

## Program Calendar

There will NOT be class on:

October 18 and 19	Teacher Professional Conference
November 22 and 23	Thanksgiving Break
December 24 - Jan 4	Winter Break
January 21	Martin Luther King, Jr. Day
February 18	Presidents Day
March 25 - 29	Spring Break
May 28	Memorial Day

Individual programs may have additional dates when classes are not held; check with your teacher.

## Emergency School Closings

If Osseo Area Schools or Osseo Community Education are closed, ABE classes are cancelled.

School closing information is available through the following:

- School district website - [district279.org](http://district279.org)
- Radio - WCCO Radio 830 AM
- TV - WCCO, KSTP, KARE, FOX, Channel 12
- District 279 Facebook Page and Twitter
- Osseo Adult Basic Education Facebook Page
- The Attendance Line: 763-585-7325

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# OSSEO ADULT BASIC EDUCATION

2018-19

# STUDENT HANDBOOK

7051 Brooklyn Blvd  
Brooklyn Center, MN 55429

Phone: 763.566.5452  
Attendance: 763.585.7325

OSSEO AREA SCHOOLS

ISD  279

*Our Mission is to inspire and prepare all student with the confidence, courage, and competency to achieve their dreams; contribute to community; and engage in a lifetime of learning.*

**ACT RESPONSIBLY**

**BE RESOURCEFUL**

**ENGAGE RESPECTFULLY**

## OSSEO AREA SCHOOLS WELCOMES YOU!

As a student in Osseo Area School's Adult Basic Education programming, we ask you to commit to the following:

**ATTENDANCE:** Come ready and focused to learn. We expect 100% attendance in class. If you attend less than 75% of the time, we will help you make a plan.

**SAFETY:** We want everyone to feel safe in our school. We follow all school district policies and classroom rules. This includes not smoking at school, not bringing weapons to school, not bringing or using drugs or alcohol in school and following classroom rules.

**APPEARANCE:** To provide a learning environment that is free from distraction, we ask learners to practice good hygiene and wear appropriate clothing.

**CONDUCT/BEHAVIOR:** We ask that your behavior is respectful of yourself, of others, and the building.

**COMMUNICATION:** If you are not able to come to class we ask that you communicate with us. If you have questions or concerns with school, we ask you to talk to your teacher or the manager.

If you violate any program or school district policies, you may be dismissed from the Osseo ABE program.

### Attending Class

Come ready and focused to learn.

If your monthly attendance is between 50% and 75%, you will be on an attendance warning and should work with your teacher to talk about your options. If your attendance is below 50% for the month, you will be exited from the program for a month.

If you are exited from the program, you will have to request reenrollment which may include assessment testing and/or an interview before you can restart.

If you are going to miss class, call the office at 763.585.7325 or email your teacher.

If you need to take time away from class, talk to your teacher or call the office. When you are ready to return, call the office. We will give you a start date.

### Making Progress

All learners must make progress to stay enrolled in school. The State of Minnesota requires students to move up at least one level in 24 months. We will do everything we can to help you make progress and meet your goals.

### Funding

Osseo ABE is able to offer free classes because it receives money from the state and federal government. To keep our program funded, we need students to attend classes on a regular basis and show academic progress.

### Personal Belongings

Osseo ABE is not responsible for lost or stolen items. Please keep all purses, wallets, cell phones, and electronic devices securely in your possession.

### Using Technology

Each class takes a break; please check messages/make calls on break.

No food or drink next to any computer (water included).

Please use your phone or electronic device for class activities only.

Wireless internet is available in the building. Osseo ABE staff cannot help you with problems with your device or connection to the wireless network. The wireless network is monitored by the school district.