

**LOWER BRULE
ELEMENTARY SCHOOL
2023-2024
STUDENT HANDBOOK**

Revised 7/24/23



This handbook was prepared, reviewed, and adopted as policy by the Lower Brule administrative staff. It was adopted by the Lower Brule Tribal Council on 8/2/23. 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.

TABLE OF CONTENTS

	Page
Philosophy, mission, vision, and beliefs	3
FERPA policy	4
Elastic Clause	4
Enrollment/ Withdrawals/ Transfers	5
Immunizations	5
Elementary Academic Expectations	6
AI Assessment Policy	7
Attendance Policy	8
Behavior Expectations	10
Search and seizure policy	11
Restraint Policy	13
Discipline Policy	13
Definition of consequences	18
Technology Expectations	19
Drills	21
Visiting School	22
Mandated Reporting	22
Classroom transfers	22
Clubs and Fundraising	22
Meals	22
Medications	22
Report Cards	22
Progress Reports	23
School Cancellations	23
Standardize Tests	23
Portable Electronic Policy	23
Field Trips	23
Student Council	23
Extra-Curricular Activities	23
Handbook understanding and agreement Form	25

LOWER BRULE STUDENT POLICY

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. Wauŋšilapi – (Compassion)
9. Wóohitika – (Bravery)

10. Čaṛṭewasake – (Fortitude)
11. Wačháṛtognáka – (Generosity)
12. Wóksape – (Wisdom)

FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

- (1) The right to inspect and review the student’s education records within 45 days of the day the school receives a request for access. Parents or eligible students should submit to the School Principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA. Parents of eligible students who wish to ask the school to amend the record should write the school principal (or appropriate school official), clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assistant to another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill her or her professional responsibility. Additionally, upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Mitchell School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5920.

ELASTIC CLAUSE

The handbook does not include everything that may possibly happen during the school year. For any situation not specifically covered that arises, the administration will make every effort to act fairly and quickly in the best interest the student, school, and community. Each situation is different and will be handled on an individual basis.

ENROLLMENT/ TRANSFERS 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. Each student must have a record of his/her immunizations, birth certificate, Social Security card and degree of Indian Blood. Students are enrolled only after all the paperwork is returned and put into the Lower Brule School's online system. Transfers back and forth between schools will be limited.

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 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.

ELEMENTARY ACADEMIC EXPECTATIONS

GRADING POLICY

K-2 GRADING SCALE	
LETTER	PERCENTAGE
E- Excellent	100-90
S- Satisfactory	89-80
I- Is showing improvement	79-70
N- Needs Improvement	69-60
F- Fail	59 and lower

3rd – 5th GRADING SCALE		
LETTER GRADE	PERCENTAGE %	POINT
A+	100	4.40
A	99-95	4.00
A-	94-92	3.67
B+	91-89	3.33
B	88-86	3.00
B-	85-83	2.67
C+	82-80	2.33
C	79-77	2.00
C-	76-74	1.67
D+	73-71	1.33
D	70-68	1.00
D-	67-65	0.67

F	64 and lower	0.00
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Awards will be given to honor those students who have been selected as outstanding students. Selection is based on academics, attendance, and behavior.

- A Honor Roll: 4.00-3.50 GPA
- B Honor Roll: 3.49-3.00 GPA

ACADEMIC DISHONESTY

Lower Brule 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 Schools 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 Schools 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

Students are expected to attend school regularly. **Schoolwide, our goal is to achieve a 92% attendance rate.**

School begins at 8:20 AM. Students must report to the office to get a tardy slip after 8:20AM before they will be admitted to the classroom. Kindergarten is dismissed at 2:20 PM. Grades 1-5 are dismissed at 3:20 PM. If a student is late or checked out early for any reason, it will be documented and deducted from their attendance.

Absence is defined as the failure of a student to report to school or class when assigned for instruction. For each day a student is absent, the parent/guardian is to telephone the school office between the hours of 8:00AM and 8:30AM with a reason for absence.

If a parent/guardian does not call, the school will call the parent/guardian during the school day as needed. If contact is not made before the student returns to school, the absence is considered unexcused. Written excuses will be accepted from homes without telephones (for one day). Verified medical, court related, or other excuses should be turned into the front office. The school's Home/School Liaison will make home visits as needed.

Any student who leaves more than one hour before school is dismissed, will be counted as a ½ day absent.

TARDINESS

A student is counted tardy if he/she is not in the designated room at the time class 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.
- Tardiness caused by medical appointment is excused with proper documentation (doctor's note or parent phone call).
- Any student who arrives at school after 10:00AM will be counted as a ½ day absent.

Perfect attendance is considered 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 for perfect attendance awards. Perfect attendance awards will be presented each quarter.

BIKES FOR PERFECT ATTENDANCE

Students who have perfect attendance for the entire year will receive a new bike at the end of the year. If there are students that have only had one tardy throughout the year, they will also be considered for a bike at the end of the year. **This will be the only exception that we allow for perfect attendance.**

EXCUSED ABSENCES

The following are considered excused absences:

- Personal illness if notified by parents up to one day. Students with chronic and repeated illness 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, including attorney 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, 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. Must be cleared by school administration.

*Excused absences will still count towards a student's attendance percentage.

UNEXCUSED ABSENCES

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

- Babysitting.
- Shopping trips (including grooming trips).
- Repeated or chronic absences for illness that are not verified by a doctor.
- Oversleeping.
- Missing the bus.
- Any non-school related activities, i.e. pow wows, rodeos, etc.
- Not having clean clothes.
- Tiredness related to athletic or other school-sponsored events or any non-school events.

The absence policy operates on a semester basis. At the beginning of each semester, the absence policy resets. **Any student who accumulates 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	The first letter is sent or delivered to the parent/guardian informing them that the student was absent for three days, unexcused. A meeting is arranged with administration, truancy officer, and parent.
4 th unexcused	The second letter is sent or delivered to the parent/guardian informing them that the student was absent for four days, unexcused. A meeting is arranged with administration, truancy officer, and parent.
5 th unexcused	A referral is made to the tribal courts.

If a parent/guardian takes a student out of school for either an excused or unexcused absence, the student is responsible for making up all missed work. A note or telephone call must accompany all absences. Students who are in ISS are counted as present, provided they are in school. Students who are on OSS are counted as absent.

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 school unless they participate in school-related activities.

BEHAVIOR EXPECTATIONS

BATHROOM	BUS	CAFETERIA	CLASSROOM	HALLWAYS	PLAYGROUND
Stay in designated area. Use equipment properly. Keep hands, feet, and all objects to yourself. Wash hands with soap and water. Respect privacy. Keep the bathroom clean. Use the appropriate language. Take turns. Use quiet voice.	Listen to all adults. Keep hands, feet, and belongings to yourself. Maintain order during loading and unloading. Stand behind boundary lines. Keep track of your belongings. Go directly to your bus. Do not get on a different bus without a note from parent.	Always walk. Keep hands and feet to self. Watch out for others. Eat slowly. Follow directions. Use polite and appropriate language. Clean up after yourself. Practice proper table manners. Follow rules without reminders. Sit at assigned table. Line up quietly. Use calm voice. Wait to be dismissed. Wait in line.	Listen to adults. Be considerate of classmates. Use polite and appropriate language. Treat a substitute with the same respect you should show your teacher. Bring all materials to class. Keep your area clean. Keep up with assignments and due dates. Follow acceptable use policy for all technology. Be on time. Be prepared for class to begin. Move quickly to seat.	Listen to all adults. Always walk. Keep hands/feet to yourself. Use your inside voice. Hold doors open for others. Use polite and appropriate language.	Use equipment appropriately. Stay in designated area. Use nice hands and feet. Be a good sport. Use appropriate language. Follow directions. Use calm voice. Take turns/share. Agree on and follow game rules. Include all who want to play. Help others. Problem solve conflicts. Return from playground quietly.

CLASSROOM DISCIPLINE

Each classroom teacher has a discipline plan that will be implemented in the teacher's classroom. The teacher will share the plan with students and their parents/guardians.

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 case of 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 the violation of 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 loss of bus-riding privileges. A parent/guardian may also be asked to accompany the child on the bus. The administration may suspend a student from riding the bus for up to 15 days.

KINDERGARTEN BUS RIDERS

The bus drivers will not drop off a Kindergarten student unless they make “eye contact” with the parent/guardian. If a parent/guardian or responsible person is not present, the child will be returned to school. The parent/guardian may then pick the child up at the school.

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.

If a pat down search of a student's person is conducted, 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.

DESKS/ WORKSPACE

Each student may be assigned a desk or workspace. Desk or workspace inspections will be held when deemed necessary. Any desk or workspace 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.

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.

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.

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 themselves
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

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 the problems they create 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 actually happened.
- The damage caused by the misbehavior/rule violation.

Individualized Education Programs (IEPs)

Students with IEPs may be disciplined by the school principal for violations of School Policy. When the disciplinary removal results in removal for more than ten (10) days total 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 Bureau of Indian Education procedural safeguards for students with IEPs. In accordance with 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.

MINOR INFRACTIONS

1. They are violating individual classroom rule(s).
2. Three unexcused tardies.
3. Skipping class or detention.
4. Entering restricted areas: Including but not limited to the community college (except for students who have class there), the roof, parking lot, copy room (unless supervised or permission by a staff member), computer room (unless supervised or permission by a staff member). During school hours and without staff approval/supervision, students are prohibited from going to the football field, baseball field, outside basketball courts, tennis courts, school office, and behind the school building.
5. Leaving classroom setting without permission.
6. Leaving the school building during school hours (8:30-3:25).
7. Prohibited items: We serve breakfast and lunch every day to the students. Therefore, students do not need extra food during school hours. Prohibited items include, but are not limited to, sunflower seeds, candy, pop, chips, any other food items, permanent markers, glue (other than white glue or sticks), correction fluid, perfume/cologne/aftershave, fingernail polish and remover, any aerosol can, rubber bands. Violations will be considered under the insubordination guidelines of this handbook.
8. Indifference to learning. This also includes refusing to do assigned work.
9. All public displays of affection except holding hands.
10. Assembly misconduct (skipping, leaving early, talking, disrupting, lack of respect for the presenter, personal electronic device use, earbuds/headphones, etc.)
11. Throwing projectiles at other individuals (including snowballs).
12. Inappropriate behavior in the halls or classrooms, including but not limited to horseplay, shoving, pushing, name-calling, and disrespecting others' space.
13. Using offensive language or swearing.
14. Minor theft. The value of items taken is under \$25.00.
15. Minor Vandalism. Damage is done under the value of \$25.00.
16. Instigating an argument (verbal abuse) or a fight (physical abuse) between other students.
17. Disruptive classroom behavior that prohibits the teacher from adequately teaching the classroom and disruption to other students' right to learning.
18. Disrespect to staff.
19. **Minor physical assault.** (Including, but not limited to, pushing, shoving, tripping, and throwing items with malicious intent.)
20. **Dress code violation:** Clothes must be worn that appropriately cover the body and do not interfere with student learning. Students are expected to dress in a manner that ensures health and safety.
 - a. Shoes and footwear must always be worn.
 - b. Short skirts, short shorts, short dresses, halter tops, low-cut tops, spaghetti strap tops, strapless tops, midriff tops, low-cut-off shirts, and half shirts are not permissible attire for school.

- c. Shorts and skirts are not to be shorter than mid-thigh.
- d. Student attire that reveals breasts, buttocks, belly buttons, bra straps, or underwear is unacceptable. Clothing that promotes inappropriate products or activities or that is likely to cause substantial disruption in the school is prohibited.
- e. Any clothing that displays abusive language, profanity, gang symbols, or illegal organizations/substances is prohibited. If wearing such attire, the student will be asked to turn the clothing inside out for the rest of the school day.
- f. Jewelry that may be deemed as a weapon is not allowed. This includes but is not limited to chain-like adornments, spike necklaces, or belts.
- g. Any hickey needs to be covered with clothing or an adhesive bandage.
- h. Hoods or hats are not to be worn by students while in school buildings.

Guidelines for Minor Infractions

All minor infractions hold their own consequence. When a student receives their 3rd minor infraction, they have reached the level of their first major infraction. The accumulation of three minor infractions equals one major.

1st Minor = Warning

2nd Minor = Detention (Lunch or After School)

3rd Minor = (1st Major Infraction) 1 day ISS

4th Minor = Detention (Lunch or After School)

5th Minor = Detention (Lunch or After School).

6th Minor = 2 Days ISS

7th Minor = Detention (Lunch or After School)

8th Minor = Detention (Lunch or After School)

9th Minor = (3rd Major) Meeting with parent/ prosecutor and 1-3 day OSS.

10th Minor = Parent Contact 2-5 Days ISS

11th Minor = Parent Contact, 3-5 Days ISS

12th Minor = (4th Major) 5-10 OSS.

MAJOR INFRACTIONS

Lower Brule Schools has set forth the following rules and expectations addressing student safety and security. Much like the rules that govern our communities, violations of these rules carry penalties, fines, and consequences. The purpose of these rules is to ensure an orderly and safe environment for the students who attend Lower Brule Schools.

1. Accumulation of three minor infractions.
2. Swearing or threatening behavior.
3. Major theft (Value of items taken over \$25.00).
4. Major Vandalism (Value of damaged items over \$25.00).
5. Use or possession of tobacco, alcohol, drugs, inhalants, electronic vaping, nicotine, or any mood-altering chemical. Any student using or possessing tobacco, alcohol, drugs, inhalants, electronic vaping, nicotine, or any mood-altering chemicals may be given up to 10 days of OSS. The student must have a drug and alcohol assessment completed within a ten-school day period. All recommendations of the assessment shall be followed. The student must comply with the recommendations to return to school. Court/Counseling services may be notified.
6. Immoral Behavior (Including but not limited to inappropriate hand gestures).
7. Instigating a fight or argument between other students (deemed more severe than a minor).
8. Recording a fight or argument.

- 9. Intense swearing.
- 10. Pulling a fire alarm.
- 11. **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.

The following infractions are severe enough that they are in a category of their own and will be classified as severe. The following procedures will deal with them.

- 1. **Physical Altercations/Fighting:** The first physical altercation/fighting incident will warrant serving up to five 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.
- 2. **Selling Drugs/Intent to Sell:** The student will warrant the student to 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.
- 3. **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 recommendations of the assessment 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.**
- 4. **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.
- 5. **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.
- 6. **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.

7. **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)

8. **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 threatening 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.

9. **Disrespecting any staff member through intense swearing, vulgar language, and threats will result in up to five days of OSS.**

10. Inappropriate use of technology.

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

Appeals

The students can appeal any written infraction or violation of school policy within a 24-hour timeframe except on weekends to the School Administration.

DEFINITION OF CONSEQUENCES

BEHAVIORAL CONTRACTS

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 to other students. Students with chronic misbehaviors may be placed on a behavior contract.

Administration and/ or 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 are unable to 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 when a student is serving detention after school.

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 rules in ISS can be sent home. The ISS instructor will gather the assignments from the students' 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 is completed. Any student who is on OSS will not be allowed to participate in any extracurricular activities on the day of suspension or during their suspension time. It is the Parents'/Guardians' responsibility to request their student's assignments from the front office while their student is on OSS.

RECOVERY

Students may be given a time of quiet recovery in a secluded space away from other students if they are disruptive or upset. The student may return to the regular classroom activities when they have recovered. Recovery is a time for cooling off and relaxing so that the student is able to learn and not be disruptive in the regular classroom setting. Recovery is a temporary setting for students, allowing them a chance to return to the learning environment as quickly as possible.

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

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, team/group they are a part of, the student body, and the community. The principles of respect and humility are to prevail always.

To participate in extra-curricular activities, the student must receive passing grades in all subjects and no behavior write-ups for that semester.

Being ineligible to participate in an activity does not constitute ineligibility to practice. Students who are absent from school for more than ten (10) days per semester and twenty (20) days total in a current school year shall lose their eligibility. Illness of the student or death in the immediate family shall be an exception with documentation. All students must have a physical examination in to be eligible.

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 process of the grievance 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 follows the compliance standards established by the State Board of Education.

DUE PROCESS

- Adequate notice given to the student of charges made.
- 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 be used to outline procedures and the definition of due process.

TECHNOLOGY EXPECTATIONS

COMPUTER USE

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

If a student violates any of the provisions listed below, 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, it is impossible to control all materials on a global network. 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 of any kind, whether expressed or implied, for the services it is providing. 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 own 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 of high priority, especially when the system involves many users. If you feel 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. Attempt to login to internet as an individual 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 cancellation of privileges or other disciplinary actions. Vandalism is defined as 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/or 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 final say for 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 to ensure that users are using the system responsibly. Users should not expect the files to be private. Students should limit their printing to class assignments, class projects, and reports.

The student will:

1. Be responsible for all use of the network under his/her account, regardless of whether access is gained with or without the student's knowledge or consent.
2. Immediately notify the school if he/she suspects any unauthorized use of his/her account. A student shall remain liable and responsible for any unauthorized use until the school is notified of the suspected unauthorized use and has a reasonable opportunity to act upon such notice.
3. 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 which is prohibited by law.

5. Be responsible for any costs, fees, or expenses incurred under the student's account number in connection with the use of the network.
6. Not transmit copyright material without the expressed consent or authorization of the owner of the copyright.
7. Not give out his/her address, phone number, or password.
8. Not use the network for personal e-mail, chat rooms, etc.
9. Will not change backgrounds of any computers.
10. Not download 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 assumes no responsibilities or liabilities.
 - c. Remove or delete any transmission the school believes violates school policy or is harmful to others.

DISCIPLINARY ACTION FOR INTERNET MISUSE

Administration will decide on appropriate action for misuse of the Internet. If a student has his/her internet privileges suspended, he/she may request reinstatement by writing a letter to the administration. The administration will review the letter and determine whether to reinstate or not.

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

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.

DRILLS

It is necessary for the school to conduct special drills throughout the year to assist in the safety and care of the students and staff. If a warning situation 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 a special evacuation route posted in each room.

TORNADO DRILL

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

LOCKDOWN DRILL

Lockdown drills are held as needed. Students and staff are to stay in the building and barricade themselves inside the room. Lights should be turned off and the room should be silent. Students and staff should remain hidden until the “all clear” signal given.

MISCELLANEOUS ITEMS

VISITING SCHOOL

Lower Brule Schools 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.

MANDATED REPORTING

School employees are required to report suspected abused or neglected children. 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.

CLASSROOM TRANSFERS

There will be no classroom transfers after school begins. Any transfers will be on a case-by-case basis and only under circumstances as decided by the principal.

CLUBS AND FUNDRAISING

The Lower Brule Schools administration encourages the establishment of school clubs. All new clubs must be approved by the administration. 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 control of the school and shall be expended for the benefit of the students. All fundraisers must be approved by the administration before fundraising begins. Fundraising will not take place within the school day unless permission is given by the administration. Instructional time cannot be interrupted for fundraising.

MEALS

Students are to eat their meals (breakfast and lunch) in the commons area. All students may eat school meals at no charge to them or their families. Students may be assigned serving duties.

MEDICATIONS

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

REPORT CARDS

Grade reports will be done on a quarterly basis. Grade reports will be mailed out. The parent/guardian also has the option of picking up the grade report in the front office. To better monitor their own progress, students are given a copy of their grades every quarter.

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 office.

SCHOOL CANCELLATIONS

Notification of school cancellations due to inclement weather or other emergencies will be broadcast on KeloLand, KSFY television stations, and on the Lower Brule Schools Facebook page. Parents will be notified if there are early dismissals.

STANDARDIZED TESTS

Students are required to take standardized tests for the state of South Dakota and the Bureau of Indian Education.

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.

1st Offense - Turn over the phone/earbuds/headphones, and it will be taken to the office. Returned to the student at the end of the school day. Guardian contacted.

2nd Offense - Turn over the phone/earbuds/headphones, and it will be taken to the office. Guardian will need to come to school to pick them up.

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.

FIELD TRIPS

Field trips are scheduled by the teacher and administration. Participation in field trips are contingent on a child's behavior.

STUDENT COUNCIL

Elections for officers are held every school year. Two representatives from each grade are selected in the fall. Students may be removed from the student council due to academic reasons, disciplinary problems, or lack of school attendance. Students are requested to voice their wants and suggestions to their Student Council representatives.

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 Elementary include:

Student Council

- Talented and Gifted (TAG)
- Football
- Volleyball
- Basketball
- Cheerleading
- Beading
- Drum Group
- After School Activities

Please sign and Return to the School
HANDBOOK UNDERSTANDING AND AGREEMENT

I, the Guardian/Parent(s) and Student(s), understand the contents of the Lower Brule Elementary School Handbook and agree to adhere to its contents.

Student'(s) Name _____

Student(s) Signature

Date

Parent(s)/Guardian(s) Signature

Date

Photography Release & Computer Use

As the parent/guardian of the student signing above, I grant permission for the above student to access networked computer services such as electronic mail and the Internet. I understand that some materials on the Internet may be objectionable, but I accept responsibility for providing guidance to the above student(s) on the Internet both inside and outside the school setting and conveying standards for the above student(s) to fill when selecting, sharing, or exploring information and media.

As the parent/legal guardian of the student signing above, I give permission to the Lower Brule School District to publish photographs of my child on the School District website if they participated in school activities that have been photographed.

Parent/Guardian Signature _____ Date _____

If my student is found to be eligible, I give _____ permission to participate in Lower Brule School's Talented and Gifted Program.

Student's Name (printed): _____

Parent/Guardian (printed): _____

Signature: _____ Date: _____

My child can participate in school sponsored field trips, educational visits, assemblies, etc.

Parent/ Guardian signature: _____ Date _____

Please return this to the LB Elementary Office.