

**Northern Red River ITV Cooperative**  
**1540 School Road, Grafton, ND 58237**  
**(701)352-3705**  
**northvalleyctc.org/nrritv**

Welcome to the new school year.

In order for ITV to continue to operate successfully, it is very important that each school and its students cooperate in the process. Your building principal will be giving each of you a copy of the STUDENT DISCIPLINE POLICY for you and your parents to read and sign.

*Most students don't realize that anything and everything that they do and say can be seen and heard by most anyone in your building and/or other video locations in North Dakota. All NRRITV classes are recorded. The administrative office in your school also has a monitor that can see and hear classroom activity as well. Please read the following guidelines:*

1. Students are not to be called out of the ITV room, or leave the room for any reason other than an emergency. Only students enrolled in an ITV class are to be in the ITV classroom unless other arrangements have been made.
2. If you are going to be absent from a class, it is your responsibility to make up the work. If you know that you or your class will be missing, please let the teacher know. ITV teachers will take attendance each day and will request a make-up slip or note from your principal/secretary if you are absent or tardy. **Teachers in many of the ITV schools have a "no credit" policy to a student missing an excessive number of class periods. (regardless of the excuse)**
3. Cheating will not be tolerated. All notebooks, books, and materials must be put away during test time. Any evidence of cheating will result in a lowered grade or being dropped from the class.
4. Many people visit various classrooms throughout the year. Do not embarrass yourself or your school by your actions and words in the ITV classroom. Students with their heads down on the tables as if to be taking a nap make a very bad impression on your school, the class, yourself, and the North Red River ITV system.
5. The ITV teacher will work with your school's principal when dealing with eligibility, midterm reports and other grade concerns. The grading scale of the sending site (teacher) will be used rather than the scale used in your home school.
6. At no times should the classroom monitors, cameras, and other equipment be played with. This equipment is expensive and sensitive and should only be adjusted by those people given the responsibility.
7. At no time is it allowable to play rental movies or purchased movies. The copyright violations clearly state that they can not be used in a public setting. Please honor this restriction.
8. Cell phones, Ipods, etc. are not allowed in the ITV classroom. Notebooks and laptops may be used only if the ITV teacher allows them.

On behalf of the teachers, administrators and myself, we wish you a successful year.

Mike Hanson, Contact Person  
Northern Red River ITV