

CHAPTER 3500
STATE BOARD OF EDUCATION
PUBLIC SCHOOL REQUIREMENTS

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3500.0500 [Repealed, L 1993 c 224 art 12 s 39]

INCLUSIVITY

3500.0550 INCLUSIVE EDUCATIONAL PROGRAM.

Subpart 1. **Establishment of a plan.** The school board in each district shall adopt a written plan to assure that the curriculum developed for use in district schools establishes and maintains an inclusive educational program. An inclusive educational program is one that employs a curriculum that is developed and delivered so that students and staff gain an understanding and appreciation of:

A. The cultural diversity of the United States. Special emphasis must be placed on American Indians/Alaskan natives, Asian Americans/Pacific Islanders, Black Americans, and Hispanic Americans. The program must reflect the wide range of contributions by and roles open to Americans of all races and cultures.

B. The historical and contemporary contributions of women and men to society. Special emphasis must be placed on the contributions of women. The program must reflect the wide range of contributions by and roles open to American women and men.

C. The historical and contemporary contributions to society by handicapped persons. The program must reflect the wide range of contributions by and roles open to handicapped Americans.

Subp. 2. **Specifications for the plan.** The current plan must:

A. address the manner in which the multicultural and gender fair concepts in subpart 1, items A, B, and C are to be incorporated into the curriculum goals, learner outcomes, and evaluation processes established in the district;

B. determine the extent to which the district curriculum advisory committee established by Minnesota Statutes, section 126.666, subdivision 2, will be involved in implementing this part;

C. include evidence of substantive involvement by women, persons of color, and handicapped persons in the development of the plan. In communities with no persons of color, the district shall use resource people available in the region, state, or nation whenever the plan is developed, reviewed, or revised;

D. include specific goals, objectives, and implementation timelines for the curriculum processes, content, and materials needed for each of the areas in subpart 1;

E. include procedures for systematic monitoring and evaluation of the plan; and

F. include a description of the program planned to provide in-service training for all staff in the areas related to subpart 1, items A, B, and C, and subpart 2, items D and E.

Subp. 3. **Filing, reports, review, and revision.**

A. The current plan must be on file in the administrative offices of the district and with the commissioner of children, families, and learning.

B. The district shall submit status reports on implementing the plan as requested by the commissioner.

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C. The current plan must be reviewed at least every six years and be revised as necessary.

Statutory Authority: *MS s 121.11 subds 7,12*

History: *13 SR 2859; L 1995 1Sp3 art 16 s 13*

TEACHERS' LUNCH

3500.0600 TEACHERS' DUTY FREE LUNCH.

Subpart 1. [Repealed, L 1993 c 224 art 12 s 39]

Subp. 2. [Repealed, L 1993 c 224 art 12 s 39]

Subp. 3. **Teachers' lunch period.** Each teacher shall be provided with a duty free lunch period, scheduled according to school board policy.

Statutory Authority: *MS s 121.11 subd 7*

3500.0605 [Repealed, L 1993 c 224 art 12 s 39]

3500.0700 [Repealed, 13 SR 2684]

3500.0710 [Repealed, L 1993 c 224 art 12 s 39]

3500.0800 [Repealed, L 1993 c 224 art 12 s 39]

RULES EXEMPTIONS

3500.1000 EXEMPTIONS FOR EXPERIMENTAL AND FLEXIBLE SCHOOL YEAR PROGRAMS.

Subpart 1. **Request.** A district may request approval from the State Board of Education for an experimental program of study, a four-day school week, or a flexible school year program. They shall be designed to accomplish at least one of the following:

A. improve instructional quality;

B. increase cost effectiveness;

C. make better use of community resources or available technology; or

D. establish an alternative eligibility criteria intended to identify pupils in need of special education services.

Subp. 2. **Exemption from state rules.** If the proposed program is approved, the State Board of Education shall provide an exemption to state rules that otherwise would apply.

Subp. 3. **Contents of proposal.** The proposal shall include: specific state rules from which the district requests exemption, the goals and objectives of the program, the activities to be used to accomplish the objectives, a definite time limit which may not exceed three years, and the evaluation procedures to be used.

Subp. 4. **Participation and approval.** The district shall provide evidence that the district staff, pupils, and parents who would be affected, participated in the development and will participate in the annual review of the proposal, and that the proposal has the approval of the district school board.

Parents whose children will be involved shall be fully informed at the IEP meeting and shall have the opportunity to approve or disapprove placement in the experimental program.

Subp. 5. **Criteria for continuation.** If the State Board of Education finds that the program has met the proposed goals and objectives, the board shall authorize continuation of the program and specify the state rules from which the program is exempt and the period of time the program will be continued.

Statutory Authority: *MS s 14.05; 121.11; L 1994 c 647 art 3 s 23*

History: *19 SR 2432*

PUPIL FEES

3500.1050 DEFINITIONS FOR PUPIL FEES.

Subpart 1. **Applicability.** For the purposes of Minnesota Statutes, sections 120.72 to 120.76 the following terms have the meanings given them.

Subp. 2. **Curricular.** "Curricular" means those portions of the school program for which credit is granted. This definition applies equally to required or elective curricular programs.

Subp. 3. **Cocurricular.** "Cocurricular" means those portions of the school sponsored and directed activities designed to provide opportunities for pupils to participate in such experiences on an individual basis or in groups, at school and at public events, for improvement of skills. Cocurricular activities have one or more of the following characteristics:

- A. are for credit or required for graduation;
- B. are conducted at regular and uniform times during school hours, or if at times other than school hours, are established by school authorities;
- C. are directed or supervised by instructional staff in a learning environment similar to that found in courses offered for credit; and
- D. are primarily or totally funded by public moneys for general instructional purposes under direction and control of the local board of education. Any deficits resulting from these activities are always subsidized by general school funds.

Subp. 4. **Noncurricular.** "Noncurricular" activities means those activities that include all direct and personal services for public school pupils for their enjoyment that are managed and generally operated under the guidance of an adult or staff member. Noncurricular activities have all of the following characteristics:

- A. are not for credit or required for graduation;
- B. are conducted for the most part during other than school hours, or if partly during school hours, at times agreed by the participants, and approved by school authorities;
- C. the content of the activities is determined primarily by the interests of the student participants and their parents with only the guidance of the staff member or other adult; and
- D. with the possible exception of direct costs of any salaries and indirect costs of the use of school facilities, the activity is self-sustaining as all other expenses are met by dues, admissions or other pupil fund raising events.

Subp. 5. **Extracurricular.** "Extracurricular" has the same meaning as noncurricular.

Subp. 6. **Supplementary.** "Supplementary" has the same meaning as noncurricular.

Subp. 7. **Regular school day.** "Regular school day" means that which is defined in part 3500.1500 for middle and secondary pupils and in part 3500.1200 for elementary pupils.

Statutory Authority: *MS s 121.11 subd 7*

3500.1060 [Repealed, L 1993 c 224 art 12 s 39]

3500.1075 [Repealed, L 1993 c 224 art 12 s 39]

3500.1090 [Repealed, L 1993 c 224 art 12 s 39]

3500.1100 [Repealed, L 1993 c 224 art 12 s 39]

3500.1150 [Repealed, L 1993 c 224 art 12 s 39]

3500.1200 [Repealed, L 1993 c 224 art 12 s 39]

3500.1400 [Repealed, L 1993 c 224 art 12 s 39]

3500.1500 [Repealed, L 1993 c 224 art 12 s 39]

3500.1600 [Repealed, L 1993 c 224 art 12 s 39]

3500.1800 [Repealed, L 1993 c 224 art 12 s 39]

3500.1900 [Repealed, L 1993 c 224 art 12 s 39]

3500.2000 [Repealed, L 1993 c 224 art 12 s 39]

3500.2010 [Repealed, 14 SR 2000]

3500.2020 [Repealed, L 1993 c 224 art 12 s 39]

3500.2100 [Repealed, L 1993 c 224 art 12 s 39]

3500.2110 [Repealed, 14 SR 2000]

3500.2900 Subpart 1. [Repealed, L 1993 c 224 art 12 s 39]

Subp. 2. [Repealed, L 1993 c 224 art 12 s 39]

Subp. 3. [Repealed, L 1993 c 224 art 12 s 39]

Subp. 4. [Repealed, 14 SR 2000]

3500.2950 [Repealed, L 1993 c 224 art 12 s 39]

REQUIREMENTS FOR SECONDARY SCHOOLS

3500.3100 COMPLETION OF SECONDARY SCHOOL REQUIREMENTS.

Subpart 1. [Repealed, L 1993 c 224 art 12 s 39]

Subp. 2. [Repealed, L 1993 c 224 art 12 s 39]

Subp. 3. [Repealed, L 1993 c 224 art 12 s 39]

Subp. 4. **Equivalency certificate.** A secondary school equivalency certificate may be issued by the State Board of Education to a resident of Minnesota 19 years of age or over who needs the certificate for advancement in an occupational field or for higher education if both of the following are met:

A. the person makes written application on forms, prepared and provided by the Department of Children, Families, and Learning, which are available on request from any of the approved General Educational Development Testing Centers, most secondary schools, or from the Department of Children, Families, and Learning; and

B. the person obtains a minimum standard score of 35 on each of the five General Educational Development Tests and an average standard score of at least 45 on all five tests.

General Educational Development tests shall be administered only by official agencies established by the American Council on Education and approved by the commissioner of children, families, and learning.

The minimum age requirement may be waived if supportive evidence of special need is provided by a recognized rehabilitative agency.

Statutory Authority: *MS s 120.80; 121.11 subd 7*

History: *L 1995 1Sp3 art 16 s 13*

3500.3500 [Repealed, L 1993 c 224 art 12 s 39]

3500.3600 [Repealed, L 1993 c 224 art 12 s 39]

3500.3700 [Repealed, L 1993 c 224 art 12 s 39]

SCHOOL BUILDINGS AND SITES

3500.3900 BUILDINGS AND SITES, COMPLIANCE.

To obtain the approval by the commissioner of children, families, and learning of plans and specifications, the following requirements of the State Board of Education shall be complied with.

Statutory Authority: *MS s 121.15*

History: *L 1995 1Sp3 art 16 s 13*

3500.4000 SCHOOLHOUSE PLANS; SUBMISSION AND APPROVAL.

Plans and specifications for the erection, betterment, enlargement, or remodeling of a school building required to be submitted to the commissioner of children, families, and learning in accordance with Minnesota Statutes, section 121.15 shall be submitted in accordance with the procedure set forth by the commissioner of children, families, and learning. When approved, one set of plans shall be placed on file in the Department of Children, Families, and Learning and the other returned to the school board concerned, with the approval endorsed thereon.

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Minor changes in approved plans and specifications made either before or after contracts are let, shall conform to the recommendations of the State Board of Education stated in the Guide for Educational Planning of Public School Buildings and Sites; all major changes shall be approved by the commissioner of children, families, and learning before they become effective.

Approval of plans and specifications by the commissioner of children, families, and learning shall be held as effective for a period of one year only, after the date of approval, provided a construction contract has not been awarded.

Upon the completion and acceptance of a new school building, repair, enlargement, or remodeling thereof, the school board shall certify to the commissioner of children, families, and learning, in a manner set forth by the commissioner, that said new building, repair, enlargement, or remodeling thereof, was constructed and completed in accordance with the approved plans and specifications.

Statutory Authority: *MS s 121.15*

History: *L 1995 1Sp3 art 16 s 13*

3500.4100 SITES.

In the selection of a school site, the school board shall be guided by the suggested criteria for school site selection stated in the Guide for Educational Planning of Public School Buildings and Sites; and during the period of consideration of a site, before a contract for its purchase is made, the school board or its representative(s) shall confer with the commissioner, in a manner set forth by the commissioner, on the educational adequacy of the site and its suitability for sound school construction and maintenance.

Statutory Authority: *MS s 121.15*

History: *17 SR 1279*

3500.4200 FACILITIES.

There shall be provision for instructional areas adequate and sufficient to carry out the educational requirements mandated by statute or by the rules of the State Board of Education, such as standards for classification.

Statutory Authority: *MS s 121.15*

3500.4300 CONSTRUCTION.

Construction details shall conform to accepted good practice for public school buildings. Structural design, plumbing and sanitary facilities, heating and ventilation, electrical work, and provision for visual and auditory comfort and efficiency shall reasonably conform to the recommendations of the State Board of Education stated in the Guide for Educational Planning of Public School Buildings and Sites.

Statutory Authority: *MS s 121.15*

3500.4400 [Repealed, L 1993 c 224 art 12 s 39]

3500.4500 [Repealed, 9 SR 834]

3500.5000 [Repealed, 21 SR 458]

3500.5010 [Repealed, L 1993 c 224 art 12 s 39]

3500.5020 [Repealed, L 1993 c 224 art 12 s 39]

3500.5030 [Repealed, L 1993 c 224 art 12 s 39]

3500.5040 [Repealed, L 1993 c 224 art 12 s 39]

3500.5050 [Repealed, L 1993 c 224 art 12 s 39]

3500.5060 [Repealed, L 1993 c 224 art 12 s 39]

3500.5070 [Repealed, L 1993 c 224 art 12 s 39]