

Minnesota Virtual School for Success

(MNVSS) ISD #402



Middle and High School

Student Handbook

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MNVSS/ISD #402 School Calendar

MNVSS 2024-25 SCHOOL CALENDAR

JULY 2024							AUGUST 2024							SEPTEMBER 2024							OCTOBER 2024						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	30	31		
												(11)							(20)							(21)	
NOVEMBER 2024							DECEMBER 2024							JANUARY 2025							FEBRUARY 2025						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
					1	2	1	2	3	4	5	6	7				1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31				26	27	28	29	30	31	23	24	25	26	27	28			
						(17)						(15)							(20)							(19)	
MARCH 2025							APRIL 2025							MAY 2025							JUNE 2025						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
						1		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7	
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30			25	26	27	28	29	30	31	29	30						
30	31					(16)						(19)							(16)								
174 Student Contact Days							<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 15px; height: 15px; margin-right: 5px;"></div> First day of school (8/15) </div>							<div style="display: flex; align-items: center;"> <div style="background-color: #f08080; width: 15px; height: 15px; margin-right: 5px;"></div> No School/Vacation Day (8/30,9/2,10/17-18,11/28-29) </div>							<div style="display: flex; align-items: center;"> <div style="background-color: #87ceeb; width: 15px; height: 15px; margin-right: 5px;"></div> Teacher Workshop Day (no school 8/12-14,11/1,4/17,5/23) </div>						
7 Teacher Workshop Days							<div style="display: flex; align-items: center;"> <div style="background-color: #9370db; width: 15px; height: 15px; margin-right: 5px;"></div> Flex Teacher Workshop Day (no school 2/17,3/10) </div>							<div style="display: flex; align-items: center;"> <div style="background-color: #ffff00; width: 15px; height: 15px; margin-right: 5px;"></div> Comp Day for Conferences (no school 11/27,1/3) </div>													
2 Teacher Comp Day for Conferences							<div style="display: flex; align-items: center;"> <div style="background-color: #90ee90; width: 15px; height: 15px; margin-right: 5px;"></div> Graduation (5/24) </div>							<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 15px; height: 15px; margin-right: 5px;"></div> First Day of Quarter (8/15,10/21,1/6,3/17) </div>													
183 Teacher Contract Days							<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 15px; height: 15px; margin-right: 5px;"></div> Last Day of Quarter (10/16,12/20,3/7,5/22) </div>							<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 15px; height: 15px; margin-right: 5px;"></div> Last Day of School (5/22) </div>													
Q1 = 43 days																											
Q2 = 41 days																											
Q3 = 44 days																											
Q4 = 46 days																											
Total = 174 Student Contact Days																											
Approved: 2/21/2024																											
Revised:																											

INTRODUCTION

Welcome to the 2023-24 school year at Minnesota Virtual School for Success (MNVSS)!

This student handbook for MNVSS is designed to be a guide that explains our expectations and policies. It provides general information in an attempt to address as many needs and issues as possible.

Academic expectations are high for Middle and High School students, who likely find themselves also in a time of growth and change in many areas – physical, social, mental, and emotional. In order to better meet these expectations and face these changes, staff and students must have and show respect for rules and standards that are in place at MNVSS.

MNVSS staff pledges to offer the best and safest education environment possible for all students. We ask that our students make their best effort to take advantage of the educational opportunities offered at MNVSS and follow the guidelines in this handbook.

MNVSS administration reserves the right to make necessary changes in school and student policies throughout the year, as needed, and will communicate any changes to the students.

Minnesota Virtual School for Success Mission

The mission of MNVSS is to engage, inspire, and educate the whole student for an options-rich future through a challenging, flexible, teacher-developed curriculum; with the encouragement of responsive faculty and staff; within a creative and supportive learning environment.

Minnesota Virtual School for Success Vision

At MNVSS, all students define their unique identities and entry points into adult life; their reasons to persist and to stretch toward excellence; and their individual and collective purposes that make school, work, and life meaningful. MNVSS supports students to engage with learning, not only online, but everywhere adults will support their achievements.

DEFINITIONS

1. Parent: for the purposes of this handbook, “parent” means a parent, guardian, or other person having legal custody of a child under age 18. For a pupil age 18 or over, “parent” means the pupil, unless a guardian or conservator has been appointed, in which case it means the guardian or conservator.
2. Comprehensive Students: students who are enrolled only in MNVSS. These students are not enrolled in another school.
3. Supplemental Students: students who are enrolled in another school and in MNVSS online courses. There is a contractual agreement between the student/family, enrolling school, and MNVSS, that the student may enroll into one or more (but less than a full time schedule of) online courses.

ENROLLMENT PROCESS

Students who are interested in enrolling in MNVSS should contact our Online Coordinator with any questions or concerns before enrolling. We understand that online learning is not a conducive learning option for all students, and that the policies and expectations differ between traditional bricks-and-mortar schools and online schools, and even between online schools, and so we want to help students and families make an informed decision.

Comprehensive Enrollment:

To enroll as a full time student, we ask that you submit the following forms via email, or fax or mail:

- MNVSS Application
- Open Enrollment form (for non-district resident students)
- MN Language Survey
- MDE Ethnic & Racial Demographic Designation form
- Application for Educational Benefits form

Once all forms have been received and a start date has been agreed upon, MNVSS will request student records from the student's previous school in order to determine which courses the student will need to begin at that time in order to meet ISD402 and Minnesota Department of Education graduation requirements. The start of classes may be delayed until student records have been transferred and reviewed.

The start of classes may be delayed until proper review and/or a team meeting is conducted for students on an IEP or a 504 Plan to ensure that we are best able to meet the needs of students. This may be a time-intensive process.

Supplemental Enrollment:

Students seeking to register for Supplemental Online Learning courses with MNVSS while still attending face-to-face courses with their enrolling school will need to complete and submit the Online Learning Supplemental Notice of Student Registration form. Instructions for completing this form are provided on the form itself. Discussing the online learning option with your home/enrolling school prior to registering for an online course with MNVSS is strongly encouraged.

THE SCHOOL DAY

HOURS

Students may login in and attend to their courses at any time of day, any day of the week (24/7). Comprehensive students are required to briefly meet with their coordinator/counselor regularly (as scheduled). Upon enrollment into each new semester, students will be provided with teacher office hours and contact information. Students and teachers are expected to communicate with each other to schedule individual work sessions as needed.

Students are encouraged to spend an average of 60-90 minutes per day of well-focused time in each course, consistently submitting work that shows good effort. Students are expected to:

- Submit original work (of their own creation)
- Re-submit/revise work as directed by teachers
- Engage in other required learning activities (i.e., on the job training)
- Complete courses on time
- Attend scheduled meetings with their coordinator/counselor
- Attend scheduled meetings/tutoring sessions with their teacher(s) or other MNVSS staff members
- Maintain regular and responsive communication with all MNVSS staff, including teachers, counselors, coordinators, etc. This includes:
 - Responding to email and text messages and/or returning phone calls
 - Updating MNVSS office staff of all address and phone number changes
 - Notifying staff when unable to login due to illness or other personal emergencies – See MNVSS Attendance Policy
- Follow the MNVSS academic calendar (or other pre-approved calendar) – see MNVSS Attendance Policy

COURSES AND GRADES

COURSES

Upon enrollment into each course, students will receive course and teacher contact information. This includes course name, start/end dates, and course syllabus and materials list; and teacher name, office hours, phone number/email address.

MNVSS follows a semester schedule, where 1 semester = 0.5 credit. Each semester contains two 9-week quarters. Students have the opportunity to complete quarter- (0.25 credit), semester- (0.5 credit) and full year- (1.0 credit) length courses. Students working at a standard pace complete 8 weeks' worth of learning activities in each quarter, plus projects and/or final assessments. Course assignments are available continuously, meaning students will be able to continue to the next assignment/assessment once the previous assignment/assessment has been submitted.

CREDITS

Full time students are limited to eight (8) credits per year (four (4) credits per semester, two (2) credits per quarter). Students may take additional credits but need administrative approval and will be charged tuition.

GRADING

Final grades are issued when a course has been completed 100% and/or at the end of the course deadline. This grade is recorded on student transcripts, regardless of grade received or credit earned. MNVSS uses a letter grade system. Incompletes are not issued, however students may receive a 2-week extension to complete missing work. A score of 0% is given to any work not submitted by the end of the course/course extension. Teachers are expected to grade submitted work within 24 hours or by each Tuesday for work submitted through 3:00pm Monday; however, this is not required. Parents and students are informed of current grades throughout their enrollment via weekly Progress Reports, and may request updates at any time. Grades/scores are also available through Student and Parent login accounts.

Progress Reports

Progress Reports are sent via email on a weekly basis, regardless of good/poor progress. These reports will contain information pertaining to grades and attendance for work submitted through 3:00pm Monday. Progress reports can be sent to any contact of the parent's and/or student's choosing, but will typically be e-mailed to each parent, student, school counselor, and special education teacher, when applicable.

Grading Scale

All grades issued are determined by the following MNVSS Grading Scale:

Letter Grade	Percent	C	79 - 70%
A	100 - 90%	D	69 - 60%
B	89 - 80%	F	below 60%

FAILED COURSES

Supplemental students:

When a student fails a course, that course will receive an F. The F will be recorded on the student's MNVSS transcripts and will be sent to the student's enrolling school. Refer to the student's enrolling school's district grading policy for information regarding failed courses and graduation requirements.

COURSE CHANGES

1. Students have up to 2 weeks at the beginning of their enrollment period to drop a course for a valid reason. Compulsory-age comprehensive students who drop a course must add a course to replace it.
2. Any time after the 2 week drop period, a student may receive an F for a dropped course.
3. A student may drop a class at other times if a crisis or emergency exists. This can only occur if all applicable parties are in agreement that the best interests of the student will best be served by dropping the course.
4. At the administration's discretion, communication about class changes may be made to parents.

ACADEMIC DISHONESTY/PLAGIARISM

Academic dishonesty includes, but is not limited to, cheating and plagiarism. Each student is responsible for completing their own coursework. It is important to understand cheating and plagiarism well enough to avoid them, because these are actions which undermine learning and for which students can receive failed course grades or, in extreme cases, face expulsion. All forms of cheating and plagiarism make a student subject to academic probation and/or disciplinary action.

Cheating is any attempt to do work for others or have others do work for you. Some examples of cheating are:

- Sharing login information with another person
- Giving your work to another to be copied
- Receiving work from another so you can copy it
- Writing assignments for others or having them write for you
- Working with another student or students without notifying your teacher
- Using an assignment you have already written for another course
- Using online tools that aren't approved by your teacher ahead of time
- Purchasing or selling an assignment or assessment
- Other acts of lying or dishonesty about academics

Plagiarism means representing someone else's work (their writing or their ideas) as your own. This includes information from the Internet, print materials, and other persons. Some examples of plagiarism are:

- Quoting text or other works on assignments without indicating where you got the information
- Presenting another person's ideas as your own, even if you've put them into your own words
- Using facts and/or statistics in your work without stating the source of the information

MNVSS does not tolerate academic dishonesty. If a student commits academic dishonesty, he/she will be notified and given the opportunity to correct their actions. If they choose not to use this opportunity, they will receive no credit for the assignment. Additional cases of academic dishonesty will result in the student receiving no credit for the course and possible suspension.

TRANSFER CREDITS

Comprehensive Students:

MNVSS administration and guidance counselors reserve the right to interpret credits from other educational institutions and equate these credits in a fair and equitable manner with the standards applied to those credits earned at MNVSS.

Supplemental Students:

MNVSS is required to request and keep on file a copy of a student's transcript when they enroll into online supplemental courses. According to the Minnesota Department of Education, MNVSS must have a copy of a student's current transcript before the student is able to begin their online course.

MNVSS will provide to the student's enrolling school a transcript indicating the course name, credit earned, and grade received, within one week of final course completion. Parents and students will also receive a copy of the transcript.

GRADUATION REQUIREMENTS (Comprehensive students only)

In order to participate in the graduation ceremony, ISD402 students must meet all graduation requirements one week prior to graduation. Administration reserves the right to make exceptions when necessary and due to extreme situations. All students participating in the ceremony must wear appropriate dress.

Students failing to meet these requirements will be excluded from participation in the graduation ceremony:

1. Satisfactory completion of a minimum of 24 credits.
2. The following High School credits are required:
 - a. 4 credits in English
 - b. 3.5 credits in Social Studies – US History, Geography, Government and Citizenship, Economics, World History - minimum of 0.5 credits in each for a total of at least 3.5 credits
 - c. 3 credits in Mathematics – Geometry (1), Algebra II (1), Elective (1)
 - d. 3 credits in Science – Biology (1), Chemistry or Physics (1), Science Elective (1)
 - e. 0.5 credit in Physical Education 9-10
 - f. 0.5 credit in Health 9-10
 - g. 1 credit in Fine Arts – Band, Choir, Art (A CTE credit may fulfill this requirement)
 - h. The remaining credits are electives.
1. In addition to the required classes and electives, a student must meet the [Minnesota Department of Education Graduation Requirements](#).
2. All bills must be paid.
3. The student must be in good standing.

COURSE REGISTRATION

Comprehensive Students:

Returning students in grades 6, 7, 8, 9, 10, and 11 will register for the following school year toward the end of the second semester. Electives and courses of study will be explained in a registration bulletin issued during the school year.

Supplemental Students:

Students in grades 5-12 may enroll into a supplemental course at any time during their enrolling school district's school calendar year. Students may have the option to enroll into additional courses throughout the school year, as agreed upon by student, parents, enrolling school authority, and MNVSS authority.

JUNIOR-SENIOR CLASSIFICATION

A student will remain classified as a sophomore if he/she has not earned 12 credits by the beginning of his third (junior) year of high school. A student will remain classified as a junior if he/she has not earned 18 credits by the beginning of his/her fourth (senior) year of high school.

POST SECONDARY ENROLLMENT OPTION (PSEO)

This option allows students who are in their sophomore, junior or senior year to enroll in public college courses at no cost to the student. Students must meet college admission requirements and must complete classes required for high school graduation. This option is for independent, highly responsible and motivated students.

GUIDANCE

A guidance counselor is available to help students with academic, personal, emotional/behavioral, vocational, or social dilemmas or decisions. Appointments may be made with the guidance counselor or students may call in/stop in to the guidance counselor's office on an as-needed basis. Contact information for the guidance counselor will be provided as needed or during the first week of enrollment, and can also be found on our school website mnvss.org.

STATEWIDE TESTING AND OTHER ASSESSMENTS

Students in grades 3-11 will participate in the statewide MCA or MTAS tests as required by the State of Minnesota. If parents wish to opt-out of the requirement that their child(ren) take these tests the information and form is explained and linked below. All juniors and seniors who have not already done so will have the opportunity to take the ACT and/or the ASVAB test(s) in the spring of the year, provided by the District. More information about Statewide testing and the requirements are explained here: [Statewide Testing](#), as written on the Minnesota Department of Education's website:

Standards-Based Accountability Assessments

The Minnesota Comprehensive Assessments (MCA) and alternate assessment Minnesota Test of Academic Skills (MTAS) are the state tests that help districts measure student progress toward Minnesota's academic standards and also meet federal and state legislative requirements. Students take one test in each subject. Most students take the MCA, but students who receive special education services and meet eligibility requirements may take the alternate assessment MTAS instead.

The list below shows tests by subject and the grades they are given.

- **Reading:** MCA or MTAS (grades 3-8, 10)
- **Mathematics:** MCA or MTAS (grades 3-8, 11)
- **Science:** MCA or MTAS (grades 5, 8, and once in high school)

Career and College Readiness

Districts have a number of requirements to fulfill for students' career and college planning for students first enrolled in grade eight in 2012–13 and later. This includes offering students in grades 11 and 12 an opportunity to participate in a nationally recognized college entrance exam (ACT or SAT) on a school day.

English Language Proficiency Accountability Assessments

The ACCESS and Alternate ACCESS for ELLs are the assessments developed by the WIDA consortium and administered to English learners in order to measure progress toward meeting Minnesota's standards for English language development, developed by the WIDA consortium. Most English learners will take the ACCESS for ELLs, but English learners who received special education services and meet the participation guidelines may take the Alternate ACCESS for ELLs. A link to the WIDA website is provided under related resources on the right side of the page.

Minnesota Statutes, section 120B.31, subdivision 4a, requires the Minnesota Department of Education (MDE) to publish a form for parents/guardians to complete if they refuse to have their student participate in state-required standardized assessments. It includes some basic information to help parents/guardians make informed decisions that benefit their child and their school and community. The form to meet this legislative requirement is available at the link below. When completed, it must be returned to your student's district; your student's district may require additional information.

[Parent/Guardian Guide and Refusal for Student Participation in Statewide Testing](#)

SPECIAL EDUCATION

Comprehensive Students:

MNVSS is staffed with a full special education program in order to test and service special education students. Special education staff will provide services via online video mediums (such as Google Hangouts or Skype, for example) as needed. For certain special education needs or service requirements, MNVSS will contract with local special education departments to provide face-to-face services.

Supplemental Students:

MNVSS will request copies of student IEP's from the student's enrolling school when necessary, in order to correctly meet modification requirements. All other services will be performed by the enrolling school's special education department.

DROPPING OUT OF SCHOOL

If it becomes necessary to leave high school before the end of the school year, a student must discuss with the guidance counselor/principal their reasons for leaving and secure a withdrawal form, which must be signed by the parents and each teacher and returned to the guidance counselor/principal. According to Minnesota law, a student must be 17 years old to quit school, and must have parental permission unless he/she is 18 years old.

ATTENDANCE POLICY (Comprehensive Students Only)

The Board of Education believes that regular school attendance is directly related to success in academic work, benefits students socially, and provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance.

This policy recognizes that class attendance is a joint responsibility to be shared by students, parents or guardians, teachers and administration. The philosophy of ISD #402 is to place basic responsibility on students and their parents to ensure that absences are infrequent, and that when they occur, they are caused by matters of extreme urgency. The responsibilities of the school are to provide instruction, to inform parents of students who are not in attendance, and to enforce compulsory attendance laws as well as regulations. The Compulsory School Attendance Law states that all children between the ages 7 - 18, and ages 5 and 6 if they are enrolled, must attend school every day on time unless lawfully excused by the school. It is the student's responsibility (or parent's obligation to help them) to be in school and attend all classes regularly and to follow the correct procedures when absent from school.

MNVSS determines weekly attendance based on work submissions using a simple formula:

100% divided by # of Semester Weeks = Minimum Weekly Progress%

For students with multiple courses:

100% multiplied by # of courses, then divided by # of Semester Weeks

Students who meet the minimum weekly progress% and make adequate progress in all active courses will receive Good Attendance status for the week. Students who exceed the minimum weekly progress% and make adequate progress in all active courses will also receive Good Attendance for the week, and, depending on the amount of progress made, will be excused from meeting a portion of the following week's minimum weekly progress. Students who do not meet the minimum weekly progress% for the week and have not exceeded it the previous week will be considered Unexcused Absent for the week (failure to meet minimum weekly progress% for 1 week = 1 unexcused absence or 5 days of unexcused absences).

ALLOWABLE ABSENCES

It is the student and the parent's responsibility to be aware of the number of absences accumulated during each semester. Information on each student's attendance status is available online through the parent portal/login or by contacting the online coordinator via phone or email. Attendance concerns will also be addressed in weekly progress reports. Notices will be sent to parents of compulsory-age students at three, seven, and ten day absences. If the student is over 17 years old, inactivity notices will be sent to the student and/or approved contact persons at five and ten day absences. Each document will provide an explanation of receipt and detail the procedure for moving forward.

Excused absences include, but are not limited to:

- a. Illness or injury with a doctor's note describing the extent of the absence or anticipated absence(s)
- b. Holidays and other approved calendar non-school days
- c. Student doubled or more-than doubled their previous week's minimum weekly progress% and/or is ahead of listed due dates

Unexcused absences include, but are not limited to:

- a. Illness or injury without a doctor's note
- b. Vacation
- c. Technical difficulties, including, but not limited to: computer malfunctions, poor internet

- connection, website issues, login errors, poor or lack of computer/internet access, etc.
- d. Communication issues (between student and teacher)

When a student will be/plans to be absent for one (1) week (5-day period):

1. Parent will notify by phone or E-mail MNVSS online coordinator and teacher(s) of the absence no later than the first day of the expected absence, detailing the dates and reason of the expected absence.
2. Student will meet the proposed week's minimum weekly progress% the week prior to or within one (1) week of the proposed absence. Work not completed/submitted during this time will remain on the student's schedule until it is completed/submitted.
3. Any absence for which MNVSS was not notified and the student did not meet the minimum weekly progress% for will be recorded as unexcused within one (1) week of the absence.
4. A student who will be/plans to be absent for any number of days less than one (<1) week is expected to meet their minimum weekly progress% within that week – the student that does not will be marked unexcused absent for that week.

When a student must be unexpectedly absent for one (1) week (5-day period):

1. Parent(s) will notify by phone or E-mail MNVSS online coordinator and teacher(s) of the absence as soon as possible, but no later than the fifth (5th) day of the absence, detailing the dates and reason of the absence.
2. Work not completed/submitted during this time will remain on the student's schedule until it is completed/submitted.
3. Any absence for which MNVSS was not notified and the student did not meet the minimum weekly progress% for will be recorded as unexcused within one (1) week of the absence.
4. A student who is unexpectedly absent for any number of days less than one (<1) week is expected to meet their minimum weekly progress% within that week – the student that does not will be marked unexcused absent for that week.

TRUANCY LAWS (AGES 12+)

A student who is absent from class without the knowledge and approval of a parent or the school (unexcused absence) will be considered truant. Parents will be notified. If truancy becomes a recurring problem, a conference including parents, teacher, administration, and the student will be scheduled. A report will also be filed with the County Truancy Office in the student's county of residence. MNVSS will follow state truancy laws (see below). The authority to decide whether an absence is excused or unexcused rests with the school's administration. The administration will file truancy charges with the court system in the case of students who are habitual truants.

CONTINUING TRUANT

[MN Statute 260A.02](#) provides that a continuing truant is a student who is subject to the compulsory instruction requirements of [MN Statute 120A.22](#) and is absent from instruction without valid excuse within a single school year for:

- Three days if the child is in elementary school;
- Three or more class periods on three days if the child is in middle school, junior high school, or high school; or
- When a student is classified as a continuing truant, the school may notify the student's parents or legal guardians that the child is considered truant and inform them of the provisions of MN Statutes 260A, 260C, and 120A regarding truant students. The school may also refer a continuing truant to the student's county of residence's County Attorney's Office.

HABITUAL TRUANT

[MN Statute 260C.007](#) defines a habitual truant as:

- A child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school, junior high school, or high school; or
- A child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days and who has not lawfully withdrawn from school.

The MNVSS school district shall refer a habitual truant child and the child's parents or legal guardians to appropriate services and procedures, under MN Statute 260A.

OTHER POLICIES

MILITARY DISCLOSURE

Every Student Succeeds Act of 2015 (ESSA) requires school districts to release the names, addresses and telephone listings (including unlisted numbers) of secondary school students to the military upon their request unless the parent/legal guardian of a student or an eligible student (18 years or older) requests that the student's contact information may not be released without prior written consent of the eligible student or parent/legal guardian. ESSA requires school districts to inform secondary students and parents/legal guardians of students their rights to opt out of information being shared with the military recruiters upon their request.

To initiate the opt out request, the form linked [Opt Out](#) should be completed and signed by either the student's parent/legal guardian or the eligible student. To receive a printed copy of the form please contact our Online Administrator.

NON-MINNESOTA RESIDENTS

MNVSS follows the Minnesota Department of Education's guidelines for determining residency, which states as follows:

"Residency Students who live with parents in Minnesota are considered residents for purposes of generating state aid (SAC 15). Students on extended family trips (for example, students traveling outside Minnesota) are considered non-Minnesota residents while they are outside Minnesota and are ineligible to generate Minnesota state aid (MARRS Manual, Appendix K, p. 350).

The guiding document used by School Finance to determine residency is a 1985 Attorney General Opinion. According to that opinion, the Minnesota Supreme Court held that in the context of section 120A.20 (formerly 120.06), the term "residency" does not require an intent to remain indefinitely, and is to be distinguished from the more restrictive term "domicile". In the context of education, residency is based upon physical presence and a "determination of the source and location of the child's care and financial support." In other words, when a child is within a district for the purpose of receiving "personal care, attention, supervision and nurture, such as is usually provided in a home, such child is a resident of the district."

When students are not physically present in Minnesota and are receiving all "personal care, supervision and nurture" from their parent/legal guardian outside of Minnesota, the student is no longer considered a resident of Minnesota and is not eligible to generate state aid."

Non-Minnesota resident students have the option to pay tuition to attend one or more MNVSS course(s). Tuition must be paid in full before the start of a course. Students who drop a course or do not attend a course after the first two weeks of enrollment forfeit the tuition payment for that/each course. Students who officially drop a course within the first two weeks of enrollment, may request to be reimbursed. To officially drop a course, a student must notify MNVSS online coordinator via phone or email of their intentions.

TUITION COSTS

1 semester course = \$375.00

1 quarter course = \$187.50