

HIBBING HIGH SCHOOL

Student Handbook

2022 – 2023



#STRONGERTOGETHER

Telephone Directory:

Superintendent of Schools	218-208-0848
Activities Office	218-208-0851
Counseling Office	218-208-0841
Mr. Matthew Hintz (All 7th & 8th Grade Students)	Ext. 11031
Ms. Staci Hukka (9th-12th Grade Last Name A-L)	Ext. 11032
Mrs. Sarah Oja (9th-12th Grade Last Name M-Z)	Ext. 11033
High School Office	218-208-0841
Mrs. Ranae Seykora, Principal	Ext. 10272
Mr. Chad Snider, Assistant Principal	Ext. 11023
District Technology Office	218-208-0850
School Bus Garage	218-208-0845
Community Education	218-208-0852
Special Education Office	218-208-0855
Health Services Office	218-208-0841
Deanne Lindholm, Nurse	Ext. 11050

Marking Periods

7th Grade Orientation: August 31, 2022 6:00pm

Visitation Day: September 6, 2022

First Semester: September 7, 2022 - January 20, 2023

First Quarter: September 7, 2022 - November 10, 2022

Fall Conferences: November 3, 2022 & November 9, 2022

Second Quarter: November 14, 2022 - January 20, 2023

Second Semester: January 24, 2023 - June 1, 2023

Third Quarter: January 24, 2023 - March 24, 2023

Spring Conferences: February 28, 2023 & March 8, 2023

Fourth Quarter: March 27, 2023 - June 1, 2023

Regular Daily Schedule

8:00 - 8:48 Am Period 1
8:52 - 9:40 Am Period 2
9:44 - 10:32 Am Period 3
10:36 - 11:24 Am Period 4
11:28 - 12:03 Am Junior High Lunch
11:28 - 12:16 Pm Senior High Period 5
12:08 - 12:56 Pm Junior High Period 5
12:21 - 12:56 Pm Senior High Lunch
1:00 - 1:48 Pm Period 6
1:52 - 2:40 Pm Period 7

PLC Daily Schedule

8:00 - 8:39 Am Period 1
8:43 - 9:22 Am Period 2
9:26 - 10:05 Am Period 3
10:09 - 10:49 Am Period 4
10:49 - 11:19 Am Junior High Lunch
10:53 - 11:32 Am Senior High Period 5
11:23 - 12:02 Pm Junior High Period 5
11:32 - 12:02 Pm Senior High Lunch
12:07 - 12:46 Pm Period 6
12:51 - 1:30 Pm Period 7

PLC Shortened Schedule Days for 2022 - 2023 School Year:

All PLC Days are Wednesdays

September 21, 2022	November 16, 2022	February 1, 2023	March 15, 2023
October 12, 2022	November 30, 2022	February 15, 2023	April 12, 2023
October 26, 2022	January 18, 2023	March 1, 2023	May 3, 2022

Coronation & Pep Fest Shortened Schedules

8:00-9:00 Homecoming Coronation in the auditorium

9:00-9:40 1st hour

9:44-10:24 2nd hour

10:28-11:08 3rd hour

11:12-11:52 4th hour

1st lunch 11:52 – 12:27

12:32-1:12 JH 5th hour

11:56-12:36 SH 5th hour

2nd lunch 12:36-1:11

1:16-1:56 6th hour

2:00-2:40 7th hour

HIBBING HIGH SCHOOL FACULTY & STAFF

Administration

Mrs. Ranae Seykora, Principal
Mr. Chad Snider, Assistant Principal

Art

Mrs. Lindsay Lerick
Mrs. Heather Tomczak

English

Mrs. Kate Besemann
Mrs. Michele Johannsen
Mrs. Richelle Kleist
Mrs. Lynda Larsen
Mrs. Sara Merfeld
Ms. Kaitlyn Rigstad
Mrs. Megan Zubich

FACS

Mrs. Sarah Nelson
Mrs. Jamie Trenberth

World Language

Mr. Dan Merfeld
Mr. Joe Rocco

Indian Education

Mr. Chaz Wagner

Industrial Technology

Mr. AJ Abate
Mr. Shaun Howard
Mr. Alex Seppala

Mathematics

Mrs. Nicole Anderson
Mrs. Hanna Armbruster
Mrs. Kristi Borland
Ms. Emily Erickson
Mr. Matt Erickson
Mr. Ross Harvey
Mrs. Kacy Swinda

Music

Mr. Matthew Berg
Mrs. Amy Dahl
Mrs. Dorothy Sandness
Mr. Will Seykora

Physical Education/Health

Mr. Roy Casey
Mr. Dave Lacoce
Mr. James Plese
Ms. Dakotah Winans
Mr. Ellis Wojciehowski

Science

Mr. Steve Erickson
Mrs. Shanna Eskeli
Mr. Jeremy Fleming
Mrs. Deb Langanki
Mr. Jeffrey Neist
Mrs. Shannon Rocco
Mr. Carl Sandness
Mr. Jay Wetzel

Social Studies

Mr. Michael Christie
Mr. Nick Epp
Mr. Erick Hoberg
Mrs. Dana Lindstrom
Mr. Joel McDonald
Mr. Ryan Olson
Mrs. Susan Schwartz
Mr. Peter Thein

Special Education

Mr. Nathan Lutzka, Director
Mrs. Stacey Rodorigo, Secretary
Mr. Bryan Ridgeway, School Psychologist
Ms. Natalie Shutter, School Psychologist
Mr. Shawn Alaspa
Mrs. Dawn Bergerson
Mrs. Melissa Crowe
Ms. Sarah Houtkooper
Mrs. Lenora Jensen
Mrs. Kristen Laitala
Mrs. Kris Lindstrom
Mrs. Stephanie Marturano
Mr. Ellis Wojciehowski
Mrs. Allison Wuollet

Alternative Learning Center (ALC)

Mrs. Dawn Bergerson, Director
Ms. Deb Teiken, Teacher

Athletic Office

Mr. Keith Turner, Athletic Director
Mrs. Becky Fenstermacher, Secretary

Counseling Office

Mr. Matt Hintz, Counselor 7th-8th Grade
Ms. Staci Hukka, Counselor 9th-12th Grade
(Last Name A-L)
Mrs. Sarah Oja, Counselor 9th-12th Grade
(Last Name M-Z)

Library

Mrs. Kara Ronning, Media Specialist
Mrs. Christina Hagen, Secretary
Mrs. Nancy McKenzie, Library Aide
Mrs. Lisa Rosatti, Library Aide

Nurses Office

Mrs. DeeAnn Lindholm, RN

Office Secretaries

Mrs. Carrie Fawkes
Ms. Joanna Butterfield

School Resource Officer

Officer Joe Casey

Hibbing School District Vision Statement

Hibbing Public Schools, in partnership with our community, are committed to academic excellence and the opportunity for all students to develop their talents in a caring, safe environment.

Hibbing School District Mission Statement

Hibbing Public Schools will provide all students with a quality education designed to help them develop their fullest potential. We accomplish the Mission with:

- Open and consistent communication among students, parents, staff and community
- Highly skilled and motivated staff
- A safe and positive environment
- Trust and respect among students, parents, staff, and community
- Successful, effective partnerships
- Fair and equitable policies and procedures

Welcome to Hibbing High School

We welcome you to the historic Hibbing High School and extend our best wishes to you for a successful and enjoyable school year. Please use this handbook as a resource for important information, policies, and procedures. Students, you must sign a document in PowerSchool indicating that you understand the rules and expectations which are in place to benefit everyone for a safe school and the best education possible. Hibbing has a tradition of excellence in the arts, athletics and academics. Become a part of this proud tradition and contribute to the Bluejacket legacy that includes many state champions, outstanding scholars, musicians, and leaders. Take pride in yourself and your school. Go Bluejackets!

**Mrs. Ranae Seykora
Principal**

**Mr. Chad Snider
Vice Principal**

PROGRAM OF STUDIES	9
CLASSIFICATION AND PROMOTION:	10
HIBBING HIGH SCHOOL GRADUATION REQUIREMENTS:	10
GRADING:	12
HONOR ROLL/GRADUATING WITH HONORS:	12
ACCESS TO HIBBING HIGH SCHOOL:	14
BEFORE SCHOOL DESIGNATED WAITING SPACES:	14
DROPPING CLASSES:	14
E-LEARNING DAYS:	15
FEES:	15
FIRE DRILLS/LOCKDOWN/TORNADO DRILLS:	15
“GOLDEN TICKET”:	15
HOMEWORK REQUESTS:	15
INCOMPLETES:	15
LATE ARRIVALS:	16
LIBRARY:	16
LUNCHESES:	17
MAKE-UP TIME:	17
MAKE-UP WORK:	18
MOTOR VEHICLES:	18
OUT OF THE BUILDING PASSES:	18
PARTICIPATION IN EXTRACURRICULAR ACTIVITIES:	18
PHYSICAL EDUCATION EXCUSES:	19
PLEDGE OF ALLEGIANCE:	19
POST-SECONDARY OPTIONS PROGRAM:	19
PROGRAM CHANGES:	19
RESPONSIBILITIES	20
Student Responsibilities:	20
Parent or Guardian’s Responsibilities:	20
Teacher’s Responsibilities:	20
Administrator’s Responsibilities:	20
SCHOOL SPONSORED TRIPS:	20
SKATEBOARDS:	21

STUDENT DATA PRIVACY:	21
STUDENT DROP OFF:	21
STUDENT IDENTIFICATION CARDS:	21
TARDINESS:	21
WATER BOTTLES:	21
WITHDRAWAL AND TRANSFERS:	21
ACCEPTABLE USE POLICY:	23
ATTENDANCE POLICY:	23
BACKPACKS:	24
BOOKS AND SUPPLIES:	24
BUS VIOLATIONS:	24
CELL PHONE AND OTHER ELECTRONIC DEVICES:	24
CHEATING:	24
CHEMICAL HEALTH POLICY:	25
CRISIS INTERVENTION:	25
DETENTION/Restorative Time:	26
DISCIPLINE AND CONDUCT:	26
DISRUPTIVE DEVICES:	28
DRESS CODE:	28
GUM CHEWING:	28
HAZING POLICY:	28
NON-DISCRIMINATION:	29
OUT OF SCHOOL SUSPENSION:	30
REMOVAL FROM CLASS:	30
RESTORATIVE ROOM (Formerly Known As In School Suspension):	30
SEARCHES:	30
SENIORS' FINAL DAYS OF SCHOOL:	31
STUDENT PREGNANCY AND PARENTAL STATUS POLICY:	31
STUDENT RELATIONSHIP:	31
VIOLATIONS	31
WEAPONS POLICY:	38

CHEMICAL HEALTH SERVICES:	41
COMMUNICABLE DISEASES:	41
EMERGENCY AND HEALTH INFORMATION:	41
EYE PROTECTION DEVICES:	41
HEALTH SERVICE:	42
HOMEBOUND OR HOME BASED INSTRUCTION:	42
IMMUNIZATIONS:	43
MEDICATION POLICY:	43
PHYSICAL EXAMS:	43
PUBLIC NOTIFICATION:	43
EXTRA-CURRICULAR ACTIVITIES and SCHOOL EVENTS CODE:	45
INTRODUCTION:	45
SPORTSMANSHIP CODE:	45
CHEMICAL/ALCOHOL VIOLATIONS:	46
Good Standing and General Eligibility Requirements	46
GRADES:	47
PSEO STUDENTS:	48
PROCEDURE FOR HANDLING EXTRA-CURRICULAR RULE VIOLATIONS:	48
TRAVEL AND CONDUCT ON TRIPS:	48
COACHES' RULES:	49
STUDENT TRAVEL POLICY:	49
HIBBING HIGH SCHOOL STUDENT ORGANIZATION ADVISORS/COACHES	50
ACTIVITIES:	51

PART 1

ACADEMICS

PROGRAM OF STUDIES

ADMISSION:

A student who is enrolling in Hibbing High School should report to the Guidance Office where a program of classes will be issued.

CLASSIFICATION AND PROMOTION:

7th Grade

To be classified as a seventh grader, a student must have successfully completed the sixth grade.

8th Grade

To be classified as an eighth grader, a student must have successfully completed the seventh grade.

9th Grade

To be classified as a ninth grader, a student must have successfully completed the eighth grade.

10th Grade

To be classified as a tenth grader, a student must have completed successfully at least three required ninth grade credits.

11th Grade

To be classified as an eleventh grader, a student must have been promoted to the eleventh grade, and in addition to this, must have earned at least three tenth grade credits and five ninth grade required credits.

12th Grade

A student is classified as a senior provided he or she is eligible to carry enough credits to meet graduation requirements.

HIBBING HIGH SCHOOL GRADUATION REQUIREMENTS:

Subject	Credits Required
Language Arts	
English 9 or Honors English 9	1.0
English 10 or Honors English 10	1.0
English 11 or Survey of American Literature and Composition Grammar	1.0
English 12 or College Prep Reading And College Prep Writing	1.0
Mathematics	
Algebra (Any level)	1.0
Geometry (Any level)	1.0
Algebra II (Any level)	1.0
Physical Education	
Physical Education 9	0.5
Physical Education Elective	0.5
Science	
Physical Science 9	1.0
Biology, Applied Biology or Honors Biology	1.0
Chemistry or Physics (any level)	1.0
Social Studies	
Social 9	0.5
College & Careers	0.5
World History I & II (Grade 10)	1.0
American History & Contemporary American History (Grade 11)	1.0
Economics (Grade 12)	0.5
World Geography (Grade 12)	0.5
Arts	
Visual Arts, Music, Theater or Media Arts	1.0
Total Required Credits	16.0
Electives	6.5
Total Graduation Requirements	22.5

GRADING:

Student progress is evaluated and grades are assigned at the end of each quarter. The five letter system A, B, C, D and F, with pluses and minuses being used. Students should familiarize themselves with their instructor's grading policy.

Grades are to be assigned for each marking period for all subjects in which students earn credit toward graduation.

A	4.000
A-	3.667
B+	3.333
B	3.000
B-	2.667
C+	2.333
C	2.000
C-	1.667
D+	1.333
D	1.000
D-	0.667
F	0.000
I	

"I" indicates that a student has not turned in the required course work or makeup time. Students are given the chance to make up the work required.

HONOR ROLL/GRADUATING WITH HONORS:

Every student who has a grade point average at the end of a marking period of at least 3.000 is listed on the honor roll. To graduate with honors, senior GPAs are calculated at the end of the first semester of their senior year. Any student with a 3.0 cumulative or higher (9th-12th grade) will be awarded a gold tassel and a "H" pin.

PART 2

GENERAL INFORMATION

ACCESS TO HIBBING HIGH SCHOOL:

Between the hours of 8:00 am and 2:40 pm, access to the high school will only be allowed through Door 12 (Athletic Office, Southeast side of building). Visitors must

check in with staff, state their business, and affix a visitor pass to clothing/guest lanyard while traveling through the school.

BEFORE SCHOOL DESIGNATED WAITING SPACES:

The cafeteria will be open for seating and breakfast for students from 7:30AM until 7:55AM.

The library will be open from 7:30AM until 7:55AM for students.

7th Graders: Upstairs of gym #3

8th Graders: Balcony of big gym

9th Graders: 1st Floor Science Hallway

10th-12th Graders: 1st and 2nd floor hallways

DANCES (FALL BALL/PROM):

Students attending Hibbing High School, and in grades 11 or 12, may attend the Prom. Students attending Hibbing High School, and in grades 9-12 may attend the Fall Ball. Students may bring a guest. A Guest Request Form must be completed and submitted to the Student Management Office for approval. The guest must be in the appropriate grade level for the formal dance and must not exceed 20 years of age. They must also be in good standing with discipline policy and the law. All other dances and/or special activities, including junior high dances are only open to enrolled Hibbing High School students.

DIRECTORY INFORMATION:

Public information shall include names and pictures of students participating in or attending extra-curricular activities, school events, and High School League activities or events.

DROPPING CLASSES:

Within the first week of a new semester, students may see their counselor to drop or change a class. Schedule changes will be made if students have a legitimate reason for the change. After that, a student MAY change a class at the semester only after a meeting between the student, teacher, parent/guardian, counselor, and member of administration.

Signing up for Honors classes requires agreement between parents/guardian, students, instructor and administration. If a student wants to drop an Honors class, they will only be allowed to do so at the semester. This will be allowed only with the agreement of the teacher, parent, counselor and administration. If a teacher sees that an Honor's placement wasn't appropriate, the change can be made upon agreement of the teachers involved and the parent and can be done at any time during the school year. New students that request Honors placement will only be done so under the following conditions: seats available, assessment results and parent/teacher permission.

E-LEARNING DAYS:

In the event of inclement weather or other school emergencies the district may choose to implement e-learning days as allotted by the Minnesota Department of Education. Teachers K-12 would be expected to post in an online format academic work for their

students, or will have put together packets of work that students may do during this time. In the event that the teacher does not have or loses internet access the work can be given the next day. Teachers must be accessible to students and parents on e-learning days.

FEES:

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, paper, erasers, and notebooks. Students may be required to pay certain fees or deposits.

FIRE DRILLS/LOCKDOWN/TORNADO DRILLS:

All occupants of the building are to abide by all fire drills, lockdown and tornado drill regulations as outlined in the bulletin sent to classroom teachers.

“GOLDEN TICKET”:

Seniors in good academic standing (3.0 or better), with good attendance and behavior will be awarded a “Golden Ticket” to be off campus during study hall. Parents will have to approve of the golden ticket with a signature in order for the student to receive it.

HOMEWORK REQUESTS:

Homework requests can be coordinated with teachers via ParentSquare or Schoology. Teachers communicate with students on best practices to complete assignments when they are absent.

INCOMPLETES:

A grade of incomplete will be marked in the grade book for any work missed. It will be carried to the deadline for having that work done. If the deadline is not met, credit will be lost for those assignments. Students must make up all work to receive credit for a course. Incomplete grades from missing coursework may result in the loss of credit for the course. In some cases, a conference with student, parent, counselor, and administrator will result in firm deadlines as indicated in written contracts. IT IS THE RESPONSIBILITY OF THE STUDENT TO SEE THAT ALL MAKE-UP WORK IS PICKED UP, COMPLETED, AND TURNED IN TO THE INSTRUCTOR FOLLOWING AN ABSENCES OR SUSPENSION.

- First Semester Class Incompletes: A student receiving an incomplete in a first semester class will have until the end of the 3rd Quarter to make up that incomplete.
- Second Semester Classes and Year-long Classes: A student receiving an incomplete in these classes will have until the end of June to make up that incomplete. If incompletes are not made up within the designated framework, the student will receive a failing grade in that class.

LATE ARRIVALS:

Students arriving to school after 8:00 am should enter through door #12 (southeast side of HHS). Students shall go directly to class and the teacher will note the attendance.

LEAVING SCHOOL DUE TO ILLNESS OR INJURY:

Students may not leave school for illness or injury without first reporting to the nurse's office. If students contact parents requesting pick up due to illness or injury they must do so with the nurse's office staff.

LIBRARY:

The Library Media Center (LMC) is staffed by a full-time professional Media Specialist. It is open from 7:30 am until 3:00 pm Monday through Friday. The library has an extensive print collection, an ebook collection, and subscribes to approximately 25 magazines and the local newspaper. It also has 12 MAC computers for student use.

Universal library courtesy is expected. Students should be aware of the following Library Media Center rules:

- Students need to have school-issued IDs to check out books and take Accelerated Reader tests.
- Gum chewing and eating of any kind is prohibited.
- Coats and backpacks should not be brought to the library. Students with these items will be asked to leave them at the Circulation Desk.
- Cards and other types of game playing will not be allowed during school hours.
- Students may check out up to 3 items at a time. Items are checked out for a period of 3 weeks and can be renewed twice.
- Fines of \$.10 per item per day are charged for overdue items.
- Students must pay for lost or damaged materials.

LOCKERS:

Each student is assigned a locker. These lockers are the property of the school; therefore, the administration can access them at any time. Students must stay in the locker that they are assigned. No material of any kind may be pasted, taped or attached to the outside of the locker. Any writing, defacement, or damage will be considered vandalism and will be dealt with according to the disciplinary code. The school is not liable for lost or stolen belongings.

LUNCHESES:

Food is not to be removed from the cafeteria area unless a prearranged bag lunch is provided by the kitchen staff.

- Grades 7 and 8 will have closed lunch. Students needing to purchase lunch from the cafeteria will eat in the cafeteria. Students with lunches from home may eat in the cafeteria or Gym 3. Lunch period for 7th and 8th graders is 11:28 am to 12:03 pm.
- Grades 9, 10, 11 and 12 are entitled to open campus lunch or eat in the cafeteria. If a student chooses to leave for lunch they will not be permitted to enter the building until lunch has concluded. This lunch period is from 12:21 pm to 12:56 pm. The privilege of leaving campus may be denied for any misbehavior.
- Students will not be allowed to order food from local businesses for delivery to the school. All food delivery will be done by a faculty or staff member.

MAKE-UP TIME:

Whether a student's absence is Excused or Unexcused, the student is required to make up all assignments as deemed appropriate. Communication with the teacher is key. Students are encouraged to talk to their teachers before they are absent or directly after they return. Students will be given two days for each day missed to make up the work that was assigned during the student's absence. For example, if a student is gone (during a M-F week) on the 22nd, all work from that day will be due on the 25th. If the student is gone on the 22nd and the 23rd, the makeup work for the 22nd is due on the 25th and the makeup work for the 23rd is due on the 26th. Students missing more than 10 days in a semester must make up the time for every hour after the first 10.

Exempt Absences from Make-Up time:

- Illness or medical appointments verified by a physician. Verification must be turned in to the High School Office within 1 week of the absence to be exempt from make-up time. Absences must still be entered into Powerschool or called into the high school office by 3:00 pm the following day of the absence.
- School Sponsored Absence
- School approved field trip

Missing 10 minutes or more of a class, unless approved by the instructor will be treated as an absence.

First semester classes: Make-up time must be completed by the end of the 3rd quarter. Students must make up time before school, (if arranged by their teacher) or after school by the end of the 3rd quarter.

Second semester and yearlong classes: Make-up time must be completed by the end of June.

If a student anticipates an absence; time and work can be made up in advance by making arrangements with each instructor.

Attendance issues that cannot be resolved by the teacher/student/administration will be brought to the Attendance Appeals Committee. That committee will consist of: Principal or Assistant Principal, Counselor, and faculty members. One committee will hear all appeals. This committee will also hear appeals for attendance issues that involve extreme extenuating circumstances (illness/injury that requires homebound instruction/hospitalization, death of an immediate family member, etc.) It is the responsibility of the student/parent to request an attendance committee hearing submitted in writing to the assistant principal.

MAKE-UP WORK:

All work assigned during any excused absence must be completed within double the number of days missed. Extended timelines may be granted at the discretion of individual teachers. If a student anticipates an absence, work can be made up in advance by making arrangements with each instructor. Any work assigned during a school authorized absence must be completed within the same number of days as a student has missed (not double). Any unexcused absence or absence not approved by the office will mean forfeiture of credit for work missed during that absence.

MOTOR VEHICLES:

Students are prohibited from parking motor vehicles in the east and west courts, and the front entrance of Hibbing High School. Violators will be towed by administration at the expense of the owner or ticketed by HPD for violations in residential parking areas. All students that drive a motor vehicle to school must park at the Memorial Building parking lot.

OUT OF THE BUILDING PASSES:

To leave the school during the school day, a student needs a green “Out of the building” pass. To obtain an out of the building pass, a student must have a parent/guardian enter their attendance into PowerSchool or phone a request into the high school office. A written note will not be accepted to obtain a pass. Students leaving the building without an out of building pass will be considered truant.

PARTICIPATION IN EXTRACURRICULAR ACTIVITIES:

A student must attend school all day with the exception of an out of building pass for a verified medical or dental appointment in order to be allowed to participate in extracurricular activities that day. In addition, any student who is in the Restorative Room or out of school suspension **CANNOT** participate in extracurricular activities that day.

PHYSICAL EDUCATION EXCUSES:

In order to be excused from physical education, a student must visit a doctor and obtain a written excuse. The instructor and the student will make arrangements for the necessary make-up activity. Long-term physical education excuses should be taken care of in the Guidance Office where a program change will be made taking the student off the rolls in physical education. If a student has a yearlong excuse, it must be renewed each year and filed with the Nurse’s Office. If the excuse is not renewed, students will have to complete the physical education requirements before they graduate. Long-term medical excuses must be submitted within one week of the inability to participate.

PLEDGE OF ALLEGIANCE:

In accordance with state law, students will be asked to recite the Pledge of Allegiance weekly. Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students and staff must respect another person’s right to make that choice. Also, proper etiquette, display and respect for the flag of the United States of America will be included in the instructional goals.

(SchoolBoardPolicy 400-90-7)

POST-SECONDARY OPTIONS PROGRAM:

Students who plan to participate in the Post-Secondary Options Program during the following school year must indicate an interest in this program in writing no later than May 1st of the current school year. Application to the college and the student’s schedule with adjustments for college courses must be completed by May 30th of the current school year. The above are high school deadlines; the colleges may have earlier or later

deadlines. High school deadlines must be met in all cases. PSEO students can not be in the building unless they have a class at the high school during that time or are reporting to the high school office for business. **It is the responsibility of the PSEO student to keep in contact with their counselor for graduation requirements and deadlines. PSEO students are responsible for tracking their grades through college.**

PROGRAM CHANGES:

Each student will receive a class schedule in the fall. This schedule is a composite of the courses selected previously. Any changes in this program need to be made with the counseling department during the first week of school only with the approval of the counseling department.

RESPONSIBILITIES

Student Responsibilities:

It is the students' right to be in school. It is also the student's responsibility to attend all assigned classes and study hall every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments or tests due to an absence.

Parent or Guardian's Responsibilities:

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

Teacher's Responsibilities:

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. Teachers must provide any student who has been absent with any missing work upon request by the student or parent as long as it is within the deadline for makeup work. Finally, it is the teacher's responsibility to work cooperatively with the student's parents or guardian and the student to solve any attendance problems that may arise.

Administrator's Responsibilities:

It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students and to maintain accurate records on student attendance. Finally, it is the administrator's responsibility to work cooperatively with the student and student's parent or guardian to solve attendance problems.

SCHOOL SPONSORED TRIPS:

It is the policy of the school to furnish supervision for groups from this school that go to other cities, schools, or places, to represent Hibbing High School in competition or as guests on field trips or excursions. Arrangements, however, must be made well in

advance. The school also helps to arrange for transportation on such trips. When a private car is used, the driver must be an adult and approved by one of the principals.

Every student member must return with the group with which they go unless they present, in advance, to the faculty member in charge a written statement from their parents/guardian giving them permission to do otherwise.

SKATEBOARDS:

Skateboards are strictly prohibited on all school district property.

STUDENT DATA PRIVACY:

Hibbing Public Schools uses a variety of digital tools to support student learning. The [Student Data Privacy table](#) lists the curriculum, testing, and assessment tools used by the district and includes an outline of the student data elements within each tool.

STUDENT DROP OFF:

Students that are dropped off for school at the beginning of the day should be dropped off in front of Hibbing High School (21st Street) or at the anchor entrance (23rd Street). Please refrain from dropping your student off in either court at the beginning or the end of the school day.

STUDENT IDENTIFICATION CARDS:

Students must have their identification cards in their possession at all times. If a student is exiting or entering the building, they may be asked to show identification. If the student cannot provide this identification they may be detained or asked to report to the high school office. This card will also serve as a library card.

TARDINESS:

It is the responsibility of each student to be on time to every class and study hall. Missing an excess of 10 minutes from any given class may be considered an unexcused absence. Upon receiving the 3rd tardy in any class, the student will receive detention.

TESTING OPT OUT FORM:

<https://docs.google.com/viewerng/viewer?url=https://www.nrheg.k12.mn.us//cms/lib/MN02205306/Centricity/Domain/655/MDE-TestingOptOutForm.pdf>

WATER BOTTLES:

Water fountains and water bottle filling stations are available throughout the building. Students may have water bottles. Food or beverages in the classroom is allowed by teacher discretion only.

WITHDRAWAL AND TRANSFERS:

A student who wishes to withdraw from the school system for any reason must have the permission of a parent or guardian. After the request is received, the student is given a check out slip which they must have filled out and signed by the teachers indicated on the slip and returned to the high school office. Upon request, an official transcript will be

sent from this school to the school the student is entering. All school materials and technology must be returned to the school at the time of the withdrawal.

PART 3

POLICIES, RULES AND DISCIPLINE

ACCEPTABLE USE POLICY:

Please read and familiarize yourself with the Digital Learning Initiative and Internet Acceptable Use policies [found on the district website](#) and understand that failure to follow any of the policies and guidelines may result in disciplinary action. You can find links to these policies and guidelines on the ipads.isd701.org website, which is also installed on all district issued iPads. Below is a brief summary of the guidelines:

- The school system has a limited educational purpose, which includes classroom activities, educational research, and professional or career development activities
- Users will not use the school district system to post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks
- Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law
- Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files
- Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons
- Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval
- Users will not use the school district system to engage in bullying or cyberbullying
- Students are expected to use the iPads appropriately for educational purposes
- Students are expected to have their iPads in school each day with a fully charged battery
- Students must not attempt to hack, jailbreak, or otherwise circumvent district safety measures and settings
- Students must use the District-provided case and it shall not be personalized
- Students are not allowed to take photos, videos, or audio recordings of staff without their permission
- The iPad may ONLY be used by the student to whom it was assigned or by the parents of the student
- Damage, theft, or loss must be reported immediately to the appropriate school personnel

Reference School Board Policies:

[600-607 Internet Acceptable Use](#)

ATTENDANCE POLICY:

Good school attendance is a critical component of a quality education. Since student success in school directly correlates to regular attendance, the administration and staff at Hibbing High School will always place a high priority on this issue. The Hibbing High

School attendance policy is one tool that is used to monitor and promote student attendance. Please refer to school board policy 500-503 Student Attendance for further information. When your child is absent from school, please log into the PowerSchool Parent Portal and submit the date(s) and reason for the absence using the Attendance Monitor option in the sidebar.

BACKPACKS/BLANKETS/JACKETS:

Backpacks, bags, blankets, jackets, and purses must be kept in lockers. Backpacks are not allowed in classrooms or lunch areas. Bags and backpacks may be subject to search at any time.

BOOKS AND SUPPLIES:

A student who damages books, iPads, or supplies that belong to the school will be required to pay for damages.

BUS VIOLATIONS:

Students violating the Disciplinary Policy while riding the school bus may be denied transportation upon notification of parents. The length of time will depend upon the number of referrals and the seriousness of the infraction. Bus transportation is a privilege, not a right.

CELL PHONE AND OTHER ELECTRONIC DEVICES:

Increased student cell phone usage in school has created several problems including: text messaging during testing, unauthorized picture taking, and general classroom disruptions. These occurrences are all detrimental to the learning environment.

Therefore, student cell phone usage and other electronic devices will be restricted as follows:

7th and 8th Grade students will not be allowed to have cell phones in classrooms.

9th-12th grade students' cell phone use in classrooms is subject to teacher discretion.

No cell phone use will be allowed in bathrooms for all 7th-12th grade students. Phones, Apple watches, airpods and other electronic devices may be confiscated if used inappropriately or in classrooms, halls/bathrooms, and parents must pick them up.

Students may use their phones during their lunchtime, unless they are assigned detention.

CHEATING:

Students will receive a copy of each teacher's rules and regulations on cheating. The policy on cheating will be explained by each teacher. A copy of each teacher's rules and regulations will be available to the parents/guardians upon request. If the cheating results in an automatic failure for the marking period or semester, the instructor will contact the parent/guardian.

CHEMICAL HEALTH POLICY:

Independent School District No. 701, in compliance with state and federal mandates and out of concern for the health and safety of all our students and personnel, recognizes that alcohol, tobacco, inhalants and illicit drug use is harmful.

HIBBING SCHOOLS ARE SMOKE FREE AND DRUG FREE. IT IS UNLAWFUL FOR ANYONE, STUDENTS AND SCHOOL PERSONNEL, TO USE, POSSESS, DISTRIBUTE OR BE UNDER THE INFLUENCE OF ALCOHOL, ILLICIT DRUGS, ANY OF THESE ON THE SCHOOL PREMISES OR AS PART OF ANY OF ITS ACTIVITIES.

Disciplinary sanctions up to and including expulsion for students and termination of employment for school personnel, as well as referral for prosecution, may be imposed on persons violating this policy. Law enforcement will also pursue criminal prosecution, with felony penalties in some circumstances.

CRISIS INTERVENTION:

In-School Use, Possession, Distribution:

MINNESOTA LAW-SECTION 4 (126.037) REPORTING CHEMICAL ABUSE

A teacher who knows, or has reason to believe that a student is using, possessing, or transferring alcohol or a controlled substance while on the school premises, or involved in school related activities, shall immediately notify the school's chemical abuse pre-assessment team of this information.

In our district, the pre-assessment contact person 7th to 12th grade is the principal or assistant principal.

1. The student is removed from class and the administrator makes the decision as to who should be contacted: police, parents, ambulance service, nurse.
2. The administrator will deal with the student after confirming the facts.
3. If possession, use or distribution is confirmed, the police and parents will be notified and will be requested to pick up the student. A report will be filed with the police.
4. At the reinstatement conference, the administrator will outline school district policy governing chemical use and will instruct the student of the meetings of the pre-assessment team and their recommendations.
5. Students and parents will receive awareness information and listing of community resources from the counselors.

Out of School Use/Possession/Distribution:

MINNESOTA LAW-SECTION 3 (126.06)

"The law enforcement agency shall notify the school chemical abuse pre-assessment team of incidents occurring off the school premises involving chemical abuse by students enrolled in Hibbing Schools.

If the student is involved in co-curricular activities, the activities director will be notified and appropriate suspensions will occur. Law enforcement will also pursue criminal prosecution, with felony penalties in some circumstances."

DETENTION/Restorative Time:

After-school detention is a disciplinary measure which is frequently used as a deterrent to several school rule infractions. When a student is assigned detention, he or she is expected to have the time served on or before the date specified by the principal, assistant principal, or teacher. Students will follow all school rules while serving detention. If a student does not serve their detention by the due date the student will be assigned a day of ISS (Restorative Time).

DISCIPLINE AND CONDUCT:

The Board of Education, administration and faculty of ISD 701 of Hibbing, Minnesota, recognize that the rights of all students must be respected. Along with these rights, there is a corresponding responsibility for all students to follow school rules and regulations. To ensure that each student is able to take full advantage of all of the opportunities, which are available while the student is in school, the following guidelines have been established.

The belief of the school board, administration, and faculty of the Hibbing Public Schools is that an effective means of implementing this disciplinary function of the schools will be a healthy home-school relationship. In cases where it is necessary to discipline a student, proper steps to involve parents, guardians, teachers and counselors will be taken.

Section 1...MINNESOTA STATUTES 1971, SECTION 120.06, SUBDIVISION 1, NOTWITHSTANDING THE PROVISIONS OF ANY LAW TO THE CONTRARY, THE CONDUCT OF ALL STUDENTS UNDER 21 YEARS OF AGE ATTENDING A PUBLIC SECONDARY SCHOOL SHALL BE GOVERNED BY A SINGLE SET OF REASONABLE RULES AND REGULATIONS PROMULGATED BY THE LOCAL BOARD OF EDUCATION.

This statute essentially means that any student under 21 years of age shall abide by all school rules and regulations as they relate to attendance procedures, use of alcoholic beverages, conduct, etc.

The basic responsibility of the school is to educate the children of the community, and any child defined as eligible by compulsory school attendance laws has the right to attend the public school. It is not necessary to keep in school classes those children whose conduct is totally inconsistent with the learning atmosphere. The right of a person to attend school must not place in serious jeopardy the rights of others to profit from school. In general, all students must make every effort to comply with the reasonable directions or requests of the teachers, substitute teachers, teacher aides, administrators, or other authorized school personnel when they are properly under the authority of the school.

In the event that a student in ISD 701 does not abide by these disciplinary functions and guidelines, they may be subject to disciplinary action that is fitting, proper, and legal within the framework of the Pupil Fair Dismissal Act. A pupil may be dismissed from

participation in all or any portion of the school's curricular or extracurricular activities, either during the day, or after school hours, and school sponsored events, on the following grounds:

1. Willful violation of any policy or regulation of the Board of Education.
2. Willful conduct which materially and substantially disrupts the rights of others to an education.
3. Willful conduct which endangers the pupil or other pupils or the property of the school.

Action to restrict a pupil's right of school attendance may be of five kinds:

1. "Suspension" means an action taken by the administration, under rules promulgated by the Board of Education, prohibiting a pupil from attending school for a period of one or more school days. This definition does not apply to dismissal from school for one school day or less.
2. "Exclusion" means an action taken by the Board of Education to prohibit an enrolled pupil from starting and attending school for up to one calendar year.
3. "Expulsion" means an action taken by the Board of Education to prohibit an enrolled pupil from further attendance for a period that shall not exceed one calendar year.
4. "Removal From Class" means action taken by a teacher, principal, or other school district employee to prohibit a student from attending class for a period of time not to exceed three class periods. A class period is designated as a period of time not to exceed one hour or two hours in those subjects which encompass a two period block of time.
5. "Probationary Status" The principal, or his designee, may place a pupil on a probationary status, during which time certain conditions are established with which the pupil must comply. Failure to fulfill these conditions may result in certain sanctions as specified in the probationary agreement or in dismissal in accordance with the procedures established by the Pupil Fair Dismissal Act.

Students removed from class shall be responsible of the principal or their designee. For Special Education students, each restriction of school attendance will be reviewed under the terms of the Pupil Fair Dismissal Act to see if the student's handicapping condition is related to the problem behavior. Before suspending a handicapped student, it is necessary to determine that the action leading to the possible suspension is unrelated to the specific handicapping condition of the student.

DISRUPTIVE DEVICES:

Various other items that may be disruptive or unsafe should not be brought to school including, but not limited to, water guns, water balloons, laser pointers, lighters, air horns, bluetooth speakers, or other noise, smell, or smoke producing devices. Many of these items fall under the guidelines of the District Weapons Policy, and appropriate administrative action will be taken. The items will be confiscated and NOT RETURNED.

DRESS CODE:

Students are encouraged to be dressed appropriately for school activities keeping in mind appropriate attire for the weather, clothing that does not create a health or safety hazard.

If administration believes a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities or poses a threat to the health or safety of others. Students will be directed to make modifications to their dress by changing into appropriate clothing, or calling a parent or guardian for a change of clothes. Please refer to the school board policy 500-504 Student Dress and Appearance for further information.

GUM CHEWING:

Gum chewing shall be left up to the discretion of each faculty member in individual classrooms. Gum chewing will not be allowed in the library, auditorium, music classes, band, pool or gym classes.

HAZING POLICY:

"Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk or 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 activities that intimidate or threaten 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.

"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 an official school organization to come within the terms of this definition.

No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, engage in, permit, condone, or tolerate

hazing. This policy applies to behavior that occurs on or off school property and during and after school hours.

Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.

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

Upon receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district. The school district may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of hazing.

Upon completion of the investigation, the school district shall 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 deter violations and to appropriately discipline prohibited behavior. School district actions 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. The school district shall 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 hazing or against any person who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

NON-DISCRIMINATION:

The School District is committed to inclusive education and providing an equal educational opportunity for all students. The School District does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, or age in its programs and activities. The school board has designated the superintendent as the district's human rights officer to handle inquiries regarding nondiscrimination, harassment and violence. Please refer to School Board Policy 400-408 Harassment and Violence Policy on our website.

OUT OF SCHOOL SUSPENSION:

If a student's behavior and conduct are determined by an administrator to warrant removal from the school building, the student will be suspended from school. Students who are suspended will be issued a formal suspension notice that will be sent to their parent/guardian. A conference with the issuing administrator, the student, and the parent/guardian may be required for re-admittance to the school.

REMOVAL FROM CLASS:

Removal from class is the short-term dismissal of a student from an activity or class during which the school retains custody of the student. Students removed from class shall be the responsibility of the principal or their lawful designee. A district employee may remove students who violate the district's discipline code from class, not to exceed three class periods or their equivalent per incident. The teacher and principal will determine the length of removal.

RESTORATIVE ROOM (Formerly Known As In School Suspension):

If a student's behavior and conduct are determined by an administrator to warrant removal from the classroom, the student will be assigned to a consequence of time in the Restorative Room; specific dates and times will be arranged by the administrator.

SEARCHES:

In the interest of student safety and to ensure that schools are drug and weapon free, district authorities may conduct searches. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in their desks, lockers, or vehicles parked on school property. "Contraband" means any unauthorized item, the possession of which is prohibited by school district policy and/or law. If a search yields contraband, school officials will seize the item(s) and where appropriate, give the items(s) to legal officials for ultimate disposition. Students found to be in violation of this policy are subject to discipline in accordance with the school district's "student discipline" policy, which may include suspension, exclusion, expulsion, and when appropriate, the student may be referred to legal officials. Safety drug dogs may come to the school at any time.

SENIORS' FINAL DAYS OF SCHOOL:

Vandalism, destruction of property, or other Code of Conduct violations resulting in suspension on the last days of school will result in the student's non-participation in the graduation ceremony. Formal charges will also be filed with the police against students involved in the incident.

STUDENT PREGNANCY AND PARENTAL STATUS POLICY:

1. Pregnancy and Parental Status:

It is the policy of the School Board of Independent School District No. 701 not to discriminate against any student, or exclude any student from its education program or activity, on the basis of such student's pregnancy, children, false pregnancy, termination of pregnancy or recovery there from, unless the student requests voluntarily to participate in a separate portion of the program or activity of the recipient.

2. Medical Certification:

The School Board of Independent School District No. 701 may require such a student to obtain the certification of a physician that the student is physically and emotionally able to continue participation in normal education program or activity so long as such a certification is required of all students for other physical or emotional conditions requiring the attention of a physician.

STUDENT RELATIONSHIP:

Overt displays of affection are prohibited.

VIOLATIONS

Disciplinary action will be taken against students for any behavior which is disruptive of good order or violates the rights of others. The following acts are unacceptable behavior subject to disciplinary action while the student is under the jurisdiction of school district:

ISS = Restorative Room (In School Suspension)

OSS = Out of School Suspension

ALCOHOL

A student shall not possess, use, transmit, or be under the influence of alcoholic beverages of any kind on school grounds or at school sponsored functions off school grounds.

First Offense	Second Offense	Third Offense
Notification of parents or guardians, notification of police officer, 2 days OSS	5 days OSS	5 days OSS up to Expulsion

ARSON

“Arson” is the intent or intentional destruction of damage to any school building, school personal property, injury to persons by means of fire or explosives. This includes all behaviors within the “school zone” on school sponsored/supervised activities. Failure to exercise ordinary caution resulting in fire within any area identified above, damage to school or personal property, or injury to persons. False alarm or tampering with any part of a fire suppression system. Giving a false alarm or tampering or interfering with any fire alarm system. Matches, lighter, and other fire starting materials are not allowed on school premises.

First Offense	Second Offense	Third Offense
Mandatory notification of police and Fire Marshall, notification of parents or guardians, restitution if damage occurred, confiscation of materials, 3 days OSS, consideration of expulsion	5 days OSS, consideration of expulsion	5 days OSS, consideration of expulsion

ASSAULT

“Assault” is acting to cause fear in another of immediate bodily harm or death or intentionally inflicting or attempting to inflict bodily harm upon another.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 3 days OSS, consideration of expulsion	5 days OSS, consideration of expulsion	10 days OSS, consideration of expulsion

BOMB

A student shall not possess or commit crimes of violence using explosive devices including, but not limited to, bombs, grenades, rockets, and mines. This also means devices that produce a chemical reaction that results in destruction.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 5 days OSS, consideration of expulsion	Consideration of expulsion	Consideration of expulsion

BOMB THREAT

A student shall not threaten directly or indirectly, to commit any crime of violence with purpose to cause an emergency response of a school building or grounds or school-related activity.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 3 days OSS, consideration of expulsion	Consideration of expulsion	Consideration of expulsion

BULLYING

Bullying means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:

1. There is an actual or perceived imbalance of power between the student engaging in prohibited conduct and the target of the behavior and
2. The conduct is repeated or forms a pattern; or
3. The conduct material and substantially interferes with a student’s educational opportunities, performance or ability to participate in school functions or activities or receive school benefits, services, or privileges

First Offense	Second Offense	Third Offense
Student conference, notification of parents or guardians, 3 days OSS	5 days OSS	5 days OSS, consideration of expulsion

CYBERBULLYING

Cyberbullying means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data - including a post on social media.

First Offense	Second Offense	Third Offense
Student conference, notification of parents or guardians, 3 days OSS	5 days OSS	5 days OSS, consideration of expulsion

CONTROLLED SUBSTANCE & ILLEGAL DRUGS

A student shall not possess, use, transmit, or be under the influence of a controlled substance or illegal drug of any kind on school grounds or at school sponsored functions off school grounds, unless prescribed to the student by a licensed health care professional in which case the school medication policy must be followed.

First Offense	Second Offense	Third Offense
Notification of parents or guardians, notification of police officer, 2 days OSS, consideration for expulsion Note: Students who purchase, sell, or are part of any transaction involving a controlled substance or illegal drug on school premises may be subject up to expulsion with first offense	5 days OSS, consideration of expulsion	10 days OSS, consideration of expulsion

DISRUPTIVE/DISORDERLY CONDUCT

A student shall not participate in actions that interfere with the rights of others to an education, instruction, and/or with the effective operations of the school. Such actions include off-campus behavior that negatively impacts effective school operations or the rights of others to an education or instruction including but not limited to: Refusal to follow school rules and regulations, refusal to follow direction given by a staff member, loud behavior, inappropriate language, rude gestures, defiance, lying, throwing objects, running, leaving school grounds without proper authorization, disrupting unauthorized materials on school property, giving false identification, and anything deemed inappropriate by staff members.

First Offense	Second Offense	Third Offense
Student conference, possible notification of parents or guardians, detention or 1 day ISS up to 1 day OSS.	1-3 days OSS	3-5 days OSS

EXPLOITATION OF SCHOOL TECHNOLOGY

Data tampering, unauthorized use of data, violations of Digital Learning Initiative Policy.

First Offense	Second Offense	Third Offense
Student conference, notification of parents or guardians, 1-3 days OSS, loss or restriction of technology use, restitution if damage occurs, possible notification of law enforcement, consideration of expulsion	3-5 days OSS, consideration of expulsion	5 days OSS, consideration of expulsion

EXTORTION

A student shall not obtain property from another by verbal intimidation.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 1 day OSS, consideration of expulsion	3 days OSS, consideration of expulsion	5 days OSS, consideration of expulsion

FIGHTING

“Fighting” is mutual combat in which both parties have contributed to the situation by verbal or physical action. Recording a fight will be treated the same as those fighting.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 3 days OSS	5 days OSS	5 days OSS, consideration of expulsion

GANG ACTIVITY

Gang Activity is strictly prohibited. A “gang” is herein identified as any group that participates in distributive, intimidating, illegal, and/or violent activities as defined in this policy. This includes gang symbols, gestures, and attire.

First Offense	Second Offense	Third Offense
Student conference, notification of parents or guardians and police, 1-3 days OSS, consideration of expulsion	1-3 days OSS	3-5 days OSS, consideration of expulsion

HARASSMENT

Sexual harassment, sexual orientation harassment, religious harassment, ethnic/race harassment, and disability harassment.

First Offense	Second Offense	Third Offense
Student conference, notification of parents or guardians, 1 day ISS up to 3 days OSS, consideration for filing with ISD 701 Human Resources	3-5 days OSS	5-10 days OSS, consideration of expulsion

HAZING

“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. “Student organization” means a group, club, or organization having students as its primary members or participants. Hazing may be reported to any staff member or administrator.

First Offense	Second Offense	Third Offense
Student conference, notification of parents or guardians, 1-3 days OSS, notification of activities director	3-5 days OSS	5 days OSS

PYROTECHNICS

A student shall not possess or detonate fireworks.

First Offense	Second Offense	Third Offense
Notification of parents or guardians, 1 day OSS	3 days OSS	5 days OSS

TERRORISTIC THREATS

A student shall not threaten to commit any crime of violence with the purpose to terrorize another person.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 3-5 days OSS, consideration of expulsion	Notification of parents or guardians and police 3-5 days OSS, consideration of expulsion	Notification of parents or guardians and police, 3-5 days OSS, consideration of expulsion

THEFT

A student shall not intentionally take, use, transfer, conceal or retain possession of personal property of another without the other’s consent and with intent to deprive the owner permanently of possession of the personal property.

First Offense	Second Offense	Third Offense
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Notification of parents or guardians and police, 1 day ISS up to 3 days OSS, required restitution by parents or guardians and student	1-5 days OSS	5-10 days OSS consideration of expulsion
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THREATS/INTIMIDATION

A student shall not use words or gestures to intimidate or incite fear in another person.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 1 day ISS up to 3 days OSS	3-5 days OSS	5-10 days OSS, consideration of expulsion

TOBACCO

A student shall not possess, use, or transmit tobacco products of any kind or tobacco related devices including electronic cigarettes on school grounds or at school sponsored functions off school grounds.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 1 day OSS	1 day OSS	3 days OSS

TRESPASSING

A student shall not be physically present in the school building without permission, after being requested to leave by a school official, or after suspension or expulsion.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 1 day ISS up to 1 day OSS	1-3 days OSS	3-5 days OSS

VANDALISM

A student shall not willfully cut, deface, or otherwise damage in any way property including school buses.

First Offense	Second Offense	Third Offense
Notification of parents or	3-5 days OSS	5-10 days OSS

guardians and police, 1 day ISS up to 3 days OSS, restitution		
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VERBAL ABUSE

A student shall not engage in obscene or abusive language or comments.

First Offense	Second Offense	Third Offense
Notification of parents or guardians, 1 day ISS up to 1 day OSS	1-3 days OSS	3-5 days OSS

WEAPON

Any firearm, knife, stun gun, taser, martial art instrument, mace, any device designed as a weapon, or any other device or instrument which in the manner it is used or intended to be used is likely to produce death or great bodily harm. This includes any look-alike object that may have the appearance of a weapon or dangerous instrument. A student shall not knowingly possess, store, handle, transmit, use, or encourage or aid any other student to possess, store, handle, or transmit these weapons on school grounds or at school sponsored functions off school grounds.

First Offense	Second Offense	Third Offense
Notification of parents or guardians and police, 1-5 days OSS, confiscation of weapon, consideration of expulsion	Notification of parents or guardians and police, 1-5 days OSS, confiscation of weapon, consideration of expulsion	Notification of parents or guardians and police, 1-5 days OSS, confiscation of weapon, consideration of expulsion

*See exceptions in District Weapons Policy

***Actions directed toward staff will be given more severe consequences.**

***Violent behavior and bullying will be cumulative starting in 7th grade.**

***School sponsored events such as dances and activities may be denied due to code violations and unlawful activity such as underage drinking outside of school.**

***Policy on recording: Students are prohibited from photographing, recording, or making any electronic record of other students, staff, or visitors without express consent of the individual that is the subject of the recording, photograph, or electronic record. This policy applies to students during the school day, instructional and non instructional time, or while participating in school events. Electronic devices are not to be used in locker rooms or restrooms. Recording a fight will be treated as inciting a fight.**

Any other incident will be dealt with by the administration. All students are dealt with on an individual basis, and all decisions will be made using the above assertive discipline measures as a guide for disciplinary action. Closed lunch period accompanies all in-school suspension. All rules apply at school-sponsored activities, regardless of location.

It may be necessary to evaluate a student for possible placement in a special education program. The student will be referred to the Team Manager who will make the appropriate referral to the Special Education Department or other available special education agencies. The student will be tested and evaluated for placement in an in-school program or an alternative program if the minimum number of interventions have been attempted and documented. If the student removed from class has a disability, there may be a need to review the individual education plan.

The education of a child is the shared responsibility of the teacher and administrator. It is, therefore, evident that the discipline procedures following the removal and re-admittance of a child from and back to class also be shared cooperatively responsibility. Students who do not comply with terms of re-admittance shall be subject to additional discipline as provided for by the Pupil Fair Dismissal Act.

Probationary status is explained as follows:

The administration reserves the right to alter any of the above sanctions based on evidence pertinent to the situation. In the event that is to take place, parents will be notified immediately. Any appearance before the Board of Education will carry with it a recommendation for one of the following:

1. Removal from class
2. Referral to the Alternative Learning Program/Alternative Learning Center for the remainder of the year or next school year.
3. Expulsion from school for the remainder of the year.
4. Exclusion of educational privileges for the remainder of the year.

WEAPONS POLICY:

General Statement of Policy:

Possession of any weapon, as defined in this policy, in any school building, on school grounds, in the weapon-free zone surrounding a school, in any school vehicle, including school buses, or at any school sponsored activity is prohibited, except as provided in Section IV.

Definition of Weapons:

Weapons include, but are not limited, to any of the following:

1. Any firearm, whether loaded or unloaded.
2. Any device or instrument designed as a weapon (including "look-a-likes" such as squirt guns/toy guns) or through its use capable of threatening or producing great bodily harm or death.
3. Any device or instrument that is used to threaten or cause bodily harm or death such as taser, mace, pepper spray.

Penalties:

A violation of this Policy, as it relates to the possession of firearms, will result in a recommendation to the Superintendent for expulsion.

A violation of the Policy relating to the use of possession of firearms shall result in notification to the local law enforcement agency as required by the Gun Free Schools Act of 1994, and further, a report shall be submitted to the Minnesota Department of Education.

A violation of this Policy by the possession or use of other weapons as defined may result in school suspension and/or a recommendation to the Superintendent for expulsion.

Any expulsion or suspension as provided in this Policy shall be in accordance with the Pupil Fair Dismissal Act as well as applicable federal statutes and regulations.

Exceptions:

The restrictions and penalties provided by this policy shall not apply to courses or other curriculum, such as gun safety classes, which may require a student or instructor to have a firearm within the area restricted in this Policy.

PART 4

HEALTH AND SAFETY

CHEMICAL HEALTH SERVICES:

Hibbing Schools have services available to assist students who are experiencing problems because of their use of alcohol or other drugs. Help is also available for youth who are affected by the use/abuse of a family member or friend.

COMMUNICABLE DISEASES:

All student illness/disease exclusions are based on the recommendations of the Minnesota Department of Health and the Hennepin County "Infectious Diseases in Childcare Settings and Schools" manual.

EMERGENCY AND HEALTH INFORMATION:

The nurse's office keeps current emergency and health information on each student. If a student becomes ill, or has an injury during the school day, we will make every effort to contact a parent or guardian as soon as possible. In an emergency situation, where immediate treatment is required, the school health service staff will act in the best interest of the child. Our staff is guided by the information listed on the emergency form. It is imperative that the emergency information form be filled out, signed by a

parent/guardian and returned promptly to the nurse's office within the first week of school each year. The information needs to be updated if any changes occur. Please list a contact person or people other than a parent who can care for your child in your absence.

EYE PROTECTION DEVICES:

Minnesota state regulations concerning the use of eye protective devices state as follows:

126.20 EYE PROTECTIVE DEVICES Subdivision 1. Every person shall wear industrial quality eye protective devices when participating in, observing, or performing any function in connection with, any courses or subdivision 3, of any school, college, university or other educational institution in the state.

Subdivision 2. Any student failing to comply with such requirements may be temporarily suspended from participating in said course, and the registration of a student for such course may be canceled for willful, flagrant, or repeated failure to observe the above requirements.

Subdivision 3. Eye protection areas shall include, but are not limited to, vocational or industrial art shops, science or other school laboratories, or school or institutional facilities in which activities are taking place and materials are being used involving:

1. Hot molten metal
2. Milling, sawing, turning, shaping, cutting, grinding, or
3. Heat treatment, tempering or kiln firing of any metal or other materials
4. Gas or electric arc welding
5. Repair or servicing of any vehicle or mechanical equipment
6. Any other activity or operation involving work in any area that is potentially hazardous to the eye

Subdivision 4. The governing body of a public educational institution referred to in subdivision 1 may purchase such devices in large quantities for the use of pupils, teachers, and visitors.

Subdivision 5. Any person desiring protective-corrective lenses instead of the protective devices supplied by the educational institution shall, at their own expense, procure and equip themselves with industrial quality eye protection devices.

Subdivision 6. "Industrial quality eye protection devices," as used in this section, shall mean devices meeting the standards of the American Standard Safety Code for Head, Eye, and Respiratory Protection, currently identified as ASA 22.1-1959. (Ex 1967 c 14 s 1 subd. 1-6).

HEALTH SERVICE:

The school Health Service is located in Room 105. Students must obtain a pass from their classroom teacher before reporting to the nurse's office. Students may not leave school for illness or injury without first reporting to the nurse's office. Students needing space for "Telehealth" appointments must report to nurse's office during the school day.

HOMEBOUND OR HOME BASED INSTRUCTION:

If a student is going to be out of school for an extended period of time, Homebound or Home based instruction can be provided upon receiving a note from a medical authority, which means a physician, physician's assistant and an advanced practice registered nurse, who have prescribing authority, stating the need for this type of accommodation and must also include an end date for termination of placement or re-evaluation of need. Homebound means that a student is unable to leave their home, except for medical appointments, etc.

IMMUNIZATIONS:

The Minnesota state law requires additional vaccines for secondary students. All students entering grade 7 require: a second MMR (measles/mumps/rubella) vaccine and an additional dose of Td (tetanus/diphtheria) vaccine is required after age 11 and every 10 years thereafter. Students entering grade 7 also need a three dose Hepatitis-B series and 2 Varicella vaccines or date of disease as verified by a physician. We require documentation of these immunizations for our records. All students not in compliance will be excluded from school until immunizations are current.

MEDICATION POLICY:

Only medication that cannot be given at home will be administered at school. If parents request medication to be given during school hours, they must provide a signed physician order and parent authorization form. These forms are available through our office or at the local clinic. Medication must be brought to the nurse's office by the parent/guardian in the original prescription bottle. All prescribed medication must be given through the nurse's office with the exception of Inhalers and EpiPens. Inhalers and EpiPens may be carried by students in grades 7-12 with parent authorization form signed. Note: Any over-the-counter medication may be carried with the students for grades 7-12. The nurse's office does not supply over-the-counter medications.

PHYSICAL EXAMS:

Physical exams are not mandatory unless a child participates in athletics, although we do refer all 7th and 10th grade students for physicals to be sure all students are in optimal health. However, the Minnesota State High School League requires an updated physical every three years for all 7th-12th graders that participate in sports. A completed athletic slip must be brought to the athletic office at the high school in order to start any sport. Reminder: Scoliosis screening is not done at school. Any parent wanting their child screened must do so through their physician.

PUBLIC NOTIFICATION:

Independent School District No. 701 has policies and procedures for public review and questions in each of the following health and safety areas: Asbestos Management, Lead in Water, Radon, Integrated Pest Management, Hazardous Waste, Fire Safety, Life Safety, Crisis Management, Playground Safety, and Indoor Air Quality. Questions regarding these issues may be directed to the Buildings and Grounds Office at 218-208-0845.

PART 5

EXTRA-CURRICULAR

EXTRA-CURRICULAR ACTIVITIES and SCHOOL EVENTS CODE:

(Condensed Version...Complete Codebook is distributed to all participants and copies are available in the activity director's office)

INTRODUCTION:

As a member of the Minnesota State High School League, Hibbing High School is obligated to abide by the general rules of the league in regards to athletic and extracurricular eligibility. This section will state policies, rules, and regulations adopted by ISD 701 which will supplement those of the State High School League. These rules apply to all students in grades 7-12. Students may participate in more than one sport/activity each season with coaches and AD approval.

SPORTSMANSHIP CODE:

It is the responsibility of the students, parents, and community to:

1. Support the Hibbing programs regardless of outcome. The way the game is played is of utmost importance.
2. Encourage behavior that enhances the competitive, yet cooperative, spirit of the activity.

3. Display respect for opponents, officials, and visiting students and community members. Your actions speak loudly in terms of what people will remember about Hibbing.
4. Work for an all-around, positive cheering input into activities. Our students need your positive support and encouragement - anything else will distract from the activity and be more of a negative influence than a positive contribution.

CHEMICAL/ALCOHOL VIOLATIONS:

“Association”

Being in a situation where alcohol/drugs/inhalants are being illegally consumed or possessed by others. This rule pertains to all activity students, which includes, the athletics and fine arts programs.

The following penalties will be assessed:

First Offense: 3 weeks of the season or 3 events, whichever is greater

Second Offense: 9 weeks of season

Third Offense: 18 weeks of season

The consequences for choir, band and drama are as follows:

First Offense: 1 event

Second Offense: 2 events

Third Offense: 3 events

“Possession”

1. Consumption of alcohol/drugs/inhalants/tobacco/look-alikes
2. Physical possession of alcohol/drugs/inhalants/tobacco/look-alikes

First Offense: 3 weeks of the season or 3 events, whichever is greater.

Second Offense: 1 full calendar year from all activities. This includes, student council, NHS, drama, band, choir, math team, knowledge bowl, etc. (A player may start practice in the sport where they received the violation but cannot play until the calendar year is complete. Ex: Basketball player who received a violation on January 10 can start practice in November, but they can't play in a game until January 10.)

Third Offense: 1 additional full calendar year from all activities. This includes, student council, NHS, drama, band, choir, math team, knowledge bowl, etc.

The consequences for choir, band, and drama are as follows:

First Offense: 1 event

Second Offense: Full year of all activities

Third Offense: Additional full year of all activities

Good Standing and General Eligibility Requirements

1. Good Standing

In order to be eligible for regular season and Minnesota State High School League (MSHSL) tournament competition, a student must be in good standing.

DEFINITION: The term "Good Standing" shall mean that the student is eligible under all of the conditions and eligibility requirements of Hibbing High School as well as the eligibility requirements of the Minnesota State High School League.

2. Student Code of Responsibilities

Participation in extracurricular activities is a privilege, which is accompanied by responsibilities. As a student participating in MSHSL sponsored activities, I understand and accept the following responsibilities:

- a. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- b. I will be fully responsible for my own actions and the consequences of my own actions.
- c. I will respect the rights and property of others.
- d. I will respect and obey the rules of my school and the laws of my community, state, and country.
- e. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

3. Penalties

- a. A student who is dismissed from school is ineligible for a period of time as determined by the principal acting on the authority of the Hibbing Board of Education. The principal reserves the right to impose consequences as they determine is appropriate.
- b. A student who violates the Student Code of Responsibilities is not in good standing and is ineligible for a period of time as determined by the principal acting on the authority of the Hibbing Board of Education. The principal reserves the right to impose consequences as they determine appropriate.

Consequences:

- a. First Violation: The student shall lose eligibility in that activity for a minimum of two weeks or two contests, whichever is greater. The student may be subject to additional consequences from the coach or advisor with approval from the AD and principal.
- b. Second Violation: The student shall lose eligibility in that activity for a minimum of three weeks or six contest, whichever is greater. The student may be subject to additional consequences from the coach or advisor with approval from the AD and principal.
- c. Third Violation: The student shall lose eligibility for a minimum of four weeks or 12 contests, whichever is greater. The student may be subject to additional consequences from the coach or advisor with approval from the AD and principal.

GRADES:

Students participating in activities must maintain a minimum of a 1.5 GPA and cannot be failing two or more classes.

Grades will be checked at the end of each quarter. If a student does not meet the minimum, they have three weeks to improve. After the three weeks, if the student still does not meet the academic eligibility requirements, they are ineligible to participate in any contests for the rest of the quarter.

PSEO STUDENTS:

Full-Time PSEO Students:

Grades will be checked at the same time as high school students. If a student is below a 1.5 GPA and/or failing two classes, they have three weeks to meet the academic eligibility requirements. If improvement does not happen, they may not participate in any contests for the rest of the quarter.

It is the student's responsibility to obtain a midterm grade report from their college professor.

PART TIME PSEO STUDENTS:

Grades will be checked at the end of each quarter. It is the student's responsibility to obtain a midterm grade report from their college professor. Students' high school and college grades will be combined and converted to high school grades based on a formula provided by the high school office.

PROCEDURE FOR HANDLING EXTRA-CURRICULAR RULE VIOLATIONS:

In order to provide consistency in handling violations of extra-curricular rules, the following procedures should be followed:

1. The coach/advisor or principal or activities director shall meet with the student concerning any accusations of a violation and the evidence on which they are based for verification. The parent or guardian may also be contacted.
2. Upon verification, a brief written report shall be prepared and filed in the Athletic Office.
3. The Activities Director shall determine the penalty based on MSHSL and Hibbing High School extracurricular rules and explain the penalty to the student. Upon the request of the student or parent, a conference shall be scheduled with the student, parents, coach, administrator and athletic director.
4. The Conduct Code Council shall be scheduled for a hearing if one is requested.
5. A report on the student's eligibility status shall be sent to any extracurricular coaches, advisors or director involved with the student and the principal or assistant principal.

TRAVEL AND CONDUCT ON TRIPS:

Each coach/advisor will instruct the students regarding particular rules of behavior on trips. The time of departure and return will be provided the day before so that parents will be informed.

1. Participants must use transportation provided by the school. The only exception is in the event parents request in writing to have the student ride with them, in which case the parents assume all responsibility.
2. No food or beverage will be allowed on the bus unless sanctioned by the coach/advisor in charge.
3. Damage or vandalism to any property or bus will be charged to the individuals responsible and they will be subject to discipline by the coach/advisor or conduct code committee.

COACHES' RULES:

Each coach may establish guidelines relative to their activity, which will be given to every candidate for that activity.

STUDENT TRAVEL POLICY:

(This policy pertains to Co-Curricular Activities and unusual travel circumstances)

If the Co-Curricular students at Hibbing High School return back to Hibbing after 1:00 am, the activity advisor can request that their activity students miss the 1st and 2nd hour classes of the following morning. The unusual travel circumstances will need administrative prior approval. Students will be required to contact the instructor for their assignments (the hours to be missed) prior to the predetermined trip. This discretionary option is not for the students/parents to use as an excuse option. This is not to be used for fan buses or personal travel plans.

HIBBING HIGH SCHOOL STUDENT ORGANIZATION ADVISORS/COACHES

Alpine Skiing	Mr. Walli	Lego Robotics	Mrs. Eskeli
Band	Mr. Berg	Math Club	Mr. Erickson
Baseball	Mr. Wetzel	Math Counts	Mr. Erickson
Basketball (Boys)	Mr. Aune	National Honor Society	Ms. Erickson
Basketball (Girls)	Mr. Hanson	Nordic Skiing	TBA
Cheerleading	Ms. Lowen	Soccer (Boys)	Mrs. Forer
Choir	Mr. Seykora	Soccer (Girls)	Mr. Neist
Cross Country	Mr. Plese	Softball	Mrs. Vesledahl
Drama	Ms. Reynolds/Mrs.	Spanish Club	Mr. Rocco

	Zubich		
Figure Skating	Mrs. Anderson	Speech	Mrs. Ronning
First Robotics	Mr. Hanegmon	Student Council	Mrs. Lindstrom, Mrs. Swinda, Mrs. Wesley
Golf (Boys & Girls)	Mrs. Freeman	Swimming	Mr. Veneziano
Hematite	Mrs. Tomczak	TADA	Mrs. Lindstrom
Hockey (Boys)	Mr. Rewertz	Tennis	Mr. Conda
Hockey (Girls)	Mr. Hyduke	Track (Boys)	Mr. Plese
Indian Ed./Drum Group	Mr. Wagner	Track (Girls)	Ms. Sullivan
Key Club	Mr. Harvey	Trap Shooting	TBA
JH Knowledge Bowl	Mr. Wetzel	Volleyball	Ms. Peterson
SH Knowledge Bowl	Mrs. Eskeli	Wrestling	Mr. Pierce

ACTIVITIES:

DRAMA: Join HHS Drama and bring stories to life onstage, and become a part of our theater community! We welcome all students, regardless of experience or ability. Try your hand at acting and performance, or work behind the scenes with lights, sound, sets, costumes, or stage management. We produce three plays per year: a fall Musical, winter is our competitive One-Act, and in spring, a non-musical Play. Auditions are held in September, December, and March for each play separately. Bring your hard-working attitude, a sense of playfulness, and dedication to teamwork. We are also often looking for visual artists for scenic and graphic design, and musicians for our fall pit orchestra, and other musical accompaniment throughout the year. Questions? Contact Megan Reynolds, drama director, at megan.reynolds@isd701.org.

FIRST ROBOTICS: Combining the excitement of sport with the rigors of science and technology. We call *First Robotics Competition* the ultimate Sport for the mind. High School students participants call it “the hardest fun you’ll ever have”

Under strict rules, limited resources, and an intense six-week time limit, teams of students are challenged to raise funds, design a team “brand”, hone teamwork skills, and build and program industrial-size robots to play a difficult field game against like-minded competitors. It’s as close to real-world engineering as a student can get.

Volunteer professional mentors lend their time and talents to guide each team. Each season ends with an exciting *FirstChampionship*.

GOLF: JV/Varsity: For any students who like golf and love to compete. We participate in up to 16 events a year, and are a member of section 7AA. You need your own clubs to participate.

GSA CLUB: Gay Straight Alliance Club is a student led inclusive club that provides a safe, welcoming and accepting school environment for youth, regardless of sexual orientation or gender identity.

HIBBING FIGURE SKATING CLUB: The Hibbing Figure Skating Club was first established in 1935 and was one of the oldest running figure skating clubs around. Our club ranges in ages from 3-18 years of age. We have skaters of all levels including many gold test skaters (highest test achieved in the sport of figure skating). Every year we have an annual skating show in mid-February to showcase each of the skater's achievements. The Hibbing High School Figure Skating Club was established in 1993 and is open to Hibbing students 7th-12th grade. However, to skate in the club there are minimum requirements that you must be able to perform. Once you are in the club there are tests, competitions, and volunteer hours that must be achieved in order to earn a letter in the sport of figure skating. Questions: Contact Terri Anderson 362-5951.

HOCKEY BOYS/GIRLS: Has a storied tradition. A combined 25 State Tournament appearances and three state Championships. Our programs have 25 games a year and compete at the varsity or junior varsity levels. We compete in section 7A and we are both members of the Lake Superior Conference.

INDIAN EDUCATION PROGRAM: This program offers Indigenous student support, college readiness, advocacy to families, cultural activities, Ojibwe Language Learning, and a cultural resource library. This program is available for all students and family members of students both Native and Non-Native.

KEY CLUB: Is a youth service organization for high school students, which is sponsored by the local Hibbing Kiwanis Club. The Key Club's aim is the development of initiative leadership ability, and good citizenship practices through the involvement of its members in a wide variety of local service projects, all geared toward building home, school and community. The Hibbing Key Club is a part of Key Club International; the largest youth service organization in the world, with over 250,000 members in 33 countries. In order to belong, members must pay \$15.00 dues, pledge 50 hours of community service, and pledge to remain chemically free during the entire year. In addition to the many service projects and weekly meetings, highlights of the year include Fall Leadership Training Conference and the Minnesota-Dakotas District Spring Convention held at various sites. The Hibbing High School Key Club is an organization dedicated to living up to its international motto: "Caring, our way of life."

KNOWLEDGE BOWL (JUNIOR HIGH): The 7th and 8th grade Knowledge Bowl team is an exciting extra-curricular activity focusing on academics. The season begins in the

fall and all 7th and 8th grade students are encouraged to join the team. Students are given points for completing worksheets and study guides, researching information, solving problems, and answering questions during practice rounds. The students receiving the most points are then allowed to attend the competitions which are held in October and November. Hibbing teams have always had great success at these competitions, and we look forward to continuing this winning tradition.

LEGO ROBOTICS: A two part competition in which students are tested on the ability to work as a team and come up with solutions to a problem. Students will research a problem facing today's society and come up with a solution for the problem. Students will also build a robot, using Lego EV3 robots, to complete an obstacle course with as little errors as possible. Practice begins in early September and the Regional competition is held in December. State competitions are held in February. Qualifications: meet all Hibbing High School Athletic Qualifications, exemplary interest in working on a team, self-motivated to complete tasks, positive attitude, and discipline to practice most lunch periods and some after school practices.

MATHEMATICS CLUB: The Hibbing High School Math team is a member of the Minnesota High School Mathematics League. We compete as a division (or conference) against 6-8 other schools from the iron range area with the season champ going to the state math tournament in mid-March.

Math team deals with challenging problems from Algebra, Geometry, Trigonometry, Advanced Algebra, and Probability. We practice once a week during our lunch period and we participate in 5 meets during the year, which are held at HCC. The meets are all on Mondays, during school hours (the team is typically dismissed from class at 10:30, bussed to and from HCC, and returns to class shortly after 1:00 pm) These meets include both individual and team competitions. The season runs from the end of September through mid-March. Any HHS student in grades 9-12 is welcome to join the Math Team.

MATH COUNTS TEAM: MathCounts is an activity for those 7th and 8th grade students who cannot get enough of solving challenging math problems. You will work in groups and also individually to qualify (the top ten students) for the district contest in February at UMD. If you qualify high enough, then the state meet is in Minneapolis in March.

NATIONAL HONOR SOCIETY: The National Honor Society was founded to recognize students who demonstrate excellence in the area of scholarship, leadership, service and character. Students may not apply for membership in the National Honor Society. Membership is granted to those students selected by a faculty selection committee in each school. Membership is both an honor and a commitment to uphold the virtues of scholarship, leadership, service and character.

The following is the selection procedure for students at Hibbing High School as determined by the NASSP National Honor Society and the Hibbing High School Chapter of National Honor Society:

1. Following the 2nd quarter, juniors who have a cumulative grade point average of 3.35, or better since the ninth grade, will be placed on the eligibility list. Seniors will be reconsidered after completion of the 1st quarter.
2. Eligible students who wish to be selected will be invited to interview. The interviews, as well as recommendations from the faculty and extra-curricular advisors will be collected and evaluated for information regarding students' character, service work and leadership qualities.
3. Upon hearing the interview responses and gathering faculty and extra curricular advisors input, the faculty selection committee conducts a vote. The students they feel exemplify a high degree of excellence in scholarship, leadership, and service and character are selected for membership in the National Honor Society.

SOCCER: The Hibbing Soccer program is an energy-packed, challenging program with a lot of success! Come join us for another season of this exciting, fast-paced sport, all while learning respect and self-discipline that this program has to offer.

SPANISH CLUB: Come Fiesta with us! The Spanish Club wants to include you in its Spanish tradition. Movies, food and activities planned by students broaden the understanding of Mexican and Spanish culture. A trip to a Spanish speaking country is organized once every two years with fund-raising activities to help with expenses.

STUDENT COUNCIL: Student Council is a leadership organization that represents the interests of all students 7th-12th grade. Representatives help communicate the wants and needs of students to administration to promote a positive learning environment. Members meet once a week and plan major school events such as Homecoming, Jacket Jamboree, fundraiser events and other activities. Leadership conferences are held at the regional, state and national level during the year offering opportunities for personal growth and networking with students from all over the state of Minnesota. Qualification: Students must submit an application to advisors in the spring and must then be elected by grade level. Students must reapply each year.

SPEECH: Have fun, meet new people, improve your communication skills, and compete using your intellect and your voice. In speech, you choose from 13 different categories of either already published works or choose to write your own. Team members compete for awards at area invitationals on Saturdays and host an invitational at HHS. Practice times are flexible, and you can participate in speech while in another activity. The speech season runs from January-April.

SWIMMING/DIVING: A competitive sport available to all eligible 7th-12th grade students. Athletes of all ability levels are welcome. Practices typically run every day after school with meets throughout the season. Meets consist of both individual and team competition. In the past Hibbing has won many section championships and had several all-state athletes.

TADA: Teens Against Drugs and Alcohol. 7th-12th grade student organization whose primary focus is promoting students to make positive choices concerning drugs and alcohol. Free events such as bonfires, hikes, outdoor movies, ice skating events are planned all through the year to give students options to have chemical free fun!

TENNIS: Hibbing High School Tennis offers every student athlete 7th-12th grade a chance to compete at the varsity or junior varsity level. Girls tennis competes in the fall season and boys tennis in the spring season. Great lifetime sport and guaranteed to be fun and competitive for all levels of ability.

TRAP SHOOTING: The High School Trap Team is available to our 7-12 grade students. The Minnesota State High School Trap League has been growing tremendously over the past few years. The minimum requirement to participate in the Hibbing High School Trap Team is a minimum of one year in our Youth program. This co-ed program is available to our students that are 11-18 years old. With this program athletes will learn all the fundamentals of Trap Shooting in a safe and controlled environment by Certified Level 1 shotgun coaches. Our youth program will start in April and goes through the end of June.

YOUTH IN ACTION: Hibbing's Youth in Action (or YIA) club is a St. Louis County program that promotes leadership by getting students involved in school and community projects that make a positive impact. This organization allows for students from all across the Iron Range and Duluth areas to join in a mission to make a difference. The Make a Difference conference gives students the chance to network with other schools and community leaders. Students will practice their organizational and goal oriented skills by working with their local elementary schools, nonprofits, and businesses. Youth in Action opportunities are available to Hibbing students in grades 7-12. It's free to join, and everybody is welcome!

Digital Learning Initiative Guidelines

Hibbing Public School District is committed to preparing our students to succeed in the changing societal landscape. It is essential that the district provide our students with the 21st century skills that they need to be self-directed learners. We believe that effective teaching and learning include the effective use of technology to best prepare each student for the world in which they will live.

The following requirements and guidelines apply to the Digital Learning Initiative and specifically the iPads. Failure to follow any of the guidelines in this document or the Student Handbook may result in disciplinary action (See VII).

I. STUDENT RESPONSIBILITIES

- A. Students are expected to use the iPads appropriately for educational purposes.
- B. Students are expected to have their iPads in school each day with a fully charged battery. Forgetting an iPad or having a dead battery will not be accepted as a reason for failing to complete work or turn in assignments.
- C. Students are responsible to download to the iPad any necessary documents, assignments, and/or materials from their teachers. If a family does not have wireless access at home, students must do this before school, during the school day, or after school.
- D. Students may load photos on their District-owned iPad, as long as all content complies with the Acceptable Use Policy. The use of music on the iPad during instructional time will be at the discretion of the classroom teacher. The presence of inappropriate music or photos may result in the loss of the iPad and/or other disciplinary actions (See VII).
- E. If non-conforming apps or software are discovered on District-owned iPads, the iPads will be restored to the school set of software, and disciplinary actions may be enacted (See VII). District staff are not responsible for saving, restoring or backing up documents, music or photos that students may be storing on the iPads.
- F. Students are encouraged to store documents, worksheets, notes and other files on their iPad, but they must be responsible for backing up or saving all work to other media. Students must either email documents to another account as a backup, or they may use a cloud-based storage account.
- G. Students attempting to hack or jailbreak the iPad will be subject to disciplinary action (See VII).
- H. Students must use the district-provided case and it shall not be personalized. Any damage caused by unauthorized removal of the iPad case will be the sole responsibility of the guardian/student.
- I. Students must set a passcode for their iPad. Students must give staff their passcode when asked. Students are not allowed to share their passcodes with other students.

- J. Students are not allowed to take photos, videos, or audio recordings of staff without their permission. See VII for disciplinary actions.

II. GUARDIAN EXPECTATIONS

- A. Guardians are encouraged to attend a Guardian iPad Orientation. Orientation materials will also be available on each iPad via the District website at ipads.isd701.org.
- B. The District asks for the parents support in communicating with their children about the standards of appropriate content and helping to monitor the use of the iPads at home. See the iPad Help application on your student's iPad, or ipads.isd701.org for resources you can use.
- C. Guardians should help to ensure that only the student and parents use the school-assigned iPad.
- D. If necessary, parents are expected to assist their child and fill out any forms needed to report theft or damage.
- E. Parents are encouraged to become familiar with the iPad and help ensure the use of the technology to track their child's progress. The iPads allow parents and students to view teachers' assignment calendars, track homework, and monitor progress toward coursework completion.

III. TERMS OF THE IPAD LOAN

- A. iPads will be distributed at the discretion of the District Administration.
- B. Legal ownership of the iPads remains with the District. The use of the iPad is a privilege extended to students and is conditioned upon compliance with the requirements of this policy, the Districts Acceptable Use Policy, and all other District policies.
- C. Student iPads and accessories will be checked in at the end of each school year at a date and time determined by the Administration. Students who graduate early, transfer, withdraw or are suspended or expelled will return the iPad and accessories at the time of withdrawal.
- D. The District reserves the right to repossess the iPad and accessories at any time if the student does not fully comply with the terms of this policy. The District may also choose to limit and/or withdraw home use privileges for failure to comply.
- E. Failure to return the property in a timely fashion may result in the involvement of law enforcement.
- F. The iPads may be subject to monitoring by teachers, administrators, and/or technology staff.
- G. If technical difficulties arise with an iPad, or non-conforming content is discovered, the iPad will be restored by District staff. If the District staff needs to restore an iPad, the District is not responsible for the loss of any content put on the iPad by the student.

- H. Each iPad has identifying labels, which must not be removed or altered in any fashion. Students may not permanently mark the iPad itself in any fashion.
- I. The use of the iPads during instructional times is governed by classroom teachers. Failure to follow the instructions of the teacher will result in disciplinary action (See VII).

IV. GENERAL CARE INSTRUCTIONS

- A. Chemical cleaners or liquids, including water, should not be used on the iPads.
- B. Charging cables/cords should be inserted and removed carefully to prevent damage. This should be done on both ends of the cable by grasping the plugs rather than the cord. The charging cord should be plugged into the wall outlet before connecting the iPad. When disconnecting remove the cable from the iPad before pulling the cord from the wall outlet.
- C. iPads must be kept in the District-provided protective cases at all times.
- D. Students should never put weight on the iPads, stack items on top of them or wedge them tightly into a backpack or case.
- E. Liquids, food and other debris can damage iPads. iPads will be kept in cases and away from food and liquids when students are eating.
- F. iPads should not be exposed to temperature extremes. Students should not leave the iPad in any location where the temperature falls below freezing or exceeds 95 degrees. If the iPad is cold, it should be allowed to warm up to room temperature before use. An iPad exposed to direct sunlight or high temperatures may overheat during use and must be allowed to cool down before subsequent use.
- G. Battery life is shortened by using Wi-Fi, Bluetooth, a high screen brightness, and video. Students should learn to manage these settings and apps to improve battery performance.

V. SECURITY AND THEFT PREVENTION

- A. The iPad may ONLY be used by the student to whom it was assigned or by the parents of the student. The student may not loan it to another student.
- B. The student is responsible for the security of the iPad at all times. The iPad should never be left unsecured. When not with the student, the iPads should be secured or stored in a locked location out of view. During after-school activities and/or away events, students are still responsible for securing the iPad.
- C. Students should keep personal information about themselves and others off the iPad. Password security for network systems should be maintained. It is the responsibility of the student to keep his or her information secure.

VI. DAMAGE, THEFT, REPAIR

- A. Damage must be reported immediately to the appropriate school personnel.
- B. Students/parents are responsible for the full cost of any willful, negligent, careless or intentional damage to the iPad and accessories. Failure to pay for

willful, negligent, careless or intentional damage may result in legal consequences.

C. Theft must be reported immediately to the appropriate school personnel. Students/parents will be required to fill out a theft report through the District's liaison officer.

D. Tracking software can be activated to recover missing iPads. The District will coordinate with law enforcement to track missing or lost iPads.

VII. IPAD PROCEDURES FOR INAPPROPRIATE USE

A. In the event of inappropriate use of the iPad, the Principal will confiscate the iPad and will issue a district controlled iPad to the student. The district-controlled iPad will only have educational applications available on it and no personal use or downloads will be allowed by the student or the parent.

** The administration reserves the right to sanction students more severely based on the nature of the offense.

VIII. IPAD INSURANCE OPTIONS

A. School District Insurance:

1) Insurance is available for all iPads that are part of the District's 1:1 iPad programs. Insurance is elective; it is not required. Students who purchase insurance after receiving an iPad must have the iPad visually inspected by Technology Department staff in order to verify the device is not damaged at the time of purchase. Insurance will cover the instructional school year, from date of purchase until the end of the school year.

2) The insurance program offers coverage on one iPad for accidental damage as well as parts failure. All iPad parts and accidental damage are covered, including the iPad battery, internal and external components, glass, LCD screen, external buttons, microphone jack, etc. This includes parts and labor. This plan will not include more than one replacement; additional replacements will cost the student/parent the full value of an iPad and/or keyboard case. One iPad charger and cable is also covered.

3) The insurance program does not cover the following items:

- Any willful, negligent, careless or intentional damage is not covered.
- Intentional damage is that which is either observed to willfully or carelessly have occurred or that which is determined by the type of damage to have been willful or careless in nature.
- Loss and theft of the device is not covered.

4) Cases:

- Standard wear and tear or willful damage to cases is not covered.
- Technical failure of a keyboard case is covered.

5) Insurance may be purchased online from the district website, or contact the school office for assistance.

B. No Insurance

You agree to pay for the replacement of the iPad should the iPad and case be stolen, lost or damaged in any way. Example costs to families who do not choose insurance are below:

- Damaged or broken screen may cost up to \$200 depending on what layer of the screen is broken.
- Replacement cost for the iPad is up to \$500
- Replacement cost for the provided iPad case is \$35 or \$110
- Replacement cost for the provided iPad charger is \$25

Students or parents may wish to carry their own personal insurance to protect the iPad in cases of theft, loss, or accidental damage. Be aware that deductibles can be higher than the cost of an iPad. Please consult with your insurance agent for details about your personal coverage of the iPad. An iPad purchased to replace a lost, stolen or damaged Hibbing Public Schools iPad becomes the property of Hibbing Public Schools.

C. Financial Hardship

If you can't afford the school district insurance, but would still like to purchase the school district's insurance, please contact the building Principal.

Policy Highlights/Summaries

All [School District Policies](#), in their entirety, are located on our District web site or you can request a copy of a specific policy or handbook from each of our building offices

Annual Parent/Student District Policy Notifications

Please select the links below to read:

[#408 Harassment and Violence District Policy](#)

[#417 Drug Free Workplace/Drug Free School District Policy](#)

[#505 Student Discipline District Policy](#)

[#518 Title IX District Policy](#)

[#521 Bullying Prohibition District Policy](#)

[#530 School Meal District Policy](#)

[#607 Internet Acceptable Use District Policy](#)