



OGLALA LAKOTA SCHOOL DISTRICT 65-1

K-8 STUDENT HANDBOOK 2017-2018
Wolf Creek...Batesland...Rockyford...Red Shirt

P. O. Box 109
Batesland, South Dakota 57716
Ph. 605/288-1921 Fax 605/288-1814

Board approved - 7/25/17
Board approved revision

Oglala Lakota County Mission Statement

**To strengthen the Lakota identity
and values of students and to assure
their overall well-being and
academic success.**

JULY					AUGUST					SEPTEMBER					OCTOBER				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
3	4	5	6	7	7	8	9	10	11	4	5	6	7	8	2	3	4	5	6
10	11	12	13	14	14	15	16	17	18	11	12	13	14	15	9	10	11	12	13
17	18	19	20	21	21	22	23	24	25	18	19	20	21	22	16	17	18	19	20
24	25	26	27	28	28	29	30	31	25	26	27	28	29	23	24	25	26	27	
31															30	31			
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NOVEMBER					DECEMBER					JANUARY					FEBRUARY						
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6	7	8	9	10	4	5	6	7	8	1	2	3	4	5	5	6	7	8	9		
13	14	15	16	17	11	12	13	14	15	8	9	10	11	12	12	13	14	15	16		
20	21	22	23	24	18	19	20	21	22	15	16	17	18	19	19	20	21	22	23		
27	28	29	30	25	26	27	28	29	22	23	24	25	26	26	27	28					
					18	18		9	8		21	21		19	18						

MARCH					APRIL					MAY					JUNE				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
5	6	7	8	9	2	3	4	5	6	7	8	9	10	11	4	5	6	7	8
12	13	14	15	16	9	10	11	12	13	14	15	16	17	18	11	12	13	14	15
19	20	21	22	23	16	17	18	19	20	21	22	23	24	25	18	19	20	21	22
26	27	28	29	30	23	24	25	26	27	28	29	30	31	25	26	27	28	29	
					20	20		20	20		20	18							

New Staff In-service Aug. 16 - All District Day Aug. 17 - 25 - In-service/P.D.	Aug. 30 & 31 - 1:00 Early Dismissal for Staff & Students	2 Community Nights @ 3.75 hrs Collaboration for staff.
New Staff Inservice Staff Inservice Days End of Quarter	Staff Duty Hours 8-4 with 30 minute lunch= 7.5 hours a day 182 Staff Duty Days	1:00 Early Release for Students Inservice - P.D. Staff Only
No School - Holidays Teacher Work Day Collaboration Day	165 Student Days @ 6.5 Hrs. Contact Hours = 1,072.5 Required Contact Hours - 962.5 8-3:30 with 1/2 hour breakfast and lunch= 6.5 hours a day	Teacher Work Day - Staff Only
Student Begin & End Dates Projected Last Day for Staff		Parent Teacher Conference 4:00-7:45 2 Nights @ 3.75 hrs = 7.5 hrs Student Hours 8:00-1:00 Nov. 9 and April 12

1st Q = 43 days
2nd Q = 43 days
3rd Q = 41 days
4th Q = 38 days

Oglala Lakota County School District 65-1

NON-DISCRIMINATION STATEMENT

The Oglala Lakota County School District does not discriminate on the basis of disability, race, color, national origin, sex or age in access to employment in, or in the provision of, any of Oglala Lakota County School District's programs, benefits, or activities. The following person has been designated to handle inquiries regarding this policy: Superintendent, P.O. Box 109, Batesland, South Dakota 57716, **(605) 288-1921**.

Grievance procedures for 504/ADA/Title IX are available in each school office by request to the principal.

AGREEMENT

By the act of registering at Oglala Lakota County School District 65-1, the student and his/her parents/guardians agree to pursue the educational objectives and practices as stated in this handbook and to respectfully observe the disciplinary code of the school. These norms and policies remain in effect for the academic year.

NOTE

Throughout the handbook, you will see South Dakota Codified Laws (SDCL) referenced by numbers. Not all of the codes are printed in their entirety in the handbook but can be found online at:

http://legis.sd.gov/statutes/Codified_Laws/QuickFind.aspx

You can also just type into any search engine: *South Dakota Codified Laws* and you will be directed to their website.

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Oglala Lakota County School District 65-1

MISSION STATEMENT

To strengthen the Lakota identity and values of students and to assure their overall well-being and academic success.

VISION STATEMENTS

- ◆ Children, staff, and community are filled with confidence and respect for self and others based on Lakota values.
- ◆ Collaborative planning and teaming among staff, parents, community and students exists throughout the district.
- ◆ Students perceive school as a nurturing environment with a student-centered curriculum.
- ◆ Students are highly motivated, actively learning, and are consistently attending school.
- ◆ Students, family, school personnel, and community have mutual respect and regard for all.
- ◆ The schools are safe, clean, drug and alcohol free environments.
- ◆ Low teacher/student ratio supports the student-centered curriculum.

BELIEF STATEMENTS

STUDENTS AND LEARNING

- ◆ All students deserve a safe, nurturing environment.
- ◆ All students must take responsibility for their actions and demonstrate ethical values.
- ◆ All students have the right to a positive cultural identity.
- ◆ All students have a right to an education that will prepare them for a rapidly changing, technological world.
- ◆ Students, staff, families, and the community need to be partners in learning.

TEACHERS AND TEACHING

- ◆ All teachers are entitled to a safe teaching environment.
- ◆ Teachers must be supported by students, families, staff, and the community.
- ◆ Teachers must collaborate with colleagues, students, parents, and the community.
- ◆ Teachers must nurture students by recognizing students' individual learning styles.
- ◆ Parents are an essential part of education as a child's primary teacher.

SCHOOL AND SCHOOL DISTRICT

- ◆ Schools shall reflect the cultural beliefs and values of the community.
- ◆ Schools must be student-centered, creative, and provide learning at all levels.
- ◆ Schools must provide an inviting, positive environment for students, staff, families, and the community for all to be active partners in learning.
- ◆ Schools must provide safe environments.
- ◆ Decisions shall be based on the school mission, vision, philosophy, and student outcomes.

STUDENT OUTCOMES

FAMILY

Students will:

- ◆ Model, develop, and maintain a positive self-concept.
- ◆ Practice and encourage open, honest communication.
- ◆ Evoke trust, empathy, and sensitivity for others.
- ◆ Achieve a balanced life with values and purpose.

LEARNERS

Students will be life-long learners who:

- ◆ Amplify the skills needed to access our technological world to further personal learning.
- ◆ Attain personal goals through self-directed motivation.
- ◆ Analyze, monitor and evaluate knowledge and information throughout life.

CULTURE

Culturally enlightened students who:

- ◆ Exhibit Lakota values in all aspects of life.
- ◆ Contribute to the well-being of the Lakota people.
- ◆ Honor and uphold Lakota spirituality, beliefs, and morals.
- ◆ Develop a tolerance and appreciation for other cultures.

PRODUCERS

Proactive student producers who:

- ◆ Create/use innovative techniques to impact the economy of the community.
- ◆ Model decision-making processes based upon cultural values.
- ◆ Integrate interpersonal skills to facilitate community involvement.

COMMUNITY

Culturally enlightened citizens who:

- ◆ Demonstrate community culture and spirituality with respect, knowledge and understanding.
- ◆ Evaluate, promote and participate in community and national government and decision-making in the global world.
- ◆ Describe pride in community.
- ◆ Work to preserve and enhance the environment.
- ◆ Contribute to the well-being of self, family, and all Lakota people.

ADMINISTERING MEDICATIONS TO STUDENTS

Students will not be permitted to take medication while at school unless such medicine is administered by the school nurse under specific written request of the parent or guardian and, in the case of prescription drugs, with written instructions by the student's physician. Such request must include a full release from the responsibilities pertaining to the administration and consequences of such medications and be presented to the principal by the student's parent or guardian.

WHENEVER POSSIBLE, MEDICATION SHOULD BE GIVEN AT HOME. EVERY EFFORT SHOULD BE MADE TO AVOID DISPENSING MEDICINE DURING SCHOOL HOURS.

If it becomes necessary for a student to take any form of medication at school, a signed note from a parent must be presented to the nurse. All medications will be kept in and dispensed through the nurse's office.

AGE REQUIREMENT FOR ENTRANCE INTO KINDERGARTEN & FIRST GRADE

To enter kindergarten, state law requires that a child must be five years before September 1st. A birth certificate will be required upon registration. To be eligible for first grade, a child must be six years old on or before September 1st.

ASSESSMENT

All Students: NWEA MAP

3rd-8th Grade: State Required Smarter Balanced Assessment

5th and 8th Grade: South Dakota Science

SPED: Determined by Individual Needs

ELL: The W-APT is a screening instrument designed to assess English language proficiency primarily to determine eligibility for and placement within an ELL program. The ACCESS for ELLs® is an annual assessment designed to assess student progress in achieving English language proficiency. All public-school districts are required to assess annually all identified English Language Learners (ELLs)/Limited English Proficient (LEP) students in grades K-12 using the ACCESS for ELLs® assessment until the students test as English language proficient. If you have questions about these assessments or want to discuss your child's performance, please contact the principal at the school your child attends.

ATTENDANCE

The school attendance laws of South Dakota and Oglala Sioux Tribal Resolution 69-42 require that students must attend school regularly. Under the federal law Every Student Succeeds Act (ESSA) schools are required to show gains in their yearly attendance percentages.

According to school district policy, JEDA Truancy, and JEA Compulsory Attendance Ages, a person who does not see to the school attendance of a child between the ages of six (6) to eighteen (18) years will be guilty of a misdemeanor and if convicted will be subject to a fine as established by law. No student will be denied the right of attending school without due process of law. (REFERENCE: SDCL 13-27-1; SDCL 13-27-2; SDCL 13-27-11; SDCL 13-27-12; SDCL 13-27-16; SDCL 13-32-4.1.)

According to Ordinance of the Oglala Sioux Tribal Council of the Oglala Sioux Tribe, Tribal Ordinance 14-29, Section VI Student attendance, 600.8-02 Standard: Failure to Send. Any person having control of a child of compulsory school age who fails to require the child attend school as mandated by the provisions of this section, is guilty of violating this section and is subject to juvenile court proceedings under the Law & Order Code of the Oglala Sioux Tribe.

To assist with enforcing Tribal Ordinance 14-29, Section VI Student attendance, 600.8-02 Standard: Failure to Send, Juvenile Court proceedings will be hosted within the Oglala Lakota County School District Schools, requiring parents to attend.

ATTENDANCE POLICY

The Oglala Lakota County School Board, administrators, and staff recognizes that student achievement is directly related to student attendance. If students are to be successful in school, it's imperative that they have regular and consistent attendance. Students who have poor or sporadic attendance or regularly miss portions of classes because of tardiness do not receive the same learning opportunities as those who have few absences or tardies.

Through cooperation with parents, strict adherence to guidelines in regard to tardiness and unexcused absences, and diligence in investigating the causes of absence, the Oglala Lakota County School Board will endeavor to reduce tardiness and truancy.

The Oglala Lakota County School District truancy officer, building principal or designee, will be responsible for enforcing the compulsory attendance laws that require attendance, provide for penalties if parents and guardians do not carry out their responsibilities and establish procedures for referral of truancy violations to the proper authorities. In accordance with SDCL 13-27-14, the Board will appoint the truancy officer at the annual meeting.

Attendance/Tardy Procedure

Any student entering school after the school day has begun, must report to the office before going to the classroom to get an admit slip. Students will be tardy if they come to school or class after the class has begun. District truancy officer, building principal or designee under the direction of administration work with students and families to help students who are frequently tardy.

Attendance/Drop Procedure

1. 5 consecutive unexcused absences
When a student has reached 5 consecutive day absences they will be dropped from enrollment from the building he/she attends;
2. 10 absences, excused and unexcused
When a student has reached 10 accumulated excused/unexcused days will be dropped from enrollment from the building he/she attends;
3. 17 or more excused or unexcused absences
When a student has reached 17 or more excused during one school year will be recommended for retention. Parents will be kept informed of their student's absences on a regular basis and are requested to work collaboratively with the district to make sure their child attends school regularly.
4. When a student is dropped from enrollment, the parent or guardian must re-enroll the student through a conference with the building administrator or designee. The parent and student must agree to sign an attendance agreement, which includes participation in tutoring and based on academic needs, placed in the Woiyakspa Othi Room.
5. If a student is dropped from enrollment (2) two times or has excessive absences, he/she will be referred to the Woiyakspa Othi.

If you have legitimate reasons for your student missing school, send a note to the principal's office or call the school as early as possible so arrangements can be made. Keep in mind that a great deal of learning takes place every day at school and excessive absenteeism can create problems that are difficult to overcome for your student. When your student is absent from school, notice must accompany the student upon returning to school.

Perfect Attendance designation will be awarded to students who are physically in attendance at school or school sponsored activities every day that school is in session.

BILL OF RIGHTS

The students in our school deserve to learn and play in the best environment we can provide. Accordingly, all staff and students will make every effort to observe the following:

- Learn in a disruptive-free environment
- Know what is expected of them at all times in every area of the school
- Be protected from harm
- Have their positive behavior recognized
- Have their personal property protected
- Have their concerns heard
- Be treated with kindness, care and respect

BIRTH CERTIFICATE REQUIREMENT

All students who are entering Oglala Lakota County Schools for the first time or seeking to be excused from school attendance to receive alternative instruction must present a certified copy of a birth certificate. In such cases as the original birth certificate is deemed unattainable to the district administrative office or the office of the school the child seeks to attend, an affidavit in lieu of a birth certificate as issued by the department of health will suffice. The school will make a copy of the original document to be included with the student's school records. A certified copy of a birth record may be obtained from the South Dakota Department of Health, Vital Records Office, 523 East Capitol, Pierre, South Dakota 57501. Anyone having questions concerning birth records may also call the Vital Records Office at 773-4961. That is also the number to call to find the address of the appropriate office in any other state to obtain birth records. Birth records may be obtained from the Register of Deeds in the county of birth, except for children who are adopted. Records for children are available only at the appropriate state office. A minimal fee will be charged for this service. However, a certified copy will be provided for certain needy families. Contact the office where you are seeking the certificate for additional information.

BULLYING

Bullying is a pattern of repeated physical, verbal, non-verbal, written, electronic or any conduct that causes physical hurt or psychological distress on one or more students that (1) places a student in reasonable fear of harm to his or her person or property and either (2) substantially interferes with a student's educational performance or (3) substantially disrupts the orderly operation of a school.

Our district is committed to maintaining a constructive, safe school climate that is conducive to student learning and fostering an environment in which all students are treated with respect and dignity. **OLCSD J20.**

CELL PHONE USE

Students may possess cellular phones and portable digital media devices on school property, while in school owned or school operated vehicles and while students are attending or engaged in school sponsored activities, subject to limitations of this and other policies and regulations of the District.

The District assumes no responsibility for loss, damage or theft of cellular phones and digital media devices, whether in the possession of students, on school property or if confiscated by school personnel pursuant to this policy.

Student cell phone use must follow the school rules for instructional and or research. Photographing or video recording school students and employees is prohibited unless authorized by the classroom teacher for instructional purposes. This would include all social media platforms. This would also include sharing inappropriate or unwelcome texts, videos, and pictures.

CHILD ABUSE AND NEGLECT

The Oglala Lakota County School District has endorsed and supports the following policy concerning reporting child abuse and neglect:

SDCL 26-10-14 Reporting Child Abuse and Neglect.

The South Dakota State Legislature, under SDCL, mandates that school personnel make reports of suspected child abuse and neglect. In accordance with the above laws, the Oglala Lakota County Board of Education sets forth guidelines to be used by the administration and staff in the enforcement of the related laws. Statutes related to Child Abuse and Neglect are in South Dakota Codified Law under one or more of the following reference numbers: **SDCL 26-8-6; 26-10-10; 26-10-1; 26-10-11.1; 26-10-12; 26-10-12.2; 26-10-12.3; 26-10-14.**

Any teacher or other school employee who suspects that a child under 18 years of age has been neglected or physically abused (including sexual or emotional abuse) by a parent or other person, will report orally or in writing this information to one of the following: the building principal, Superintendent or designee, the state's attorney, the department of social services, the county sheriff, or the tribal police.

COMMUNICABLE DISEASE

The school administration or school health personnel may, following board policy, exclude from school any student who shows evidence of departure from normal health, who has been exposed to a communicable disease, or whose presence is certified by a physician to be detrimental to the health or cleanliness of other students. The parent or guardian will

be notified of the reason for the student's exclusion from school and their rights in the situation.

A student who has been excluded from school for the above reasons may be readmitted when school health personnel, with concurrence of a licensed physician, determines that no evidence of the disease or detrimental condition exists.

COMPLAINT PROCEDURE

Complaints or any problems should be brought to the attention of the school principal. The district's complaint procedure must be followed. Failure to follow the procedure constitutes abandonment of the complaint. The principal's office will provide you with a copy of the complaint procedure.

COMPLAINT POLICY FOR FEDERAL PROGRAMS

A parent, student, employee, or district stakeholder, who has a complaint regarding the use of federal ESSA funds may address the complaint in writing to the school principal or designee.

Disputes addressing the enrollment, transportation (including inter-district disputes), and other barriers to the education of children and youth experiencing homelessness are also addressed under this procedure. Parents, guardians, and unaccompanied youth may initiate the dispute resolution process directly at the school they choose, as well as at the district or district's homeless liaison's office. The parent or guardian or unaccompanied youth shall be provided with a written explanation of the school's decision including the rights of the parent, guardian, or youth to appeal the decision. Students should be provided with all services for which they are eligible while disputes are resolved.

- The school principal or designee will investigate, within one week, the circumstances of the complaint and render a decision, within two weeks, after receipt of the complaint.
- The school principal or designee will notify the complainant of the decision in writing.
- The complainant will be allowed one week to react to the decision before it becomes final.
- The complainant will either accept or disagree with the decision and will provide such acknowledgment in writing, addressed to the district superintendent.
- If the issue is not resolved with the superintendent, the complaint will be forwarded to the district's Board of Education for further review. The parent or guardian or unaccompanied youth shall be provided with a written explanation of the district's decision including the rights of the parent, guardian, or youth to appeal the decision.
- The stakeholder may forward unresolved complaints to the South Dakota Department of Education for review.

COMPUTER/INTERNET

Students will adhere to school policies and procedures for the use of technology equipment and the Internet service. Loss of privileges will be determined by the severity and occurrence and may result in the loss of access as well as other disciplinary or legal action as outlined in the district Student Network Internet User Agreement and Parent Permission Form. Technology equipment and the Internet are for classroom projects and school use only. Both the parent and the student must sign an agreement regarding compliance with district policies.

CONFERENCES AND REPORT CARDS

Parents are invited to our classrooms, extended visits may require background checks. Communication between home and school is vital in your child's education. All parents/guardians are encouraged to attend parent-teacher conferences. This is an opportunity for parents to discuss the education and welfare of your child. Report cards will be distributed each quarter. Final report cards will be sent following the last day of school. Parent-teacher conferences are scheduled from 4:00pm to 7:45pm two times throughout the year.

CONFIDENTIALITY OF INFORMATION

All students of Oglala Lakota County Schools will be afforded the policies and procedures related to confidentiality with the Family Education Rights and Privacy Act (FERPA).

The Oglala Lakota County Schools will provide full educational opportunity to all children with special needs, aged birth to twenty-one (21), consistent with the timetables established in the South Dakota State Plan of the Individual with Disabilities Education (IDEA) Act as amended. Pursuant to this goal, the Oglala Lakota County District shall:

Develop and implement policies and procedures on the confidentiality of information consistent with IDEA Act and the Family Education Rights and Privacy Act (FERPA).

The parent of a child in need of special education and related services shall be afforded, in accordance with school board policy, an opportunity to inspect and review all education records concerning the identification, evaluation and educational placement of the child and the provision of a free appropriate public education of the child.

DANGEROUS WEAPONS

The Oglala Lakota County School District endorses and supports the policy concerning dangerous weapons in the school. Parents will be notified of each incident and a conference will be arranged to review documentation of disciplinary actions.

SDCL 13-32-7. Dangerous weapons in the school. “Any person, other than a law enforcement officer, who intentionally carries, has in his possession, stores, keeps, leaves places or puts into the possession of another person, any firearm or air gun, whether or not the firearm or air gun is designed, adapted, used or intended primarily for imitative or noise making purpose, or any dangerous weapon, on or in any elementary or secondary school premises, vehicle or building or any premises, vehicle or building used or leased for elementary or secondary school functions, whether or not any person is endangered by such action, is guilty of a Class 1 misdemeanor.” The Oglala Lakota County School Board defines a dangerous and/or deadly weapon as any firearm, instrument, material or substance, knife or edged weapon, whether fixed blade or folding blade, whether animate or inanimate, which is calculated or designed to inflict death or serious bodily harm.

In this regard, all dangerous and illegal weapons shall be taken from any person on school property. Dangerous weapons taken from a student shall be reported to the student’s parent. Any student bringing a firearm to school shall be expelled for not less than twelve months and will be referred to law enforcement authorities. The superintendent shall have the authority to recommend to the school board that this expulsion requirement be modified on a case by case basis. This policy shall be implemented in a manner consistent with IDEA and Section 504.

DIRECTORY INFORMATION

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that the Oglala Lakota County School District with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Oglala Lakota County School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Oglala Lakota County District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and*

Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. The Oglala Lakota County School District has designated the following information as directory information:

- Student's Name
- Address
- Telephone listing
- Electronic Mail address
- Photograph
- Date and place of birth
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Academic work intended for display.

If you do not want directory information released, you must tell the principal in writing that you do not want Directory Information released September 15th or within two weeks after enrolling. Your request will be in effect for the entire school year after being received by the District. You are not allowed to pick and choose among the categories of directory information. Military recruiters and institutions of higher education are entitled under federal law to a list of names, addresses, and telephone numbers of high school students.

DISMISSING CHILDREN FROM SCHOOL

On occasion, a child may need to be taken out of class for a short period or for an early dismissal. Please come to the office and sign the student check out sheet with the office staff. No child will be allowed to leave their assigned classroom to leave school early without clearance from the school office. Students will only be allowed to leave with their legal guardian as recorded in the office. A student who leaves school without obtaining permission or signing out will be considered AWOL.

DISORDERLY CONDUCT

In order for all who are involved in the education of children to feel safe and supported, the conduct of each person has been given guidelines by South Dakota law as follows:

SDCL 22-13-1 Disorderly Conduct. Any person who intentionally causes serious public inconvenience, annoyance, or alarm to any other person, or creates a risk thereof by:

- (1) Engaging in fighting or in violent or threatening behavior;

- (2) Making unreasonable noise;
- (3) Disturbing any lawful assembly or meeting of persons without lawful authority; or
- (4) Obstructing vehicular or pedestrian traffic is guilty of disorderly conduct. Disorderly conduct is a Class 2 misdemeanor.

DISTURBANCE OF SCHOOL

SDCL 13-32-6 Disturbance of school as misdemeanor. A person, whether pupil or not, who intentionally disturbs a public or non-public school when in session or who intentionally interferes with or interrupts the proper order or management of a public or non-public school by acts of violence, boisterous conduct, or threatening language, so as to prevent the teacher or any pupil from performing his duty, is guilty of a Class 2 misdemeanor.

DRESS CODE POLICY

Since school attire impacts the quality of learning and the attitudes of those involved in the education process, school attire should be appropriate to the educational process. Therefore, no student is to wear clothing or accessories including hats, buttons, etc. that display alcohol, drugs, tobacco or gang paraphernalia; nor should a student wear anything pornographic, sexually explicit (e.g. players 69), or obscene (e.g. language); nor should a student wear clothing which has been identified with current gang-like attire. Inappropriate and immodest clothing that reveals private areas of the body will not be allowed in the Oglala Lakota County Schools. Caps and hoods must be removed inside the building during school hours with the exception of designated special events. Hickeys must be covered.

Repeated violations of this dress code policy will be considered non-compliance and can be subject to suspension (in school or out of school).

Parents/guardians are asked to work with their students to ensure that students are appropriately dressed. The cooperation of parents/guardians is requested in this area of proper attire.

EMERGENCY AND DISASTER DRILLS

For the safety of our students and staff, fire, ALICE lockdown and disaster drills are held throughout the school year. Students are instructed in the correct procedure for evacuation and should listen carefully to ensure safe practices are followed. Instruction for evacuation is posted in each classroom.

1. Check the instructions in classroom (they are posted) indicating how to leave the building in case of fire

EXTRA CURRICULAR ELIGIBILITY POLICY

- Eligibility will be checked quarterly. If the student is failing a class, the principal or designee and teacher will host a meeting with the student and parent/guardian to develop a plan of improvement to pass all classes as soon as possible. (Policy adopted by the Oglala Lakota County 65-1 School Board, effective December 2, 2016.)
- A student must be in school on the day of the activity event in order to participate. Unless an exception is granted by the principal for good reason.

FIELD TRIPS

Oglala Lakota County Schools recognizes the importance of educational field trips. All students will be afforded the opportunity to attend. Behavioral concerns will be addressed per student and may require a parent to attend the trip. Incentive field trips will be based on students achieving the requirements of the incentive including but not limited to the 8th grade field trip, attendance field trips, and positive behavior trips.

FIRE ALARMS

The purpose of fire alarms is to let the occupants know there is a reason to evacuate the building as quickly as possible. Fire and disaster drills are for practice and are authorized and/or scheduled by the administration.

TRIPPING A FIRE ALARM BY A STUDENT OR ANY PERSON NOT AUTHORIZED TO DO SO, WILL RESULT IN DISCIPLINARY ACTION.

GRIEVANCE

The Board recognizes that there may be conditions in the school district that are in need of improvement and that students should have some means by which their concerns may be effectively expressed, considered, and dealt with fairly.

The Board desires student complaints and grievances to be resolved through orderly processes and at the lowest possible level, but that channels be provided for eventual hearing by the Board in instances when this becomes necessary. Therefore:

- Any student or his or her parent or guardian will be provided the opportunity to discuss with the student's teacher a decision or situation which the student, parent, or guardian considers unjust or unfair.
- If the incident remains unresolved, the student or his or her parent or guardian or the teacher, may bring the matter to the principal's attention for consideration and

action.

- If the matter is still unresolved after the procedure outlined above, it may be brought to the Superintendent for consideration.
- Complaints that remain unresolved following any action of the Superintendent may be referred in writing to the Board for review.

The Board's decision will be final unless an appeal hearing is requested.

HOW TO GET INVOLVED

It is easy to become involved in your child's school. Express your interest, offer your help and when contacted respond eagerly and positively. Active participation is welcomed. Involved parents inspire and motivate students. Your example may be the best teacher of all. Each school has an organized parent group (PAC).

Establishing a relationship of good communication with your child's teacher is a bonus for everyone. There are also a number of ways parents can assist the teacher in the classroom. Ask your child's teacher how you could help!

IMMUNIZATION REQUIREMENTS

Tests and immunizations for communicable diseases required for admission to school or early childhood program--Exceptions—Rules: Any pupil entering school or an early childhood program in this state, shall, prior to admission, be required to present to the appropriate school authorities certification from a licensed physician that the child has received or is in the process of receiving adequate immunization against poliomyelitis, diphtheria, pertussis, rubella, rubella, mumps, tetanus, and varicella, according to recommendations provided by the Department of Health. The Department of Health may modify or delete any of the required immunizations. As an alternative to the requirement for a physician's certification, the pupil may present:

- (1) Certification from a licensed physician stating the physical condition of the child would be such that immunization would endanger the child's life or health; or
- (2) A written statement signed by one parent or guardian that the child is an adherent to a religious doctrine whose teachings are opposed to such immunization; or
- (3) A written statement signed by one parent or guardian requesting that the local health department give the immunization because the parents or guardians lack the means to pay for such immunization.

The Department of Health may promulgate reasonable rules, in accordance with chapter 1-26, to require compliance and documentation of adequate immunization, to define appropriate certification, and to specify standard procedure. (Ref: SDCL13-28-7.1)

You may contact your local physician or the Public Health Service in Pine Ridge, S.D. for further details including information about financial assistance in receiving the immunizations.

LEGAL GUARDIANSHIP

The school must have a copy of a court order constitution written documentation of legal guardianship in situations in which guardianship has been established. In addition, if there is a question of custody where the parents are separated, there must be a valid court order of custody on file at the school. Absent such court order, the school is required to treat each parent as having full legal rights to the student. If there is a change of guardianship or custody, the school needs to be notified in order to ensure that we fulfill our responsibility to students enrolled in our schools.

LOCKDOWNS

The Oglala Lakota County School District shall utilize the ALICE lockdown procedures to protect students and staff should an emergency arise. There will also be drills to practice lockdown procedures throughout the year to familiarize both staff and students. Schools may go into a Soft Lock Down procedure which means certain sections of the building are locked and secured. Schools may go into a Hard Lock Down procedure which means the whole building is locked and secured. There will be no outside access.

MEDIA

Oglala Lakota County School District will communicate through various forms of media to celebrate and acknowledge district and school events throughout the school year. Television stations, local newspapers, school production classes, district communications, school webpages, Social Media, and teacher webpages will produce stories about activities and events happening in the Oglala Lakota County School District. These articles may include names, photographs and video that may be posted on the Internet, printed or aired on television and cable stations.

Parents who **DO NOT** want their child(ren) to be named, photographed or videotaped/recorded for news media or school publicity purposes, should complete a "Media Opt-Out Form." Completed forms should be returned to your school's front office so the school has a record of the request.

PARENT NOTIFICATION OF ABSENTEEISM

1. After five consecutive unexcused days of absences (cumulative) a letter will be sent to the parents/guardians with copies going to: 1) Juvenile Court, 2) Public Safety, 3) Social Services (as applied), 4) Home room teacher.
2. On the ninth (9th) day of absence, parent/guardian notification will be sent home. Parents or guardians will be expected to make all necessary arrangements to continue their child's educational program.
3. On the ninth (9) cumulative day of unexcused absence, a conference with student and parents or guardians as appropriate will be required prior to continuation of the student's academic process. If parent/guardian fails to appear, the process will begin to drop the student from enrollment.
4. Follow-up process and re-enrollment (By Court Order).

PHONE CALLS TO SCHOOL PERSONNEL

If a parent or guardian needs to contact a child's teacher or principal, they should be contacted during regular working hours of the building site. Regular work hours are from 8:00 A.M. to 4:00 P.M. Staff will not be called to the phone during instructional time except in an EXTREME emergency (ex. death, serious injury or illness to immediate family member). We ask that you respect the teachers' and principals' privacy and conduct school business during the regular workday, as much as possible.

PUBLIC DISPLAY OF AFFECTION

Students who engage in inappropriate public displays of affection (e.g. kissing, hickeys) on school grounds, on buses or during school sponsored events will be referred to the Dean of Students or Principal for appropriate disciplinary action and referral to counselor.

PUBLIC NOTICE FOR FERPA

To be in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA) the Oglala Lakota County School Board hereby makes the following annual public notification of its intent to disclose to the press, media and others authorized by school officials personally identifiable data designated as Directory Information. The parent of a student or an eligible student may refuse to be personally identified in any or all of the information categories. Such refusal must be made in writing and submitted to the student's principal by September 15 or within two weeks after enrolling. See above for the definition of Directory Information.

The FERPA information, which is herewith, provided to parents and eligible students includes a statement that the parent or eligible student has a right to do the following:

- a. Inspect and review the student's education records;
- b. Request the amendment of the student's education records to ensure that they are accurate, not misleading, or otherwise in violation of the student's education records;
- c. Consent to disclose of personally identifiable information contained in the student's education record, except that which FERPA and the regulations in the school's comprehensive plan authorize disclosure without consent;
- d. File with the U.S. Department of Education a complaint concerning alleged failures by the district to comply with the requirements of the FERPA and the district's comprehensive plan;
- e. Obtain a copy of the district's policy and where copies of the district's policy are located.

REFERRAL PROCESS FOR ALTERNATIVE PROGRAM

Oglala Lakota County Alternative Program provides students within our school district the opportunity to stay in school. The alternative school is located within district. We work with at-risk students in a safe, productive educational setting; provide counseling and other services to help modify their behavior. Our goal is to return them back to the regular classroom setting.

Examples for students to be placed in the Alternative Program: behavior issues, attendance problems, age, teen pregnancies, one on one services, social issues, safety of others, parental request, outside agencies request, and home bound instruction.

The referral can be made by:

- The classroom teacher to the building principal.
- Parental requests to the Principal/Director.
- Requests made by outside agencies (OST CPS, social services, tribal court)

In some cases, we provide long-term in-school suspension for the schools in the Alternative School.

SCHOOL CANCELLATION ANNOUNCEMENT

Information concerning cancellations of school because of bad weather will be broadcast over radio station 90.1-KILI Porcupine, KELO, and KOTA television stations, Facebook, School Reach and the district home page.

SCHOOL COMMUNICATION SERVICES

Students are not allowed to use the telephone or cell phones during the school day without permission of the school principal or other authorized school staff. Telephones are for staff use only.

SCHOOL HEALTH PROGRAM

The Oglala Lakota County School Health Program is to assist the family in procuring and maintaining good health of the child. The key word is assist. If a child becomes ill at school the child will be taken home. It is the responsibility of the parent to take the child to the clinic, if that need is determined. If a child is seriously injured at school the nurse or designee will transport the child to the hospital, the parent will be notified, and take responsibility for the child. Enrollment of the child in school authorizes school officials to seek emergency medical assistance while the parent or guardian is being located.

SCHOOL RECORDS

Pupil's school records are confidential. Authorized school personnel, state and federal education officials, and persons with court orders may inspect student records. All others must have the parents' permission. Since parents have an interest in the educational development of their child, they may inspect their child's school records at any time during regular business hours. In addition, they may have incorrect records corrected and must be allowed to put their own explanation in the records with which they disagree. School officials can interpret the content of the file or explain what is meant by certain tests. Custodians of the records in public schools may make school records available only to individuals who are legally authorized to see them.

Both parents have a right to see the school records of their child unless there is a certified copy of a court order on file at the school that specifically denies the right to access to school records to a parent. Copies of school records are available for a minimal copying charge. If you have any questions about these rights, please contact the school administration.

1. A student's permanent record file shall include only this information; Identifying data (including names and addresses of the parents or guardian), birth date, academic work completed, level of achievement (grades, standardized achievement test scores), attendance data;
2. Any records, other than Directory Information, shall be made available only to the student or parents or guardian of the student and the school staff.
3. All records shall be governed by strict safeguards for confidentiality and shall not be available to others in or outside of the school event without the consent of the parent.
4. These records, other than permanent records, shall be considered temporary and shall be destroyed when the individual leaves the school.
5. All records shall be open to challenge by a student or the parents or guardians of the

student.

6. A student's opinion shall not be disclosed to any outside person or agency.
7. A student shall be free from punitive actions in evaluations of academic competency and in college/job references because of individual opinions.

SCHOOL VISIT

Parents play an important role in the education of their children and are encouraged to visit the school at any time and often. A close partnership between parents and school greatly increases the probability that your child will get the best education possible. On the day of your visitation please check in at the office first. When you are in the class observing, please do not try to hold a conference with the teacher about your child. Make an appointment to confer before or after school. Disruption of a class by any person, including a parent, will not be allowed and if necessary the person will be removed from the school premises.

SEARCHES

Public areas, including student lockers, restrooms, and parking lots are subject to unannounced searches. Specially trained dogs may be used to assist school officials in searches. In some circumstances where a student is a suspect in an illegal act, the student may be subject to a non-invasive search (which can include clothes, book bags, lockers, desks).

SELF HARM

Students who are exhibiting self-harm related behaviors will be referred and transported to Indian Health Services for intervention and/or medical attention. Parents/guardians will be notified.

SHOW RESPECT FOR PERSONAL, SCHOOL, AND PUBLIC PROPERTY

Students and parents are financially responsible for damages and defacements of school property. (This includes school buses.) This law will be enforced as necessary. Payment for damages will come in the form of cash or work. Respect school property. Supplies, desks or other school property will be replaced by the student who does the damage. If the students willfully destroy school property, suspension and subsequent expulsion may be necessary. If you accidentally damage school property, you should report it to a teacher or the office immediately.

SPECIAL SERVICES

The district implements the Multi-Tiered System of Support (MTSS) program which consists of Response to Intervention (RTI) program for struggling readers and Positive Behavior Intervention Support (PBIS) for students struggling with behavior. Efforts are made to collaborate between the regular classroom teacher and school staff to provide assistance with interventions at different levels of implementation for instruction and behavior. The goal is to help students reach their grade level benchmarks.

(Need to keep this section for Title I purposes. Must have MTSS for school-wide and targeted assistance programs.)

SPECIAL EDUCATION NOTIFICATION OF RIGHTS

In order to fulfill the district's commitment to serve the needs of all children in the district, the Oglala Lakota County School District 65-1 is interested in the location and identification of all disabled children who reside within the district. Any person who knows of children between the ages of 0 and 21 years that have, or are suspected of having a disability, and are not receiving special services through the school district are urged to contact the Special Education Director. Referrals will be confidential and parent permission for evaluation is required for further testing. It is important to intervene at an early age for disabilities.

In compliance with Oglala Lakota County School District 65-1 Special Education Comprehensive Plan, the following annual notification or rights are given. Copies of this policy can be found in the special education director's office. Parents or eligible students have the right to do the following:

1. Inspect and review the student's education records.
2. Request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights.
3. Consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that the act and the regulations in this section authorize disclosure without consent.
4. File with the U.S. Department of Education a complaint concerning alleged failures by the agency or institution to comply with the Act and this section.
5. Obtain a copy of the district's policy.

STAFF IN-SERVICE

Students may be dismissed from school in order to allow teachers to participate in professional development. We want our teachers to be continually updated on effective instructional strategies; an in-service allows us to do this. Notification from each building will inform you of in-service dates.

STUDENT CONDUCT ON BUSES

When a student is boarding, riding, or leaving the bus, the bus driver has supervisory control over the student and may exercise reasonable and necessary discipline to maintain control.

In view of the fact that a bus is an extension of the classroom, Oglala Lakota County Schools requires students to conduct themselves in a manner consistent with established standards for classroom behavior.

In cases when students do not conduct themselves properly on a bus, such instances will be brought to the attention of the building principal or dean of students. The building principal or designee will inform the parents of the misconduct and request their cooperation in stopping the student's behavior.

Oglala Lakota County Schools provide bus service and attempt to ensure safe and orderly busing. In order to do this the following rules must be adhered to:

- Follow directions of the driver
- Stay in your seat.
- Keep all parts of the body in the bus
- No pushing, cussing, or fighting at any time
- No smoking, chewing or spitting permitted
- Never open the bus door (emergency door is only for emergencies)
- Vandalism of any kind is prohibited
- Respect the other person's space

The following items will not be allowed while riding the bus to and from school or during school hours:

- Sunflower Seeds
- Chewing gum
- Laser Lights
- Soda Pop
- Tobacco
- Drugs
- Alcohol
- Weapons

Students who receive bus incident reports or have become a serious disciplinary problem on the school bus may have their riding privileges suspended by the principal. In such cases, the parents of the student involved become responsible for seeing that their children get to and from school safely. Transportation costs for those students who have had their bus riding privileges suspended will not be reimbursed.

STUDENT DRUG/ALCOHOL REGULATIONS

To provide for the structure and resources necessary for positive learning experiences, the Oglala Lakota County School Board hereby implements the following procedures governing student drug/alcohol abuse while on campus or while participating in school sponsored activities of Oglala Lakota County Schools:

Tobacco products are not allowed at Oglala Lakota County Schools and will not be tolerated. Students using or carrying any tobacco product will be dealt with as shown in the discipline matrix.

Use of drugs authorized by a medical prescription from a registered physician will not be considered a violation of these rules.

The possession, use, or distribution of marijuana, alcohol, pills/drugs not prescribed by a doctor for the individual, inhalants, or any other harmful substance is not permitted. It is a federal crime to sell drugs in or near public elementary schools and the School District intends to uphold the law in this matter.

1st Offense COURT/LAW ENFORCEMENT WILL BE NOTIFIED IMMEDIATELY.
Student will be suspended for 3 days. Parents will be notified. Student will be referred to the counselor.

2nd Offense COURT/LAW ENFORCEMENT WILL BE NOTIFIED IMMEDIATELY.
Student will be suspended for 5 days. Parents will be notified. Student will be referred to the counselor.

3rd Offense COURT/LAW ENFORCEMENT WILL BE NOTIFIED IMMEDIATELY.
Student will be suspended for 7 days. Parents will be notified. Student will be referred to the counselor.

4th Offense COURT/LAW ENFORCEMENT WILL BE NOTIFIED IMMEDIATELY.
Student will be suspended for 10 days. Parents will be notified. Student will be referred to the Superintendent and Board of Education.

Student, following short term due process procedures, will be suspended for 10 days with the possibility of Recommendation of Expulsion to the School Board with Approval of the Superintendent. Student will return to school with Parent and a contract for counseling/services will be drawn up prior to student being allowed back.

STUDENT ENROLLMENT & CLASSROOM ASSIGNMENT

Parent request will be considered; however, weight will also be given to the relationship already established within the school family structure and available classroom space. Class and room assignments made by the building principal are final.

STUDENT HEALTH SERVICES

RATIONALE: The Oglala Lakota County School District recognizes that head lice among students is an issue that must be controlled to limit or deter spreading among and between students. Failure to control this infestation affects the learning environment for all children. Therefore, the following policy has been adopted:

1. If a child with head lice is sent to the nurse or the nurse/aide notices during a routine check that a child has head lice, the child should be treated by the nurse or nursing staff immediately. A letter should be sent home with the child, telling the parent/guardian that his/her head was washed, the kind of shampoo used, and solicit support and cooperation for continued assistance;
2. If the same child is re-infested, the nurse or nursing staff will treat the child's head again and a note will be sent home with the kind of shampoo that was used; we will continue to solicit support and cooperation for assistance;

2. If the same child continues to have head lice, he/she will then be sent home until parent/guardian brings him/her back to school for a conference with the nurse and principal. At this time, an action plan will be implemented to keep their head lice free. If needed, transportation will be provided by the home school coordinator. If this continues to be a problem, we may need to seek assistance from other agencies such as social workers, CHR workers, etc.;

STUDENT PARTICIPATION

It is the feeling of the administration that if a child is well enough to be in school, he/she is well enough to participate in the entire school program. This would include the recess period. Exceptions to these rules are made if the child becomes ill during the school day, has returned from a serious and prolonged illness, or has a doctor's note due to a chronic illness.

STUDENT SUSPENSION/EXPULSION

Generally, suspension may be imposed when a student's behavior creates a threat to his/her own or other's safety. Behavior such as fighting or committing assault on another; stealing; vandalism; possessing weapons, explosives or other prohibited materials; making false alarms or bomb threats; lewd or threatening behavior or language; or possession of beer or alcoholic beverages or other chemical substances on the school premises or at school activities may result in suspensions.

***SPECIAL EDUCATION STUDENTS**

Students attending school on an IEP are subject to disciplinary action in the same manner as other students unless the behavior is directly caused by the special education student's disability. State and federal regulations will be followed in imposing discipline with special education students.

***IN SCHOOL SUSPENSION**

When a student's actions warrant in-school suspension according to the matrix, he/she will be isolated in the in-school suspension room. Class work will be brought to them. They will eat lunch in the ISS room.

*** SUSPENSION**

Suspension from school or school activities is the discipline given for severe or frequent misconduct. The student and parents/guardians are required to come to the school and meet with the Principal or assigned designee before the student will be allowed back in school.

Out of School suspension days are counted as absences. See the Discipline Matrix for specific behavior consequences.

Students who are guilty of continued misconduct/suspensions and therefore interfere with their and others opportunity to learn may be recommended to the Board of Education for expulsion from school.

*13-32-7 Possession of Firearms on elementary or secondary school premises or vehicle as misdemeanor.

All gang activity will be referred to OST Police Department.

Hearing procedures as established by state regulations and will be followed for all students who receive short or long-term suspensions or expulsions.
(SDCL 13-32-1 through 13-32-7)

(SEE ATTACHMENT "A", DISCIPLINE CODE SUMMARY IN MATRIX FORM.)

THREATENING A STAFF MEMBER

Students who intentionally threaten the safety of or attempt to physically harm a staff member will be recommended for time in the Woiyakspa Othi room and/or in-school suspension. A parent meeting will be scheduled to resolve the issue.

TITLE PROGRAMS PARTICIPATION

The Oglala Lakota County School District believes that parent participation enhances the child's chance for success. Therefore, we encourage and support parental involvement in the Title I Compensatory Education Program. Guidelines to achieve parental participation include:

- An annual meeting will be held where all parents of eligible children are invited. The purpose of such a public meeting is to discuss with parents the programs and activities carried out with Title I funds and to inform parents of their rights to consult in the design and implementation of the Title I project.
- A parent advisory council will be organized each year for the purpose of gaining parent input and maintaining on-going communication among parents, teachers, and administrators. Parent suggestions in the planning, development, and operation of the program will be sought.
- Conferences will be held during the school year with individual parents and teachers to discuss placement and/or student progress. Consultation between parents and the school will focus on cooperation to achieve student and program objectives.
- Parent information concerning the Title I program, materials, and suggestions for parents to help promote the education of their children at home will be provided during the school year.
- Parents are encouraged to provide recommendations in regard to specific concerns to building principals.
- Parents Right to Know: What do I know about my child's teacher? The federal education law put in place by the Elementary & Secondary Education Act (ESEA) requires that all parents in a Title I school be notified and given the opportunity to request information about the professional qualifications of classroom teachers instructing their child. If you are interested in this information, you may send your request to the building principal who will provide a timely response.

(Legal Reference: The Improving America's Schools Act of 1994; Public Law 114-95 as amended)

TRANSPORTATION

Oglala Lakota County Schools believe all students can behave appropriately and safely while riding on a school bus. Any interference that prohibits the driver from doing the driver's job or prevents other students from receiving safe transportation will not be

tolerated. The school is responsible for the safety and well-being of all students from the time they board the bus until they are dropped off after school. Students must ride their assigned bus to and from school. Bus assignments are temporary and changes can be made only through administrative approval.

- Bus drivers will wait 3 minutes at the stop and will move onto the next stop.
- Bus drivers cannot exit the vehicle for safety reasons while students are being transported, *except to open and close gates. If a bus driver exits the bus for these or any other reasons, the bus driver shall shut off the bus and take the keys with him/her.*
- Students who come to school on the bus will return on the bus unless they have a note from the parents and either signed or initialed by a school staff member.
- Students will not be allowed to go home with another student without written permission by parents/guardians of both students.
- Parents cannot board the bus without permission.
- Parents need to contact the school prior to 2:30 for bus route changes.

WHAT PARENTS CAN DO TO HELP THEIR CHILD

Insist on your child's prompt and regular attendance at school. They need to be on time because the teacher has planned activities for them.

Encourage and help your child to give proper attention to health, personal cleanliness, and neatness of dress. Children should dress appropriately for weather conditions.

Provide a place for study and homework. Be available to help and encourage your child to complete assigned tasks at school.

	First Offense	Second Offense	Third Offense	Habitual Offenders
Teacher Classroom Management Plan				
Woiyakspa Othi Room				
Time Out - not meeting class expectations	(1) Instruct student about appropriate behavior and (2) Child will help provide instruction in better choices and (3) Restoration of any damages and (4) Apology if appropriate	(1) Instruct student about appropriate behavior and (2) Parent contacted by teacher and (3) 1 hour sister classroom	(1) Instruct student about appropriate behavior and (2) Parent contacted by teacher (3) 1/2-day sister classroom	4 or more of any class offense will require a plan to be developed with parent, teacher, administration or supporting services to address the behavior. Request for parent to come to school and participate in class. Grade level collaboration on intervention strategies for student behavior.
Class 2 Offenses include: Inappropriate behavior, skipping class, hitting, false fire alarm, threat and/or intimidation, tobacco, vandalism, and instigating.	(1) Instruct student about appropriate behavior and (2) Parent contact and (3) ISS 1-2 day and (4) Restoring property if appropriate (5) Paying expenses incurred if appropriate	(1) ISS 3-4 day and (2) parent contact and (3) Restoring property if appropriate and (4) Paying expenses incurred if appropriate and (5) Refer to School counselor	(1) ISS 5-6 days and (2) parent contact and (3) Restoring property if appropriate and (4) Paying expenses incurred if appropriate and (5) Refer to School counselor	4 or more of any class offense will require a plan to be developed with parent, teacher, administration or supporting services to address the behavior.
Bullying Offenses: Repeated harassment, including teasing, coercive behavior, cyber-bullying and other offensive or mean-spirited conduct.	(1) Instruct student about appropriate behavior and (2) Parent contact and (3) ISS 2 days and student contract and (4) Restoring property if appropriate and (5) Apology if appropriate and (6) Refer to School Counselor.	(1) Review contract and (2) Parent contact and (3) 1 day OSS and (4) Restoring property if appropriate and (5) Apology if appropriate and (6) Refer to School Counselor.	(1) Parent Meeting and (2) Review of contract and (3) 3 days OSS and (4) Restoring property if appropriate and (5) Apology if appropriate and (6) Refer to School Counselor. (7) Refer to Law Enforcement.	(1) Parent Meeting (2) Review of contract (3) 5 days OSS (4) Restoring property if appropriate (5) Apology if appropriate (6) Refer to Law enforcement.

Infraction Class	First Offense	Second Offense	Third Offense	Habitual Offenders
Class 3 Offenses include: Alcohol, drugs, AWOL, fighting, gang activity, sexual harassment, theft/larceny, disorderly conduct, other criminal offenses (non-violent)	(1) Suspend 1 day OSS and (2) Refer to counselor and (3) Parent Notification and (4) Law enforcement Notification	(1) Suspend 3 days OSS and (2) Refer to counselor and (3) Parent Notification and (4) Law enforcement Notification (5) Parent, student, administration contract	(1) Suspend 5 days OSS and (2) Refer to counselor and (3) Parent Notification and (4) Law enforcement Notification (5) Parent, student, administration contract	4 or more of any class offense will require a plan to be developed with parent, teacher, administration or supporting services to address the behavior.
Class 4 Offenses include: Arson, breaking and entering, explosives, motor vehicle theft, robbery, sexual offenses, battery, weapons (firearms, knives, fixed or folding blade or edged weapon)	(1) Immediate suspension for up to 10 days OSS and (2) Parent and Law Enforcement Notification (3) Formal hearing with school administration, parents, and school security (4) Possible Referral to Superintendent and Board of Education for consideration of expulsion			
Improper use of personal devices includes: phones, MP3's, IPODS, IPADS, and toys. The school will not be responsible for these devices.	(1) Item taken by teacher, returned at the end of the day.	(1) Item given to Principal. (2) Parent contacted to retrieve the item from the office.		
Bus Infractions are deemed very serious as trouble on the bus affects the safety of all students.	(1) Notify parent (Principal) (2) Refer to class level infractions and consequences and (3) Instruct student about appropriate behavior	(1) Notify parent (Principal) (2) Refer to class level infractions and consequences and (3) Instruct student about appropriate behavior and (4) Bus privileges revoked for 1 day	(1) Notify parent (Principal) (2) Refer to class level infractions and consequences and (3) Instruct student about appropriate behavior and (4) Bus privileges revoked for 3 days	4 or more of any class offense will require a plan to be developed with parent, teacher, administration or supporting services to address the behavior.

APPENDIX B DISCIPLINE DEFINITIONS

Discipline Definitions:

ALCOHOL, CHEMICAL, POSSESSION OR USE: Possession or use of any alcohol, narcotic, controlled substance, or mood or mind-altering chemical or drug paraphernalia where possession or use is prohibited by South Dakota or federal law is prohibited. Further recommendations such as possible chemical assessment may also be required.

ARSON: Intentional destruction or damage to school property or other property by means of fire.

AWOL: Absence without leave; student leaves the school grounds without permission.

BATTERY: One person acting with intent to cause fear in another person of immediate bodily harm or death, or intentionally inflicting or attempting to inflict bodily harm upon another person.

BREAKING AND ENTERING: The act of forcing a passage into and entering a building.

BULLYING: Harassment, including teasing, coercive behavior, and other offensive or mean-spirited conduct is prohibited.

CHEATING: The act of cheating on school assignments or tests, plagiarism. Academic consequences may also be assigned.

DISORDERLY CONDUCT: A person who recklessly, knowingly, or intentionally engages in fighting or tumultuous conduct, makes unreasonable noise and continues to do so after being asked to stop, or disrupts a lawful assembly of persons.

DISRESPECT OR OBSCENE LANGUAGE: Language or gestures directed at another which are obscene, vulgar, abusive, or discriminatory is prohibited.

EXPLOSIVES, POSSESSION AND/OR USE: Possessing or using any compound or mixture which can cause an explosion is prohibited.

FIGHTING: Engaging in any form of fighting where blows or attempted blows are exchanged. Reasonable use of self-defense, when no other action is possible, may be determined acceptable by administration.

FIRE ALARM, FALSE: Intentionally giving a false alarm of a fire or tampering or interfering with any fire alarm is prohibited.

GANG ACTIVITY: Activities including graffiti, vandalism, extortion, intimidation, robbery, theft, drug sales and use, and violence. Examples include graffiti on personal property, tattoos, street slang, nicknames, hand signs, possession of weapons, alcohol and drug use, and an informal dress code that usually includes the wearing of certain colors.

HITTING: Use of physical force to strike another person.

INAPPROPRIATE BEHAVIOR: Is defined as students who conduct themselves in such a manner as to disrupt the educational process and impede the learning of themselves and/or other students, and who when requested to cease such behavior, are disobedient and continue such behavior.

INSTIGATING: Spreading rumors or agitating a conflict which may escalate conflict between others.

INTIMIDATION: Behavior which threatens to do physical violence to a person or their property.

MOTOR VEHICLE THEFT: Theft or attempted theft of a motor vehicle.

NON-COMPLIANCE: Deliberate refusal to follow an appropriate direction given by a staff member.

OTHER CRIMINAL OFFENSES (NON-VIOLENT): Any other criminal offense that warrants contacting security or police, resulting in disciplinary action and not classified previously or in the local board policy (i.e. bribery, fraud, forgery, gambling).

ROBBERY: The taking or attempting to take, anything of value that is owned by another person or organizations under confrontational circumstances by force or threat of force or violence: differs from larceny in that robbery involves threat or battery.

SEXUAL BATTERY: Unlawful sexual intercourse by force or threat.

SEXUAL HARASSMENT: Sexual fondling, sexual innuendoes, and pestering.

SEXUAL OFFENSE (OTHER): Sexual intercourse, sexual contact, or other behavior intended to result in sexual gratification without force or threat of force.

SKIPPING CLASS: Students who do not attend class (Includes leaving building but remaining on school grounds).

THEFT, RECEIVING OR POSSESSING STOLEN PROPERTY: The unauthorized taking, using, transferring, hiding, or possessing of the property of another person without the consent of the owner, or the receiving of such property is prohibited.

THREATENING A STAFF MEMBER OR STUDENT: Threatening a district employee or student with physical hostility. Threats are expressions of intention to injure, punish, or inflict pain on another. This includes making a verbal death threat.

TOBACCO POSSESSION OR USE: Possession or using tobacco, in district buses or vehicles or at district events is prohibited.

VANDALISM: Littering, defacing, cutting or damaging property, technology, or telecommunication equipment that belongs to the school district, other students, staff members, or other individuals is prohibited.

WEAPONS: Students are forbidden to possess, transmit, buy or sell; or assist other persons in obtaining, storing, keeping, leaving, placing or putting into the possession of another person; or use of weapons or firearms of any kind or other weapons deemed inappropriate by administration, by any other person other than law enforcement on or within one hundred (100') of school property or at school activities. Students are prohibited from bringing to school or school-related activities any weapons or firearms of any kind. This includes any firearm or air gun, other than starting guns for athletic events or during courses designed for firearms training, whether or not it is designed, adapted, used or intended primarily for imitative or noise-making purposes. Any knife, including a pocket knife, may be considered a weapon. This prohibition will normally not apply to school supplies, such as pencils, compasses and the like, unless they are used in a menacing or threatening manner.

**OGLALA LAKOTA COUNTY SCHOOL DISTRICT 65-1
K-8 STUDENT HANDBOOK**

PLEASE SIGN BELOW AND RETURN TO SCHOOL OFFICE

I (We), _____,

Parent(s)/Guardian(s) of _____

have received the contents of the Oglala Lakota County 65-1 K-8 Student Handbook.

Parent/Guardian

Date

Parent/Guardian

Date