

Procedure #6200
Title: ANIMALS ON CAMPUS
Category: Academy Programs
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Reviewers: MSA Department Heads

I. PURPOSE

This procedure is to establish a clear and consistent procedure for animals on campus at the Minnesota State Academies (MSA).

II. OVERVIEW

MSA wants to ensure that animals are treated appropriately when on campus for educational activities as well as situated properly for safety and sanitation. MSA also wants to ensure that students and staff are safe.

III. ANIMALS IN CAMPUS BUILDINGS

1. Animals must be authorized by the campus director/dorm director and will only be allowed in buildings #or the purposes of supporting instruction and curriculum activities. Permission must be requested (by parents, staff, students, or visitors) and granted prior to bringing the animal to campus. The requester must develop a plan for approval that includes the following:
 - a. Date(s) of the stay
 - b. Length of time that the animal will be in the building
 - c. Containment of the animal
 - d. Any safety concerns and how they will be addressed
 - e. Current vaccinations of the animal#
2. Animals must be kept in control and safe for all students and staff. Animals that may pose a danger to students (i.e. venomous snakes, wild animals, etc.) must be caged or contained in a manner that they cannot harm students or staff. No animals are allowed to roam freely on campus and must be either on a leash or physically contained.
3. Animals are the responsibility of the person obtaining permission to bring the animal into campus buildings. This includes cleaning up after an animal that vomits, urinates, or defecates in the building or on school grounds. If MSA employees are required to clean up after the animal, the person bringing the animal may be billed to cover the costs of labor and cleaning supplies.
4. Except for service animals as defined below, animals are not permitted in food preparation, handling, or serving areas; health clinics, medication storage, and medical administration areas; or in clean/sterile supply storage

areas.

5. No animal shall jeopardize the health, safety, comfort, treatment, or well-being of students or staff. Animals who do not behave appropriately must be removed from the building promptly.
6. All animals are to be treated and cared for humanely. Students and staff must be instructed on how to interact appropriately with the animal to ensure optimal learning experiences for everyone involved. Staff members in charge of school-owned animals will provide an annual inventory of those animals to the campus director and ensure that proper care is provided, including cleanliness, food, water, vaccinations/medical treatment, and grooming.

IV. ANIMALS ON CAMPUS

1. All animals brought onto MSA campuses must be leashed and safe for students and staff. People bringing animals to MSA campuses must ensure that they pick up and dispose of their animal's waste appropriately. Signs will be posted on campus informing visitors to campus of this regulation.
2. People who bring dangerous or aggressive animals onto campus will be requested to leave. Uncooperative individuals who do not follow campus regulations regarding animals may be removed from campus by police officers and/or banned from MSA properties.
3. Animals cannot be left for prolonged periods of time, especially during extreme cold or heat, in vehicles parked on campus and appropriate authorities will be contacted if animals seem to be in distress.

V. SERVICE ANIMALS

As defined by the Americans with Disabilities Act (ADA), service animals are narrowly defined as any dog (or in some situations, a miniature horse) that is individually trained to do work or perform tasks for the benefit of an individual with a disability. As of August 1, 2018, it is illegal in the state of Minnesota for someone to intentionally misrepresent an animal as a service animal (Minn. Stat 609.833). However, under the ADA, it is not acceptable for MSA to inquire about the animal's certification, training, or licensure as a service animal. MSA may only inquire as to whether the animal is required because of a disability and what work or task the animal has been trained to do. It is also important that if a student brings a service animal to school, this must be addressed in the student's IEP in relation to the necessity of the animal for providing the student with a Free and Appropriate Education (FAPE).

1. Directors/Dorm Directors must have a conversation with individuals wishing to bring a service animal to school to find out how to accommodate the individual and the animal (set-up of the space, care of the animal, other

- necessary accommodations and supports).
2. Directors/Supervisors and employees will stay up to date on ADA requirements and expectations and adhere to the law in respect to service animals on campus.
 3. Individuals with service animals must be responsible for the safety and care of their animals. If assistance is needed, the individual should communicate with directors/supervisors for support.
 4. Animals that are aggressive or otherwise displays signs of not being trained as service animals will be asked to leave the campus.