



FAIR School Crystal

Student Parent Handbook

2017-2018



TABLE OF CONTENTS

District Goals & School Statements	2		
Administrative Information	3	Winter Weather Closings	15-17
School Hours	3	Student Rights and Responsibilities	17
FAIR School Calendar	4-5	Early/Late Student Pick Up/ Drop off Procedures	16
2017-2018 Holidays/Holy Days	6-7	Truancy/Skipping Class	18
Course Offerings	8	Dress Code	18
Student Support Services	9-11	Valuables	19
Guidance Office	9	Fragrance Policy	19
Social Worker	9	Corridor Pass	19
Psychologist	9	School Breakfast	19
Equity Specialist	9	School Lunch	19
Health Office	9	Selling & Solicitation Policy	19
Multi-Tiered Systems of Support (MTSS)	10	Fundraising	20
Other Support Services	10	Religious Holidays	20
Student Behavior Expectations - PBIS	11	Pledge of Allegiance	20
Important Information	11-14	Activity Buses	20
Announcements	11	Helping Your Child Succeed	21-22
Field Trips	11	Study Skills	21
Visitors	12	Grading	21
Student Guests	12	Report Cards	22
Lockers	12	Progress Reports	22
Personal Electronic Devices	12	Parent/Teacher Conferences	22
Lost and Found	13	Conference	22
Lost or Destroyed Textbooks	13	Need Help?	23
Media Center	13	District Calendar	24
Nuisance Objects	14	District Policies	25-27
School Office	14	Harassment Policy	25
School Procedures	14-20	Nondiscrimination Policy	26
Compulsory Attendance Law	14	Healthy Celebrations Policy	27
Tardy to School	14	Activities Program	28-30
Withdrawing From School	15	Activities at FAIR Crystal	29
Homework/Make-up Work	15	Sports at RMS	30
After School Policy	15	Sports at Cooper	30

DISTRICT 281 SCHOOL BOARD Mission and Vision

Mission

The mission of Robbinsdale Area Schools is to inspire and educate all learners to discover their unique potential and positively contribute to their community.

Unified District Vision

Robbinsdale Area Schools is committed to ensuring every student graduates career and college ready. We believe each student has limitless possibilities and we strive to ignite the potential in every student. We expect high intellectual performance from all our students. We are committed to ensuring an equitable and respectful educational experience for every student, family and staff member, focusing on strengths related to:

- Race
- Culture
- Ethnicity
- Home or First Language
- National Origin
- Socioeconomic Status
- Gender
- Sexual Orientation
- Age
- Ability
- Religion
- Physical Appearance

FAIR School Vision

Vision Statement

We see the FAIR School as a beacon of the 21st century learning, grounded in equity, and defined by arts and academic excellence, where all students achieve through the integration of the arts, technology, cultural understanding and active, committed community partners. Our approach to education fosters critical, creative and analytical thinking skills through inquiry and interdisciplinary instruction. Our curriculum and instruction centers on interdisciplinary education, which allows teachers and students to integrate skills and concepts around those disciplines.

Administrative Information

Mr. Randy Moberg, Principal	763-971-4501
Ms. Jacqueline Reiter, Assistant Principal	763-971-4502
Mr. Zoraba Ross, Assistant Principal	763-971-4503
Ms. Chau Nguyen, Career and College Readiness Coach	763-971-4548
Ms. Crystal Eaton-McGaston, Equity Specialist	763-971-4529
Ms. April Peniata, FAIR Crystal Secretary	763-971-4506
FAIR School Crystal Nurse's Office	763-971-4519
Mr. Matthew Wright, School Resource Officer (Crystal PD)	763-971-4500
Ms. Kelly Burnett, Guidance Counselor	763-971-4521
Mrs. Leah Dundurs, School Psychologist	763-971-4504
Ms. Kaye Ann Mason, School Social Worker	763-971-4516
Ms. Allison Thielen, Arts Integration Specialist	763-971-4500
Ms. Adrienne Gooley, Cafeteria Coordinator	763-971-4513

Transportation

Robbinsdale Transportation	763-504-8107
Brooklyn Park Dispatch of First Student	763-533-0313

School Hours

School Starts: 8 am
School Ends: 2:45 pm

FAIR School Crystal 2017-2018 Calendar

Aug	30	Open House – Kindergarten & Grade 1 @ FAIR Pilgrim Lane 4:30-6 pm,
Aug	30	Open House - Grades 4-8 @ FAIR Crystal 6-7:30 pm
Sep	5	First Day of School (Grades 1, 4-8). Start of Quarter/Semester 1
Sep	11	First Day of School (Kindergarten ONLY)
Sep	12	Fall Musical Parent Meeting @ FAIR Crystal 5:30-7 pm
Sep	19	FAIR Pilgrim Lane Ribbon Cutting Ceremony @ FAIR Pilgrim Lane 5:30 pm
Sep	18-20	Fall Musical Auditions & Callbacks @ FAIR Crystal 3-4:30 pm
Sep	19	Picture Day @ FAIR Crystal
Sep	25	Fall Musical Rehearsals begin @ FAIR Crystal 3-4:30 pm
Sep	26	Picture Day @ FAIR Pilgrim Lane
Oct	10, 12 & 16	Parent/Teacher Evening Conferences @ Both Campuses 4-8 pm
Oct	17	Picture Retake Day @ FAIR Crystal
Oct	19 & 20	MEA Weekend - NO SCHOOL
Nov	1	Picture Retake Day @ FAIR Pilgrim Lane
Nov	2	4-6 Grade Orchestra Informance @ FAIR Crystal 7 pm
Nov	3	End of Quarter 1
Nov	6	Start of Quarter 2
Nov	10 & 11	Fall Musical Performance @ FAIR Crystal 7 pm
Nov	12	Fall Musical Performance @ FAIR Crystal 2 pm
Nov	22-24	Thanksgiving Break - NO SCHOOL
Dec	7	4-8 Grade Orchestra Concert @ FAIR Crystal 7 pm
Dec	14	6-8 Grade Band Concert @ FAIR Crystal 7 pm
Dec	21	4-8 Grade Choir Concert @ FAIR Crystal 7 pm
Dec	22 - Jan 5	Winter Break - NO SCHOOL
Jan	15	Martin Luther King Jr. Day - NO SCHOOL
Jan	18	FAIR Informational Night @ FAIR Pilgrim Lane 4:30 pm & @ FAIR Crystal 6 pm
Jan	19	4-8 Grade Talent Show @ FAIR Crystal
Jan	19	End of Quarter 2/Semester 1
Jan	23	Spring Play Parent Meeting @ FAIR Crystal 5:30-7 pm
Jan	29-31	Spring Play Auditions & Callbacks @ FAIR Crystal 3-4:30 pm
Feb	6	Spring Play Rehearsals begin @ FAIR Crystal 3-4:30 pm
Mar	6, 8 & 12	Parent/Teacher Evening Conferences @ Both Campuses 4-8 pm
Mar	16 & 17	Spring Play Performance @ FAIR Crystal 7 pm
Mar	18	Spring Play Performance @ FAIR Crystal 2 pm
Mar	23	March Music Celebration @ FAIR Crystal 7 pm
Mar	23	End of Quarter 3
Mar	26 - Apr 2	Spring Break - NO SCHOOL

Apr	3	Start of Quarter 4
Apr	24	New Student Visitation Night @ Both Campuses 7 pm
May	10	5-8 Grade Band Concert @ FAIR Crystal 7 pm
May	15	4 th Grade Interdisciplinary Performance @ FAIR Crystal 6:30 pm
May	17	4-8 Grade Orchestra Concert @ FAIR Crystal 7 pm
May	24	6-8 Grade Choir Concert @ FAIR Crystal 7 pm
May	25	Media Arts Showcase & Dance Performance @ FAIR Crystal 7 pm
May	28	Memorial Day - NO SCHOOL
Jun	4	Kindergarten Interdisciplinary Performance & Graduation @ FAIR Crystal 1 pm
Jun	5	8 th Grade Celebration @ FAIR Crystal 6:30 pm
Jun	6	Last Day of School for Students
Jun	7	Last Day of School for Teachers

Grade Level Interdisciplinary Performance Dates TBD

Holidays, Holy Days

The following dates are included for your information as you plan your **2017-2018** schedule of activities.

Note: Jewish holy days begin at **sundown of the day preceding the holiday** and end at **nightfall** on the final day of observance. Muslim holiday dates may vary based on interpretations of the lunar calendar.

Muharram (Al Hijrah - New Year) *	Islamic	9/21/17	Thursday
Navaratri / Dassehra	Hindu	9/21/17 - 9/29/17	Thursday - Friday
Rosh Hashanah *	Jewish	9/21/17 - 9/22/17	Thursday - Friday
Yom Kippur *	Jewish	9/30/17	Saturday
Sukkoth *	Jewish	10/5/17	Thursday
Sh'mini Atzeret *	Jewish	10/12/17	Thursday
Simchat Torah *	Jewish	10/13/17	Friday
Diwali	Hindu	10/19/17	Thursday
Maulid al-Nabi *	Islamic	12/1/17	Friday
Hanukkah *	Jewish	12/13/17 - 12/20/17	Wednesday - Wednesday
Christmas	Christian / U.S. Holiday	12/25/17	Monday
Christmas (Orthodox)	Orthodox Christian	1/7/18	Sunday

Ash Wednesday	Christian	2/14/18	Wednesday
Maha Shivaratri	Hindu	2/14/18	Wednesday
Beginning of Lent (Clean Monday)	Orthodox Christian	2/19/18	Monday
Purim *	Jewish	3/1/18	Thursday
Holi	Hindu	3/2/18 - 3/3/18	Friday - Saturday
Ramanavami	Hindu	3/26/18	Monday
Good Friday	Christian	3/30/18	Friday
Passover *	Jewish	3/31/18 - 4/7/18	Saturday - Saturday
Easter	Christian	4/1/18	Sunday
Good Friday (Orthodox)	Orthodox Christian	4/6/18	Friday
Easter (Pascha)	Orthodox Christian	4/8/18	Sunday
Ramadan (Beginning) *	Islamic	5/16/18	Wednesday
Shavouth *	Jewish	5/20/18	Sunday

Course Offerings

Students in all grades have the opportunity to take a variety of courses.

Grades 4 and Grade 5

State standards are followed by each teacher for all subject areas. Core curriculum requirements are met within the context of the school day in a self contained classroom taught by one teacher. We use district curriculum for math (Math in Focus) and for literacy (Daily 5/CAFE).

Allied Arts Classes:

Students will rotate through arts programming in the areas of theatre, visual arts, physical education and music.

Grades 6-8

State standards are followed by each teacher for all subject areas. Core curriculum requirements are met within the context of the school day as students rotate through each subject area. We use district curriculum for math (Math in Focus) and for literacy (Daily 5/CAFE, Springboard).

Social Studies English Language Arts/Reading Mathematics Science

Allied Arts Classes:

6-8 Students may select from the following arts electives. Arts classes are either a quarter or semester long.

Visual Art - Drawing, Painting, Ceramics

Music - Guitar, Band, Orchestra, Choir

Phy Ed - Health, Personal Fitness

Media Arts - Digital Photo, Video Production, Graphic Design

Dance - Tap/Percussive, Hip Hop, Dance Composition

Theatre - Improv, Fair Speaks, Playwriting, Stage

World Languages - Spanish 1, Spanish II

Orchestra--4-8 (4th and 5th grade are pullout classes)

Band--5-8

Choir--6-8

STUDENT SUPPORT SERVICES

Guidance Counselor - Kelly Burnett

The guidance counselor works with students individually and in groups on a wide variety of issues, including academic planning, goal-setting, and problem-solving. (Students who are in need of greater levels of support may be referred to outside organizations). In addition to working directly with students, the counselor is responsible for grade reviews to identify students who need more assistance, student registration, program placement, and coordination of standardized testing. The counselor also works closely with the grade level teams to begin interventions for special education or other support programs. The counselor also works closely with parents to facilitate communication (i.e. student/parent, teacher/parent).

Social Worker – KayeAnn Mason

The School Social Worker is involved in Special Education referral, assessment and support services. She is available to all students, families, and staff for general support related to school, family, and personal problems and to provide referrals to community resources. She is also responsible for monitoring attendance and following up on truancy.

Psychologist – Leah Dundurs

The school psychologist collaborates with parents and staff to facilitate student achievement. Psychologist duties include: assisting staff in developing classroom interventions, performing academic and/or behavioral assessments for eligibility in special education, and communicates/interprets findings to parents and staff. The psychologist facilitates an understanding for staff and parents about how the special education process works and works with students with more severe behavioral and emotional issues to help them be more successful in school.

Equity Specialist – Crystal Eaton-McGaster

This individual acts as a liaison between home and school, facilitating communication and building relationships. They also serve as a consultant to teachers and staff on issues of culture, heritage, and background, the Equity Specialist ensures that students and families are treated equitably. This person works with students and teachers individually and in the classroom setting to support greater student achievement.

Health Office - Patricia Coats

The Health Office services students needing first aid, medication, and/or other treatments. The school nurse coordinates vision, hearing, and scoliosis screenings.

It is important for students to attend class and may see the health office staff only if they are vomiting, bleeding, possible fever, needing medication, or injured. The health office does not provide

any medication or treatments. These must be provided by the parent/guardian with written doctor orders, and written parent permission. **The medication must be in the pharmacy bottle or store bottle (over the counter medication) for the health office to accept it. Parents are responsible for obtaining this information.**

Any student who will not participate in physical education class will need a written doctor's note for it to be an excused absence.

All students' immunization (shot) records must be compliant with Minnesota state law throughout the entire school year. Written notification will be sent to the student's parent/guardian if the records are not compliant throughout the school year. Exclusion from school will occur if records are not compliant.

All phone numbers for parents/guardians must be kept current so the school health office may reach family or an emergency contact in case of illness or injury.

Any accidents that take place in the school or on school grounds should be reported immediately to a staff member or the nurse's office.

Multi-Tiered Systems of Support (MTSS)

Support staff, including administration and representatives from the Special Education Department, meet weekly to discuss individual student interventions and programming needs. Teachers are invited to attend the meeting when they have insight regarding a student concern. The MTSS meeting is where we coordinate student services and initiate interventions, assessments, and referrals. The MTSS team is one link in the referral process to: Special Education and other support services and programs. Teachers will decide as a team to present a student/issue to the MTSS team after they have done and documented their own interventions.

Other Support Services

Please contact the District Office for the contact person for each specific support service at 763-504-8769.

- **Tree House** **612- 326-5998**
- **Community Mediation Services** **763-561-0033**
- **Bolder Options** **612-379-2653**

Any of the FAIR support staff can be reached by calling 763-504-7100.

Student Behavior Expectations - PBIS

Positive Behavior Interventions and Supports (PBIS) is a proactive approach to handling discipline in an educational setting. Our students come from a wide variety of different backgrounds and cultures that view behavior in their own unique ways. With PBIS, student expectations for school are clearly defined and students are instructed in corresponding behaviors.

PBIS Behavior statement: FAIR is a diverse, organized community of attentive learners, built on a foundation of respectful and responsible interactions.

Students are acknowledged when they meet expectations through a variety of reward and recognition programs. Restorative practices and the circle process is utilized as interventions and ways to build community. Consequences, in accordance with the district's discipline policy, are still given for inappropriate school behaviors.

ADVISORY PERIOD - Students will meet with their advisory class daily. The advisory period will give students another opportunity to create a personal connection with a staff member in the building. Students will work on community building during this time, as well as discuss a variety of topics from social media and bullying to organization. This time will also be used to provide students with additional classroom intervention and support as needed.

Important Information for Students and Parents

Announcements

There are several ways a student and parents can find out about upcoming activities and changes in daily routines:

- Daily announcements, will be read at the beginning of first period.
- Weekly Emails including activity cancellations, will be posted on the website.
- Website: <http://fair.rdale.org/>
- Facebook
- Twitter
- Instagram

Field Trips

Some field trips are a part of the curriculum or enhance the curriculum at FAIR. All students who participate in scheduled field trips are expected to follow grade level procedures regarding permission notes and behavior standards. Parent permission slips **MUST** be signed and returned to the advising teacher at least 24 hours prior to the trip. Students who have questions relating to field trips should contact their teacher. Funding support for these trips may be provided on an as-needed basis for those students receiving free and reduced lunch.

Visitors

Parents are always welcome to visit our school. Please bring picture ID for security purposes. All visitors must first check-in at the front office, sign-in and display a visitor badge while in the building.

Student Guests

Only currently enrolled FAIR students are allowed in the school building or at school sponsored events. Student visitors must make an appointment with the guidance department and have the approval of a principal. This includes all school-sponsored activities.

Lockers

Each student at FAIR is assigned a locker, which **may not be shared with anyone**. Lockers should be used to store only those items related to the educational program. **The school is not responsible for lost or stolen items; therefore LOCKER COMBINATIONS SHOULD NOT BE SHARED WITH ANYONE, INCLUDING BEST FRIENDS!**

Locker clean-outs are scheduled each quarter. A teacher will check lockers at these times to be sure only items needed for learning are kept in them.

Although lockers are assigned for student use, lockers are school property. They may be opened by the school administration should an inspection be warranted. Any items found that could disrupt the educational program at FAIR may be confiscated.

Personal Electronic Devices

Students may **NOT** use their cell phones during the school day for phone calls or texting. Students are encouraged to turn their phones off during the school day. Students who have their phone out will have their phone confiscated. If cell phone use is a recurring issue, students are subject to further consequences as outlined in the discipline policy.

Students are allowed to use classroom phones to call parents in an emergency situation with teacher permission. **Please make every effort to arrange after school activities and rides before school to keep classroom disruption to a minimum.** The phone for student use **AFTER SCHOOL** is in the front office.

Items such as cell phones, iPods/mp3 players and cameras are prohibited for use in the building. If a student needs to use any electronics for a class assignment, they must have teacher or administrative permission. If a student is found using such an item without permission, staff members will confiscate the item and turn it into administration. Parents must come in to retrieve these items and appropriate consequences will be given. To protect the privacy of all students, we prohibit students from taking of pictures in school.

Lost and Found

In order to keep FAIR clean and to make sure that our storage rooms are organized and comply with the Fire Marshall orders, **lost and found** items will be handled in the following manner:

- A table for displaying lost and found is located in the hallway outside the Cafeteria (glasses, keys and student I.D.'s are kept in the office through the school year).
- Custodians will bag all lost and found items from the display table and place them in the custodial area for packaging after each quarter.
- The following Friday these packaged items will be donated to a non profit organization.

Please remind your students to regularly check the lost and found. We cannot store these items over time as the volume is too great. **If students choose to bring items of important value (iPods or other electronics) or large amounts of money to school, FAIR has no way to replace lost or stolen articles. We recommend that all student property is labeled or marked in some way to aid in identification.**

Lost or Destroyed Textbooks

The school will charge an appropriate replacement fee for textbooks, workbooks, library books or technology equipment lost or destroyed by students. Please be responsible with school property and return any books you have used to the appropriate teacher or the media center. Textbook fines follow you to high school and you will not be awarded a diploma until all fines are paid. **Students must return the same textbook that was originally assigned to them.**

Media Center

The Library Media Center is the resource headquarters of the school; providing both print and digital books, Chromebook management and assistance, technology equipment, PC computer access, and other related library media services. Many classroom assignments will require the use of these materials.

We welcome and encourage all students to use our school print and digital resources, which are available online at Rdale.libguides.com/FAIR. Some digital resources require students to sign in, which will always be their school username/email and password. Please stop in to the Media Center or call (763)971-4511 whenever help is needed.

It is a *privilege* to use the media center. If a student does not follow the guidelines as stated in the Student/Parent Handbook or the Acceptable Use Guidelines, the media center privileges may be removed and the student will be disciplined appropriately.

If a student has materials that are damaged or lost, please call the Library Media Center at (763)971-4511 to discuss the situation and/or make arrangements to replace the item.

Nuisance Objects

Any object that causes a disturbance or distraction from the learning process in school is considered a nuisance object. These objects may include: **fidget spinners, slime, balls, stuffed animals, cameras, cell phones, headphones, etc.** Nuisance objects will be confiscated and held in the principal's office to be picked up after school by a parent. Consequences will apply as per the district discipline policy.

School Office

FAIR School Crystal Office Hours: Monday --Thursday 7:30-4:00 Friday-7:00-3:30

Please call the office to get messages to students **only if it is an emergency or if you have scheduled an appointment during the school day that your student does not know about.** The office will attempt to get urgent messages to students. **Parent phone calls will not be put through to classrooms except in emergency situations.**

School Procedures

Compulsory Attendance Law

Minnesota State law requires that all children between eight and eighteen attend school every day that school is in session. Parents/guardians are responsible to make this happen. State law requires schools to send written notice to parents when a student has 3 or more full or partial day unexcused absences. If truancy persists after parental notification, the school administration can make a referral to the Hennepin County Attorney's Office for appropriate legal action. Good attendance is essential to learning.

The law must and will be strictly enforced.

Attendance is critical to your student's success and mandatory according to Minnesota state law. Please state the student's name, spell the last name, and give the reason for the absence, and your relationship to the student. An automated system will contact you at your primary phone number if you do not call to report your child's absence.

Tardy to School

The school will determine whether a tardy is excused or not:

- **Excused Tardy to School:** A tardy is excused for the following reasons: doctor or dental appointment; student is ill in the morning; family or health emergency (verified by a physician).
- **Unexcused Tardy to School:** A tardy arrival to school is **NOT** excused for the following reasons: Missed the bus; overslept; can't find clothes; car doesn't start; alarm didn't work; etc.; or parent calls or comes in and states that it is their fault their student is late, missed bus, etc. Chronic or frequent unexcused tardies may add up to a half or full day unexcused absence.

Withdrawing From School

A student withdrawing from school must bring a note from a parent or guardian to a counselor stating the reason for withdrawal, date of withdrawal, and next school to be attended, if known. The guidance office will give the student a withdrawal slip to present to teachers and the media generalist, who will sign it after all books and the student's ID card have been returned. A note for withdrawal should be brought in at least a week before the date of withdrawal.

Homework & Make-up Work

Homework is an extension of the classroom. Teachers will assign homework regularly. Daily homework should be completed and turned in on time. Parents should check Schoology for assignments and/or teacher comments. Parents may call the guidance counselor or main office to request make-up work after a student has been absent 2 days. Please allow 24 hours for a response to your request.

After School Policy

The safety and welfare of our FAIR students is our first and foremost concern, and we feel it is imperative that no students be in the building unsupervised at any time. Students are not allowed to wait for rides in the front of the building. Students are allowed to stay after school **only** if they are with a teacher or in a supervised activity.

This includes all sports – Students must be supervised by their parents if they wish to stay to watch a sporting event.

We encourage you to impress upon your student **NOT TO MISS THE BUS AFTER SCHOOL**. Sometimes extenuating circumstances do occur and a student might miss the bus. In these cases students must report to the office to wait for a ride or the activity bus. Students will be allowed to use the phone in this room to call for a ride if necessary.

Winter Weather Closings

When severe weather conditions occur, the safety and well-being of students and staff are our priority. Decisions on school cancellations, late starts and early dismissals are always given careful consideration.

Decision: Before making a decision to close school, the superintendent consults with key staff and monitors the forecast to make the best decision for students, staff and families.

When it is necessary to cancel school or have a late start, the decision is usually made **by 5:30 a.m.** The district tries to avoid late starts and early dismissals because of the issues created for many of our families.

Notification: We are committed to keeping families informed of school closings through a variety of communication channels. Information about Robbinsdale Area Schools cancellations will be communicated to families using messenger calls and email; announced on the district website; posted on our social media sites (Facebook and Twitter); and shared with the media (T.V., newspaper and radio.)

Snow Day

A snow day is a closing due to heavy snow, ice or dangerous road conditions.

- On a snow day, typically all school-sponsored activities during the day and evening will also be canceled.
- If school is in session and the snow is expected to worsen and make driving dangerous during the day, an early dismissal may be warranted.
- Families will be notified as soon as possible through the various channels listed above.

Typical cancellations include:

- All PreK-12 schools and programs
- School-sponsored extracurricular activities, field trips, athletic events, concerts or similar activities
- District and school meetings
- Community education classes and activities
- Adult Academic Program classes
- Early childhood programs
- Adventure Club sites
- Activities sponsored by city parks and recreation departments and outside organizations

Exceptions:

- **Athletic** events will typically be canceled; however, some specialized tournaments or high school league events may continue.

Cold Day

A cold day is a closing due to extreme cold temperature or dangerously low wind chill and/or wind speed.

- On a cold day, typically most school-sponsored activities during the day and evening will also be canceled. Some programs and classes may remain open.
- The forecast will be closely monitored the day before a potential cold day. District leaders will evaluate the forecast for the geography of our district.
- Families will be notified as soon as possible through various channels listed above.

Typical cancellations include:

- All PreK-12 schools and programs
- School-sponsored extracurricular activities, field trips, athletic events, concerts or similar activities
- Early childhood programs

Exceptions:

Certain programs and activities may remain open on a cold day. We are committed to specifying any changes or closings on a cold weather day. Typical exceptions are listed below.

- **Athletic** events will typically be canceled; however, some specialized tournaments or high school league events may continue.
- **Adventure Club** will be open at Neill Elementary for any families currently enrolled in Adventure Club. Other sites will be closed.
- **Adult Academic Program** classes will remain open and WILL NOT be canceled unless otherwise announced.
- **Community Education** classes WILL NOT be canceled unless otherwise announced.
- **Facility rentals** for meetings and events by outside organizations (community leagues, Boy Scouts, cities, etc.) may continue. Please contact the organization for more information.

Student Rights and Responsibilities

This district publication was sent to all parents/students enrolled in a Robbinsdale Area School. We hope that Parents/Guardians have had an opportunity to review this with their student. During the first two weeks of school, FAIR staff will also review the publication with students. Parents & Students are expected to sign the gray card that corresponds with the booklet.

FAIR teachers will collect all gray cards from students. If the card is not returned to FAIR by the end of the second week of school, the teacher will call home and send another gray card home. If by the 3rd week of school, the gray card is not returned, the student will be sent to the proper grade level administrator. A phone call will be made to the parent. The student be dismissed from school until both parent and student sign it.

Early/Late Student Pick Up and Drop off Procedures

If a student arrives late to school they must sign in at the main office. Please send a note or call the main office to explain this late arrival.

If a student must leave the building during the school day, a note from a parent or guardian requesting the release must be brought to the main office before school starts. This request should include the reason, time, date and parent signature. If a child is leaving school early a parent or guardian must be present to sign the child out of the building. Identification will be required when signing out your child.

To maintain a secure learning environment, all exterior doors at FAIR are locked. Visitors to FAIR need to ring the buzzer in the foyer to gain entrance into the building. For the safety of students and staff, all visitors will have their driver's license or other identification checked when visiting FAIR. We appreciate your patience with these procedures. It is with your cooperation and support that we are able to maintain our school a safe place for all students to learn.

Truancy/Skipping Class

Truancy is any unexcused absence from class. Students must be in class at all times. Presence in all other locations (locker, lavatory, guidance, etc.) requires a pass signed by a staff member. If a student skips a class, appropriate consequences will be assigned.

Dress Code

FAIR students are expected to be appropriately dressed for school and not cause a disruption or distraction from the learning. In order to clarify the appropriateness of student dress, the following are **prohibited**:

- Wearing clothing that includes words or pictures that are obscene, vulgar, abusive, or discriminatory; convey sexual innuendo; or which promotes or advertises alcohol, chemicals, tobacco, or any other product that is illegal for use by minors.
- Wearing clothing or other items or grooming in a manner that represents and/or promotes threat/hate groups, including gangs.
- Wearing anything on the head or a jacket/coat (including outerwear vests) during the school day.
- Wearing of clothing or grooming that is potentially disruptive to the education process or that poses a threat to the health and safety of others.
- The length of the skirt or shorts has to be appropriate even if you have tights or leggings underneath.
- If you have clothing that is too revealing, you will need to change or cover it up. No spaghetti straps are permitted unless covered by a shirt. Boys must wear a t-shirt under a tank top or sleeveless jersey.
- Students must wear shoes at all times.
- Oversized baggy pants and pants worn below the hips are prohibited.

Consequences for Dress Code Violations

1. The student will be asked to change or make arrangements to have different clothing brought from home. Students may be sent home if the clothing is not changed.
2. Chronic violators of the dress code policy will be subject to further discipline as determined by the school administrators.

Other Provisions

- Sunglasses are not to be worn indoors during the school day.
- Gloves and bed slippers are not to be worn during the school day.
- No combs or picks are allowed to be worn in the hair during school.
- Shorts or skirts must extend below the fingertips when the arms are at the sides.
- Headphones, hats, and any other head covering must be removed upon entering the building.

- **Backpacks and purses are not allowed in the classroom or in the hallway during the school day. These items must be kept in the student's locker. Students may carry a string book bag during the school day. We recommend string back packs that are 18X14 with thick cords.**

Valuables

Every year some students lose valuable or sentimental items. We discourage students from bringing rings, watches, and other valuable items to school. Please, **DO NOT BRING LARGE AMOUNTS OF MONEY TO SCHOOL!**

FAIR has no way to replace stolen or lost money or valuables.

Fragrance Policy

Exposure to fragrances and scents can cause some of our staff and students to experience upper respiratory irritation, asthma, headaches and other symptoms. Sources of fragrance and scents include perfume, cologne, after-shave, hair sprays, and body lotions. FAIR prohibits students from applying these products at school in the hallways, locker rooms or classrooms. Students applying these products will be subject to discipline as determined by school administration.

Corridor Pass

No student is to be in the hallway without a pass at any time when classes are in session. All staff members have the prerogative to stop students and ask to see that they have a properly issued pass. Students have a limited number of hallway passes, which are monitored through the student planner passes.

School Breakfast

Breakfast is served daily from 7:45 am until **8:00 am** for those who wish to participate. The cost is \$1.30. Students eating breakfast are expected to report to the cafeteria immediately upon arriving at school. Students should **not** go to their locker until they have finished eating. Please know that eating school breakfast in the cafeteria is a privilege. Students who eat breakfast are expected to be to their first period class on time. Students who do not follow the school cafeteria rules will lose their cafeteria breakfast privileges.

School Lunch

We recommend keeping a balance of at least five lunches in your student's account, however you may deposit as much as you like. Account balances will be carried over to the next school year. Account balances may be used to purchase meals or a la cart items. Refunds will be given only when a written parental request is received. Due to the large number of unpaid lunches, charging is not allowed. The cost for a school lunch for elementary students is \$2.40 and for middle school students it is \$2.60.

Selling & Solicitation Policy

FAIR students may not sell any items in school. Students are expressly prohibited from selling candy, gum, etc. during the school day. This includes any and all fund-raising items.

Fundraising

Students are not required to participate in FAIR fundraisers. The PTO organizes fundraisers for students at our school. The Scholastic Book FAIR is held three times a year during conference times. Proceeds go to the Library Media Center.

Religious Holidays

The school is happy to cooperate with churches, synagogues, and mosques in observance of religious holidays and special services. A student wishing to be excused for a religious service or holiday must bring a written excuse signed by a parent or guardian. The school district recognizes a student's absence from school on religious holidays as an excused absence, without penalty on scholastic or attendance records.

Pledge of Allegiance

Each Monday morning a staff member will lead the school in reciting the Pledge of Allegiance. Students are to stand and put their hand over their hearts while they recite the Pledge. Students may choose not to recite the Pledge of Allegiance. If they choose not to participate, they must stand and cause no disruptions to the recitation of the Pledge of Allegiance by others.

Activity Buses

Activity route transportation is only available for students participating in a supervised after school activity with a coach or teacher. Students must have a pass from the activity supervisor to board the activity bus. Activity buses will depart FAIR at approximately 4:30 p.m., Monday through Thursday. Students participating in after school activities who choose not to ride the activity bus must be picked up by 4:30.

Students not participating in an after school activity will not be provided activity route transportation unless previously arranged through their grade-level administrator.

Helping Your Child Succeed

Helping your child learn in school is a partnership between the student, staff and parents. Our shared goal is each student's success.

If a conflict should arise, please contact the teacher or staff member who is directly involved and can assist you. If you feel that this situation needs further attention, please feel free to contact the proper grade level administrator. We feel that direct interaction with our staff usually results in a positive resolution for all people involved.

Study Skills

Developing good study skills is important for every student. Good study habits will help students improve their organizational skills, reach their full academic potential and get the most out of their educational experience. Students will have homework in most of their classes. These class assignments are recorded in the student's planner. We encourage parents to check their student's planner daily. Students are responsible for all homework that is assigned to them. The following are some study tips that may be helpful to your student:

- Choose a specific time and place to study and do homework.
- Make sure your student has the necessary materials to complete assignments, or contact the teacher for help in getting them.
- Students should ask teachers for help before or after class or school if you are uncertain about assignments.
- Students should complete every homework assignment.
- If no homework is assigned, students should read for one hour each night.

Grading

The grading system at FAIR School Crystal will be A, B, C, D, NC, and I. The numerical values assigned and the grade definitions are listed as follows:

A	=	4	Outstanding achievement
B	=	3	Above average achievement
C	=	2	Average achievement
D	=	1	Below average achievement

NC = 0 No credit
I = Incomplete*

*Incomplete (I) will have no value in averaging grades.

Each course for which a student enrolls, and the final grade received, will be carried on the permanent transcript and will be included in the final grade point average.

Report Cards

Middle School Report cards are issued and mailed home on a quarterly basis. Elementary and Middle School semester and year end report cards will be mailed home to parents. All report cards can be obtained through Infinite Campus at each grade posting. Please contact our guidance counselor if you cannot access parent portal and need assistance viewing your child's grades/report card.

Middle School daily assignment grades can be found on Schoology.

Progress Reports

Progress reports are available from the guidance office at 763-971-4521. Progress reports are kept by the parent and sent to school with your student when you choose to do so. Space is included for grades and missing assignments to be written down.

Parent/Teacher Conferences

FAIR provides scheduled conference opportunities in both the fall and spring. Parents will have the opportunity to meet with their student's teachers to discuss student goals, test results, class studies, student attitudes and school in general. Conferences also offer an opportunity for parents to meet with administrators, counselors and other support team members. Conferences are short in nature. If you have concerns that may take longer than the standard conference time, please contact your student's teacher and/or the guidance counselor to arrange a meeting.

Conference Schedule

Fall 2017

October 10, 12 & 16

4-8 pm

Spring 2018

March 6, 8 & 12

4-8 pm

NEED HELP?

There are several options if your student needs extra help in school:

Team Conference

You can meet with your student's CORE teachers and counselor at one time. This type of meeting can accomplish a great deal in a short amount of time.

Individual Conference

You can call a teacher or your student's grade level principal or guidance counselor and request a conference at any time. You may expect a response to your voicemail or email message within 24 hours.

Support Staff

We have several support staff members who can help answer questions about your student's progress or behavior.

Make-Up Work

If your student has been absent from school for 2 or more days, you may call the guidance counselor to have work collected. Work will be available for pick up in the front office **the day after you call**. Several teachers post work on Schoology, you can also check there for assignments.

Targeted Services

This program is offered after school to help students build their math and reading skills. It is taught by Robbinsdale staff. Please call the guidance office for further information.

Parent Portal

You can look up class information for your student from an internet compatible computer. This information includes grades, assignments, lunch account balance, and school contact information. Go to www.rdale.org and click to get started. You will be required to contact the District 281 Education Service Center (Gretchen Cleveland 763-504-8060) to obtain a password after you have registered with Parent Portal.

Robbinsdale Area Schools 2017-2018 Calendar

Robbinsdale Area Schools
2017-18 Calendar
 763-504-8000
 www.rdale.org

- August 8 Primary Election*
- August 18-September 1 Teacher Workshop Week
- September 4 Labor Day (Holiday)
- September 5 First day of School
- October 10 No School - Compensatory
- October 20 No School - Teacher's Convention
- November 3 End of first quarter
- November 7 Election* - No School - Staff Development
- November 22 No School - Compensatory
- November 23-24 No School - Thanksgiving (Holiday)
- December 22-January 5 No School - Winter Break
- January 8 School Resumes
- January 15 No School - Martin Luther King Jr. Day (Holiday)
- January 19 End of First Semester
- January 22 No School - Staff Development
- February 19 No School - President's Day (Holiday)
- March 23 End of third quarter
- March 28-30 No School - Spring Break
- April 1 No School - Compensatory
- May 28 No School - Memorial Day (Holiday)
- June 6 Last day of school for students
- June 7 Commencement
- June 8 Compensatory day for teachers

*No school-sponsored activities may be scheduled between 6-8 p.m.

- SCHOOL NOT IN SESSION
- NO SCHOOL - PROFESSIONAL DEVELOPMENT/COMPENSATORY
- LAST DAY OF QUARTER
- SUMMER BREAK/WEEKENDS



JULY							JANUARY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												

AUGUST							FEBRUARY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28			

SEPTEMBER							MARCH						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2					1	2	3
3	4	5	6	7	8	9	4	5	6	7	8	9	10
10	11	12	13	14	15	16	11	12	13	14	15	16	17
17	18	19	20	21	22	23	18	19	20	21	22	23	24
24	25	26	27	28	29	30	25	26	27	28	29	30	31

OCTOBER							APRIL						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30					

NOVEMBER							MAY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4			1	2	3	4	5
5	6	7	8	9	10	11	6	7	8	9	10	11	12
12	13	14	15	16	17	18	13	14	15	16	17	18	19
19	20	21	22	23	24	25	20	21	22	23	24	25	26
26	27	28	29	30			27	28	29	30	31		

DECEMBER							JUNE						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
31													

Sexual, Religious, Racial Harassment, Violence & Offensive Behavior Policy

It is the policy of Robbinsdale Area Schools that no employee or student of the district shall be subjected to offensive or degrading remarks or conduct. Such behavior includes inappropriate

remarks or conduct related to an employee's or student's race, color, creed, religion, national origin, sex, affectional orientation, marital status, disability, age, status with regard to public assistance or membership or activity in a local commission dealing with discrimination. Offensive behavior prohibited by this policy also includes but is not limited to engaging in illegal, immoral or unethical conduct or retaliation for making a complaint.

One specific kind of illegal behavior is sexual harassment. Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment or advancement, or of a student's education or participation in school programs or activities;
2. Submission to or rejection of such conduct by an employee or student is used as the basis for decisions affecting that individual's employment or education; Such conduct has the purpose or effect of unreasonably interfering with an employee's or student's performance or creating an intimidating, hostile or offensive work or learning environment.
3. Employees, students and citizens should understand that this policy applies to each and every student, employee and citizen of the school district, including all full-time, part-time and temporary employees.
4. Each employee, student and citizen must operate with total integrity to create an environment free of discrimination and other inappropriate behaviors. Each supervisor shall be responsible for promoting understanding and acceptance of and ensuring compliance with state and federal laws and board policy and procedures governing offensive behavior and sexual harassment within his or her school or office.

DISCIPLINARY ACTION:

Offensive behavior will be cause for immediate and strict disciplinary action up to and including discharge for staff and up to and including expulsion for students.

REPORTS OF VIOLATIONS may be directed to:

School Principal or
Stephanie Crosby, Director of Human Resources, 763-504-8014
Robbinsdale Area Schools
4148 Winnetka Avenue North
New Hope, Minnesota 55427

Nondiscrimination Policy

Robbinsdale Area Schools is committed to a policy of nondiscrimination. We will not discriminate in any matters concerning staff, students, education programs and services and persons with

whom the board does business.

In addition to compliance with all federal and state laws, the school district shall consider discrimination to be any overt or covert behavior that excludes participation in or denies the benefits derived from any education program or employment opportunity based on race, color, creed, religion, national origin, sex, sexual orientation, marital status, disability, status with regard to public assistance and age.

In keeping with the school district's commitment and the requirements of law, the school district will establish and maintain a program designed to identify, remediate and prevent discrimination in employment, assignment and promotion of personnel; in education programs, services and opportunities offered students and staff, in location and use of facilities; and in education materials.

Contact Information

Stephanie Crosby, Director of Human Resources, is the designated coordinator under Title IX of the Educational Amendments of 1972 (nondiscrimination on the basis of sex in education programs and activities, including employment and admission). She is responsible for coordinating district efforts to comply with Title IX, including investigation of complaints alleging noncompliance or alleging any actions prohibited by Title IX.

Trisha Hughes, Director of Special Education, is the designated coordinator under Section 504 of the Rehabilitation Act of 1973 (nondiscrimination on the basis of handicap including admission, treatment or access to programs and activities, including employment in its programs or activities). She is responsible for coordinating district efforts to comply with Section 504.

Inquiries may be directed to:

Stephanie Crosby, Director of Human Resources, 763-504-8014

Tricia Hughes, Director of Special Education, 763-504-7985

Robbinsdale Area Schools

4148 Winnetka Avenue North

New Hope, Minnesota 55427

Healthy Celebrations Policy

Robbinsdale Area Schools is committed to the health and wellness of its students. Birthday celebrations at school can provide a unique way to shift the focus from unhealthy foods (cake, candy, etc.) to celebrating the child. Therefore, schools do NOT allow edible birthday treats per the student Wellness Policy #533.

Teachers have their own special way to recognize birthdays in school. However, if parents would like to acknowledge a child's birthday at school, they are encouraged to do so by:

- *Donating a book to the classroom library and/or having a family member bring and read a book to the class.*
- *Bringing a t-shirt for classmates and teachers to sign.*
- *Providing non-food prizes such as small school supplies (pencils, erasers, stickers, etc.).*
- *Organizing a game or craft for the classroom.*
- *Volunteering in the classroom.*
- *Visiting the class and talking about how birthdays are celebrated in your homeland.*
- *Sharing your favorite story/fable/myth from your culture.*
- *Being creative—come up with your own idea to celebrate at school without food (talk to your child's teacher about your idea).*

Thank you for supporting a healthy and safe school environment!

Activities Program

Mission Statement

FAIR provides many opportunities for students to participate in athletics, Fine Art, clubs and community service. Students are given the opportunity to meet new friends, develop physical and social skills, and increase positive rapport with staff and gain new respect for themselves and others. All of this occurs while having fun in the activity. We would like to ask parents to encourage their students to become part of as many activities as their schedules allow. Our goal is for every FAIR student to participate in at least one extra activity each year of their middle school careers.

Students at FAIR have the opportunity to participate in a variety of clubs and sports. Any student who would like to participate will not be excluded (cut) from any activity. Athletic teams participate in various levels of competition by ability and size (i.e. TEAMS A&B). Academic achievement is our primary goal at FAIR. Students who are not meeting academic or behavioral expectations may not be allowed to participate in games or practice as per grade level administrators or coaches.

Eligibility

Any student who would like to participate will not be excluded (cut) from any activity. Athletic teams participate in various levels of competition by ability and size (i.e. TEAMS A&B). Academic achievement is our primary goal at FAIR. Students who are not meeting academic or behavioral expectations may not be allowed to participate in games or practice as per grade level administrators or coaches.

Activity Meeting Schedules and Locations

Meeting locations and times for the start of each activity will be announced through our daily announcements. All coaches will provide students with a practice and competition schedule. Parents are encouraged to attend both home and away competitions. All of our athletic teams practice Monday through Thursday 3:00-4:25 pm. **Student spectators at after school competitions must be accompanied by their parent/guardian or have a pass from an administrator.**

Transportation

Activity buses are provided for students participating in activities Monday through Thursday at 4:30. Only students in activities may ride the activity bus. Buses depart from the North doors of the building, routes are posted in the foyer near the North Doors. All activity routes are planned to provide transportation within a reasonable distance from the students' homes. Students are expected to conduct themselves in a respectful and responsible manner at all times.

ON GAME DAYS PARENTS/GUARDIANS ARE RESPONSIBLE TO PROVIDE TRANSPORTATION after an event, as no activity bus is available. Parents must pick up their child in a timely manner on game days. Assume your child will return to FAIR by 6:45 pm. Parents may take their student home from away events provided the coach is notified.

Fees

The School Board requires an activity fee to help offset a portion of the program cost.

Fee structure:

Interscholastic athletics	\$46.00
---------------------------	---------

Some activities may have additional cost for materials. This information will be shared with students during the informational sessions prior to signing up for the activity. There is a district fee maximum of \$700.00 per family. Once that amount is reached by a family, no further fees will be charged for the remainder of the school year. Families who have financial need are asked to pay at least half of the scheduled fee.

Communication

Should parents have any questions relating to any of our activities, please feel free to call the coach or the activity's advisor. Questions relating to FAIR Athletics policies should be directed to the Athletic Director.

Student Activities at FAIR School Crystal

Students at FAIR have the opportunity to participate in a variety of clubs and sports. Any student who would like to participate will not be excluded (cut) from any activity. Athletic teams participate in various levels of competition by ability and size (i.e. TEAMS A&B). Academic achievement is our primary goal at FAIR. Students who are not meeting academic or behavioral expectations may not be allowed to participate in games or practice as per grade level administrators or coaches.

Sports Opportunities at FAIR School Crystal (LIST LEAGUE/STAGES THEATRE CO.)

Fall (Quarter 1): Play, Co-ed Soccer (grades 5-8 LIST)

Winter (Quarter 2/3): 5th-8th grade Boys and Girls Basketball (LIST)

Spring (Quarter 4): Musical, 5th-8th Grade Boys and Girls Volleyball

LIST (League of Independent School Teams) is a consortium of private and charter school teams that organize a series of co-ed seasons, including soccer, basketball and volleyball specifically for Middle Schools in the Twin Cities. The philosophy of LIST is to introduce students to these sports, so they are intentionally *co-ed and cross grade-level*. Participation and sportsmanship is encouraged over competition.

****Busing is provided to and from FAIR for away games. Parents must pick up their child from school in a timely manner after the return of the bus.***

Yearlong opportunities at FAIR School Crystal:

Will be updated in fall of 2017

Leadership Club

Math Club

Sports Opportunities at RMS

Students have an opportunity to participate in some team sports at Robbinsdale Middle School, which is slightly more competitive than the LIST League. These are available to 7th and 8th grade students.

Fall (Quarter 1) : 7-8th grade Boys Soccer and Girls Volleyball

Winter I (Quarter 2): 7th grade Boys and Girls Basketball, Wrestling

Winter II (Quarter 3): 8th grade Boys and Girls Basketball

Spring (Quarter 4): 7th and 8th grade Boys and Girls Track

**Busing is provided to and from FAIR for practices only. Students may take the late bus from FAIR after practices. Parents must pick up their child from Robbinsdale Middle School for games.*

Sports Opportunities at Cooper

Students have an opportunity to participate in some team sports at Cooper High School. These are available to 7th and 8th grade students.

Please see the Cooper Athletics Website for more information <http://letsgohawks.org/>

** Students interested in a high school sport must register at Cooper High School. There is no transportation provided home from practices or games.*

***Students must be accompanied by a parent in order to attend a game, practice or performance that they are not directly participating in.*