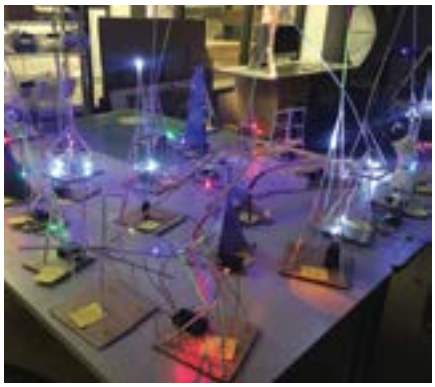
ANOKA
HIGH SCHOOL
2025-2026

ANOKA
HIGH SCHOOL
STEAM



ANOKA HIGH SCHOOL STEAM

THE STEAM EXPERIENCE

The Center for Science, Technology, Engineering, Arts and Math is designed for students who want to develop critical skills needed in the 21st century. STEAM encourages a collaborative approach to learning that embraces technology, encourages unique solutions, welcomes creative and inventive thinking as well as problem solving to prepare for careers in computer science, the arts, engineering, math and science.

Key features of STEAM:

- Being a part of a school-within-a-school (120 students are accepted into the STEAM program annually).
- Design and create with laser cutters, 3D printers, robotics, sewing machines, and digitally produce video, audio, and graphics.
- Field trips, guest speakers in the industry and college fairs to explore STEAM careers and educational options.
- Applying the elements of art and principles of design as you work in STEAM as well as other core and elective classes.
- Developing 21st century skills including critical thinking, communication, self-direction, creative problem solving, and collaboration.
- Earning AP and articulated college credit in a variety of elective courses.
- Participating in the senior Honors Design & Development course or an internship related to a career interest.

How do I join the STEAM Certification Pathway for the 2025-2026 school year?

- Students may join the STEAM program in grades 9, 10, or 11.

Anoka High School STEAM is now part of NWSISD! Students should apply online at **nws.k12.mn.us**. All students (including those assigned to attend AHS) need to apply online.

- Once accepted, you will register for STEAM along with your other required courses during the January registration time.

Want more information?

Attend one of the STEAM informational nights or contact Ms. Luoma-Overstreet.

jillian.luomaoverstreet@ahschools.us

763-506-6399

NORTHWEST SUBURBAN INTEGRATION SCHOOL DISTRICT
A Global Community Learning and Growing Together

ahschools.us/ahssteam

Fight Fight Anoka Fight

Go Go Tornadoes

Win Win Maroon and White

We're with you tonight Tornadoes

Fight Fight to Victory

Team Team it's your game

Score-score-score and then

Score some more

Tornadoes win!

The current policies of Anoka High School and the Anoka-Hennepin School Board are subject to change at any time. If there have been any changes since the printing of this handbook, communication to parents and students will be given. Students are also responsible for the contents of the Anoka-Hennepin Schools Policy Handbook.

Property of:_____ **Grade:**_____

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FREQUENTLY CALLED TELEPHONE NUMBERS

ANOKA HIGH SCHOOL
Phone 763-506-6200
Fax 763-506-6203
TTY 763-506-6219

Activities
Mr. Wicks 763-506-6223
Director
Ms. Delamarter. . . .763-506-6380
Secretary

Address/Telephone # Changes
Ms. Pojar. 763-506-6359
Data Management Secretary

Administration
Mr. Farley 763-506-6201
Principal
Ms. Madison. 763-506-6220
Associate Principal A-C
Ms. Hagerty 763-506-6221
Associate Principal D-I
Mr. Pham 763-506-6229
Associate Principal J-M
Mr. Lakanen 763-506-6225
Associate Principal N-SK, Tile IX
Ms. Pelkey 763-506-6232
Associate Principal SL-Z
Mr. Westerberg . . 763-506-6321
Administrative Intern
Heidi Fiske 763-506-6202
Head Secretary

Attendance Line . . 763-506-6206

Health Office
Ms. Nikolic 763-506-6336
Nurse
Ms. DeLong 763-506-6204
Nurse Para

Fines/Parking Permits
Ms.Gifford 763-506-6296

Police Liaison
Officer Walker . . . 763-506-6279

Psychologist
Mr. Lucas Reidenbach
763-506-6229

Social Worker
Logan Syvock. . . . 763-506-6305

Special Education
Ms. Woeltge 763-506-6333

Technology
Mr. Pangborn 763-506-6388
Ms. Padden 763-506-6352

Testing
Emily Reineke 763-566-6255

School Counselors
Ms. Renee Johnson (Grades 9 & 11, A-J). 763-506-6231
Ms. Katie Teresi (Grades 9 & 11, K-U)) 763-506-6226
Ms. Kari Helmstetter (Grades 10 & 12, A-J) 763-506-6224
Mr. Thomas Hagerty (Grades 10 & 12, K-U). 763-506-6267
Ms. Amy Gardner (Grades 9-12, V-Z, AVID) 763-506-6228
Mr. Will Erickson (Grades 9-12 in STEAM A-Z). 763-506-6413

COMMUNICATION PROTOCOL

This communication protocol was developed to help promote direct communication so that problems and concerns can be addressed quickly, efficiently, and effectively between the parties involved. We are asking students and parents to follow this protocol. AHS staff is committed to student success and will listen to the concerns, maintain confidentiality and return calls/emails in a timely manner.

CLASSROOM CONCERNS

TEACHER

Students are encouraged to express their concerns directly to the teacher. Parents can contact teachers via telephone or email. Teachers will make every effort to get back to you as quickly as possible, but it may take a day or two.

SCHOOL COUNSELOR

If the concern is not resolved, then the student or parent should discuss the matter with the Counselor. Counselors can help with concerns that deal with classroom practice, grade, assignment or if you need a progress report.

ASSOCIATE PRINCIPAL

If a student or parent is dissatisfied with the response from the counselor, please contact the student's Associate Principal to express your concerns.

PRINCIPAL

Most concerns will have been resolved by this point. However, if you still need to speak with someone about your situation, please contact Principal, Michael Farley at 763-506-6201.

ASSOCIATE SUPERINTENDENT

If your concern has not been resolved through the Principal's office, please contact Associate Superintendent, Annette Ziegler at 763-506-1122.

STUDENT ACTIVITY CONCERNS

COACH/ADVISOR/DIRECTOR

Students are encouraged to express their concerns directly with their coach/advisor. Parents can contact the coach/advisor via email or telephone.

VARSITY HEAD COACH/HEAD ADVISOR

If the concern is not resolved, then the student or parent should discuss the matter with the activity's Varsity Head Coach/Head Advisor. If the head coach/head advisor is the person you contacted previously, please proceed to the next step.

ACTIVITIES DIRECTOR

If a student or parent is dissatisfied with the response from the Head Coach or Head Advisor, please contact Activities Director, Lance Wicks at 763-506-6223.

PRINCIPAL

Most concerns will have been resolved by this point. However, if you still have concerns after speaking with the Activities Director, please contact Principal, Mike Farley at 763-506-6201.

ASSOCIATE SUPERINTENDENT

If your concern has not been resolved through the Principal's office, please contact Associate Superintendent, Josh Delich at 763-506-1005.

USING YOUR HANDBOOK/PLANNER

HOW TO USE YOUR STUDENT PLANNER TO MANAGE YOUR TIME!

Students have never been busier juggling academics, extra-curriculars, employment, and family responsibilities. Planning and organizing will allow you to manage your time more effectively, reduce stress, and leave more leisure time for you to enjoy.

Statistics show that effective use of a planner can give you:

- 25-33% more time for the fun things you want to do.
- Reduction in your anxiety/stress level.
- More sleep at night.
- A great habit to have developed by the time you go to any post-secondary institution or training where you will have a less structured schedule.

HERE ARE SOME GUIDELINES TO HELP YOU WITH TIME MANAGEMENT:

- **Use your time wisely**, make use of "down time" whenever possible.
- **Get to class on time**, do not miss out on anything that should be recorded in your planner.
- **Start working on an assignment right away.** If you run into problems, you have time to ask your teacher before you leave the classroom or school for the day.
- **Use study hall time, advisement time, or study time in your classes.** If you don't have a current assignment to work on, study your notes from earlier class periods.
- **Don't miss school.** You will miss out on valuable class discussions and assignments and will have more work when you return.
- **Make a "To Do List" (TDL).** In the evening or the early morning, list the tasks you want to accomplish for the day and rank each task (1st, 2nd, 3rd, etc.). Complete the tasks according to their importance and either cross them out or check them off when they are completed.

GUIDELINES TO USING YOUR PLANNER

- **Record assignments, projects, and due dates.**
- **For long assignments, take the time to space out the tasks of the assignment or project and write them down in your planner.**
- **Don't "cram" the night before - the learning will only be "short term".**
- **Record test dates and information to be studied on tests.**
- **Record dates and times of meetings, practices, games, and other appointments.**
- **Record dates that are important to you (vacation days, birthdays, etc).**
- **Record your work schedule.**
- **Use the reference section - academic helps in the areas of English, Math and Science every morning to begin mentally planning your day.**

STUDY SKILLS

Prioritize your assignments on your weekly calendar pages before you start studying. The following tips will help you maximize your learning during your study time and give you extra free time.

- Find a quiet place to study, make sure it is well lit, and keep the television and music OFF or turned down low. They will only distract you if they are too loud.
- Sit in a chair that has a straight back. You'll get too sleepy studying on your bed or in a soft chair. Make sure there is enough fresh air.
- Have all your supplies easily accessible - books, calculator, ruler, pens, pencils, paper, note cards, highlighters, paper clips, etc.
- Keep your workplace organized and clean.

READING, LISTENING, AND NOTE TAKING

- Think about what you are reading. If the reading is hard to understand, stop and summarize what you've read. You may need to re-read the section more slowly and look up words you don't understand.
- Use shortcuts such as symbols and abbreviations to speed up your writing.
- Listen and record information that teachers indicate is important. ("This is important." "Listen to what I am saying." "Don't forget this...")
- Listen carefully and stay focused. Ask the teacher to explain a point if you don't understand everything.
- Evaluate what you read and hear before writing anything.
- Taking notes:
  a. Keep notes for each subject together
  b. Use highlighters/colored pencils for different subjects.
  c. Write down vocabulary terms and their definitions.
- Using flash cards is a GREAT way to memorize vocabulary, formulas, concepts, history events, science facts, etc. before a test or quiz.

DAILY PLANNER
2025-2026

1 MONDAY	SCHEDULE CHANGE REQUEST WINDOW 8/20/25-9/2/25
LABOR DAY	SEPTEMBER
2 TUESDAY	
First Day of School for 9th grade only/new students *Picture Day 9th grade only*	SEPTEMBER
3 WEDNESDAY	
First Day of School for 10th-12th grades *Opening Assembly (7:30 am)*	SEPTEMBER
4 THURSDAY	CLEAN YOUR CHROMEBOOK & CORD
	SEPTEMBER

SEPTEMBER	FRIDAY 5
SEPTEMBER	SATURDAY 6
SEPTEMBER	SUNDAY 7

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8 MONDAY

Late Start (8:00 am) Schedule
Picture Day 10th-12th grades

SEPTEMBER

9 TUESDAY

Picture Day

SEPTEMBER

10 WEDNESDAY

SEPTEMBER

11 THURSDAY

SEPTEMBER

SEPTEMBER	FRIDAY 12
SEPTEMBER	SATURDAY 13
SEPTEMBER	SUNDAY 14

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15 MONDAY

Late Start (8:00 am) Schedule

SEPTEMBER

16 TUESDAY

Powder Puff Game at Goodrich

SEPTEMBER

17 WEDNESDAY

SEPTEMBER

18 THURSDAY

SEPTEMBER

SEPTEMBER	FRIDAY 19 *Homecoming Assembly* *Homecoming Game-6pm Goodrich Field*
SEPTEMBER	SATURDAY 20 *Homecoming Dance: 7:30pm-10pm*
SEPTEMBER	SUNDAY 21

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22 MONDAY

Late Start (8:00 am) Schedule

SEPTEMBER

23 TUESDAY

SEPTEMBER

24 WEDNESDAY

SEPTEMBER

25 THURSDAY

SEPTEMBER

SEPTEMBER	FRIDAY 26
SEPTEMBER	SATURDAY 27
SEPTEMBER	SUNDAY 28

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29 MONDAY *Late Start (8:00 am) Schedule* *Senior Panoramic Picture*	SEPTEMBER
30 TUESDAY	SEPTEMBER
1 WEDNESDAY	OCTOBER
2 THURSDAY	**CLEAN YOUR CHROMEBOOK & CORD** OCTOBER

OCTOBER	FRIDAY 3
OCTOBER	SATURDAY 4
OCTOBER	SUNDAY 5

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6 MONDAY	
Late Start (8:00 am)/Advisement Schedule	OCTOBER
7 TUESDAY	OCTOBER
8 WEDNESDAY	
Academic Lettering Night (Grades: 10-12)	OCTOBER
9 THURSDAY	
Parent/Teacher Conferences	OCTOBER

OCTOBER	FRIDAY 10
OCTOBER	SATURDAY 11
OCTOBER	SUNDAY 12

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13 MONDAY

Orchestra Concert

OCTOBER

14 TUESDAY

Picture Retake Day

OCTOBER

15 WEDNESDAY

OCTOBER

16 THURSDAY

MEA TEACHER CONVENTION
NO STUDENTS

OCTOBER

OCTOBER	FRIDAY 17 MEA TEACHER CONVENTION NO STUDENTS
OCTOBER	SATURDAY 18
OCTOBER	SUNDAY 19

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20 MONDAY

STAFF DEVELOPEMENT - NO STUDENTS

Winter Dance Team begins

OCTOBER

21 TUESDAY

OCTOBER

22 WEDNESDAY

OCTOBER

23 THURSDAY

Choir Concert

OCTOBER

OCTOBER	FRIDAY 24
OCTOBER	SATURDAY 25
OCTOBER	SUNDAY 26

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27 MONDAY

Late Start (8:00 am) Schedule
Girl's Hockey begins

OCTOBER

28 TUESDAY

OCTOBER

29 WEDNESDAY

OCTOBER

30 THURSDAY

OCTOBER

OCTOBER	FRIDAY	31
NOVEMBER	SATURDAY	1
NOVEMBER	SUNDAY	2
	DAYLIGHT SAVINGS - FALL BACK	

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3 MONDAY	
Late Start (8:00 am)/Advisement Schedule	NOVEMBER
4 TUESDAY	NOVEMBER
5 WEDNESDAY	NOVEMBER
6 THURSDAY	**CLEAN YOUR CHROMEBOOK & CORD** NOVEMBER

NOVEMBER	FRIDAY 7
NOVEMBER	SATURDAY 8
NOVEMBER	SUNDAY 9

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10 MONDAY	SCHEDULE CHANGE REQUEST WINDOW
Late Start (8:00 am) Schedule *Girls Basketball, Alpine Ski, Nordic Ski, Gymnastics,* *Boys Hockey begins*	NOVEMBER
11 TUESDAY	**SCHEDULE CHANGE REQUEST WINDOW**
Veteran's Day Assembly	NOVEMBER
12 WEDNESDAY	**SCHEDULE CHANGE REQUEST WINDOW**
	NOVEMBER
13 THURSDAY	**SCHEDULE CHANGE REQUEST WINDOW**
Band Concert	NOVEMBER

SCHEDULE CHANGE REQUEST WINDOW NOVEMBER	FRIDAY 14
SCHEDULE CHANGE REQUEST WINDOW NOVEMBER	SATURDAY 15
SCHEDULE CHANGE REQUEST WINDOW NOVEMBER	SUNDAY 16

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17 MONDAY	SCHEDULE CHANGE REQUEST WINDOW
Wrestling, Adapted Floor Hockey, Boys Basketball begins	NOVEMBER
18 TUESDAY	SCHEDULE CHANGE REQUEST WINDOW
	NOVEMBER
19 WEDNESDAY	SCHEDULE CHANGE REQUEST WINDOW
	NOVEMBER
20 THURSDAY	SCHEDULE CHANGE REQUEST WINDOW
STEAM Fall Dance Concert	NOVEMBER

SCHEDULE CHANGE REQUEST WINDOW NOVEMBER	FRIDAY 21 End of Trimester 1
NOVEMBER	SATURDAY 22
NOVEMBER	SUNDAY 23

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24 MONDAY **STAFF DEVELOPMENT - NO STUDENTS** ***Boys Swimming and Diving begins***	NOVEMBER
25 TUESDAY **STAFF PLANNING/GRADING DAY** **-NO STUDENTS**	NOVEMBER
26 WEDNESDAY **CONFERENCE CONVERSION DAY** **-NO STUDENTS**	NOVEMBER
27 THURSDAY **THANKSGIVING HOLIDAY** **-NO SCHOOL - BUILDING CLOSED**	NOVEMBER

NOVEMBER	FRIDAY 28 THANKSGIVING HOLIDAY -NO SCHOOL - BUILDING CLOSED
NOVEMBER	SATURDAY 29
NOVEMBER	SUNDAY 30

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1 MONDAY First Day of Trimester 2	DECEMBER
2 TUESDAY *Trimester 1 Report Cards Posted*	DECEMBER
3 WEDNESDAY	DECEMBER
4 THURSDAY	**CLEAN YOUR CHROMEBOOK & CORD** DECEMBER

DECEMBER	FRIDAY 5
DECEMBER	SATURDAY 6
DECEMBER	SUNDAY 7

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8 MONDAY	
Late Start (8:00 am)/Advisement Schedule	DECEMBER
9 TUESDAY	
Orchestra Concert	DECEMBER
10 WEDNESDAY	
	DECEMBER
11 THURSDAY	
	DECEMBER

DECEMBER	FRIDAY 12 *Choir Concert*
DECEMBER	SATURDAY 13
DECEMBER	SUNDAY 14

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15 MONDAY

Late Start (8:00 am) Schedule

DECEMBER

16 TUESDAY

Band Concert

DECEMBER

17 WEDNESDAY

DECEMBER

18 THURSDAY

DECEMBER

DECEMBER	FRIDAY 19 *Choir Concert*
DECEMBER	SATURDAY 20
DECEMBER	SUNDAY 21

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22 MONDAY	DECEMBER
23 TUESDAY	DECEMBER
24 WEDNESDAY **WINTER BREAK - NO SCHOOL** **BUILDING CLOSED**	DECEMBER
25 THURSDAY **WINTER BREAK - NO SCHOOL** **BUILDING CLOSED**	DECEMBER

DECEMBER	FRIDAY 26 WINTER BREAK - NO SCHOOL
DECEMBER	SATURDAY 27
DECEMBER	SUNDAY 28

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29 MONDAY **WINTER BREAK - NO SCHOOL**	DECEMBER
30 TUESDAY **WINTER BREAK - NO SCHOOL**	DECEMBER
31 WEDNESDAY **NEW YEAR'S DAY HOLIDAY** **BUILDING CLOSED**	DECEMBER
1 THURSDAY **WINTER BREAK - NO SCHOOL**	**CLEAN YOUR CHROMEBOOK & CORD** JANUARY

JANUARY	FRIDAY 2 WINTER BREAK - NO SCHOOL
JANUARY	SATURDAY 3
JANUARY	SUNDAY 4

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5 MONDAY	9TH,10TH, & 11TH GRADE REGISTRATION BEGINS
Late Start (8:00 am)/Advisement Schedule *Return to School*	JANUARY
6 TUESDAY	JANUARY
7 WEDNESDAY	JANUARY
Curriculum Exploration Event: Decide YOUR Future	
8 THURSDAY	JANUARY

JANUARY	FRIDAY 9
JANUARY	SATURDAY 10
JANUARY	SUNDAY 11 *Course Registration - Deadline*

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12 MONDAY

Late Start (8:00 am) Schedule

JANUARY

13 TUESDAY

JANUARY

14 WEDNESDAY

JANUARY

15 THURSDAY

JANUARY

JANUARY	FRIDAY 16
JANUARY	SATURDAY 17
JANUARY	SUNDAY 18

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19 MONDAY	
MARTIN LUTHER KING DAY - NO SCHOOL	JANUARY
20 TUESDAY	JANUARY
21 WEDNESDAY	JANUARY
22 THURSDAY	JANUARY

JANUARY	FRIDAY 23
JANUARY	SATURDAY 24
JANUARY	SUNDAY 25

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26 MONDAY

Late Start (8:00 am) Schedule

JANUARY

27 TUESDAY

JANUARY

28 WEDNESDAY

JANUARY

29 THURSDAY

Parent-Teacher Conferences

PSEO Informational Meeting

JANUARY

JANUARY	FRIDAY 30
JANUARY	SATURDAY 31
FEBRUARY	SUNDAY 1

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2 MONDAY	
Late Start (8:00 am)/Advisement Schedule	FEBRUARY
3 TUESDAY	FEBRUARY
4 WEDNESDAY	FEBRUARY
5 THURSDAY	**CLEAN YOUR CHROMEBOOK & CORD** FEBRUARY

FEBRUARY	FRIDAY 6 *Morp Pepfest* *MORP Assembly; Assembly Schedule will be used*
FEBRUARY	SATURDAY 7
FEBRUARY	SUNDAY 8

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9 MONDAY	
Late Start (8:00 am) Schedule	FEBRUARY
10 TUESDAY	
Boys/Girls State Meeting 7:45 am Auditorium	FEBRUARY
11 WEDNESDAY	
Black History Program- Auditorium	FEBRUARY
12 THURSDAY	
	FEBRUARY

FEBRUARY	FRIDAY 13
FEBRUARY	SATURDAY 14 *Valentine's Day*
FEBRUARY	SUNDAY 15

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16 MONDAY **PRESIDENT'S DAY HOLIDAY** **BUILDING CLOSED**	FEBRUARY
17 TUESDAY **STAFF DEVELOPMENT - NO STUDENTS**	FEBRUARY
18 WEDNESDAY	FEBRUARY
19 THURSDAY	**SCHEDULE CHANGE REQUEST WINDOW** FEBRUARY

SCHEDULE CHANGE REQUEST WINDOW FEBRUARY	FRIDAY 20
SCHEDULE CHANGE REQUEST WINDOW FEBRUARY	SATURDAY 21
SCHEDULE CHANGE REQUEST WINDOW FEBRUARY	SUNDAY 22

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23 MONDAY	SCHEDULE CHANGE REQUEST WINDOW
Late Start (8:00 am) Schedule *Adapted Softball & Adapted Bowling begins* *Northwest Music Festival-all day No School for Students*	FEBRUARY
24 TUESDAY	**SCHEDULE CHANGE REQUEST WINDOW**
NHS Induction (Auditorium) *College Fair - 6:00-7:30 p.m., at ESC*	FEBRUARY
25 WEDNESDAY	**SCHEDULE CHANGE REQUEST WINDOW**
	FEBRUARY
26 THURSDAY	**SCHEDULE CHANGE REQUEST WINDOW**
	FEBRUARY

SCHEDULE CHANGE REQUEST WINDOW FEBRUARY	FRIDAY 27
SCHEDULE CHANGE REQUEST WINDOW FEBRUARY	SATURDAY 28
SCHEDULE CHANGE REQUEST WINDOW MARCH	SUNDAY 1

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2 MONDAY *STEAM Spring Dance Concert*	**SCHEDULE CHANGE REQUEST WINDOW** MARCH
3 TUESDAY	**SCHEDULE CHANGE REQUEST WINDOW** MARCH
4 WEDNESDAY	**SCHEDULE CHANGE REQUEST WINDOW** MARCH
5 THURSDAY End of Trimester 2	**SCHEDULE CHANGE REQUEST WINDOW** **CLEAN YOUR CHROMEBOOK & CORD** MARCH

MARCH	FRIDAY	6
	STAFF PLANNING/GRADING DAY - NO STUDENTS	
MARCH	SATURDAY	7
MARCH	SUNDAY	8
	DAYLIGHT SAVINGS - SPRING AHEAD	

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9 MONDAY

STAFF DEVELOPMENT - NO SCHOOL

Softball and Track begin

MARCH

10 TUESDAY

First Day of Trimester 3

Trimester 2 Report Cards Posted

MARCH

11 WEDNESDAY

MARCH

12 THURSDAY

MARCH

MARCH	FRIDAY 13
MARCH	SATURDAY 14
MARCH	SUNDAY 15

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16 MONDAY

Late Start (8:00 am)/Advisement Schedule

Boys/Girls Golf, Baseball, Boys Volleyball begin

MARCH

17 TUESDAY

MARCH

18 WEDNESDAY

MARCH

19 THURSDAY

Orchestra Concert

MARCH

MARCH	FRIDAY 20
MARCH	SATURDAY 21
MARCH	SUNDAY 22

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23 MONDAY

Late Start (8:00 am) Schedule

Boys Tennis begins

MARCH

24 TUESDAY

MARCH

25 WEDNESDAY

MARCH

26 THURSDAY

Choir Concert

MARCH

MARCH	FRIDAY 27
MARCH	SATURDAY 28
MARCH	SUNDAY 29

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or access through: **AH Lock & Key**

30 MONDAY **SPRING BREAK - NO SCHOOL** ***Boys/Girls Lacrosse begin***	MARCH
31 TUESDAY **SPRING BREAK - NO SCHOOL**	MARCH
1 WEDNESDAY **SPRING BREAK - NO SCHOOL**	APRIL
2 THURSDAY **SPRING BREAK - NO SCHOOL** **-BUILDING CLOSED**	**CLEAN YOUR CHROMEBOOK & CORD** APRIL

APRIL	FRIDAY 3 SPRING BREAK - NO SCHOOL -BUILDING CLOSED
APRIL	SATURDAY 4
APRIL	SUNDAY 5

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

or access through: **AH Lock & Key**

6 MONDAY

Late Start (8:00 am) Schedule

APRIL

7 TUESDAY

APRIL

8 WEDNESDAY

APRIL

9 THURSDAY

APRIL

APRIL	FRIDAY 10
APRIL	SATURDAY 11
APRIL	SUNDAY 12

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

or access through: **AH Lock & Key**

13 MONDAY

Late Start (8:00 am)/Advisement Schedule

APRIL

14 TUESDAY

APRIL

15 WEDNESDAY

APRIL

16 THURSDAY

Multicultural Show

APRIL

APRIL	FRIDAY 17
APRIL	SATURDAY 18
APRIL	SUNDAY 19

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

or access through: **AH Lock & Key**

20 MONDAY

Special Recognition Awards: Auditorium, 7p.m.

APRIL

21 TUESDAY

APRIL

22 WEDNESDAY

APRIL

23 THURSDAY

Parent/Teacher Conferences

APRIL

APRIL	FRIDAY 24 *Prom (8:30-11pm)*
APRIL	SATURDAY 25
APRIL	SUNDAY 26

Need a Pass?

ACCESS SmartPass

Go to the website: smartpass.app

or access through: AH Lock & Key

27 MONDAY

Late Start (8:00 am) Schedule

APRIL

28 TUESDAY

APRIL

29 WEDNESDAY

APRIL

30 THURSDAY

APRIL

MAY	FRIDAY 1
MAY	SATURDAY 2
MAY	SUNDAY 3

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

or access through: **AH Lock & Key**

4 MONDAY	
Late Start (8:00 am) Schedule *AP Testing*	MAY
5 TUESDAY	
AP Testing	MAY
6 WEDNESDAY	
AP Testing	MAY
7 THURSDAY	
AP Testing	**CLEAN YOUR CHROMEBOOK & CORD** MAY

MAY	FRIDAY 8 STAFF DEVELOPMENT - NO SCHOOL
MAY	SATURDAY 9
MAY	SUNDAY 10 *Mother's Day*

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

or access through: **AH Lock & Key**

11 MONDAY

Late Start (8:00 am) Schedule
AP Testing

MAY

12 TUESDAY

AP Testing
Scholarship Night

MAY

13 WEDNESDAY

AP Testing

MAY

14 THURSDAY

AP Testing

MAY

MAY	FRIDAY 15 *AP Testing*
MAY	SATURDAY 16
MAY	SUNDAY 17

Need a Pass?

ACCESS SmartPass

Go to the website: smartpass.app

or access through: AH Lock & Key

18 MONDAY

Late Start (8:00 am)/Advisement Schedule
Choir Concert
Senior Graduation Meeting

MAY

19 TUESDAY

MAY

20 WEDNESDAY

STEAM Expo and Showcase

MAY

21 THURSDAY

Band Concert

MAY

MAY	FRIDAY 22
MAY	SATURDAY 23
MAY	SUNDAY 24

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

or access through: **AH Lock & Key**

25 MONDAY

MEMORIAL DAY HOLIDAY
~ BUILDING CLOSED

MEMORIAL DAY

MAY

26 TUESDAY

Orchestra Concert

MAY

27 WEDNESDAY

Honor's Assembly Senior Academic Lettering

MAY

28 THURSDAY

MAY

MAY	FRIDAY 29 *Senior Breakfast/Yearbook/Cap & Gown Distribution* *Senior's Last Day*
MAY	SATURDAY 30
MAY	SUNDAY 31

Need a Pass?

ACCESS SmartPass

Go to the website: smartpass.app

or access through: AH Lock & Key

1 MONDAY *Commencement (7pm)*	JUNE
2 TUESDAY *Commencement (Back-Up Date)*	JUNE
3 WEDNESDAY	JUNE
4 THURSDAY *Final Exams*	**CLEAN YOUR CHROMEBOOK & CORD** JUNE

JUNE	FRIDAY 5 *Final Exams* END OF TRIMESTER 3
JUNE	SATURDAY 6
JUNE	SUNDAY 7

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

or access through: **AH Lock & Key**

8 MONDAY

CHANGE TO STAFF PLANNING/GRADING
NO SCHOOL

Make-up Finals (9am-1pm)

JUNE

9 TUESDAY

JUNE

10 WEDNESDAY

Trimester 3 Report Card Posting

JUNE

11 THURSDAY

JUNE

JUNE	FRIDAY 12
JUNE	SATURDAY 13
JUNE	SUNDAY 14

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

or access through: **AH Lock & Key**

The AHS Makerspace is located in the library and is available to all students before, during, and after school. This space provides access to the following technologies: 3D printing, laser cutting and etching, vinyl & sheet cutting, graphic design, audio recording, video production, and electronics/robotics. Tools and materials are available for students to use for school-related projects.

ANOKA
HIGH SCHOOL

POLICIES AND PROCEDURES

2025-2026

The current policies of Anoka High School and the Anoka-Hennepin School Board are subject to change at any time. If there have been any changes since the printing of this handbook, communication to parents and students will be given. Students are also responsible for the contents of the Anoka-Hennepin Schools Policy Handbook.

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WELCOME TO ANOKA HIGH SCHOOL

The main purpose of this handbook is to acquaint you, the student, with the organization of your high school. It is intended to help you. Should you be confused by any of its contents please contact any faculty member.

Experience has shown that the best guarantee of accomplishing a job successfully is to start it in the right way. Undefined goals, inefficient methods, and wasted hours are often key factors in failing to complete a task. Therefore, it is important to observe these guidelines in order to make the school year a success for us as individuals and for the entire student body of Anoka High School.

To hear today's daily announcements, dial 763-506-6208

ADMINISTRATION

Mr. Farley	*Principal*
Ms. Madison	*Associate Principal, A-C*
Ms. Hagerty	*Associate Principal, D-I*
Mr. Pham	*Associate Principal, J-M*
Mr. Lakanen	*Associate Principal, N-SK*
Ms. Pelkey	*Associate Principal, SL-Z*
Mr. Westerberg	*Administrative Intern*
Heidi Fiske	*Head Secretary*

ATTENDANCE LINE: **763-506-6206**

FOR TECHNOLOGY OR PASSWORD HELP, CALL **763-506-HELP**

RESPECT: LET IT BEGIN HERE!

Respect is the cornerstone of all our interactions and behaviors. We acknowledge the dignity and worth of one another and strive never to diminish another by our conduct or our attitudes.

MISSION STATEMENT

Anoka High School is a caring community dedicated to excellence while fostering learning, leadership, and respect.

INAPPROPRIATE LANGUAGE

At Anoka High School, disrespectful language of any kind will not be tolerated. Any use of racial epithets, ethnic slurs and derogatory/insulting terms relating to mental and/or physical ability, appearance, gender, country of origin, home language, religion, sexual orientation or social class is strictly forbidden. The use of such language anywhere on school premises/grounds will result in immediate consequences, such as but not limited to: referral to the office; contacting parent(s); and suspension.

INAPPROPRIATE ACTIONS

Inappropriate actions of any kind will not be tolerated. Any display of hostility or disrespectful behavior will be met with consequences. Hostile hand gestures, facial expressions or body language will not be tolerated. Inappropriate touching, pushing, shoving, or violence of any kind will not be tolerated. Defacing of school or personal property will not be tolerated. Displays of offensive symbols and words on clothing, book covers, or motor vehicles driven/ parked on school property will not be tolerated.

RESPONDING TO HATE SPEECH OR HATE CRIMES AT SCHOOL

One of the simplest measures of school's commitment to respect is the quality of interaction in its hallways. The use of put-downs and epitaphs, physical intimidation or visual messages of hate creates a toxic environment for learning and growth.

The First Amendment may protect student's right to say, write, or display a sense of words and symbols but courts have ruled that schools can punish behavior, including speech, that is disruptive to the educational process. Perhaps the best approach in balancing First Amendment rights with other concerns is to stress the importance of a safe atmosphere in which every student is treated with respect.

The Confederate flag is considered offensive to students of color and, therefore, is not permitted on Anoka High School property.

Diversity Committee '99-'00

SCHOOL COUNSELORS

COUNSELOR ASSIGNMENTS

MS. RENEE JOHNSON (Grades 9 & 11, A-J) . . . . . Renee.Johnson@ahschools.us 763-506-6231

MS. KATIE TERESI (Grades 9 & 11, K-U) . . . . . Katie.Teresi@ahschools.us 763-506-6226

MS. KARI HELMSTETTER (Grades 10 & 12, A-J) . . . . Kari.Helmstetter@ahschools.us . . .763-506-6224

MR. THOMAS HAGERTY (Grades 10 & 12, K-U) . . . . Thomas.Hagerty@ahschools.us . . .763-506-6267

MS. AMY GARDNER (Grades 0-12, V-Z, AVID) . . . . . Amy.Gardner@ahschools.us 763-506-6228

MR. WILL ERICKSON (Grades 9-12 in STEAM A-Z). . . Will.Erickson@ahschools.us 763-506-6413

COUNSELING DEPARTMENT

The Counseling Department is designed to assist all students with academic, personal/social, career planning and post-secondary concerns. This includes requirements for graduation, course registration, classroom presentations, college testing information, financial aid, and counseling individual student needs.

CAREER EDUCATION

For students and parents, the process of planning for the future can be stressful and frustrating. The AHS Counselors and Career Center is designed to help with that process. It is a clearinghouse of information for career decision making. A variety of resources are available to secure the training needed for occupations such as college, military, apprenticeship and school to work options. College and military visits are conducted in the Career Center. Students may sign up to meet with the representatives. Students can participate in district wide career field trips for a variety of occupations by signing up through the Career Center. Students and parents can obtain financial aid and scholarship information in the career center.

The website for the career center is www.ahschools.us/careercenter for current or upcoming activities or call 763-506-6273. Colleen Neary is the contact person for the Career Center.

A-H CONNECT

Parents can access their child's information via A-H Connect. A-H Connect is a secure online school district web-based system that provides access to a great deal of public information as well as specific information regarding individual students. With a username and password, information about grades, schedules and even entire course and grade history can be accessed. A request form to access the personal information can be found in the public area of A-H Connect. Get connected at: AHConnect.ahschools.us. For technology or password help, call 763-506-HELP

STUDENT SERVICES

INTRODUCTION

The years you spend at Anoka High School are some of the most important years of your life. In all probability, you will never again have as many people helping you and as interested in your well being. We ask that you be a good school citizen who represents yourself, your parents, and your school.

BOOKS

School texts are furnished free to all students. Certain classes may use workbooks or magazines as part of their curriculum. Some courses charge fees for materials.

Students are asked to exercise care in using books and will be held accountable for lost, damaged or stolen books.

LOCKERS

9th Grade only will be assigned lockers. 10th-12th grade students need to request a locker in the counseling office. Students should not, for any reason, share a locker with another student. Students are responsible for all items in their lockers, as well as the care and cleanliness of their locker. Students will be assessed fines for any damage to their assigned locker.

Each locker is provided with an **activated** combination lock. Do not lock your locker with a personal padlock - it will be cut off. All students are reminded that they are responsible for articles kept in their lockers. **DO NOT LEAVE VALUABLES OR MONEY IN YOUR LOCKER EVEN IF IT IS LOCKED SINCE THE SCHOOL CANNOT BE HELD RESPONSIBLE FOR STOLEN PROPERTY.**

IDENTIFICATION CARDS

Identification cards will be issued to all students shortly after pictures are taken in the fall. This ID card should be carried with you at all times during school and school activities. You may need to produce your ID card:

- when asked by a staff member to see it
- when checking out LMC materials/books
- when seeking admittance to school events
- when leaving or entering the building or grounds during the school day

If you lose your ID card, it can be replaced for a fee of $5.00

BUS TRANSPORTATION

The School District provides bus transportation for students who qualify. It is the responsibility of each student riding the bus to behave properly. Driving demands the bus driver's full attention. For the safety of everyone, do nothing to distract the driver. Transportation may be refused to anyone causing a disturbance or endangering the bus as per published district policy.

If students need to ride a bus that is not assigned to them, they must get approval from their Associate Principal in advance.

BUS TRANSPORTATION TO OTHER SITES

Bus transportation is provided for vocational programs. If a student misses the bus, he/she is to report to his/her principal's office and may be placed in MLC for the remainder of the class period (s).

DANCE POLICY FOR ALL ANOKA HIGH SCHOOL DANCES

1. All dance tickets must be purchased in advance. There will be no sales at the door.
2. Students will not be allowed to purchase tickets and/or attend Anoka High School dances if they have unpaid fines or fees.
3. Students will not be allowed to attend dances if they have discipline issues or detention that has not been served.
4. Students must show school I.D. when purchasing tickets and checking in at the dance.
5. Students who are dressed inappropriately will not be allowed into the dances.
6. Anoka High School Dances are available for students who attend Anoka High School, and for students enrolled through Anoka High School attending STEP, A-H Online Learning, Regional HS, Technical HS, and PSEO.

Homecoming & Halloween Dance Expectations

- Only currently enrolled Anoka High School students allowed.

PROM Dance Expectations

- Freshmen and sophomores may attend only as a guest of a junior or senior.
- Juniors and seniors may invite one guest who is currently enrolled in a high school or is 20 years of age and under.
- A guest contract must be completed and submitted to their Associate Principal for approval before the purchase of tickets.

DRIVER'S TRAINING

Driver training classroom instruction is offered as an elective class option during the school year, as well as a summer session during the month of June. Both options meet the state requirements for driver education. To enroll in the regular school year elective option, students must indicate their interest when they register for classes (usually in January).

FINAL EXAMINATIONS

Common Summative Assessments will be given in grades 9-12 the last days of each trimester for all courses giving credit. Tri 3 final exams for seniors will be given at the discretion of the teacher. **No student shall be allowed to take final exams early.**

GRADING POLICY

Anoka High School Contract for Academic Success

Your learning is a joint effort between you and your teacher. This means you both have responsibilities that need to be met to ensure your success.

At Anoka High School, we believe:

- Common grading practices make our classrooms equitable and give each student the same opportunity to succeed.
- Grades should accurately represent learning; grading practices should provide hope and increase student confidence. Non-academic factors such as attendance, effort, attitude, and compliance, will not be included in a student's grade.
- Standards based instruction is an effective system for promoting a growth mindset. It allows students to make mistakes, and it enables them to determine how and where improvement can take place.
  - The first attempt is important. Failure to prepare adequately is a violation of the learning contract, and you may be denied the opportunity for a reassessment.

Formative: Academic Practice and Progress

Teacher Responsibility:

- Teacher will provide multiple formatives with feedback prior to a summative assessment
- Formatives, such as quizzes, will count for no more than 20% of the overall grade and are often times used strictly for feedback and not point accumulation.
- Formatives may be entered as a "Not for Grade" NG in the gradebook.

Student Responsibility:

- Successfully complete the practice work (assignments, quizzes) before the test
- Formatives place a focus on what opportunities there are to improve (growth mindset)

- Make adjustments based on teacher feedback: review
  previous material, revise assignments, requiz and resubmit if required.
- Advocate for clarification if there are questions on practice work

Summative: Academic Achievement

Teacher Responsibility:

- All courses are aligned; all teachers of the same course offer same summative assessments broken down by standards, learning targets, or skills.

Student Responsibility:

- Adequately prepare for assessments by reviewing learning target resources and assignments. This may mean meeting a specific score threshold (ex: 70% on practice quizzes, meet specific assignment checkpoints at specific times, etc.) to demonstrate you are ready to test
- Seek clarification when needed prior to the test

Missing and Late Work

Teacher Responsibility:

- Late work: If an assessment is meant to measure learning, then earned credit for that assessment needs to be reflected in the grade. (Homework is for practice/feedback or class preparation, not for point accumulation)
- Zero is a last resort if a student makes no effort to complete an assignment/assessment
- May use "not for grading" (NG) option in Synergy on formative assessments

Student Responsibility:

- Complete formatives prior to summatives to ensure adequate preparation for summative
- Monitor grades on a weekly basis and seek clarification when you have questions (during advisement)
- Meet with teacher and make a specific plan at progress report checks to improve your grade if D or lower

Relearning Opportunities

Teacher Responsibility:

- All teachers teaching the same course follow same relearning opportunities protocol. These protocols will be communicated to all students:
  - Students complete any original/additional practice and reassess on the LTs/Standards they have not mastered
  - Highest score is kept
- Type of relearning opportunity may be variable, but only one reassessment created.
  - Students will reassess on LT/Standard that was not considered proficient.
- Students who have mastered the LT/Standard but would like to remediate and reassess could opt to complete those tasks for a higher summative score

Student Responsibility:

- The first attempt is important. Failure to prepare adequately ("blowing it off" because you get a redo, a pattern of tardies, not completing formative assessments etc.) is a violation of the learning contract, and you may be denied the opportunity for a redo
- Must complete the relearning opportunity within the teacher's provided timeline
- Complete the required and necessary relearning steps in order to reassess. This may mean additional time with the teacher before or after school, additional practice work, or other interventions
- Communicate as soon as possible after the assessment that you would like to reassess parts or all of the summative assessment
- The student is the advocate for the remediation

Incompletes

- Incompletes are changed to grades after 3 weeks. All incompletes must be completed within 3 weeks from the end of the trimester, unless there is an extenuating circumstance. An extension must be approved by administration.

AP/CIS Courses

- Alternative grading procedures may apply for courses based on standards required by the College Board (AP) or a particular college (CIS).

Grading Scale

ANOKA HIGH SCHOOL GRADING SCALE

A	93-100%	B-	80-82%	D+	67-69%
A-	90 -92%	C+	77-79%	D	63-66%
B+	87-89%	C	73-76%	D-	60-62%
B	83-86%	C-	70-72%	F	0-59%

WEIGHTED GRADE POINT AVERAGE (GPA]

The weighted grade point averages will be calculated by a value "added" weighted system for grades of C or above earned in Honors, Advanced Placement, College in the Schools, Concurrent Enrollment classes, and all PSEO classes. Students are able to take as many honors level courses per year as they wish. Weighted GPA will be calculated by adding all the grade points earned in a trimester and dividing the total by the number of courses taken that trimester.

GPA calculations are based on a 4.0 system. Based on the five period day, each trimester of a class equals .50 credit.

Grade	Regular	Honors
A	4.00	4.33
A –	3.67	4.00
B+	3.33	3.67
B	3.00	3.33
B –	2.67	3.00
C+	2.33	2.67
C	2.00	2.33
C –	1.66	1.66
D+	1.33	1.33
D	1.00	1.00
D –	0.67	0.67
F, I, NC	0.00	0.00
NG, P	No Value Assigned	

CLASS RANK is calculated and reported based on GPAs. Both weighted and unweighted class ranks are produced. It is the composite ordering of all students' GPAs. As GPAs change, so do class ranks. As grades are entered and calculations run, class ranks are produced. Most grades are entered into the system at the end of a trimester. However additional situations outside the usual grading window include:

- Incompletes are changed to grades after 3 weeks. All incompletes must be completed within 3 weeks from the end of the trimester.
- Transfer student's grades are added to the system.
- Dropped student's grades are removed from the system.
- PSEO grades are added when received from the post secondary institution.

Any time grades are added or removed, and calculations run, the class rank will change. Weighted and unweighted GPA's will appear on report cards. Both weighted and unweighted GPA will appear on transcripts.

More information about GPA and class rank is available from the counseling office.

GRADUATION REQUIREMENTS

To receive a diploma from Anoka High School, a student must have obtained the minimum number of credits established by the School Board and pass State Mandated Tests or complete a college readiness exam. A student may walk through the ceremony if they meet a minimum of 26 credits. A student completing diploma requirements a year late would not walk through commencement.

It is the students' responsibility to be aware of their credit situation. Students with credit concerns should contact their counselor for assistance.

Honors Graduation Requirements:

Honors graduation status is determined by weighted cumulative GPA after Tri 2 and after fall semester for PSEO students. In addition, Honors graduation status is determined by the number of Honors courses completed with a C or higher at the end of Trimester 2. Honors courses scheduled in Tri 3 and scheduled in spring semester for PSEO students will be taken into consideration.

Highest Honors:

Weighted GPA "at and above" 3.90. A total of 10 Honors credits must be completed during grades 9-12.

High Honors:

Weighted GPA "at and above" 3.60. A total of 6 Honors credits must be completed during grades 9-12.

Honors:

Weighted GPA "at and above" 3.30 with no honor course requirements.

Note:

- Honors credit is only awarded if a student earns a C or better [i.e. students taking honors courses will not receive honors recognition unless they earn at least a C in the course].
- Those with an A, B, or C grade in honors courses will earn a weighted grade.
- Determination is based on exact decimal, no rounding of numbers.

GRADING OPTIONS

PSEO Credit Conversion

By state law, four semester college credits equal one high school credit.

Credit Awarded Via Assessment (Determined by District Curriculum Guidelines)

When a student applies for high school credit through the assessment process, it is assumed that the student believes he/she is ready to demonstrate that the learner outcomes of the course can be met. The student will discuss the request for testing out with the school counselor and then complete an application form. This process must begin at least a trimester prior to the start of the regular class. The summer period will be treated as one trimester. All portions of the assessment must be completed within a two-trimester period. This option is not available to those students who have already been enrolled in that class.

Pass/Fail Option

If students wish to receive a P or F as a final grade, they must complete a pass/fail form within the first 15 days of the trimester. The form is available in the Counseling Office and must be completed each trimester. This option only applies to upper level elective courses. A student can choose from 2 grading options:

1. A=A, B=B, C=C, D=P (pass)
2. Pass/Fail

A "P"mark has no GPA impact.

Repeated Course Option:

Students who retake a course may be eligible to have the previous grade earned removed. When repeating courses,

please pay attention to the following items:

Students repeating a failed course:

- If the course is successfully completed, the "F" will be removed from course history and replaced with grade earned.
- The failed course can be retaken during the school day, night school, summer school or other credit recovery opportunities. This includes any course which meets the same requirement as the failed course for graduation.
- Students should work with their counselor to make sure all grade changes are accurate.

Students repeating a course where credit was previously earned:

- A student has the option to retake a course previously taken for multiple credit and/or to improve a grade.
- A student could potentially earn a lower grade in the course that is retaken for multiple credit. Both grades will be reflected on the transcript.
- A student retaking a course has the option to remove the lower grade (resulting in loss of credit for that course).
- A student must meet with their counselor in order for this to occur.
- Students should work with counselors to make sure all grade changes are accurate.

GRADES POSTED ONLINE:

Tri 1 Report Card Posting: December 2, 2025
Tri 2 Report Card Posting: March 10, 2026
Tri 3 Report Card Posting: June 10, 2026

GUIDELINES FOR REGISTRATION AND SCHEDULING OF STUDENTS

Time of registration - All students will register for the following year in January. The exact dates each year will be determined by the principal in accordance with administrative needs of Anoka High School and District No. 11. **Curriculum Exploration Event on January 7, 2026** will be a time for students to explore options with course selection for their upcoming registration. See chart in the next column.

Adding Anoka Hennepin Online courses is dependent on the online enrollment window and their policies and procedures.

HEALTH SERVICE

Should your child be diagnosed with a health condition/ illness please contact the health service at 506-6204.

A public health school nurse and a health paraprofessional are on duty to assist students who are injured or ill. Students are to obtain a pass at the beginning of the class period from their teacher. **To exclude your child from school for a doctor, dental or orthodontic appointment, send a note with your child to bring to the Health Service or Principal's Office where a pass will be given to him/her either the day prior or the morning of the appointment. For medical appointments in which a note is not sent, please call the attendance secretary (same as attendance numbers on table of contents page).**

It is very difficult to reach a student during the school day for an appointment. Services available include: vision, hearing, blood pressure, health counseling, medical referrals, and immunization records.

Please return the Pupil Emergency Data Sheet to either your 1st period teacher or the Health Service on the first day of school. **Remember to notify the school with updated phone numbers and emergency contact information. Health service staff members will not call numbers that parents/guardians have not pre-approved.**

REQUESTS FOR SCHEDULE CHANGES

Once a student receives their 2024-25 class schedule in August, please review each trimester carefully. Please follow the criteria and timelines below to request a schedule change.

SCHEDULE CHANGE WINDOW*	TRIMESTER TIMELINE	CRITERIA TO MEET	HOW TO REQUEST
8/20/25 - 9/2/25	Students may request changes to any course in the school year.	Changes are approved based on space in the class.	Complete and submit the Schedule Change Request Form by 9/2/25
11/10/25 - 11/21/25	Students may request changes to any course in the school year.	Changes are approved based on space in the class.	Complete and submit the Schedule Change Request Form by 11/21/25
2/19/26 - 3/5/26	Students may request changes to any course in the school year.	Changes are approved based on space in the class.	Complete and submit the Schedule Change Request Form by 3/5/26

**(changes must be requested during this time)*

One of the following criteria must be met to make a schedule change after the trimester begins:

- Student failed a prerequisite and is no longer eligible for the course.
- Computer error (example: 2- 1st period classes)
- Open period to fill
- Medical reason (requires doctor note provided to the school)

Additional Schedule Change Guidelines:

Teacher Assistant (TA) and Office Aide (OA) requests are for juniors and seniors only. Students must pick up a TA form in the Counseling Office and return the form with signatures. TA & OA requests must be done in the first 5 days of a trimester.

Students on track for graduation may have up to two non credit earning periods each school year such as a study hall, Teacher Assistant, or Office Aide. Study Halls, TA, & OA do not provide elective credit.

Some classes meet for 2 trimesters. Students are expected to finish the entire course. Students should consult with their counselor with any questions.

Adding Anoka Hennepin Online courses is dependent on the online enrollment window and their policies and procedures.

Requests to change lunch time will not be considered.

Schedule changes to accommodate teacher requests cannot be granted unless it is based on a repeated failed course and space is available with another teacher.

Flipping classes and/or requesting classes for specific class periods will not be considered.

Changes made beyond the criteria noted above will be made after consultation with Admin.

High School Medicine Policy

Anoka-Hennepin high school students shall abide by the Procedures for Administration of Medicines. The following are exceptions:

1. High school students shall be allowed to carry inhalers to be used to relieve asthma symptoms (example, Albuterol)
   a. Parent request forms must be completed, including permission for students to self-administer.
   b. If the high school student takes two puffs [one dose= 2 puffs] and has no relief of respiratory distress - they must seek assistance in Health Service.
   c. The inhaler may be used ONLY by the student for whom it is prescribed.
2. High school students will not be allowed to carry ANY other prescription medication.
3. High school students are permitted to carry a maximum of two doses of over the counter medication for self-administration to relieve symptoms of minor pain, cramps, indigestion, and headache. It must be in the original container.
4. This policy DOES NOT ALLOW high school students to carry over the counter stimulants used to stay awake such as NoDoz, Vivarin, Ephedrine, and caffeine.

HOMEBOUND

Upon the written recommendation of a doctor and with the approval of the school principal, home and hospital instruction is provided for students who are ill or have been seriously injured and are unable to be in the school environment. Usually this service is for students who are likely to be absent for an extended time. This service is coordinated through the school nurse, at 506-6336.

PHYSICAL EDUCATION PARTICIPATION GUIDELINES

The Physical Education Department offers a variety of physical education activities so students with health conditions or physical limitations may still be able to participate in physical education activities.

Students who have restrictions need to obtain a doctor's note indicating specifically what the limitations include and the length of time restrictions are needed. These restrictions are to be brought to the health service where the school nurse and the physical education department will develop a modified program to fit the student's restrictions if appropriate.

- A modification request for 5 days or less= Alternate paper assignment (Student may work in the LMC with approval from the instructor and the LMC Director.)
- A modification request for 6-10 days= Make-up days before/ after school or during Advisement (Student will remain in class to observe or assist during the 6-10 days.)
- A Modification request for 11 or more days= Recommendation to drop the class without F penalty.
- A Modification request for a persistent condition= 504 considerations

Library Media Center (LMC)

The LMC is open from 7:10am - 3:00pm. You may locate and check availability of our materials using the LMC catalog (Destiny) in the library or through AH Apps. Books are checked out for 3 weeks and are renewable for the same period. Be sure to renew or return materials by the due date. Overdue notices will be sent out periodically via email.

In addition to print materials, students have access to hundreds of eBooks and eAudiobooks via cloudLibrary. Students can set up and access their cloudLibrary accounts online and on digital devices. The app and downloads are FREE. Visit https://sites.google.com/ahschools.us/library-ahs/cloudlibrary for more information.

We subscribe to a variety of databases which students may use in the building and from home. These databases are password protected when used remotely. Students can pick up an information card with password information in the LMC. Our virtual library homepage is located at https://sites.google.com/ahschools.us/library-ahs/home.

INTERNET

Internet access is provided for students to conduct research and receive school-related communication. You are personally responsible for appropriate behavior on the network just as you would be in a classroom. Access to network services is given to students who act considerate and responsible. Access is a privilege, not a right. You must comply with District and school standards and, beyond clarifying those standards, the District is not responsible for restricting or controlling the communications of individuals using the network.

Network and computer storage systems may be treated like school lockers. Administrators may review files and communications to maintain system integrity and ensure that you are using the system responsibly. Material on any computer or within the student server folder is not private. AHS Staff have the ability to monitor and limit internet and applications access.

PRINTING

Within traditional school boundaries, freedom of speech and access to information will be honored; the school, however, does not have an obligation to provide access for recreational computing activity. You may not:

- send, display, or print offensive or harassing messages, pictures or threats
- install software or run applications from any external media
- use obscene language
- damage computers, systems, networks or other technology tools
- violate copyright laws
- use or attempt to acquire another's password
- trespass in another's folders or files.
- intentionally waste limited resources [e.g. storage space, paper, etc)
- use the network or computer for commercial or illegal purposes
- intentionally bypassing the districts filtering system
- gain access to or use the command prompt

Violations may result in the loss of access restricted use, or loss of all computer privileges, as well as other disciplinary and/or legal action.

OFF CAMPUS/OUT OF SCHOOL CONDUCT

Students involved with off-campus or out-of-school conduct, which has a negative effect on the welfare of the school, will be subject to school discipline.

In summary, when off-campus behavior by a student causes a disruption, poses a threat, brings danger to the school, programs, students or staff, it will not be tolerated. Consequences for this type of behavior could range from suspension to expulsion. It is important to measure your actions so that negative off-campus behavior is not brought into the school setting.

PARENT-TEACHER CONFERENCES

Parent-teacher conferences for the parents of all students are held each term as listed below.

- Oct. 9, 2025
- Jan. 29, 2025
- Apr. 23, 2025

PARENT CONTACT WITH STUDENTS DURING THE SCHOOL DAY

Policy

The Anoka-Hennepin School District recognizes the rights of both parents of a student to have equal access to communication with their child during the school day. At the same time, the District realizes the importance of providing a learning environment for all students that is free of distractions and disruptions. Whenever possible, parent/guardians should arrange to meet with and/or talk with their children outside the school day.

In the event of an emergency which requires parental contact with a child during the school day, the parent/guardian should telephone or go to the office of the building principal to:

1. Request that your child be called to the office to meet with the parent/ guardian and/or to speak with the child on the telephone.
2. The Associate Principal or designee may determine if the child may leave class at that time to meet or talk with the parent/guardian.
3. This policy and the procedures will be implemented equally with all parents/guardians whether custodial or non-custodial.

The School District recognizes that disputes often arise between divorced or estranged parents; however, the District is not the arbitrator of these disputes and will not assume that role. Accordingly, the District will not enforce custody or parental visitation orders that are not specifically directed at it.

Procedure

1. The principal or designee may select the meeting place and determine the length of time the student may be away from class. If appropriate, the principal or designee may be present when the parent/guardian meets with the child.
2. Parents/guardians may not go to classrooms, cafeterias, or other school locations to meet with their children unless they first check into the principal's office and have received prior permission from an administrator to do so.
3. Parents/guardians may not bring their children food/ treats unless they have received prior permission from an administrator to do so.
4. When a non-custodial parent/guardian requests to take his/her child off school grounds during the day or to pick a child up in school at the end of the school day for the purpose of taking the child off school grounds, written permission must be granted for this release by the parent with whom the child resides, and the school may contact the parent with whom the child resides to inform them.

TELEPHONES

We ask of you to let your parents know not to call school during the day unless it is a family emergency.
For Cell Phone Use Policy, see page 100.

LOST AND FOUND

Articles found in and around the school should be turned in to the Main office, where the owners may claim their property by identifying it. Unclaimed articles will be donated to local charities.

VIDEO SURVEILLANCE

Anoka High School is equipped with video cameras in an effort to maintain the health, welfare and safety of students, staff and visitors as well as the protection of school property.

STUDENT COUNCIL and CLASS OFFICERS

The Student Council is the student self-governing body through which you can exercise your right to help make your school the kind you wish it to be.

The purposes of the Student Council are to provide for the functioning of school activities, promote harmony between staff and students, and to assist the administration in the management of the school.

Student Council nominations and elections are held in the spring. The Executive Officers are elected by the Student Council from the senior class representatives.

BULLETINS

A "Daily Bulletin" will be posted on the AHS website, tv monitors, and read during a class period daily. STUDENTS ARE HELD RESPONSIBLE FOR ALL COMMUNICATIONS AND NOTIFICATIONS AND NEITHER ABSENCE NOR TARDINESS EXCUSES A STUDENT FROM COMPLIANCE WITH INFORMATION CONTAINED THEREIN. Notices intended for the bulletin shall be written and given to the principal's office the day before the announcement.

To hear the daily announcements, call 763-506-6208.

CHANGE IN STUDENT STATUS

Any change in address, phone number, or e-mail address should be reported to the main office as soon as possible

so that the school has correct information at all times, especially if an emergency arises.

DISTRIBUTION OF MATERIALS AND FUND RAISING ACTIVITIES

No fund raising activities will be allowed on school property without permission of the school principal.

Requests for approval of distribution of materials must receive prior approval from the principal or appropriate building administrator. The Principal shall determine if the materials are appropriate in the school setting and whether distribution is reasonable in time, place, and manner which does not disrupt the education programs or interfere with the educational objectives of the school district. Copies of District policies, procedures, and guidelines regarding the Distribution of Materials on School District Property by Non School Persons, Distribution of Non School Sponsored Materials on School Premises by Students and Employees, and School Sponsored Student Publications are available in the Principals office.

All signs and posters must be approved and initialed by an administrator before hanging in the building.

FIRE, TORNADO AND LOCKDOWN DRILLS

Fire, tornado, and lockdown drills are held during the year. It is the student's responsibility to know the specific directions for leaving each of the rooms in which he/she has classes. An exit plan is posted in each room for fire and an alternate location within the building is designated for tornadoes. Should we need to evacuate the building, the designated alternative site is the Anoka Hockey Arena.

LOCKDOWN PROCEDURES

If it becomes necessary for all staff and students to remain locked in classrooms and offices due to a situation in the community or on school grounds, the principal/ designee will initiate a LOCKDOWN. This means that all students and staff are to stay put, close and lock doors and blinds, sit quietly on the floor and access voicemail and Email for information and/ or further instructions.

LUNCHROOM PROCEDURES

Lunches and breakfasts are served to Anoka students in compliance with State Department of Education regulations.

The lunch shift schedule for each fourth period class will be announced on the first day of school.

The cafeteria is open to all students - whether lunches are brought from home or bought in school.

1. Students are not to leave campus during lunch.
2. Students are not to receive food deliveries for lunch (ie. DoorDash, UberEats).
3. Avoid crowding and pushing while lining up for hot lunches.
4. Be orderly at the lunch table. Leave it and the floor as clean as you found them. Be respectful of others.
5. Return all trays, dishes, and silverware to the counter after disposing of all waste paper.
6. Students are to attend only one lunch period.
7. The cafeteria, patio, and main commons are the only areas open to students during lunch. Students will need a pass to enter or leave the area during lunch.
8. All students are given a lunch account number. Each student is responsible for the security of that account number. DO NOT give your lunch account number to your friends!

PARKING LOT/PARKING PERMITS

A valid 2025-26 parking permit is required for all vehicles on district designated school days between the hours of 7:40 a.m. - 3:00 p.m. Parking will be allowed by permit only in lots 1, 2, 3, 4. The fee will be $35.00 for each trimester or you can purchase a full year permit for $105. Parking will be on first come basis. **All fines must be paid in full prior to the purchase of a parking permit.** A daily parking pass is available in the finance office for $2.00. All students need a valid parking permit to park at Anoka High School. **Parking fees are subject to change pending possible revisions by the School Board over the summer.**

Abuse of parking lot rules and regulations may result in towing and/or loss of permit privileges. **Any student may have his/her parking permit suspended or revoked as a disciplinary consequence for tardies, truancies and behavior. Permit fees would not be refunded.**

Applications for the parking permits will be available the first week of each trimester in the finance office. Permits may be shared by two or more students **as long as all the vehicles using the permit are registered on the application. We strongly encourage pooling of parking permits if registered correctly.**

PARKING RULES AND REGULATIONS

- All cars on school grounds must have a valid and current parking permit visible between the hours of 7:40 a.m. and 3:00 p.m. Parking permits must hang from your rear view mirror.
- All fines/fees must be paid before a parking permit can be purchased.
- Parking permits may not be altered, written on or distorted in any way.
- Parking is allowed in lots 1, 2, 3, 4 and NOT in spaces marked handicapped, reserved, visitor, travelling teacher, police or staff.
- Drivers who do not follow the rules and regulations or who have improperly parked are subject to tickets with a fine of up to $25.00, loss of parking permit and/or parking privileges, and possible towing at the owner's expense.
- It is still your responsibility to keep your car locked at all times. For your safety please do not leave valuables in your car. Please report any damage or thefts related to your vehicle to our Police Liaison.
- A $5.00 fee will be charged to replace lost or stolen permits.
- Students are not permitted in the parking lot during the school day unless they have an appropriate pass from a school official. Any students found outside during school hours without a pass are subject to a search of their person

and their vehicle.

- Students are not allowed to "hang around" in the parking lot before or after school.
- Any student may have his/her parking permit suspended or revoked as a disciplinary consequence for tardies, truancies and behavior. Permit fees would not be refunded.
- Students may not give, buy, or sell their parking permits to any other students.
- Any student whose parking fines reach $100 will be notified along with a call to their parents. Any subsequent tickets can result in the towing of the vehicle at the owner's expense.
- Students have 5 school days to dispute a parking ticket. This includes tickets you received if you have a permit.
- Please see your Associate Principal with further parking questions.

PLEASE NOTE: Students, staff and visitors' park at their own risk. Anoka High School is not responsible for damage or theft of any vehicles on AHS property.

By entering the school parking lot, the person driving and/or owner of any vehicle is deemed to consent to a complete search of the vehicle for any reason. The area of search will include the entire passenger compartment, engine compartment, trunk and under-carriage, and all containers therein, locked or unlocked.

The search may be conducted by school officials or by law enforcement officers at school request.

RESPECT FOR PROPERTY

Although AHS students and parents are justly proud of their building, a few students may be forgetful of the respect and responsibility due for the care of building property.

Marking or scratching walls or desks, or otherwise destroying property, including Chromebooks and cords, is inexcusable. Students will be fined when willful destruction is committed. Every member of the student body should help to preserve the building and keep it clean. Each class should leave classrooms neat and orderly for the next class.

SALUTE TO THE FLAG

The salute to the Flag is given at the beginning of first hour every Monday morning.

I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

Students and staff who wish to sit out the Pledge of Allegiance may do so as a matter of personal choice.

STUDY HALL

Students who are assigned a study hall must be in their assigned location. Attendance will be taken. Students must report to study hall first for attendance even if they have a pass to go to other areas of the building.

VISITORS

Any person other than Anoka High School students and staff, are regarded as visitors and must check in at the security office for clearance and a visitor's pass before going anywhere in the building. Permission to remain in the building will be granted only in cases of official educational business. **Students are not allowed to have visitors during the school day.**

ACADEMIC RECOGNITION

ACADEMIC LETTERING

1. Students in grades 9, 10 and 11 may letter in academics based on their cumulative weighted grade point average at the end of trimester three. Seniors may letter in academics based on their cumulative weighted grade point average at the end of trimester two. To letter, a student must have a cumulative weighted grade point average of:

   9th Grade = cumulative weighted GPA of 3.90

   10th Grade = cumulative weighted GPA of 3.85

   11th Grade = cumulative weighted GPA of 3.80

   12th Grade = cumulative weighted GPA of 3.75
2. Awards will be presented at a ceremony.
3. Any student who drops out of school during the year for any reason not approved by the Awards Committee will not be eligible for an award.
4. **Students who violate Minnesota State High School League rules pertaining to alcohol/drugs, tobacco, vandalism, violation of the criminal code, hazing, racial/religious/ sexual harassment or violence, may not be eligible for an award.**

HONOR ROLL

1. There are four honor rolls established every term.

Commended	**3.0–3.29**
Honor Roll	**3.3–3.599**
High Honor Roll	**3.6–3.899**
Highest Honor Roll	**3.9–4 and above**

All honor rolls are posted at school.

Honor rolls are based on a student's term academic weighted G.P.A.

STUDENT OF THE MONTH

The Student of the Month program has been initiated to recognize and reward positive student behavior, academic effort and/or improvement achieved by students.

Students are selected monthly by academic departments according to criteria established by each department.

ABSENCE PROCEDURE

Student absences from school should be confirmed by **a phone call from the parents** the morning of each absence, **thru ParentVue, or** upon returning to school, students shall present **a written excuse from their parent or guardian** to their attendance secretary. This excuse should indicate the nature of the absence, all dates absent, and a number the parent can be reached.

If you are absent a portion of the day, your admit slip should be obtained from your principal's office.

Students who are late to school 15 minutes or more must report to the office for a pass to class.

If unexpected illnesses or emergencies occur during the day, students will be excused from the nurse's office or the principal's office only.

DO NOT LEAVE THE BUILDING WITHOUT BEING EXCUSED! THIS WILL BE CONSIDERED A TRUANCY.

MAKE UP POLICY - It is the student's responsibility to make arrangements for make up work. Verified absences receive full credit for work missed and participation credit may be made up. Under normal circumstances, two (2) days are allowed to make up work.

ATTENDANCE - EXTRACURRICULAR ACTIVITIES

Students participating in any extracurricular activity must be in attendance at school by 10:30 a.m. on the day of the event or practice unless prior approval has been obtained through the principal's office. Exceptions to this would be funerals, documented doctor appointments, field trips, and college visits. Unless prior approval has been received, participation will not be permitted that day. This policy applies to students involved in athletics, music, drama, speech, debate and other activities of an extracurricular nature, including any school function (MORP, etc.).

Any student suspended from school (including in-school suspension to the modified learning center) may not attend any extracurricular practice, game, event or activity until such time as the student is reinstated into regular classes by his/her associate principal.

ATTENDANCE POLICY

Attendance is a priority at Anoka High School. Absences affect student performance. Data collected by our staff indicates a significant correlation between student absences and achievement.

I. CLASSIFICATION OF ABSENCES

A. **School Authorized Absences -** These need to be verified at the time of the absence. Make up work is required.
   - All school approved absences through the principal's office.
   - Medically verified illness.
   - Official religious holidays.
   - Death in the immediate family i.e. grandparents, brothers, sisters, parents.
   - Court subpoenas/appearances.

B. **Verified Absences -** Absences verified by parent at the time of the return to school. Make up work is required. Examples would be illnesses, family emergencies and other extenuating circumstances, pre-arranged absences with parental permission.

C. **Truant Absences -** all absences not school authorized and not verified by parents are considered truancies. Participation credit will not be granted.

These examples of absence need to have special school approval prior to leaving and will take precedence over any parental request.

TRUANCY

- **Truancy** = being absent for 15 minutes or more during a single class period.
- **Minnesota** State Statute (120) requires that children attend school from age 7, or upon enrollment in school, until age 18. A student is required to attend school each and every day and every class period.
- Consequences: parent/guardian call; detention, in-school suspension, district modified learning center; suspension/revocation of parking permit.
- Students who continue to truant will be referred to the county for a truancy violation
  - **Habitual truant:** means a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, junior high school, or high school.
- Students who truant may be disqualified from Academic lettering, Honor Roll, NHS, and other academic awards/considerations.

TARDINESS

- You are considered tardy if you are not in the classroom when the bell rings.
- Students tardy to 1st period who arrive to class between 7:40-7:55 should report directly to their 1st period class. Teachers will record these tardies. The main office will be assigning consequences.
- If you are tardy to 2nd, 3rd, 4th or 5th period, including tardies from lunch, report directly to that class. Teachers will record these tardies. The main office will be assigning consequences. Any student missing over 15 minutes of class will receive 1 unexcused absence. (1 truancy)
- Possible consequences for tardiness include detention, lunch detention, in-school suspension, out of school suspension, and suspension or revocation of parking permit.

PASSES

Passes to leave the building can only be issued by the school nurse or the principal's office. Leaving the building without a Pre-approved Dismissal pass may be considered a truancy and may result in detention.

A pass must be issued to all students leaving or returning to their assigned classes. It must have the student's name, time, date and teacher's signature.

If parent/guardian makes an appointment and calls the office for a pass, the student must pick the pass up at the office.

BUILDING CODE OF STUDENT CONDUCT/DISCIPLINE

The following rules and regulations cover those situations which occur most commonly throughout the school year. All staff have the authority and responsibility of enforcing adherence to these rules and regulations. Penalties and consequences will be imposed as consistently as possible under normal conditions. However, the listed consequences/interventions are the minimum and more appropriate consequences/interventions maybe applied by the administration based on the severity of the violations. Field trips and off-campus sites such as the hockey arena and the bowling alley used for Physical Education classes become an extension of the classroom and all school rules apply.

DRESS CODE

It is Anoka High School's philosophy that good attitude and behavior are directly related to appropriate dress and good grooming. Therefore, proper school dress is emphasized, and although no dress codes can consider all of the new styles as they are created, appearance and dress are to be in good taste at all times. Any student who is determined to be inappropriately dressed for school will be required to change or appropriately alter clothes. Improper dress includes student attire and/or personal grooming which creates a danger to health or safety; creates a disruption to the educational process or violates common standards of decency, and any apparel, jewelry, accessories, or matter of grooming which by virtue of its color, arrangement, trademark, or any other attribute [as a primary purpose] denotes membership in an organized gang.

- Attire and headwear determined to be offensive, obscene or racially derogatory, or which contain alcohol/drug references are not to be worn.
- No masks other than a medical mask will be allowed.
- No sunglasses in the building during the school day.

No list can cover all possibilities. You will be asked to change if your attire or headwear is found inappropriate before you can return to class

BULLYING

(See District Policy Handbook for detailed definition.)

CELL PHONE/ELECTRONIC DEVICES POLICY

It is the intention of the Anoka-Hennepin School District to maintain a safe learning environment at all times. While the district personnel understand that cell phones are prevalent, convenient, and a part of day to day life for many students, their use by students during the day increases dramatically the potential for the disruption of learning and the safe operation of the school.

The Anoka-Hennepin School District has adopted guidelines for bringing personal electronic devices (radios, personal gaming devices, iPods, iPads, personal computers, laser pens, cell phones, etc.) to school. At the base of these guidelines is respectful and appropriate use of technology within the school setting.

- All portable electronic devices may be used in the classroom only with teacher or administrator approval.
- If a cell phone is brought to school, it must be put away and turned off during class time unless the teacher has given permission.
- Making or receiving a call or text message may only occur before or after school, during the individual student's assigned lunch, or during passing time.
- Taking pictures or video and audio recording other students or school staff is prohibited without the permission of a teacher or administrator per district guidelines.
- Portable electronic devices used without the appropriate approval, may result in disciplinary action.
- Student removal of a memory chip or battery from a phone in the process of being confiscated may be considered grounds for disciplinary action by school administration.
- The possession, use, or sharing of cell phones, smartphones, iphones, digital cameras, etc. in the locker rooms and physical education classes is strictly prohibited.

If there is unapproved use, the electronic device may be confiscated by a staff person and taken to the main office and held until the end of the day or at the discretion of the Associate Principal as electronic devices can be disruptive to the educational process. Consequences may be Detention, MLC, or Out of School Suspension.

The Anoka-Hennepin district assumes no responsibility for loss or damage to personal electronic devices, whether in the possession of staff or students. The District bears no responsibility for, or are its employees obligated to investigate, the theft of any personal electronic device.

For more information please visit the district's website at www.ahschools.us/ahmobile.

SCHOOL ISSUED DEVICES

As a student at Anoka High School, you have the opportunity to check out an HP Chromebook for use for your schoolwork. Students do find some classwork and homework easier with a laptop. See the Tech Desk in the Library Media Center if you are interested in checking one out for the year. You will have the opportunity to check out a Chromebook for the year during the first week of school.

You will keep your Chromebook throughout the year. You are responsible for taking care of the device at home and at school. There will be device checks in Advisement and the possibility of returning the device for the summer. There are no "loaner" Chromebooks or charge cords, so bring it charged every day!

Broken devices will be fined unless the issue is deemed "normal" wear and tear. Assessed fines are found in StudentVue and ParentVue. Fine amounts vary by fix and are based on current prices of replacement parts.

The opportunity to use a school issued laptop is a privilege. Below you can read about how to care for your laptop, along with what to do if your laptop stops functioning.

--AHS Tech Team

Caring For Your Laptop

- Store it in a padded bag
- Keep it away from extreme heat, cold, and liquids
- Clean it with a damp cloth
- Charge it overnight
- Prevent barcodes from being ripped off
- Keep track of your laptop at school
- Do not to swap laptops with classmates or siblings
- Store it away from pets and small siblings

My laptop doesn't work, now what?

- Plug it in and do a hard reset (power & refresh keys – 1 second)
- If this doesn't work, bring it to the tech desk in the Library Media Center as soon as possible
- You may be fined at this point, depending on the damage to your laptop
- Our goal is to get you back up and running as soon as possible. This may mean switching out devices while yours gets fixed.

PLAGIARISM/CHEATING

A. **Types of Plagiarism**

According to the merriam-webster online dictionary, to "plagiarize" means:

- to steal and pass off (the ideas or words of another [including AI-generated content]) as one's own
- to use (another's production) without crediting the source
- to commit literary theft
- to present as new and original an idea or product derived from their own existing source

These are all different ways plagiarism can look:

CLONE
Submitting anothers work, word-for-word, as one's own.

CTRL-C
Contains significant portions of text from a single source without alterations.

FIND - REPLACE
Changing key words and phrases but retaining the essential content of the source.

REMIX
Paraphrases from multiple sources, made to fit together.

RECYCLE
Borrows generously from the writer's own previous work without citation.

HYBRID
Combines perfectly cited sources with copied passages without citation.

MASHUP
Mixes copied material from multiple sources.

404 ERROR
Includes citations to non-existent or inaccurate information about sources.

AGGREGATOR
Includes proper citation to sources but the paper contains almost no original work.

RE-TWEET
Includes proper citation, but relies too closely on the text's original wording and/or structure.
What Is Plagiarism? (n.d.) Retrieved March 3, 2015, from <http://plagiarism.org/citing-sources/whats-a-citation>.

Consequences: Anoka High School takes plagiarism seriously, you:

- **will be given a referral,**
- **will be required to complete an ethics study in Lighthouse within five days* of the documentation of the offense,**
- **will have five days to complete an alternative assessment as determined by the teacher and or the administrator.**

***If the offense takes place near a deadline, the ethics study and alternative assessment/assignment must be done before the deadline.**

***Failure to complete the ethics study and/or alternative assessment within the designated time and to an acceptable standard will result in a zero for the assessment.**

If a student plagiarizes on a rewrite, the student must complete the ethics study and then the grade from the first version of the assignment will be final.

B. **Forms of Cheating:** taking or giving answers or information about assignments or tests or any related work or using answers/content from another student without the knowledge and consent of the instructor whether it be an assignment, a quiz, a test, or project, etc.

Examples of cheating include, but are not limited to:

- Copying or attempting to copy another student's homework, quiz, test, essay or lab report.
- Lending work or allowing others to copy
- Use of unauthorized "cheat sheets" or electronic devices (Including cell phones), or discussion of test information with other students.
- Obtaining test questions and/or copies of tests without instructor's consent.
- Sharing test answers or information electronically during a test (via cell phone, or other devices).
- Altering or interfering with grading (forging signatures, changing or inserting grades)

***Additionally, cell phones call a student's academic integrity into question; therefore, cell phones may not be used during assessments/assignments unless the instructor has given explicit permission for academic purposes.**

Consequences: Anoka High School takes cheating seriously and the following will occur:

1. First Offense
   a) Teacher calls the parent
   b) Teacher contacts the office via the referral process
   c) Student receives "0" grade for the activity or test until a student completes an alternate activity or test and will be assigned an appropriate consequence by an associate principal.
   d) Incident is referred to National Honor Society Advisor and possibly the Scholarship Committee by Associate Principal's secretary and the Counseling dept. chair
   e) Associate principal contacts parents and arranges parent conference with all parties in attendance if necessary
2. Second offense
   a] All first offense consequences are applied.
   b] Student is removed from all elected or appointed leadership positions for 1 school year.

CHEMICALS/DRUGS/ALCOHOL

(See District Policy Handbook for detailed definition.)

It is a yearly practice at Anoka High School to work with law enforcement and bring in drug dogs to conduct locker/car searches.

CONDUCT IN THE HALLS

In order to avoid unnecessary confusion or accidents it is necessary to follow a few simple rules. Respect each other by:

1. Keeping to the right in the hallways and on the stairways.
2. Walking, not running.
3. Never pushing.
4. All hallways should be cleared by 2:40 PM unless students have received permission to work directly with a teacher or activity supervisor.
5. Students using the hallways during times other than those required for passing between classes, assembling in the morning and dismissing for the day are required to have a pass.
6. During evening activities in the building students are to stay in the area of the organized activity.
7. No inappropriate displays of affection (kissing, embracing, clinging, etc.).
8. No loitering/gathering by any entrances in the building.

DAMAGE TO SCHOOL PROPERTY

Any student damaging school property may be subject to disciplinary action and/or restitution. Violations include tampering with, unauthorized use of, damage or destruction of school property or the property of school personnel and/or others.

DETENTION

Detention is a consequence for students who violate school rules with truancy, excessive tardies, or other inappropriate behaviors as determined by the associate principals. Students need to provide their own transportation, or use their assigned activity bus.

Failure to complete detention as assigned will result in additional consequences including MLC and/or suspension.

*See attendance secretary for detention schedule.

END OF THE YEAR DISRUPTIONS (SENIORS)

Seniors causing any kind of major disruption at the end of the school year (i.e. food fight, vandalism, etc.) will not be allowed to participate in the graduation ceremony.

EXPELLABLE OFFENSES

(See District Policy Handbook for detailed definitions.)

Students who are chronically disruptive, possess chemicals, possess weapons, or engage in fights may be referred to the school board for expulsion.

FOOD/BEVERAGES

Water is allowed in the classrooms. All other food or beverages are not to be taken into the classrooms without permission. **NO TRAYS** are to leave the cafeteria/patio unless permission has been given.

GAMBLING

Gambling and/or the promotion of gambling activities at school or at school activities will result in disciplinary action.

HARASSMENT (SEXUAL, RACIAL, RELIGIOUS)

(See District Policy Handbook for detailed definition.)

Any student who feels they are being harassed should report the situation to a staff member, counselor or administrator.

HAZING

(See District Policy Handbook for detailed definition.)

INSUBORDINATION

Any student disregarding or refusing to obey directions given by school personnel i.e. refusing to leave a class or report to the office when directed by a staff member/community service officer; refusing to identify oneself or falsely identifying oneself to a staff member/community service officer:

1. MLC or suspension.
2. Parent contact/conference.

MODIFIED LEARNING CENTER (IN-SCHOOL SUSPENSION)

The MLC is provided as an educational alternative to a student's regularly scheduled program.

A student in MLC is removed from regular classes but allowed to make up all required work.

PROFANITY AND/OR OBSCENE LANGUAGE

A student who negatively impacts another individual or learning environment through using any form of profanity, swearing, racial slurs, harassing comments, (written or verbal),obscene gestures, signs, pictures, or publications may be given a warning, detention, MLC, or suspension from school.

REMOVAL FROM CLASS

A student who is sent out of class by the teacher for disciplinary reasons must report to the office. Failure to report to the office will result in additional consequences.

1. Student sits in the office during that particular period.
2. Detention and/or MLC may be assigned.
3. Student may be required to meet with their teacher in order to gain re-admittance to class.
4. Parent shall be contacted by teacher.
5. Continued disciplinary referrals to the office may result in additional detention, MLC, suspension or permanent removal from class by associate principal.

POSSESSION/SMOKING/USE OF TOBACCO AND/OR E-CIGARETTES

A student found using or in possession of tobacco/nicotine products, e-cigarettes, or look-a-likes in any form on, in or near school premises or in an area of school activity will be suspended. MSHSL rules apply.

1. First High School Offense - 1 day suspension/MLC citation.
2. Second High School Offense - 2 day suspension, citation and possible parent conference.
3. Third High School Offense - 3 day suspension, citation and possible parent conference.

Having smoking material or tobacco products in possession is against school regulations. Students violating this regulation are to be sent to the principal's office where the tobacco product will be confiscated and other disciplinary action taken if warranted.

TECHNOLOGY POLICY

[See District Policy Handbook for detailed definition.]

Please reference full statement of policy in the District Secondary Handbook.

Improper technology use – using technology that is not related to school work is prohibited and is subject to disciplinary action. Possible consequences for technology misuse include detention, in school suspension, out of school suspension, and loss of computer privileges for a time period determined by an associate principal.

Social Networking Sites – Students who post or repost his/her personal or others information on various social media sites should realize that this information is highly public and could be used as evidence in determination of eligibility in athletics and school consequences.

STUDENT E-MAIL

Secondary (grades 6 through 12) students will be provided district e-mail accounts through our Anoka-Hennepin Apps system to promote effective communication. District-provided student e-mail accounts are a privilege and district guidelines regarding the use of student e-mail must be strictly followed. Student e-mail accounts must be used for educational purposes only. If a student receives e-mail with libelous, defamatory, offensive, racist, or obscene remarks, they are required to retain the mail and report it to a teacher immediately.

Acceptable use of student e mail includes:

- E-mail should be used to communicate with a teacher regarding assignments, class projects, and class activities.
- E-mail should be used to include links to share homework documents created in Google Docs with the teacher or fellow students. Enclosing documents in an e-mail is discouraged.
- E-mail communication between students should be used to facilitate collaboration, planning, and research for school-related projects and activities.
- E-mail is not confidential or private and can be read by teachers or district personnel.

Unacceptable use of student communication includes:

- E-mail must not contain libelous, defamatory, threatening, offensive, racist, or obscene remarks.
- Confidential e-mail should not be forwarded without the senders' permission.
- Students cannot attempt to send e-mail from another person's account or attempt to impersonate another student's e-mail address.
- Students cannot forward spam, jokes, images, executable files, or viruses. Doing so will cause a loss of internet and e-mail privileges.

THEFT

1. First offense -1-5 day suspension from school, parent conference, restitution and referral to authorities.
2. Second offense - 5-10 day suspension from school, parent conference, restitution and referral to authorities.

THREATS OF VIOLENCE

(See District Policy Handbook for detailed definition.)

TRESPASSING

It is a misdemeanor for a person to enter or be found on school property within six months after being told by the school principal or the principal's designee to leave the property and not return, unless the principal or the principal's designee has given that person permission to return to the property.

TRUANCY

Any student missing 15 or more minutes of class is considered truant (1 truancy) and may have detention assigned.

VANDALISM

1. First offense -1-5 day suspension from school, parent conference, restitution and referral to authorities.
2. Second offense - 5-10 day suspension from school, parent conference, restitution and referral to authorities.

VIDEO SURVEILLANCE ON SCHOOL GROUNDS AND IN SCHOOL BUILDINGS

(See District Policy Handbook for detailed definition.)

VISITORS TO BUILDINGS AND SITES POLICY

1. The School Board encourages interest on the part of parents and community members in school programs and student activities. The School Board welcomes visits to school buildings and school property by parents and community members, provided the visits are consistent with the health, education, and safety of students and employees and are conducted within the procedures and requirements established by the Anoka-Hennepin School District.
2. The School Board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

SAFETY AND SECURITY PROTOCOLS FOR FAMILIES AND VISITORS AT AHS

1. SECURE ENTRY REQUIREMENTS
   a. Parents, guardians and any guests who have an appointment will continue to be required to have a driver's license/valid identification (ID) to enter using our secure entry identification system.
   b. Only parents/guardians listed in ParentVue will be permitted to enter.
   c. Anyone who visits a school location and has a warning indicator in the district's system will be denied entry.
2. MEETINGS BY APPOINTMENT ONLY
   a. Meetings with staff members must be arranged in advance. Please call 763-506-6200 to inquire about this process.
   b. Anyone who visits a school location without a pre-arranged appointment will be denied entry.
3. PICKING UP OR DROPPING OFF A STUDENT
   a. Please arrange in advance for any student pick-up during the school day by calling your students' attendance secretary.
   b. Your students will meet you outside for any early release.
   c. Parents will not be allowed to walk students into the building when dropping off late.
4. DROPPING OFF ITEMS FOR YOUR STUDENT
   a. Parents/guardians who need to drop-off items for their students will need to complete a form and leave them at the entrance vestibule for pick-up
   b. Further access into the school for parents/guardians will not be allowed
   c. School staff will coordinate with the student to get them the items that were dropped off.

ACADEMIC ELIGIBILITY REQUIREMENT FOR ACTIVITY PARTICIPATION

To participate in activities, students must be making satisfactory progress towards the Anoka-Hennepin Independent School District requirements for graduation. Students must earn enough credits each term in order to maintain eligibility for graduation. Academic eligibility may be regained at the end of any term.

Deficiencies - If students are short credits at the end of grades nine, ten and/or eleven resulting in loss of eligibility, they are to make up the deficiency. **This process is to be initiated by the student needing the credit.** Please make an appointment with your counselor.

GUIDELINES FOR HOMECOMING AND MORP ROYALTY

The following guidelines cover the eligibility requirements for royalty.

- No Minnesota State High School League ineligibility from second trimester of previous school year to date of coronation
- No serious discipline issues
- Must be making satisfactory progress towards graduation.

ANOKA-HENNEPIN ACADEMIC REQUIREMENTS FOR ACTIVITY ELIGIBILITY

CLASS OF 2026, 2027, 2028 & 2029

27 credits to graduate

Grade	Term 1	Term 2	Term 3
9	0	1.5	3.5
10	5.5	8	10
11	12	14.5	17
12	19.5	22	24.5

**These are the number of credits needed at the start of each term to be eligible.*

STUDENT ACTIVITIES

Anoka High School is a proud member of the Northwest Suburban Conference. The mission of the Northwest Suburban Conference is to provide educational opportunities for students in competitive and cooperative extracurricular and co-curricular activities. Through participation in these activities, our conference strives to have our students:

- *Develop a healthy lifestyle.*
- *Exhibit fair play through honorable competition.*
- *Develop an appreciation of preparation and its relationship to success.*
- *Value treating people with dignity and respect*
- *Develop personal characteristics of poise, cooperation, leadership, perseverance, and self-discipline.*

ACADEMIC TEAMS

KNOWLEDGE BOWL TEAM - This is an interdisciplinary academic contest in which teams compete on the basis of their ability to recall information in a variety of categories.

MATH LEAGUE TEAM - This team competes in mathematics contests and is for those students who have unusual math ability and an interest in working on math and math related problems beyond the scope of the regular curriculum.

ATHLETIC PROGRAM

There is a well rounded program of athletics both intramural and inter-scholastic at Anoka High School. All students are encouraged to participate in them in accordance with their interests and abilities. The participation fee for each activity is determined by the School Board.

FALL SPORTS:

- Cross Country
- Adapted Soccer
- Girls Swimming
- Football
- Girls Volleyball
- Dance Team
- Soccer
- Girls Tennis

WINTER SPORTS:

- Alpine Skiing
- Boys Swimming
- Adapted Floor Hockey
- Dance Team
- Nordic Skiing
- Hockey
- Gymnastics
- Basketball
- Wrestling

SPRING SPORTS:

- Baseball
- Adapted Softball
- Adapted Bowling
- Track
- Golf
- Softball
- Boys Tennis
- Lacrosse

As we approach a new season, we would like to ask both the players and the parents to implement good sportsmanship in all aspects of the game. With the benefit of positive playing and cheering, we know the season will go well. Thank you for helping make our season a success.

HIGH SCHOOL LEAGUE - Anoka High School is a member of the Minnesota State High School League and as such is subject to all the rules and regulations which pertain to the various activities governed by the League. Responsibility for knowing eligibility rules rests with the student participant.

ATHLETIC INSURANCE - Students participating in athletic programs must carry insurance through their family policy or must have a waiver signed by their parents stating that they are aware that their son/daughter is participating in athletic programs without insurance coverage.

CHEERLEADERS - Cheerleading tryouts are held each spring. The judges are selected by the cheerleading coach. Cheerleading is considered a sport; cheerleaders will be required to pay a participation fee.

TORNADO TWISTERS PERFORMANCE TEAM - A dance team that performs at various athletic events and assemblies during the fall. Participants are selected during tryouts in the spring. Twisters will be required to pay a participation fee.

Tornado Twisters Competition Team - A dance team that competes at various invitational and MSHSL competitions. Team tryouts are conducted in the Spring. Registration and a participation fee are required.

FINE ARTS PROGRAM

Many opportunities are available to students wishing to participate in the fine arts. A participation fee, established by the School Board, is required. Check with the Activities Secretary for the fee cost.

MUSIC - The school maintains several instrumental and choral groups. Regular school credit towards graduation is granted for successful participation. From time to time, these organizations appear in public concert and represent the school in competition. Participation in the public appearances is a part of the requirements of the courses granting credit. Students interested in joining should contact their counselor.

The school also provides extracurricular activities in the area of vocal music, orchestra, and band. Students interested in any one of these areas should contact one of the music teachers.

THEATER - The school presents to the public, several theatrical productions each year. Events can include dramatic and musical as well as the one act play for MSHSL competition. All students are able to try out prior to each play.

SPEECH - As a member of the speech team, students have the opportunity to build self-confidence and communication skills by participation in a full schedule of interscholastic competition.

DEBATE - This is an interscholastic competitive speaking activity in which students learn to argue persuasively and to defend a position on a controversial current events topic.

NATIONAL HONOR SOCIETY

One of the highest honors that a student can receive is membership in the National Honor Society.

Requirements for membership and continued involvement are: active community involvement, positive character, service, leadership, and scholarship, as set forth by the national organization.

Students must have a 3.8 weighted cumulative GPA after trimester 1 of their sophomore or junior year.

In addition, students must have significant involvement in a variety of activities that include high school and community, and maintain a 3.8 weighted cumulative gpa or higher.

All applicants will be notified if they meet the first requirement of a 3.8 weighted cumulative GPA. Then they will be given an application to fill out which will be reviewed by the faculty committee.

The Induction ceremony is in the spring for the elected members of the sophomore and junior classes. This organization has provided scholarships and promoted student leadership in various school and community service organizations. The Faculty committee will consider any violations of the MN State High School League and incidents of plagiarism/cheating, as part of the selection process.

Students who earn a loss of letter grade "P" due to truancies may be disqualified from National Honor Society.

ORGANIZATIONS & CLUBS

There is a formal application process to form new clubs. This process must be completed by the end of trimester 1, to be considered for the current school year. The form can be picked up in the activities office.

See page 108 and contact advisor for meeting times.

OTHER PROGRAMS

AWARDS - A certificate and/or school letter is awarded to high school students for academic achievement and participation in various extracurricular activities upon meeting the scholarship and participation requirements

for an award and upon being voted such awards by the School Awards Committee.

Any student who drops out of school during the year for any reason not approved by the Awards Committee will not be eligible for an award.

Students who violate Minnesota State High School League rules pertaining to alcohol/drugs, tobacco, vandalism, violation of the criminal code, hazing, racial/religious/sexual harassment or violence, may not be eligible for an award.

SCHOLARSHIPS - Nearly all colleges and universities, regardless of size, have scholarships available for high school graduates who can qualify. These scholarships are usually awarded on the basis of a student's high school grades, ability to do college work, character, leadership qualities, and financial need.

Those seniors with the best all-around records throughout their high school years have the best chance. Consult with one of the counselors for further information about scholarships.

STUDENT ACTIVITIES INVOLVEMENT

EXTRA/CO-CURRICULAR We believe strongly in the connection between involvement in activities and academic success. We highly encourage each student at Anoka HS to get involved with some program outside of the regular class day. A complete list of Activities/Clubs can be obtained from the activities department. Those students enrolled in clubs and MSHSL must adhere to MSHSL and District Guidelines as well as parameters set by the coach, advisor, or activities director.

Academic Eligibility: Students who participate in school-sponsored activities must maintain academic eligibility. A one-time-only probationary period may be available for students who have fewer credits than required. Contact your counselor or the activities office if you have questions about eligibility.

Academic Integrity: Acts of academic dishonesty are subject to MSHSL Student Code of Conduct Rules.

Chemical Violations: Students participating in MSHSL activities are required to sign an eligibility bulletin every year. This bulletin outlines the rules regarding chemical use and should be carefully read by students and their parents.

Social Networking: Students who post personal information on social media sites should realize that this information is highly public and could be used as evidence in an eligibility hearing, or any matter that could result in school discipline. Furthermore, students posting messages about teammates, teachers, advisors, coaches, officials or opponents of a derogatory, hurtful, inflammatory, insulting or unsportsmanlike nature may also face code of conduct consequences resulting in a loss of eligibility.

Guilt by Association: Students who attend "events" where alcohol or other chemicals are being illegally consumed may be subject to MSHSL penalties even if they are not participating in the consumption of these items. Students have an obligation to leave these unlawful events immediately.

Attendance: Students participating in extracurricular activities must be in attendance on the day of the activity by 10:30 a.m. Students serving Out of School Suspensions or placement at the District Modified Learning Center will not be allowed to participate in activities that day.

STUDENT CODE OF CONDUCT: Additionally, participation in interscholastic activities is a privilege which is accompanied by responsibility. MSHSL bylaws are in affect for all 365 days. Students participating in League sponsored activities understand and accept the following responsibilities:

1. I will respect the rights and beliefs of others and will treat others with courtesy and respect.
2. I will be fully responsible for my own actions and the consequences of my actions.
3. I will respect the rights and property of others.
4. I will respect and obey the rules of my school and the laws of my community, state and country.
5. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

Those students who have received a MSHSL violation will not be allowed to serve in any school leadership capacity for one year following enforcement of the infraction. Any five day suspension from school will result in MSHSL Code of Conduct Violation.

STUDENT PUBLICATIONS

ANOKAN (Yearbook) - The end of the school year is climaxed by the publication of the school's hardcover yearbook and video yearbook. In both picture and word, they contain a record of the highlights of the school year.

ACTIVITIES & CLUBS ADVISORS

Adaptive Athletics . . . . . Peter Kutches
African Dance . . . . . Mary Keleekai
ASL Club. . . . . TBD
Anime/Gaming Club . . . . . TBD
Art Club . . . . . Emma Ahart
Asian Student Union. . . . . Heidi Fiske
AVID . . . . . Tara Hoffman
Band . . . . . Tim Hauser
Baseball . . . . . Shannon Blansette
Basketball Boys . . . . . Jesse Jefferson
Basketball Girls. . . . . Nick Novak
Bibles and Breakfast. . . . . Renee Johnson
Board Games Club. . . . . Lucas Slizewski
Bowling Club . . . . . Jean Jones
BPA. . . . . Chris Hay
Chamber Orchestra . . . . . Tyler Bakken
Cheerleading . . . . . Katlin Anderson
Chess Club . . . . . Andrew Simons
Creative Writing . . . . . Melissa Yund
Cross Country. . . . . Sam Westerberg
Dance Team . . . . . Megan Heideman
DECA . . . . . Doug Orr
Educators Rising. . . . . Katie Hale
FCA. . . . . Zach Hansen
FFA . . . . . Krista Carlson Erler
Fall Dance. . . . . Leah Ward
Film Club . . . . . Faith Hultman
Football . . . . . Bo Wasurick
French Club . . . . . Caitlin McCarthy
Girls Flag Football . . . . . Bo Wasurick
Golf - Boys . . . . . Doug Orr
Golf - Girls . . . . . Chris Fenwick
Gymnastics - Girls. . . . . Amy Hedberg
GSA (Spectrum) . . . . . Abby Engebretson
Hispanic Student Union . . . . . Lorenzo Mata Gallegos
Hockey - Boys. . . . . TBD
Hockey - Girls. . . . . Logan Syvock
Intramural Athletics . . . . . Melissa Schuster
Investment Club . . . . . Robert Boero, Doug Orr
Jazz Band . . . . . Anders Rahkola
Knowledge Bowl . . . . . Clara Chambers
K-Crew . . . . . Morgan Sargeant
Lacrosse - Boys. . . . . TBD
Lacrosse - Girls. . . . . Elle Hinrichs
Majorettes . . . . . Colleen Neary
Marching Band. . . . . Tim Hauser
Multicultural Show . . . . . Vivienne Williamson, Jesse Jefferson
National Honor Society . . . . . Aubri Renfrew
Orchestra . . . . . Tyler Bakken
Pickleball . . . . . Sarah Berndt
Premier Choir . . . . . Michelle Hayes
Prom . . . . . Bethany Castello
Pro-Start Management. . . . . Dustin Rupprecht
Rally Crew. . . . . Tim Anderson
Rock Climbing Club . . . . . Emma Ahart
Skiing - Nordic . . . . . Troy Bauer
Skiing - Alpine . . . . . Dan Laughlin
Soccer - Boys . . . . . Clint Seul
Soccer - Girls . . . . . Mary Pipenhagen
Softball . . . . . Morgan Paaverud
Speech . . . . . Tim Anderson
Spanish Honors Society . . . . . Kelsey Walz, Rebecca Riemers
Sports Medicine Program. . . . . Heidi Beckendorf
STAR. . . . . Tim Hale
STEAM Leadership. . . . . Jill Luoma Overstreet
STEP Team . . . . . Vivienne Williamson
Strength Training . . . . . Bo Wasurick
Strong Women of Tomorrow . . . . . Tara Hoffman
Student Council . . . . . Derek Rueckert
Swimming - Girls/Boys . . . . . Nicole Hedman, MacKenzie Menden
Tennis - Boys . . . . . Eric Bertram
Tennis - Girls . . . . . Joey Evavold
Theater . . . . . Zac Mans
Tornado Pals . . . . . Laura Ahrendt, Andria Baumann
Tornado Tales. . . . . Melissa Watson
Tornado Force . . . . . Bo Wasurick
Track & Field Boys . . . . . Sam Westerberg
Track & Field Girls . . . . . Lucas Reidenbach
Trap & Skeet Shooting Club . . . . . Jeremiah Bragleman
Yearbook Club . . . . . John Palm
Volleyball - Girls . . . . . Chris Fenwick
Volleyball - Boys. . . . . Olivia Wolbert
Wrestling . . . . . Todd Springer
Youth First . . . . . TBD
Youth in Government. . . . . Tara Hoffman
Youth Service Coordinator. . . . . Jenna Zabel
7th Ave Carollers . . . . . Michelle Hayes

ANOKA HIGH SCHOOL

STUDY TIPS AND RESOURCES

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STUDY TIPS & RESOURCES

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Step One: Believe in Yourself

In order to succeed, you must believe in yourself and what you can do. You need to know what you are capable of and in turn, you must know that you can succeed. To help you with this step, you could make a grid with your classes, and the highest grade you believe you could achieve in the class. Track this as the class moves along.

Step Two: Be Organized

If you are an organized student, you will stumble upon nothing but success in your high school career. There are many steps that can be taken to make this easier. One thing to do is to use this planner! With this, you can keep track of assignments and due dates much easier. Another wise step is to use three-ring notebooks for your class notes. You can easily insert handouts, and notes can be organized. You should also use folders for school work. Use a different color folder for each class, and keep all relevant material in the folder. Also, have phone numbers of classmates, so that if you are absent, it will be easy to find out what you missed. You should keep your locker and backpack neat, and get fully organized for the next day of school before you go to bed.

Step Three: Manage Your Time Well

If you have good time management, you have time for both work and play. To do this well, you should use class time and study halls. This allows you to ask questions and get your work done at school instead of at home. Another step to take towards good time management is to create your own "Study Plan." Based on your schedule for the day, create a plan to do your school work during your free time. You must also take into account what could go wrong with your plan, so prepare for interruptions.

Step Four: Be Successful in the Classroom

The first thing that leads to success in the classroom is to be in school on time every day. When you are gone, you miss important notes, lectures, and discussions, and it is simply not worth missing a day. You must also adapt to your different teachers, from rules to learning and teaching methods. Of course, you should also be prepared for class. Bring all needed books, homework, etc., and focus for that class when you arrive. Also, be sure to be adequately rested. Sitting in front of the class also leads to success in school. Body language can tell a lot, as well. If you demonstrate that you want to get a good grade in the class, it is more likely that you will. Also, approach homework as something you must do. Participation can count for a lot as well. If you participate in class, it shows you care about it, and teachers will notice that. You must also be respectful, both to group members, classmates, and teachers. Respect will get you a long way towards a good grade.

Step Five: Take Good Notes

There are many keys to taking good notes. First, you must be an active listener. Pay attention to what you are taking notes on. To take notes that are important, you must recognize important information. Clues to this are a change in the teacher's voice and words hinting at importance. You should also take notes that are easy to read, using symbols and highlighting key words. You should go over your notes as soon as possible. The fresher it is in your mind, the more likely you are able to learn it. If you are absent, you should get the notes you missed.

Step Six: Know How to Read a Textbook

There are three steps to reading a textbook: scan, read, and review. Scanning gets you familiar with the material and allows you to see what the part of the book you are reading is about. Reading is just that, reading. Read the information, making sure to pay attention to the content of the material. After you finish reading, you should review what you read, making sure you actually learned something from the reading.

Step Seven: Study Smart

To study well, and get the optimum result from your time, you must first find a good place to study where distractions are a minimum. After you find this place, make sure you actually get started and don't procrastinate. You must also learn how you learn best, and go with that style, as it will most likely bring you success in your study time. You should organize your study time, making sure to put your studying in order that will keep you both entertained and focused. To learn things quicker, you should learn tricks to help memorize information, with acronyms, images, and other methods to do this. You should also know how to write a good paper, knowing good English and following the writing process.

Step Eight: Use Test Taking Strategies

To get going on a test, make sure to get off to a good start, making sure to have all necessary materials. Develop a plan for the test after taking a quick look through it. On multiple choice questions, increase your odds by elimination, answering it yourself, and by looking at key words, as in true/false questions. On essay questions, follow a good process, have confidence, use clear concise wording, and write legibly. To improve scores on math tests, you should draw a picture if you're having trouble, don't spend too much time on a tough question, and show all your work. On an open book test, make sure you know your book well. Once the test is completed, check your answers. When the test is returned, go over it, and learn from your mistakes.

Step Nine: Reduce Test Anxiety

To reduce test anxiety, study the material early, be confident, mentally practice going through the test, and practice relaxation techniques. The more positive thinking, the more likely you will find success.

Step Ten: Get Help When You Need It

Put simply, when you have a problem, you should do something about it. If it is with the class or material, consult your teacher. If it is with a student or other person, contact someone else (e.g. prevention specialist, principal, teacher, counselor). If you are dealing with a far more serious problem, be sure to talk with someone about it. Speaking to someone can lead to a solution.

MID-TRIMESTER SELF-EVALUATION

TRIMESTER 1

Evaluate how well you are doing at mid-trimester. Give yourself a mark out of 10.

____ arrived on time
____ prepared with supplies etc.
____ was attentive in class
____ worked toward my goals
____ took responsibility for my own actions
____ showed respect for others and their property
____ recorded assignments and activities in planner
____ completed homework and reviewed material

TRIMESTER 2

Evaluate how well you are doing at mid-trimester. Give yourself a mark out of 10.

____ arrived on time
____ prepared with supplies etc.
____ was attentive in class
____ worked toward my goals
____ took responsibility for my own actions
____ showed respect for others and their property
____ recorded assignments and activities in planner
____ completed homework and reviewed material

TRIMESTER 3

Evaluate how well you are doing at mid-trimester. Give yourself a mark out of 10.

____ arrived on time
____ prepared with supplies etc.
____ was attentive in class
____ worked toward my goals
____ took responsibility for my own actions
____ showed respect for others and their property
____ recorded assignments and activities in planner
____ completed homework and reviewed material

TEST TAKING STRATEGIES

GENERAL STRATEGIES

- Think positively about doing your best.
- Take a few deep breaths to relax.
- Read all test directions carefully.
- Read all of the possible answer choices.
- Choose the best answer, not just the right answer.
- Eliminate impossible or implausible answers.
- Be careful when you see a NOT or EXCEPT in the question or one of the answers. Negative words often trip up people.
- Change your answers only when you are certain. The first answer that comes to mind is often correct.
- Keep a steady pace and do not let difficult questions affect your attitude.

MULTIPLE CHOICE QUESTIONS

- Circle key words in the question, paying special attention to qualifying words such as "always," "major," "increase," etc.
- After reading the question, predict an answer, if possible.
- Eliminate the choices that you know are incorrect.
- If two choices look equally correct, compare each to the main part of the question, making sure that the one you eventually choose answers what is asked.
- If you are still unsure, make an educated guess. Look for subtle differences between the choices.

MATH QUESTIONS

- Read the entire problem and estimate the answer before looking at the choices.
- Before beginning any calculation, ask yourself "What do I need to find out?"
- Keep going! Answer all of the questions.
- Show all of your work! Explain your answers using words such as "because" or "therefore."
- Watch for "extra" information and "two-step" problems.
- Draw a diagram, make a table, look for patterns, and guess check.
- Be sure to use the same units!
- Check to make sure your answers make sense.
- If you get stuck, try to guess and check or move on and come back to the problem.
- If you are stuck, start over.
- Know how to use your calculator.

TEST TAKING STRATEGIES (cont.)

READING QUESTIONS

- Read the questions before you read the article or text, but don't read the answers.
- Identify key words in the questions.
- Read the entire article or text. Don't jump back and forth between questions and article.
- Identify/find the answer to each question in the text.
- Use all or part of the question in short answer or essay responses.
- Skip questions you aren't sure of and return to them later.
- Scan the text to locate a specific detail for an answer you are not sure of.
- Skim the text for a quick reread if you're trying to find the main idea.

ESSAY QUESTIONS

- Rephrase the questions as the topic sentence in your essay response.
- Prewrite with details to include in your answer; create an outline response to organize your ideas.
- Make your answer clear and concise. Longer is not always better, but make sure you've fully answered the question.
- Look at the verb in the question.

1. Identify - point out specific characteristics
2. List - give all details about a subject
3. Explain- talk about why something is true

TEST STUDY STRATEGIES

- Make sure you attempt, correct, and then study all review sheets.
- If there is a concept you do not understand, do not ignore it. Ask someone for help.
- Study for math and science by not only "looking" at questions, but doing them over and over until the concept is mastered.
- If there are vocabulary questions on the test, cover the word up and write the definition down several times until the word is memorized.
- See the teacher before the test to get extra study help.
- Do not procrastinate. "Cramming" brings unwanted anxiety which could negatively affect your results.
- Don't hesitate to set your alarm clock 1/2 hour early to review for a test.

TEN WORDS THAT TRIP UP STUDENTS ON TESTS

- **Analyze**
  Break into parts
  Figure out
  Take apart
  Dissect
- **Infer**
  Read between the lines
  Tell what it means
  Find hidden meaning
  What are they trying to say
- **Evaluate**
  Judge
  Decide
  Tell why; good or bad
- **Describe**
  Explain
  Tell about
  Give details
  Paint a picture
- **Support**
  Defend
  Tell why
  Give reasons
  Agree or disagree and tell Why
- **Explain**
  Tell about
  Give reasons
- **Summarize**
  Main point
  Put together
  Short version
- **Compare**
  All the ways alike
- **Contrast**
  All the ways different
- **Predict**
  Guess
  Tell what might happen

ENGLISH HELPS

PARTS OF SPEECH

NOUN

A noun is a word that names a person, place, thing, quality, act or feeling.

Common Nouns are general and do not refer to a specific person, location or object.
Examples: woman, state, morning, honesty, happiness

Proper Nouns are capitalized and refer to a particular person, place, thing.
Examples: Sarah, Eiffel Tower, HHH Dome, Sunday

PRONOUN

A pronoun is a word that takes the place of a noun.

Nominative Case Pronouns replace the subject of a sentence or clause.

Examples: She took the train to visit Aunt Donna.

They are looking forward to visiting Florida.

Objective Case Pronouns receive a verb's action or follow a preposition.

Examples: Please give me the magazine.

The watch was given to her for her great service.

Possessive Case Pronouns show ownership or possession.

Examples: The raccoon scurried from its food.

Their jeep slid off the wet road.

VERB

A verb is a word which expresses action or a state of being. It also indicates the time of action or state of being. A verb has different forms depending on its **number, person, voice, tense, and mood.**

Number indicates whether the subject of the verb is singular or plural. The verb and its subject must agree in number.

Examples: One puppy barks.
Two puppies bark.

Person indicates whether the subject of the verb is 1st, 2nd, or 3rd person and whether the subject is singular or plural. Verbs usually have a different form only in third person singular of the present tense.

Examples:	*Singular*	*Plural*
1st Person	*I stop.*	*We stop.*
2nd Person	*You stop.*	*You stop.*
3rd Person	*He/She/It stops.*	*They stop.*

Tense indicates when the action or state of being is taking place.

Examples: We need the medicine now. (present)

Dan shot the target. (past)

You will enjoy your trip to Spain. (future)

ADVERB

An **adverb** is a word that describes or modifies a verb, an adjective, or another verb. An adverb tells how, when, where, why, how often, and how much.

Examples: The ball rolled slowly around the cup.

Soccer scores are reported daily in the news.

The cake was much better than I thought it would be.

ADJECTIVE

An **adjective** is a word that describes or modifies nouns and pronouns. Adjectives specify color, size, number, and the like.

Examples: blue, small, seven, huge, tiny

Adjectives have three forms: **positive, comparative, and superlative.**

The **positive** form describes a noun or pronoun without comparing it to
anything else.

Example: My painting is good.

The **comparative** form compares two things.

Example: Aunt Carol's painting is better than mine.

The **superlative** form compares three or more things.

Example: Mom's painting is the best of all!

PREPOSITION

A **preposition** is a word (or group of words) which shows how a noun or pronoun relates to another word in a sentence.

Examples: The student walked into the classroom.

The deer leaped over the creek.

Greg travels to work by means of his scooter.

Their team lost the tournament in spite of no injuries.

CONJUNCTION

A **conjunction** is a word that connects individual words or groups of words.

Coordinating conjunction connects a word to a word, a clause to a clause, or a phrase to a phrase. The sentence elements joined by a coordinating conjunction must be equal. Common coordinating conjunctions are: and, but, or, nor, for, yet, so. Coordinating conjunctions used in pairs are called **correlative conjunctions.** Common correlative conjunctions are: either, or; neither, nor; not only, but also; both, and; whether, or.

Examples: *Jim and Mary frequently laugh watching movies.*

Neither Charlie nor Julie want to miss the plane.

Subordinating conjunction connects, and shows the relationship between two clauses which are not equally important. Common subordinate conjunctions are: until, unless, since, where, before, as, if, when, although, after, because, while, as long as, as if, though, whereas.

Examples: *Until your parents come home, you cannot leave.*

If I don't go to the concert, my friend will be disappointed.

INTERJECTION

An interjection is a word that is used in a sentence to communicate strong emotion or surprise. Punctuation is used to separate an interjection from the rest of the sentence.

Examples: *Yea! We get to go to the state tournament.*

Oh, no! I forgot the tickets.

Wow, the fireworks were spectacular!

Golly, I just can't believe my senior year is almost over!

Ah, silence at last.

SENTENCE STRUCTURE

A complete sentence must express a complete thought and must have a
subject and a verb.

Example: *She lost her purse.*

A sentence **fragment** results from a missing subject, verb, or complete thought.

Example: *Because he was afraid.*

There are four types of sentences: **simple, compound, complex, or compound-complex.** A **simple sentence** consists of one main clause. It expresses one main thought and has one subject and one predicate. A simple sentence may contain a compound subject or a compound verb or both.

Examples: *We enjoyed the music.*

Shannon and Mike were married yesterday.
(compound subject: Shannon and Mike)

Joe is leaving work and going home.
(compound verb: leaving and going)

A **compound sentence** contains two or more main clauses (in bold) connected by a conjunction, a semicolon, or a comma with a conjunction.

Examples: *Collecting leaves is fun, but I find identifying leaves is difficult.*
(conjunction)

Amy's outfit looks new; it just got back from the cleaners.
(semicolon)

Dan came home for Christmas, and Jenny went to Alaska.
(comma, conjunction)

A **complex sentence** has one main clause (in bold) and one or more subordinate clauses (underlined).

Examples: *Pat says <u>that a good education is the result of diligent studying.</u>*
(main clause, one independent clause)

Diligent studying is difficult, <u>however, when I have to babysit for several hours before I can start studying.</u>
(main clause, two dependent clauses)

A **compound-complex sentence** has two or more main clauses (in bold) and one or more subordinate clauses. (underlined)

Examples: *<u>Because the orchestra did so well,</u> they were invited to play at the governor's mansion.*

<u>Unless my eye sight is failing me,</u> I think I saw Jackie cleaning her room.

SPELLING RULES

Write "i" before "e" except after "c," or when sounding like "a" as in weigh and eight. Exceptions: seize, weird, either, leisure, neither.

When the ie/ei combination is not pronounced ee, it is usually spelled ei.

Examples: *reign, weigh, neighbor*

Exceptions: *friend, view, mischief, fiery*

When a multi-syllable word ends in a consonant preceded by one vowel, the accent is on the last syllable, and when the suffix begins with a vowel - the same rule holds true: double the final consonant.

Examples: prefer - preferred, allot - allotted, control - controlling

If a word ends with a silent "e," drop the "e" before adding a suffix that begins with a vowel.

Examples: use - using; like - liking; state - stating; love - loving

When the suffix begins with a consonant, you do not drop the e.

Examples: use - useful; state - statement; nine - ninety

Exceptions: argument; judgment; truly, ninth

When "y" is the last letter in a word and the "y" is preceded by a consonant, change the "y" to "i" before adding any suffix except those beginning with "I."

Examples: lady - ladies; try - tries; happy - happiness; ply - pliable

THE WRITING PROCESS

Writing Variables

Before beginning any writing assignment, it will help you focus and remain consistent in style if you consider the following variables.

- **Audience** - For whom am I writing? A letter written to your ten- year-old sister will be much different in vocabulary, subject content, format, and sentence complexity than one written to your senator.
- **Topic** - About what subject will I write? If possible, choose a subject that interests you. Make sure to research your subject well.
- **Purpose** - Why am I writing? Have a clear purpose in mind before starting your paper. Are you writing to entertain, to instruct, to inform, or to persuade? Keeping your purpose in mind as you write will result in a paper that is focused and consistent.
- **Voice** - What point of view or "voice" will I use? Writers sometimes write from the point of view of another person rather than from their own point of view. Writing in a voice other than your own can add variety and help you see your subject in a new way. Make sure that your "voice" remains consistent.
- **Format** - What form will my writing take? Different forms of writing such as letters, diaries, reports, essays, research papers, etc., have specific requirements. Decide on the form your writing will take and then make sure you know the requirements for that form of writing.

Planning and Writing an Essay or Composition

- Select a general subject area which interests you.
- Make a list of your thoughts and ideas about the subject.
- Use your list to help focus on a specific topic within the subject area.
- Decide what you want to say about the topic and write an introductory statement which reflects this purpose.
- Make a list of details to support your statement.
- Arrange the list of details to support your statement.
- Do any reading and research necessary to provide additional support for specific areas of your outline. Keep a careful list of all of your sources for your bibliography.
- Write a first draft.
- Revise your first draft making sure that:

1. The introduction includes a clear statement of purpose.
2. Each paragraph begins with some link to the preceding paragraph.
3. Every statement is supported or illustrated.
4. The concluding paragraph ties all of the important points together, leaving the reader with a clear understanding of the meaning of the essay or composition.
5. Words are spelled correctly.
6. Punctuation is correct.

- Read your revised paper aloud to check how it sounds.
- Proofread your revised paper two times: once for spelling, punctuation, and word usage and again for meaning and effectiveness.
- Write or type your final copy making sure to follow all of the instructions regarding the format.

PUNCTUATION

PERIOD .

Use: to end a sentence which makes a statement, or which gives a command which is not used as an exclamation.

Examples: Go to your room and do not come out until you are done studying.

Use: after an initial or an abbreviation.

Examples: Julie T. Hoyle, Mr., Mrs., Ms.

COMMA ,

Use: to separate words or groups of words in a series.

Example: I used dirt, fertilizer, water and pesticide in the gardens.

Use: to separate an explanatory phrase from the rest of the sentence.

Example: Sushi, or raw fish, is a favorite appetizer of mine.

Use: to distinguish items in an address and in a date.

Examples: Curt Blake, 290 Second Street, Afton, IN 48105
December 5, 1968.

Use: to separate a title or an initial which follows a name.

Example: Clarissa Hanson, Ph.D.

QUESTION MARK ?

Use: at the end of a direct or indirect question.

Example: Did you go on vacation this past summer?

Use: to punctuate a short question within parentheses.

Example: Lance is graduating on Sunday (is that possible?) from college.

APOSTROPHE '

Use: to show that one or more letters or numbers have been left out of a word to form a contraction.

Examples: do not - don't I have - I've

Use: followed by an "'s" is usually used to form the possessive form of singular nouns.

Example: Ben was the first man at the scene to pull the lady's child to safety.

Use: possessive form of plural nouns ending in "s" is usually made by adding just an apostrophe. An apostrophe and "s" must be added to nouns not ending in "s."

Example: bosses - bosses'

COLON :

Use: after words introducing a list, quotation, question, or example.

Example: Heather dropped her purse and out spilled everything:
makeup, mirror, money and pens.

SEMICOLON ;

Use: to join compound sentences which are not connected with a conjunction.

Example: It's quite simple, now that I think about it; the evidence we are looking for can be found in the diaries.

Use: to separate groups of words.

Example: I packed a sweatshirt, socks, sweatpants; a raincoat, hat, gloves, and boots.

QUOTATION MARKS " "

Use: to frame direct quotations in a sentence. Only the exact words quoted are to be placed within the quotation marks.

Example: "Laura said she wanted to go," Jack said, "but she had a lot of homework to do."

Use: to distinguish a word which is being discussed.

Example: My teacher suggested that I not use the word "never" and recommended I use "infrequently."

Use: to indicate that a word is slang.

Example: Julie only bought that outfit to show that she's "with it."

Use: to punctuate titles of poems, short stories, songs, lectures, course titles, chapters of books, and articles found in magazines, newspapers, and encyclopedias.

Examples: "White Christmas"

"Catcher in the Rye"

"Coon Rapids Herald"

SINGLE QUOTATION MARKS ' '

Use: to punctuate a quotation within a quotation.

Example: "My favorite movie is 'Finding Nemo'" answered little Ashley.

EXCLAMATION POINT !

Use: is used to express strong feeling.

Example: Help! Help!

HOW TO WRITE A RESUME

See how a resume can sell your abilities, even when you have no experience. This high school student never held a real job. But, by using everyday experiences, his resume shows that he could easily qualify for a sales job in a department store. Match your life skills and accomplishments with the skills needed for the job you want. You'll show an employer that you can learn the job easily and quickly become a productive member of the team.

JAMES R. JOBLESS
One Opportunity Way, Anytown USA 00000
111-222-3333

OBJECTIVE: Seeking entry-level position in retail sales.

EDUCATION: 1995: Diploma, My High School, Anytown US
Courses: Public Speaking, Math, Computers

SKILLS & ABILITIES:

Math
*Maintained 3-year "B" average in algebra and geometry.
*Computed own 1040EZ tax return, earned $340 rebate.
*Manage $800 investment that earns 9.2% annual return.

People
*Read to, and play checkers with, elderly at nursing home.
*Average, but enthusiastic member of basketball team.
*Helped raise $680 for Students Against Drunk Driving.

Product Knowledge
*Sports & athletics
*Auto & mechanical
*Consumer electronics
*Music & videos

Electronic Cash Registers
*High school computer classes and talent at programming VCRs would help in learning to use electronic cash registers.

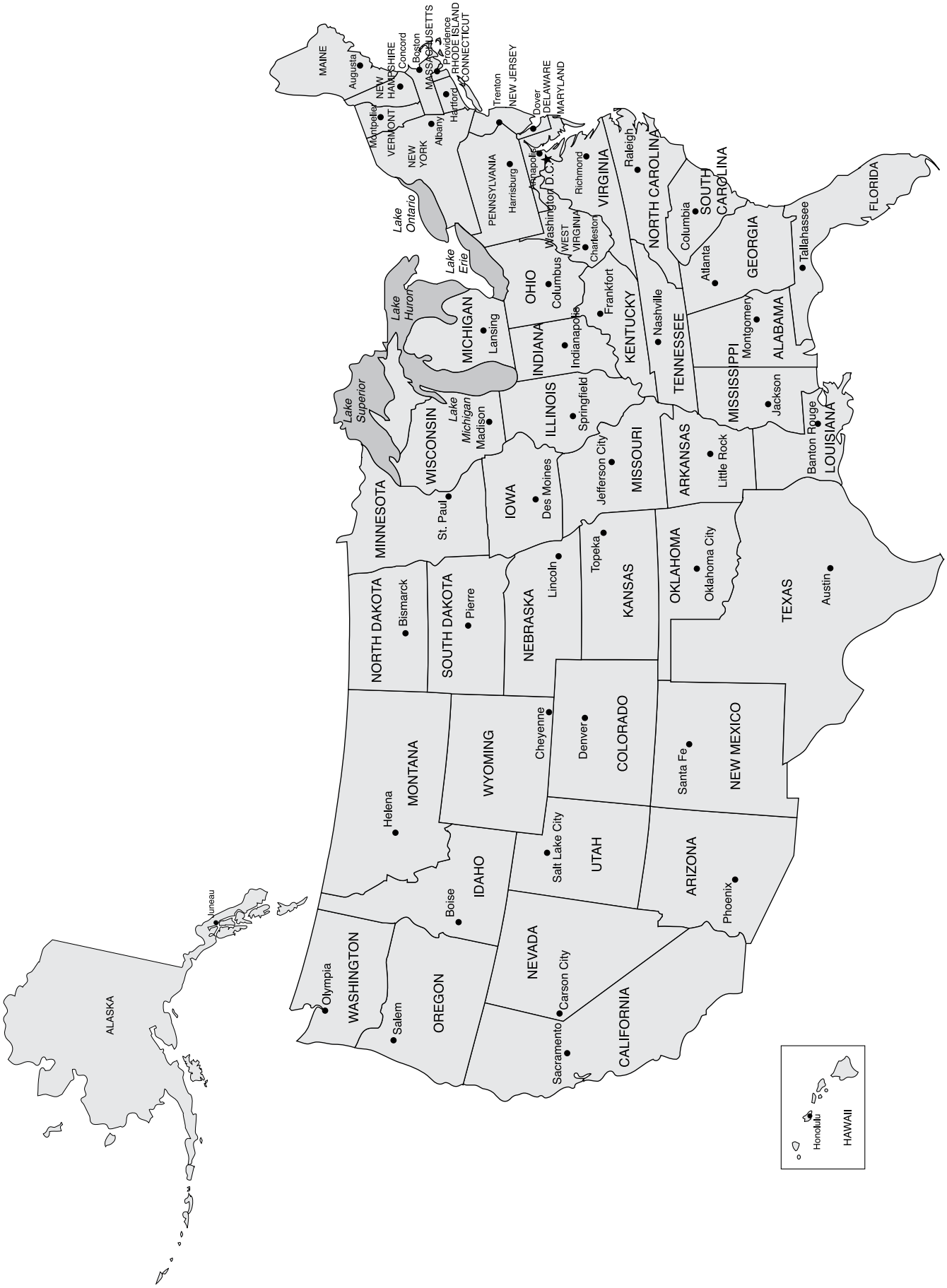
PERSONAL: *Reliable: Missed only two days of school this year.
*Honest: Returned $20 check cashing error to the bank.
*Friendly: Computer club, volunteering, sports team.

REFERENCES: Available on request

ENGLISH (Frequently Misspelled Words)

absence
absorb
accept
accidentally
accompany
accuse
ache
achieve
acquaintance
acquire
affect
afraid
against
aggression
aggressive
all right
a lot
already
always
amateur
ambition
among
apology
apparent
appearance
appreciate
arctic
argument
article
associate
athlete
attendance
attitude
author
awful
beautiful
beauty
because
beginning
believe
benefit
bicycle
biscuit
boundary
Britain
brilliance
brilliant
bureau
business
captain
career
carrying
cemetery
certain
challenge
chief
children
chocolate
chosen
Christian
cinnamon
climbed
climbing
clothes
colonel
college
column
commercial
committee
completely
concentrate
conscientious
conscious
continue
continuous
convenience
convenient
counterfeit
countries
courage
courageous
courteous
cried
criticism
criticize
curiosity
debt
deceived
decide
definite
definitely
descend
describe
description
desert
dessert
destroy
develop
dictionary
didn't
difficult
dinner
dining
disappear
disappoint
discipline
discussion
disease
dissatisfy
doctor
does
doesn't
dropping
during
easier
easiest
easily
effect
either
embarrass
enough
entertain
envelope
equipment
equipped
escape
especially
etc.
everybody
everywhere
exaggerate
exceed
excellence
excellent
except
excitement
exciting
existence
expense
experiment
experience
familiar
families
fascinate
fasten
fatigue
favorite
fiction
fictitious
field
finally
first
forecast
foreign
foresee
forest
foretell
formerly
forty
fragile
freight
friend
front
fulfill
government
governor
grabbed
grammar
grateful
guarantee
guard
guess
guest
handsome
happen
happiest
happily
happiness
hear
height
here
history
hoping
hospital
humor
humorous
hungry
identify
imagine
immediate
immediately
immensely
incident
independent
Indian
innocent
instead
intelligence
intelligent
interpret
interrupt
introduce
its
it's
jealous
knew
know
knowledge
laboratory
laid
leisure
library
lightning
literature
lonely
loose
lying
magazine
magnificent
many
marriage
mathematics
meant
medicine
millionaire
miniature
minute
mischievous
model
mosquito
narrative
necessary
neighbor
nervous
niece
nineteen
ninety
notice
noticeable
nuisance
obedience
occasion
occur
occurred
occurrence
occurring
often
opinion
opportunity
opposite
original
other
pageant
pamphlet
parallel
parents
parliament
particular
passed
peculiar
perform
permanent
persuade
phenomenon
piece
pilot
plain
plane
planned
pleasant
poison
possible
practically
prairie
precede
preferred
prejudice
preparation
principal
principle
privilege
probably
profession
prophecy
psychologist
psychology
pursue
quantity
quiet
quite
raspberry
realize
really
receive
receiving
recess
recognize
recommend
reference
referring
rein
reign
relative
relief
religion
remember
repetition
repellent
reservoir
restaurant
rhyme
rhythm
ridiculous
running
safety
Saturday
scent
schedule
scissors
search
secret
secretary
semester
sense
separate
separation
sergeant
shepherd
shining
sincerely
soldier
sophomore
spaghetti
speak
speech
sponsor
squirrel
stationery
stepping
stopping
stories
strengthen
stretch
studies
studying
succeed
successful
suggest
summarize
summary
superintendent
suspense
suspicion
swimming
synagogue
temperament
themselves
there
therefore
they
they're
thief
thoroughly
thought
through
tobacco
together
tomorrow
tragedy
tried
trouble
truly
two
unique
until
unusual
usually
vaccinate
vacuum
vegetable
village
villain
weather
Wednesday
weight
weird
were
we're
where
whether
which
whole
whose
witch
woman
women
wonderful
wreck
writing
written
wrote
yolk
your
you're

UNITED STATES



MATH HELPS

FRACTIONS AND DECIMALS

FRACTIONS and PERCENTAGES

1	=	1.0	=	100%
3/4	=	0.75	=	75%
2/3	=	0.6	=	66.7%
1/2	=	0.5	=	50%
1/3	=	0.3	=	33.3%
1/4	=	0.25	=	25%
1/5	=	0.2	=	20%
1/6	=	0.16	=	16.7%
1/7	=	0.142	=	14.2%
1/8	=	0.125	=	12.5%
1/9	=	0.1	=	11.1%
1/10	=	0.1	=	10%
1/11	=	0.09	=	9.1%
1/12	=	0.083	=	8.3%

WORKING WITH FRACTIONS

Top number = numerator $\longrightarrow \frac{2}{}$
Bottom number = denominator $\longrightarrow \frac{}{3}$

To multiply:

$$\frac{1}{2} \times \frac{3}{4} = \frac{1 \times 3}{2 \times 4} = \frac{3}{8}$$

To divide, multiply the first fraction by the reciprocal of the second:

$$\frac{2}{3} \div \frac{1}{6} = \frac{2}{3} \times \frac{6}{1} = \frac{12}{3} = 4$$

To add or subtract, first find the common denominator:

$$\frac{1}{3} + \frac{2}{5} = \left(\frac{1}{3} \times \frac{5}{5}\right) + \left(\frac{1}{3} + \frac{5}{5}\right) = \frac{5}{15} + \frac{6}{15} = \frac{11}{15}$$

MULTIPLICATION TABLE

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
2	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32	34	36	38	40
3	3	6	9	12	15	18	21	24	27	30	33	36	39	42	45	48	51	54	57	60
4	4	8	12	16	20	24	28	32	36	40	44	48	52	56	60	64	68	72	76	80
5	5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	100
6	6	12	18	24	30	36	42	48	54	60	66	72	78	84	90	96	102	108	114	120
7	7	14	21	28	35	42	49	56	63	70	77	84	91	98	105	112	119	126	133	140
8	8	16	24	32	40	48	56	64	72	80	88	96	104	112	120	128	136	144	152	160
9	9	18	27	36	45	54	63	72	81	90	99	108	117	126	135	144	153	162	171	180
10	10	20	30	40	50	60	70	80	90	100	110	120	130	140	150	160	170	180	190	200
11	11	22	33	44	55	66	77	88	99	110	121	132	143	154	165	176	187	198	209	220
12	12	24	36	48	60	72	84	96	108	120	132	144	156	168	180	192	204	216	228	240
13	13	26	39	52	65	78	91	104	117	130	143	156	169	182	195	208	221	234	247	260
14	14	28	42	56	70	84	98	112	126	140	154	168	182	196	210	224	238	252	266	280
15	15	30	45	60	75	90	105	120	135	150	165	180	195	210	225	240	255	270	285	300
16	16	32	48	64	80	96	112	128	144	160	176	192	208	224	240	256	272	288	304	320
17	17	34	51	68	85	102	119	136	153	170	187	204	221	238	255	272	289	306	323	340
18	18	36	54	72	90	108	126	144	162	180	198	216	234	252	270	288	306	324	342	360
19	19	38	57	76	95	114	133	152	171	190	209	228	247	266	285	304	323	342	361	380
20	20	40	60	80	100	120	140	160	180	200	220	240	260	280	300	320	340	360	380	400

TABLE OF POWERS

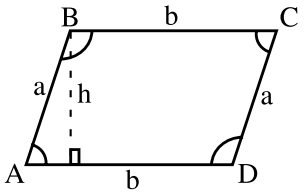
WHAT DO YOU NOTICE? WHAT DO YOU WONDER?

n	n^2	n^3	n^4	n^5	n^6	n^7	n^8	n^9	n^{10}
1	1	1	1	1	1	1	1	1	1
2	4	8	16	32	64	128	256	512	1024
3	9	27	81	243	729	2187	6561	19683	59049
4	16	64	256	1024	4096	16384	65536	262144	1048576
5	25	125	625	3125	15625	78125	390625	1953125	9765625
6	36	216	1296	7776	46656	279936	1679616	10077696	60466176
7	49	343	2401	16807	117649	823543	5764801	40353607	282475249
8	64	512	4096	32768	262144	2097152	16777216	134217728	1073741824
9	81	729	6561	59049	531441	4782969	43046721	387420489	3486784401
10	100	1000	10000	100000	1000000	10000000	100000000	1000000000	10000000000

MATH HELPS

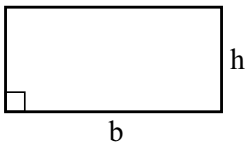
AREA AND VOLUME

Parallelogram



Area of ABCD = bh

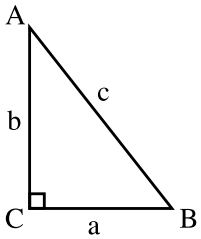
Rectangle



Perimeter = 2(b+h)

Area = bxh

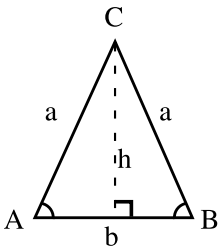
Right Triangle



Area = ab/2

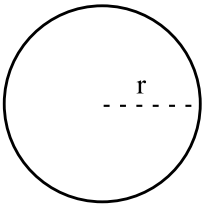
$c^2 = a^2 + b^2$ (Pythagorean Theorem)

Isosceles Triangle



Area = bh/2

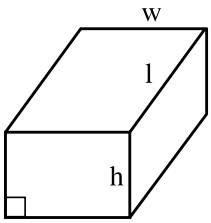
Circle



Circumference of a circle = $2\pi r$

Area of a circle = πr^2

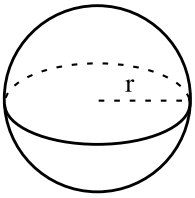
Rectangular Prism



Surface area of a prism = 2(wl+lh+wh)

Volume of a prism = lwh

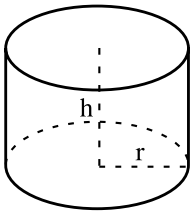
Sphere



Surface area of a sphere = $4\pi r^2$

Volume of a sphere = $\frac{4}{3}\pi r^3$

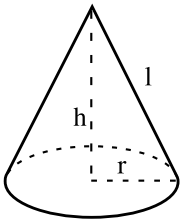
Cylinder



Surface area of a cylinder = $2\pi rh + 2\pi r^2$

Volume of a cylinder = $\pi r^2 h$

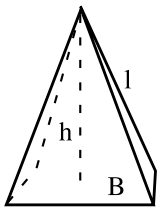
Cone



Volume of a cone = $\pi r^2 h/3$

Surface area of a cone = $\pi rl + \pi r^2$ (l=slant height)

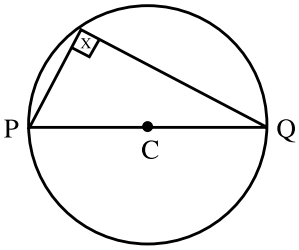
Pyramid



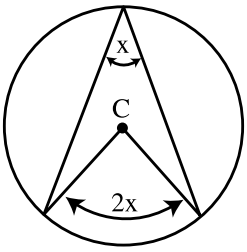
Volume of a pyramid = Bh/3 (B = area of base)

Surface area of a pyramid = P1/2+B (P = perimeter of base) (l = slant height)

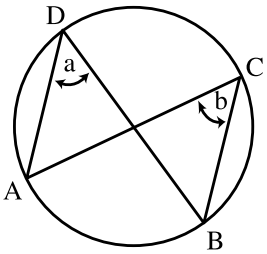
CIRCLE THEOREMS



m∠x=90°
(PQ is the diameter)



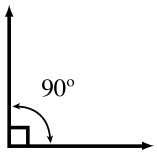
C is the center of the circle



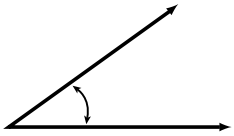
m∠a=m∠b
(both angle intercept same arc AB)

MATH HELPS

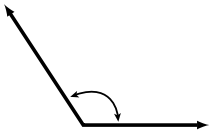
GEOMETRIC ANGLES



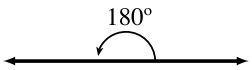
A right angle is exactly 90º



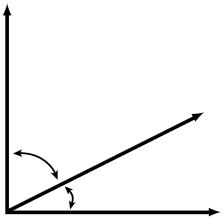
An acute angle is less than 90º



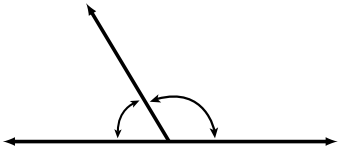
An obtuse angle is greater than 90º



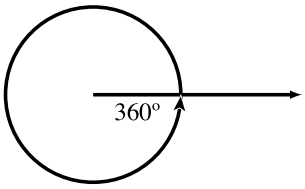
A straight angle is exactly 180º



Complementary angles add up to 90º



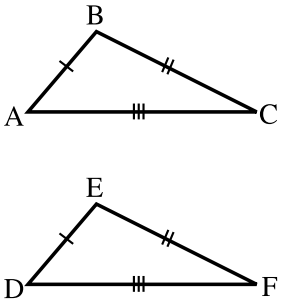
Supplementary angles add up to 180º



One complete angle of rotation = 360º

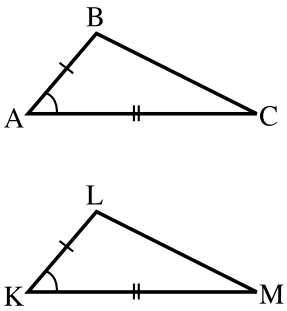
GEOMETRIC CONGRUENCY CASES

S.S.S. Postulate



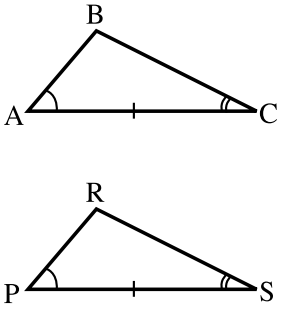
Side-Side-Side
$\Delta ABC \cong \Delta DEF$

S.A.S. Postulate



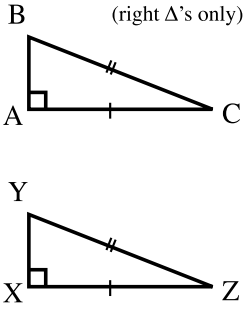
Side-Angle-Side
$\Delta ABC \cong \Delta KLM$

A.S.A. Postulate



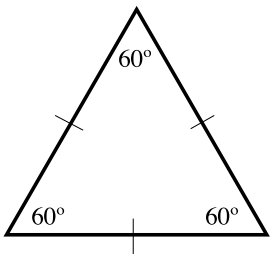
Angle-Side-Angle
$\Delta ABC \cong \Delta PRS$

H.S. Postulate



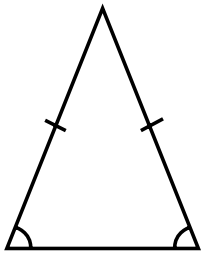
Hypotenuse-Leg
$\Delta ABC \cong \Delta XYZ$

Equilateral Triangle



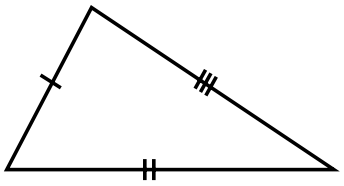
3 sides of equal length
3 angles of 60º each

Isosceles Triangle



2 sides of equal length
2 base angles are equal

Scalene Triangle



3 unequal sides
3 unequal angles

TRIGONOMETRY

Trigonometric Ratios

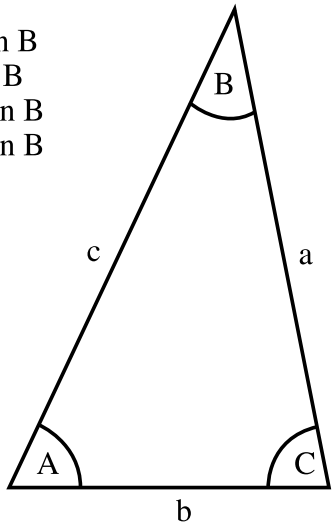
$\sin(A+B)=\sin A\cos B+\cos A\sin B$
$\sin(A-B)=\sin A\cos B-\cos A\sin B$
$\cos(A+B)=\cos A\cos B-\sin A\sin B$
$\cos(A-B)=\cos A\cos B+\sin A\sin B$

$$\tan(A+B)=\frac{\tan A+\tan B}{1-\tan A\tan B}$$

$$\tan(A-B)=\frac{\tan A-\tan B}{1+\tan A\tan B}$$

$$\tan\theta=\frac{\sin\theta}{\cos\theta}$$

$\sin^2\theta+\cos^2\theta=1$
$\cos^2\theta-\sin^2\theta=\cos 2\theta$
$\tan^2\theta+1=\sec^2\theta$
$\cot^2\theta+1=\csc^2\theta$

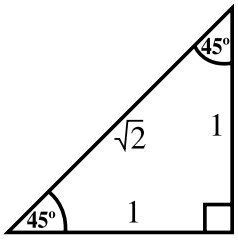


Law of Sines

$$\frac{a}{\sin A}=\frac{b}{\sin B}=\frac{c}{\sin C}$$

Law of Cosines

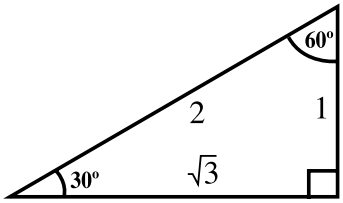
$a^2=b^2+c^2-2bc(\cos A)$
$b^2=a^2+c^2-2ac(\cos B)$
$c^2=a^2+b^2-2ab(\cos C)$



$\sin 45^\circ=\frac{\sqrt{2}}{2}$

$\cos 45^\circ=\frac{\sqrt{2}}{2}$

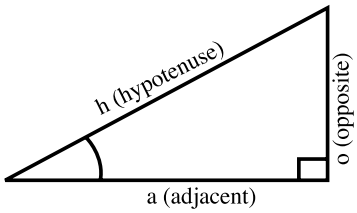
$\tan 45^\circ=1$



$\sin 30^\circ=\frac{1}{2}$ $\sin 60^\circ=\frac{\sqrt{3}}{2}$

$\cos 30^\circ=\frac{\sqrt{3}}{2}$ $\cos 60^\circ=\frac{1}{2}$

$\tan 30^\circ=\frac{1}{\sqrt{3}}$ $\tan 60^\circ=\sqrt{3}$



$$\sin\theta=\frac{\text{o (opposite)}}{\text{h (hypotenuse)}}=\frac{1}{\csc\theta}$$

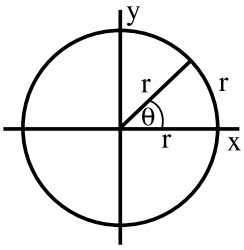
$$\cos\theta=\frac{\text{a (adjacent)}}{\text{h (hypotenuse)}}=\frac{1}{\sec\theta}$$

$$\tan\theta=\frac{\text{o (opposite)}}{\text{a (adjacent)}}=\frac{1}{\cot\theta}$$

Values of Trigonometric Ratios

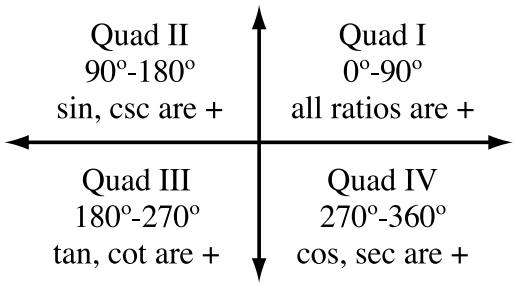
θ	0	$\pi/2$	π	$3\pi/2$	2π
$\sin\theta$	0	1	0	-1	0
$\cos\theta$	1	0	-1	0	1
$\tan\theta$ (sin/cos)	0	∞	0	$-\infty$	0
$\sec\theta$ (1/cos)	1	∞	-1	∞	0
$\csc\theta$ (1/sin)	∞	1	∞	-1	∞
$\tan\theta$ (1tan)	∞	0	$-\infty$	0	∞

note: ∞denotes undefined or infinite



θ = 1 radian
π radians = 180°
2π radians = 360°

Quadrants



PERIODIC TABLE OF THE ELEMENTS

Atomic Number — 47
Atomic Mass — 107.8682
Symbol of the Element — Ag
Element Name — Silver

Group IA (excluding Hydrogen) Comprises the Alkali metals.
Group IIA comprises the alkaline-earth metals.
Groups IIIA through VIIA comprises the Nonmetals.
Group VIIIA comprises the noble gases.

IA[1]	IIA[2]	IIIB[3]	IVB[4]	VB[5]	VIB[6]	VIIB[7]	8	9	10	IB[11]	IIB[12]	IIIA[13]	IVA[14]	VA[15]	VIA[16]	VIIA[17]	VIIIA[18]
		Transition Metals						VIIIB									
1 H 1.00797 Hydrogen																	2 He 4.0026 Helium
3 Li 6.939 Lithium	4 Be 9.0122 Beryllium											5 B 10.811 Boron	6 C 12.01115 Carbon	7 N 14.0067 Nitrogen	8 O 15.9994 Oxygen	9 F 18.9984 Fluorine	10 Ne 20.183 Neon
11 Na 22.9898 Sodium	12 Mg 24.312 Magnesium											13 Al 26.9815 Aluminum	14 Si 28.086 Silicon	15 P 30.9738 Phosphorous	16 S 32.064 Sulfur	17 Cl 35.453 Chlorine	18 Ar 39.948 Argon
19 K 39.102 Potassium	20 Ca 40.08 Calcium	21 Sc 44.956 Scandium	22 Ti 47.90 Titanium	23 V 50.942 Vanadium	24 Cr 51.996 Chromium	25 Mn 54.9380 Manganese	26 Fe 55.847 Iron	27 Co 58.9332 Cobalt	28 Ni 58.71 Nickel	29 Cu 63.54 Copper	30 Zn 65.37 Zinc	31 Ga 69.72 Gallium	32 Ge 72.59 Germanium	33 As 74.9216 Arsenic	34 Se 78.96 Selenium	35 Br 79.909 Bromine	36 Kr 83.80 Krypton
37 Rb 85.47 Rubidium	38 Sr 87.62 Strontium	39 Y 88.905 Yttrium	40 Zr 91.22 Zirconium	41 Nb 92.906 Niobium	42 Mo 95.94 Molybdenum	43 Tc (99) Technetium	44 Ru 101.07 Ruthenium	45 Rh 102.903 Rhodium	46 Pd 106.4 Palladium	47 Ag 107.870 Silver	48 Cd 112.40 Cadmium	49 In 114.82 Indium	50 Sn 118.69 Tin	51 Sb 121.75 Antimony	52 Te 127.60 Tellurium	53 I 126.9044 Iodine	54 Xe 131.30 Xenon
55 Cs 132.905 Cesium	56 Ba 137.34 Barium	57 *La 138.91 Lanthanum	72 Hf 178.49 Hafnium	73 Ta 180.948 Tantalum	74 W 183.85 Tungsten	75 Re 186.2 Rhenium	76 Os 190.2 Osmium	77 Ir 192.2 Iridium	78 Pt 195.09 Platinum	79 Au 196.967 Gold	80 Hg 200.59 Mercury	81 Tl 204.37 Thallium	82 Pb 207.19 Lead	83 Bi 208.980 Bismuth	84 Po (210) Polonium	85 At (209) Astatine	86 Rn (222) Radon
87 Fr (223) Francium	88 Ra (226) Radium	89 #Ac (227) Actinium	104 Rf (261) Rutherfordium	105 Ha (262) Hahnium	106 Sg (263) Seaborgium	107 Ns (262) Nielsbohrium	108 Hs (265) Hassium	109 Mt (266) Meitnerium	110 Uun (271) Ununnilium	111 Uuu (272) Unununium	112 Uub (277) Ununbium						
*Lanthanide Series			58 Ce 140.12 Cerium	59 Pr 140.907 Praseodymium	60 Nd 144.24 Neodymium	61 Pm (147) Promethium	62 Sm 150.35 Samarium	63 Eu 151.96 Europium	64 Gd 157.25 Gadolinium	65 Tb 158.924 Terbium	66 Dy 162.50 Dysprosium	67 Ho 164.930 Holmium	68 Er 167.26 Erbium	69 Tm 168.934 Thulium	70 Yb 173.04 Ytterbium	71 Lu 174.97 Lutetium	
#Actinide Series			90 Th 232.038 Thorium	91 Pa (231) Protactinium	92 U 238.03 Uranium	93 Np (237) Neptunium	94 Pu (242) Plutonium	95 Am (243) Americium	96 Cm (247) Curium	97 Bk (247) Berkelium	98 Cf (249) Californium	99 Es (254) Einsteinium	100 Fm (253) Fermium	101 Md (256) Mendelevium	102 No (256) Nobelium	103 Lr (257) Lawrencium	

WEIGHTS AND MEASUREMENTS

ENGLISH

Area

1 square foot (ft^2) . . . . . 144 square inches (in^2)
1 square yard (yd^2) . . . . . 9 square feet
1 acre . . . . . 43,560 square feet
1 square mile (mi^2) . . . . . 640 acres

Capacity

1 cup (c) . . . . . 8 fluid ounces (fl oz)
1 pint (pt) . . . . . 2 cups
1 quart (qt) . . . . . 2 pints
1 quart . . . . . 4 cups
1 gallon (gal) . . . . . 4 quarts

Length

1 foot (ft) . . . . . 12 inches (in.)
1 yard (yd) . . . . . 36 inches
1 yard . . . . . 3 feet
1 mile (mi.) . . . . . 5,280 feet
1 mile . . . . . 1,760 yards

Time

1 minute (min) . . . . . 60 seconds (s)
1 hour (h) . . . . . 60 minutes
1 day (d) . . . . . 24 hours
1 week (wk) . . . . . 7 days
1 year (yr) . . . . . 12 months (mo)
1 year . . . . . 52 weeks
1 year . . . . . 365 days
1 century (c) . . . . . 100 years

Weight

1 pound (lb) . . . . . 16 ounces (oz)
1 ton (T) . . . . . 2,000 pounds

METRIC

Area

1 sq centimeter (cm^2) . . . . . 100 sq millimeters (mm^2)
1 sq meter (m^2) . . . . . 10,000 sq centimeters
1 hectare (ha) . . . . . 10,000 square meters
1 sq kilometer (km^2) . . . . . 1,000,000 sq meter

Capacity

1 milliliter (mL) . . . . . .001 liter (L)
1 centiliter (cL) . . . . . 01 liter
1 deciliter (dL) . . . . . 1 liter
1 dekaliter (daL) . . . . . 10 liters
1 hectoliter (hL) . . . . . 100 liters
1 kiloliter (kL) . . . . . 1,000 liters

Length

1 millimeter (mm) . . . . . .001 meter (m)
1 centimeter (cm) . . . . . .01 meter
1 decimeter (dm) . . . . . .1 meter
1 dekameter (dam) . . . . . 10 meters
1 hectometer (hm) . . . . . 100 meters
1 kilometer (km) . . . . . 1,000 meters

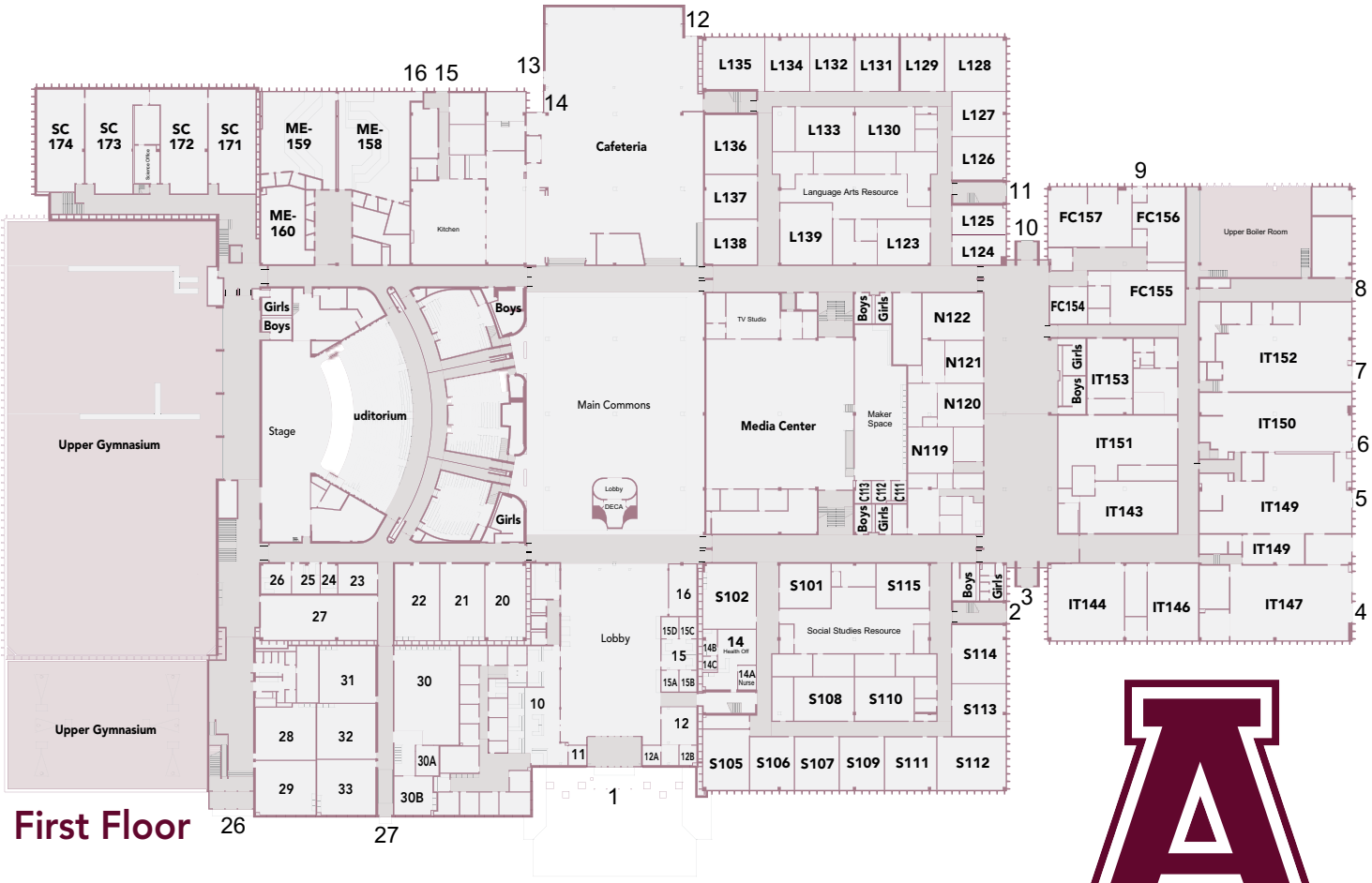
Mass/Weight

1 milligram (mg) . . . . . .001 gram (g)
1 centigram (cg) . . . . . .01 gram
1 decigram (dg) . . . . . .1 gram
1 dekagram (dag) . . . . . 10 grams
1 hectogram (hg) . . . . . 100 grams
1 kilogram (kg) . . . . . 1,000 grams
1 metric ton (t) . . . . . 1,000 kilograms

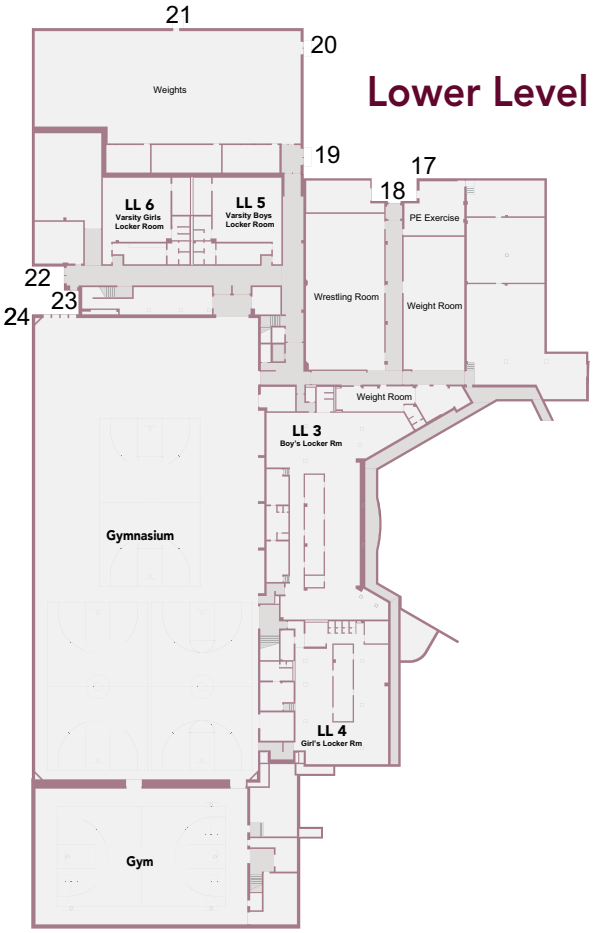
FORMULAS

Perimeter of a rectangle . . . . . $P=2(l+w)$
Perimeter of a square . . . . . $p=4s$
Perimeter of a regular polygon . . . . . $p=ns$ (n=number of sides)
Area of a rectangle . . . . . $A=lw$
Area of a square . . . . . $A=s^2$
Area of a parallelogram . . . . . $A=bh$
Area of a triangle . . . . . $A=\frac{1}{2}bh$
Area of a trapezoid . . . . . $A=\frac{1}{2}h(b_1+b_2)$
Area of a circle . . . . . $A=\pi r^2$

Circumference of a circle . . . . . $C=\pi d$, or $2\pi r$
Volume of a rectangular prism . . . . . $V=lwh$
Volume of any prism . . . . . $V=Bh$
Volume of a cylinder . . . . . $V=\pi r^2 h$
Volume of a pyramid . . . . . $V=\frac{1}{3}Bh$
Volume of a cone . . . . . $V=\frac{1}{3}\pi r^2 h$
Surface area of a cylinder . . . . . $SA=2\pi r^2+\pi dh$
Pythagorean Theorem . . . . . $a^2+b^2=c^2$
Simple interest . . . . . $I=prt$
Distance . . . . . $d=rt$

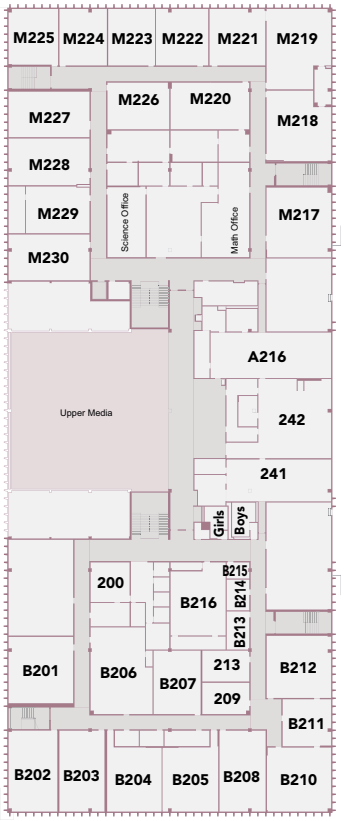


First Floor



Lower Level

Second Floor



ANOKA HIGH SCHOOL

50 ft.

North

Need a Pass?

ACCESS SmartPass

Go to the website: **smartpass.app**

Or access through: **AH Lock & Key**

When should you use a SmartPass?
Anytime you are traveling through the building when it is not passing time.

What is SmartPass?
It's just like a paper hall pass, but digital.

Does it track your location?
No. The Anoka Family trusts you to make good use of your passes.

What do I use to make a SmartPass?
Chromebook or computer.

What if the location I want to go to is full?
Join Smartpass' waiting line, or try a different location.

Why am I getting paper passes from the office, counselors, etc?
These paper passes let you know that they are expecting you at a certain time. When it is time to go and you have your teacher's approval, make a SmartPass so you can travel to that location.

Can I lose SmartPass privileges?
Yes. Students who make poor choices will have their ability to use SmartPass limited or disabled.

Notes....

ANOKA HIGH SCHOOL DAILY SCHEDULES

REGULAR DAY

	Start Time	End Time
Period 1	7:30 AM	8:38 AM
Period 2	8:44 AM	9:52 AM
Period 3	9:58 AM	11:06 AM
Period 4	11:12 AM	12:57 PM
Period 5	1:03 PM	2:10 PM

	Leave Class	In Class
Lunch 1	11:12 AM	11:39 AM
Lunch 2	11:37 AM	12:05 PM
Lunch 3	12:03 PM	12:31 PM
Lunch 4	12:29 PM	At Bell

LATE START Mondays

	Start Time	End Time
CT	7:10 AM	7:50 AM
Period 1	8:00 AM	9:00 AM
Period 2	9:06 AM	10:06 AM
Period 3	10:12 AM	11:12 AM
Period 4	11:18 AM	1:04 PM
Period 5	1:10 PM	2:10 PM

	Leave Class	In Class
Lunch 1	11:18 AM	11:46 PM
Lunch 2	11:44 AM	12:12 PM
Lunch 3	12:10 PM	12:38 PM
Lunch 4	12:36 PM	At Bell

LATE START/ADVISEMENT Mondays

	Start Time	End Time
CT	7:10 AM	7:50 AM
Period 1	8:00 AM	8:52 AM
Period 2	8:58 AM	9:50 AM
ADV.	9:50 AM	10:26 AM
Period 3	10:32 AM	11:24 AM
Period 4	11:30 AM	1:12 PM
Period 5	1:18 PM	2:10 PM

	Leave Class	In Class
Lunch 1	11:30 AM	11:57 PM
Lunch 2	11:55 PM	12:22 PM
Lunch 3	12:20 PM	12:47 PM
Lunch 4	12:45 PM	At Bell

ASSEMBLY SCHEDULE

	Start Time	End Time
Assembly	7:30 AM	8:15 AM
Period 1	8:21 AM	9:12 AM
Period 2	9:18 AM	10:09 AM
Period 3	10:15 AM	11:06 AM
Period 4	11:12 AM	12:57 PM
Period 5	1:03 PM	2:10 PM

	Leave Class	In Class
Lunch 1	11:12 AM	11:39 AM
Lunch 2	11:37 AM	12:05 PM
Lunch 3	12:03 PM	12:31 PM
Lunch 4	12:29 PM	At Bell

MINI ASSEMBLY SCHEDULE

	Start Time	End Time
Assembly	7:30 AM	7:50 AM
Period 1	7:56 AM	8:56 AM
Period 2	9:02 AM	10:02 AM
Period 3	10:08 AM	11:06 AM
Period 4	11:12 AM	12:57 PM
Period 5	1:03 PM	2:10 PM

	Leave Class	In Class
Lunch 1	11:12 AM	11:39 AM
Lunch 2	11:37 AM	12:05 PM
Lunch 3	12:03 PM	12:31 PM
Lunch 4	12:29 PM	At Bell

ANOKA HIGH SCHOOL
BEHAVIOR TARGETS

- Advocate for myself
- Be kind and empathetic
- Respect myself and others
- Persevere in the face of adversity
- Manage the systems in my life
- Be flexible and adapt
- Listen with an open mind
- Own and learn from mistakes
- Engage fully with people and tasks
- Communicate with anyone, anytime, anywhere