

Stanley County School District #57-1
Board of Education – Special Meeting Agenda

July 27, 2022 – 6:00 P.M.
Board Room – Parkview Auditorium

Proposed Agenda

1. Call meeting to order
2. Pledge of Allegiance
3. Approval of Agenda
4. Conflict of Interest Declaration
5. 1st Reading of Student Handbooks
6. 1st Reading of Technology Handbook
7. 1st Reading Activities Handbook
8. Executive Session – per SDCL 1-25-2 (1) Personnel, (2) Student Matters
9. Resignations
10. Contracts/Letters of Intent
11. Open Enrollments
12. Volunteers
13. Adjournment

**STANLEY COUNTY
ELEMENTARY SCHOOL
DISTRICT #57-1
STUDENT HANDBOOK**



STANLEY COUNTY SCHOOL DISTRICT #57-1

P. O. BOX 370
FORT PIERRE, SOUTH DAKOTA 57532-0370
605-223-7741

STANLEY COUNTY BOARD OF EDUCATION

Mrs. DeLynn Hanson..... President
Mr. Chris Fosheim..... Vice-President
Mr. Shaun Cronin..... Member
Mr. Mitch Kleinsasser Member
Mr. Tyler Green Member

STANLEY COUNTY ADMINISTRATION

Superintendent.....Mr. Dan Baldwin
Business Manager.....Mr. Tate Gabriel
Middle/High School Principal.....Mr. Curt Littau
Elementary Principal and Title I Director.....Mrs. Terri Mehlhaff
JK-12 Counselor
Pre-K – 12 Special Education Director.....Mrs. Melody Littau
Activities Director.....Ms. Keely Bracelin

The Stanley County School District 57-1 does not discriminate based on race, color, national origin, pregnant or married status, or age in its programs and activities. The Superintendent is designated to handle inquiries regarding the non-discrimination policies. Contact Daniel Hoey, PO Box 370, Fort Pierre, SD 57532

Phone (605) 223-7741

Approved:

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INTRODUCTION

Stanley County School District #57-1
112 South First Street
Fort Pierre, SD 57532
(605) 223-7741
Website: www.stanleycounty.k12.sd.us

Dear Parents, Guardians and Students,

The Stanley County School District accepts the honor and responsibility to provide an appropriate education for the children of our district. The Stanley County School Board believes that this school district is responsible for developing and maintaining a comprehensive educational program that will foster the academic, social, and personal growth of all students. The Stanley County School District provides a secure, supportive environment. Moreover, it is the goal of the district to provide high quality resources to challenge and empower each individual to pursue his/her potential, to develop a passion for learning in a diverse and challenging world, to encourage active citizenship, and to reach a high standard of achievement at all grade levels as defined by the South Dakota Learning Standards.

The items contained in this handbook are a small part of the many policies and regulations that the Board of Education has mandated for Stanley County Students. This is not meant to be an exhaustive policy book, but it is a snapshot of the procedures, policies, and regulations that most often affect the students of Stanley County. The full policies are available on the District Website.

This information has been carefully prepared and presented so that it will be of great value in helping you to adjust to our school and to become an integral part of it. Please read it carefully to become familiar with the important procedures, activities, rules, and expectations necessary for the effective operation of our school. Sound decisions are based upon a clear understanding of the outlined expectations. If students have questions or problems, come see the principal.

Board of Education
Stanley County School District #57-1

MISSION STATEMENT

To create lifelong learners and productive citizens.

PHILOSOPHY AND PURPOSE

PHILOSOPHY: We believe that education is an individual process whereby students grow in knowledge and skills at a rate unique to their ability and surroundings. To this end, the Stanley County School District dedicates itself to improving the lives and futures of its students to the extent the human and material resources of the district will allow.

PURPOSE: More specifically stated, the purpose of the Stanley County School District (hereafter referred to as "the District") is:

- 1) To provide each student the opportunity to acquire a reasonable mastery of the basic skills of reading, writing, oral communication, mathematics, and the fundamental skills of learning.
- 2) To assist each student in formulating educational, social, and vocational objectives.
- 3) To provide the means by which each student can meet the requirements of admission to post high school educational institutions.
- 4) To provide the means for exploring a variety of academic, vocational, and recreational areas.
- 5) To assist each student in developing a sense of personal and group worth, including the building of strong habits of moral and healthful living.
- 6) To assist each student in acquiring an understanding and appreciation of the basic concepts supporting our American institutions, as well as the civic skills and attitudes necessary to ensure the perpetuation of our process of self-government and the responsibilities of citizenship.
- 7) To assist each student in building attitudes which recognize the importance of wise use of human and natural resources.
- 8) To build in each student an awareness of and appreciation for beauty and a high regard for the arts.
- 9) To promote each student's ability to be self-directed, lifelong learners by increasing knowledge, competencies, and orientations.

STANLEY COUNTY

School Calendar 2022-23



First Semester

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 18 Inservice - All Staff
- 18 MS/HS & Elem Open House
- 19 1/2 Day Inservice (new staff)
- 22 Inservice - All Staff
- 22 MS/HS Open House
- 23 First Day of School

Second Semester

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 3 Inservice 8am - 4pm
- 16 MLK Day - No School
- 27 Enrichment

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 5 Labor Day - No School
- 8 Fall Picture Day
- 10 Enrichment
- 20 Midterm Quarter 1
- 23 Homecoming
- 28 Conferences: 4:00 - 7:00
- 29 Conferences: 4:00 - 7:00

February 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

- 6 Midterm Quarter 3
- 10 Inservice 8am - 12pm
- 15 Conferences: 4:00 - 7:00
- 16 Conferences: 4:00 - 7:00
- 20 President's Day - No School

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 10 Native American Day
- 14 Enrichment
- 19 End Quarter 1

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 10 Enrichment
- 14 End Quarter 3

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 4 Inservice 8am - 12pm
- 11 Veteran's Day
- 18 Enrichment
- 21 Midterm Quarter 2
- 23 Early Release
- 24 Thanksgiving - No School

April 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 10 Easter Monday - No School
- 19 Midterm Quarter 4
- 28 Enrichment

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 16 Enrichment
- 22 End Quarter 2
- 22 Early Release
- 23 - 31 Christmas Break

May 2023						
Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 19 Enrichment
- 21 Graduation
- 25 Ina Day - Early Release

Color Key	
	Regular School Day
	School Day & Conferences
	Enrichment Day
	Teacher Inservice Day
	No School

Important Dates			
Open House		Midterm / End of Quarter	
Thursday, August 18	MS/HS 5:7:30pm	Q1 Midterm	September 20, 2021
Thursday, August 18	ELEM 5-7 pm	Q1 End	October 19, 2021
Monday, August 22	MS/HS 5:7:30pm	Q2 Midterm	November 21, 2021
		Q2 End	December 22, 2021
		Q3 Midterm	February 6, 2022
Homecoming Week		Q3 End	March 14, 2022
Monday, September 19 - Friday, September 23		Q4 Midterm	April 19, 2022
Monday, September 19 - Coronation		Q4 End	May 25, 2022
Friday, September 23 - Football Game			

DAILY SCHEDULE

7:25 – 7:45 – Breakfast (use the elementary gym doors if your child chooses to eat breakfast at school)

7:30 – 7:45 – Supervision is provided on the elementary playground.

7:45 – 8:00 – Students enter building and go to homeroom classroom

7:57 – 8:05 – Pledge of allegiance, morning announcements

2:00 – JK Dismissal

3:30 – Kindergarten & 1st grade dismissal

3:33 – 2nd & 3rd grade dismissal

3:35 – 4th & 5th grade dismissal

3:45 – any students still on the elementary playground will be urged to return home or to their after-school supervisor. All students still on the playground at this time, will be taken to the elementary office to contact parents to ensure safety. Students may return to the playground to play after 4:00 pm.

STUDENT STATEMENT OF RIGHTS

Statement of Rights

Students of the Stanley County School District have the basic constitutional rights guaranteed to all citizens. In exercising these rights, students have a responsibility to respect the fundamental rights of all citizens. One purpose of schools is to encourage the responsible use of these rights and develop good citizenship within the framework of an educational society. The school is a community, and the rules of a school are the laws of that community. To enjoy the right of citizenship in the school, students must also accept the responsibilities of citizenship.

Right to Nondiscrimination

The Stanley County School District does not discriminate in its employment policies and practices, or in its educational programs or activities on the basis of race, color, creed, religion, age, marital status, gender, disability, national origin, or ancestry.

Inquiries concerning the application of Title VI or Title IX may be referred to Mr. Dan Baldwin, Superintendent, Stanley County School District, Fort Pierre, SD 57532 (605-223-7741) E-mail: Dan.Baldwin@k12.sd.us, or to US Dept. of Education office for Civil Rights, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114-3302. Phone (816) 268-0550 Fax: (816) 823-1404 TDD (877) 521-2172 Email OCR KansasCity@ed.gov

Right of the Disabled

All students with disabilities in the Stanley County School District are entitled to the benefits of a free, appropriate educational program. For specific information about eligibility and services, please contact the Special Services Director, Terri Mehlhaff (605-223-7741), E-Mail: terri.mehlhaff@k12.sd.us

Section 504/American Disabilities Act

Section 504 accommodations can be provided for a student who has physical or mental impairment that substantially impacts the student's education. Each situation is based on the individual's needs. For a complete description of the rights granted under Section 504, please contact Mr. Dan Baldwin, 504 Coordinator (605-223-7741), E-mail: Dan.Baldwin@k12.sd.us.

Right to Confidentiality of School Records

The Family Education Rights and Privacy Act of 1974 assures the confidentiality of students' records. A parent, guardian, or student over 18 years of age may refuse to permit the release of any information about a student by notifying the principal in writing.

**Please address any concerns that you have over compliance of our schools
to the FERPA laws to:**

Mr. Dan Baldwin, Superintendent
Stanley County School District

112 South First Street, PO Box 370
Fort Pierre, SD 57532
605-223-7741
E-mail: Dan.Baldwin@k12.sd.us

For additional information, you may call 1-800-872-5327, or you may communicate with the following address:

Family Policy Compliance Office
US Dept. of Education
400 Maryland Ave SW
Washington, DC 20202-8520
www.ed.gov/policy/gen/guid/fpco/ferpa/index.html

Right to Due Process

The phrase "due process" means that any person accused of a violation of a rule, responsibility, or policy of law is entitled:

- to know what charges are against him/her.
- to have the opportunity to present his/her viewpoint before a final disciplinary decision is made.

A student facing serious disciplinary action such as long-term suspension, mandatory reassignment, or expulsion will receive from the school a copy of school policy that outlines a specific procedural process mandated by law to insure due process. If a decision for disciplinary action is made, the student has the opportunity to appeal that decision to a higher authority and must state his/her intent to do so. Disciplinary action must then await the outcome of the appeal. For a copy of the appeal process, please contact the elementary school office.

GRADING SYSTEM

The school year is divided into four marking periods--each approximately nine weeks long. A report card will be issued after each quarter is completed. The grade recorded on the permanent record is the final grade of the semester. Parent-teacher conferences are held once each semester. Internet access to grades is available throughout the quarter through Parent Portal. Teachers may send out progress reports any time. These progress reports are usually sent out mid-quarter. They are warning or failure notices to the parents or guardians of students who are doing poor or failing work. Parents are urged to contact the student's teachers to discuss and/or help their student when necessary.

GRADING SCALE

Students in grades 4 & 5 may earn letter grades for most of their subjects. The grading scale is as follows:

A.....	96-100 percent (4.0)
A-.....	94- 95 percent (3.6)
B+.....	92- 93 percent (3.4)
B.....	88- 91 percent (3.0)
B-.....	86- 87 percent (2.6)
C+.....	84- 85 percent (2.4)
C.....	80- 83 percent (2.0)
C-.....	78-79 percent (1.6)
D+.....	76-77 percent (1.4)
D.....	72-75 percent (1.0)
D-.....	70-71 percent (0.6)
F.....	Below 70 percent (0.0)
I.....	(0.0)

Students in JK – 3 earn quarterly reports in a standards-based report card. The following describes what the numbers signify.

- 5.....**Advanced:** I am working on grade level skills at a higher level.
- 4.....**Proficient:** I can do this on my own. I can show I understand or how to do it.
- 3.....**Approaching Proficiency:** I kind of get it, but still make some minor mistakes.
- 2.....**Basic:** I can do this with help. I kind of get it, but still need an example.
- 1.....**Below Basic:** I still need help or am still confused. I can't figure it out.
- P.....**Passing**
- F.....**Failing**

INCOMPLETES

Student incompletes are carried for ten school days after any given grading period (quarter or semester), at which time the grade will become an F. The principal, in collaboration with the teacher giving the incomplete, shall have the discretion to carry the incomplete for a longer period of time due to illness or other unusual circumstances.

ACADEMIC DISHONESTY

Students will be expected to follow classroom instructions relating to academic integrity. When the teacher believes that a student or students have chosen to cheat and/or plagiarize, the teacher will conference with the student(s) to discuss the circumstances. If it is determined the academic dishonesty has occurred,

First Violation

- a. The teacher will contact the administration and the parent/guardian.
- b. The student(s) will be required to complete a new assignment similar to original assignment with the score deducted by 30 percentage points.

Second Violation

- a. The teacher will contact the administration and the parent/guardian.
- b. The second violation student(s) will receive a "0" on the specific assignment, e.g., homework, quiz, test, project.

Third Violation

- a. The teacher will contact the administration and the parent/guardian.
- b. There will be a meeting with the parents and the student.
- c. The student will earn a zero in the gradebook.

Contributing Towards Academic Dishonesty

If it is determined that a student(s) contributed towards the actions of Academic Dishonesty for the benefit of another student(s), they will be given disciplinary action per the school discipline plan.

HONOR ROLL

Each nine weeks, students in grades 4 and 5 who have achieved the following academic status will be acknowledged:

Merit Roll - 3.0-3.99 A/B (no C's)

Honor Roll - 4.0 All A's

TEXTBOOKS

Basic textbooks and materials are furnished by the school district at no cost. Students are responsible for returning texts and materials at the end of the year. Students are responsible for replacement costs for lost

books and repair costs of damaged books. Students may receive a replacement for a book lost during the semester if the lost book is paid for or a deposit secured.

CHROMEBOOKS

Your Chromebook has been provided to you as a learning tool and should be used for educational purposes only. You are fully responsible for your Chromebook, its general handling, care, cleaning, power cable, and fees. When using your Chromebook at home, school, and anywhere else, students will follow the policies of the District – Acceptable and Ethical Use of Technology Handbook and abide by all local, state and federal laws.

STUDENT ABSENCES AND EXCUSES

School is preparation for future life. It is important that habits of regular attendance be developed. Regular attendance establishes a pattern of responsibility and commitment that will serve students throughout their lives, including post-high school education and the workplace.

Consistent school attendance has a high positive correlation to academic success and school completion. A student's contribution and achievement in class are directly related to attendance. Research shows that students learn best when they attend school every day. When students miss school, they miss important lessons and essential skills they need for academic success. Students and parents/guardians must understand that students miss a vital portion of their education when they are absent from class. Activities that take place in the classroom are a vital part of the teaching-learning process. Teachers will communicate with students and parents/guardians about the effect of attendance upon student achievement and success in their class and in their lives as adults.

School Attendance/Tardiness

Notification of Absence

- Parent(s)/guardian(s) are expected to notify the school regarding a student's absence on the day of the absence. An absence must be reported either by note or phone call.
- If requested, students who were absent from school for any reason shall submit in written form the specific reasons for their absence, the specific days, or times they were absent and a signature of the parent/guardian. Schools may require verification of absence from a doctor, dentist or other professional as deemed necessary by the principal.
- After attendance is collected each morning, school district will begin calling parents/guardians whose student(s) have been counted absent unknown and no messages or phone calls have been made to the school by 9:00 am. Student safety is the main concern, and this procedure provides another check on a student's absence.

Excused and Unexcused Classification

- The classification of an absence being excused or unexcused is at the discretion of the school based on the reason provided by the parent/guardian
- Normal excused absences may include: Court Summons, death in family/funeral, medical appointment, student illness, parent request, religious holidays, college visit, other principal authorized absence.
- Normal unexcused absences may include: school not notified by parent/guardian, skipping, oversleeping, other determined to be unexcused by principal
- ↳ Absences are accumulated throughout the entire school year; absence totals do not restart at semester time.

Elementary: Teachers are to monitor the absences of students within the classroom and make initial contact with parents/guardians to get clarification regarding a concern. The teacher will communicate concern to other school personnel as appropriate. A student's tardies/early exits may be considered in discussions regarding a student's absence total.

- -Level 1: Once a student has accumulated five absences, the student's attendance record will be reviewed, and parents/guardians will be contacted.
- Level 2: Once a student has accumulated eight absences, the parents/guardians will be notified in writing and will be sent a copy of the student's attendance record.
- Level 3: When a student's absences represent an ongoing concern, a meeting will be requested to discuss the situation and possible formal measures to address it. Notification will also be made to the superintendent, who is the school's truancy officer.
- Level 4: At the discretion of the administration, a certified letter will be sent to the student's parents/guardians to outline the attendance concern and/or request another meeting. The State's Attorney may be contacted, and legal proceedings may be initiated for non-compliance with the state's compulsory attendance statute. Retention in the student's current grade may be considered for students with absences representing 25% or more of the school calendar.

Habitual unexcused absences

- Habitual unexcused absences or excessive excused absences for students under the age of eighteen may result in a referral to the State's Attorney for truancy.

Completing assignments for days missed

- Students are expected to complete all coursework missed within two (2) days for every day missed not to exceed six (6) days. Student and parents/guardians may have to schedule time before or after school for students to make up tests or presentations.

Students at State and National Youth Events with educational purposes

- Per SDCL 13-27-6.1. Student may be counted exempt from attendance for up to five days in a school year if requested by a parent or guardian for the purpose of attending events of state or nationally recognized youth programs of educational value or for the purpose of working as a precinct election official if the student is at least eighteen years old.

Tardy Accumulations

±Tardy accumulations begin anew each semester.

Elementary: Students that are excused early are considered absent for that amount of time. Students that arrive at school after 8:00 a.m. are considered tardy. As soon as the tardy minutes and the "excused early dismissals" accumulate to three and one half (3.5) hours, the student will be considered absent for one half (0.5) day. Early exits are to be treated in the same manner.

Makeup work: Elementary students should work with their teacher to make up missed work in a reasonable time frame to be determined at the discretion of the teacher. If parents request work to be provided to be sent home, they may contact the elementary office or the classroom teacher but must give ample amount of time for the teacher to prepare the work to be sent home if the teacher chooses to send work home.

GUIDANCE AND COUNSELING SERVICES

The primary responsibility of the District's guidance and counseling program is to assist students, regardless of race, creed, or social standing, to obtain the self-understanding, training, and personal and social adjustment necessary for taking their place as useful citizens in America.

Guidance and counseling services are available to all students. All conferences between counselors and students are confidential as provided by law.

BULLYING, HARASSMENT & DISCRIMINATION

The Stanley County School District is committed to providing a learning environment free of discrimination and harassment. The District prohibits bullying, harassment or discrimination on the basis of race, color, creed,

religion, age, gender (including pregnancy), sexual orientation, disability, national origin or ancestry, military/veteran status, genetic information, or any other category protected by law. Furthermore, bullying and harassment includes any electronic, written, verbal, or physical act of a demeaning or threatening nature targeted at a student which is based on any actual or perceived trait/characteristic of the student, and which creates an objectively hostile school environment that meets one or more of the following conditions.

- Places the student in reasonable fear of harm to the student's person or property,
- Has a substantially detrimental effect on the student's physical or mental health,
- Has the effect of substantially interfering with the student's academic performance, or
- Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

The District will investigate all reports of bullying, harassment, or discrimination, and will discipline, or take appropriate action, against any student or employee who is found to have violated the bullying, harassment, or discrimination policies of the district:

- Students should report complaints of harassment to a building administrator.
- If a student prefers, the student may first report a concern to a counselor, or other trusted adult. That staff member will report the concern to the administrator.
- Parents/guardians are encouraged to call an administrator if they are concerned about harassment or intimidation issues.
- An administrator will investigate all complaints and determine an appropriate course of action.
- Submission of a complaint or report of harassment will not affect the student's status with the District.
- The District prohibits retaliation against any individual who reports a claim under this policy or participates in an investigation of any such claim.

CELL PHONES & WATCHES

Elementary students must leave their cell phone in their locker turned off or in silent mode during the school day. Elementary students are not allowed to take their cell phones to lunch, recess, or out of their lockers any time during the school day. If a parent needs to be contacted, the student must get permission from their classroom teacher or administrator to use their phone.

Smart watches or phone watches also may not be used to make phone calls or text messages during the school day, at recess, or lunch. If a parent needs to be contact, the student must get permission from their classroom teacher or administrator to use their device.

- On the first violation, the parent/guardian will be notified.
- On the second violation, the parent/guardian will be notified. The device will be kept by the classroom teacher until the end of the school day. The student will serve one detention.
- On the third violation, the parent/guardian will be notified. The device will be kept in the office and the parent/guardian must pick up the device from the office. The student will serve two detentions.

DRESS CODE

Generally, it is the prerogative of parents/guardians to determine appropriate dress and grooming for their students in accordance with the age and grade of each student and the weather. Guidelines to follow include:

- Footwear is to be worn in the building at all times.
- Students who are wearing t-shirts, jackets, or other items of apparel that have markings, pictures, or lettering that convey profane or offensive meaning, alcohol and tobacco references, or gang-affiliated words or markings will be sent to the office. The principal may require the apparel to be changed or covered throughout the remainder of the day if deemed necessary for the good order of the building.
- Students may not wear halters, low-cut tops, tops that expose the middle part of the body, muscle shirts, low-riding pants, short shorts/skirts.

- Students may not wear head coverings, including hats, caps, scarves, or bandanas in the school building. Exceptions allowed at principal's discretion.
- If students arrive at school with inappropriate attire, parents/guardians will be called and asked to bring the appropriate attire.
- During the school year, special theme days may occur. On these occasions, students may dress accordingly. However, on no occasion will weapons be allowed as part of a costume.

GENERAL ASSEMBLIES

Occasionally there is an opportunity for the entire student body to assemble for a general meeting. Visiting speakers, musical groups, and entertainers may be asked to appear at such meetings. Courtesy and respect for the guest is expected of all students.

CLASSROOM PARTIES

Holiday parties may be held in elementary classrooms as the schedule allows during the day. No parties will exceed one hour unless special permission request has been granted by ~~arranged through~~ the principal. If food is included, a healthy snack will be provided.

FIELD TRIPS

Field trips are often part of classroom experiences. Students may be involved in the planning after the teacher has obtained permission from the principal. Students must have a signed permission form from parents/guardians turned into the office for them to attend. Parents/guardians may be asked to assist in the supervision of field trips.

FLAG SALUTE AND PLEDGE OF ALLEGIANCE

The Board of Education may legally provide for a flag salute and Pledge of Allegiance as a regular school exercise. Participation in these exercises, however, cannot be required of any student who objects to them on grounds of conscience. The Pledge of Allegiance will be recited over the intercom each morning that school is in regular session. At school activities where the flag is present, proper etiquette is to rise, remove your hat/cap, remain silent, and place your hand over your heart until the flag has been removed and the Pledge of Allegiance or the national anthem is completed.

**State law makes it a misdemeanor to willfully and maliciously abuse the flag of the United States of America.*

ACCIDENTS

An accident or injury that occurs on school grounds, requiring immediate medical attention, shall be reported to the appropriate administrator and a report shall be filed with the business office. Report forms can be found in each principal's office, or in the business office. If medical attention is necessary, attempts to contact the parents/guardians through all available means will occur. A follow-up report will be sent home to the parents regarding the injury and efforts taken on the child's behalf.

ANIMALS

Students are not permitted to bring live animals (with the exception of service animals) to the school/classroom during regular school hours.

FOOD ALLERGIES

Student food allergies that necessitate special dietary changes require a signed medical statement indicating the food item and level of restriction for the District to honor the request. Other allergies or conditions that necessitate changes to the normal operation of the District also require a signed medical statement from a doctor. Such medical statements shall be given to the building level principal and the director of food service on an annual basis.

FOOD AND BEVERAGE:

Students in grades JK – 5 will have milk and snack at the discretion of the classroom teacher. The students may not bring drinks other than water to school. If there is a milk allergy, juice is offered at school. Students may bring a healthy snack if the classroom teacher allows. Students are encouraged to bring a reasonably sized water bottle with them to school and class.

LEAVING THE SCHOOL GROUNDS

At no time may students leave the school grounds during the school day without permission. Students are required to be at school for meals unless special permission has been granted due to a special diet, medication need, or has an open-campus privilege. Students leaving or refusing to come to school are considered truant, will be marked as unexcused and will be treated as such. Parents may not 'excuse' a student to leave for lunch if the students does not have open-campus privilege.

FIRE AND EVACUATION DRILLS

When the fire alarm sounds, students are to walk rapidly and immediately to the proper exit, then move to the area designated by the classroom teacher. The exit to be used is posted in each room and explained by the teacher in that room. For evacuation drills, follow the instructions of the teacher.

LOCKERS

Lockers are the property of the school and are provided for student use. All lockers are subject to inspection for cleanliness and may be entered by a principal or his/her representative any time there is a suspicion the locker may contain items of a theft or items that may be illegal, dangerous, or harmful to others in the building. Students may not switch lockers unless they secure permission from the building principal. Students in JK – 5 may not bring in outside locks.

PERSONAL PROPERTY

Students assume sole responsibility for loss or damage to any personal property, such as garments, electronic equipment, or musical instruments. The Stanley County School District is not responsible for any lost, stolen, or missing items. Large sums of money or jewelry of either real or "keepsake" value should not be brought to school. ****Authorized school personnel may search personal property with reasonable suspicion. Students should not expect an assumption of privacy. School district officials only need "reasonable suspicion" in order to search lockers, cell phones, or vehicles on school property. Lockers and parking lots are property of the Stanley County School District.*

LOST AND FOUND

A lost and found location is maintained in each building. Lost items of value will be turned in to the office for identification. Coats, scarves, mittens, snow boots, and items left in the classroom should be taken home at the close of each day. Items not claimed at the end of each quarter will be donated to appropriate organizations.

DELIVERIES

Deliveries made to the school for students (-i.e. flowers, balloons, food, etc.); will be brought to the office and remain in the office until the end of the school day. The office will notify the student's teacher that the said student should ~~is to~~ stop in the office after school.

VISITORS

All visitors to the District are required to check into the office and obtain a visitor badge upon entering a school building. Due to safety issues, if students need to leave school during regular school hours, they need to check out through the office. The check-in/check-out log is in the secretary's office.

MEDICATION AT SCHOOL

If a prescription medication cannot safely be administered on a before school, after school, & bedtime schedule; the medication will be administered under the following provisions:

- Medications will be administered only with an order from a licensed physician and with a signed consent from the parent/guardian. The physician's order and parent/guardian consent form shall be completed annually or when there is a change in the medication.
- Medication shall be delivered in and dispensed from a pharmacy or manufacturer's container properly labeled with the name of the student, the name and strength of the medication, name of the physician, and date of the original prescription and directions for use. This includes inhalers.
- Over-the-counter medication, such as cough drops, cough syrups, aspirin, Tylenol, antacids, hydrocortisone or vitamins, will not be administered at school without a doctor's order. **Elementary students may not have any kind of medication in their locker or backpack.**
- It is recommended that a 30-day supply of medication or less be brought to school by the parent/guardian. Please ask your pharmacy to provide separate bottles for school & home.
- A parent/guardian must fill out an authorization form at the start of each school year and at the start of any new prescription (including prescriptions for the same medication but at a different dosage). A parent/guardian must also fill out a medication log for every prescription and refill brought to the school.
- A parent/guardian or designated responsible adult should deliver to the school all medications to be administered by school personnel or to be taken by self-medicating students.
- All medication will need to be taken home the last day of school or within one week of the last dose given or the medication will be destroyed.

HEALTH ASSESSMENTS

~~—Parental—~~

From time to time during the year, health screenings may be provided through a contract with the South Dakota Department of Health (DOH), who is subject to the rules and regulations of the Health Insurance Portability and Accountability Act (HIPAA). HIPAA requires that the DOH provide access to ~~its~~ Notices of Privacy Practices. ~~These notices may be viewed on the DOH. You may view the DOH notice on our website at www.state.sd.us/doh, or a printed copy may be requested~~ a printed copy by contacting the DOH at 1-800-305-3064.

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Screenings that will be provided during the school year include:

- Vision Screening for students in grades KG, 1, 3, 5, 7, 9, or any child upon referral
- Hearing Screening for students in grades KG, 1, 2, 5, or any child upon referral
- Physical Assessments for students in grades kindergarten, 5, or any child upon referral
- Scoliosis Screening for girls in grades 5, 7, or any child upon referral
- Scoliosis Screening for boys in grades 5, 9, or any child upon referral

Scoliosis screenings: Abnormal curvature of the spine is usually first noticed at the beginning of the adolescent growth spurt. Often early detection and appropriate treatment can prevent progression. The screening procedure takes about 30 seconds and does require ~~the students~~ to remove their his/her shirt or blouse in order that the spine can be visually observed by the community health nurse.

Notification of findings: Parents/guardians will be notified of any concerns identified during the health screenings so that ~~students~~ a child can be further evaluated by the provider of the parent/guardian's choice. Parents/guardians that ~~if you prefer not to have their students, your child participate in the screenings should~~ please notify your school personnel. ~~For~~ if you would like more information regarding the health screenings, please you are welcome to call the Community Health Office at 223-7740.

FREEDOM OF EXPRESSION

Students have the right to freedom of expression, but the right is not unlimited. It must not be a disruptive influence to the District's ongoing programs. Students have the right to prepare written materials while off school property and under reasonable constraints, and to distribute such materials on school grounds and in school buildings. Here the rules of reasonable and responsible journalism would pertain. Students may be required to identify the publishers and to conform to reasonable rules concerning the content, distribution, and net effect of their materials upon other students. Freedom of expression does not extend to profane, vulgar, libelous, or pornographic materials, and limitations through the exercise of District rules do not constitute infringements on personal rights to freedom of expression.

STANDARD OF CONDUCT AND DISCIPLINE

The goal of discipline is a self-disciplined individual with a mature attitude and socially acceptable standard of conduct.

The Stanley County School District operates based on the knowledge that most students are self-disciplined, make good decisions, and behave in a productive manner. Proper behavior is the responsibility of the student and his/her parents/guardian. The student has the responsibility to know and respect the rules and regulations of the school and to be considerate of the rights of others. Administrators, teachers, counselors, and other school personnel are authorized to enforce rules and regulations to promote the learning climate. Elementary school students are expected to show respect for oneself, for each other, and for public and personal property. Students have the right to expect the orderly conduct of the school program. Behavior that would be detrimental to a stimulating learning climate must be discouraged. Students are under the jurisdiction of the school district while on the school grounds, under the supervision of school authorities, attending a school function, or on any extra-curricular trip.

Conduct that Constitutes Grounds for Short- or Long-Term Suspension, or Expulsion: School officials have the authority to discipline a student by exclusion, suspension, or expulsion. In addition, in the case of a clear and present danger to the student or to other students, emergency procedures will be followed. For this section, the terms shall have the following meanings:

Emergency Exclusion: Immediate exclusion if the student has a dangerous communicable disease or presents a clear threat to self or others.

Short Term Suspension: Up to and including ten school days.

Long Term Suspension: More than ten school days, but less than 90 school days

Expulsion: Removal of the student for a minimum of the balance of the current school term with the loss of all credits.

NEWSLETTERS

A newsletter will be printed quarterly and as information needs to be distributed to families. The newsletter will include information about school activities, special programs, school holidays, the calendar, and the breakfast/lunch menu.

PARENTS RIGHT TO KNOW

Federal education law requires that all parents/guardians in a Title I school be notified and given the opportunity to request information about the professional qualifications of classroom teachers instructing their student. This information may be obtained upon request from the building principal.

Results of State Level Testing are mailed out to Parents and Guardians. Students continue to participate in district and school level testing. All results are sent home at Parent Teacher Conferences. For a Stanley County School District #57-1 Public Report Card can be found by going to <https://sdschool.sd.gov/>.

PARTY INVITATIONS

Invitations to private parties, May baskets, Valentines, etc. should be sent to school for distribution when *all children* in the classroom are included.

PROMOTION/RETENTION

Elementary students in grades JK-5 are evaluated ~~throughout~~ thoroughly the entire year and their progress is reported regularly to ~~the parents/guardians~~. If for some reason normal progress is not made by the student, the teacher, parents/guardians, and the principal will confer and if possible, reach consensus on appropriate grade placement of the child. The school retains final authority in regard to retaining a student. Information regarding retention recommendations will be shared with the parents/guardians and placed in the student's cumulative file. Retention is the last option desired, and every means appropriate will be attempted before the district recommends retention.

RALLY DAY

Near the end of the school year, Field Day is held for students in K-5 for students at Stanley County Elementary. Students participate in various field events. Students at Cheyenne AND in Junior Kindergarten participate in their own activities.

RECESS

Students in JK – 5 will go to recess daily. Appropriate clothing is required. If it is raining or snowing, teachers will use their best judgement when taking students outside. During Winter months, if the temperature is 0° Fahrenheit or below (including Wind Chill) teachers will use their best judgement to keep students inside.

TEACHER REQUESTS

The building level principal will handle teacher placement requests made by parents/guardians in a manner they see fit. Requests will be taken into consideration; however, the final decision on placement lies with the school. Request sheets are available in the elementary office each spring and due by the given date each year.

TITLE I SCHOOLWIDE PROGRAM

~~The District's elementary school~~ Stanley County Elementary operates a Schoolwide Title I program. Schoolwide Title I is a federally funded program designed to improve educational opportunities for students by providing aid to qualifying schools. The intent of Schoolwide Title I is to expand learning opportunities for ALL students in the areas of reading and math. ~~The program~~ lan provides services that enable all children in grades K-5 to meet high standards. It is a federally funded program designed to improve educational opportunities by providing aid to elementary education. The intent of Title I is to expand learning opportunities for all students.

Goals~~GOALS~~:

1. Develop positive attitudes toward reading and math
2. Individualize reading and math instruction according to student needs
3. Increase reading and math achievement
4. Support the classroom instructional programs
5. Increase students' self-esteem
6. Involve students~~children~~ with parents/guardians in reading and math activities at school and at home

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Stanley County Schools
School-Family Compact

School Responsibilities:	Parent/Guardian Responsibilities:	Student Responsibilities:
We, as school staff, will support our families in the following ways:	We, as parents/guardians, will support our child's learning in the following ways:	I, as a student, will share the responsibility to improve my academic achievement and achieve high standards. I will:
1. Provide standards-based reading and math instruction by highly qualified teachers.	1. Provide a time and space for homework and check that all work is completed.	1. Do my homework every day.
2. Provide parents with quarterly grade reports.	2. Communicate with my child's school/teacher during conferences, through email and/or phone contact.	2. Ask for help when I need it.
3. Be available to parents during conferences, through email, phone contact, and face-to-face consultation.	3. Read to/with my child every day.	3. Read at least 15 minutes every day outside of school.
4. Provide parents opportunities to volunteer in their child's classroom and learn ways to improve their child's academic achievement.	4. Participate in opportunities provided by the school to volunteer, receive training, and provide input.	4. Strive to do my very best!

PLAY EQUIPMENT/TOYS

Personal playground equipment and toys brought from home is **not allowed**. The district is not responsible for lost or stolen personal property brought to school.

STAYING INSIDE DURING RECESS

Children may not remain in the building during recess time except at the request of a teacher, staff member, or principal. If it is necessary for health reasons for a child to remain in the building during recess, a note from the parent must be written to the teacher and okayed by the principal. In the event of a long-term request, usually after the third day, a signed statement from the child's doctor may be required by the school's principal.

TELEPHONE USAGE AT SCHOOL

Students may come to the elementary office to use the phone or use the telephone in their classroom with the permission of their teacher. The telephone call must concern illness or school business. Asking permission to play at a friend's house after school is not considered school business. Special transportation after school should be arranged before the child leaves for school in the morning. (A note or phone call from home to the school is important to communicate the special transportation arrangement to school staff.)

R.O.A.M.S.

Expectations	Classroom	Hallways	Lunchroom	Playground	Bathroom
Respect	*Follow the Golden Rule *Listen to all school staff	*Voices off (Level 0) *Walk on the blue line facing forward.	*Normal conversation voice (Level 2) *Use manners *Listen to all school staff	*Listen to all school staff *Follow the Golden Rule	*Voices off (Level 0)
Ownership	*Accept responsibility for your actions	*Keep locker and hallways tidy	*Clean up after yourself and others	*Use equipment for its purpose and put it away. *Stop activity and line up when bell rings	*Keep the bathroom tidy (flush toilets, paper towels in garbage)
Achievement	*Participate in class activities & discussions *Do your best work	*Travel directly to your destination		*Enjoy your recess	
Mindfulness	* Encourage others * Be prepared to learn and accept help with a positive attitude	*Always remember others are learning	*Be courteous	*Let everyone play *Prepare your mind and body to return to the hallway	*Use time appropriately
Safety	*Follow emergency and classroom procedures	*Hands, feet, and objects to yourself	*Follow lunchroom procedures	*Stay in designated area (ice, water, etc.)	*Wash your hands

STANLEY COUNTY

SCHOOL DISTRICT, #57-1

MIDDLE SCHOOL / HIGH SCHOOL

STUDENT HANDBOOK

2021-2022



STANLEY COUNTY SCHOOL DISTRICT #57-1

P. O. BOX 370
FORT PIERRE, SOUTH DAKOTA 57532-0370
605-223-7741

STANLEY COUNTY BOARD OF EDUCATION

Mr. Shaun Cronin Board President
Mrs. DeLynn Hanson Board Vice-President
Mr. Chris Fosheim Member
Mr. Mitch Kleinsasser Member
Mrs. Michael Roggow Member

STANLEY COUNTY ADMINISTRATION

Superintendent Mr. Dan Baldwin
Business Manager Mr. Tate Gabriel
Middle/High School Principal Mr. James Cutshaw
Elementary Principal and Title I Director Mrs. Terri Mehlhaff
JK-12 Counselor Mr. Matthew VanZee
JK-12 Special Education Directors Ms. Terri Mehlhaff & Ms. Jennifer Newcomb
Activities Director Mr. Bruce Bresee

The Superintendent is designated to handle inquiries regarding the non-discrimination policies. Contact Dan Baldwin, PO Box 370, Fort Pierre, SD 57532

Phone (605) 223-7741

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INTRODUCTION

Stanley County School District #57-1
112 South First Street
Fort Pierre, SD 57532
(605) 223-7741
Website: www.stanleycounty.k12.sd.us

Dear Parents, Guardians and Students,

The Stanley County School District accepts the honor and responsibility to provide an appropriate education for the children of our district. The Stanley County School Board believes that this school district is responsible for developing and maintaining a comprehensive educational program that will foster the academic, social, and personal growth of all students. The Stanley County School District provides a secure, supportive environment. Moreover, it is the goal of the district to provide high quality resources to challenge and empower each individual to pursue his/her potential, to develop a passion for learning in a diverse and challenging world, to encourage active citizenship, and to reach a high standard of achievement at all grade levels as defined by the South Dakota Learning Standards.

The items contained in this handbook are a small part of the many policies and regulations that the Board of Education has mandated for Stanley County Students. This is not meant to be an exhaustive policy book, but it is a snapshot of the procedures, policies, and regulations that most often affect the students of Stanley County. The full policies are available on the District Website.

This information has been carefully prepared and presented so that it will be of great value in helping you to adjust to our school and to become an integral part of it. Please read it carefully to become familiar with the important procedures, activities, rules and expectations necessary for the effective operation of our school. Sound decisions are based upon a clear understanding of the outlined expectations. If students have questions or problems, come see the principal.

Stanley County School District #57-1

MISSION STATEMENT

To prepare and challenge students to become lifelong learners and productive citizens in a global society.

PHILOSOPHY AND PURPOSE

PHILOSOPHY: We believe that education is an individual process whereby students grow in knowledge and skills at a rate unique to their ability and surroundings. To this end, the Stanley County School District dedicates itself to improving the lives and futures of its students to the extent the human and material resources of the district will allow.

PURPOSE: More specifically stated, the purpose of the Stanley County School District (hereafter referred to as "the District") is:

- 1) To provide each student the opportunity to acquire a reasonable mastery of the basic skills of reading, writing, oral communication, mathematics, and the fundamental skills of learning.
- 2) To assist each student in formulating educational, social, and vocational objectives.
- 3) To provide the means by which each student can meet the requirements of admission to post high school educational institutions.
- 4) To provide the means for exploring a variety of academic, vocational, and recreational areas.
- 5) To assist each student in developing a sense of personal and group worth, including the building of strong habits of moral and healthful living.
- 6) To assist each student in acquiring an understanding and appreciation of the basic concepts supporting our American institutions, as well as the civic skills and attitudes necessary to ensure the perpetuation of our process of self-government and the responsibilities of citizenship.
- 7) To assist each student in building attitudes which recognize the importance of wise use of human and natural resources.
- 8) To build in each student an awareness of and appreciation for beauty and a high regard for the arts.
- 9) To promote each student's ability to be self-directed, lifelong learners by increasing knowledge, competencies, and orientations.

STANLEY COUNTY

School Calendar 2021-22



First Semester

August 2021

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 18 Inservice - All Staff
- 18 MS/HS Open House
- 19 Inservice - All Staff
- 19 Elem/MS/HS Open House
- 20 1/2 Day Inservice (new staff)
- 23 First Day of School

Second Semester

January 2022

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 3 Inservice
- 17 MLK Jr Day - No School
- 28 Enrichment

September 2021

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 6 Labor Day - No School
- 17 Enrichment
- 21 Midterm Quarter 1
- 24 Homecoming

February 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

- 8 Midterm Quarter 3
- 11 Enrichment
- 16 Conferences: 4:00 - 7:00
- 17 Conferences: 4:00 - 7:00
- 21 President's Day - No School

October 2021

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 6 Conferences: 4:00 - 7:00
- 7 Conferences: 4:00 - 7:00
- 11 Native American Day
- 15 Enrichment
- 21 End Quarter 1
- 29 Enrichment

March 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 11 Enrichment
- 17 End Quarter 3

November 2021

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 11 Veteran's Day
- 19 Enrichment
- 22 Midterm Quarter 2
- 24 Early Release
- 25 Thanksgiving - No School

April 2022

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 8 Enrichment
- 18 Easter Monday - No School
- 22 Midterm Quarter 4

December 2021

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 17 Enrichment
- 22 End Quarter 2
- 22 Early Release
- 23 - 31 Christmas Break

May 2022

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 13 Enrichment
- 22 Graduation
- 26 Last Day - Early Release

NEW SCHEDULE

DAILY SCHEDULE

MIDDLE SCHOOL	
Period 1	7:50 – 8:36
Period 2	8:40 – 9:26
Period 3	9:30 – 10:16
Tatanka	10:20 – 10:52
Period 4	10:56 – 11:42
MS Lunch	11:46 – 12:14
Period 5	12:18 – 1:10
Period 6	1:14 – 2:00
Period 7	2:04 – 2:50
Period 8	2:54 – 3:40

HIGH SCHOOL	
Period 1	7:50 – 8:36
Period 2	8:40 – 9:26
Period 3	9:30 – 10:16
Tatanka	10:20 – 10:52
Period 4	10:56 – 11:42
Period 5	11:46 – 12:38
HS Lunch	12:42 – 1:10
Period 6	1:14 – 2:00
Period 7	2:04 – 2:50
Period 8	2:54 – 3:40

Tatanka
 Is a home room time with a variety of activities and time for group meetings. The focused will be on organization, computer skills, social learning, Habits of Mind and reading.

delete the 'd'

SEMESTER TEST SCHEDULE

Day One
December 20, 2021 May 24, 2021
Period 2 Period 4 Period 6 Period 8

Day Two
December 21, 2021 May 25, 2021
Period 1 Period 3 Period 5 Period 7

It is the policy of the District and the Board of Education to encourage and support academic success, rigor, and relevance for all students. Pursuant to these ideals, each teacher in **grades 6-12** will prepare and present an exam to each student during the dates and times scheduled both in the fall and then again in the spring semesters.

Teachers are encouraged to use varied methods of measuring learning besides a standardized multiple-choice test that could include project-based assessment, oral, or visual presentations. Students may use video or other forms of technology hardware or software to both deliver and receive content.

The exam is **not required to be comprehensive** for the semester but may draw from multiple chapters or units throughout the length of the course. The intent of the exam is to prepare graduates for rigorous and relevant post-secondary educational programs by accurately measuring their mastery of the academic material presented in each semester.

DATES OF TESTING WILL CHANGE TO:

December 20 & 21, 2022

May 23 & 24, 2023

STUDENT STATEMENT OF RIGHTS

Statement of Rights

Students of the Stanley County School District have the basic constitutional rights guaranteed to all citizens. In exercising these rights, students have a responsibility to respect the fundamental rights of all citizens. One purpose of schools is to encourage the responsible use of these rights and develop good citizenship within the framework of an educational society. The school is a community, and the rules of a school are the laws of that community. To enjoy the right of citizenship in the school, students must also accept the responsibilities of citizenship.

Right to Nondiscrimination

The Stanley County School District does not discriminate in its employment policies and practices, or in its educational programs or activities on the basis of race, color, creed, religion, age, marital status, gender, disability, national origin, or ancestry.

Inquiries concerning the application of Title VI or Title IX may be referred to Mr. Dan Baldwin, Superintendent, Stanley County School District, Fort Pierre, SD 57532 (605-223-7741) E-mail: dan.baldwin@k12.sd.us, or to US Dept. of Education office for Civil Rights, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114-3302. Phone (816) 268-0550 Fax: (816) 823-1404 TDD (877) 521-2172 Email OCR KansasCity@ed.gov

Right of the Disabled

All students with disabilities in the Stanley County School District are entitled to the benefits of a free, appropriate educational program. For specific information about eligibility and services, please contact the Special Services Director, Terri Mehlhaff (605-223-7741), E-Mail: terri.mehlhaff@k12.sd.us

Section 504/American Disabilities Act

Section 504 accommodations can be provided for a student who has physical or mental impairment that substantially impacts the student's education. Each situation is based on the individual's needs. For a complete description of the rights granted under Section 504, please contact Mr. Dan Baldwin, 504 Coordinator (605-223-7741), E-mail: dan.baldwin@k12.sd.us

Right to Confidentiality of School Records

The Family Education Rights and Privacy Act of 1974 assures the confidentiality of students' records. A parent, guardian, or student over 18 years of age may refuse to permit the release of any information about a student by notifying the principal in writing.

Please address any concerns that you have over compliance of our schools to the FERPA laws to:

Mr. Dan Baldwin, Superintendent
Stanley County School District
112 South First Street, PO Box 370
Fort Pierre, SD 57532
605-223-7741
E-mail: dan.baldwin@k12.sd.us

For additional information, you may call 1-800-872-5327, or communicate with the following address:

Family Policy Compliance Office
US Dept. of Education
400 Maryland Ave SW
Washington, DC 20202-8520
www.ed.gov/policy/gen/guid/fpco/ferpa/index.html

Right to Due Process

The phrase "due process" means that any person accused of a violation of a rule, responsibility, or policy of law is entitled:

- to know what charges are against him/her.
- to have the opportunity to present his/her viewpoint before a final disciplinary decision is made.

A student facing serious disciplinary action such as long-term suspension, mandatory reassignment, or expulsion will receive from the school a copy of school policy that outlines a specific procedural process mandated by law to insure due process. If a decision for disciplinary action is made, the student has the opportunity to appeal that decision to a higher authority and must state his/her intent to do so. Disciplinary action must then await the outcome of the appeal. For a copy of the appeal process, please contact the secondary school office.

Requirements for Graduation

To help students graduating from Stanley County School District be adequately prepared in today's society, the following minimum graduation requirements have been established.

South Dakota High School Graduation Requirements

Approved by the South Dakota Board of Education Standards in July 2018

GENERAL DIPLOMA		
Subject	Must Include:	Total Units
English / Language Arts	1.0 unit Writing 0.5 unit Speech 1.0 unit Literature (including 0.5 unit American Literature) 1.5 unit ELA electives	4.0
Mathematics	1.0 unit Algebra I 2.0 unit Math electives	3.0
Science	1.0 unit Biology 2.0 unit Science Electives	3.0
Social Studies	1.0 unit U.S. History 0.5 unit U.S. Government 1.5 unit Social Studies electives	3.0
Fine Arts		1.0
Physical Education		0.5
Health/Health Integration		0.5
Personal Finance		0.5
Approved CTE –OR– World Language –OR– Capstone Experience		1.0
Electives		5.5
Total		22

ADVANCED ENDORSEMENTS

In addition to the base requirements for the High School Diploma, students may earn advanced endorsements that are in alignment with the student's personal learning plan. Advanced endorsements outline specific coursework within the base diploma requirements to denote specific emphases. Students may earn one or more of three advanced endorsements: Advanced Endorsement, Advanced Career Endorsement and Advanced Honors Endorsement.

The requirements beyond the base high school diploma requirements are in red text in each advanced endorsement section below.

ADVANCED ENDORSEMENT REQUIREMENTS <i>Indicates a student has pursued coursework consistent with entrance requirements for postsecondary education at a university.</i>		ADVANCED CAREER ENDORSEMENT REQUIREMENTS <i>Indicates a student has career experience in a concentrated area, based on academic and/or workplace experience and a related credential.</i>	
4 UNITS OF LANGUAGE ARTS must include: • Writing: 1 unit • Speech or Debate: .5 unit • Literature: 1 unit (must include .5 unit American Literature) • Language Arts electives: 1.5 units	1 UNIT OF FINE ARTS	4 UNITS OF LANGUAGE ARTS must include: • Writing: 1 unit • Speech or Debate: .5 unit • Literature: 1 unit (must include .5 unit American Literature) • Language Arts electives: 1.5 units	1 UNIT OF FINE ARTS
3 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Geometry: 1 unit • Algebra II: 1 unit	½ UNIT OF PERSONAL FINANCE or ECONOMICS	3 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Mathematics electives: 2 units	½ UNIT OF PERSONAL FINANCE or ECONOMICS
3 UNITS OF SCIENCE must include: • Biology: 1 unit • Other Lab Sciences: 2 units	½ UNIT OF PHYSICAL EDUCATION	3 UNITS OF SCIENCE must include: • Biology: 1 unit • Science electives: 2 units (a state-approved computer science course may be used as 1 unit elective)	½ UNIT OF PHYSICAL EDUCATION
3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • Social Studies electives: 1.5 units	½ UNIT OF HEALTH or HEALTH INTEGRATION	3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • Social Studies electives: 1.5 units	½ UNIT OF HEALTH or HEALTH INTEGRATION
1 UNIT OF ANY COMBINATION of the following: • Approved Career & Technical Education • Capstone Experience • World Language	5 ½ UNITS OF ELECTIVES	2+ UNITS OF ANY COMBINATION of the following: • Approved Career & Technical Education units from the same career cluster OR • Capstone Experience AND • Attainment of an industry-recognized credential or National Career Readiness Certificate of Silver or higher	4 ½ UNITS OF ELECTIVES

ADVANCED HONORS ENDORSEMENT REQUIREMENTS <i>Indicates a student has pursued advanced rigorous, academic coursework consistent with §13-55-3.1 (High school course requirements for opportunity scholarship eligibility).</i>			
All high school coursework completed with a "C" or higher			
4 UNITS OF LANGUAGE ARTS must include: • Writing: 1.5 units • Speech or Debate: .5 unit • Literature: 1.5 unit (must include .5 unit American Literature) • Language Arts electives: .5 unit	1 UNIT OF FINE ARTS	3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • World History: .5 unit • Geography: .5 unit • Social Studies electives: .5 unit	½ UNIT OF HEALTH or HEALTH INTEGRATION
4 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Geometry: 1 unit • Algebra II: 1 unit • Advanced Mathematics: 1 unit (details at sdos.sdbor.edu/require/require.html)	½ UNIT OF PERSONAL FINANCE or ECONOMICS	2 UNITS OF ANY COMBINATION of the following: • Approved Career & Technical Education OR • Modern or Classical Language (including American Sign Language); must be in the same language	2 ½ UNITS OF ELECTIVES
4 UNITS OF SCIENCE must include: • Biology: 1 unit • Any Physical Science: 1 unit • Chemistry or Physics: 1 unit • Science elective: 1 unit	½ UNIT OF PHYSICAL EDUCATION		

GRADING SYSTEM

The school year is divided into four marking periods—each approximately nine weeks long. A report card will be issued after each quarter is completed. The grade recorded on the permanent record is the final grade of the semester. Parent-teacher conferences are held once each semester. Internet access to grades is available throughout the quarter through Parent Portal. Teachers may send out progress reports any time. These progress reports are usually sent out mid-quarter. They are warning or failure notices to the parents or guardians of students who are doing poor or failing work. Parents are urged to contact the student's teachers to discuss and/or help their student when necessary.

GRADING SCALE

95.50 - 100%	A
93.50 - 95.49	A-
91.50 - 93.49	B+
87.50 - 91.49	B
85.50 - 87.49	B-
83.50 - 85.49	C+
79.50 - 83.49	C
77.50 - 79.49	C-
75.50 - 77.49	D+
71.50 - 75.49	D
69.50 - 71.49	D-
0.00 - 69.49	F*

**If a student withdraws from a class after the deadline for withdrawal, a W grade will be issued and the student will receive 0 credit, having the same effect as an F.*

GRADE POINT AVERAGE SCALE

	G	DH	AP
A+ =	4.000	4.500	5.000
A =	4.000	4.500	5.000
A- =	3.670	4.129	4.588
B+ =	3.330	3.746	4.163
B =	3.000	3.375	3.750
B- =	2.670	3.004	3.338
C+ =	2.330	2.621	2.913
C =	2.000	2.250	2.500
C- =	1.670	1.879	2.088
D+ =	1.330	1.496	1.663
D =	1.000	1.125	1.250
D- =	0.670	0.754	0.838
F =	0.000	0.000	0.000

Used in determining your Grade Point Average (GPA). GPA are assigned based on the chart below that shows the different weights for the different course levels.

G = General Course

DH = Dual Credit / Honors Course

AP = Advanced Placement Course

ADD/DROP CLASSES

If a student would like to request a schedule change, they must complete a Schedule Change Request Form and give it to the office or counseling office. The following are general guidelines for dropping and adding classes.

Within the first 5 days of school: Students may request to drop a class, and the permanent record will not show the course as taken. If students are not enrolled in a minimum of seven classes each semester, another class must be added.

After the first 5 days of school: Students who drop a course after the first 5 school days of a semester will receive an "F" grade, which will appear on their transcript and be included in their grade point average. However, changes to a course of varying difficulty in the same subject area may occur with approval of the administrator and the teacher after the first five days without receiving an "F" grade.

REPEATING A CLASS

If a student repeats a course both grades will appear on the transcript, however, only the highest grade earned will be used to calculate the GPA.

INCOMPLETES

Student incompletes are carried for ten school days after any given grading period (quarter or semester), at which time the grade will become an F. The principal, in collaboration with the teacher giving the incomplete, shall have the discretion to carry the incomplete for a longer period of time due to illness or other unusual circumstances.

ACADEMIC DISHONESTY

Students will be expected to follow classroom instructions relating to academic integrity. When the teacher believes that a student or students have chosen to cheat and/or plagiarize, the teacher will conference with the student(s) to discuss the circumstances. If it is determined the academic dishonesty has occurred,

First Violation

- a. The teacher will contact the administration and the parent/guardian.
- b. The student(s) will be required to complete a new assignment similar to original assignment with the score deducted by 30 percentage points.

Second Violation

- a. The teacher will contact the administration and the parent/guardian.
- b. The second violation student(s) will receive a "0" on the specific assignment, e.g. homework, quiz, test, project and 2-3 days ISS.

Third Violation

- a. The teacher will contact the administration and the parent/guardian.
- b. The third violation will result in students being withdrawn from the class with a failing grade.

Contributing Towards Academic Dishonesty

If it is determined that a student(s) contributed towards the actions of Academic Dishonesty for the benefit of another student(s), they will be given disciplinary action per the school discipline plan.

SALUTATORIAN AND VALEDICTORIAN ELIGIBILITY:

The valedictorian will have the highest cumulative grade point average (GPA) of his/her graduating class when carried to four (4) decimal places. The salutatorian will have the second highest cumulative GPA of his/her graduating class when carried to four (4) decimal places.

The valedictorian and salutatorian must have attended Stanley County High School as a full-time student for at least three (3) years, including the 10th, 11th, and 12th grades. The valedictorian and salutatorian must have a minimum GPA of 3.0 on a 4-point scale and must have received a cumulative score of 17 or higher on the ACT.

DUAL CREDIT

What is Dual Credit

Dual credit is an opportunity for high school students who meet college admissions standards to enroll in public college/vocational institutions in South Dakota and simultaneously earn credits towards their high school diploma and college/vocational degree or certificate.

The dual credit courses will be governed by the college or vocational school policy and will follow that institution's established processes for admissions, registration, billing and grade reporting.

State Enrollment Requirements for Seniors – must meet one of the following:

- Rank in upper ½ of class, *or*
- Obtain an ACT score of 21, *or*
- Earn a cumulative GPA of 3.25 or higher

State Enrollment Requirements for Juniors – must meet one of the following:

- Rank in upper 1/3 of class, *or*
- Obtain an ACT score of 24, *or*
- Earn a cumulative GPA of 3.5 *or* higher

Additional Requirements for Enrollment

Stanley County High School students must earn no semester grade below a C in *ALL* Stanley County High School classes the previous semester.

Students are required to register for the coursework through their local school district. Regardless of whether a student passes or fails the dual credit course, the grade will be included on the student's high school and college transcripts.

No student may have more than one hour per day designated solely as "Study Hall." Students enrolled in the Dual Credit program administered by the South Dakota Board of Regents, will be placed in a Study Hall designated as the class period for that online course. Students may earn the opportunity to earn the privilege of Honors Study Hall for their dual credit time.

Student Responsibilities

Students will be responsible for the cost of the course credits and any required textbooks or related course materials.

Daily attendance at SCHS during Dual Credit hours is required. If a dual credit student exceeds 7 absences in one semester, they will not be allowed to enroll in dual credit courses the following semester.

Grading and Credit

Students will receive 1.0 high school credit for each dual credit course worth 3.0 college credits.

High school grades will be weighted as described in the Grade Point Average Scale

VIRTUAL HIGH SCHOOL COURSES

General Courses

South Dakota Virtual School (SDVS) courses are a means for the District to provide courses that normally would not be offered to students because of low enrollment or lack of qualified teachers or higher education courses. Because of the unique aspects of an online- or blended-learning course, certain standards are expected of students enrolling in these courses.

Students must meet the following requirements

- Course is not offered by Stanley County
- Student must have passed all courses in the previous semester.
- Student and parent/guardian abide by Student and Parent/Guardian Agreement for Virtual Courses.

Credit Recovery

Students may take South Dakota Virtual School (SDVS) courses for credit recovery after they have attempted the courses offered by the District. Parents/guardians must pay in full the amount of the class at the business office in consultation with the school guidance counselor, who is solely responsible for registration, proctoring all tests and quizzes, and issuing final grades. The guidance counselor may, with approval of the principal, solicit assistance from other staff members to complete this work.

DUAL CREDIT TUITION REIMBURSEMENT

Stanley County School District considers the dual credit courses provided through the South Dakota post-secondary institutions provide students an opportunity to receive college credits while and in high school, thus better preparing our students for their post-secondary plans. Junior or Senior students at Stanley County School District 57-1 may apply for the tuition reimbursement for the success completion of dual credit courses.

Eligibility Requirements

- Enrolled Junior or Senior at Stanley County School District 57-1
- Taking a dual enrollment or concurrent credit from a South Dakota Institution
- Principal Approval.
- Students may get reimbursed for up to \$150 of the tuition for two dual credit classes per year.
- Students are responsible for submitting forms for reimbursement.
- Students must remit: application, voucher, grade report (student must earn a C or above to receive reimbursement), and tuition receipt from class
- This must be accomplished by June 1 of school year in which the courses are completed, OR no reimbursement will be received.

SEMESTER/FINAL EXAM POLICY

It is the policy of the District and the Board of Education to encourage and support academic success, rigor, and relevance for all students. Pursuant to these ideals, each teacher in grades 6-12 will prepare and present an exam to each student during the dates and times scheduled both in the fall and then again in the spring semesters.

The exam is not required to be comprehensive for the semester but may draw from multiple chapters or units throughout the length of the course. The intent of the exam is to prepare graduates for rigorous and relevant post- secondary educational programs by accurately measuring their mastery of the academic material presented in each semester.

STUDENT COUNCIL

The student council includes a president and vice president elected by the student body from grades 8-11. The student council is the agency of student government in the middle/high school and offers an opportunity for students to learn and practice democratic procedures.

The student council will hold regular meetings and special meetings upon request of the president.

The student council sponsors and regulates many school activities and is an important agency in the operation of a smoothly running school system.

The student council's main functions are to provide a means for the expression of student opinion; to uphold school customs and traditions; to promote student-faculty relations; to encourage the practices of democracy; to develop and promote leadership to help develop school spirit, student morale, and school pride; to carry on worthwhile projects; and to build school leadership and participation.

EARLY GRADUATION:

Students will be allowed to graduate early if the following criteria are met:

- Letter of intent to graduate has been submitted in August of junior year,
- Grade point average is 3.0 or higher,
- Twenty-Two (22) credits have been earned.

NATIONAL HONOR SOCIETY

Any sophomore, junior or senior who has a cumulative GPA above 3.3 is eligible to submit an application form for membership in the National Honor Society. In addition to academic qualifications the NHS advisory committee selects students based upon evidence of exceptional leadership, character, and at least six hours of community service within the current school year.

HONOR ROLL

Each nine weeks, students who have achieved the following academic status will be acknowledged:

Honor Roll	3.75-4.00
Merit Roll	3.00 – 3.74

TEXTBOOKS

Basic textbooks are furnished by the school district at no cost. Students are responsible for returning texts when courses are completed or dropped. Students are responsible for replacement costs for lost books and repair costs of damaged books. Students may receive a replacement for a book lost during the semester if the lost book is paid for or a deposit secured.

CHROMEBOOKS

Your Chromebook has been provided to you as a learning tool and should be used for educational purposes only. You are fully responsible for your Chromebook, its general handling, care, cleaning, power cable, protective case, and fees. When using your Chromebook at home, school, and anywhere else, students will follow the policies of the District – Acceptable and Ethical Use of Technology Handbook and abide by all local, state and federal laws.

STUDENT ABSENCES AND EXCUSES

School is preparation for future life. It is important that habits of regular attendance be developed. Regular attendance establishes a pattern of responsibility and commitment that will serve students throughout their lives, including post-high school education and the workplace.

Consistent school attendance has a high positive correlation to academic success and school completion. A student's contribution and achievement in class are directly related to attendance. Research shows that students learn best when they attend school every day. When students miss school, they miss important lessons and essential skills they need for academic success. Students and parents/guardians must understand that students miss a vital portion of their education when they are absent from class. Activities that take place in the classroom are a vital part of the teaching-learning process. Teachers will communicate with students and parents/guardians about the effect of attendance upon student achievement and success in their class and in their lives as adults.

School Attendance/Tardiness

Notification of Absence

- Parent(s)/guardian(s) are expected to notify the school regarding a student's absence on the day of the absence. An absence must be reported either by note or phone call.
- If requested, students who were absent from school for any reason shall submit in written form the specific reasons for their absence, the specific days or times they were absent and a signature of the parent/guardian. Schools may require verification of absence from a doctor, dentist or other professional as deemed necessary by the principal.
- After attendance is collected each morning, school district will begin calling parents/guardians whose student(s) have been counted absent unknown for at least two periods. Student safety is the main concern and this procedure provides another check on a student's absence.

Excused and Unexcused Classification

- The classification of an absence being excused or unexcused is at the discretion of the school based on the reason provided by the parent/guardian
- Normal excused absences may include: Court Summons, death in family/funeral, medical appointment, student illness, parent request, religious holidays, college visit, other principal authorized absence.
- Normal unexcused absences may include: school not notified by parent/guardian, skipping, oversleeping, other determined to be unexcused by principal

Excessive Absences

- Students may not be absent (excused or unexcused) from any academic course more than seven (7) times during each semester. More than seven (7) absences will be considered excessive. All schoolwork missed because of absences from school must be made up by the student. The school reserves the right to determine what constitutes an excused or unexcused absence.
- After a student receives his/her fourth (4th) absence from a class period, the school will send a letter informing the student's parent/guardian of the student's attendance patterns.
- A student to which a attendance letter has been sent to his/her parent(s)/guardian(s), may be referred to the Student Assistance Team (SAT) for a file review.
- After a student receives his/her seventh (7th) absence from a course in one semester, the school will send a letter informing the student's parent/guardian of the student's attendance pattern and corrective actions needed from the student for the student to earn credit if more absences occur.
- Depending upon the nature of the attendance situation, the following corrective action steps may occur:
 - Student Assistance Team (SAT) provide a written summary regarding the student's attendance patterns and actions steps for the student to earn credit.
 - Student and parent/guardian may meet with the Student Assistance Team (SAT) to discuss reasons for absences, to identify corrective actions, and to determine next steps/student attendance expectations.

- Depending upon the nature of the of the attendance situation, the following corrective actions may occur to recover the time missed beyond seven (7) days:
 - Extension of a student's school day until 4:50 p.m. to make-up missed time and provide the student with an opportunity to complete coursework.
 - Use of detention lunch to make-up missed time and to provide the student with an opportunity to complete coursework after the student is done eating.
 - Use of morning and/or after school detention to make-up missed time and to provide the student with an opportunity to complete coursework.
 - Use of staff inservice days to make-up missed time and to provide the student with an opportunity to complete coursework.
 - Use of Friday School to make-up missed time and learning opportunities.
- A student may not earn credit for courses where he/she has missed seven (7) or more class periods and does not follow corrective action measures.

Habitual unexcused absences

- Habitual unexcused absences or excessive excused absences for students under the age of eighteen may result in a referral to the State's Attorney for truancy.

Completing assignments for days missed

- Students are expected to complete all coursework missed within two (2) days for every day missed not to exceed six (6) days. Student and parents/guardians may have to schedule time before or after school for students to make up tests or presentations.

Students at State and National Youth Events with educational purposes

- Per SDCL 13-27-6.1. Student may be counted exempt from attendance for up to five days in a school year if requested by a parent or guardian for the purpose of attending events of state or nationally recognized youth programs of educational value or for the purpose of working as a precinct election official if the student is at least eighteen years old.

Tardy Procedures

Freebies: We understand that "life" happens, such as getting a flat tire, so students may use 2 "freebies" each quarter should they experience a "life" circumstance. Freebies allow students to enter their first period class late if they arrive to school office within 10 minutes after the tardy bell has rung. Students arriving after the 10 minutes will be counted absent and then report to class for the duration of the period.

After the freebee tardy passes have been exhausted refer to the discipline matrix.

GUIDANCE AND COUNSELING SERVICES

The primary responsibility of the District's guidance and counseling program is to assist students, regardless of race, creed, or social standing, to obtain the self-understanding, training, and personal and social adjustment necessary for taking their place as useful citizens in America.

The counseling department provides the following services: individual and group counseling, student appraisal, and educational and occupational planning.

Guidance and counseling services are available to all students. All conferences between counselors and students are confidential as provided by law.

STUDENT ASSISTANCE TEAM (SAT)

The purpose of the Student Assistance Team (SAT) is to identify and help students who may be experiencing personal or school-related problems that appear to affect the student's ability to perform at school. Students, staff members or parents/guardians can make referrals to the SAT. Students can refer themselves. Referral forms are available in the Counselor's Office.

BUFFS (BUILDING UP FOR FUTURE SUCCESS) OUTREACH PROGRAM

The BUFFS program is designed to provide time, structure, and support for students in grades 6-12 who are failing and/or have multiple missing/late assignments.

Length of Program:

- All school year: Monday through Thursday, 7:00-7:45 am, and 3:50-4:40 pm

Identifying and Placement of Students:

- SAT TEAM: At each midterm and at the end of each quarter the school SAT team will convene to identify students who
 - are failing one or more core class(es)
 - referred by a teacher of a course in which the student is struggling
- PARENTS/GUARDIANS: may request placement for their student with school approval.

Placement:

- Students will be entered into BUFFS after the parent/guardian has accepted their child's placement into the program.

Guidelines:

- Teacher(s) will provide the program with a list of missing assignments and current assignments
- Teacher(s) will provide the program with additional work for the student that will improve the student's mastery of content standards
- If a student has everything completed satisfactorily and is passing their classes, then they may leave early.
- A student will complete the BUFFS Program time prior to reporting to detention or activity practice.

Absence Consequences:

- Attendance will be taken at each session.
 - After a student's third absence a meeting will be called with the parents/guardians to discuss the student program placement and/or withdrawal, and the academic consequences

Community Service Opportunity:

- Students that are members of the National Honor Society may assist with BUFFS as a community service opportunity.

Exit Criteria from BUFFS:

- Students will stay in the program until the next evaluation period (evaluation periods are at each midterm and quarter end).
- A student may be removed with a written request from the parents/guardians.

BULLYING, HARASSMENT & DISCRIMINATION

The Stanley County School District is committed to providing a learning environment free of discrimination and harassment. The District prohibits bullying, harassment or discrimination on the basis of race, color, creed, religion, age, gender (including pregnancy), sexual orientation, disability, national origin or ancestry, military/veteran status, genetic information, or any other category protected by law. Furthermore bullying and harassment includes any electronic, written, verbal, or physical act of a demeaning or threatening nature targeted at a student which is based on any actual or perceived trait/characteristic of the student and which creates an objectively hostile school environment that meets one or more of the following conditions.

- Places the student in reasonable fear of harm to the student's person or property,
- Has a substantially detrimental effect on the student's physical or mental health,
- Has the effect of substantially interfering with the student's academic performance, or
- Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

The District will investigate all reports of bullying, harassment, or discrimination, and will discipline, or take appropriate action, against any student or employee who is found to have violated the bullying, harassment, or discrimination policies of the district:

- Students should report complaints of harassment to a building administrator.
- If a student prefers, the student may first report a concern to a counselor, or other trusted adult. That staff member will report the concern to the administrator.
- Parents/guardians are encouraged to call an administrator if they are concerned about harassment or intimidation issues.
- An administrator will investigate all complaints and determine an appropriate course of action.
- Submission of a complaint or report of harassment will not affect the student's status with the District.
- The District prohibits retaliation against any individual who reports a claim under this policy or participates in an investigation of any such claim.

CELL PHONES

The Stanley County School District allows appropriate and teacher-approved cell phone/electronic device use to help students be ready for a "real world" in which cell phone/electronic device and other potential distractions exist. Allowing cell phone/electronic device into classrooms is an opportunity for students to access academically helpful material and practice appropriate use, as allowed by their teachers.

Unless prior approval has been granted by a teacher and/or administrator:

- 1) Cell phone/Electronic Device must be turned off during class.
- 2) Cell phone/Electronic Device must remain in student's pocket, student's locker, or a designated location in a classroom during class time.

If any student abuses this privilege, that student will lose ability to carry a cell phone/electronic device in school. **SCHS administration will support teacher decisions related to cell phone/electronic device use/abuse in classrooms** given that the use does not create inequity and/or disparity of learning for students.

- *A cell phone/electronic device is the owner's responsibility. A consequence will be assigned for the disruption and/or when device is retrieved in the office.*
- *Cell phone/Electronic Device may be appropriately used in-between classes, before and after school.*
- *Cell phone /Electronic Device must remain in student's pocket while in the library, main office or counseling office without approval.*
- *Recording pictures or videos and tape-recording classes/staff/students on a cell phone/electronic device without prior permission is a disruption and will be assigned a consequence.*

- *Students may not use cell phone/electronic device anytime during a test or a quiz unless a teacher and/or administrator have granted prior approval. The student will be subject to Academic Dishonesty guidelines.*
- *Cell phone/Electronic Device apps that disrupt classroom learning are prohibited.*

On the first violation, the device will be taken from the student and the student must pick up the device at the end of the day.

On the second violation, the device will be taken from the student and a parent/guardian must pick up the device from the office. The student will serve one detention.

On the third and subsequent violations, the device will be taken from the student and a parent/guardian must pick up the device from the office. The student will serve one day of in-school suspension.

DRESS CODE

Generally, it is the prerogative of parents/guardians to determine appropriate dress and grooming for their students in accordance with the age and grade of each student and the weather. Guidelines to follow include:

- Footwear is to be worn in the building at all times.
- Students who are wearing t-shirts, jackets, or other items of apparel that have markings, pictures, or lettering that convey profane or offensive meaning, alcohol and tobacco references, or gang-affiliated words or markings will be sent to the office. The principal may require the apparel to be changed or covered throughout the remainder of the day if deemed necessary for the good order of the building.
- Students may not wear halters, low-cut tops, tops that expose the middle part of the body, muscle shirts, low-riding pants, short shorts/skirts.
- Students may not wear head coverings, including hats, caps, scarves, or bandanas in the school building. Exceptions allowed at principal's discretion.
- If students arrive at school with inappropriate attire, parents/guardians will be called and asked to bring the appropriate attire.
- During the school year, special theme days may occur. On these occasions, students may dress accordingly. However, on no occasion will weapons be allowed as part of a costume.

GENERAL ASSEMBLIES

Occasionally there is an opportunity for the entire student body to assemble for a general meeting. Visiting speakers, musical groups, and entertainers may be asked to appear at such meetings. Courtesy and respect for the guest is expected of all students.

FIELD TRIPS

Field trips are often part of classroom experiences. Students may be involved in the planning after the teacher has obtained permission from the principal. Students must have a signed permission form from parents/guardians turned into the office for them to attend. Parents/guardians may be asked to assist in the supervision of field trips.

FLAG SALUTE AND PLEDGE OF ALLEGIANCE

The Board of Education may legally provide for a flag salute and Pledge of Allegiance as a regular school exercise. Participation in these exercises, however, cannot be required of any student who objects to them on grounds of conscience. The Pledge of Allegiance will be recited over the intercom each morning that school is in regular session. At school activities where the flag is present, proper etiquette is to rise, remove your hat/cap, remain silent, and place your hand over your heart until the flag has been removed and the Pledge of Allegiance or the national anthem is completed.

**State law makes it a misdemeanor to willfully and maliciously abuse the flag of the United States of America.*

ACCIDENTS

An accident or injury that occurs on school grounds, requiring immediate medical attention, shall be reported to the appropriate administrator and a report shall be filed with the business office. Report forms can be found in each principal's office, or in the business office. If medical attention is necessary, attempts to contact the parents/guardians through all available means will occur. A follow-up report will be sent home to the parents regarding the injury and efforts taken on the child's behalf.

ANIMALS

Students are not permitted to bring live animals (with the exception of service animals) to the school/classroom during regular school hours.

FOOD ALLERGIES

Student food allergies that necessitate special dietary changes require a signed medical statement indicating the food item and level of restriction for the District to honor the request. Other allergies or conditions that necessitate changes to the normal operation of the District also require a signed medical statement from a doctor. Such medical statements shall be given to the building level principal and the director of food service on an annual basis.

FOOD AND BEVERAGE:

Food and beverages shall not to be consumed in a classroom without prior teacher permission. Students are encouraged to bring a reasonably sized water bottle with them to school and class.

STUDENT DANCES

Dances and other activities will be supervised by Stanley County School District staff members. When students enter the activity, they are not to leave unless leaving for the remainder of the event. With the exception of Prom, dances are only open to Stanley County School District students. School dances are school-sponsored and all rules and expectations for behavior are in effect. Students who are excluded from a school activity for unacceptable behavior may also be excluded from future activities.

PROM

Stanley County School District Juniors and Seniors who are in good standing with the school may bring a date that does not attend Stanley County School. Non-student dates must be registered with the principal's office, currently enrolled in high school, or have not reached the age 21.

LEAVING THE SCHOOL GROUNDS

At no time may students leave the school grounds during the school day without permission. Students are required to be at school for meals unless special permission has been granted due to a special diet, medication need, or has an open-campus privilege. Students leaving or refusing to come to school are considered truant, will be marked as unexcused and will be treated as such. Parents may not 'excuse' a student to leave for lunch if the students do not have open-campus privilege.

OPEN-CAMPUS PRIVILEGES

Study Halls

A junior or senior will be allowed to leave the campus or remain in the commons during study halls IF:

- He/she has earned as a senior EIGHTEEN credits, or as a junior TWELVE credits,
- Is currently passing SIX classes, and
- Displays appropriate conduct in school/community showing the necessary maturity for such privileges.
- Seniors may lose one quarter of open campus privileges for each section of the Smarter Balance where they do not score at the proficient or advanced level.
- Seniors are expected to attend homeroom and assemblies.

Lunches

A junior or senior will be allowed to leave the campus for lunch IF:

- Is currently passing SIX classes, and
- Displays appropriate conduct in school/community showing the necessary maturity for such privileges.
- Juniors and Seniors are expected to attend homeroom and assemblies.

Revocation of Privileges

Those students who are eligible for any privilege must abide by the rules set below:

- Excessive absences or tardiness will result in revocation of privileges.
- Any student who violates a school rule or is suspended from school will lose privileges.
- Any student found violating the rules regarding the use of alcoholic beverages, tobacco, and/or drugs will lose privileges in addition to the other related consequences.
- Any student who receives a mid-term deficiency notice or an "F" on his/her report card will lose privileges. Privileges reinstatement will occur only at the end of a quarter or at a mid-term break.
- A student who was not eligible at the beginning of the year but meets the grade and credit requirements at the end of a semester, will be allowed privileges after credit requirements are reviewed by an administrator.
- Any student who receives an incomplete on his/her report card will lose privileges until the "I" becomes a passing grade.
- Students must properly check out to leave the commons for any reason.
- Privileges are not time off from school. Academics must be the focus of all students during school time when they are not in class.

Vehicles:

- Students are allowed to drive their vehicles during privileges.
- Students must adhere to local traffic regulations.
- Students will not park in the staff reserved parking areas.
- Actions related to school activities and events will be tied to privileges. Students are expected to continually prove to the community that they deserve the privileges.
- Parents must sign a liability clause before privileges are granted. They need to be signed in person in the high school office.

FIRE AND EVACUATION DRILLS

When the fire alarm sounds, students are to walk rapidly and immediately to the proper exit, then move to the area designated by the classroom teacher. The exit to be used is posted in each room and explained by the teacher in that room. For evacuation drills, follow the instructions of the teacher.

ADD: Home School Students (above "FIRE AND EVACUATION DRILLS" section)
Home School students must enroll in at least one class that is registered through the district data base to be allowed to participate in district sponsored extra-curricular activities.

Home School students who have not completed all the high school graduation course requirements will not receive a high school diploma from the district.

LOCKERS

Lockers are the property of the school and are provided for student use. All lockers are subject to inspection for cleanliness and may be entered by a principal or his/her representative any time there is a suspicion the locker may contain items of a theft or items that may be illegal, dangerous, or harmful to others in the building.

Students may not switch lockers unless they secure permission from the building principal. Students in 6 – 12 may bring in outside locks but must provide the office with the combination or spare key; if not the District has the right to cut off the lock.

PERSONAL PROPERTY

Students assume sole responsibility for loss or damage to any personal property, such as garments, electronic equipment, or musical instruments. The Stanley County School District is not responsible for any lost, stolen, or missing items. Large sums of money or jewelry of either real or “keepsake” value should not be brought to school. ****Authorized school personnel may search personal property with reasonable suspicion. Students should not expect an assumption of privacy. School district officials only need “reasonable suspicion” in order to search lockers, cell phones, or vehicles on school property. Lockers and parking lots are property of the Stanley County School District.*

LOST AND FOUND

A lost and found location is maintained in each building. Lost items of value will be turned in to the office for identification. Coats, scarves, mittens, snow boots, and items left in the classroom should be taken home at the close of each day. Items not claimed at the end of each quarter will be donated to appropriate organizations.

VISITORS

All visitors to the District are required to check into the office and obtain a visitor badge upon entering a school building. Due to safety issues, if students need to leave school during regular school hours, they need to check out through the office. The check-in/check-out log is in the secretary’s office.

Students from other schools that are visiting friends or relatives may visit the school if permission is given prior to the day of the visit by the principal. It is requested that these visitors do not stay the whole day, as it can be distracting to students.

MEDICATION AT SCHOOL

If a prescription medication cannot safely be administered on a before school, after school, & bedtime schedule; the medication will be administered under the following provisions: delete?

- Medications will be administered only with an order from a licensed physician and with a signed consent from the parent/guardian. The physician’s order and parent/guardian consent form shall be completed annually or when there is a change in the medication.
- Medication shall be delivered in and dispensed from a pharmacy or manufacturer’s container properly labeled with the name of the student, the name and strength of the medication, name of the physician, and date of the original prescription and directions for use. This includes inhalers.
- Over-the-counter medication, such as cough drops, cough syrups, aspirin, Tylenol, antacids, hydrocortisone or vitamins, will not be administered at school without a doctor’s order. **Students may have a limited supply of over-the-counter medication for personal use only.**
- It is recommended that a 30-day supply of medication or less be brought to school by the parent/guardian. Please ask your pharmacy to provide separate bottles for school & home.
- A parent/guardian must fill out an authorization form at the start of each school year and at the start of any new prescription (including prescriptions for the same medication but at a different dosage). A parent/guardian must also fill out a medication log for every prescription and refill brought to the school.

- In extenuating circumstances and at the discretion of the administration, prescription medication may be accepted from someone other than a student's parent/guardian if arrangements have been made in advance and the quantity of medication has been confirmed with the parent/guardian.
- It is the responsibility of the student to come to the office to take prescription medication at the appropriate time. It is not the responsibility of school personnel to remind students to take their medication.
- All medication will need to be taken home the last day of school or within one week of the last dose given or the medication will be destroyed.

PARKING/DRIVING

Students are not to park on the street. Students may park in the parking lot east of the shop building and in the Parkview parking lot nearest the high school. Students are to drive safely in school zones.

Students who continue to violate the parking or driving rules will be subject to disciplinary action. There will be periodic, random checks by "drug dogs" of student and staff vehicles parked around the school campus. These checks will be conducted by civil authorities, and both civil and school penalties apply for any violation of school rules or state laws and statutes. Students are not to loiter in, on, or near their vehicles during school hours.

BUFF mobiles are not allowed on the school campus at any time.

FREEDOM OF EXPRESSION

Students have the right to freedom of expression, but the right is not unlimited. It must not be a disruptive influence to the District's ongoing programs. Students have the right to prepare written materials while off school property and under reasonable constraints, and to distribute such materials on school grounds and in school buildings. Here the rules of reasonable and responsible journalism would pertain. Students may be required to identify the publishers and to conform to reasonable rules concerning the content, distribution, and net effect of their materials upon other students. Freedom of expression does not extend to profane, vulgar, libelous, or pornographic materials, and limitations through the exercise of District rules do not constitute infringements on personal rights to freedom of expression.

STANDARD OF CONDUCT AND DISCIPLINE

The goal of discipline is a self-disciplined individual with a mature attitude and socially acceptable standard of conduct.

The Stanley County School District operates based on the knowledge that most students are self-disciplined, make good decisions, and behave in a productive manner. Proper behavior is the responsibility of the student and his/her parents/guardian. The student has the responsibility to know and respect the rules and regulations of the school and to be considerate of the rights of others. Administrators, teachers, counselors, and other school personnel are authorized to enforce rules and regulations to promote the learning climate. Middle and High school students are expected to show respect for oneself, for each other, and for public and personal property. Students have the right to expect the orderly conduct of the school program. Behavior that would be detrimental to a stimulating learning climate must be discouraged. Students are under the jurisdiction of the school district while on the school grounds, under the supervision of school authorities, attending a school function, or on any extra-curricular trip.

Conduct that Constitutes Grounds for Short- or Long-Term Suspension, or Expulsion: School officials have the authority to discipline a student by exclusion, suspension, or expulsion. In addition, in the case of a clear and present danger to the student or to other students, emergency procedures will be followed. For this section, the terms shall have the following meanings:

Emergency Exclusion: Immediate exclusion if the student has a dangerous communicable disease or presents a clear threat to self or others.

Short Term Suspension: Up to and including ten school days.

Long Term Suspension: More than ten school days, but less than 90 school days

Expulsion: Removal of the student for a minimum of the balance of the current school term with the loss of all credits.

Secondary School Discipline Matrix

The purpose of the progressive discipline matrix is to ensure that our school has a safe and orderly environment in which learning is not jeopardized by disruptions. Each teacher provides students with a clear set of classroom rules and expectations and will administer consequences for minor offenses within the classroom. An office/discipline referral will result if students do not correct classroom misbehavior. The following matrix contains consequences that may be administered if classroom behavior is not corrected, or more serious violations occur. The type of discipline will depend upon the student's disciplinary background and the seriousness of the student's action. The disciplinary action outlined below serves as a suggested disciplinary action to be taken by administration. The principal may modify disciplinary action at his/her discretion. Other infractions not listed will be reviewed on a case-by-case basis. Multiple or repetitive violations of behavior rules may result in greater consequences.

Secondary School Discipline Matrix Chart

<p>Due Process: Students shall be afforded due process rights. This includes the right to (1) be informed of conduct which would result in disciplinary action against the student; (2) notice of the rule violation; (3) explanation of the evidence supporting the charge; (4) an opportunity to present the student's side of the story; (5) a penalty that is proportionate to the violation.</p>	
<p align="center">Consequence Definitions</p> <p>Detention: Discipline which requires students to serve time before or after school.</p> <p>In school suspension (ISS): Temporary denial to a student by a principal of participation in a class. Suspension will be served in school and the student will receive credit for completed class work.</p> <p>Short term suspension (STS/OSS): Temporary denial to a student by the principal, superintendent, or School Board of participation in a class or classes for no more than ten school days. Suspension will be served out of school.</p> <p>Long-term suspension (LTS/OSS): Temporary denial to a student by the Superintendent or School Board of participation in school for more than ten days, but not to exceed ninety days.</p> <p>Expulsion: Denial of a student's membership in school by the school board for a period of time.</p>	<p align="center">Where appropriate the following additional consequences may be added to any violation:</p> <p>Community service: May be served at the school outside of the school day by assisting school staff in carrying out their duties.</p> <p>Counselor referral: Student is referred to their school counselor or an independent counselor.</p> <p>Drug/Alcohol evaluation and counseling: Student must complete a drug/alcohol assessment to determine appropriate course of treatment. Once the assessment is completed student must participate in recommended counseling sessions.</p> <p>Law enforcement referral: When appropriate students may be referred to the Law enforcement for violations that are also violations of city, state, or federal laws.</p> <p>Restitution: When appropriate students will reimburse the school or others for financial damages.</p> <p>Restrictions: Removal of student privileges.</p> <p>Student assistance team (SAT): A team of staff members who work together to help students become and remain successful in school.</p>
<p>The progression of consequences resets per the following schedule:</p> <p>Class 1: Per quarter Class 4: Per year Class 2 and 3: Per semester Class 5, 6, and 7: Entire HS career</p>	
<p><i>When discipline is imposed, parents/guardians will be contacted by email and/or mailing of the office referral and/or by phone or in person to make them aware of the situation and, where appropriate, to discuss appropriate steps to resolve the situation or to address a future situation.</i></p>	

Infraction	Class	Infraction Definition	Minimum Consequences			
			1st Violation	2nd Violation	3rd Violation	4th (or more)
Academic Infractions	3 AcDis	Academic Dishonesty: Using or submitting work that is not your own, also known as cheating, plagiarism, copying, transferring computer files, etc... Students will be expected to follow Secondary Handbook	Redo similar assignment with 30% deduction	ISS (2-3 days) No Credit	Withdrawn from class with failing grade	
	3 NegOb	Neglecting Obligations: Neglecting to complete disciplinary obligations such as detention, restitution, or community service.	Detention (2 days)	ISS (1-3 days)	STS/OSS (1 day)	STS/OSS (1-3 days)
Attendance Related Infractions	1 Tardy	Tardy: Tardy to school or class.	Freebee	Freebee	(3-5) Detention	6+ ISS (1 day)
	2 Camp	Closed Campus: Leaving school without the permission of administration.				
	2 Skip	Skipping: Unapproved absence from a non-credit class period within the school day, including leaving class without permission. And/or skipping academic classes.	Detention	ISS (1-2 days)	ISS (3-4 days)	ISS (5-6 days)
	4 Traun	Truancy: Chronic absences from school without legitimate documentation for excusing absences.	Notification letter sent to parent/guardian May do any or all of the following: a) refer to SAT team b) parent meeting c) truancy filed with States Attorney's office			
Bullying/ Harassment Hazing	4 Bully	Bullying: Physical, verbal, written or electronic conduct directed toward a student that is 1) Unwanted, 2) Repeated, and 3) Involves an imbalance of power. These actions are so pervasive, severe and objectively offensive that they: 1) have the purpose of creating or resulting in an intimidating, hostile, or offensive academic environment, or 2) have the purpose or effect of substantially or unreasonably interfering with a student's academic performance which deprives the student access to educational opportunities.	STS/OSS (3 days)	STS/OSS (5 days)	LTS/OSS or Expulsion	
	4 Haras	Harassment: Harassment is a form of discrimination. Physical or verbal conduct related to a person's race, religion, national origin, age, sex (including pregnancy), disability, sexual orientation, military status, genetic information or other category protected by law that has the purpose of creating or resulting in an intimidating, hostile, or offensive academic environment or which deprives the student access to educational opportunities.	SAT referral Counselor referral	SAT referral Counselor referral	Counseling	
	4 Haze	Hazing: Committing an act against a student or coercing a student to commit an act that creates risk of harm to a person, in order to be initiated into a student organization or class, or for any other purpose.				

Infraction	Class	Infraction Definition	Minimum Consequences			
			1st Violation	2nd Violation	3rd Violation	4th (or more)
Disrespect and Disobedience	3 DB	Disrespectful Behavior: Communication or actions that demonstrate a lack of respect or courtesy toward an individual.	Detention (1-2 days) Restrictions	ISS (1-2 days) Restrictions	ISS or STS/OSS (2-4 days) Restrictions	STS/OSS (4-10 days) SAT referral
	3 OL-N	Offensive Language/Gesture: Use of disgusting, hurtful, obscene, or foul language, communication, or action.	Detention (1-2 days) Restrictions	ISS (1-2 days) Restrictions	ISS or STS/OSS (2-4 days) Restrictions	STS/OSS (4-10 days) SAT referral
	3 Insub	Insubordination: Student conduct deemed as unwillingness to submit to authority or refusal to respond to a reasonable request (including providing false information).	ISS (1-3 days) Restrictions	ISS (3-5 days) Restrictions	STS/OSS (2-3 days) Restrictions	STS/OSS (4-10 days) SAT referral
	3 OL-D	Offensive Language Directed at a Person: Offensive language or gesture as defined above directed at another person	ISS (1-3 days) Restrictions	STS/OSS (1-3 days) Restrictions	STS/OSS (3-5 days) Restrictions SAT Referral	STS/OSS (10 days) SAT Referral
Disruption	2 SD	School Disruption: Creating or contributing to a moderate disturbance that disrupts the normal operation of the school environment but does not pose a threat to the health or safety of others.	Detention	ISS (1 day)	ISS (3 days)	STS/OSS (1 day)
Dress Code	2 ID	Inappropriate Dress: Violation of the school's dress code including but not limited to wearing clothing with profanity, suggestive themes such as alcohol, drugs, sex, death, or violence.	Detention Change clothes	ISS (1 day) Change clothes	ISS (2 days) Change clothes	See insubordination 2nd violation Change clothes
Electronic Devices	2 Cell	Cell phones/Electronic Devices: Using a cell phone, or other personal device, that is turned on and/or within view during a class without being authorized by teacher or administrator, and/or using an electronic device for a non-educational purpose.	Warning Device must be picked up at the end of the day	Detention Device confiscated until picked up by parent or held in office for 5 days	ISS (1 day) Device confiscated until picked up by parent or held in office for 10 days	ISS (3-5 days) Student may no longer bring phone or device into school
	2 AUEP	Low level AUEP violation: Includes leaving Chromebook unattended, putting extra stickers on, or writing on Chromebook,	Warning	Detention	Detention (2 days)	ISS (1-3 Days)
	3 TM	Technology Misuse: Unauthorized use of District technology. District technology is a privilege and not a right and acceptable use is set forth in the <i>Acceptable and Ethical Use Agreement</i> If the misuse also constitutes another violation, consequences consistent with the other violation may also be given.	ISS (1-3 days) Restrictions	ISS (3-5 days) Restrictions	STS/OSS (1-2 days) Restrictions	STS/OSS (2-3 days) SAT Referral
Illegal Activities	6 Bomb	Bomb Threat: A threat to detonate an explosive or incendiary device to cause property damage, death, or injuries, whether or not such a device actually exists.	LTS/OSS or Expulsion Law enforcement referral			
	6 Fire	Fires and Misuse of Fire Alarms/Extinguishers: Causing, or attempting to cause, a fire on school grounds, pulling a fire alarm, or using a fire extinguisher without valid cause.				
	6 Weap	Weapons: Possessing, handling, or transmitting any object or material that is ordinarily considered a weapon, look-alike weapons, or any object that could place a person in reasonable fear of physical harm. Includes, but not limited to knives, razor blades, mace, and pepper spray.				
	6 Illeg	Engaging in Illegal Activities: Any other law-breaking event which poses a threat to the student or others, causes a substantial disruption in the school setting, and/or is not in the best interests of the school.				
	7 FrArm	Firearms: Carrying, possessing, storing, keeping, leaving, placing, or putting into the possession of another person, any firearm including an air gun.				

Infraction	Class	Infraction Definition	Minimum Consequences			
			1st Violation	2nd Violation	3rd Violation	4th (or more)
Property Infractions	4 DP	Destruction of Property: Causing or attempting to cause damage to private or school property, or the repeated damage involving private or school property. This includes the alteration of student or school computer programs or systems.	STS/OSS (1-3 days) SAT referral Counselor referral Restrictions	STS/OSS (3-5 days) SAT referral Counselor referral Restrictions	STS/OSS (5-10 days) SAT referral Counselor referral Restrictions	LTS/OSS or Expulsion Restitution/ Community service
	4 Theft	Theft: Taking something that does not belong to you. Stealing, or attempting to steal, private or school property.	Restitution Community service	Restitution Community service	Restitution Community service	
	4 Tresp	Trespassing: Entering or remaining on school grounds or facilities without authorization and with no lawful purpose including visiting another school while on an out-of-school suspension.				
Tobacco, Alcohol, and Drugs	4 Tob	Tobacco: Using, possessing, selling, or dispensing of tobacco products, and related items such as, but not limited to, lighters, matches, vapor pens, e-cigarettes, and e-liquids and oils	STS/OSS (1 day) SAT referral Counselor referral Restrictions Law enforcement referral	STS/OSS (3 days) SAT referral Counselor referral Restrictions Law enforcement referral	STS/OSS (5 days) SAT referral Counselor referral Restrictions Law enforcement referral	STS/OSS (7 days) SAT referral Counselor referral Restrictions Law enforcement referral
	5 ChAlc ChDrg UI-Al UI-Dr	Mood Altering Chemicals, Substances, and Paraphernalia: Using, possessing, or being under the influence of any mood-altering chemicals, substances, controlled substances or controlled substances without a valid prescription, or drug paraphernalia, including vapor pens/ e-cigarettes. This includes transferring, delivering, or receiving any medications to or from another student and using medication for purposes other than for its intended use. Under the Influence: Any detectable amount of a mood-altering substance, such as steroids, marijuana, inhalants, alcohol, or other drugs.	LTS/OSS Law enforcement referral SAT Referral	LTS/OSS or Expulsion Law enforcement referral		
	6 Dist	Distribution: Selling, dispensing, or possessing an amount that suggests distribution of a mood altering chemical or substance or medication.	LTS/OSS or Expulsion Law enforcement referral			
Sexual Misconduct	3 Porn	Pornographic Materials: Possessing, creating, or viewing obscene writings, drawings, photographs, videos, sound recordings, or the like.	ISS (1-3days) Restrictions	ISS (3-5 days) Restrictions	STS/OSS (1 day) Restrictions	STS/OSS (2-3 days) SAT Referral
	4 SexAc	Sexual Activity: Touching of a sexual nature, attempting to engage or engaging in sexual activity, or exposing private body parts on school property, within the school environment, in a school owned, leased or contracted vehicle, or at any school sponsored activity or event.	STS/OSS (3 days) SAT referral Restrictions	STS/OSS (5 days) SAT referral Restrictions	STS/OSS (10 days) Counseling	LTS/OSS or Expulsion
	6 SexVi	Sexual Violence: Physical sexual acts against a person's will, or where a person is incapable of giving consent.	LTS/OSS or Expulsion Law enforcement referral			

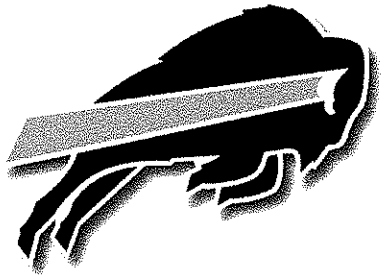
Infraction	Class	Infraction Definition	Minimum Consequences			
			1st Violation	2nd Violation	3rd Violation	4th (or more)
Verbal and Physical Altercations	2 VD	Verbal Dispute: A confrontation between two or more students without physical aggression or injury.	Detention	ISS (1-3days)	ISS (3-5 days)	
	3 VA	Verbal Altercation: A hostile confrontation between two or more students involving the use of profanity and causing a substantial disruption.	STS/OSS (1-3 days) Restrictions	STS/OSS (3-5 days) Restrictions	STS/OSS (5 days) Restrictions	STS/OSS (10 days) SAT Referral
	3 PA	Physical Aggression: Aggressive behavior with the potential to cause physical harm towards others.				
	4 IntSt	Intimidation/Threat- Student: Use of coercion, force, threats, intimidation or similar conduct that constitutes a threat to another student's safety or interferes with school purposes, including a forceful action, attitude, or behavior that is expressed physically toward another student.	STS/OSS (5 days) SAT referral Counselor referral Restrictions Law enforcement referral	STS/OSS (10 days) SAT referral Counselor referral Restrictions Law enforcement referral	LTS/OSS or Expulsion Conflict Resolution Counselor referral Law enforcement referral	
	4 PhySt	Physical Injury-Student: Causing physical injury to another student. Cases in which physical injury are caused by accident or other action undertaken on the reasonable belief that it was necessary to protect another person or self shall not constitute a violation of this rule.				
	4 Fight	Fighting: A physical conflict involving two or more students.				
	5 IntS	Intimidation/Threat- Staff: Use of coercion, force, threats, intimidation or similar conduct that constitutes a threat to a staff member's safety or interferes with school purposes including a forceful action, attitude, or behavior that is expressed physically toward a staff member.	LTS/OSS Counselor referral Law enforcement referral	LTS/OSS or Expulsion Conflict Resolution Law enforcement referral		
	5 PhyS	Physical Injury-Staff: Causing physical injury to a staff member. Cases in which physical injury are caused by accident or other action undertaken on the reasonable belief that it was necessary to protect another person or self shall not constitute a violation of this rule.				
6 Endan	Endangering the Lives of Others or Causing Serious Bodily Injury: Actions causing serious bodily harm or actions that significantly jeopardizes an individual(s)' safety or well-being.	LTS/OSS or Expulsion Law enforcement referral				
Vehicle Infractions	2 ParkS	Parking Lot Violations-School Rules: Failure to comply with school parking lot rules and regulations.	Detention Restrictions	ISS (1-3days) Restrictions	ISS (3-5 days) Restrictions	Loss of parking privileges/ Vehicle may be towed
	3 ParkL	Parking Lot Violations-Laws: Failure to comply with City and State traffic laws in school parking lots and on District property.	ISS (1-3days) Restrictions	ISS (3-5days) Restrictions	Loss of parking privileges/ Vehicle may be towed	

Additional Infractions:

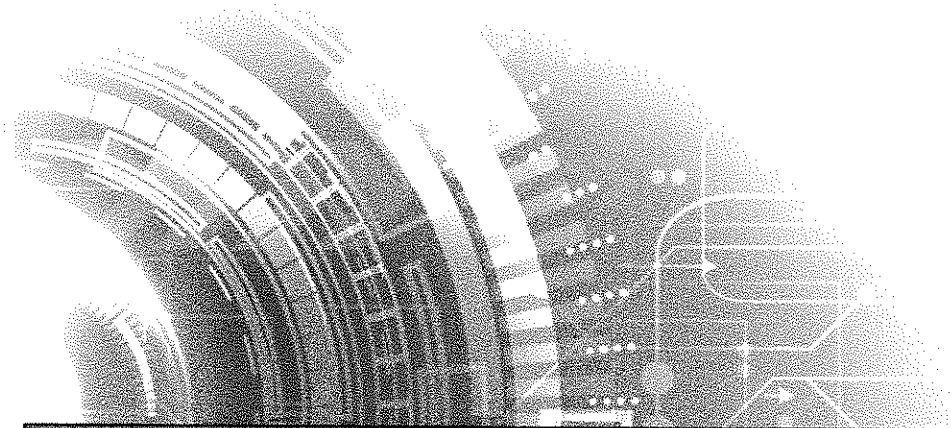
Accessory: Students who cause someone else to commit a violation, help in the commission of a violation, or encourages, advises, or acts with another to commit violation will be disciplined as if they committed the violation themselves.

Infractions off school grounds: Activities that occur outside of the school environment but substantially disturb the school environment are subject to the consequences listed in this matrix.

Activity Rules: The District's Activity Rules apply for a class FOUR (4) violation or above and consequences for participation in co-curricular or extracurricular activities are in addition to the above listed consequences.



STANLEY COUNTY 6-12 Technology Handbook



ED TECH VISION

Stanley County School's goal is to create lifelong learners and productive citizens through collaboration to advance learning, creativity, and critical thinking. Preparing students for their future in a world of digital technology and information is a major component of the Stanley County Schools goal.

The individual use of technology is a way to empower users to learn at their full potential and to prepare them for the real world of college and the workplace. A genuine value of technology rests on how it is used to support learning and create experiences that students find meaningful and relevant. Technology has the power to engage students, unleash their creativity, and allow them to apply what they have learned to demonstrate conceptual mastery. Technology immersion does not diminish the vital role of the teacher but transforms the teacher from a director to a facilitator of learning. Learning with Chromebooks integrates technology into the curriculum anytime, anyplace.

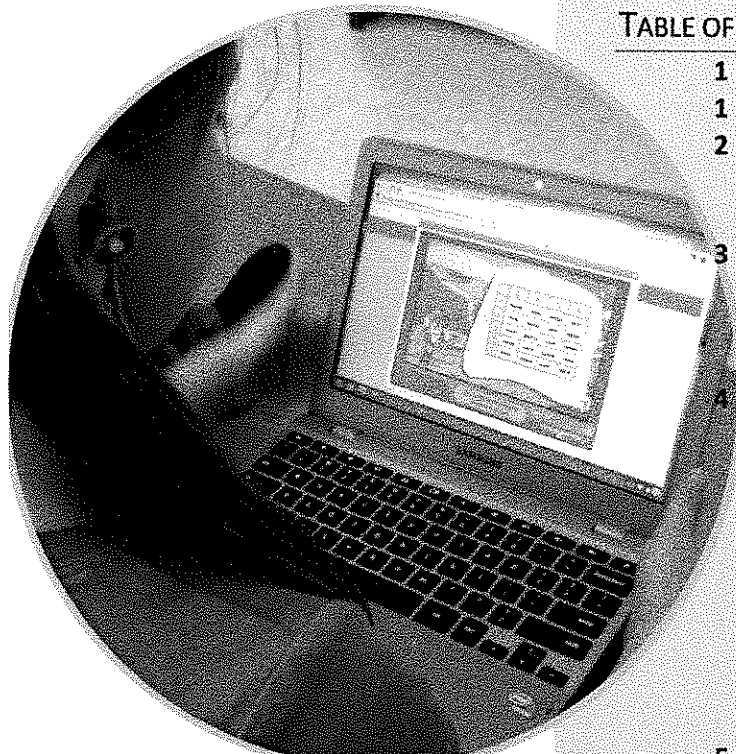






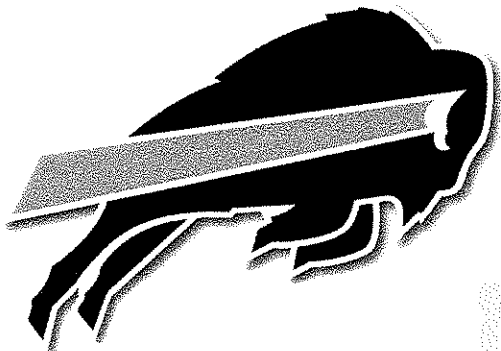
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PARENTS and Students

Please read this handbook regarding device usage.

-  Both the student and parent must sign the *Damage Protection and AUP Agreement*.
-  The *Damage Protection and AUP Agreement* needs to be turned in to the school Technology Center along with the district technology fee before the student may take a device off the school premises.
-  If you have more than one student in high school, you need to fill out one form for each student.
-  If you have questions, please contact the school at 223-7741.





1 CHROMEBOOK SPECIFICATIONS

All Stanley County 6-12 grade students will be issued a Lenovo 14e Chromebook Gen 2 and a bump armor case for the 2022-2023 school year. The Chromebook and case will be checked out and registered to the students and students will be re-issued the same device and case in subsequent years.

2 RECEIVING YOUR NOTEBOOK/CHROMEBOOK

Consequences:

Infractions are subject to the school progressive discipline matrix and may result in the loss of the privileges.

2.1 DISTRIBUTION

Devices will be distributed in the fall during open house. Parents and students must sign and return the “Stanley County Technology Damage Protection Agreement” and the “Parent and Student Memorandum of Understanding for Technology Agreement” before the device can be issued to their child. Devices will be collected at the end of each school year.

2.2 TRANSFER STUDENTS

To protect the assets of the Stanley County School District, all newly arriving students during the school year may be asked to check in their devices to the Technology Center at the end of the day for a period of one month or at the discretion of administration.

3 TAKING CARE OF YOUR DEVICE

Students are responsible for the general care of the device they have been issued by the school. Devices that are broken or fail to work properly must be taken to the Technology Center.

3.1 GENERAL PRECAUTIONS

- No food or drink is allowed next to your device while it is in use.
- Cords, cables, and removable storage devices must be inserted carefully into the device.
- Students should never carry their devices while the screen is open, unless directed to do so by a teacher.
- Devices must remain free of any writing, drawing, stickers, or labels that are not the property of the Stanley County School District.
- Devices must never be left in a car or any unsupervised area; devices should not be exposed to cold or hot environments.
- Students are responsible for keeping their device battery charged for school each day.
- Never store your device in your locker unless it's properly stored in its protective case.

3.2 CARRYING DEVICES

The Chromebook should be carried and stored in a protective sleeve that is provided by the district to protect the device for normal use and provide a suitable means for carrying the Chromebook within the school. The guidelines below should be followed:

- Device should always be within a protective sleeve when carried. The device should be the only thing in the sleeve (no pens, pencils, books, etc., that might damage the device)
- The device must be turned off or put to sleep before placing it into the case.



3.3 SCREEN CARE

The device screens can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.

- Do not lean on the top of the device when it is closed.
- Do not place anything near the device that could put pressure on the screen or place anything in the carrying case that will press against the cover.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils).
- Clean the screen with a soft, dry cloth or anti-static cloth.

4 USING YOUR CHROMEBOOK AT SCHOOL

Chromebooks are intended for use at school each day. In addition to teacher expectations for Chromebook use, school messages, announcements, calendars, and schedules may be accessed using the Chromebook. Students must bring their Chromebooks to all classes, unless specifically advised not to do so by their teacher.

4.1 CHROMEBOOK LEFT AT HOME

If students leave their Chromebook at home, they must immediately phone parents to bring them to school. Until the Chromebook is brought to school, students will participate in classes without their Chromebook. Repeat violations of this policy may result in disciplinary action.

4.2 CHROMEBOOK UNDERGOING REPAIR

Loaner Chromebooks may be issued to students when they leave their Chromebooks for repair at the Technology Department.

4.3 CHARGING YOUR CHROMEBOOK'S BATTERY

Chromebooks must be brought to school each day in a fully charged condition. Students need to charge their Chromebook each evening.

In cases where use of the Chromebook has caused batteries to become discharged, students will be able to connect their Chromebook to a power outlet in class.

4.4 CHROMEBOOK THEMES AND SCREENSAVERS

- Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drug, gang-related symbols or pictures will result in disciplinary actions.
- Passwords on screensavers are not to be used.

4.5 SOUND

Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes.

4.6 PRINTING

Students will be issued a print code. Students will be allowed to print to the printer in the library and to the printer upstairs. Students may print to printers at home, but will need to bring in their device to have the drivers for their home printer installed.

4.7 DELETING FILES

Do not delete any files that you did not create. Deletion of certain files can affect your Chromebook's performance.

4.8 MUSIC AND PROGRAMS

Music is not allowed to be played on the Chromebook during school hours without permission from the teacher. Students must use headphones to listen to music when permission is granted from the teacher and when listening to music in the commons.



4.9 GAMES AND OBSCENE MATERIAL

Games are not allowed to be played on the Chromebook during school hours unless the game is educational in nature and permission is granted by the teacher. Disciplinary action for playing nonacademic games in the classroom will be handled according to the policy stated in the Student Handbook.

Violent games and computer images containing obscene or pornographic material are strictly prohibited at any time and will result in disciplinary action.

5 MANAGING YOUR FILES, AND SAVING YOUR WORK

Students may only log-in under their assigned username. Students may not share their password with other students.

5.1 SAVING TO GOOGLE DRIVE

Students will be logging onto the Stanley County School network. Students will have their own user account and Google Drive account with ample space to back up any school-related work.

The Chromebook will be setup with Google Drive accessed through Google Chrome which students should save their work. When a student adds a document to Google Drive, he/she will have access to the files anywhere there is an Internet connection.

It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. Computer malfunctions are not an acceptable excuse for not submitting work.

6 SOFTWARE ON CHROMEBOOKS

6.1 ORIGINALLY INSTALLED SOFTWARE

Internet filter

From time to time the school may add software applications for use in a particular course. The licenses for this software require that the software be deleted from Chromebooks at the completion of the course. Periodic check of Chromebooks will be made to ensure that students have deleted software that is no longer required in class, and that the school has not exceeded its licenses.

6.2 PROCEDURE FOR RE-LOADING SOFTWARE

The school does not accept responsibility for the loss of any software deleted due to re-formatting and re-imaging.

6.3 SOFTWARE UPGRADES

Upgrade versions of licensed software are available from time to time. Students will be instructed to upgrade their software from the school's network periodically.

7 PROTECTING YOUR DEVICE COMPUTER

7.1 DEVICE IDENTIFICATION

Student devices, chargers and cases are labeled by the school. Removal of tags or serial numbers is a violation of the Chromebook agreement.

7.2 PASSWORD PROTECTION

Students are expected to password protect their devices by logging off their devices when not in use and keeping all passwords confidential.

7.3 DEVICES LEFT IN UNSUPERVISED AREAS

Under no circumstances should devices be left in unsupervised areas. Unsupervised areas include but are not limited to the school grounds and campus, the cafeteria, computer lab, locker rooms, library, unlocked classrooms, dressing rooms and hallway. Unsupervised devices will be removed by staff.

8 REPAIRING OR REPLACING YOUR CHROMEBOOK

8.1 CHROMEBOOK WARRANTY

This coverage is purchased by the Stanley County School District as part of the purchase price of the equipment. Manufacturer warranties the Chromebook from defects in materials and workmanship. This limited warranty covers normal use, mechanical breakdown, or faulty construction and will provide replacement parts necessary to repair the Chromebook or Chromebook replacement. The manufacturer warranty does NOT cover damage caused by misuse, abuse, accidents, or computer viruses.

8.2 DEVICE TECHNICAL SUPPORT

The technology center coordinates repair work for the devices. Students are expected to keep the devices in good condition. Students who have a technical problem with their device should take their computer to the technology center for service or repair. Students or others should NEVER attempt to repair a device on their own.

8.3 ACCIDENTAL DAMAGE PROTECTION

The Stanley County School District has purchased through the computer vendor coverage to protect the Chromebooks against accidental damage such as: liquid spills, accidental drops, power surges, and natural disasters. ***This coverage does not provide for damage caused by fire, theft, loss, misuse, intentional or frequent damage or cosmetic damage.*** The computer vendor will assess the Chromebook damage and repair or replace the machine at no cost if the damage is determined to be accidental, infrequent, and within the protection guidelines.

Please report all Chromebook problems immediately to the Technology Center. The school will determine the best path to follow to repair the device. Students may be issued a spare device during the repair period. Damage is determined per school year from the date it is issued until the date it is turned in.

8.4 ACCIDENTAL DAMAGE FEES:

- First Incident: Annual Student Usage Fee applied
- Second Incident: Annual Student Usage Fee applied
- Third and subsequent incidents: Annual Student Usage Fee applied, Parent contact & meeting with school administration.

8.5 DELIBERATE DAMAGE OR NEGLECT

- First Incident: Annual Student Usage Fee + \$50
- Second Incident: \$100
- Third and subsequent incidents: Replacement cost

8.6 SCHOOL DISTRICT PROTECTION

School District Protection is available for Users and parents to cover Chromebook replacement in the event of theft, loss, or accidental damage by fire. The protection cost is \$25.00 annually for each Chromebook.

Users or parents may wish to carry their own personal insurance to protect the mobile computer in cases of theft, loss, or accidental damage by fire. Please consult with your insurance agent for details about your personal coverage of the mobile computer.

8.7 CLAIMS

All insurance claims must be reported to the Principal's Office. Users or parents must file a police or fire report and bring a copy of the report to the principal's office before a Chromebook can be repaired or replaced with School District Protection. Fraudulent reporting of theft, loss, or accidental damage by fire will be turned over to the police and insurance company for prosecution. A student making a false report will also be subject to

disciplinary action. The District will work with the local Police Department to alert pawnshops and police departments in the area to be aware of this District owned equipment.

9 DEVICE AND INTERNET ACCEPTABLE USE POLICY

The Children's Internet Protection Act (CIPA), 47 U.S.C. §254(h)(5) require public schools to implement certain measures and actions to ensure that students are restricted from accessing inappropriate materials online using school-owned devices. This District's Acceptable Network and Internet Use Policy (hereinafter "AUP") is intended to set forth the specific obligations and responsibilities of all users, including students and staff, who access the District's Network, and to ensure such use complies with the CIPA requirements.

"Network" is defined as any and all District owned computers, servers, hardware or software, the District's local area network, wireless access points, the Internet, email, chat rooms, other forms of direct electronic communications or other communications equipment provided by the District regardless of the physical location of the user. This AUP applies even when District provided equipment (devices, tablets, etc.) is used on or off premises of District property.

The Network may be used only as a tool to support and advance the functions of the District as well as its curriculum and educational programs. Access to the District's Network is a privilege and not a right. Users of the Network are responsible for their behavior and communications over the Network and access to Network services will be provided only to those staff and students who agree to act in a considerate and responsible manner and in accordance with the District's Internet Safety Policy and this AUP.

9.1 NETWORK ETIQUETTE

Users are expected to abide by generally accepted rules of network etiquette (netiquette). These include but are not limited to:

- Be polite. Do not get abusive in your messages to others. Do not send or display offensive messages or pictures.
- Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Do not harass, insult, or attack others. Illegal activities are strictly forbidden.
- Do not reveal your personal address or phone numbers of students or faculty.

9.2 OFF-PREMISE USE OF NETWORK

Students under the age of 18 should only access District-assigned email accounts and/or other Network components including but not limited to school-assigned computers such as laptops, Chromebooks, tablets or e-readers off of District premises if a parent or legal guardian supervises their usage at all times. The student's parent or guardian is responsible for monitoring the minor's off-premise use of the Network and ensuring such use complies with this AUP.

9.3 USER TERMS AND CONDITIONS

The use of Stanley County School District's technology resources is subject to the following terms and conditions:

- The use of technology resources must be for educational and/or research purposes consistent with the mission, goals, and objectives of the Stanley County School District along with State & Federal regulations. In compliance with federal law, the school district shall make reasonable effort to restrict access to inappropriate materials and shall monitor the online activities of the end users in the school environment.
- User accounts are considered the property of the school district. Network administrators may review school computers to maintain system integrity and to ensure that users are using the system responsibly. Users should not expect that anything stored on school computers or networks will be private. Routine maintenance and monitoring of the Stanley County network system may lead to the discovery that you have

violated the Stanley County Acceptable Use Policy or the law. Your parents have the right at any time to request to see the contents of your network home file or any of your digital information.

9.4 PROHIBITED

Prohibited technology resources activities include but aren't limited to the following device violations

9.4.1 Device Violations:

- Using profane, abusive or impolite language; threatening, harassing, (cyber)bullying or making damaging or false statements about others or accessing/transmitting/downloading offensive or harassing materials.
- Downloading, installing, transmitting, and/or playing games, music, or video files using the school network.
- Vandalizing, damaging, or disabling property of the school or another individual or organization.
- Accessing another individual's materials, information, or files without permission.
- Using the network or Internet for commercial, political campaign, or financial gain purposes.
- Releasing files, home address, personal phone numbers, passwords, or other vital accessing information to others.
- Promoting or soliciting for illegal activities.
- Attempting to repair, remove or install hardware components reserved for an authorized service technician.
- Violating copyright or other protected material laws. Ignorance of the law is not immunity. If you are unsure, ask a teacher or parent.
- Plagiarism is a violation of the WWS Progressive Discipline Plan. Give credit to all sources used, whether quoted or summarized. This includes all forms of media on the Internet, such as graphics, movies, music, and text.
- Subscribing to mailing lists, mass email messages, games, or other services that generate several messages that can slow the system and waste other users' time and access.
- Intentionally wasting school resources
- Disconnecting from the school's monitoring software.

The student in whose name a system account and/or device is issued is at all times for its appropriate use.

9.4.2 Network Violations:

Including but not limited to...

- Attempting to log on to the Internet or network (servers, routers, switches, printers, firewall) as a system administrator.
- Sending, accessing, uploading, downloading, or distributing pornographic or sexually explicit materials.
- Installing, enabling, launching, or creating programs that interfere with the performance of the network, internet, or hardware technology resources.
- Creating, uploading, or transmitting computer viruses.
- Attempting to defeat computer or network security. Use or possession of hacking software is strictly prohibited
- Attempting to connect to a proxy.
- Saving and/or using MP3 or other music files to school servers unless under the direct instruction of a teacher or advisor. These files must be used only for school-related activities.
- Logging onto the network with another person's username/password and/or using another person's device.

9.5 FAILURE TO RETURN DEVICE TO DISTRICT

If a student fails to return the device at the end of the school year or upon termination of enrollment at SC, that student will be subject to criminal prosecution or civil liability. The student will also pay the replacement cost of



the device, or, if applicable, any insurance deductible. Failure to return the device will result in a grand theft report being filed with the Stanley County Sheriff's Department.

10 CELL PHONES AND PERSONAL TECHNOLOGY

All student cell phones and portable media devices may be used before school, during lunch, during a passing period between classes, and after school. All cell phones and portable media devices are to be turned off during class time. Any student using a cell phone or portable media device during the school day without administrative permission will be subject to disciplinary action. The district does not operate under a Bring Your Own Device (BYOD) technological policy and as such limits the amount of time a student may use their personal communication device.

On the first violation, the device will be taken from the student and the student must pick up the device at the end of the day. The student will serve one detention. A parent/guardian will be notified of the violation.

On the second violation, the device will be taken from the student and a parent/guardian must pick up the device from the office. The student will serve two detentions.

On the third and subsequent violations, the device will be taken from the student and a parent/guardian must pick up the device from the office. The student will serve one day of in-school suspension.

Any student that must use their cell phone or portable media device during the school day must obtain permission from the IT Director and the building principal.

Any student using their cell phone or portable media device during the school day without administrative permission will be subject to disciplinary action. Any teacher wanting students to use cell phones or portable media devices for a classroom project must obtain permission from the IT Director and the building principal.

Students found in severe violation of this policy shall be subject to appropriate disciplinary action, up to and including out-of-school suspension. Severe violation of this policy would include, but not be limited to, such highly inappropriate activities as:

1. Electronic communication that contains inappropriate content, profanity, intimidation or threat to others.
2. Academic dishonesty or cheating.
3. The use of camera or recording features of a cellular phone or portable media device in restrooms, locker rooms, or for any use constituting an invasion of a person's reasonable expectation of privacy.
4. Communication in any way with outside groups or individuals regarding participation in violent acts or other inappropriate or unlawful activities on school property or at school-sponsored activities.
5. Refusal to relinquish a cell phone or portable media device to a person of authority upon request.

The District is not responsible for any electronic devices that are lost or stolen.

STANLEY COUNTY SCHOOL DISTRICT #57-1

LAPTOP POLICY MANUAL, PROCEDURES, AND INFORMATION

Stanley County School District– Ft. Pierre, SD

The Stanley County School District is pleased to offer all high school students with the opportunity to access educational technology tools to enhance student learning in and out of the classroom. These tools will help facilitate education consistent with the objectives of the Stanley County School District.

The following documentation outlines the expectations regarding the issuing and use of laptops by the students at Stanley County Schools. The understanding and compliance of the following policies and procedures are critical to ensure the success of this laptop implementation, and most importantly, the success this implementation has on the education of the students. Please review the following policies and procedures with your student(s).

Annual Student Usage Fee

An Annual Student Usage Fee of \$25 will be required for each student before being issued a Chromebook or laptop. The annual fee aids in general maintenance of each device and will cover the first two incident of accidental damage to the laptop. Fines for subsequent accidental damages, all deliberate damages, all damages resulting from neglect, loss of AC Adapter, and the complete loss of the Chromebook/laptop will be paid based on the chart below.

Accidental Damages	Cost	Disciplinary Action
First Incident	Annual Student Usage Fee Applied	None
Second Incident	Annual Student Usage Fee Applied	None
Third Incident	Annual Student Usage Fee Applied	Parent Contact
Fourth & Subsequent Incidents	Annual Student Usage Fee Applied	Parent Contact & Meeting with School Administration
Deliberate Damage or Neglect	Cost	
First Incident	Annual Student Usage Fee + \$50	Parent Contact
Second Incident	\$100	Parent Contact
Third Incident	Replacement Cost	Parent Contact & Restricted School Laptop Use
Third & Subsequent Incidents	Replacement Cost	Parent Contact & Complete Loss of School Laptop Access
Total Loss	Cost	
All Incidents	\$1000 or Cost of Replacement (whichever is less)	Parent Contact
Accessory Replacement	Cost	
65W Standard AC Adapter	\$40	
Bump Armor Laptop Bag	\$40	

Examples of accidental damage, deliberate damage, damage from neglect, and total loss may include, but are not limited to the following:

Accidental Damage

1. Chromebook/laptop accidentally gets knocked off desk by yourself or another student.
2. Students trips and falls while carrying Chromebook/laptop resulting in damages to the Chromebook/laptop.

Deliberate Damage

1. Student intentionally throws, drops, or hits Chromebook/laptop.
2. Student picks off keys, plastics, and rubber feet.

Damage from Neglect

1. Student leaves Chromebook/laptop in vehicle during extreme cold or heat.
2. Student carries Chromebook/laptop inappropriate by LCD screen and LCD screen breaks away from rest of Chromebook/laptop.

Total Loss

1. The complete loss of a Chromebook/laptop from fire, flood, and/or theft.
2. Enough deliberate damage, or damage from neglect, was done resulting in need for complete replacement.

Student Chromebook/Laptop Check-out and Check-in

Students will be issued a Chromebook/laptop and power supply at the beginning of each school year and will return both at the end of each school year or when the student withdraws from the district. Check-out dates will take place prior to the start of school in the fall. Students will be issued a carrying case. Check-in dates will take place during school hours at the end of the school year.

Chromebook/Laptop Care and Usage

Chromebook/laptops are intended for use at school each day. Students need to bring their Chromebook/laptop and power supply to all classes unless specifically advised not to do so by their classroom teachers. If a student does not bring their Chromebook/laptop to school, permission from school administration must be obtained to get a loaner from the Stanley County Technology Help Desk.

Students are responsible for the general care of their Chromebook/laptop. Chromebook/laptops that are damaged or fail to work properly must be reported immediately to the Stanley County Technology Help Desk. All replacement parts and repairs will be provided and conducted by the Stanley Technology Help Desk. Only Original Equipment Manufacturer (OEM) parts, acquired and installed through the Stanley County School District, will be used to repair school issues student laptops.

It is recommended that families consider purchasing insurance through their personal insurance provider to cover the potential loss of their student's Chromebook/laptop(s). The insurance agent may want details regarding the make, model, and value of the Chromebook/laptop(s). Please reach out to the school for questions regarding this information.

- **General Rules & Precautions**

1. No food or drink near Chromebook/laptop.
2. Laptops must be placed in a backpack or carrying case with protective sleeve when carried or not in use.
3. Students should never carry their Chromebook/laptop while the screen is open.
4. No writing, drawing, stickers, or labels on Chromebook/laptops that are not the property of the Stanley County School District.
5. Do not leave Chromebook/laptop in vehicle or unsupervised area.
6. Do not place anything near the Chromebook/laptop that could put pressure on the screen, and never leave the Chromebook/laptop exposed to extreme temperatures.
7. Students are responsible for keeping their Chromebook/laptop's battery charged for school each day.
8. Only use a soft, dry, antistatic or microfiber cloth to clean the screen (no chemical cleaners).
9. No inappropriate pictures are to be used as screensaver or background.
10. Any alterations to installed software and/or software that is installed without school approval will be subject to disciplinary action.
11. Transmission of any materials that are in violation of state and federal law is prohibited.
12. The use of malicious software is strictly prohibited.

- **Charging the Chromebook/Laptop's Battery**

Chromebook/laptops must be charged each evening, so they are fully charged at the beginning of each school day. Repeat violations of this policy will result in disciplinary action.

- **Printing**

Students have access to designated printers in various locations around the high school. Students may print with teacher's permission. Students may print to printers at home, however, typically software is needed. Students simply need to bring their computers in to the Technology Help Desk, as well as the make and model of their home printer, so the printer software can be downloaded and installed.

- **File Management**

Students will utilize local storage (My Documents Folder), as well as several cloud-based resources for managing and saving schoolwork. The Stanley County School District provides students with Google and Office365 accounts. These accounts are enabled and managed by the Stanley County School District. Students will have access to these resources on and off campus while enrolled in the district.

- **Content Filtering**

The Stanley County School District works to filter web content while students are web browsing on and off campus. The district does its best to log, filter, and block inappropriate content. It is still critical that parents/guardians be responsible in monitoring their student's web activities on their school issued laptop at home. Web filtering hardware and software solutions are no substitute for parents overseeing their child's use of computers at home.

- **Laptop Identification**

Student laptops will be labeled in a manner specified by the school district. All Stanley County School District and laptop manufacturer identification must remain on the laptop.

I have read the policy and agree to the stated terms:

Student Name: _____ **(Please Print)**

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____



**Stanly County School District
Student Pledge for Chromebook Use**

- In case of deliberate damage student will be charged for repair cost.
- I will never leave the Chromebook unattended.
- I will never loan out my Chromebook to other individuals.
- I will charge my Chromebook's battery daily.
- I will keep food and beverages away from my Chromebook since they may cause damage to the computer.
- I will not disassemble any part of my Chromebook or attempt any repairs.
- I will protect my Chromebook by only carrying it in the provided sleeve or case, grades 6-12.
- I will only use my Chromebook in ways that are appropriate and educational.
- I will not place unapproved decorations (such as stickers, markers, etc.) on the District Chromebook.
- I understand that my Chromebook and all use is subject to inspection and logging at any time inside or outside of the school day without notice and remains the property of the Stanley County School District.
- The district provided Chromebook is not a substitute for a home computer.
- I will follow the policies outlined in the Acceptable and Ethical Use Policy, Chromebook Policy, Procedures, and Information document and the district and school handbooks while at school, as well as outside the school day.
- I will file a police report in case of theft, vandalism, and other acts covered by insurance.
- I will be responsible for all damage or loss caused by neglect or abuse.
- I agree to pay for the replacement of my power cords, battery, or Chromebook sleeve or case in the event any of these items are lost.
- I agree to return the Chromebook computer and power cords in good working condition.

Student: _____
(Name - Please Print) (Signature) (Date)

Parent/
Guardian: _____
(Name - Please Print) (Signature) (Date)

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EXTRA-CURRICULAR STUDENT POLICIES

STUDENT CONDUCT

The Stanley County School District recognizes that all members of the student body are representatives of the school and encourages all students to participate in activities due to the benefits derived from such participation. Participation in student activities exposes students to greater public exposure and scrutiny, and students are expected and encouraged to bring credit rather than discredit to the school whose programs makes such participation possible. It shall therefore be the policy of the School District:

1. That student participation in student activities is a privilege rather than a right.
2. That students who exercise the privilege of participation in student activities shall consequently be expected to exemplify high standards of academics and behavior.
3. Students who participate in extra-curricular activities at Stanley County High School are expected to be students first. Therefore, there is an expectation that students who wish to participate in activities need to be in school to do so. The building administration realizes that at times situations arise that dictate students missing class. Therefore, the following guidelines will be used:
 - a. Students who miss class on the day of an activity due to an appointment must provide notification to the school in order to participate in the activity. Approval of the appointment is at the discretion of the coach and activities director.
 - b. ~~For students who are ill or are gone for personal reasons on the day of an activity, they must be in attendance for at least 1 full period prior to departing on a road event or in attendance for at least the last two periods for a home event in order to participate or practice, unless 24 hours' notice for an excused absence is given and approved.~~ Students must be at school by noon to participate in that day's contest or game. Any exceptions must have prior approval by the Activities Director. Habitual offenses of attendance will be reviewed on a case-by-case basis.
 - c. ~~Students who have Out-of-School Suspension (OSS) on any given day cannot participate in that day's activities whether it be a practice or a game. Students assigned to In-School Suspension (ISS) on an event day (i.e., a game) will not be able to participate in that event.~~
 - d. Students going on school-sponsored activity trips will be granted an exempt absence.
 - e. ~~Students going on school-sponsored activity trips must have the 'Blue Assignment-Sheet' signed by teachers.~~
4. Each sponsor or coach may have additional training rules of his/her own. These must have the approval of the building principal and activities director. Plus, participant must be fully informed of all additional regulations.

INTERSCHOLASTIC ACTIVITY POLICY

It shall be the policy of the Board and administration that the rules of training and conduct shall be established for all activities. These rules must be written by the coaches/sponsors and agreed to by the principal and activities director.

They shall include:

1. No person under disposition of a violation of any policy may participate in any contest. It shall also be the policy of the Board and administration that all coaches and supervisors make no exceptions to the enforcement of the established rules. All reasonable means of supervision should be employed, and all reports of rules violation rigorously, fairly, and impartially investigated.

HOME SCHOOL PARTICIPATION

Home school students must enroll in at least one class that is registered through the district data base to be allowed to participate in district sponsored extra-curricular activities.

Home school students who have not completed all the high school graduation course requirements will not receive a high school diploma from the district.

ACADEMIC ELIGIBILITY STANDARDS

To be eligible to participate in extra-curricular activities in the Stanley County School District, a student must be passing all classes (D- or better). ~~Teachers are not required to post grades prior to Monday at 8:00 am. These grades are based on all work turned in to teachers by the end of the last school day of the grading cycle.~~

~~Grades will be checked every Wednesday at noon. Students who are failing one or more classes have ONE WEEK to be passing again. If the student is failing the same class TWO WEEKS IN A ROW they are ineligible until the next grade check. September 7, 2022 will be the first eligibility check of first semester. January 18, 2023 will be the first eligibility check of second semester.~~

Eligibility at the beginning of a new semester is determined by the previous semester's grade. All grades must be passing grades to be eligible for the new semester. If the student exhibits passing grades after week 2 of the new semester their eligibility will be reinstated.

Reinstatement of eligibility will be signed off by the Principal and Activities Director.

These standards cover all extra-curricular activities. Band and choir concerts, not associated with the SDHSAA, constitute a classroom activity, thus students will be allowed to participate in those events.

PHYSICALS AND MEDICAL HISTORY

1. Students are not eligible to participate in practice or games if the student does not have on file in the Activities Office, a signed physical examination that falls under the rules of the SDHSAA.
2. Annual physicals are required.
3. A copy of the Parent Consent form must be submitted annually.
4. A copy of the student's Medical History must be submitted annually.
5. A physical exam after April 1 will be accepted for the next school year.
6. Consent for Medical treatment.
7. SDHSAA Parent Student consent form
8. Consent for release of Medical Information (HIPAA)
9. Concussion fact sheet

ALCOHOL / TOBACCO / DRUG POLICY

At the beginning of sport year, an informational meeting for participants, parents/guardians, coaches, advisors and the activities director will be held to go over activities information and the eligibility rules of the Stanley County School District. Attendance will be encouraged before a student is allowed to practice with the team or group activity.

The use and/or possession of mood-altering chemicals such as tobacco, alcohol, drugs, E-cigarettes, vaping devices, Juuls, or any simulated smoking devices of any form, (even should they not contain nicotine or drug related products), or drug paraphernalia by participants of high school extra-curricular activities is prohibited. Stanley County Schools Alcohol, Tobacco & Drug policy become effective with the beginning of SDHSAA sponsored activities on the 1st day of practice in the fall until the last scheduled day of all sports or graduation whichever is later in the spring. Penalties are not cumulative-each student starts with a clean slate each year.

Consequences for Violations of this Policy

First Violation: The participant will be suspended for 20 percent of the scheduled extra-curricular games/activities of the activity in session. If the full number of games/activities is not met, the suspension will be extended to the next activity the student participates in, even if that activity is the next school year. To count toward the minimum number of events, the student must participate in the entire activity season, beginning with the first day of practice and may not drop out or quit the activity to avoid suspension. The failure of a student completing the entire activity season shall result in the student being required to again serve the same suspension in the next activity they participate in. In addition, a suspension is only in effect during the South Dakota High School Activities Association's activity year, which begins on the first day of its first sanctioned event and concludes on the last day of its last sanctioned event. The percentage will be divided by the number of regular season games/activities scheduled for the activity. All percentage points will be rounded up. (i.e. 1.1 games will equal 2 games) The suspension will occur when competition begins, not when practice begins. The attendance at practice will be at the discretion of the coach or advisor. Parent/guardians and the students will be notified, and a record will be kept of pertinent facts, actions and contracts. Conferences with the participant, his/her parent/guardian, coach or advisor and the activities director will be required before any future participation by the individual.

For activities with five (5) or fewer contests will have consequences determined by administration.

Second Violation: The participant will be suspended for 40 percent of the scheduled extra-curricular games/activities of the activity in session. If the full number of games/activities is not met, the suspension will be extended to the next activity the student participates in, even if that activity is the next school year. To count toward the minimum number of events, the student must participate in the entire activity season, beginning with the first day of practice and may not drop out or quit the activity to avoid suspension. The failure of a student completing the entire activity season shall result in the student being required to again serve the same suspension in the next activity they participate in. In addition, a suspension is only in effect during the South Dakota High School Activities Association's activity year, which begins on the first day of its first sanctioned event and concludes on the last day of its last sanctioned event.

The percentage will be divided by the number of regular season games/activities scheduled for the activity. All percentage points will be rounded up. (i.e. 1.1 games will equal 2 games) The suspension will occur when competition begins, not when practice begins. The attendance at practice will be at the discretion of the coach or advisor. Parent/guardians and the students will be notified, and a record will be kept of pertinent facts, actions and contracts. Conferences with the participant, his/her parent/guardian, coach or advisor and the activities director will be required before any future participation by the individual.

For activities with five (5) or fewer contests will have consequences determined by administration.

For the second offense, the student will enroll, show a record of participation and complete an alcohol/drug diversion program by an approved, certified chemical dependency counselor or licensed health professional trained in chemical dependency. All costs of the diversion program are the responsibility of the student and family.

Third Violation: The participant will not be allowed to participate in any school extra-curricular activity, including athletic or fine arts, for the remainder of his/her high school career. When a participant is accused of violating a training rule, the allegation will be directed to the coach and the activities director. The allegation may also be reported to any building administrator who will forward it to the activities director. The individual making the allegation must sign an accusation form, complete with details of when, where and witnesses. The accuser will be informed that the accuser's name and written statement will be kept in confidence to the greatest extent possible but may be released to the participant in case of an appeal. The activities director and the principal and/or asst. principal will discuss the allegation with the participant in question to determine the nature of the violation. After a proper investigation, a decision to suspend or not to suspend will be decided by the activities director and/or the principal.

For activities with five (5) or fewer contests will have consequences determined by administration.

Appeals

Upon suspension for a First or Second violation, the participant may appeal the decision to the Superintendent by submitting an appeal in writing within 10 calendar days after the issuance of the suspension. The written request for a Superintendent appeal shall be directed to the Superintendent. Failure by the participant to request a Superintendent appeal within the 10 calendar days will be a waiver of any appeal right, and the suspension will be final. The Superintendent will conduct an investigation and issue a written decision as soon as possible and this decision will be final. The suspension will not begin until the Superintendent issues a decision affirming the suspension. Upon suspension for a Third Violation, the participant may first appeal the decision to the Superintendent. If the participant is not satisfied with the Superintendent's decision, a written appeal may be made to the Board of Education within 10 calendar days from the date the Superintendent issues a decision. Failure by the participant to request a Board hearing within the 10 calendar days will be a waiver of any appeal right and the Superintendent's decision will be final. If the Superintendent affirms the suspension and the participant appeals to the Board of Education, the participant will be temporarily suspended during the period of appeal to the Board.

Consequences for Violations Involving Controlled Substances or Marijuana

Upon First Adjudication: In accordance with SDCL 13-32-9 the following consequences will occur with any violation of possession, use or distribution of a controlled substance or marijuana: 13-32-9. Suspension from extracurricular activities for controlled substances violation--Unified Judicial System to give certain notices. Any person adjudicated, convicted, the subject of an informal adjustment or court-approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by § 22-42-15, is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one-year suspension may be reduced to thirty calendar days if the person participates in an assessment with a certified or licensed addiction counselor. If the assessment indicates the need for a higher level of care, the student is required to complete the prescribed program before becoming eligible to participate in extracurricular activities.

Upon a second adjudication, conviction, diversion, or suspended imposition of a sentence for possession, use, or distribution of controlled drugs, substances, or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substance as prohibited by § 22-42-15, by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one-year suspension may be reduced to sixty calendar days if the person completes an accredited intensive prevention or treatment program.

Upon a third or subsequent adjudication, conviction, diversion, or suspended imposition of sentence for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by § 22-42-15, by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education. Upon such a determination in any juvenile court proceeding the Unified Judicial System shall give notice of that determination to the South Dakota High School Activities Association and the chief administrator of the school in which the person is participating in any extracurricular activity. The Unified Judicial System shall give notice to the chief administrators of secondary schools accredited by the Department of Education for any such determination in a court proceeding for any person eighteen to twenty-one years of age without regard to current status in school or involvement in extracurricular activities. The notice shall include name, date of birth, city of residence, and offense. The chief administrator shall give notice to the South Dakota High School Activities Association if any such person is participating in extracurricular activities. Upon placement of the person in an informal adjustment or court-approved diversion program, the state's attorney who placed the person in that program shall give notice of that placement to the South Dakota High School Activities Association and chief administrator of the school in which the person is participating in any extracurricular activity. As used in this section, the term, extracurricular activity, means any activity sanctioned by the South Dakota High School Activities

Association. Students are ineligible to participate in activity events, competitions, and performances, but a local school district may allow a student to participate in practices.

Source: SL 1997, ch 102, §§ 1, 4; SL 2003, ch 272 (Ex. Ord. 03-1), § 63; SL 2006, ch 82, § 1; SL 2010, ch 92, § 1; SL 2014, ch 88, § 1. 13-32-9.2.

Reduced Suspension

If a suspension is reduced pursuant to § 13-32-9, a suspension for a first offense shall make the student ineligible for a minimum of two South Dakota High School Activities Association sanctioned events. If two sanctioned events for which the student is ineligible do not take place within the reduced suspension period, the student's suspension remains in effect until two sanctioned events for which the student is ineligible have taken place. If a suspension is reduced pursuant to § 13-32-9, a suspension for a second offense shall make the student ineligible for a minimum of six South Dakota High School Activities Association sanctioned events. If six sanctioned events for which the student is ineligible do not take place within the reduced suspension period, the student's suspension remains in effect until six sanctioned events for which the student is ineligible have taken place. To count toward the minimum number of events, the student must participate in the entire activity season and may not drop out or quit the activity to avoid suspension and the failure of a student to complete the entire activity season shall result in the student being ineligible for one year from the date of adjudication, conviction, the subject of an informal adjustment or court approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency. A suspension that is not completed by the student during one activity season shall carry over to the next activity season in which the student participates. In addition, a suspension that is reduced pursuant to § 13-32-9 is only in effect during the South Dakota High School Activities Association's activity year, which begins on the first day of its first sanctioned event and concludes on the last day of its last sanctioned event. A reduced suspension that is not completed by the end of one activity year shall carry over to the next activity year.

A suspension begins on:

- 1) The day following the notification to a school administrator by the Unified Judicial System that a student has been adjudicated, convicted, the subject of an informal adjustment or court approved diversion program, or the subject of a suspended imposition of a sentence or a suspended adjudication of delinquency for possession, use, or distribution of controlled drugs, substances, or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substance prohibited by § 22-42-15 and the school administrator gives notice to the South Dakota High School Activities Association and the students; or
- 2) The day following the student's admission to a school administrator that the student committed an offense enumerated in subdivision (1), which shall be made with the student's parent or guardian present if the student is an unemancipated minor, and the school administrator gives notice to the South Dakota High School Activities Association.

HAZING OR INITIATION IS NOT ACCEPTABLE BEHAVIOR

It is of utmost importance on all teams, but especially teams with underclassmen, that there be absolutely no hazing or so-called initiation rites. This is demeaning to all involved and is a most blatant form of harassment. Students who violate this guideline will be subject to disciplinary action.

LOCKER ROOM PRIVACY

Stanley County School District shall observe measures intended to protect the privacy rights of individuals using school locker rooms. The following provisions outline the extent to which that protection can and will be provided:

- 1) Locker rooms are provided for the use of physical education students, athletes and other activity groups and individuals authorized by the building principal or the district administrator. No one will be permitted to enter the locker room or remain in the locker room to interview or seek information from an individual in the locker room at any time. Such interviews may take place outside of the locker room consistent with applicable district policies and/or school rules.
- 2) No cameras, video recorders, cell phones, or other devices that can be used to record or transfer images may be used in the locker rooms at any time.
- 3) Under no circumstances can a person use a camera, video recorder, cell phone, or other recording device to capture, record, or transfer a representation of a nude or partially nude person in the locker room. Any other use of a camera, video recorder, cell phone, or other recording device in the locker room requires the prior permission of the building principal or district administrator and the person being photographed, videotaped, or recorded.

Anyone who violates this policy shall be subject to school disciplinary action and/or penalties under state law or local ordinance. The building principal or designated locker room supervisor, as applicable, shall be responsible for enforcing this policy.

SEXUAL HARASSMENT POLICY

Policy. It is the district's policy that sexual harassment is illegal, unacceptable and shall not be tolerated; that no employee or student of the school district may sexually harass another. Any employee or student will be subject to disciplinary action including possible termination for violation of this policy.

Definition. Any unwelcome sexual advances, solicitation or sexual activity by promise of rewards, coercion of sexual activity by threat of punishment, verbal sexist remarks, or physical sexual assaults constitute sexual harassment. This conduct has the effect of unreasonably interfering with an individual's academic or work performance or of creating an intimidating, hostile, or offensive employment or educational environment regardless of intent.

Responsibility. School district administrators, teachers, employees and students are responsible for maintaining a working and learning environment free from sexual harassment. Workshops and activities will be provided by the school district to explain the policy and laws when appropriate. Careful scrutiny will be undertaken of all allegations of sexual harassment. False allegations that are malicious or ill-founded may constitute libel or slander

Complaints. Any student or employee who believes that he or she has been a subject of sexual harassment by a district employee, other student, or visitor should report this incident immediately to an administrator, or his/her immediate supervisor. If the immediate supervisor is involved in the activity, the violation should be reported to the supervisor's immediate supervisor. Students may also report such incidents to the school counselor and/or the responsible administrator. All reported incidents will be thoroughly investigated and subject to disciplinary action. Confidentiality consistent with due process will be maintained. If an employee or student files a written complaint because of dissatisfaction with the handling of the complaint, he or she may utilize the Stanley County School District grievance procedure.

CONCUSSION PROCEDURES

When the Stanley County School District becomes aware of a student concussion, the staff at SCSD wants to accommodate the safety and academic success of the student during the recovery process. A notification letter will be mailed to the student's parent outlining the procedures to be followed. Please be aware of the following possible symptoms of a concussion:

- Headaches
- slower reaction time
- blurred vision
- insomnia or fatigue
- difficulty concentrating
- short term memory lapses
- distraction by everyday noises.

In some cases, symptoms became worse by participation in or experiencing the following:

- Playing video games
- listening to loud music
- texting
- bright lights – including night driving
- watching movies/television
- activities that may cause another head injury
- using computers
- exercising
- reading or doing homework for varying

STANLEY COUNTY SCHOOL DISTRICT RETURN TO PLAY CONCUSSION PROTOCOL

Each step should be completed with no concussion symptoms (for at least 24 hours) before proceeding to the next step.

An initial period of 24-48 hours of both relative physical rest and cognitive rest is recommended before beginning the RTS progression.

- 1) Symptom-limited activity, daily activities that do not provoke symptoms
- 2) Light aerobic exercises: walking or stationary cycling at slow to medium pace with no symptoms
- 3) Take and Pass IMPACT test; Exertional testing-Sport specific activity without body contact and no symptoms
- 4) Practice without body contact and no symptoms. (Non-contact practice)
- 5) Practice with body contact and no symptoms (full contact practice)
- 6) Return to play with no symptoms

If symptoms return during any step, you must wait until asymptomatic for a full 24 hours and re-start the previous step. In the case of a concussion, **YOU ARE ENCOURAGED** to have your son- daughter seen by a medical doctor. The doctor will provide you with more information about your child's specific injury and what to expect. The school district has also requested that your doctor send pertinent information to our guidance counselors, who are tasked with providing information to teachers about academic modifications that may be necessary (to be sure the school receives this information, please verify that it has been sent and received by our guidance counselors).

ELIGIBILITY FOR ACADEMIC MODIFICATIONS

To be eligible for academic modifications, you must furnish the Stanley County School District with any and all of your medical doctor's recommendations. Subsequent changes in those recommendations must also be sent to the school so appropriate adjustments in services may be made. Parents are encouraged to discuss physical and academic modifications with our guidance counselors (call 223-7741). While some individuals may be able to attend school without increasing their symptoms, the majority will probably need modifications depending on the nature of the symptoms. What follows are some examples of possible modifications: If students are unable to attend school for an entire day without symptoms, they may attend for a half day. Some students may only be able to attend for one period, some not at all, due to severe headaches or other symptoms. Frequent breaks with rest periods may be necessary. Often, alternating a class with a rest period may be helpful. Certain classes may cause more problems than others. As recovery proceeds, hours spent in school may be gradually increased. Depending on symptoms, some students may need to be driven to school to avoid walking or driving. In most cases students should not attend gym or exercise classes. Workload and homework may need to be reduced. Frequent breaks while doing homework may be helpful. Term papers should be postponed. Pre-printed class notes and tutors may help to relieve the pressure of schoolwork. If there are concentration and memory problems, tests, quizzes, and final exams should be delayed or postponed, but are not exempted. Extra time (un-timed tests) may be necessary initially when test taking is resumed.

Questions about the IMPACT concussion testing process and results (the test used to determine whether or not a student has suffered a concussion) may be directed to the school district's trainer by calling 223-7741. More information about IMPACT testing may be found on their web site (<http://impacttest.com>).

ACTIVITY TRAVEL RULES

1. Coaches/sponsors are required to accompany students to and from all school activities unless prior arrangements have been made and the activities director has been notified.
2. Students are required to travel by the mode of transportation provided by the school district to and from school activities unless prior arrangements and necessary forms have been completed and signed. Students will be released only to their parent/guardian at the activity site unless acceptable arrangements have been made with the activities director, prior to the departure of the team. These arrangements will be at the activities director's discretion.
3. Students/coaches/sponsors will dress appropriately for the activity they are attending. This will be specified by the coach/sponsor. (Example: An athlete may be told to wear dress clothing to school and travel uniforms on the road. Coach's apparel and dress will be defined at the pre-season coaches meeting.
4. A bus driver request regarding noise, seating, behavior, etc. should be recognized and supported by all.

TRAVEL DURING INCLEMENT WEATHER

Practice: Practice will not be permitted on days that school has been canceled or has been released early because of weather related conditions.

Regular Scheduled Event: When school has been canceled or released early because of weather, no travel will be allowed. Certain SDHSAA district, region and state events may alter this policy.

Culminating Event: When the State Activities Association Office has not called off or postponed the scheduled event, every effort will be made to get district personnel to the event. At all times, we will consider the safety of the people traveling first. In no way, will we travel on any road that has been closed by the Highway Department. When leaving an event to come home, the decision will be left to the professional driver that has been contracted to drive the vehicle. The driver and Bus Company will be monitoring safe travel. If the professional driver, after collaboration with the activities director, Principal or Superintendent believes it is unsafe to travel, they make the final decision, not the coach or sponsor of the event.

SUSPENSION

A student who is suspended from a team or from school for violation of team or school rules may not participate on another team during the same season or until suspension has been completed. Suspended students may not participate in a scheduled event or practice during the suspension. Students serving training rules violations will practice and travel in a non-participatory manner with team to contests if they are not serving an in-school or out-of-school suspension. Activity suspension may extend to the student's graduation. A meeting or contact involving the parents/guardians, the student,

and the director of activities will be convened or made to determine the conditions of suspension. Some offenses carry an automatic activity probation and suspension on the first or second offense. Some of these violations include:

1. Possession, use, being under the influence of drugs or alcohol
2. Use of tobacco products
3. Vandalism to school property or vandalism to any property while on a school-sponsored activity.
4. Stealing while under the supervision of the school.
5. Weapons on school grounds: refer to school board policy
6. A student may not behave in a manner that will bring discredit to the students' team, activity or school.

INSURANCE FOR INTERSCHOLASTIC ACTIVITIES

1. It is recommended that participants are covered through a health insurance plan before participating or competing in Stanley County School District activities.
2. Stanley County School District does not have access to insurance for students at their request and expense.

PRACTICE DAYS AND TIMES

No practices will be permitted before **6:00am** or after 9:00pm. Wednesday night has been set aside as church night. Afternoon Wednesday practices must end by 6:15pm. No evening activities are to be scheduled by the school district on that night. Sundays are also non-school sponsored activity days. In some unusual circumstances exceptions to rules may be allowed by the administration.

The School Districts recommend to the Club Sport Activities to not schedule practices and contests on Wednesday or Sundays. There will be times that due to the leagues they participate in, these days may be unavoidable. It is the district's recommendation that the parent discuss the participation of the child on these days with the coach/advisor of the club sport.

HOLIDAY PRACTICES

There will be no required practices over national school holidays. Per the head coach and at the discretion of the Activities Director/Principal there may be practices for those who can attend, however these practices cannot be required. There will be no Sunday practices without prior approval of the administration and/or activities director.

CONFLICTS BETWEEN ACTIVITIES

Conflict between activity programs and the attendance of a student at one or the other should be handled by the sponsors involved, and the student, well in advance of the conflict with no penalty to the student. If the sponsors and the students cannot satisfactorily solve the problem, the activity office and building administration will be involved.

Students earning a letter in any extra-curricular activity will receive one SC chenille patch. For each activity in which a letter is earned, they will receive the pin for that activity the first year. For every year after that a letter is earned, they will receive a bar.

A head coach, sponsor, and/or director, in consultation with and approval from the Activities Director, may waive the following lettering requirements and award a varsity letter to the participant, who, in the coach's, sponsor's, or director's judgment, has made a worthy contribution to the activity.

To earn a letter in an extra-curricular activity, the following requirements must be met by the participant. Only varsity team members are allowed to earn a letter. Seniors letter regardless of meeting letter requirements, but they must finish the season in good standing.

Basketball: Players must play in at least half of the varsity quarters throughout the season.

Cheerleading: Cheerleaders must cheer at all varsity games, must perform at all pep rallies/assemblies held at school, and must be present at $\frac{3}{4}$ of all practice sessions, unless excused by the coach.

Cross Country: Must medal in two (2) varsity meets and must have beat another competitor in each meet or qualify for the state meet.

Football: Must play in at least half of the varsity quarters throughout the season.

Golf: Must medal in a varsity tournament or compete in the Region Meet.

Gymnastics: Must earn a top 4 placing in any event in a varsity meet or qualify for the state meet.

Shooting Sports: Must average 20 points or more per round in competition play at the end of the season and must participate in all conference competitions.

Track and Field: Must medal in two (2) varsity meets with more than six (6) teams and must beat another competitor in each meet.

Volleyball: Must play in at least half of the varsity matches throughout the season. Minimum one set per match must be played to count as a match played.

Wrestling: Must earn a top 5 placing in two (2) varsity events or qualify for the state meet.

One-Act Play: When one play is performed per year, the lettering requires 3 productions in grades 8-12. A Drama pin will be given with the letter the first year. A patch is given after the letter and a bar every year after that. When three plays are performed per year, the lettering requires 5 productions in grades 8-12. A theater pin will be given with the letter the first year. A patch is given after the letter and a bar every year after that.

Music: To earn a letter in music, 1,000 points must be earned based on the following criteria:

- Band participation (75/Semester)
- Pep Band (10/event)
- Jazz Band (75)
- Drum Line (100/season)
- Band Camp (50)
- Honor Band (100)
- All-State (100 audition/250 member)
- Contest (50 Solo/25 small ensemble)
- Concert Performance (50)
- World Music Fest (40)
- Concert Attendance (5)

To earn next benchmark, an additional 500 points is required.

Oral Interpretation: Must accumulate at least 25 points by the end of the season. Points can be earned in the following ways:

- 1 point for each entry at each meet
- 1 additional point for any novice place award
- 2 additional points for a 3rd place varsity award
- 3 additional points for a 2nd place varsity award
- 4 additional points for a 1st place varsity award
- 5 additional points for a State Festival performance

Students may earn an additional bar of service for each 25-point accumulation.

1. Football
 - a. Officials - \$125/contest (Varsity), \$45 (JV/MS)
 - b. Clock Operator - \$30 (V), \$20 (JV/MS)
 - c. Chain Crew - \$30 (V), \$20 (JV/MS)
 - d. Announcer - \$30 (V), \$20 (JV/MS)
2. Volleyball
 - a. Officials - \$240 (BDC Tournament; \$150 (V Triangular); \$120 (JV Triangular); \$115 (JV/V Match)
 - b. Clock Operator - \$30 (JV/V); \$20 (MS)
 - c. Scorebook - \$30 (all levels)
 - d. Line Judges - \$30 (all levels)
 - e. Libero Tracker - \$10 (JV/V)
3. Basketball
 - a. Officials – \$150 (Varsity DH); \$115 (JV DH); \$125 (JV/V); \$30 (MS)
 - b. Clock Operator - \$30 (JV/V); \$20 (MS)
 - c. Scorebook – \$30 (JV/V); \$15 (MS)
 - d. Shot Clock – \$30 (JV/V)
4. Wrestling
 - a. Officials - \$300 (Tournament); \$150 (Triangular); \$115 (Dual)
 - b. Clock Operator - \$100 (Tournament); \$30 (JV/V)
 - c. Scorebook - \$100 (Tournament); \$30 (JV/V)
 - d. Announcers - \$130 (Tournament)
 - e. Wrestling Place Charts - \$130 (Tournament)
 - f. TrackWrestling Director(s) – \$300 (Tournament)
 - g. Assistant TrackWrestling Director - \$150 (Tournament)
5. Gymnastics
 - a. Officials - \$150 (Quad); \$175 (JV/V Tournament); \$75 (MS/JV)
 - b. Head Table - \$75 (JV/V)
 - c. Timers - \$30 (JV/V); \$20 (MS/JV)
6. Other
 - a. Message Board - \$20 (Varsity)
 - b. Ticket Takers – As per Master Agreement

PETITION REQUEST FOR 7TH OR 8TH GRADE ATHLETE TO COMPETE AT THE HIGH SCHOOL LEVEL

Student Name _____ Date of Request _____

Student's School _____ Name of Sport _____

Parent/Guardian Name _____ Phone Number _____

Parent/Guardian Email Address _____

Parent Address _____ City, State, Zip _____

Grade _____ Date of Birth _____ Height _____ Weight _____

Reason for request to compete at the junior varsity/varsity level _____

I desire advancement and understand and agree to all expectations.

Student Signature _____ Date _____

I request that the student named herein be permitted to compete at the junior varsity/varsity level in the sport named herein.

Parent/Guardian Signature _____ Date _____

My recommendation regarding the request for the student named herein to compete at the junior varsity/varsity level in the sport named herein is: Approve Disapprove (attach explanation for disapproval)

Coach Signature _____ Date _____

My recommendation regarding the request for the student named herein to compete at the junior varsity/varsity level in the sport named herein is: Approve Disapprove (attach explanation for disapproval)

Principal Signature _____ Date _____

The request for the student named herein to participate at the junior varsity/varsity level in the sport named herein is:

Approve Disapprove

Activities Director Signature _____ Date _____

EXTRA-CURRICULAR STUDENT AND PARENT AGREEMENT

**This must be returned to the coach or Activities Office by the first practice,
along with the rest of the required paperwork.**

We have received a copy of the Stanley County High School Activities Handbook and have reviewed the contents. We agree to abide by the rules and other information contained within this handbook.

Student Name Printed _____

Student Signature _____

Date _____

Parent Name Printed _____

Parent Signature _____

Date _____