

1999 HOUSE EDUCATION

HCR 3077

1999 HOUSE STANDING COMMITTEE MINUTES

BILL/RESOLUTION NO. HCR 3077

House Education Committee

Conference Committee

Hearing Date 3-1-99

Tape Number	Side A	Side B	Meter #
Tape # 1		x	27.7 to end
Tape # 2	x		0.1 to 2.2
Committee Clerk Signature <i>Joan Dues</i>			

Minutes:

Chairman R Kelsch , Vice Chair Drovdal , Rep Brusegaard , Rep Brandenburg , Rep Haas , Rep Johnson , Rep Nelson , Rep Nottestad , Rep L Thoreson , Rep Grumbo , Rep. Hanson , Rep. Lundgren , Rep. Mueller , Rep. Nowatzki , Rep. Solberg .

Chairman R Kelsch : We will open the hearing on HCR 3077 and ask the clerk to read the title.

Rep Nottestad : District 43. sponsor of the bill introduced the bill. We have tried this system and those schools are successful. Some areas such as the rural areas have a need for alternative high schools.

Rep. Nowatzki : The alternative high schools in rural areas have students are they students with special needs such as special education.

Rep Nottestad : The special needs could be the accelerated students. The student could be accessed throughout the state even in the rural areas if we had a program.

Rep. Nowatzki : There is a school that deals with juvenile delinquent problems already in Rolly.

Rep Nottestad : I am aware of that program, but this would be students that would not necessarily dealing with discipline, they just do not function well in a normal school setting.

Max Laird: President NDEA (See attached testimony) . Mr Laird went on to explain how the schedule of an alternative school does work.

Rep. Hanson : Does North Dakota have a regulation of a minimum/maximum age limit alternative high schools.

Laird: We keep our students until they reach age twenty two, but I have had one as old as thirty five. Minimum age in our school is sixteen.

Rep Nottestad : Where does the Grand Forks alternative school rank in size?

Laird: We rank twenty fifth in terms of size in the state.

Chairman R Kelsch : Anyone wishing to speak in support of HCR 3077?

Gaylynn Becker: North Dakota DPI spoke in support of HCR 3077.

Chairman R Kelsch : Anyone else who wishes to appear in support of HCR 3077? Anyone wishing to speak in opposition of HCR 3077? Seeing none we will close the hearing on HCR 3077.

Discussion was held at this time on teacher retirement and adding this question to HCR3077 so it could be studied during the interim, no action was taken at this time.

1999 HOUSE STANDING COMMITTEE MINUTES

BILL/RESOLUTION NO. HCR3077-3-4-99

House Education Committee

Conference Committee

Hearing Date 3-1-99

Tape Number	Side A	Side B	Meter #
Tape # 2	x		43.2 to 48.1
Committee Clerk Signature <i>Joan Diers</i>			

Minutes:

Chairman R Kelsch , Vice Chair Drovdal , Rep Brandenburg , Rep Brusegaard , Rep Haas , Rep Johnson , Rep Nelson , Rep Nottestad , Rep L Thoreson , Rep Grumbo , Rep. Hanson , Rep. Lundgren , Rep. Mueller , Rep. Nowatzki , Rep. Solberg .

Chairman R Kelsch : We will take up HCR 3077. What are the wishes of the committee? A discussion was held on the amendments, but in the end the teacher retirement amendments were not placed on the resolution.

Vice Chair Drovdal : Moved a DO PASS

Rep Brusegaard : Second.

Chairman R Kelsch : Discussion. The motion of Do PASS is before the committee, will ask the clerk to read the roll. The DO PASS motion passes 13 YES 2 NO 0 Absent

Floor assignment Rep Nottestad .

Date: 3-1-99
Roll Call Vote #: 1

1999 HOUSE STANDING COMMITTEE ROLL CALL VOTES
BILL/RESOLUTION NO. HCR 3077

House Education Committee

Subcommittee on _____
or
 Conference Committee

Legislative Council Amendment Number _____

Action Taken Do Pass

Motion Made By Brusegaard Seconded By Drovdal

Representatives	Yes	No	Representatives	Yes	No
Rep. ReaAnn Kelsch-Chairperson	✓		Rep. Dorvan Solberg	✓	
Rep. David Drovdal-Vice Chair	✓				
Rep. Michael D. Brandenburg	✓				
Rep. Thomas T. Brusegaard	✓				
Rep. C. B. Haas		✓			
Rep. Dennis E. Johnson	✓				
Rep. Jon O. Nelson		✓			
Rep. Darrell D. Nottestad	✓				
Rep. Laurel Thoreson	✓				
Rep. Howard Grumbo	✓				
Rep. Lyle Hanson	✓				
Rep. Deb Lundgren	✓				
Rep. Phillip Mueller	✓				
Rep. Robert E. Nowatzki	✓				

Total (Yes) 13 No 2

Absent 0

Floor Assignment Nottestad

If the vote is on an amendment, briefly indicate intent:

REPORT OF STANDING COMMITTEE (410)
March 1, 1999 4:39 p.m.

Module No: HR-36-3822
Carrier: Nottestad
Insert LC: . Title: .

REPORT OF STANDING COMMITTEE

HCR 3077: Education Committee (Rep. R. Kelsch, Chairman) recommends DO PASS
(13 YEAS, 2 NAYS, 0 ABSENT AND NOT VOTING). HCR 3077 was placed on the
Eleventh order on the calendar.

1999 SENATE EDUCATION

HCR 3077

1999 SENATE STANDING COMMITTEE MINUTES

BILL/RESOLUTION NO. HCR3077

Senate Education Committee

Conference Committee

Hearing Date March 16, 1999

Tape Number	Side A	Side B	Meter #
1		x	330-1499
1		x	1926-2000
Committee Clerk Signature <i>Jinda Christman</i>			

Minutes:

SENATOR FREBORG opened the hearing on HCR3077. All senators were present.

REPRESENTATIVE NOTTESTAD, DISTRICT 43, testified in favor of HCR3077. I was approached to sponsor this resolution pertaining to alternative high schools and how rural students in North Dakota could benefit. I have been able to watch over the years the alternative high school in Grand Forks start from a very small start to be the largest program we have today. I've had the opportunity to watch young men and women who would not have graduated from high school if it hadn't been for these alternative programs. Alternative education to me has great value, I see it for students as a second chance for whatever reason, if they have dropped out of school they would have a second chance. I see it as a way where they can achieve at a pace where they can follow no matter what their circumstances. In the rural areas there is no program

for them other than to go back into a program and once you've dropped out of school going back into an existing program is very difficult and the percentages of success are very remote. I have some idea of how it could be worked in rural areas but again that is what this study would be all about. We have the Internet today, we have computer information, I could see perhaps a unification in areas of small communities getting together and having one. I can also see ties to the larger communities.

SENATOR KELSH : What would be a minimum number of students in your opinion that it would take to establish an alternative school or is there a minimum. Could you do one.

REP. NOTTESTAD: I suppose you could, again you could have one to one tutoring right now.

Local district if they choose to go that route could do that. That type of format could be used with only one, but would be more expensive than you'd like to have, because you would have to spend a number of hours with that particular student to fulfill the kind of units for high school courses.

SENATOR KELSH : In an alternative high school is there certification that they only teach in their major/minor fields. Or has that changed, for a small number of students they would still have to have several teachers that would only teach in their major/minor or do they cross over.

REP. NOTTESTAD: In our situation we use major/minor but being in a smaller setting you could probably have a provisional certificate where you have a concentration.

SENATOR O'CONNELL : Do you really want to narrow it down to just rural areas rather than just put the study in establishing and funding alternative high schools. Would you be comfortable if we opened the scope of the study.

REP. NOTTESTAD: I wouldn't mind that but right now the larger communities have the ways and means to do it. Smaller communities do not.

SENATOR REDLIN : You envision some rural schools so called surrounding that would participate in cooperating with the larger school.

REP. NOTTESTAD: I see that as one of the ways, I also see some long distance learning becoming involved with maybe students 30-40 miles away coming in and working with one person.

SENATOR REDLIN : How large a class do you think could be handled in an alternative education setting.

REP. NOTTESTAD: I think if your school is large enough you could handle in the 20's. If you could keep it small you would be better off.

SENATOR REDLIN : Do you feel the size of the class increases the discipline problem.

REP. NOTTESTAD: Depends on the teacher.

Testimony in Favor: Max Laird, President of NDEA. I wish to add a couple of issues. You have had extensive discussion on HB1196 around the issue of funding alternative schools. The history of alternative schools in North Dakota is not much more than 15 years old. Schools in North Dakota began by and large as a program, not schools, often involving pregnant teens whereby the students who attended those programs were taught by a part time staff on an hourly wage structure. As the interest in these programs grew the decision was made to try and move a larger critical mass and consider developing alternative schools. Going from the program structure to the school structure. The interest in having access to these schools by all schools has only just in the last couple of years become an area of interest for schools in North Dakota. The

reason behind this study in part is to determine the viability, potential and the need of this type of structure and access to this type of program or school statewide.

SENATOR KELSH : What type of things are different in an alternative school.

Max: Students that by virtue of whatever reason in an 8 period day are exposed to 5 or 6 different content areas. One of them they find more difficult or some socialization issue.

Alternative programs offer the students options to spend greater amount of time with a single classroom teacher in exactly the same content that they would have received in the main stream schools. This study would allow us an opportunity to look at what are the vocational needs of those students.

SENATOR FREBORG closed the hearing on HCR3077.

SENATOR WANZEK : I move a DO PASS, place on the consent calendar.

SENATOR KELSH : 2nd

Vote: 6 Yes 0 No 1 Absent

CARRIER: SENATOR REDLIN

Date: 3/16
Roll Call Vote #: _____

1999 SENATE STANDING COMMITTEE ROLL CALL VOTES
BILL/RESOLUTION NO. HCR 3077

Senate EDUCATION Committee

Subcommittee on _____
or
 Conference Committee

Legislative Council Amendment Number _____

Action Taken Do Pass consent sub.

Motion Made By Wanzek Seconded By Kelsh

Senators	Yes	No	Senators	Yes	No
Senator Freborg, Chairman					
Senator Cook, Vice Chairman	✓				
Senator Flakoll	✓				
Senator Wanzek	✓				
Senator Kelsh	✓				
Senator O'Connell	✓				
Senator Redlin	✓				

Total (Yes) 6 No 0

Absent 1

Floor Assignment Redlin

If the vote is on an amendment, briefly indicate intent:

REPORT OF STANDING COMMITTEE (410)
March 16, 1999 1:18 p.m.

Module No: SR-47-4886
Carrier: Flakoll
Insert LC: . Title: .

REPORT OF STANDING COMMITTEE

HCR 3077: Education Committee (Sen. Freborg, Chairman) recommends DO PASS and BE PLACED ON THE CONSENT CALENDAR (6 YEAS, 0 NAYS, 1 ABSENT AND NOT VOTING). HCR 3077 was placed on the Tenth order on the calendar.

1999 TESTIMONY

HCR 3077

1998-99 SCHOOL CALENDAR
Grand Forks Public Schools
Grand Forks, North Dakota

1998 August	27	Thursday	Staff Development Day (K-12)
	28	Friday	All Teacher Workshop
	31	Monday	SCHOOL BEGINS K-9
September	1	Tuesday	SCHOOL BEGINS 10-12
	7	Monday	Labor Day (No School)
October	8-9	Thursday/Friday	NDEA Instructional Conference - Minnet (No School)
November	11	Wednesday	Veteran's Day (No School)
	26-27	Thursday/Friday	Thanksgiving Vacation
December	22	Tues. (4:00 p.m.)	Vacation Begins
1999			
January	4	Monday	SCHOOL RESUMES
	18	Monday	Martin Luther King Day (No School)
February	25	Thursday	Staff Dev. Day (Middle & Senior High - No School)
March	26	Friday	Staff Dev. Day (K-12 No School) ND Council of Teachers of Mathematics & Science State Conference
April	2	Friday	Good Friday (No School)
	5	Monday	Easter Monday (No School)
	9	Friday	Staff Dev. Day (Elementary - No School) ND State Reading Conf.
May	31	Monday	Memorial Day (No School)
June	2	Wed. (4:00 p.m.)	END OF REGULAR SCHOOL YEAR
	3	Thursday	Planning & Clerical Day

Parent Teacher Conference Days will be scheduled at each school.
 Graduation dates will be set by the high schools.

The first two storm days of any school year may be made up according to State regulations. Actual make-up days will be selected from the December holiday, Martin Luther King Day, spring holiday, or at the end of the school year.

INTRODUCTION

This handbook is intended to serve as a guide. It is not an all-inclusive list of rules, but rather an outline of expectations and procedures which contribute to the operation of our high schools.

Education is a cooperative venture between parents, teachers and administrators working toward the goal of the betterment of young people and the community. The key to cooperation is communication. The following information is provided to establish communication and an understanding of school procedures and expectation.

COMMUNITY HIGH SCHOOL PHILOSOPHY

Community High School believes that students should be provided with the opportunity to earn high school credits and a high school diploma through an alternative means of education. We further believe that individual success is achieved through student ownership of responsibility for academic performance, attendance and behavior.

Vision Statement

The mission of Community High School is to provide for the educational, emotional, physical, and ethical needs of students who choose to complete their education in an individualized, non-traditional setting, by promoting students' responsibility for academic performance, attendance, and behavior.

Goals

1. To offer courses required by the Grand Forks Public Schools and the State of North Dakota for completion of a high school diploma. To provide a sufficient number and variety of elective courses to facilitate completion of a high school diploma and to broaden each student's interests.
2. To provide as many vocational and technological opportunities as feasible within the confines of facilities and funding.
3. To offer services and promote participation in programs which focus on self-esteem enhancement, substance abuse prevention, career planning, social interaction and responsibility, problem solving, decision making, and other issues which contribute to individual growth.
4. To provide a positive physical and emotional environment which fosters a non-threatening learning experience.
5. To constantly evaluate and make strategic changes to ensure optimal benefits to the students.
6. To provide social and cultural experiences in which students and staff jointly participate.
7. To promote an atmosphere that is accepting and sensitive to the needs of our unique population.

REGISTRATION AND ENROLLMENT

Enrollment Policy

Community High School is open only to students who are 16 years of age or older. At age 16, school attendance is not mandatory, therefore, the assumption is that any student enrolling at Community is coming out of a desire to complete the requirements for a high school diploma. The responsibility for academic work, attendance and behavior rest entirely on the student. Because students are choosing to stay in school past the mandatory time frame, they may also elect to be full or part-time students.

Students may enroll by coming to the school office at 500 Stanford Road. It is necessary to provide the school with immunization and academic records. Students are assigned to classes on a first come basis when space is available.

Transfer Students

Students leaving other schools within the district must complete a transfer request and have returned all books and materials before being allowed to begin classes at Community. Students may transfer to Community at any time during the school year.

Students may return to Central or Red River only at the beginning of the school year or the beginning of second semester. Returning to the student's home school requires prior agreement by that school.

Out-of-District Students

Students living outside of the Grand Forks Public School District may attend if the student (parent/guardian) or the sending school district pays the tuition. Tuition is established on a cost per one-half credit at the beginning of each school year. Out-of-district students are also responsible for the enrollment fee. A maximum of four out-of-district students may be in attendance at any given time. Out-of-district students are carried on the Grand Forks rolls for purpose of state aid payments.

Out-of-State Students

Students living in another state may attend if the allowed number of out-of-district students has not been reached. The tuition cost for out-of-state students is significantly higher to reflect the lack of state aid. All out-of-state students must have the permission of their home school.

School Fees

All students are charged a school fee each school year. This fee covers such items as consumable materials, special school programs, and school publications. The school fee for Community High School is \$20.00. This fee must be paid prior to starting a class. An activity pass

is available for an additional \$10.00. If a student transfers from another Grand Forks school after the first week of classes, the school fee already paid will not be refunded, but no additional fee will be assessed when enrolling at Community.

School Year

Community High School follows the calendar established by the Grand Forks School Board for senior high schools. In case of inclement weather, announcements of school delays or closing will be made on radio and television.

School Hours

Community High School is open to students from 8:00 a.m. to 3:30 p.m. on school days. Students are not to be in the building at other times unless by permission of a certified staff member. Students not scheduled for a class are not allowed in the building.

Academic Requirements

Graduation Requirements:	Units
<u>English (4 credits)</u>	
English I	1
English II	1
English III	1
Senior Composition	1/2
Senior Literature	1/2
<u>Social Studies (3 credits)</u>	
Global Education	1
U. S. History	1
Government	1/2
Economics	1/2
<u>Mathematics (2 credits)</u>	
Algebra I	1
Elective in Math	1
<u>Science (2 credits)</u>	
Physical Science	1
Elective in Science	1
<u>Physical Education/Health (1 credit)</u>	
Physical Education	1/2
Health	1/2
<u>Electives (7 credits)</u>	
Grades 9, 10, 11, 12	7
Total Credits Required for Graduation	19
Entrance into a four-year college in North Dakota requires three (3) credits in both math and science.	

Class Requirement

All classes have both an attendance and a work requirement. In order to earn one-half credit, a student must be in class for 60 hours (75 for science and lab classes) and successfully complete all of the required work. Classes are three hours in length, 8:30-11:30 a.m. and 12:00-3:00 p.m. Only time in class is counted toward meeting the required hours.

Instructional Process

Class size will be a maximum of fifteen students. The students assigned to the classroom will be working on various classes within the subject area. Students will work individually with the instructor and receive one-on-one assistance as required by the student. Because of the format, the instructor will rarely, if ever, lecture. This format requires the student to accept the responsibility for the completion of the class work.

Progress Report

Each class will begin by the teacher and student jointly completing a progress report which indicates the required work to be completed and the expected time frame for completion. Students failing to complete the work within the time frame may be dropped from school for failure to make adequate progress. Inadequate progress drops are for the same number of days as those for exceeding the amount of out time allowed.

Grading/Grade Slips

Each teacher will explain his/her class expectations and method of grading. It is the student's responsibility to complete the work satisfactorily and within the time allocated. Students who are not on schedule need to leave a book deposit and continue the work at home. Failure to stay on schedule can result in an academic suspension for failure to make adequate progress.

Grade slips are issued at the completion of each class. The student receives the pink copy of the slip indicating the grade and the amount of credit earned. Parent-teacher conferences are held at the times scheduled by the school district. Individual appointments are scheduled so all parents/guardians have an opportunity to confer with the teachers. Conferences may be scheduled at other times by making prior arrangements.

Extended Time

At the discretion of the teacher, extended time may be granted to students who have been on task throughout the session. A maximum of 15 hours is allowed and attendance is mandatory once extended time has begun. If a student is absent/tardy once extended time has begun, their grade will be averaged at that point. Students who take longer than 66 (81) hours to complete, won't be eligible to receive a grade of A. Extended time isn't a right but a privilege granted to students who have been consistently working.

Textbooks/Book Deposit

Textbooks are furnished for use in class. Because of the nature of the school and the student turnover, a book deposit is required for anyone wishing to take a book home. A \$10.00 cash deposit per textbook is required in order to check out a book (checks will not be accepted).

The book deposit procedure is as follows: The \$10.00 is given to the secretary who issues a white receipt to the student. The student gives the receipt to the teacher who holds it until the student no longer needs to take the book home, at which time, the student gets the white receipt from the teacher and gives it to the secretary and receives the \$10.00 in return. If a book is damaged by a student, either in class or when checked out, a damage fee will be assessed.

Independent Study Program

Independent Study is an option for students who wish to take more credits during the school year. Independent Study is taken through the North Dakota Division of Independent Study in Fargo. The cost of the course is paid by the student. Consult the counselor for further information.

ATTENDANCE/ABSENCES

Absences/Tardies

Community High does not have excused or unexcused absences. Students may not miss more than 10 hours in a 60 hour class or 12.5 hours in a 75 hour class. **Students are to use the allowed out-time for illness, appointments, emergencies etc.** Students who choose not to use this time wisely will suffer the consequences even if the absence that caused the out-time to be exceeded was legitimate.

Time is computed in fifteen minute blocks, e.g., 1 to 15 minutes is a quarter of an hour, 16 to 30 minutes is one-half hour etc. A student who signs out to leave class may not return without prior permission. All tardy time and absence time is cumulative. Time is kept separately for the morning and afternoon classes. The hours of attendance required and available out-time begin with each new class. **Time starts when a student is scheduled to begin class.**

In case of a long term illness or catastrophe, a leave of absence may be requested. This request must be made prior to the absence which exceeds the allowed out time.

Suspension Policy

Penalties for exceeding allowed out-time or failure to make adequate progress.

- 1st offense: 60 hr class, out for 20 school days
75 hr class, out for 25 school days
- 2nd offense: 60 hr class, out for 40 school days
75 hr class, out for 50 school days
- 3rd offense: out for the remainder of the school year

When returning from a suspension, the student is placed at the end of the waiting list after being out the required number of school days. During the school year, the length of the waiting list may result in a student being out for much longer than the actual suspension time.

Return Policy

A student suspended with less than 30 (37.5) hours in repeats the total hours. A student who is behind in the work may be required to repeat the total hours.

The following guidelines will be followed for students who are on schedule with their work prior to suspension:

If the hours of attendance prior to suspension were:

- a) between 30 (37.5) and 45(56.25) hours-- complete an additional 30 (37.5) hours but out time may not exceed 5 (6.25) hours;
- b) between 45 (56.25) and 57 (72) hours -- complete an additional 15 (18) hours but out time may not exceed 2.5 (3.25) hours;
- c) three hours or less remaining -- complete a full three hour session without missing any time.

Students returning from an academic suspension for failure to make adequate progress will be evaluated individually and the hours required and out-time allowed will be individually determined. Those students will be subject to evaluation each week.

Academic Failure

Students who fail a course may be out of school for a period of 0 - 20 days before they can repeat the course. The amount of time out will be at the discretion of the teacher based on the work effort of the student.

Technology/Computer Use

The Grand Forks Public School District believes that computer use by students is an important privilege and the district will attempt to provide opportunities for computer usage as often as possible. With the increase in technology, there is also an increase in the responsibility of students to be ethical in the use of the computers. Students' misuse or unethical practice on computers will not be tolerated and will result in disciplinary and or legal action.

School Board Policy 5331 specifies the rules under which the local and global network will operate.

1. Acceptable Use: The use of your login must be in support of educational research and be consistent with the educational objectives of the Grand Forks Public School District. Use of another organization's network or computing resources must comply with the rules appropriate for that network. The transmission of any material in violation of any U.S. or state regulation is prohibited. The Grand Forks Public School District reserves the right to cooperate fully with local, state, or federal officials in any investigation concerning or relating to any messages transmitted from computers in the Grand Forks School District.
2. Privileges: The use of the global network is a privilege and inappropriate use may result in a cancellation of those privileges or appropriate legal action. The technology facilitators will determine what is appropriate use and may close an Internet account at any time. The administration, faculty, and staff of the Grand Forks School District may request the denial, revocation, or suspension of specific user logins.
3. Network Etiquette:
 - a. Be polite.
 - b. Use appropriate language.
 - c. Keep your personal address, phone number, or password to others private.
 - d. Use the network in such a way as to not disrupt others.
 - e. All communications and information accessible via the network should be assumed to be private property.
 - f. Illegal activities are strictly forbidden.
 - g. Discuss only on-topic subjects in appropriate topic-designated discussion areas.
4. Warranty: No system is guaranteed to be operating perfectly all the time. The Grand Forks Public School District will not be held liable for any information that may be lost, damaged, or unavailable due to technical or other difficulties, or for any damages

suffered. The Grand Forks Public School District specifically denies any responsibility for the accuracy or quality of information obtained through a local or global network.

5. **Security:** Security on any computer system is a high priority. If users feel they can identify a security problem, they should notify a technology facilitator. Users are not to use a login or password other than their own. A user should immediately notify the system administrator if a password is lost or stolen.
6. **Vandalism:** Vandalism is defined as any malicious attempt to harm or destroy any Grand Forks Public School district equipment or software or the data of another user on a computer, local networks, or global networks. Vandalism will result in cancellation of privileges and may result in further action according to the district's vandalism policy.
7. The Grand Forks Public School District does not condone the use of defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal materials and does not permit usage of such materials in the school environment.

Possible disciplinary actions for violations of the operational rules include:

1. Grade reduction on an assignment equivalent to cheating.
2. Removal from a computer course with the loss of credit.
3. Loss of computer use privileges in a building.
4. Restitution for damages to software, hardware, or other technical equipment.
5. Restitution for costs associated with repair of equipment or software.
6. Restitution for costs related to long distant phone calls on modems.
7. Disciplinary action such as detention, in school suspension, and out of school suspension.
8. Involvement of legal authorities.

The teacher and principal will decide what action is appropriate from an offense.

SCHOOL REGULATIONS

Disciplinary Procedures

Grand Forks high school students are expected to observe a high standard of conduct at school and at all school functions. This implies proper dress and generally accepted standards of behavior.

When the rules suggested for appropriate behavior are violated, a desirable learning environment is not possible, and the school cannot satisfactorily function. In order for the school to perform its duties, the following disciplinary procedure will be followed:

Suspension

As an alternative school, Community operates under the assumption that students are in school by choice and that their behavior will be appropriate. Suspensions from school can be made for attendance (exceeding the allowable out-time), inadequate progress (failing to complete the required work) or behavior (fighting, insubordination, insolence). Suspensions will normally be for twenty days for the first offense, but the circumstances may dictate a greater or lesser period of time.

Fighting will not be tolerated. Insubordination is failure to obey rules as directed by those in authority. Insolence is being haughty and contemptuous or vulgar in behavior or language. All three are cause for suspension.

Citation for Willful Disturbance

Building principals may cite students for willful disturbance of schools under North Dakota Century Code 15-49-08 which states:

Any person, whether pupil or not, who willfully molests or disturbs a public school when in session, or who willfully interferes with or interrupts the proper order or management of a public school, by act of violence, boisterous conduct, or threatening language, so as to prevent the teacher or any pupil from performing his duty, or who, in the presence of the school children, upbraids, insults, or threatens the teacher, shall be guilty of a class B misdemeanor.

Citation for Disorderly Conduct

Building principals may cite students for disorderly conduct under North Dakota Century Code 12.1-31-01.

An individual is guilty of a Class B misdemeanor if, with intent to harass, annoy, or alarm another person or in reckless disregard of the fact that another person is harassed, annoyed, or alarmed by the individual's

behavior, the individual:

- a. Engages in fighting, or in violent, tumultuous, or threatening behavior;
- b. Makes unreasonable noise;
- c. In a public place, uses abusive or obscene language, or makes an obscene gesture;
- d. Obstructs vehicular or pedestrian traffic, or the use of a public facility;
- e. Persistently follows a person in or about a public place or places;
- f. While loitering in a public place for the purpose of soliciting sexual contact, the individual solicits the contact;
- g. Creates a hazardous, physically offensive, or seriously alarming condition by any act that serves no legitimate purpose; or
- h. Engages in harassing conduct by means of intrusive or unwanted acts, words, or gestures that are intended to adversely affect the safety, security, or privacy of another person.

Weapon Policy

Students are forbidden to knowingly possess any instrument or object in all Grand Forks schools, on school property, at school sanctioned activities, on parking lots and areas regularly utilized for parking during school functions, or when students are being transported in vehicles dispatched by the district, or in transportation provided for educational trips, that is, a weapon as hereinafter defined. A weapon is defined as any object which may be used to intimidate or inflict bodily harm which has no school related purpose and which shall include but not be limited to the following items: knives of all types, guns, lead pipes, chains, nunchucks, throwing stars, metal knuckles, blackjacks, unauthorized tools, explosives, or other chemicals.

A student violating these rules shall be subject to suspension and expulsion. Such penalty shall be administered in accordance with Grand Forks School Policy 5360. Upon a showing that the student has violated this weapon policy, the student shall be expelled for the remainder of the school year and all grades and credits for classes not completed as of the time of the violation of this policy shall be forfeited.

Upon being informed that a student has violated this policy, the school principal or other acting building administrator shall take the following action:

1. Notify the police department;
2. Confiscate the weapon;
3. Impose an initial suspension period of five days;
4. Commence the procedure for expulsion of the student. (See Policy 5360).

The building administrators shall have the right to use their discretion in the implementation of this policy.

Vandalism and Theft

Destruction of school property or theft against school, teachers, or students, may result in suspension, and the proper law authorities may become involved.

Alcohol, Tobacco and Other Drugs

Grand Forks Public Schools recognize that the use, possession and distribution of alcohol, tobacco, and other drugs by our students is unlawful, harmful, and wrong. North Dakota state law forbids the use of alcoholic beverages to anyone under 21. Grand Forks Schools adhere to Board Policy #5370 which states:

It shall be against school policy for any student:

1. To sell, deliver, give, or attempt to sell, deliver, or give to any person any of the substances listed in this policy or what the student represents or believes to be any of the substances listed in this policy.
2. To possess, procure, purchase, or receive, or to attempt to possess, procure, purchase or receive, the substances listed in this policy or what is represented by or to the student to be any of the substances listed in this policy or what the student believes is any of the substances in this policy. A student will be determined to be "in possession" when the substance is on the student's person or in the student's locker, car or handbag, or when he owns it completely or partially.
3. To be under the influence of (legal intoxication not required), or to use or consume or attempt to use or consume, the substances listed in this policy or what is represented by or to the student to be any of the substances listed in this policy or what the student believes is any of the substances in this policy.

This policy applies to any student who is on school property, who is in attendance at school or at a school sponsored activity, or whose conduct at any time or in any place interferes with or obstructs the missions or operations of the School District or the safety or welfare of students or employees.

Prohibited Substances:

1. Alcohol or any alcoholic beverage.
2. Any controlled substance or dangerous drug as defined by NDCC Sections 19-03.1-05 through 19-03.1-13 and 19-02.1-26 (paraphernalia) or as defined by Section 812, Schedules I-V, of Title 21 United States Code, Section 801, et. seq., including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant, any form of tobacco, and all

other illicit drugs.

3. Any abusable glue or aerosol paint or any other chemical substance, for inhalation, including but not limited to, lighter fluid, white out, and reproduction fluid.
4. Any prescription or non-prescription drug, medicine, vitamin or other chemical including, but not limited to aspirin, other pain relievers, stimulants, diet pills, multiple or other type vitamins, pep pills, "no-doze" pills, cough medicines and syrups, cold medicines, laxatives, stomach or digestive remedies, depressants and sleeping pills not taken in accordance with the authorized use policy.

Violation

Any student who is observed to be under the influence of a prohibited substance will be taken immediately to the principal's office. The student's parents will be notified and asked to pick up the student. If there appears to be imminent danger to other students, school personnel, and/or the student involved, the principal may have the student removed from the school by school, medical, or law enforcement personnel.

Alcohol and Drugs

Disciplinary sanctions will be imposed on any student violating this policy. These sanctions may include:

1. Notification of proper authorities for prosecution. Prohibited substances will be confiscated and illegal substances will be turned over to law enforcement authorities.
2. Suspension or expulsion.
3. Student may be referred for chemical evaluation.
4. Any student who presents reasonable suspicion of having used alcohol may be given a breath test on the school premises.
5. Eligibility rules in the N.D. High School Activities Association handbook, pages 15-17.

Tobacco

By state law and by the school board ruling, using tobacco by students is expressly forbidden on school property. This includes the sidewalks around the building, the parking lot, and the adjacent neighborhood within sight of the school building. The initial violation will result in the loss of three hours of allowed out time. If the student does not have three hours remaining to miss, the student would be dropped from school. Subsequent violations may result in 20-day suspension. Furthermore, a student under age eighteen may be referred to the local authorities and be subject to the legal consequences. This policy includes all

tobacco products. For further explanation of the Drug and Alcohol Policy, see Board Policy #5370.

Chemical Abuse Assessment Team

Each building will establish a chemical abuse preassessment team under Century Code 15-21.1-05. This team will address law enforcement reports of chemical violations.

Procedures:

1. Each building will have a preassessment team composed of an administrator and a counselor.
2. The law enforcement report will be reviewed by the preassessment team and recommendations will be developed.
3. The counselor will visit with the student and the student's parent(s)/guardian(s) and provide information about school and community services in connection with chemical abuse. Recommendations will be presented to the student and his/her parent(s)/guardian(s).
4. Contact will be made (upon release of information) with other agencies as needed (appropriate).
5. Compliance with this policy is mandatory.

SCHOOL RULES

Breaks

There will be a fifteen minute break from 10:00-10:15 a.m. and from 1:30-1:45 p.m. Failure to return from break on time will result in loss of credit of the fifteen minutes toward in-time plus loss of the additional fifteen minutes for returning late. Anyone who has not returned by 10:30 a.m. or 2:00 p.m. will be considered absent for the remainder of the session and will be charged with one and one-half hours out-time. Anyone who has not signed in a minimum of 15 minutes prior to break may not sign in until after break.

Restroom Facilities

Break time and lunch time is the appropriate time to use the restroom facilities. If it is necessary to use the facilities during class time, the student may not leave the building. Leaving the building will result in having the remaining time in that session counted as out-time.

Telephones

A pay phone is available for student use. With permission, students may make short, necessary calls from the office during break and lunch time or before or after school.

Personal Appearance

Students are asked to use common sense in their personal appearance and be conscious of personal hygiene. If a situation arises where a student has inappropriate or offensive attire, the student will be instructed to change clothing and refrain from wearing that article of clothing to school in the future.

Students are not permitted to carry pagers or cell phones during the school day. Anyone not following this guideline will have his/her equipment confiscated.

Glass Bottles, Laser Pointers, Pop, Candy, Radios Etc.

Glass bottles/glass containers are not allowed at school due to safety problems with broken glass. Over-sized plastic soft drink containers are not permitted. Laser pointers are not allowed in school.

Pop and candy machines are available in the building. It is a privilege to consume any food or drink item in the classroom and that privilege may be rescinded at any time by the teacher. Students wishing to continue the privilege will deposit pop cans in the recycling containers and all other trash in the trash containers.

The use of radios, tape players, etc. by students will not be allowed during class time. Violation of this guideline will result in confiscation.

Conduct in the Building

The Stanford Centre houses many programs and is used by people of many ages. Students are expected to be courteous and refrain from making loud noises in the building or in the parking lot while the programs are in session. Students are also expected to do their part in keeping the building and grounds clean.

Conduct at Student Assemblies

In order to provide for a more courteous and enhancing atmosphere at student assemblies, please follow these suggestions:

1. Students should demonstrate consideration for others by not talking or making sounds.
2. Students should not leave once the program/speaker has begun. If attendance is expected, than failure to attend will be counted as out time.

Conduct at Extracurricular Events

The Grand Forks Public School District believes that good sportsmanship is essential at all extracurricular activities. All standards of behavior that are expected to be maintained in school are also expected of students when they elect to attend an extracurricular activity.

Dances/Special Events

Semi-formal or casual dances may be scheduled if there is

sufficient interest in the student body. Other special events may be planned by students and/or faculty. For all events, appropriate behavior is expected and adequate chaperoning is required.

The following rules must also be observed:

1. A clean-up committee must be arranged so that the building is left in proper condition.
2. Advance sale of tickets only; tickets will not be sold at the door.
3. Only Community High School students and their guests are to be admitted.
4. Students attending school events are expected to conform to acceptable behavior. Smoking and drinking are expressly forbidden.
5. Students may not leave the party and return.
6. The event is to end no later than 11:30 p.m.
7. Students must arrive no later than 30 minutes after the event begins and cannot leave until 30 minutes before its scheduled ending time unless special permission is received.

Posters and Signs

All posters and signs must be approved by an administrator before being displayed. All such items will be displayed in a designated area unless special permission is granted to display elsewhere.

18-Year Old Students

All students will be expected to follow school regulations even if they 18 years of age or older. This policy will provide consistency and fair treatment of all students.

GENERAL INFORMATION

Bus Tickets

City bus tickets may be purchased in the main office at a reduced price. Tickets come in strips of ten and the price is announced at the beginning of each school year.

Announcements/Messages

Only messages of an emergency nature will be delivered to students. Student access to the office telephone is limited to their break time and lunch hour. If someone needs to communicate with a student, they may make contact at that time.

Visitation Policy

Visitors to the building are requested to come to the main office and make arrangements to visit a student or teacher. No student may go into another school in the district unless on official business.

Library

The library is open daily from 8:00 a.m. to 3:00 p.m. All books are catalogued and may be checked out for a

limited period of time. The center also subscribes to many magazines, which may be used in the building. The library is designated as a QUIET space.

Students are encouraged to use the library. The staff is happy to help anyone with reference work, book reports, or the selection of a good book for reading. Work tables are provided.

School Lunch Program

Hot lunch for high school students is served between 11:30 a.m. and 12:00 noon. Prices are announced at the beginning of school each fall. Free and reduced tickets are available for those who qualify. The application form is available from the secretary or counselor.

Students may eat lunch at school, bring lunch, or leave the school grounds during lunch time, but returning late from lunch will result in tardy time that is assessed to the allowable out-time.

Lost and Found

All articles found should be brought to the office. Students who have lost articles should report them to the office, and reasonable assistance will be given to finding the article.

GUIDANCE

Counseling Services

Each student is an individual and an important person. In order to assist students with problems relating to classes, future education plans, career choices, and personal problems, a guidance and counseling service is offered. Any questions about registration, classes, personal needs, or academic concerns should be referred to the guidance counselor.

Course Registration Procedures

All classes required for a high school diploma are offered at Community High. In addition, elective classes necessary for college entrance and to meet the requirements for graduation are available. Each student meets with the guidance counselor at the time of enrollment and prior to the completion of each class to select courses. Class assignments are limited by availability of space in the classroom and the needs of the student. Currently enrolled students are given priority over students who are entering or returning from a drop and seniors have priority over other students.

College Entrance Testing

Any student planning to enter college should take the American College Test (ACT) and/or the Scholastic Aptitude Test (SAT). Application forms and information are available in the counselor's office.

Post Secondary School Application

Transcripts and recommendations for admission to post-secondary schools are handled through the counselor's office. Scholarship, loan, and application information is available from the counselor. Students should meet with the counselor concerning post secondary plans.

Basic College Requirements

There is a wide variation among colleges and universities in their requirements for admission. Students planning to enter colleges that have a restricted enrollment should inquire early about requirements. Students should consult with the counselor to be certain that they meet the requirements for selected institutions

OTHER POLICIES

Title IX Policy and Grievance Procedures

The Grand Forks Public School District No. 1 does not discriminate on the basis of sex in the education programs or activities which it operates.

Any persons who believe they, individually or as members of a group, are being subjected to sex discrimination may file a complaint personally or with representation, as outlined below:

1. An oral complaint may be filed with the department chairperson or immediate superior of a complaining employee.
2. A formal written complaint may be filed with the building principal.
3. A formal written complaint may be filed with the Title IX Coordinator or the Grand Forks Public School District No. 1.

Any person lodging an informal oral complaint reserves the right to file a formal written complaint within 60 days of a filing of the oral complaint.

Any student or employee of the Grand Forks Public School District. No.1 shall also be entitled to submit any complaint of alleged discrimination on the basis of sex, directly to the Regional Office for Civil Rights of the United States Department of Health and Welfare, by sending said complaint to:

Regional Office for Civil Rights
Suite 1050, 1560 Broadway
Denver, Colorado 80202
(303) 894-2997

Sexual Harassment Policy

It is the policy of the Grand Forks School District to maintain a learning and working environment that is free from sexual harassment. The school district prohibits any form of sexual harassment.

It shall be a violation of this policy for any student or employee of the Grand Forks School District to harass a student or an employee through conduct communication of a sexual nature as defined by this policy. Sexual harassment is unwelcome behavior to the recipient and may include actions such as:

- sex-oriented verbal "kidding" or abuse
- subtle or overt pressure for sexual activity
- physical contact such as patting, pinching, or intentional brushing against another's body
- demands for sexual favors, accompanied by implied or overt promises of preferential treatment or threats
- obscene notes or graffiti
- inappropriate clothing implying a double meaning

The school district will act to investigate all complaints, either formal or informal, oral or written, of sexual harassment and to discipline any student or employee who sexually harasses a student or employee of the school district.

For further explanation of the Sexual Harassment Policy, see Policy 4660/5660.

Notification of Non-Discrimination Policy

YOU ARE HEREBY NOTIFIED that in compliance with the Executive Order 11246; Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; Title IX Regulation Implementing Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; and all other Federal, state, school rules, laws, regulations, and policies, the Grand Forks Public School District No. 1 shall not discriminate on the basis of sex, age, race, color, national origin, religion, or handicap in the educational programs or activities which it operates.

It is the intent of the Grand Forks Public School District No. 1 to comply with both the letter and spirit of the law in making certain discrimination does not exist in its policies, regulations, and operations. Grievance procedures for Title IX and Section 504 have been established for students, their parent(s)/guardian(s), and employees who feel discrimination has been shown by the school district.

Specific complaints of alleged discrimination under Title IX, Title VI, and Section 504 should be referred to:

Tracy Abentroth, Personnel Officer
Title IX Coordinator

or

Larry Hoiberg, Asst. Supt./Elementary Education
Title VI Coordinator - Section 504 Coordinator

Grand Forks Public School District No. 1
P. O. Box 6000
Grand Forks, ND 58206-6000
Ph. (701) 746-2200

Complaints can also be filed with the Office of Civil Rights:

Regional Office for Civil Rights
Suite 1050, 1560 Broadway
Denver, CO 80294
303) 894-2997

Family Educational Rights and Privacy Act Directory Information

The Grand Forks Public School District No. 1 has designated certain information contained in education records of its students as directory information for purposes of the Family Educational Rights and Privacy Act (FERPA).

The following information regarding students is considered directory information:

1. Name
2. Address
3. Telephone Number
4. Date and place of birth
5. Participation in officially recognized activities and sports
6. Weight and height of members of athletic teams
7. Degrees and awards received

Directory information may be disclosed by the school district for any purpose in its discretion, without the consent of a parent(s)/guardian(s) of a student or an eligible student. Parents of students and eligible students have the right, however, to refuse to permit the designation of any or all of the above information as directory information. In that case, this information will not be disclosed except with consent of a parent(s)/guardian(s) or student, or as otherwise allowed by FERPA.

Any parent(s)/guardian(s) or student refusing to have any or all of the designated directory information disclosed must file written notification to this effect with the building principal within 30 days of the beginning of the school term or within 30 days of the enrollment date for families new to the district. Forms for this purpose are available at the building principal's office.

In the event a refusal is not filed by the above-noted date, the school district will assume that neither a parent(s)/guardian(s) of a student nor eligible student

objects to the release of the directory information designated above.

Notification of Rights

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask Grand Forks Public School District No. 1 to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special

task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses educational records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, S.W.
Washington, D.C. 20202-4605