

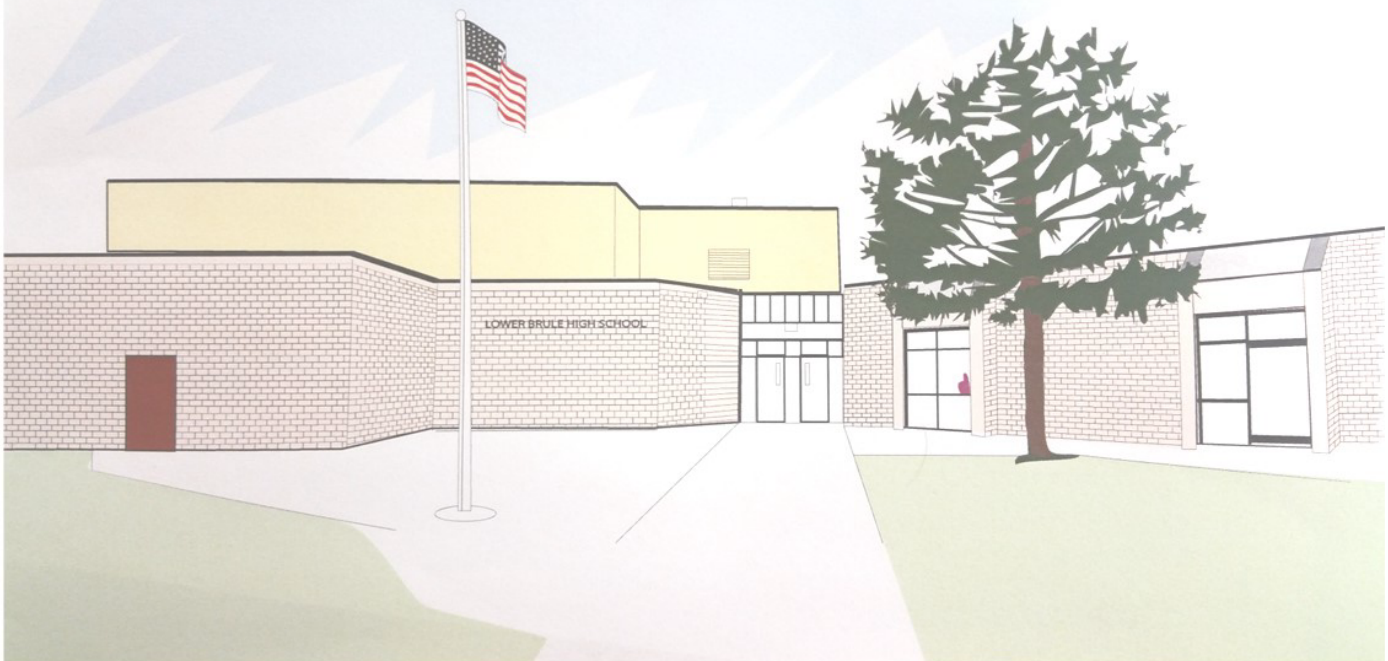
A faint, grayscale background image of three students. One student is in the foreground, looking down, while two others are behind them, one looking up and the other looking down.

Lower Brule MS/HS School

2025-2026

Student Handbook

Revised: Jan-1-2026



Note: This handbook was prepared, reviewed, and adopted as policy by the Lower Brule administrative staff. It is intended to provide an optimal learning experience for all students. It will only cover some possible events during the school year. Therefore, when a situation arises, that is not explicitly covered in this handbook; the administration will act reasonably to resolve the situation promptly. The interests of the students, guardians, community, and school will be considered in reaching a solution. The principal may adjust the consequences and procedures in this handbook as necessary.

Philosophy

Lower Brule Schools believe all students have the right to high-quality education in a safe and supportive environment. Working together will unite students, staff, and all community members to strive for high achievement and success. The staff will also help build the community's future by offering high levels of education.

Mission

The Lower Brule Schools, guided by the Wolakota values fulfilled by the Kul Wicasa Oyate, provide a safe and inclusive environment where students learn and succeed by engaging students through the best educational practices.

Vision

We aim to develop a critical thinking mindset in each student to help them reach personal goals and contribute to advancing the Native American heritage. Emphasis is placed on critical thinking skills, oral and written communication skills, and the use of technology. The core curriculum includes mathematics, English, social studies, science, history, and the Lakota language.

Students are encouraged to develop their physical, mental, and spiritual potential. Wellness is taught at all grade levels to help students become well-adjusted community members.

Emphasis is placed on the development of positive self-esteem. We envision our students with many accomplishments in life, along with respect and appreciation for the rights and beliefs of others.

At Lower Brule Schools, we believe:

- All students have a right to learn and a responsibility to do their best.
- All students have a right to be treated with dignity and respect and a responsibility to treat others this way.
- All students have a right to be different and a commitment to accept the differences in others.
- All students have a right to learn in a safe and caring environment and a responsibility to follow the rules and procedures of the school.
- All students have a right to make their own decisions with the guidance of caring adults and a responsibility to live with the consequences of their choices.
- All parents have a right to expect a quality educational program for their student(s) and a responsibility to support and supervise their child's educational pursuits.

1. Wouŋšičiyapi – (Humility)
2. Wowačitaŋka – (Perseverance)
3. Wawóohola – (Respect)
4. Wóyuonihaŋ – (Honor)
5. Čháŋtognak'e – (Love)
6. Ičičupi – (Sacrifice)
7. Wowičak'e – (Truth)
8. Waŋšilapi – (Compassion)
9. Wóohitika – (Bravery)
10. Čhaŋtewasake – (Fortitude)
11. Wačháŋtognáka – (Generosity)
12. Wóksape – (Wisdom)

LOWER BRULE SCHOOLS STUDENT CODE OF CONDUCT

MS DAILY SCHEDULE

Sioux Academy	P1	P2	P3	P4/Specials	Lunch	P5	P6	P7	Reading Intervention
8:30-9:00	9:00-9:40	9:43-10:23	10:26-11:06	11:09-11:40	11:40-12:00	12:03-12:53	12:56-1:46	1:49-2:32	2:35-3:25

HS DAILY SCHEDULE

1 Period 8:30-9:20 50 Mins	2 Period 9:23-10:13 50 Mins	3 Period 10:16-11:06 50 Mins	Advisor Period 11:09-11:30 21 Mins	Lunch Period 11:30-11:54 24 Mins	4 Period 11:57-12:47 50 Mins	5 Period 12:50-1:40 50 Mins	6 Period 1:43-2:33 50 Mins	7 Period 2:36-3:25 50 Mins
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GRADING POLICY

Point	Percentage %	Letter Grade
4.0	100	A+
4.0	99-95	A
3.6	94-92	A-
3.4	91-89	B+
3	88-86	B
2.6	85-83	B-
2.4	82-80	C+
2	79-77	C
1.6	76-74	C-
1.4	73-71	D+
1	70-68	D
0.6	67-65	D-
0.0	64 and lower	F

ADDITIONAL GRADE INDICATORS

S = Satisfactory

P = Passing

U = Unsatisfactory

I = Incomplete

GRADE LEVEL STATUS

Credits	Grade Level
0-5.5	Freshman
6.0-10.5	Sophomore
11.0-15.5	Junior
16.0 and up	Senior

Note: All students must carry at least six subjects per year, including study halls (subjects must include all core classes). The responsibility for maintaining passing grades falls onto the student. A student cannot drop a class after the first full week of school without a meeting between the administration, guardian, and student. The final choice to drop a class is made by the administration.

AWARDS

Awards Day(s) honor students selected for outstanding academic achievement, behavior, attendance, punctuality, leadership, athletics, or overall citizenship.

RETAKING CLASSES

A high school student may retake a class if the grade earned is below a C. The original class grade will remain on the student's transcript and count toward the student's overall GPA, as will the new class grade.

HONOR ROLL

If a student's average grade percentage is 92% or above, with no grade below a C- (74%), the student will be on the "A" honor roll. If the student's average grade percentage is 83% to 91%, with no grade below a C- (74%), the student will be on the "B" honor roll.

INCOMPLETES

All incompletes must be made up within two weeks after the end of the quarter. At the end of quarter 4, all work must be made up by the last day of instruction or the graduation date (if the student is going to graduate that year).

LOWER BRULE HIGH SCHOOL GRADUATION REQUIREMENTS

Seniors must have all work completed and turned in by the graduation date. The minimum requirements for high school graduation classes are as follows:

Courses	Credits
English <ul style="list-style-type: none">• Writing (1)• Speech or Debate: (.5)• Literature: 1 (must include .5 American Literature)• Elective Language Arts (1.5)	4
Social Science <ul style="list-style-type: none">• American History (1)• American Government (.5)• Elective Social Science (1.5)	3
Science <ul style="list-style-type: none">• Biology (1)• Elective Science (2)	3
Mathematics <ul style="list-style-type: none">• Algebra (1)• Elective Math (2)	3
Fine Arts	1
Health & Physical Education	1
Approved Career/Technical Education; Capstone OR Service Learning; World Language	1
Personal Finance/Economics	0.5
Electives	5.5
Total	22

REGENT SCHOLAR RECOGNITION

South Dakota high school graduates completing the following high school courses, with no grade below a "C" (2.0 on a 4.0 scale) and an average grade of a "B" (3.0 on a 4.0 scale) shall be designated as Regent Scholars and shall be eligible to receive a Regent Scholar diploma upon request by a high school administrator to the Board of Regents. High school graduates selected as Regent Scholars are automatically admitted to all six public universities in South Dakota.

Requirements for Regent Scholar:

- 4 years of English
- 4 years of Algebra or higher Mathematics
- 4 years of Science
- 3 years of Social Science
- 2 years of Modern or Classical Language
- 1 year of Fine Arts

SOUTH DAKOTA OPPORTUNITY SCHOLARSHIP

To be considered for the scholarship, you must:

1. Be a resident of South Dakota at the time of graduation.
2. Complete all Regent Scholar requirements.
3. Have a composite score of 24 or higher on the ACT.

4. Attend a university, college, or technical school accredited by the NCA that provides instruction from a South Dakota campus.

EXTRACURRICULAR ACTIVITIES

Extracurricular activities are an integral part of the education program. They provide experiences that foster student growth physically, emotionally, and mentally. Participation in extracurricular activities is a privilege. Students participating in extracurricular activities are responsible for positively representing the school, the team/group they are a part of, the student body, and the community. The principles of respect and humility are to prevail always.

Some of the extracurricular activities offered at Lower Brule Middle/High School include:

Student Council, Media, Art, Talented and Gifted (TAG), Prom Group, Class Groups, Football, Volleyball, Cross-Country, Basketball, Cheerleading, Wrestling, Screen-printing, Golf, Agriculture, Track and Field, Archery, Hand games, Knowledge Bowl, After School Activities, Peer Mentors

ADMISSION INTO LOWER BRULE SCHOOLS

If a student is looking to enroll, he or she must come to the school with a parent/guardian. The administration will have the necessary paperwork for enrollment. Students are enrolled after the necessary paperwork is put into Lower Brule Schools' online system. All necessary paperwork must be turned in before a student can join classes.

Students expelled from another school district will not be accepted until the start of the next semester or school year, depending on the reason for expulsion. The superintendent decides on acceptance. Similarly, student suspensions from other school districts will be honored and must be served before the student will be allowed into classes.

WITHDRAWALS AND TRANSFERS

The Lower Brule administration must obtain a transfer form before a student's records can be released to other schools. All books, financial records, and restrictions or charges due to destroying school property **MUST** be cleared when the student withdraws or transfers.

The school the student is transferring to will be informed of the status of these records. A student's grades will not be released until all of that student's records are cleared.

IMMUNIZATIONS

[South Dakota Codified Law 13-28-7.1](#) (Rev. 2016) requires that any pupil entering school or an early childhood program in this state shall, prior to admission, be required to present to school authorities certification from a licensed physician that the child has received, or is in the process of receiving, adequate immunization against poliomyelitis, diphtheria, pertussis, rubeola (measles), rubella, mumps, tetanus, meningitis and varicella (chickenpox), according to the recommendations of the State Department of Health.

This law applies to ALL children entering a South Dakota school district for the first time. This would include children in early intervention programs, preschool, as well as kindergarten through twelfth grade. Children under four need to be age-appropriately immunized.

Minimum immunization requirements for kindergarten through twelfth grade are defined as receiving at least:

1. Four or more doses of **diphtheria, pertussis and tetanus containing vaccine**, with at least one dose administered on or after age 4. Children 7 years or older needing the primary series only need three doses. Children receiving six doses before age four do not require any additional doses for kindergarten entry. The maximum a child should receive is six doses. If a child 7 years or older has an incomplete DTaP primary series, please contact the Department of Health for assistance.
2. Four or more doses of **poliovirus vaccine**, at least one dose on or after age 4. *(Although not the recommended schedule - If a child has three doses of polio with the third dose administered on or after the age of 4 and at least 6 months after the second dose, no other doses are required.)*
3. Two doses of a **measles, mumps, and rubella vaccine (MMR or MMRV)**. The minimum age for the first dose is 12 months. Administer the second dose routinely at age 4 through 6 years. The second dose may be administered prior to age 4 provided at least 28 days have elapsed since the first dose.
4. Two doses of **varicella vaccine (Varicella or MMRV)**. The minimum age for the first dose of varicella (chickenpox) vaccine is 12 months. History of disease is acceptable with parent/guardian signature. Administer the second dose routinely at age 4 through 6 years. The second dose may be administered prior to age 4 provided the minimum interval between the two doses is 3 months.

REQUIREMENTS FOR 6TH GRADE ENTRY:

5. One dose of **Tdap** is required for 6th-grade entry **IF** the child is 11 years old. If the child is 10 years old when entering 6th-grade they have **45 days** after their 11th birthday to receive the Tdap vaccination. If a child has a contraindication to Tdap, Td is acceptable. If a child aged 7 through 9 years receives a dose of Tdap as part of a catch-up series, an adolescent Tdap vaccine dose **must** be administered by the 45th day following the child's 11th birthday. A dose given at age 10 will count for the 6th grade Tdap requirement. If a child 7 years or older has an incomplete DTaP primary series, please contact the Department of Health for assistance.
6. One dose of **meningococcal vaccine (MCV4)** is required for 6th-grade entry **IF** the child is 11 years old. If the child is 10 years old when entering 6th grade they have **45 days** after their 11th birthday to receive the meningococcal vaccine. If a child receives a dose at age 10 or after, the dose does not need to be repeated.

NOTE: Hib, Hepatitis A, Hepatitis B, HPV, annual Influenza, and Pneumococcal vaccines are recommended but not required.

Legal alternatives to minimum immunization requirements are defined, and the means for appropriate certification is provided for, on the face of this document. There are no other exemptions.

Contact the South Dakota Department of Health, Immunization Program, at 1-800-592-1861 (in SD only), or [email](#) with your questions. Check this [schedule](#) from the [Centers for Disease Control and Prevention](#) for a complete listing of recommended immunizations.

DISTRICT WEBSITE AND APP

The Lower Brule District Website address is <https://www.lowerbruleschools.org/>. Anyone requesting to add new information to the website should contact the building administrator.

You can also download the Lower Brule Schools app on APPLE AND ANDROID services.

PROGRESS REPORTS

Progress Reports will be available to all parents and guardians at the mid-term of the first and third nine weeks. These reports coincide with parent/teacher conferences. If parents have questions concerning the reports, they are asked to contact the teacher issuing the report.

Only posted grades will be mailed out at semester times. We encourage parents to follow student progress by checking Infinite Campus online or through the campus portal app. If you need help accessing this account, please contact the MS/HS office.

VISITING SCHOOL

Lower Brule MS/HS welcomes guests. When you arrive, please go to the principal's office. While on school property, visitors are expected to behave appropriately and admirably. Visitors who cause a disturbance or seek to obstruct instruction will be asked to leave the school grounds by the administration. The school administration is instructed to contact law enforcement if the visitor doesn't leave the school's property as requested.

Students' siblings or other family members are not permitted to visit a classroom without permission from the principal's office or assigned designee.

ACADEMIC DISHONESTY

Lower Brule Middle/High Schools expect all students to abide by ethical academic standards. Academic dishonesty—including plagiarism, cheating or copying the work of another, using technology for illicit purposes, or any unauthorized communication between students to gain an advantage during an examination—is strictly prohibited. Lower Brule MS/HS's Academic Integrity Policy covers all school-related tests, quizzes, reports, class assignments, and projects in and out of class.

Plagiarism is not the same as cooperation or collaboration. Teachers often expect, even encourage, students to work on assignments collectively. This is okay if each person's work is cited.

- **Collaboration** is to work together (with permission) in a joint intellectual effort.
- **Plagiarism** is to commit literary theft, to steal and pass off one's ideas or words, and to create the production of another. When using someone else's words, you must put quotation marks around them and credit the writer or speaker by citing the source. Even if you revise or paraphrase someone else's words, if you use someone else's ideas, you must give the author credit. Not everything available online is in the public domain. Ideas belong to those who create and articulate them. Using someone else's words or ideas without crediting the originator is stealing.

- **Cheating** includes but is not limited to, copying or giving an assignment to a student to be copied (unless explicitly permitted by the teacher). Cheating also includes using, supplying, or communicating in any way unauthorized materials, including textbooks, notes, calculators, computers, or other unauthorized technology, during an assignment, quiz, exam, or project.
- **Forgery or stealing** includes but is not limited to gaining unauthorized access to exams or answers to an exam, altering computer or grade-book records, or forging signatures for the purpose of academic advantage.

AI ASSESSMENT POLICY

Lower Brule MS/HS recognizes the importance and influence of Artificial Intelligence (AI) in the educational environment. To ensure compliance with academic integrity, state, and federal legislation, and our dedication to educating kids for the future, our AI Assessment Policy sets forth the principles and practices of AI use inside our school.

AI and Assessments can be used in various ways. However, the original work must always be produced by students. AI can serve as a support tool for brainstorming, note-taking, and editing but should only be used to generate some assignments. AI usage should be explicitly acknowledged in assessments.

Academic integrity is crucial to our school philosophy. Students must acknowledge AI-assisted content in their work, ensuring transparency and originality. Work submitted as a student's own should accurately represent their understanding and abilities. The determination that a student has engaged in academic dishonesty shall be based on specific evidence provided by the classroom teacher or other supervising professional employee, considering written materials, observation, or information from others.

ATTENDANCE

The day begins with an opening. The first bell rings at 8:30 a.m., and school is dismissed at 3:25 p.m.

Absence is defined as the failure of a student to report to school or class when assigned for instruction. Each day a student is absent, the parent/guardian is to call the school office (605 815-5375) with a reason for absence.

An absence is considered unexcused if contact is not made before the student returns to school. Written excuses will be accepted from homes without telephones (for one day). Verified medical, court-related, or other excuses should be turned in to the front office. The school's Home/School Liaison will make contact to guardians as needed.

TARDINESS

Students are expected to attend class regularly and be on time for all classes. Students must report to the office for a tardy slip before being admitted to the classroom.

A student is counted as tardy if he/she is not in the designated room when the period is scheduled to begin. When a student is tardy, the following is implemented:

- Tardiness caused by a late bus is excused, provided the student was riding the bus.
- Excessive unexcused tardiness may be subject to additional discipline procedures as determined by the administration.
- Tardiness caused by medical appointments is excused with proper documentation (doctor's note or parent phone call).

Perfect attendance is considered if and only if the student is in class every day, for the full school day, and on time. Students who leave early or are tardy are not considered. Perfect attendance awards will be presented each semester alongside academic awards.

EXCUSED ABSENCES

The following are considered excused absences:

- Personal illness if notified by parents in up to one day. Students with chronic and repeated illnesses need to provide a doctor's note of illness upon request of the school administration and under the direction of the Home/School Liaison.
- Medical appointments including doctor, dentist, therapist, etc.
- Professional appointments that cannot be scheduled outside of the regular school day.
- Serious illnesses or death in the immediate family and extended family. "Immediate family" includes father, mother, child, uncle, aunt, grandparent, siblings, sister/brother-in-law, and father/mother-in-law. "Extended family" absences are cousins and others raised in the same family as the student, at the discretion of school administration.
- Social services-related issues.
- Inclement weather. The school administration must clear it.

UNEXCUSED ABSENCES

The following, though not a complete list, are considered unexcused absences.

- Babysitting.
- Shopping trips (including grooming trips).
- Repeated or chronic absences for illnesses that a doctor does not verify.
- Driving someone or for someone.
- Oversleeping.
- Missing the bus.
- Work.
- Any non-school-related activities, i.e., pow-wows, rodeos, non-school-sanctioned athletic events, etc.
- Not having clean clothes.
- Tiredness related to athletic or other school-sponsored events.

The absence policy operates on a semester basis. At the beginning of each semester, the absence policy resets. Students who accumulate **five or more unexcused absent days** will be referred to the tribal court system.

The communication procedure for unexcused absences is as follows:

When the student becomes chronically absent, the office will call the parent/guardian or go to the residence of the absent student.

3 rd unexcused	(21 class periods) Contact is made to the parent/guardian informing them that the student was absent for three days, unexcused. A meeting is arranged with the administration, appointed staff, and parents. A plan of action is put into place.
4 th unexcused	(28 class periods) Contact is made to the parent/guardian informing them that the student was absent for four days, unexcused. A meeting is arranged with the administration, appointed staff, and parents. A plan of action is put into place.
5 th unexcused	(35 class periods) A referral is made to the tribal courts.

If a parent/guardian takes a student out of school for an excused or unexcused absence, the student must make up all missed work. A note or telephone call must accompany all absences. Students in ISS are counted as present, provided they are in school. Students serving OSS will be marked for unexcused absences during the time out of school.

AUTOMATIC DROP If your child is absent for ten (10) consecutive school days, he/she will be withdrawn from enrollment. A re-enrollment process will be required. A parent/guardian must accompany the student to school to get enrolled.

AUTOMOBILE POLICY

If you drive to school, you are required to adhere to the following policy:

1. Drive carefully. Any careless driving on school property is reason enough for the office to hold your keys in the office until a legal guardian picks them up.
2. You may not go to your car during class, breaks, or lunch unless you have permission from office personnel.
3. All student drivers are to park in the front high school parking lot. Student violations will warrant the taking of car keys.

If any of the above policies are violated, driving privileges may be taken away, and/or keys will be turned into the office for as long as deemed necessary by the administration.

BUS EXPECTATIONS

Bus transportation is a privilege, conditional upon the student's behavior. If you ride the bus to school, you are required to adhere to the following policy:

1. Wait for the bus at a safe distance from the street.
2. Be on time for the bus.
3. Get on/off the bus in a quiet and orderly fashion.
4. Stay in your assigned seat when the bus is in motion.
5. Keep heads, hands, and feet inside the bus at all times.
6. Keep aisles clear at all times.
7. Loud, boisterous, or profane language is not tolerated.
8. Indecent conduct, scuffling, or throwing objects is not tolerated.
9. No food or beverages are allowed on the bus. Exceptions are at the discretion of the driver.
10. No tobacco or alcoholic products are allowed on the bus.
11. Help keep the bus clean and sanitary.
12. Enter and leave the bus by the front door only, except in an emergency.
13. Be courteous and obedient to your bus driver.
14. Bus drivers and administration can assign seats.
15. Any rider that causes damage to the bus is required to pay for the damage.
16. Weapons of any kind are prohibited.

VIOLATION OF BUS RULES

The bus driver will visit with the student about violating bus rules. The bus driver will also fill out an incident report for the administration. Upon receiving an incident report, the administration will meet with the student and inform the parent/guardian. Further bus violations result in the loss of bus-riding privileges.

TRANSPORTATION TO SCHOOL

Lower Brule Schools runs established bus routes to get students to and from school. It is not the responsibility of LBS to run extra bus routes when students have missed the bus, woken up late, need a ride to an appt, etc.

CHECK OUT/LEAVE CAMPUS

A student's legal parent/guardian is allowed to check out that student. This includes students who are 18 years of age or older. Regardless of age, students are not allowed to check themselves out. Checking out a student is done with the sign-out sheet in the front office. If a parent/guardian gives another parent/guardian permission to check out a student, it must be in written form. Guardians need to check students out through the front office. Students who leave campus without permission may not be allowed back into the building on the day they left. The class absences will be unexcused.

Students must leave campus after the last class unless they participate in school-related activities.

CHILD ABUSE

SSCL 26-10-10 School personnel must report suspected child abuse cases. The report includes the name, address, and age of the child, the name and address of the parent or guardian/caretaker, and the nature and extent of injuries or the description of neglect.

CLUBS AND FUNDRAISING

The Lower Brule Schools administration encourages the establishment of school clubs. The administration must approve all new clubs. All funds raised by clubs are deposited into individual custodial accounts through the business office, with expenditures authorized by the club's sponsor. However, in all cases, the money raised shall remain in the school's control and be expended for the benefit of the students. The administration must approve all fundraisers before fundraising begins. Fundraising will not occur within the school day unless the administration gives permission. Instructional time cannot be interrupted for fundraising. Students involved in fundraising projects must always give money or products to advisors.

COMPUTER USE

The use of the network and its connection to the internet is a privilege, not a right.

Suppose a student violates any of the provisions listed below. In that case, his/her account and privileges may be terminated, future access through the school's facilities may be denied, and the school's discipline policies shall be applied. Students or their parent/guardian may be required to compensate the school for any damage done to the network/hardware.

The school shall make every effort to restrict access to inappropriate materials; however, controlling all materials on a global network is impossible. Therefore, the school shall not be liable for the content or viewing of any materials not prepared by the school.

Lower Brule School District (LBSD) makes no warranties, expressed or implied, for its services. LBSD is not responsible for any damages you suffer. This includes the loss of data resulting from delays, non-deliveries, or service interruptions caused by its negligence or your errors or omissions. Use of any information obtained via LBSD's designated internet system is at your own risk. LBSD specifically denies any responsibility for the accuracy or quality of information obtained through its services.

RULES OF NETWORK USE

Use of the school's network facilities may only be made in conformance with this regulation and the Acceptable Use Agreement signed by the student. Network users are expected to abide by generally accepted rules of network etiquette.

Security on any computer system is highly prioritized, especially when the system involves many users. If you can identify a security problem on the internet, you must notify the administration. Do not demonstrate the problem to other users. Do not use another individual's account. Files, data, or information of others must not be improperly accessed or misused. Attempting to log in to the internet as someone other than yourself will result in disciplinary action. Any user identified as a security risk or having a history of problems with other computer systems may be denied internet access.

Vandalism or graffiti may result in the cancellation of privileges or other disciplinary actions. Vandalism is a malicious attempt to harm or destroy hardware, software, or data. This includes but is not limited to the upload or creation of computer viruses. Programs

that infiltrate computing systems and damage software components are prohibited. Graffiti is defined as importing or displaying inappropriate graphics as a wallpaper background.

Private, commercial, or illegal use is prohibited. Materials that are obscene, threatening, or otherwise intended to harass or demean recipients must not be transmitted or accessed. The administration will have the final say on any questionable material. Anonymous communications are also not allowed. Any actions that violate public law are prohibited.

Network storage areas shall be treated like school lockers. Network administrators may review the files and communications to maintain system integrity and ensure users use the system responsibly. Users should not expect the files to be private. Students should limit their printing to class assignments, projects, and reports.

The student will:

1. Be responsible for all network use under their account, regardless of whether access is gained with or without the student's knowledge or consent.
2. Immediately notify the school if they suspect any unauthorized use of their account. A student shall remain liable and responsible for any unauthorized use until the school is notified of the alleged unauthorized use and has a reasonable opportunity to act upon such notice.
3. Do not transmit any abusive, defamatory, obscene, profane, sexually explicit, threatening, or illegal material.
4. Not engage in any advertising or soliciting of any goods, products, or services or to solicit the performance of any activity prohibited by law.
5. Be responsible for any costs, fees, or expenses incurred under the student's account number concerning using the network.
6. Not transmit copyright material without the expressed consent or authorization of the owner of the copyright.
7. Do not give out their address, phone number, or password.
8. Do not use the network for personal e-mail, chat rooms, etc.
9. Will not change the backgrounds of any computers.
10. Not downloading programs from the internet without permission from the school.
11. Student accounts are considered the property of the school. The school reserves the right to:
 - a. Change or eliminate any portion of any user without notice or liability.
 - b. Review and edit any material transmitted by anyone on the network. By reserving this right, the school assumes no obligation to review or edit any such material and takes no responsibilities or liabilities.
 - c. Remove or delete any transmission the school believes violates school policy or is harmful to others.

DISCIPLINARY ACTION FOR MISUSE OF NETWORK/TECHNOLOGY

The administration will decide on appropriate action for misuse of the Internet. If a student has his/her internet privileges suspended, they may request reinstatement by writing a letter to the administration. The administration will review the letter and decide whether to reinstate it. Inappropriate use of technology. Consequences may be loss of the device for a time period determined by administration, law enforcement contact, and/or up to 10 days suspension for the first offense.

The school does not guarantee that the network will be uninterrupted or error-free, nor does it warranty the results obtained from using the service or the quality of the information obtained. Access to the network is provided on an "as is" basis without warranties. Neither the school nor its agents or employees are liable for any direct, indirect, incidental, special, or consequential damages arising from the use of or inability to use the network.

PORTABLE ELECTRONIC DEVICES

Phones and earbuds must be left at home or in students' lockers.

If students are not following the policy, consequences will be enforced:

1st Offense: The device is taken to the office and given back to the student at the end of the day. Office administration will contact the student's guardian.

2nd Offense: The office will contact the student's guardian, and the device will be kept in the office for the guardian to pick up.

If a student refuses to turn the device over to staff, they may be sent home and counted absent unexcused for the remainder of the day.

EQUIPMENT USE

If a student loses or damages equipment, they must inform LB Schools. This can be done by contacting classroom teachers, the technology coordinator, or the office. Students who fail to let the school know are still responsible for coursework. If a student is

misusing their computer or disrupting class, they may forfeit the use of equipment. In the event of this, the administration, guardian, and the student will have a meeting to discuss further action.

SEARCH AND SEIZURE

To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, school authorities may search a student, student use areas, student lockers, or student automobiles. They may seize any illegal, unauthorized, or contraband materials discovered in the search. The principal or another staff person designated by the principal may request authorization for a search or conduct an emergency search when a threat to staff or students is imminent. A student's failure to permit searches and seizures, as provided in this policy, will be considered grounds for disciplinary action.

Personal Searches: A student's person and personal effects (e.g., purse, backpack, book bag, etc.) may be searched whenever a school authority has reasonable suspicion to believe that the student has illegal or unauthorized materials and as a result of Behavioral Contracts specifying ongoing (daily) or random searches—a staff member of the same sex as the student must be present.

Standard searches consist of the following:

- The student removes all outer garments (coats, hats, gloves, vests, belts, shoes, etc.), handing them to a staff member and placing them on a table for inspection.
- Staff will inspect outer garment items and lay out all items found for viewing.
- The student will turn out all pockets, pull up pant legs, and place the contents on the table/desk for staff review.
- The student will lift each foot so that staff can view the bottom of the feet/sock.
- A metal detection wand may also be used.
- Students wearing multiple layers of clothes, for example, two pair of pants, may be asked to remove the outer layer or garment.

Suppose a pat-down search of a student's person is conducted. In that case, it will be conducted privately by a school official of the same sex and with an adult witness present, and only when authorized by the Superintendent, Principal, Assistant Principal, or their designee. In this instance, law enforcement may be notified and consulted.

If a properly conducted search yields illegal or contraband materials, such findings shall be turned to proper legal authorities for ultimate disposition. Materials confiscated by school personnel, not deemed illegal nor contraband, will be held for parent pick-up in a designated area within the school building. Written documentation of items seized will be kept on file within the school building and parents may request a copy of the Search & Seizure report. The building administrator or designee reserves the right to dispose of confiscated items at the school year's conclusion if retrieval has yet to be made.

AUTOMOBILE SEARCHES

Parking on school premises is a privilege. School authorities retain the right to routinely patrol parking lots and inspect car exteriors. Interiors may be inspected whenever school officials reasonably believe that illegal materials or drugs are inside. Such inspections may be conducted without notice, consent, or search warrant.

CANINE SEARCHES

To prevent students from bringing illegal substances to school, the Lower Brule School District collaborates with law enforcement to deploy specially trained, non-aggressive canines known as "detection dogs" on the campuses of our high schools throughout the academic year. To successfully find and remove such contraband from a school, random canine sweeps give our school resource officers and administrators a proactive strategy.

Canine-aided contraband sweeps can help maintain student and staff safety while causing the least disruption to the learning environment when carried out effectively. This program's primary goal is to discourage students from taking illicit narcotics to school, but it also acts as a less intrusive method of ensuring the safety of our students and employees.

Breathalyzer Testing

No student shall possess, use, be under the influence of, sell, or transfer any alcoholic beverage on school property, at any location of a school-sponsored activity, or en route to or from school or a school-sponsored activity. Violation of this policy shall constitute reason for disciplinary action as noted above. Declining to take the test when reasonable suspicion exists, will be deemed a failed test and up to 10 days OSS.

When an administrator has reasonable suspicion that a student is under the influence of alcohol at school or a school-sponsored event, the student shall be subject to a breathalyzer test.

Reasonable suspicion shall refer to any of the following:

1. Observed use or possession of alcohol, including odor of alcohol;
2. Apparent physical state of impairment of motor functions;
3. Marked changes in personal behavior not attributable to other factors; or
4. Involvement in, or contribution to, an accident where the use of alcohol is reasonably suspected or student involvement in a pattern of repetitive accidents, whether or not they involve actual or potential injury.

RESTRAINT/PHYSICAL FORCE

Lower Brule staff participates in Nonviolent Crisis Intervention® Training. The training provides those trained to recognize and respond to everyday crisis situations safely. The safest practice is for staff to refrain from physical contact with a student unless there is a need for physical restraint. Thus, no employee should use physical force on any student except in the following cases:

1. As a matter of self-defense.
2. To protect other students from an attack
3. To restrain a student from doing injury to himself
4. To stop a fight between two or more students when they do not accept verbal instructions.
5. To deter the student from doing malicious damage to personal or public property

GROSS MISCONDUCT

Gross misconduct is any conduct or behavior, including cyberspace/electronic activities, which may lead school authorities to forecast/respond to substantial disruption/interference with the daily educational process. Incidents outside school may fall under school jurisdiction, provided that a relationship exists between the conduct of the student and the school's educational function.

GROSS INSUBORDINATION

Students are expected to obey reasonable directions of school employees. Students who refuse to identify themselves to any school personnel are guilty of insubordination. Refusal to comply with any reasonable directive will also be considered insubordination and disciplinary action will be taken. Chronic or repeated offenses of disobedience will not be tolerated and will be considered gross insubordination resulting in up to five days OSS.

DISCIPLINE

The purpose of the Lower Brule School's discipline plan is to create a safe and positive learning environment for all students. Students, staff, and parents/guardians share the responsibility of promoting and maintaining a positive learning environment where all students can experience the vision of our school. **Codified law states that it is illegal for any student to prevent the teacher or any student from performing their duty (Codified law 13-32-6).**

The following guiding principles were developed to help students and teachers create a culture of success in the school:

- Students are encouraged to solve their problems without causing trouble for others.
- Efforts are made to maintain the dignity and self-respect of the student.
- Students will be led to see a connection between their actions and consequences.
- Misbehavior is viewed as an opportunity for individual problem-solving and growth.
- Misbehavior is handled with natural or logical consequences whenever possible.

The Lower Brule Schools discipline plan is divided into two parts. The first part deals with minor misbehaviors that usually involve disruptions or defiance. The second part deals with major infractions involving rules and laws governing safety and security.

Discipline at Lower Brule Schools is consistent and provides the opportunity to make the most effective choice for each unique situation and student. Consistency means that when there is a problem, it will be addressed. Consistency does not mean that everyone will receive the same consequence. Consideration is given based on the following four factors:

- The precipitating events.
- The student's intentions.
- What happened.
- The damage caused by the misbehavior/rule violation.

Individualized Education Programs (IEPs)

The school principal may discipline students with IEPs for violations of School Policy. When the disciplinary removal results in removal for more than ten (10) consecutive days or fifteen (15) total days in the school year, students are entitled to a meeting to determine if certain conditions were met:

- 1) if the behavior that caused the suspension is the result of the disability,
- 2) if the IEP was being implemented at the time of the violation; and
- 3) if the student's IEP is appropriate.

The discipline of a child with a disability, including suspension, expulsion, or interim alternative placement of the child for disciplinary reasons, shall be conducted in conformance with the requirements of the Individuals with Disabilities Act (IDEA). Parents should refer to the Parental Rights Notice provided each year for more information about the Bureau of Indian Education's procedural safeguards for students with IEPs. By IDEA and Bureau of Indian Education policies, students must be provided access to a free and appropriate public education (FAPE) when a student is removed from school for more than 10 days in a school year.

STUDENT MISBEHAVIOR

Level 1: Minor Classroom Misbehaviors (Handled by Teacher)

These are low-level disruptions that interrupt instruction but do not pose a safety threat.

Examples:

- Talking out of turn
- Not following directions
- Minor disrespect (eye rolling, tone)
- Not being prepared for class
- Sleeping in class
- Off-task behaviors
- Using phone
- Dress code violations (non-defiant)

Typical Responses:

- Redirection or verbal warning
- Parent contact
- Conference with student
- Reteaching of expectations
- Seat change
- Minor loss of privilege
- Teacher-assigned detention or reflection time

Level 2: Moderate Misbehaviors

These are repeat offenses or actions that impact others and disrupt the school climate.

Examples:

- Repeated Level 1 behaviors
- Insubordination or defiance
- Profanity (not directed at others)
- Leaving class without permission
- Rough play or horseplay
- Minor vandalism/graffiti
- Academic dishonesty (cheating/plagiarism)
- PDA
- Truancy/skipping class

Typical Responses:

- Office referral
- Parent contact
- Behavior intervention plan
- Gang activity
- In-school suspension (ISS)
- Restorative circles or conflict resolution
- Counseling referral

Level 3: Major Misbehaviors

These behaviors are serious, potentially harmful, or significantly disrupt school operations.

Examples:

- Repeated Level 2 behaviors
- Threats or intimidation
- Large-scale disruption to learning
- Fighting or physical aggression
- Bullying/harassment (repeated or severe)
- Vandalism or theft
- Sexual misconduct or inappropriate touching
- Repeated truancy
- Possession of tobacco, vapes, or alcohol
- Chronic defiance or disruption
- Disrespecting staff through Intense swearing/vulgar language
- Technology abuse (e.g., inappropriate content)

Typical Responses:

- Suspension (in-school or out-of-school)
- Mandatory parent meeting
- Behavior intervention plan
- Law enforcement notification (if required)
- Restorative justice practices
- Referral to counseling, mental health, or outside services

Level 4: Extreme or Criminal Misbehavior

These actions are illegal or pose a serious threat to safety and well-being.

Examples:

- Possession of a weapon
- Assault or battery
- Sexual assault or severe harassment
- Arson or bomb threats
- Major theft or destruction of property
- Possession or sale of drugs
- Threats of violence (verbal, written, online)
- Gang activity

Typical Responses:

- Immediate removal from campus
- Law enforcement involvement
- OSS
- Possible long-term suspension
- Expulsion
- Mental health or threat assessment

SPECIFIC BEHAVIORAL CONCERNS

Dress code violation: There are certain restrictions necessary on a student's dress and grooming when such dress and grooming may create a health or safety hazard; invade the rights of others; or, be disruptive to the educational environment by detracting from the decency and decorum in school. It will be the responsibility of the building administration to determine violations of the intent to this policy and to take necessary corrective action.

Gang attire/behavior: The school district recognizes that gang behavior is disruptive to the safety and orderly operation of the educational environment. It also poses a threat to students, staff, and the community. Students who participate or assist in gang behavior are subject to the school's disciplinary policies and will be subjected to law enforcement for additional consequences.

Students who participate or assist in gang behavior are subject to the school's disciplinary policies and may be subjected to law enforcement for additional consequences.

No person may, while at school, on school property, at any school activity, or at any school-sponsored event, do any of the following:

- a. Proclaim membership, affiliation, or allegiance to any gang.

- b. Engage in any identified gang activity.
- c. Wear clothing that promotes or identifies with gang activity.
- d. Engage in the use of any gang's hand signals.
- e. Act out indications of membership in any gangs.
- f. Associate with known members of any gangs.
- g. Display, or permit to be visible, any tattoo that indicates, suggests, or endorses any street gangs.

Lower Brule Schools reserve the right to prohibit clothing in colors associated with gangs. Any person on school property or at a school-sponsored event that violates the policy can be asked to leave the premises. If gang membership or activity is identified, such information will be given to law enforcement agencies.

Physical Altercations/Fighting: The first physical altercation/fighting incident will warrant serving up to ten days in OSS. The parent/ guardian will be contacted with possible police contact as well. The second incident will warrant the student to be suspended at home for the remainder of the semester. Specific consequences may change based on the altercation's severity, timing, and other circumstances.

Selling Drugs/Intent to Sell: The student will be suspended at home for the remainder of the semester. Direct evidence or confession is not necessarily needed for intent to sell. Paraphernalia (such as bags, scale, etc.) or quantity of drugs will be considered intent to sell.

Possession of Drugs: Any student using or possessing alcohol, drugs, inhalants, or any mood-altering chemicals will be put on OSS for up to 10 days, and a referral will be made to the police. The student must have a drug and alcohol assessment done within a 10-school-day period. All assessment recommendations shall be followed. If the student does not comply with the assessment, Court/Counseling services will be notified. Three or more infractions may result in a long-term suspension of up to a year.

- a. **If a student is suspected or seen using a prohibited substance or equipment and does not turn over the equipment/substance, the case will be treated as possessing drugs.**

Dangerous weapons at school: Tribal, State, and Federal laws prohibit bringing dangerous or illegal weapons to school and school-sponsored events. Any weapons taken from a Lower Brule Schools student will be reported to law enforcement and the student's parent/guardian. A dangerous weapon is any firearm, air gun, knife, device, or instrument calculated or designed to inflict serious bodily harm or death. The administration shall pursue appropriate disciplinary action, such as student expulsion for up to 12 months. This policy shall be implemented consistent with IDEA and Sections 504.

Assaulting an employee: The student will be referred to law enforcement authorities. The student may be suspended long-term or expelled for up to 12 months.

Sexual Harassment: Sexual harassment is illegal under South Dakota (Executive Order 81-08) and Federal (Title VII, Title IX) law. Sexual harassment shall not be tolerated. No employee or student may sexually harass another. All employees and students are subject to disciplinary action for violating this policy. There will not be retaliation against employees or students for reporting sexual harassment or assisting the school in investigating a complaint. However, if the school learns that an employee or student provided false information regarding the complaint after the investigation, disciplinary action may be taken against the individual who provided false information.

- A. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct
- B. of a sexual nature when:
 - i. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education.
 - ii. Submission to or rejection of such conduct by an individual is the basis for academic or employment decisions affecting such individual.
 - iii. Such conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance or creating an intimidating, hostile, or offensive employment or educational environment.

Bullying: Everyone at Lower Brule Schools is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will refuse to tolerate bullying in any form at our school.

Definition of Bullying (SDCL 13-32-15)

Bullying is defined as any intentional written, verbal, electronic, or physical act or conduct directed toward a student that is sufficiently severe, persistent, or pervasive that it:

- Causes physical or emotional harm to the student or damage to the student's property;
- Places the student in reasonable fear of harm to the student's person or property; or
- Creates an intimidating, threatening, abusive, or hostile educational environment.

Bullying behavior typically involves an imbalance of power between the student engaging in the bullying behavior and the student being bullied and may occur repeatedly over time.

Bullying includes, but is not limited to, conduct based on a student's race, color, religion, national origin, ancestry, sex, sexual orientation, gender identity, disability, or any other distinguishing characteristic.

2. **Bullying:** Bullying is defined as aggressive behavior that involves unwanted, negative actions, an imbalance of power or strength, and a pattern of behavior repeated over time. Bullying can take on many forms:
 - a. Verbal bullying, including derogatory comments and name-calling.
 - b. Bullying through isolation or exclusion.
 - c. Physical bullying.
 - d. Bullying through lies and rumors.
 - e. Having money or other items taken or damaged by students.
 - f. Being threatened or forced to do things by students who bully.
 - g. Racial bullying.
 - h. Sexual bullying.
 - i. Cyberbullying (via cell phone or the Internet)
3. **Cyberbullying:** Cyberbullying is harassment over the internet or other forms of electronic communication. Students will refrain from using communication devices or school property to harass or stalk someone. Users are responsible for the appropriateness of the materials they transmit. Hate mail, harassment, discriminatory remarks, or other antisocial behaviors are prohibited. Cyberbullying includes but is not limited to harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures or images, or website postings.

Students who believe they have been victims of such misuse of technology should not erase the offending material in any form. Instead, a copy of the material should be brought to an administrator's or teacher's attention. In situations where cyberbullying originated from a non-school computer but was brought to the attention of school officials, any disciplinary action shall be based on whether the conduct is severely disruptive to the educational process so that it markedly interrupts or severely impedes the school's day-to-day operations. In addition, such conduct must also violate a school policy. Such conduct includes but is not limited to, threats or threats to harm a school staff member or student. Malicious use of the school's computer system to develop programs or to institute practices that harass other users, attempt to gain unauthorized access to any entity on the system, and/or change the components of an entity on the network is prohibited. Disciplinary action for cyberbullying may include detention, suspension, or expulsion for verified perpetrators. In addition, when any threat is communicated or a hate crime is committed, it shall be reported to the local law officials. Cyberbullying is prohibited whether it occurs on or off school property if it substantially disrupts the educational environment.

Bullying Reporting Procedure

- Bullying may be reported by students, parents/guardians, staff members, or community members.
- Reports may be made in person, in writing, or electronically.
- Anonymous reports of bullying are permitted and will be investigated; however, formal disciplinary action will not be based solely on an anonymous report.
- Investigations will be conducted for any alleged bullying incident that occurs:
 - On school grounds;
 - While a student is aboard a school bus;
 - At a school bus stop; or
 - At a school-sponsored activity or event.

Procedure for Handling Reported Bullying Incidents:

1. **Reporting:** Any instances of bullying are reported to a staff member or teacher.
2. **Principal Notification:** The principal is immediately informed about the bullying report.
3. **Verification:** The principal investigates the bullying incident in consultation with three impartial teachers and verifies it.
4. **Meeting with Victim:** The principal and counselor arrange a meeting with the bullying victim and their parent/guardian.
5. **Meeting with Bully:** A similar meeting is held with the bully and their parent/guardian.

6. **Assessment and Plan Development:** The principal and counselor assess the seriousness of the bullying and decide whether counseling is necessary for either student, along with devising a behavior plan to address the bullying.
7. **Follow-Up:** Within a week of the initial report, the principal and counselor follow up with the parents/guardians of both students involved if necessary.
8. **Repeat Offense:** If the same student is reported for bullying a second time, they will be suspended for five days (unexcused absences).
9. **Severe Consequences for Recurrent Bullying:** After a third bullying incident, the student may face expulsion for the rest of the semester or school year, as decided by the principal, superintendent, and counselor.
10. **Opportunity for Reinstatement:** In certain cases, the student may return to school after completing community service, with the placement and hours approved by the superintendent.

Policy Compliance: The Superintendent will take immediate personnel action against any teacher or staff member who fails to report a bullying incident.

Process to Prevent Bullying.

1. Prevention strategies may include student education, counseling supports, behavioral interventions, supervision, and family/community engagement.
2. **Commencement of Monitoring:** When a student regularly displays disruptive or disrespectful conduct, the principal will begin a comprehensive evaluation.
3. **Engagement with Parents and Student:** After this assessment, the principal and a school counselor will organize a session with the student and their parent/guardian to deliberate on the conduct observed and its repercussions.
4. **Subsequent Measures for Persistent Misconduct:** Should the disrespectful behavior persist despite these measures, the school may enact a series of escalating suspension measures as an intermediate step and, as a final measure, contemplate expulsion, in line with the established school policies and guidelines.

The administration has the right to bypass discipline policy if it seems fit.

DEFINITION OF CONSEQUENCES

BEHAVIORAL CONTRACTS

Chronic misbehaviors or more severe infractions require that a student is placed on a behavioral contract. A contract represents an agreement to change inappropriate behavior for the remainder of the school year. Behavioral contracts are offered to deter behavior/actions that disrupt learning or present a threat to self or other students.

Administration and a counselor will meet with Parents/Guardians if their child is placed on a contract. The parent/guardian and student will sign and agree to the terms of the behavioral contract. Students who cannot fulfill the terms of their contract or continue to repeat disruptive behaviors may be suspended or expelled.

DETENTION

It is sometimes necessary for the principal and/or teacher to keep a student during lunch or after school. The principal and/or teacher will notify the parents.

ISS

During in-school suspension (ISS), a student is removed from the regular classroom setting. Students in ISS are required to complete school assignments. Scheduled bathroom breaks are given. Students in ISS do not participate in regular classroom activities or attend field trips. Students are not allowed to talk, sleep, or misbehave in ISS. Students who fail to follow the rules in ISS can be sent home. The ISS instructor will gather the assignments from the student's teachers. Students in ISS cannot participate in extracurricular activities. Students in ISS will eat lunch in the ISS room.

OSS

Any student in out-of-school suspension (OSS) will not be allowed back on school grounds until the terms of the suspension are completed. Any student on OSS will not be allowed to participate in any extracurricular activities on the day of the suspension or during their suspension time. The Parents'/Guardians' responsibility is to request their student's assignments from the front office while their student is on OSS.

RECOVERY

Students may be given a quiet recovery time in a secluded space away from other students if disruptive or upset. The students may return to the regular classroom once they have recovered. Recovery is a time for cooling off and relaxing so that the student can return to the classroom, learn and not be disruptive. Recovery is temporary, allowing students to return to class immediately.

DRILLS

The school must conduct special drills throughout the year to assist in students and staff's safety and care. If a warning occurs near the end of the school day, students will be cared for until the situation ends instead of being dismissed.

FIRE DRILL

Fire drills are held four times a year. Each classroom has an evacuation route posted in each room.

TORNADO DRILL

Tornado drills are held twice a year. Each classroom has a designated area assigned for tornado drills.

LOCKDOWN DRILL

Lockdown drills are held as needed. Staff and students will follow up-to-date protocols.

LIBRARY

Library use is a privilege and can be revoked for improper behavior. Students are personally responsible for lost books and materials. If a student loses one or more books or other library items, the student may have to pay for the item by the end of the school year.

LOCKERS

Each student may be assigned a locker with a combination lock. Students are not to share the combinations with other students. A student is allowed to put his/her personal lock on his/her locker with the understanding that a spare key must be delivered to the office of the counselor or principal. Locker inspections will be held when deemed necessary. Any locker inspection may be conducted with or without the student's presence or approval. Students may use lockers, desks, and other storage areas only to facilitate participation in school instruction and activities. No other use is permitted.

By law, each student has the right to personal privacy at school. Students may not, however, have dangerous or prohibited items at school. Lockers and desks are the property of and are under the control of the school and may be checked at any time for dangerous and prohibited items without notice, consent, or a search warrant. To protect all students, dangerous or deadly weapons, including firearms, knives, metal knuckles, straight razors, and other instruments capable of inflicting injury, are prohibited. Illegal or prohibited items will be appropriately disposed of or held for the police if necessary.

BOOK BAGS / BACKPACKS / SATCHELS

All book bags, backpacks, cinch sacks, and satchels must be kept in the lockers during the school day. The student is responsible for retrieving necessary supplies and materials during passing periods.

SCHOOL ARRESTS BY POLICE

If the police wish to come to the school for official business, they must contact the school administration first. Law enforcement authorities will be allowed to interview the school only if special circumstances exist or if the interview is being conducted at the request of school authorities.

If the police warrant the student's arrest, they will be permitted to serve and arrest the student. The arrest will be conducted in the office, in a private area, whenever possible. Law enforcement personnel should remain in the administration office while school personnel seek out the student. Police questioning, if necessary, should be private and removed from observation of other pupils and/or school personnel.

MEALS

Students are to eat meals (breakfast and lunch) in the assigned area. All students may eat school meals free to them or their families. If a student packs a lunch, this needs to be eaten in the commons during the scheduled lunch time. We discourage outside food and beverages from being dropped off during school hours. Outside food is not allowed in school unless brought for lunch.

MEDICATIONS

Students shall not take medications, prescriptions, or other drugs at school unless the counselor, principal, or other administration dispenses such medicine. Medications should be turned in to the office. The parent must give a specific written request under the student's physician's written directive.

PORTABLE ELECTRONIC POLICY

Students cannot use cell phones, smartphones, earbuds, headphones, or portable media devices during class time. Such devices must be kept at home, in the student's locker, turned in at the school office, or surrendered to the teacher upon request. Each classroom has an organizer where students can place their phones. Violations will reset after each semester. The following disciplinary action will be taken.

- i. First Offense: Verbal warning and turn in the device immediately.
- ii. Second Offense: The device will be confiscated and held in the school office until the end of the day. The student will be required to retrieve it at that time.
- iii. Third Offense: The parent/guardian will be notified, and a meeting will be scheduled with the student to discuss the importance of adhering to the policy.
- iv. Repeated Offenses: If a student consistently violates the no hat policy, further disciplinary actions will be taken per the school's Code of Conduct.

If a student refuses to turn over the phone/earbuds/headphones, they will be sent home for the remainder of the day. It will be counted as an unexcused absence, and we will keep track for truancy.

PROM

Prom is a school-sponsored, alcohol-free, and drug-free event. Prom participants may be subject to alcohol and drug testing.

SCHOOL CANCELLATIONS

Notification of school cancellations, closures, and dismissals due to inclement weather or other emergencies will be broadcast on Keloland, KSFY television stations, the LB School's communication system, and the Lower Brule Schools Facebook page.

STANDARDIZED TESTS

Students must take standardized tests based on reporting assessment scores to the Lower Brule Sioux Tribe, the State of South Dakota, and the Bureau of Indian Education.

GRIEVANCES

Any student who feels that he/she has been discriminated against believes that his/her rights have been violated, or has any other grievances concerning school affairs and/or administrative/teacher decisions may report these grievances in the following manner.

- Students must file a written report of the grievance to the administration.
- Grievances must be reported within one school day following the incident.
- A student accused of an infraction that might result in a hearing may not use the grievance procedure.
- The student may stop the grievance process at any time by advising the administration or guidance counselor in writing.
- The student may appeal the judgment to the Superintendent.

All students and employees are guaranteed due process rights as set forth by SDCL 1332-4. Lower Brule Schools complies with the State Board of Education standards.

DUE PROCESS

- Adequate notice is given to the student of charges made.
- A reasonable opportunity to prepare for and meet the charges will be given.
- An orderly hearing adapted to the nature and circumstances of the situation will be conducted.
- A fair and impartial decision will be rendered.
- Article 24:07 of the Administration Rules of South Dakota will outline procedures and the definition of due process.

