

# Breckenridge Elementary/Middle School

**“Home of the Cowboys & Cowgirls”**



## **Student Handbook 2009-2010**

810 Beede Avenue  
Breckenridge, MN 56520  
Telephone: (218) 643-6681

**This student Handbook belongs to:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_

Homeroom \_\_\_\_\_ Locker # \_\_\_\_\_

## ***WELCOME TO BRECKENRIDGE ELEMENTARY/MIDDLE SCHOOL***

A child's years in school may be the most important years of their lives. In order to make these years as pleasant as possible, it is necessary that everyone concerned with the education of children - parents, teachers, and children - are well informed.

This assignment/handbook will attempt to give you some of the general information for both parents and students. Please read the information carefully and discuss it with your children. The classroom teacher will go over the handbook with the students in school before they bring it home. This handbook cannot cover all the situations that may arise, but should be very helpful in answering many questions. If you have a problem concerning any procedures or policies at the Elementary/Middle School, please call the Elementary/Middle School office (643-6681) or contact your child's classroom teacher.

The Breckenridge Elementary/Middle School extends an invitation to all parents and members of the community to become involved in their child's education. We hope you all will take advantage of school visitations, parent-teacher conferences, volunteer services, and other school programs to take an active part in your child's education. To acquire the knowledge to live a happy and fulfilling life requires the effort of the total community.

Sincerely,  
*Donald M. Schill*  
Principal

## **ADMINISTRATION**

Warren Schmidt, Superintendent	643-6822
Don Schill, Elementary/Middle School Principal	643-6681
Rondo Weinkauf, Transportation Director	643-5013

## **OFFICE STAFF**

Gail Beech	643-6681
Val Manock	643-6681

## **2009-2010 SCHOOL CALENDAR**

September 1, 2, 3	Teacher Workshop
September 2	Elementary Open House 5:00-6:00 PM
September 7	No School- Labor Day
September 8	First Day of School
October 15, 16	No School- Education Minnesota Convention
November 6	End of Quarter 1- 42 days
November 9	No School- Staff Development Day
November 12	P/T Conf.- Early Out 1 :15-3 :45 and 5 :00-8:30
November 16	P/T Conferences- 5:00-8:30 PM
November 25	No School- Staff Comp Day
November 26, 27	No School- Thanksgiving Vacation
Dec. 23- Jan. 1	No School- Christmas Vacation
January 22	End of Quarter 2- 43 days
January 25	No School- Staff Dev Day (Snow Make-Up Day)
February 15	No School- Presidents' Day
February 25	P/T Conf.- Early Out 1 :15-3 :45 and 5 :00-8:30
March 1	P/T Conferences- 5:00-8:30 PM
March 26	End of Quarter 3- 43 Days
March 29	No School- Staff Dev Day (Snow Make-Up Day)
April 2	No School- Spring Break
April 5	No School- Staff Comp Day
May 31	No School- Memorial Day
June 3	End of Quarter 4- 45 days
June 4	No School- Staff Dev Day (Snow Make-Up Day)
May 31	Graduation

1st Quarter = 42 days  
2nd Quarter = 43 days

1st Semester = 85days

3rd Quarter = 43 days  
4th Quarter = 45 days

2nd Semester = 88 days  
Student Days = 173 days  
Teacher Days = 182 days

## DAILY SCHEDULE

GRADE	AM SESSION	OUTSIDE	LUNCH	PM SESSION
Coop. Beg.	8:30 - 11:00			
Kindergarten	8:30 - 10:35	10:35 - 11:12	11:12 - 11:30	11:30 - 3:00
Grade One	8:30 - 10:50	10:50 - 11:17	11:17 - 11:35	11:35 - 3:00
Grade Two	8:30 - 10:55	10:55 - 11:22	11:22 - 11:40	11:40 - 3:00
Grade Three	8:30 - 11:05	11:05 - 11:25	11:25 - 11:50	11:50 - 3:00
Grade Four	8:30 - 11:10	11:10 - 11:37	11:37 - 11:55	11:55 - 3:00
Grade Five	8:30 - 11:15	11:15 - 11:42	11:42 - 12:00	12:00 - 3:00
Grade Six	8:30 - 11:20	11:20 - 11:47	11:47 - 12:05	12:05 - 3:00
Grade Seven	8:30 - 12:02		12:02 - 12:32	12:32 - 3:15
Grade Eight	8:30 - 12:02		12:02 - 12:32	12:32 - 3:15

## STUDENT HANDBOOK 2009-2010

### ATTENDANCE

Satisfactory progress in school depends to a large extent on regular attendance. If you wish to keep your child out of school for any reason other than illness, such as appointments, vacation, etc., please make arrangements with the school principal in advance to have your student excused. Make-up work should be done before the student's absence. When your child is absent from school because of illness or in an emergency, we require that you call the school office to inform us of the reason for the absence. Please call before 9:00 AM. If the parent does not call the office, we will attempt to call the parents after 9:00 AM. Requests for homework **MUST** be made at this time.

### PERMISSION TO LEAVE SCHOOL

Parents are required to send a note with the student or call the office to confirm an appointment their child may have during the school day. The student will then be excused to leave the building. Students must report to the office before leaving the building. They are required to check out and indicate the time of their departure and their destination. Upon returning to school after an absence, the student will again report to the office and sign back in and indicate the time of their return to school. Students may be excused for special church services **ONLY** if they cannot attend any other time. The student's parents must confirm this.

When a child becomes sick during the school day the school health aide will contact the parent and make necessary arrangements. They must sign out as stated above.

We operate a CLOSED NOON HOUR. No students will be allowed to leave the school grounds during the noon hour unless the principal has given special permission. Once permission has been granted they have to sign out and in as stated above.

### **ARRIVAL TIME AT SCHOOL**

The time from 8:00 to 8:20 AM has been set aside as teacher preparation time and students will not be allowed in the classrooms during that time. All students arriving before 8:20 AM must enter the building by the main entrance and go to the gym where they will be supervised until they are dismissed to their classrooms after 8:20 AM. Students may go to the playground or eat breakfast before school starts.

### **BICYCLES/SKATEBOARDS/ROLLER BLADES**

Students in grades three and above are allowed to ride their bikes to school. They are to park the bike in the racks provided. PLEASE remind him/her to lock the bike during the school day. The school does not assume responsibility for the bikes. Any lost or stolen bike is to be REPORTED to the POLICE. SKATEBOARDS AND ROLLER BLADES ARE NOT ALLOWED ON SCHOOL GROUNDS.

### **DRESS CODE**

Students will not wear caps inside the building. Students will not wear clothing with tobacco or alcohol advertising on it. Since the dress and appearance of the student has a positive effect on attitude and behavior of the student body, it is required that all students present an appearance that is neat, clean and appropriate. Any item or style of hair that could constitute a hazard to the health or safety of the students or causes a disruption to the classroom will not be allowed. Because of health and safety factors, all students MUST wear shoes while attending school.

## **SCHOOL LUNCH PROGRAM**

The Breckenridge Elementary-Middle School offers both a breakfast and noon lunch meal. Breakfast will be served from 8:00 to 8:30 AM for Middle School students. Breakfast is free for all K-6 students and they will come to eat breakfast as a class. Lunch is served from 11:00 AM to 12:34 PM. Students in grades Cooperative Beginning through Grade 8 who receive reduced and regular priced breakfasts and lunches must purchase their meals in advance by depositing money into their lunch account. Applications for free and reduced meals are available in the school office.

## **STUDENT TELEPHONE CALLS**

Parents who wish to get messages to their children may call the school office at 643-6681. Students may use the phone in the office if they receive permission. All cell phone use is prohibited during school hours.

## **STUDENT ASSIGNMENT BOOK**

All students in grades 4-8 will be required to have and maintain an assignment book. An assignment book will be provided at the beginning of the school year. These books are designed to last the entire school year. Replacement books will be available in the office at the cost of \$5.00. Assignment books will be checked periodically.

## **STUDENT PROGRESS REPORTS**

If a student is doing unsatisfactory work and his/her grades decline at any of the mid-term marking periods, either a progress report will be mailed to the parents or the parent will be contacted by phone. It is possible that a student might be doing satisfactory work at the 4 1/2 week marking period but the quality of his/her work might decline the second half of the nine-week marking period.

## **GRADING SCALES**

A	96-100	D+	75-76
A-	94-95	D	72-74
B+	92-93	D	70-71
B	87-91	F	69-00
B-	85-86		
C+	83-84		
C	79-82		
C-	77-78		

## **REPORT CARDS/CONFERENCES**

Report cards are issued at the end of each nine-week period. Planned Parent-Teacher conferences are scheduled during the year. However, feel free to contact the school regarding your child's progress at any time. You can check your child's attendance and grades at any time using the Parent Connection on the computer.

## **VISITORS TO SCHOOL**

Visitors must report to the Principal's Office before going anywhere in the building.

**FEES** Public Education in Minnesota is free to all students who are residents, however, fees may be charged to the student under the following circumstances:

- a) A project of art, home economics, industrial arts or some other course that is in excess of the material requirements of the minimum course outline, provided that the student elects to do such a project with approval of the instructor.
- b) Cost of school equipment or material destroyed or broken or unduly damaged through carelessness or failure to follow instructions, in the amount necessary to restore the item involved to service.
- c) Athletic User Fee for participation in football, volleyball, basketball, wrestling, baseball, track, softball, golf and cross country.
- d) Costs of field trips, which are made available from time to time, but are not required as part of the course, should the student elect to participate in the field trip.
- e) Admission fees for concerts, plays, athletic events, and other programs or activities which the student may attend at his/her option.

Students are required to furnish their own paper, pens, pencils, notebooks, graph paper, sketchpads, gym suits, tennis and athletic shoes and other items of personal equipment. These procedures are in accordance with and governed by the Minnesota Public School Fee Law, MSA 120.71-120.76.

The fees for Middle School may include: Instrumental rental - \$60, Drum rental - \$60, Athletic User Fee - \$25.00 per sport. Fees are due and payable the first day of practice. There is an individual limit of \$70.00 and a family limit of \$120.00. No one will be denied participation because of the inability to pay a user fee. Activity Pass (optional) \$20

## **BUS SAFETY**

We request the cooperation in making every student bus rider responsible for his/her own safety and for the safety of others who ride the bus. All students are required to pass a bus safety course which is taught in the classroom at the beginning of the school year. In order to maintain an excellent safety record to and from school we are asking parents to stress the importance of following all bus safety rules. Students who have problems following the rules on the bus will receive verbal correction from the bus driver as well as a school bus incident report to the parent. The written notice will list the problem and the action taken by the bus driver or school administration. In some cases, the privilege of riding the school bus may be suspended for a period of time up to the remaining school term.

## **ACTIVITY BUS**

A fee based activity bus will be provided.

## **TITLE IX**

Title IX of the Education Amendment of 1972 states that: no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance.

Inquiries regarding compliance with Title IX may be directed to either of the following: Warren Schmidt, Superintendent of Schools, 810 Beede Avenue, Breckenridge, MN 56520, or the Director of the Office of Civil Rights, Department of Health, Education and Welfare, Washington, D.C.

## **SCHOOL RECORDS**

The school has on file every student's grades, attendance and standardized test scores. If they have attended several schools, these records have followed them to this school and are on file here.

The student and/or parent or guardian may see the contents of these records by making an appointment with the principal. Students and parents are permitted to look at the student's records. The student's parent or guardian may place any statements or items in the records if they wish to, if it pertains to the student's schoolwork.

You may also request that items be removed from the file. In the event that the student or parent or guardian makes such a request, the person in charge of the record may or may

not grant the request. In the event that the request is denied, you may appeal the decision to the next highest school official, and ultimately the school board. A student's records, or any part thereof, cannot be transferred in writing, or orally to any other place, without the written consent of the student and his/her parent or guardian, with the exception of another public school in this state, in which the student has already enrolled after transferring from this school.

This means that this school will not and cannot by law, without first receiving written consent from the student and his/her parent or guardian:

Send a transcript of the student's school record to a prospective vocational school or university.

Give information from the student's school record to a prospective employer.

Written consent can be given by using a form available in the office, or by writing a letter to that office requesting a student's records be released. All students' records will be treated in accordance with the provisions of Public Law 93-380, passed by Congress in 1974, and chapter 4798 of the 1974 Session Laws of the State of Minnesota, as amended in 1975.

## **STORM PROCEDURES**

The superintendent through the local radio and television stations will make all closing or delayed school announcements. You will also receive an Instant Alert of any school closing or other pertinent information. In the event school closes early and buses are not able to run, rural students will be bused to their STORM HOMES. All rural students must have a storm home in Breckenridge or Wahpeton. Parents are reminded to be responsible for having students dressed for the conditions existing during the winter months.

## **LOST AND FOUND**

Students are advised not to bring anything of personal value or large amounts of money to school to avoid having them lost or stolen. If it is necessary to do so, please leave your valuables in the school office for safekeeping and pick them up after school. The Lost and Found Department is maintained in a storage room near the East entrance.

## **FIRE, TORNADO, & INTRUDER DRILLS**

Fire, tornado, & intruder drills are required by law and are held periodically throughout the school year. Be sure you know the exit you must use when leaving the room during the drill, during fire and tornado drills. You should know the proper procedure during intruder drills. Directions are posted in each room.

## **SPECIAL SERVICES**

A number of special services are available to all students of Breckenridge School. These services are provided to students if the need exists. Referrals are encouraged from teachers, parents, and students themselves.

The following services are available: Consulting Psychologist, E.S.L. Instructor, Guidance and Counseling, Special Education Services and Title I.

## **HEALTH SERVICES**

Health services are also provided. Vision and hearing screenings, along with scoliosis screenings are offered to students. The School Health Aide administers all medications. Under no circumstances are students to have in their possession any medication, prescription or over-the-counter drug. All medications should be in the original bottle/container.

## **IMMUNIZATION LAW**

Under the Minnesota School Immunization Law, no child will be admitted to a public or non-public kindergarten, elementary school, middle school or high school unless he/she has a Certificate of Immunization on file. The law requires that the certificate be signed by a physician or local health department representative and be presented to the school officials by the parents or guardian of the child. This Certificate of Immunizations states that the child has been vaccinated against diphtheria, pertussis, tetanus, measles, mumps, rubella, poliomyelitis, and hemophilia influenza Type B. Legal Reference: Minnesota Statutes 1988, Section 123.70

## **SCHOOL LOCKERS AND LOCKS**

Lockers are assigned to students by the school to store their books and apparel in during the school day. All students should keep their lockers locked at all times. School officials may inspect lockers, without the student's permission, when there is reasonable cause for such an inspection.

## **TRUANCY**

A student that is absent from one or more classes without the consent of parents/guardians and school officials is considered truant. It is the responsibility of both the parent and the student to see that he/she gets to school. If truancy occurs, the parents will be contacted for a conference with the principal before the student is admitted to school. It is considered truancy if a student does not show-up for the special help class, detention, or for leaving a class without permission.

## **HOMEWORK HELP**

Any 4th through 8th grade student that fails a class or would just like extra help in any of the curricular areas may attend Homework Help from 3:15 PM until 5:00 PM on Tuesdays and Thursdays.

## **DETENTION**

Students may be placed in detention for infraction of school rules. School detention will be served after school.

*Adopted:* 08/09/2005      *Breckenridge ISD 846 Policy 514*  
**Orig. 2003**

*Revised:* 06/11/09

## **514 BULLYING PROHIBITION POLICY**

### **I. PURPOSE**

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, it is the school district's intent to prevent bullying and to take action to investigate, respond, remediate, and discipline those acts of bullying which have not been successfully prevented. The

purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, and other similar disruptive behavior.

## **II. GENERAL STATEMENT OF POLICY**

- A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school district property or at school-related functions. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees. The misuse of technology including, but not limited to, teasing, intimidating, defaming, threatening, or terrorizing another student, teacher, administrator, volunteer, contractor, or other employee of the school district by sending or posting e-mail messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs, also may constitute an act of bullying regardless of whether such acts are committed on or off school district property and/or with or without the use of school district resources.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.
- C. Apparent permission or consent by a student being bullied does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.

- E. False accusations or reports of bullying against another student are prohibited.
  
- F. A person who engages in an act of bullying, reprisal, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline for that act in accordance with school district's policies and procedures. The school district may take into account the following factors:
  - 1. The developmental and maturity levels of the parties involved;
  - 2. The levels of harm, surrounding circumstances, and nature of the behavior;
  - 3. Past incidences or past or continuing patterns of behavior;
  - 4. The relationship between the parties involved; and
  - 5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from positive behavioral interventions up to and including suspension and/or expulsion. Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge. Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

- G. The school district will act to investigate all complaints of bullying 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.

### **III. DEFINITIONS**

For purposes of this policy, the definitions included in this section apply.

- A. “Bullying” means any written or verbal expression, physical act or gesture, or pattern thereof, by a student that is intended to cause or is perceived as causing distress to one or more students and which substantially interferes with another student’s or students’ educational benefits, opportunities, or performance. Bullying includes, but is not limited to, conduct by a student against another student that a reasonable person under the circumstances knows or should know has the effect of:
  - 1. harming a student;
  - 2. damaging a student’s property;
  - 3. placing a student in reasonable fear of harm to his or her person or property; or
  - 4. creating a hostile educational environment for a student.
  
- B. “Immediately” means as soon as possible but in no event longer than 24 hours.
  
- C. “On school district property or at school-related functions” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, 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 grounds, 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 bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

#### **IV. REPORTING PROCEDURE**

- . Any person who believes he or she has been the victim of bullying or any person with knowledge or belief of conduct that may constitute bullying shall report the alleged acts immediately to an appropriate school district official designated by this policy. A student may report bullying anonymously. However, the school district's ability to take action against an alleged perpetrator based solely on an anonymous report may be limited.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal of each building or available from the school district office, but oral reports shall be considered complaints as well.
- C. The building principal or the principal's designee or the building supervisor is the person responsible for receiving reports of bullying at the building level. Any person may report bullying directly to a school district human rights officer or the superintendent.
- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who receives a report of, observes, or has other knowledge or belief of conduct that may constitute bullying shall inform the building principal immediately.
- E. Reports of bullying are classified as private educational and/or personnel data and/or

confidential investigative data and will not be disclosed except as permitted by law.

- F. Submission of a good faith complaint or report of bullying will not affect the complainant's or reporter's future employment, grades, or work assignments, or educational or work environment.
- G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

## **V. SCHOOL DISTRICT ACTION**

- A. Upon receipt of a complaint or report of bullying, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.
- B. The school district may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of bullying, consistent with applicable law.
- C. Upon completion of the investigation, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; school district policies; and regulations.

- D. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students involved in a bullying incident and the remedial action taken, to the extent permitted by law, based on a confirmed report.

## **VI. REPRISAL**

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who retaliates against any person who makes a good faith report of alleged bullying or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists, or participates in a proceeding or hearing relating to such bullying. Retaliation includes, but is not limited to, any form of intimidation, harassment, or intentional disparate treatment.

## **VII. TRAINING AND EDUCATION**

- A. The school district annually will provide information and any applicable training to school district staff regarding this policy.
- B. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying.
- C. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the victim, and to make resources or referrals to resources available to victims of bullying.

- D. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.

## **VIII. NOTICE**

The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.

### **DISCIPLINE POLICY STUDENT RESPONSIBILITY**

Every student has the responsibility:

- a. To assist in efforts to establish and maintain a safe and productive learning environment in the school.
- b. To follow accepted standards of good conduct and accept the authority of school personnel while participating in or attending any school function or activity and while going to or from school.
- c. To know and comply with school regulations and school district policies established by the school board.
- d. To refrain from disruptive behavior which may interfere with a teacher's right to teach and to a student's right to learn.
- e. To bring required materials and complete assignments on time.
- f. To attend regularly scheduled classes.
- g. To use appropriate language and avoid cursing, profanity or vulgarity.
- h. To refrain from the use of, or threat of physical force, verbal abuse, blackmail, the use, sale or exchange of alcohol or any illegal drugs, including all tobacco products.
- i. To refrain from bringing to school or to any school sponsored event, any materials or items that would cause or tend to cause a disruptive activity or endanger the health of students or other persons.
- j. To report to a school official any incidents of harassment or illegal activity.
- k. To respect and properly care for all school district property.

## **DISCIPLINE POLICY AND CORRECTIVE ACTIONS**

### **VIOLATION AGAINST SCHOOL POTENTIAL CORRECTIVE ACTIONS**

1.       Willful Disobedience  
          Is defined as any refusal to follow published school rules and regulations, repeated refusal to follow school rules and regulations after conferencing resulting from the first violation.  
Consequences : -Student conference, -Detention, -Suspension, -Parent/guardian conference
  
2.       Defiance of Authority  
          This is defined as willful refusal to follow legal direction/order given by a staff member  
Consequences : -Dismissal, -Suspension, -Parent/guardian conference, -Expulsion
  
3.       Unauthorized Distribution  
          Printing, posting or distributing literature or graphics that is inflammatory, libelous, slanderous or otherwise unauthorized.  
Consequences : -Parent/guardian conference, -Detention, -Suspension
  
4.       Leaving School Grounds  
Consequences : Student conference, -Detention, -Parent guardian notification, -Suspension
  
5.       Unreported Absence  
-See Student Handbook - Truancy
  
6.       Misbehavior on School Bus  
-See Student Handbook – Bus Safety
  
7.       Student Attire  
          Manner of dress or personal grooming which presents a clear danger to the student's health and safety. Causes and interference with work, promotes an illegal activity, foster classroom or school disorder, is immodest, disrupting or offensive in the school setting.  
Consequences : -Student conference, - One (1) day dismissal, -Parent/guardian notification
  
8.       Dangerous and Nuisance Articles  
          Any article that in the opinion of the school staff is dangerous or distracting.

Consequences : -Student conference, -Confiscation

9. Trespassing

This refers to persons physically present in the school or at a school activity after being directed to leave by the district employees responsible for the control of the premise.

This also includes driving on school property with any motorized vehicle.

Consequence : -Parent/guardian conference

**VIOLATIONS AGAINST PERSONS  
POTENTIAL CORRECTIVE ACTIONS**

1. Possession of a Weapon

Possession refers to having a weapon on one's person or in an area subject to confiscation of weapon (if it can be done one's control on school property or at a safely school activity).

Weapons are identified in two (2) categories:

A. Articles designed or commonly used to inflict bodily harm and/or intimidate other persons. Examples are: firearms (loaded or unloaded) knives, clubs, metal buckles, numchucks, throwing stars, explosives, stun guns, ammunition chains, pellet guns, look alike guns and other non-functioning guns that could be used to threaten others;

B. Articles designed for other purposes but which are used to inflict bodily harm and/or intimidate. Examples are: belts, combs, pencil/pens, files, scissors, compasses, etc.

Consequences : -Parent/guardian conference, -Initial suspension five (5) days, -Notification of police, -Expelled for one (1) year (Gun Free School Act 1994) Superintendent may impose a lesser penalty.

2. Direct Attack With a Weapon

Consequences : -Parent/guardian conference, -Initial suspension for five (5) days, -Confiscation of weapon (if it can be done safely), -Notification of police, -Expelled for one (1) year (Gun Free School Act 1994)

3. Assault in Possession of Weapon

A student who threatens bodily harm or death to another without material physical contact

Consequences : -Parent/guardian conference, - Initial suspension for five (5) days, Confiscation of weapon (if it can be done while in possession of a weapon. safely), -Notification of police, - Expulsion for one (1) year. (Gun Free School Act 1994)

4. Assault- Threat  
A threat of bodily harm or death to another person without material physical contact.  
Consequences : -Parent/guardian conference, -Suspension
  
5. Fighting  
Fighting shall be characterized by violent aggressive behavior by two (2) or more individuals with the intent of inflicting physical harm upon one another. This is to be differentiated from poking, pushing, shoving or scuffling.  
Consequences : -Student conference, -Parent/guardian conference, -Suspension, -Notification of police
  
6. Direct Attack on Another Person.  
Consequences -Parent/guardian, -Five (5) day suspension, -Possible recommendation for expulsion, -Notification of police
  
7. Harassment  
Harassment is participating in or conspiring With others to engage harassing acts that Injure, degrade, or disgrace other individuals. Harassment whether willful or otherwise includes offensive behavior or clothing relating to gender, religion, culture disloyalty, race, sexual orientation and/or age.  
Consequences : -Student conference, -Notification of parent/guardian, -Detention, -Notification of human rights officer
  
8. Interference/Obstruction  
Interference and obstruction means any action taken to attempt to prevent a staff member exercising his or her legally assigned duties.  
Consequences : -Parent/guardian conference, -Suspension,
  
9. Disrespectful Language.  
Includes but not limited to cursing, profanity, vulgarity and innuendoes heard or overheard by the offended.  
Consequences : -Student conference, -Parent/guardian conference, -Dismissal, -Removal from the classroom
  
10. Disruptive Behavior in the Classroom  
See item on corrective actions, definitions.  
Consequences : -Parent/guardian and teacher conference before returning

## **VIOLATIONS AGAINST PROPERTY POTENTIAL CORRECTIVE ACTIONS**

1. Fires, False Fire Alarms, Arson and Dangerous Threats.  
Lighting materials, lighters, fireworks, etc.

Consequences : -Notification of police, -Suspension, - Parent/guardian conference, -Restitution of uninsured damage, - Expulsion for fire alarms and dangerous threats

2. Robbery/Extortion  
Intent to obtain property from others where his or her consent was induced by use of force.

Consequences : -Notification of police, -Suspension, - Parent/guardian notification

3. Theft - Personal Property  
Unauthorized taking of the property of another person.

Consequences : -Notification of police, -Suspension, - Parent/guardian conference

4. Theft - School Property

Consequences : -Notification of police, -Suspension, -Restitution, -Parent/guardian conference

5. Unauthorized Possession School Property.  
Includes but not limited to athletic clothing, athletic equipment, books, videos, A-V equipment, etc.

Consequences : -Notification of police, -Suspension, -Restitution, -Banned from future participation, -Parent guardian conference

6. Unauthorized Use of School Property for Non-School Activities.

Consequences : -Notification of police, -Parent/guardian conference

7. Willful Damage of School Property or of the Property of Others.  
Willful damage is the intentional cutting, defacing or damage of any property real or personal belonging to the school district or any individual within the school.

Consequences : -Notification of police, -Suspension, -Restitution, -Parent/guardian conference

**OTHER VIOLATIONS  
POTENTIAL CORRECTIVE ACTIONS**

1. Gambling.  
Consequences : -Student conference, -Parent/guardian notification
  
2. Disorderly Conduct  
Refers to engaging in offensive, obscene or abusive language or in boisterous and noisy conduct tending to arouse, alarm, anger or cause resentment to others.  
Consequences : -Student conference
  
3. Dangerous Drugs/Controlled Substances  
Possession, sale, distribution, or use of any substance as defined in MS 152.02 -MSHSL rules while on school grounds or at school sponsored events.  
Consequences : -Notification of police, -Suspension, -Parent/guardian conference
  
4. Alcohol  
Possession, use of being under the influence of any alcohol product while on the school grounds or at school sponsored activities.  
Consequences : - Attend drug abuse sessions -Notification of police, -Suspension, -Application of MSHSL rules, -Parent/guardian conference
  
5. Tobacco - Possession/Use  
Possession of any tobacco product by a student while on the school grounds or at a school sponsored event. The district is a tobacco free district.  
  
Use is any type of tobacco product, chewing, holding a lighted tobacco product or exhaling smoke from the mouth or nose on school property or at a school sponsored event.  
Consequences : -Notification of police, -Suspension, -Parent/guardian conference, -Application of MSHSL rules

Breckenridge Public School District #846 does not discriminate on the basis of race, color, national origin, sex, or disability.

B= Behavior  
 M= Missing  
 Work  
 W- Work

**Parent Communication**

<u>Day</u>	<u>Date</u>	<u>B M W</u>	<u>Subject</u>	<u>Assignment - Reason</u>	<u>Teacher</u>	<u>Initial when in</u>
<u>Day</u>	<u>Date</u>	-	-	<u>Parent Signature</u>	-	<u>check in (teacher)</u>
				Please look over this page and sign on the appropriate dates		
<b>F</b>						
<b>F</b>						
<b>F</b>						
<b>F</b>						









Student Name: \_\_\_\_\_ ZPD Range: \_\_\_\_\_ Fiction: \_\_\_\_\_ Nonfiction: \_\_\_\_\_ Goal: \_\_\_\_\_

Book Title	Book Rdg. Level	Points	Date	Page Begin	Page End	Per Cent Correct	Points earned	Total Points	Tchr's Initials

Student Name:		ZPD Range:		Fiction:		Nonfiction:		Goal:	
Book Title	Book Rdg. Level	Points	Date	Page Begin	Page End	Per Cent Correct	Points earned	Total Points	Teacher's Initials

Student Name:		ZPD Range:		Fiction:		Nonfiction:		Goal:	
Book Title	Book Rdg. Level	Points	Date	Page Begin	Page End	Per Cent Correct	Points earned	Total Points	Teacher's Initials

Student Name:

ZPD  
Range:

Fiction:

Nonfiction:

Goal:

Book Title	Book Rdg. Level	Points	Date	Page Begin	Page End	Per Cent Correct	Points earned	Total Points	Teacher's Initials







