

# BLAINE HIGH SCHOOL



# HANDBOOK 2023-24





# Welcome to **BLAINE** **HIGH SCHOOL**

Please review over this handbook for important school information and dates.

## GO BENGALS!

Please call the following office professional numbers to report an absence:

A-D . . . . . Tricia Vanderhoof . . . 763-506-6702  
E-Lee . . . . . Joan Ericksen. . . . . 763-506-6517  
Lef-Sak . . . . . Ann Edwards . . . . . 763-506-6609  
Sal-Z . . . . . Kelly Ludowissi . . . . . 763-506-6607  
CEMS . . . . . Melody Anderson . . . 763-506-6507

## Administration



**Jason Paske**  
Principal  
506-6501



**Shannon Gerrety**  
Activities Director  
506-6528



**Chris Miller**  
Assistant Principal  
(A-Da)  
506-6623



**Sherri Schendzielos**  
Assistant Principal  
(Db-Ja)  
506-6524



**Ashley Plank**  
Assistant Principal  
(Jb-Nf)  
506-6576



**Shannon Kubicek**  
Assistant Principal  
(Ng-Sk)  
506-6633



**Steve Drewlo**  
Assistant Principal  
(Sl-Z)  
506-6622



**Susan Flemming**  
Assistant Principal  
(CEMS)  
506-6520

## Counseling Department



**Diana Gulenchyn**  
(A-Ch)  
506-6527



**Mary Boren**  
(Ci-Han)  
506-6525



**Sarah Bonin**  
(Hao-Li)  
506-6521



**Kassi Griselman**  
(Lj-Pn)  
506-6671



**Dalena Khothsombath**  
(Pi-St)  
506-6523



**Stephanie Drow**  
(CEMS H-Z)  
506-6522



**Allison Fjeld**  
(CEMS A-G)  
506-6529



**Laura Weisbrich**  
(Su-Z)  
506-6714

Our website:

**[www.ahschools.us/bhs](http://www.ahschools.us/bhs)**

For daily announcements, go to About Us, and click on Announcements.

For our school handbook and the District Policy Handbook, go to About Us, and click on Handbook/planner. A copy of the District Policy Handbook is also mailed out in the fall to every family. Please contact the Counseling Office if you need a copy.

  /Blaine High School

## ACADEMIC HONESTY

Students are expected to produce work that represents their own effort and proficiency toward learning standards. In accordance with these values, students are expected to adhere to standards of academic integrity. Academic integrity violations may result in disciplinary action.

## ACADEMIC LETTERING

Students may earn a letter in academics based off of their cumulative grade point average at the end of each school year. (Seniors are recognized after trimester 2 of their senior year.) For a student to letter in academics, the student must have the following weighted cumulative grade point averages:

- 9th Grade - 3.90
- 10th Grade - 3.85
- 11th Grade - 3.80
- 12th Grade - 3.75 (after trimester 2)

Academic awards will be presented to 10th, 11th and 12th grade students at a ceremony in the fall of 2023. The ceremony for 12th grade students for their 23-24 academic year is in the spring of 2024.

Students who withdraw from school during the year, for any reason not approved by the Awards Committee, will not be eligible for an award.

## AFTER SCHOOL EXPECTATIONS

Students are asked to exit the building by 2:30 p.m. unless they are with a staff member. There is a warning bell at 2:25 p.m. and a final bell at 2:30 p.m. Students must wait for their rides at the front entrance in the field-house.

## ATTENDANCE

All students attending schools in Anoka-Hennepin District 11 have the responsibility to attend school daily, except when excused, and to be on time to all classes and other school day functions. Regular attendance is the foundation of a successful school experience and essential to the strong educational program at Blaine High School. **The school retains the right to determine excused absences.** For any absence, it is the **students'** responsibility to find out what was missed during the class period and to make up the course work.

When it is impossible for a student to be in class, the school will accept excuses for illness, family emergency, sanctioned school activities and individual need as determined by administration. Please call your student's office professional from page 1 between **7:00 a.m. - 12:00 p.m. on the day** your student is absent from school. A phone call must be made every day a student is absent unless prior arrangements have been made through the office professional. If a phone call is not received or a note is not brought to school the next day, the absence will remain unverified/unexcused until contact has been made. When a student has a **medical** appointment during the school day, students must bring a note signed by a parent/guardian which includes the **date, type of appointment** and **time** to be excused to the office professional **before** the school day begins. Students will be issued a pass to leave class and will be expected to return to school if possible.

## CHANGE IN STUDENT STATUS

Any change in address or phone number should be reported to the Data Management Secretary as soon as possible so the office has correct information at all times. This is crucial if an emergency arises. Students planning to move from the school must obtain a sign-out sheet from the Counseling Office.

## CLASS SCHEDULE

Please see Blaine High School website for schedules.

## DANCE

When students are allowed to bring an outside guest, the BHS student must submit a guest contract request form to their assistant principal. No guests over the age of 20 will be allowed. All guest contracts are subject to administrative approval.

## DETENTION

Detention is a consequence that is assigned for various forms of misbehavior. Detention is held on Mondays and Wednesdays from 2:30-4:30 p.m. All detentions must be completed before a student can attend a dance, purchase a parking permit, sign up for an activity, etc.

## DISTRIBUTION OF MATERIALS AND FUND RAISING ACTIVITIES

No fund raising activities are allowed on school property without permission from the activities director. 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.

## DRIVER'S TRAINING

Blaine High School offers behind-the-wheel driver's training to all students who have completed the classroom course. The School Board, to defray part of the expense of behind-the-wheel driver's training, has established the fee of **\$210** per student. This amount is payable at the time of registration for behind-the-wheel training. Classroom driver's training is available as a regular class, after school, and in the summer. There is a charge of **\$65** per student for after school classes which are offered periodically throughout the school year. **These fees may be subject to change.**

## GRADING VALUES

Both a weighted and unweighted GPA will be produced. The grade values for regular and honors courses are listed below.

Grade	Regular	Honors/AP	Grade	Regular	Honors/AP
A	4.00	4.33	C-	1.67	1.67
A-	3.67	4.00	D+	1.33	1.33
B+	3.33	3.67	D	1.00	1.00
B	3.00	3.33	D-	0.67	0.67
B-	2.67	3.00	F, I, NC	0.00	0.00
C+	2.33	2.67	NG, P, RC	No Value Assigned	
C	2.00	2.33			

Class rank is calculated and reported based on GPA. It is the composite ordering of all students' GPAs. As GPAs change, so do class ranks. As grades are entered into the system, calculations are run, and 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.
- Transfer students' grades are added to the system.
- Dropped students' 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.

More information about GPA and class rank is available from the Counseling Office. Any students seeking specific GPA or class rank status should see their counselor.

## GRADUATION REQUIREMENTS

Students must meet the requirements established by the School Board to receive a diploma from Blaine High School. Students may participate in the graduation ceremony if they are within one credit of meeting all graduation requirements. Students who are short the necessary credits for graduation may earn additional credits in night school and at summer school at an alternative site. It is the students' responsibility to be aware of their credit accumulation. Students with credit concerns should contact their counselor.

### Honors Graduation Requirements:

In order to graduate with honors from Anoka-Hennepin, the following criteria must be met. Honors graduation status is determined by the cumulative, weighted GPA at the end of trimester two of the senior year. PSEO students' status will be determined after the fall semester. Rounding will not occur.

### Highest Honors:

Weighted GPA of 3.9 or above. Students must take at least 10 credits in honors courses from two or more departments during their high school career.

### High Honors:

Weighted GPA of 3.6 or above. Students must take at least six credits in honors courses during their high school career.

### Honors:

Weighted GPA of 3.3 or above. No credits in honors courses are required.



## GUIDELINES FOR REGISTRATION AND SCHEDULING OF STUDENTS

**Time of registration** - All students register for the following year in January. The exact dates each year are determined by District 11 in accordance with the administrative needs of Blaine High School.

**Schedule Changes** - Based on student choices, the final schedule is determined for all three trimesters, and teachers are assigned to specific courses. Because staff is hired and schedules are built based on registration information, students and parents/guardians should consider registration choices as final. **No schedule changes will be made after a trimester begins unless the request meets one of the following criteria:**

- Student failed a prerequisite and is no longer eligible for the course
- Student never took the prerequisite
- Computer error (example: 2-1st period classes)
- Open period to fill
- Medical reason (requires doctor note provided to the school)
- Changing to an online version of the course
- PSEO schedule updates

Students are subject to an "F" grade if a class is dropped after the 10th day of the trimester.

## HEALTH SERVICES

Please call Health Services at 506-6604 or 506-6504 if your student is diagnosed with a health condition or illness. A public health school nurse and a health paraprofessional are on duty to assist students. Students should receive a pass from their teachers before leaving class to visit Health Services. Other services available include: vision, hearing, blood pressure and scoliosis screening, health counseling, medical referrals and immunization records.

Please send your student with a note to their office professional in the main office to excuse them for a medical appointment. The student will receive a pass to leave during the appointment time. If the student does not have a note, please call the attendance number on page 1 to excuse your student. It is difficult to reach students during the school day for appointments with late notice.

## IMC (INSTRUCTIONAL MATERIALS CENTER)

The IMC is open from 7:10 a.m. to 2:50 p.m. Our facility has over 22,000 print and non-print media available for student use. You may locate and check availability of our materials by using the IMC catalog. Books are checked out for three weeks and are renewable for the same period. Students need to present an ID to check out materials. Overdue notices will be sent out during class, and students must be cleared of fines to continue IMC borrowing privileges.

The IMC subscribes to a variety of periodical databases which students may use in the building and from home. If you have internet access, an information sheet with passwords will allow you to access these databases from home. Pick up this information sheet from IMC staff. The computers in the IMC are for classes and students working on class projects. Teachers will sign up to use the IMC as a class, and a sign in sheet is available for individual students to use the facility with permission from their teacher. These computers are for school use only and you are expected to follow district and school guidelines for appropriate and fair use of information technology.

## IDENTIFICATION CARDS

Identification cards are 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 will need to produce your ID card:

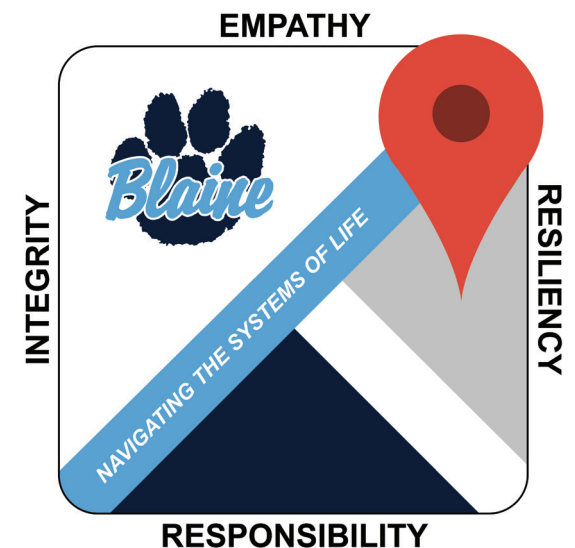
- During evening activities - including intramurals, athletics, fine arts events, and school dances
- When asked by a staff member to see it
- When checking out IMC materials/books
- When entering the building after the school day has started
- When leaving the building or grounds during the school day

**Failure to properly identify oneself or if used as false identification will result in discipline.**

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

## INCOMPLETES

The "I (incomplete)" grade denotes that a student has not completed the course requirements. If you receive an incomplete, it is your responsibility to make arrangements with the teacher to complete the necessary course work.



## LOCKERS

**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. Sitting or climbing on lockers is not allowed.**

School lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. **Inspection of the interior of lockers may be conducted by school authorities, without notice, without student consent, and without a search warrant.** The personal possessions of the students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. Students should only be in the locker that is assigned to them. **At no time are students to share/change the locker that is assigned to them unless authorized by a school official.** It is a yearly practice at Blaine High School to work with law enforcement and bring in drug dogs to conduct locker/car searches.

## LOST AND FOUND

Articles found in and around the school should be turned in to the security desk by the main entrance where the owners may claim their property by identifying it. Unclaimed articles will be donated to local charities.

## LUNCHROOM PROCEDURES

Lunches and breakfasts are served to Blaine 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 they bring their lunches from home or buy lunch in school.

- 1. No purchased food or drink is allowed outside of the cafeteria or patio.**
- 2. Students are not to leave campus during lunch.**
3. Students may not order food to be delivered during their lunch period.
4. Taking food/items that you have not paid for is considered theft.
5. Be orderly at the lunch table. Leave it and the floor as clean as you found them. Be respectful of others.
6. Return all trays, dishes, and silverware to the counter after disposing of all waste paper.
7. Students attend only one lunch period.
8. 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.
9. All students will use their student ID number. Each student is responsible for the security of their ID number.

## PARENT ACCOMMODATIONS

Please contact our office professional at 506-6502 to make a request for accommodations to effectively participate in the education of your student. Accommodations may include: TDD at the school office, language interpreters, assistive listening devices, written materials converted into large print, Braille, audio tape, translations, or architectural accessibility at the school.

## PARENT-TEACHER CONFERENCES

Parent/guardian-teacher conferences for the parents of all students are held each trimester as listed to the right. If a parent or guardian requires auxiliary aids or services to participate or communicate during the meeting, please contact 506-6502 at least 30 days prior to make a request.

## PARKING LOT/PARKING PERMITS

A parking permit is required for all vehicles on school days during normal school hours. Trimester permits will be sold for \$35. A limited number of annual permits will be offered for \$105.00.

**Parking lot fees apply to ALL students:** Part-time, STEP, PSEO, Work Programs, Internships, etc. There will be more students requesting parking permits than we have available. Permits will be sold in the following order:

1. Seniors, PSEO, Work Program and STEP will have first access to annual and trimester parking permits over a published period of time.
2. Juniors will have second access to permits over a published period of time.
3. Sophomores will have third access to permits over a published period of time. All remaining permits will be sold on a first-come, first-served basis.

There will be a limited number of daily parking spaces available for students who need to drive occasionally at the cost of **\$2.00 per day**.

Lost or stolen permits may be replaced for an additional cost if parking permits are still available.

Students who abuse parking lot rules and regulations may have their vehicles booted with a fine attached and/or lose their permit privileges. **Any student may have his/her parking permit suspended or revoked as a disciplinary consequence for tardies, truancies, and behavior.** Permit fees will not be refunded.

**Vehicles parking on school property without a valid permit or parked illegally** will be warned, and then an immobilization boot will be attached to the vehicle and removed at a **\$25 expense** to the owner. If the practice of parking in the school lot without a parking permit or parking illegally continues, **the parent and student will be notified that the vehicle will be towed at the owner's expense for any violations** in the future.

Vehicles on school property are subject to search by school officials if a reasonable belief exists that contraband is in or on the vehicle. **It is a privilege to park on school property.**

The south lot is reserved for staff; the southwest, northwest and the north lots are reserved for students; the speed limit is 10 mph; **park only in marked spaces at all times. THE STAFF PARKING LOT IS OFF LIMITS FROM 7:00 AM UNTIL 3:00 PM.**

**Blaine High School is not responsible for damaged or stolen property.**

### Conference Schedules:

#### 1<sup>st</sup> Trimester

October 4 • 2:45-8:00

#### 2<sup>nd</sup> Trimester

January 11 • 2:45-6:45

#### 3<sup>rd</sup> Trimester

April 18 • 2:45-6:45

## STUDENT PASSES

- Staff will use the iTime application when assigning student passes. The system requires teachers to select the appropriate type of pass and teachers are responsible for ensuring that they are using the system each and every time they send a student out of the room
- Student passes will not be issued to students for the first 10 minutes and the last 10 minutes of each class period.

## Advisory

Advisory is a 30-minute block of time on Mondays between second and third hour to help students connect with teachers, provide work time, and boost social-emotional learning. Advisory is part of the BHS school day and all attendance/conduct rules apply.

## PEPFESTS

It is expected that student behavior during all pepfests is the same as in the classrooms. Students are expected to show respect for the speakers and their adult supervisors. Pepfests are held in the fieldhouse at 7:40 a.m. Students who choose not to attend must report to the cafeteria.

## PHYSICAL EDUCATION EXCUSES

The Physical Education Department offers a variety of physical education activities so students with health conditions or physical limitations may still participate in phy ed 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 health services where the school nurse and the physical education department leader will develop a modified program to fit the student's restrictions. Short-term or guardian/parental excuses need to be brought directly to the student's physical education teacher, and that teacher will decide upon a course of action. The classroom teacher and the student's support team will work together to develop a plan if the student must miss an extended amount of participation time.

## SALUTE TO THE FLAG

Students recite the Pledge of Allegiance on Mondays during the daily announcements. Anyone may elect to not participate. Students must respect another person's right to make that choice.

## STUDENT ATTIRE

Clothing should not distract from the learning environment.

- Undergarments should not be visible.
- Clothing should not promote illegal activities, compromise the safety of students and staff, or be too revealing.
- Headwear should not conceal a person's identity. Faces need to be visible at all times.

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

## TARDINESS

A student is considered tardy if he or she is not in class when the bell rings. Being tardy to class is a disruption to the teacher and other students. If a student is more than 15 minutes late to any class, he or she will be documented as an Unverified Partial (UNP) which is counted the same as a truancy. Detention, MLC, loss of parking privileges, and/or other consequences will be assigned for tardiness to class.

## TRUANCY

Any student who does not report to class or is more than 15 minutes late (Unverified Partial) to any class period will be considered truant. Three truanies in the same period per trimester will result in the removal of the earned grade for that class. A "P/F" mark will be given for that class. Students can earn back their earned grade by serving detention time as determined by administration.

In addition, Minnesota Statute 260.015 considers a child who has three unexcused absences to be a "continuing truant." After seven unexcused absences, a report must be filed with Anoka County.

## VIDEO SURVEILLANCE

Blaine 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. Due to data privacy concerns, this video can only be viewed by school personnel.

## VISITORS

All visitors must swipe their ID cards to obtain a visitor's pass at the front entrance. Visitors need to check in at the security desk and the main office before accessing any other parts of the building. **Student visitors and alumni are not allowed during the school day.**

# ACTIVITIES PROGRAM

**ATHLETIC INSURANCE** - Students participating in athletic programs must carry insurance through their family policy or must have a waiver signed by their parents stating they are aware their student 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.

**BENGALETTES** - This dance team performs at various athletic events and assemblies during the school year. Students are selected during tryouts in the spring. Bengallettes will be required to pay a participation fee.

## EXTRA/CO-CURRICULAR INVOLVEMENT

We believe strongly in the connection between involvement in activities and academic success. We highly encourage each and every student at BHS to get involved in programs outside of the regular school day. A complete list of Activities/Clubs can be obtained from the activities office and on their website.

Students participating in activities sponsored by the Minnesota State High School League may have additional consequences for their actions. These actions and consequences are outlined by the League rules and parameters set by the coach, advisor, or director.

Blaine High School is a proud member of the Northwest Suburban Conference. Member schools include Andover, Anoka, Armstrong, Centennial, Champlin Park, Coon Rapids, Elk River, Rogers, Maple Grove, Osseo, Park Center, Totino-Grace and Spring Lake Park. 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 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 the number listed. Contact your counselor or the Activities Office if you have questions about eligibility.

Minimum Number of Credits to be Eligible			
Grade	Tri 1	Tri 2	Tri 3
9	0	1.5	3.5
10	5.5	8	10
11	12	14.5	17.0
12	19.5	22	24.5

## Everything you need to know about Blaine Activities is on the Web!

Simply Google "Blaine High School"



Want to see schedules and sign up for notifications –

Click on the Activities Calendar on the right hand side.

Want information about Activities – Click on Activities in the middle of the page.

### Email the Activities Office:

molly.gamble@ahschools.us or shannon.gerrety@ahschools.us

### Or reach us by phone:

Activities Secretary: Molly Gamble 763-506-6706

Activities Director: Shannon Gerrety 763-506-6528

**CHEMICAL VIOLATIONS:** Students participating in Minnesota State High School League (MSHSL) activities are required to sign an eligibility bulletin every year. This bulletin clearly outlines the rules regarding chemical use and should be carefully read by students and their parents/guardians. Any student receiving two violations during the same season will be prohibited from continued participation for the remainder of the season. Any student receiving a total of three violations will no longer be eligible to participate in MSHSL activities. Students are prohibited from being a captain of a team for one calendar year if they have committed a violation.

**SOCIAL NETWORKING** - Students who post personal information on sites such as Facebook, Twitter, etc. 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, student-athletes posting messages about teammates, teachers, 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.



**Attendance:** Students participating in extra-curricular activities must be in attendance on the day of the activity by the end of 3rd period.

**Suspensions:** Students serving a day of in-school suspension (MLC) are still considered suspended from school and are therefore not eligible for any type of participation in activities on those days. This also applies for students serving out of school suspension and who are at the district suspension center. Students who demonstrate behaviors that result in suspensions/DMLC placement of 5 or more consecutive days of school will also be held accountable to the MSHSL Code of Responsibilities and be subject to associated penalties. These penalties may not be served until the student is back in attendance at school.

## ELIGIBILITY REQUIREMENTS FOR ROYALTY

### Homecoming

- No MSHSL (Minnesota State High School League) ineligibility from second trimester of previous school year to date of coronation.
- During the same time period, no more than three (3) days of suspension.

### Sno Daze

- No MSHSL ineligibility from first trimester or current year to date of coronation.
- During the same time period, no more than three (3) days of suspension.

## 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.

**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.

**MARCHING BAND** – For all band students interested in being part of the Marching Bengals! The marching band performs at football halftimes, in area competitions, and in area parades.

**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.

**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.

**THEATER** - The school presents to the public, a fall play, winter musical, winter one-act play and the spring musical during the school year. All students are able to try out prior to each play.

## ORGANIZATIONS & CLUBS

We encourage all students to be involved in Blaine High School outside of their classroom settings. For a list of our organizations and clubs, please visit our website at [www.ahschools.us/bhs](http://www.ahschools.us/bhs), go to Activities, and click on Clubs and groups. Our clubs and groups change from year to year, so please stop by the Activities Office with any questions.

## 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/guardians to follow this protocol. Anoka-Hennepin staff is committed to student success and will listen to the concerns, maintain confidentiality and return calls/emails in a timely manner.

### STUDENT ACTIVITY CONCERNS

#### COACH/ADVISOR/DIRECTOR

Students are encouraged to express their concerns directly with their coach/advisor. Parents/Guardians 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/guardian 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/guardian is dissatisfied with the response from the head coach or head advisor, please contact Activities Director, Shannon Gerrety at 763-506-6528.



#### 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, Jason Paske at 763-506-6501.



#### ASSOCIATE SUPERINTENDENT

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