows:

1. Warning
2. Think Sheet (Teacher may include time out and/or privilege loss as consequence)
3. Home Link Think Sheet (Teacher may include time out and/or privilege loss as consequence)
4. **Possible Interventions:** Re-teaching of behaviors in small group or one on one and teacher phone call home, behavior charts, reflection sheets, conference with administrator
5. If the behaviors do not improve then an Office Discipline Referral may be made or referral to Tier 3 Interventions.

Tier III: Focuses on students who have a major infraction (may include but is not limited to fighting, running away, continuous disrespect, behavior that disrupts an entire class over an extended time, destroying school property, verbal abuse, profanity, stealing, bringing a weapon to school, or bullying). The steps for invention with major infractions are as follows:

1. In cases of major infractions students may be directed to the office immediately, or an Office Discipline Referral form is completed and accompanies a student to the office
2. The administrator determines appropriate consequences and enters the referral electronically. Appropriate consequences may include time out, loss of privileges, work in school, in school or out of school suspension, bus suspension, etc.
3. A phone call home is made. If the student receives a suspension day, the notice is generated and sent to parent/guardian
4. **Possible Interventions:** Reteaching behaviors in small group or one on one. Functional Behavior Assessment Social Skills training. School Linked Mental Health, working with school Social Worker

CODE OF STUDENT CONDUCT

The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
2. The use of profanity or obscene language, or the possession of obscene materials;
3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Violation of the school district's Hazing Prohibition Policy;
5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco or tobacco paraphernalia;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;

14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to, pagers, radios, and phones, including picture phones;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district' Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;

33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
35. Impertinent or disrespectful language toward teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating, or that degrades other people;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;
44. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
45. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act;
- Q. Preparation of an admission or readmission plan;
- R. Saturday school;

- S. Expulsion under the Pupil Fair Dismissal Act;
- T. Exclusion under the Pupil Fair Dismissal Act; and/or
- U. Other disciplinary action as deemed appropriate by the school district.

Consequences - Grades 6-12

The following disciplinary guidelines will be implemented at the discretion of the Principal or Student Dean. Disciplinary infractions will generally result in the following progression of consequences along with parent/guardians being notified:

1. Detention(s) and meet with Student Dean or Principal
2. Suspension*
3. Three-day suspension
4. Five-day suspension and meet with superintendent
5. Begin expulsion procedure

*A written contract signed by parents or guardians, student, and principal or student dean will be required to readmit students who have been assigned out-of-school suspension.

DETENTION POLICY

The student will serve their detention as assigned.

Students will be expected to follow the established expectations as determined by the supervisor. Failure to do so may result in further disciplinary action.

DRUG FREE SCHOOLS

General Statement of Policy

- Use of controlled substances, toxic substances, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- It shall be a violation of this policy for any student, teacher, administrator, other school district personnel, or member of the public to use alcohol, toxic substances or controlled substances in any school location.
- The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

Definitions

- “Alcohol” includes any alcoholic beverage, malt beverage, or fortified wine or other intoxicating liquor.
- “Controlled substances” include narcotic drugs, tobacco, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, including analogues and look-alike drugs.
- “Toxic substances” includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.
- “Use” includes to sell, buy, distribute, dispense, possess, use or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.
- “Possess” means to have on one’s person, in one’s effects, or in an area subject to one’s control.
- “School district location” includes any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school- approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

Exceptions

- It shall not be a violation of this policy for a person to bring onto a school location, for such a person's own use, a controlled substance which has a currently accepted medical use in treatment in the United States and the person has a physician prescription for the substance. The person shall comply with the relevant procedures of this policy.
- It shall not be a violation of this policy for a person to possess an alcoholic beverage in a school location when the possession is within the exceptions of Minn. Stat. §624.701, Subd. 1a (experiments in laboratories or pursuant to a temporary license under Minn. Stat. § 340A.404, Subd. 10 and § 340A.403, Subd. 2).

Procedures

- Students who have a prescription from a physician for medical treatment with a controlled substances are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The student must provide a copy of the prescription [to the school nurse or principal or other designated staff] to be kept on file, along with other emergency information. It is the responsibility of the student to provide a copy of a renewal after a prescription has expired.
- Employees who have a prescription from a physician for medical treatment with a controlled substances are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- Employees are subject to the school district's drug and alcohol testing policies and procedures.
- Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the Superintendent.
- Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the school board only. The applicant for permission shall apply in writing and shall follow the school board procedures for placing an item on the agenda.

Enforcement

Students

- A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.
- The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials where appropriate.

Employee

- An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination or discharge as deemed appropriate by the school board
- In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension or termination as deemed appropriate by the school board.
- As a condition of employment in any federal grant, an employee who is engaged directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his/her supervisor in writing of his/her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction.
- Sanctions against employees, including nonrenewal, suspension, termination or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies

The Public

- A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

EXPULSION

Expulsion or exclusion, which is being removed from school, may be imposed in accordance with the Pupil Fair Dismissal Act.

HARASSMENT AND VIOLENCE

It is the policy of the school district to maintain a learning and working environment that is free from religious, racial or sexual harassment and violence. The school district prohibits any form of religious, racial or sexual harassment and violence.

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the school district to harass a pupil, teacher, administrator or other school personnel through conduct or communication of a sexual nature or regarding religion and race as defined by this policy. (For purposes of this policy, school personnel includes school board members, school employees, agents, volunteers, contractors or persons subject to the supervision/control of the district.)

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the school district to inflict, threaten to inflict, or attempt to inflict religious, racial or sexual violence upon any pupil, teacher, administrator or other school personnel.

The school district will act to investigate all complaints, either formal or informal, verbal or written, of religious, racial or sexual harassment or violence, and to discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who is found to have violated this policy.

HAZING PROHIBITION

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

General Statement of Policy

- No student, teacher, administrator, volunteer, contractor or other employee of the school district shall plan, direct, encourage, aid or engage in hazing.
- No teacher, administrator, volunteer, contractor or other employee of the school district shall permit, condone or tolerate hazing.
- Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy
- This policy applies to behavior that occurs on or off school property and during and after school hours.
- A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor or other employee of the school district who is found to have violated this policy.

Definitions

A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated

into or affiliated with a student organization, or for any other purpose. The term hazing includes, but is not limited to:

1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking or placing a harmful substance on the body.
2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
4. Any initiation related activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

B. "Student organization" means a group, club or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities or particular school events. A student organization does not have to be a official school organization to come within the terms of this definition.

Reporting Procedures

Any person who believes he or she has been the victim of hazing or any person with knowledge of belief of conduct which may constitute hazing shall report the alleged acts immediately to the building principal.

OUT OF SCHOOL SUSPENSION

Out of School Suspensions may range in length from one class period to multiple days. All suspensions will be conducted according to the guidelines of the Pupil Fair Dismissal Act. All work missed must be completed and turned in on the day returning from a suspension or the student may receive a zero. It is the parent's responsibility to coordinate with the school to get the work for their students.

IN-SCHOOL SUSPENSION

In-School suspension will be monitored at all times. All work must be completed by the end of the day or the student may receive a zero.

WEAPONS POLICY

General Statement of Policy

No student or nonstudent, including adults and visitors, shall possess, use or distribute a weapon when in a school location.

Definition

A. "Weapon"

1. A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No student shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or nonfunctional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No student shall use articles designed for other purposes (i.e., belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

B. "School Location" includes a school building, school grounds, school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school premises or events, and all school-related functions.

C. "Possession" means having a weapon on one's person or in an area subject to one's control in a school location. A student who finds a weapon on the way to school or in the school building, or a student who discovers that he or she accidentally has a

weapon in his or her possession, and takes the weapon immediately to the principal's office shall not be considered to possess a weapon.

Consequences For Weapon Possession/Use/Distribution

A. The school district and the school take a position of "Zero Tolerance" in regard to the possession, use or distribution of weapons by students. Consequently, the minimum consequence for students possessing, using or distributing weapons shall include:

1. immediate out-of-school suspension;
2. confiscation of the weapon;
3. immediate notification of police;
4. parent or guardian notification; and
5. recommendation to the Superintendent of dismissal for not to exceed one year.

B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case- by-case basis.

Administration Discretion

While the school district and the school takes a "Zero Tolerance" position on the possession, use or distribution of weapons by students, the Superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

VANDALISM/DAMAGE TO SCHOOL OR PERSONAL PROPERTY

If a student vandalizes school or personal property, the students will be required to restore the damage through monetary restitution. Other disciplinary action, including service work to the school, may be assigned at the discretion of the Principal. All vandalism incidents will be reported to local law enforcement personnel. A minimum monetary retribute may be assigned by the principal.

CO-CURRICULAR

CO-CURRICULAR ACTIVITIES

The State High School League rules will be followed for all students along with the specific guidelines established by the GFW School District. According to our attendance policy, when a student has been absent from school the entire day without an excuse, he/she shall not participate in the event or practice that evening. If a student is sick all day or becomes ill and is unable to return to class, they will need to go home and will not be allowed to practice or participate in the event.

Prior approval of an absence is required to participate in all co-curricular activities. Please contact the principal or activities director, prior to missing school, to get approval for activity participation.

ACADEMIC/CO-CURRICULAR ELIGIBILITY

All students will be monitored weekly for academic eligibility.

In cases where a student's progress is not satisfactory, the student will enter a period of academic probation for one week. The student will be allowed to practice and play during the probation period.

If the student's progress is not satisfactory after the academic probation period, the student will be suspended from play until such time as the student is again making satisfactory progress. Satisfactory progress shall be defined as passing all classes. Ineligible students will be expected to attend practice to remain as an active member of the team.

Fail list will be generated on the final school day of each week. The weekly eligibility period will run from the following Monday morning through Saturday.

FAN/AUDIENCE EXPECTATIONS

Attendance at GFW's extracurricular events and activities is a privilege not a right. GFW will follow the MSHSL spectator expectations policy. Any severe inappropriate behavior may result in immediate removal from the event or activity without a warning.

First offense: Student receives a verbal warning

Second offense: Student is asked to leave the event

Third offense: Students attendance at future events/activities will be restricted at the discretion of administration.

MSHSL MINIMAL BEHAVIOR EXPECTATIONS FOR REGULAR AND POSTSEASON TOURNAMENT COMPETITIONS:

- Respect the American flag and the National Anthem.

- Spectators must wear clothing that covers the entire torso. Those who do not comply or who wear clothing that is vulgar, obscene or that in some other way inappropriate, as determined by school/tournament personnel, will be removed from the arena/stadium if they do not cooperate with this behavior expectation.

- The use of appropriate language is expected at all times. Profanity, negative chants, booing, trash talk, name calling, personal attacks or other acts of disrespect are unacceptable and must be immediately addressed by school and/or tournament administrators.

- Respect the game/contest. Under no condition shall anyone other than the members of the official squad enter the playing surface. No one may interfere with the contest in any way.

- Hand held signs, which do not obstruct the view of others, will be permitted provided they are in good taste. Signs, message boards, "white" boards or other similar items contest/tournament officials deem to be in poor taste will be removed.

- Artificial noisemakers (i.e. megaphones, cowbells, sirens, whistles, thunder sticks, and other similar items) are not allowed.

- Laser lights are strictly prohibited.

THANK YOU for supporting your student athletes and fine arts participants and for providing a positive environment in which educational activities are conducted.

ACTIVITIES – SR. HIGH SCHOOL

The following sports are offered at GFW BUS TO CO-CURRICULAR EVENTS

Participants must ride the bus to and from the site of the activity unless permission is granted by the administration. If you ride the bus as a spectator to an activity, you must also ride it back home unless permission is granted by the Principal and/or coach. Parents may take **ONLY** their children home from an extracurricular event. Parents must tell the person in charge that they are taking their child home and that the child is **NOT** riding the bus.

FALL

Football

Volleyball

Cross Country

Bowling

WINTER

Girls/Boys Basketball

Wrestling

Dance Team

SPRING

Girls/Boys Track

Girls/Boys Golf

Baseball

Softball

Trap Shooting

OTHER ACTIVITIES:

Student Council-Grades 9-12

Students run for office and the student body votes by grade. If elected, they are required to attend all meetings which are usually held during school, but occasionally a meeting is held before or after school. Student Council members are involved in things such as: Homecoming, Spring Fling, outside calendar, Student Council Division meetings, and promoting activities meant to enhance the school environment.

Pop Choir-Grades 10-12

Students should be a member of the concert choir or mixed choir to qualify (exceptions will be made at the discretion of the director). Students will sing and dance to pop, swing, and jazz.

Jazz Band-Grades 9-12

Students must be a member of the 9th grade band or concert band to qualify. There will be performances at winter and spring concerts, state music contest, a jazz festival and any other community event that may be scheduled. Jazz band meets in the mornings at 7:30. Practices average 2 to 3 per week. Some evening practices may be scheduled if needed.

FFA-Grades 9-12

Students must be enrolled in an ag course or have already completed an ag course. Meetings are once a month usually on the first Monday at 7:30 p.m. FFA members are involved with fundraisers, group outings, and attend events relating to agriculture and leadership.

FLA/Future Leaders of America-Grades 9-12

Students will need to pay dues (\$10) and actively participate in projects. Meetings are held monthly before school. Committee meetings will be held when necessary. FLA promotes leadership qualities through projects in the school and community.

Knowledge Bowl-Grades 9-12

There is a participation fee of \$50. Practice starts after Thanksgiving and goes until the first week of April. Practices are on Tuesday and Friday after school from 3:30 to 5:00. Students compete in competitions with their teammates at area schools. Questions are taken from the general curriculum for grades 9-12, including Minnesota history and geography.

National Honor Society-Grades 11-12

Membership in the National Honor Society is open to qualified sophomores, juniors and seniors. Students who have a 3.5 or higher cumulative grade point average (on a weighted scale) meet the scholarship requirements for candidacy. These students are then eligible for consideration on the basis of service, leadership and character. All faculty members are invited to rate the candidates, and the actual selections are made by the faculty council looking at the applications and teacher recommendations. While the academic criterion is important, membership is not considered on the basis of grades alone. Only those students with high academic achievement, strong character, demonstrated leadership skills and service to their school and community will be selected for membership.

The NHS strives to recognize the total student: one who excels in all these areas in activities and everyday life. Meetings are usually once a month during lunch. Students are involved in activities including bloodmobile, staff appreciation breakfast, tutoring, etc.

Theater - Grades 6-12

Students have an opportunity to be part of a performance in either the one-act play or three-act play. Students interested in either performing or crew members are encouraged to participate.

ACTIVITIES – 6-8

Band
Choir
Classroom Music
Friendship Groups
MathCounts - Grades 7 & 8
Science Fair
Student Council
Student of the Month

Athletics

Baseball - Grades 7 & 8
Basketball - Grades 7 & 8
Football - Grades 7 & 8
Golf - Grades 7 & 8
Softball - Grades 7 & 8
Track - Grades 7 & 8
Volleyball - Grades 7 & 8
Wrestling - Grades 7 & 8
Dance 7 & 8 (Fall)

GENERAL INFORMATION

COUNSELOR

The high school counselor works with the students in three domains: Academic, Social/Emotional, and Career and College Readiness. The high school counselor collaborates with students, parents, educators, administrators and different facets of the community to help students prepare for a successful life after graduation.

SCHOOL SOCIAL WORKERS Grades Pre K - 8

School Social Workers offer academic, emotional and social support to ensure academic success, educational equity and social justice for every student. Social workers can provide a vital link between school, home and community. Assistance includes: friendship troubles, bullying, family concerns, problem solving, grief/loss, divorce in the family, depression, suicide intervention, drug/alcohol abuse, social skills, poor attendance and many other concerns.

An appropriate referral may be students who:

- *appear to have no friends
- *are frequently absent or tardy
- *don't respect rights of others
- *fail to do required school work
- *are excessively quiet, shy and withdrawn
- *are extremely aggressive or impulsive
- *regularly complain about not feeling well
- *appear neglected, abused or unhappy
- *appear to have low self esteem or no confidence

BEVERAGES

Jr./Sr. High School - Beverages are allowed in the commons, lockers, lunchroom area and hallway during the school day. Beverages are allowed in classrooms at the discretion of the classroom teacher.

Intermediate School - Students are allowed to have water bottles and drink only water. The water bottles may be filled at the filling station or water fountains. All bottles must be transparent or have a "window" that is clear so that the contents of the bottle are visible.

DRESS CODE

It is the policy of this school district to encourage students to dress appropriately for school activities and in keeping with community standards.

Appropriate clothing includes, but is not limited to, the following:

1. Clothing appropriate for the weather.
2. Clothing that does not create a health or safety hazard.
3. Clothing appropriate for the activity (i.e., physical education or the classroom).

Inappropriate clothing includes, but is not limited to, the following:

1. Short Shorts/skirts (appropriate) shorts must be fingertip length when standing with arms extended, leggings and similar pant styles must be worn with a shirt of appropriate coverage. Tops (inappropriate) that expose cleavage and/or the midriff, and other clothing that is not in keeping with community standards. All shirts/tops will have straps that are a minimum of 3 fingers wide (as measured by the students fingers) and be appropriate to an educational setting.
2. Clothing which bears a message which is lewd, vulgar, or obscene.
3. Apparel promoting products or activities that are illegal for use by minors.
4. Objectionable emblems, signs, words, objects, or pictures on clothing communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership.
5. Any apparel or footwear that would damage school property.
6. Hats, bandanas, or other types of headgear are not to be worn in the building except with the approval of the building Principal (i.e., student undergoing chemotherapy; medical situations).

It is not the intention of this policy to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory or profane.

EIGHTEEN YEAR OLDS

All GFW high school students age 18 and older are expected to adhere to the same set of policies and guidelines as students under the age of 18.

HALL PASSES (Jr./Sr. High School)

1. Students who wish to leave a classroom are required to have a pass from the teacher. The pass will include the student's name, the place, date, time, and teacher's signature. Students are responsible to get a pass, not the teacher.
2. Students wishing to visit a classroom must obtain a pre-signed pass from the teacher of that classroom.
3. Locker and bathroom passes may be issued on a limited basis.
4. Students leaving a classroom without a proper pass will be subject to disciplinary action. (Intermediate School students should use their planners for this)

INTERNET ACCEPTABLE USE

The school district provides students with access to the school district's computer system which includes Internet access. The system has a limited educational purpose. Users are expected to use Internet access to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on the limited purpose network owned by the school district.

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for reinstatement of access, damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion; or civil or criminal liability under other applicable laws.

Users should expect only limited privacy in the contents of personal files on the school district system. The Internet Use Agreement form must be read and signed by the user, parent, or guardian.

ELIGIBILITY

Students in grades 6-12 involved in co-curricular activities are expected to be good role models for other students and represent GFW in a positive manner. It is a privilege and honor to be able to participate in co-curricular activities. Students who commit eligibility violations will lose the privilege to participate as follows;

1. First Violation: After the first violation the student shall lose eligibility for the next 2 consecutive interscholastic contests or 2 weeks, whichever is longer.
2. Second Violation: After the second violation, the student shall lose eligibility for the next 6 consecutive interscholastic contests or 3 weeks, whichever is longer.
3. Third and subsequent violations: After the third, without student consent, and without a search warrant.
4. Accumulative Penalties: Penalties shall be cumulative beginning with the student's first participation in co-curricular activity and continuing through the student's Sr. high school career.
5. Students are expected to practice but not participate in competition/performance during the suspension.

Co-curricular is defined as those activities that take place outside of the school curriculum. Students who are involved in co-curricular activities will need to sign the participation form to be eligible at GFW Schools. Co-curricular will also include student selection to honor positions that represent GFW.

LEGAL CUSTODY GUARDIANSHIP

It is extremely important that the school is aware of any changes in legal custody. Each year we will operate on the premise that both parents have legal custody unless we are furnished legal documentation to the contrary. If for some reason a child is NOT to leave school with one of the parents, we must receive legal documentation. Records and other information will be released in accordance with the legal directive.

LIBRARY USAGE

Students are encouraged to make regular visits to the library for school and pleasure reading. Students are responsible for all materials they check out of the library. Do not give library materials directly to other students. Return or renew all library books every two weeks. All books and material must be signed out before they are removed from the library. Specific library hours will be posted at each site.

LOCKERS

Personal lockers are provided for student convenience and are not intended to be used for safekeeping of valuables. The school accepts no responsibility for articles stolen or lost from lockers and for this reason we recommend that valuables be left at home. Combination locks for Phy Ed may be rented for a deposit, which will be refunded upon return of the lock. Pop and beverages are not to be stored in lockers. Each student is responsible for keeping their assigned locker clean, inside and out. Sharing lockers is not advised. Students need to plan accordingly to use their locker because they may not have time between each class.

Search of Student Lockers, Desks, Personal Possessions and Student's Person Lockers and Personal Possessions Within A Locker Pursuant to Minnesota statutes, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

DESKS

School desks are the property of the school district. At no time does the school district relinquish its exclusive control of desks provided for the convenience of students. Inspection of the interior of desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

PERSONAL POSSESSIONS

The personal possessions of students and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness. It shall be a violation of this policy for students to use lockers and desks for unauthorized purposes or to store contraband. It shall be a violation for students to carry contraband on their person or in their personal possessions.

LUNCH POLICIES

Students in grades K through 12 will not be allowed to leave the school grounds during their lunch period. They are also not allowed in the parking areas or vehicles during their noon hour. Lunches may be eaten in the designated areas only. Students must stay out of the academic halls during the lunch period. All seniors with Lunch Passes will abide by the SENIOR PASS rules.

LUNCH PRICES AND INFORMATION

The Minnesota Department of Children, Families and Learning has developed regulations for the hot lunch and breakfast program. The lunch and breakfast program assure that food available in school for children is consistent with recommended dietary allowances and dietary guidelines which contribute to the development of lifelong, healthy eating habits. The GFW School District is committed to providing students with the best possible nutrition at school. Proper nutrition is important for both physical and educational development. Nourishing meals assist children in making the most of educational opportunities. Lunch/breakfast prices printed on page 3.

Student lunch and breakfast accounts use a prepay system whereby money is sent to school by parents and credited to individual student accounts. Lunch, breakfast, extra milk, and ala carte items are charged against individual accounts. Each student is assigned a food service account number which is used throughout their GFW school career. Students give their account number to the clerk at the lunch line and the appropriate meal charge is subtracted from the student's account balance.

When a student lunch account balance drops below \$5.00 an invoice is sent home with the student to notify parents of the account status.

MESSAGES

If your parents need to get a message to you during the day please have them call the office. Messages will be delivered in a manner least disruptive to the educational environment.

BACKPACKS

Backpacks are to be left in lockers during the school day.

PLEDGE OF ALLEGIANCE

Students are encouraged to recite the Pledge of Allegiance to the flag of the United States of America. However, anyone who does not wish to participate in reciting the pledge of allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice.

SR HIGH SCHOOL DANCES and PROM RULES

All Dances

Dances are held during the school year for students. These dances are for the enjoyment of GFW Sr. HS students and their accompanying guests. All guests must be registered in the office prior to entrance into the dance, must be grade nine or older, and may not exceed the age limit of 20 (if not a GFW student, a copy of the person's driver's license is required).

Students will wear appropriate clothing for dances. Anyone leaving the building during a dance will not be allowed back in. Students involved with alcohol or drugs will be referred to the police.

PROM RULES

*Freshman and younger are not eligible to attend prom, whether from GFW or another school

*Sophomores can only attend if they are the guest of a junior or senior presently enrolled at GFW SR. HS (includes PSEO, ALC students)

*The maximum age for a guest is 20 years old. If a guest is not a GFW student, their address and phone number are needed in the office

*Students involved with alcohol or drugs may be referred to the police.

*All detentions, Saturday schools and suspensions must be completed prior to prom.

*Students must sign up in the Sr. High School office to attend Prom.

ELEMENTARY SCHOOL - CELL PHONES

Cell phones may only be kept in student's lockers in the off mode. Students may have cell phones during co-curricular activities with coach or advisor approval. If found outside of a locker during school hours the following consequences will occur:

First Offense: The cell phone/communications device will be confiscated and held in the principal's office until the next school day ends.

Second Offense: Students will lose their phone for two complete days, a parent meeting will be required.

Third Offense: Continued violation of this policy will result in further school disciplinary action.

JR./SR. SCHOOL PERSONAL ELECTRONIC DEVICES

Personal Electronic Devices include all electronic communication and entertainment devices that can be used by a student including cell phones and music devices. Students bear the responsibility of their PEDS. Students are encouraged to keep PEDS locked in lockers. Cell phones are prohibited from use in classrooms to make telephone calls, or for texting, instant messaging and any form of social or recreational use. Phones are to be set on silent during

Class times. Disruption, distraction or misuse of PEDS at anytime during the school day is not allowed. Staff may require a student to hand in a cell phone when the policy is violated.

Staff has the option to return the phone to the student at the end of the class or to hand it in to the office for the student to pick up at the end of the day. A student repeating a distraction or disruption with a PED will be given a detention and parents will be notified.

Students serving more than two detentions for PED violations will be required to check their PED into the office at the beginning of each day and check it out at the end of each day for a period of time designated by the principal. Students may check text messages during lunch or passing times. Phone calls on cell phones are prohibited during the school day. Students in need of making a call to parents must report to the office to make the call. Policies in the iPad Handbook and Use of Technology Resources Policy apply to all PEDs.

SCHOOL CLOSING

In the event inclement weather forces the closing of school or late start, the announcement will be posted on the website www.gfw.schools.org. The information is also provided to the following media stations: KARE 11-TV, WCCO 4 TV, WCCO Radio, KNUJ Radio and KLGK Radio. The most reliable way to obtain school closing information is from the GFW school web site or Campus Messenger.

SITE BASE TEAM (SBT)

Each site has a site base team that meets on a regular basis. Site base teams provide a framework for shared decision making that will benefit school personnel for the betterment of student learning. These teams also help to promote a positive relationship with employee organizations and committees.

Each fall teams are established. Information on who represents each site will be posted on the web.

STUDENT PLACEMENT

Throughout the last six weeks of the school year we spend a great deal of time working to place children in appropriate classes for the next school year. Our goal is to provide each child with the best learning environment for them and each teacher with a productive, positive grouping of children. Some of the criteria used in these placement decisions include: heterogeneous grouping, student learning styles, teaching styles, parent written input, learning difficulties, special needs of students, social relationships, class size, personalities, boy-girl ratio, etc.

In each case we try to set up “balanced classes” so there remains a reasonable mix of learning abilities and distribution of strengths and weaknesses. The professional teaching staff and principal are involved in the grouping decisions.

In most cases, your child’s teacher will be sufficiently knowledgeable about your child’s needs to make a wise placement. However, parents sometimes have information of a different nature which should be considered.

If parents have input, and wish to have it considered during the placement meetings, they should provide it to the principal in writing by May 15th. Please realize that the final decision must rest with the professional staff and the Principal. Again, our goal will be to provide the best learning environment for every student in our school.

TEXTBOOKS & EQUIPMENT

Required textbooks and equipment are provided without cost. Students are responsible for these textbooks and equipment, and we ask that students take very good care of them. Fines will be assessed to those who abuse, damage or lose school property. Fines must be paid before report cards are issued.

TREATS

The Minnesota Department of Health has asked each school district to curtail and restrict home prepared foods as snacks in schools. This applies to homemade products, such as cakes, candies, cookies and the like. This restriction has been brought about because of changes in public health standards. A suggestion for treats, if you want to supply them on special occasions, might be commercially prepared foods acceptable to the Department of Health. We encourage parents to donate a game or book, which will have a lasting benefit instead of food treats.

VEHICLES

Students are not permitted in or around vehicles during the school day, unless permitted by the office. Students who leave for appointments will need to sign out in the office and get a permit to leave the building slip in order to use vehicles.

VISITING SCHOOL

Parents, guardians, community members, etc. are welcome and encouraged to visit our school. All visitors/volunteers must report to the office upon entering the building. We will provide tours as appropriate.

Occasionally, we have requests by pupils to bring other children, relatives, preschool brothers or sisters to visit school. We discourage this type of visit and ask for the parent's/guardian's cooperation. Please contact the Principal if you have questions or concerns about visitors. Parents and community members will not be allowed to "sit in on classes."

BUILDING USE BY STUDENTS BEFORE OR AFTER SCHOOL

We encourage the use of our buildings before and after school for legitimate program purposes. Many kids take advantage of this time to work with teachers and/or advisors and coaches. Our concern is the safety of all students and staff when there is a lack of supervision during non-instructional times. For example, students who want to stay to watch a game or activity are not supervised and could get injured without our knowledge.

Our buildings are open from 7:45-3:45 daily. Any time outside of this, students will need to have made prior arrangements with a staff member/advisor willing to take responsibility for them. Students will not be allowed to loiter around any school site.

Students involved in co-curriculars fall under the supervision of their coach/advisor. Coaches and advisors will make sure that students remain in areas designated for their activity

VOLUNTEERS

It is our belief at GFW that parents are a vital part of our school program. We encourage an active partnership between home and school and believe that it will contribute to the achievement of our children. As requests from the staff arise, the request is matched with an available volunteer.

HEALTH

COMMUNICABLE DISEASES AND INFECTIOUS CONDITIONS

It is the policy of the GFW School District that students with communicable diseases not be excluded from attending school in their regular classrooms so long as their attendance does not create a substantial risk of the transmission of illness to students or employees of the school district. A procedure for minimizing interruptions to learning resulting from communicable diseases will be established for each student in consultation with community health and private health care providers. Procedures for the inclusion of students with communicable diseases will include review of the educational implications for the student and others with whom the student comes into contact.

EMERGENCY INFORMATION

Parents/guardians of each student will be required to update the emergency information form and return it to school. Please return this form promptly, as past experience has shown that the information may be needed as early as the first week.

If a student becomes ill or is injured in school, first aid or other necessary care will be given immediately. (First aid is the "immediate and temporary care given in the case of an accident or sudden illness before the service of a physician can be secured.")

School personnel will not assume responsibility for any treatment beyond first aid. First aid procedures do not include any form of medical treatment. No drugs or medication, including aspirin or Tylenol, will be given. The school nurse and staff are NOT permitted to dispense either Tylenol or aspirin to students.

HEALTH CONDITIONS

Any student having health conditions, such as diabetes, asthma, seizures, frequent ear infections, or allergies (especially to wasp/bee stings), will need to contact the nurse during the first week of classes. Parents/guardians are encouraged to contact the nurse to arrange for a conference. The school nurse will share information regarding the health condition of students with the necessary school staff.

Students having a history of hearing or vision difficulties should also notify the nurse of any special needs.

Students needing to be excused from any physical education class will be required to bring written permission from his/her parents or a physician. The nurse will not write any excuses that enable students to remain out of physical education classes. Exclusion from physical education classes for more than three days will require a physician's excuse.

IMMUNIZATIONS

The school nurse checks the immunization records of all students. Parents will be notified if their child has not completed the required immunizations, as is outlined by the Minnesota School Immunization Law.

HEALTH RESOURCE INFORMATION

The school nurse is able to assist a student or family in locating information on health-related topics. As a health consultant, the school nurse will answer questions and assist in referring a student and family to other resources.

HEALTH SCREENING

The school nurse provides the students with periodic screening for height, weight, hearing and vision, scoliosis and blood pressure as recommended by the MN Dept. of Health

ILLNESS

If your child becomes ill in school, every attempt will be made to send your child home. Should your child have a minor injury, first aid will be given by a teacher, nurse, a teacher's aide, or the principal. If the accident is of a serious nature, parents will be called immediately. If the school is unable to contact the parents, a doctor will be called or the student will be transported to the nearest clinic for examination.

We will try to contact you at home or at work, as you should assume responsibility for the care of your child. If we are unable to contact you, we will contact the persons you have designated on your child's emergency card. If all attempts to contact someone on the emergency card fail, your child will remain in school and will be sent home at the end of the day in the same manner

in which they came to school. A child will be sent home with a temperature above 100 degrees. If a child has a temperature above 100 degrees, vomits or has diarrhea within the past 24 hours, please do not send him/her to school.

MEDICATIONS

Medication should be scheduled around the school hours, to avoid the need to bring medications into the school building. Under usual circumstances, NO medications (including aspirin and Tylenol) will be given to your child by school personnel. If a prescription needs to be taken during school hours the following procedures are followed:

a) **ORIGINAL BOTTLE:** Medication must be sent in the original bottle with the name of the medication, how often it is to be taken, amount of the dosage, physician's name, and the name and telephone number of the pharmacy on the label. If you know your child will need to take the medication in school, you can request a second bottle from your pharmacist to send to school.

b) **PARENT'S AND PHYSICIAN'S MEDICATION AND AUTHORIZATION FORM:** This needs to be completed for students who are on medication. If your child will be on medication please contact the nurse or see the website for one of these forms. www.gfwschools.org

CODE OF BEHAVIOR FOR SUCCESS

1. Treat school as your place of work.
2. Come to school and classes prepared to succeed. Have proper materials ready and do the best you can.
3. Conduct yourself in a manner which does not interfere with the rights of other students to an education.
4. Respect the rights of other students and adults, their property and the property of the school.
5. Treat school buses, drivers and fellow passengers with respect.
6. Be honest with yourself and others.
7. Make a personal decision not to use tobacco or chemicals of any kind.
8. Dress appropriately. Don't wear clothing that may offend others.
9. Become involved in a wide variety of school activities.
10. Use courtesy and manners at every opportunity. Use the three key words: PLEASE * THANK YOU * EXCUSE ME

GFW Schools ISD 2365 | 2020-2021 CALENDAR

- 🕒 **Back to School Conferences**
- ★ **New Staff Day**
- **No School – Full Staff Development Days**
- ✕ **No School for Students or Staff**

Student Days – 166
Staff Days – 183

JANUARY '21						
S	M	T	W	Th	F	S
					✕	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	■	19	20	21	■	23
24	25	26	27	28	29	30
31						

- Jan. 1 – No School**
- Jan. 18 Staff Development Day**
- Jan. 22 Staff Development Day / End of Quarter 2 (42 Days)**

- Aug. 26 New Staff Day**
- Aug. 27 Staff Development Day**
- Aug. 31 Staff Development Day**

AUGUST '20						
S	M	T	W	Th	F	S
						1
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16	17	18	19	20	21	22
23	24	25	★	■	28	29
30	■					

FEBRUARY '21						
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	1	2	3	4	5	6
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14	✕	16	17	18	19	20
21	22	23	24	25	26	27
28						

- Feb. 15 No School**

- Sept. 1 Staff Development Day**
- Sept. 2 Staff Development Day**
- Sept. 3 Staff Development Day**
- Sept. 7 No School**
- Sept. 8 Back to School Conferences**
- Sept. 9 Back to School Conferences**
- Sept. 10 First Day of School K-12**
- Sept. 24 Staff Development Day**
- Sept. 25 Staff Development Day**

SEPTEMBER '20						
S	M	T	W	Th	F	S
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20	21	22	23	■	■	26
27	28	29	30			

MARCH '21						
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14	15	16	17	18	■	20
21	22	23	✕	✕	✕	27
28	29	30	31			

- Mar. 19 Staff Development Day**
- Mar. 24-26 No School**

- Oct. 14 Staff Development Day**
- Oct. 15 No School**
- Oct. 16 No School**

OCTOBER '20						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL '21						
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18	19	20	21	22	23	24
25	26	27	28	29	30	

- Apr. 1 Staff Development Day / End of Quarter 3 (43 Days)**
- Apr. 2 No School**

- Nov. 6 Staff Development Day/End of Quarter 1 (37 Days)**
- Nov. 9 Jr/Sr HS Conferences (4-8pm)**
- Nov. 12 ES Conferences (4-8pm)**
- Nov. 16 Jr/Sr HS Conferences (4-8pm)**
- Nov. 19 ES Conferences (4-8pm)**
- Nov. 25 Staff Development Day**
- Nov. 26-27 No School**

NOVEMBER '20						
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22	23	24	■	✕	✕	28
29	30					

MAY '21						
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23	24	25	26	27	28	29
30	✕					

- May 31 No School**

- Dec. 23 – Staff Development Day**
- Dec. 24-31 No School**

DECEMBER '20						
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13	14	15	16	17	18	19
20	21	22	■	✕	✕	26
27	✕	✕	✕	✕		

JUNE '21						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- June 3 Last Day Seniors**
- June 4 Last Day K-11 / End of Quarter 4 (44 Days)**
- June 5 Graduation @ 11:00am at Jr/Sr High School**
- June 7 Staff Development Day**