

PINE RIDGE HIGH SCHOOL HANDBOOK

2023-2024

THORPES



Chief Red Cloud

“Education, intelligence, and virtue when acquired make every people strong.” Treaty chiefs statement at the Cornerstone of Oglala Trade School -February 8, 1879



Chief Old Man Afraid Of His Horses



Chief American Horse



Chief Slow Bull



Chief Little Wound



Chief Lone Bear



Chief Red Dog



School Song

To our school we will be true every day. And we'll do our best for you in every way. At our play and at our work we will strive.

Never in our duty shirk for Pine Ridge High.

Honor, courage, truthfulness, will be our goals for success. The right way we'll try to choose though we win or though we lose. We will always loyal be Pine Ridge High. As we strive and work for thee Pine Ridge High

Est: February 8, 1879

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United States Department of the Interior

BUREAU OF INDIAN EDUCATION

June 8, 2023

Greetings Thorpe Family,

Welcome to the 2023-2024 School Year! On behalf of the Pine Ridge High School staff, I believe I can safely say we are looking forward to the 2023-2024 school year with enthusiasm and dedication to our students!

Safety is paramount at PRHS. This handbook is a guide to inform every one of the basic rules and responsibilities of being a part of the Thorpe learning family. The rules are in place to make our school a safe and educational environment.

PRHS staff are here to help, motivate, support, and inform all students and parents. This handbook outlines expected student conduct, and consequences. School staff will review expectations with students, and it is the task of parents/guardians to review the responsibilities of being a Pine Ridge School student.

PRHS has an open-door policy for parents and guardians to come in and visit with staff regarding your child's educational program. Due to changes in security regulations, all visitors are required to report to the High School Office and sign in and out when visiting the school. Parents/guardians may call for an appointment anytime you have concerns. 605-867-5198.

High school can be a memorable time of a young person's life! Let's work together to build cherished Thorpe Family memories. Together we can empower our learners to be become good productive Lakota people.

Go Thorpes!

A handwritten signature in cursive script that reads "Lynette L. Cuny".

Lynette L. Cuny, MA
Assistant Principal
Pine Ridge High School

MESSAGE ON SCHOOL BOARDS

The Pine Ridge School Board strives to ensure that every student graduates fully prepared for college or career readiness. The school board acts in accordance with the policies outlined in the 25 CFR and 62 BIAM to effectively support students, families, and community.

MESSAGE ON WELLNESS

We encourage students and their families to address their physical, mental, and spiritual well-being. In addition to academic instruction, PRS schools will take measures to provide nutritious food and provide students structured physical activities to the extent possible. We encourage students and their families to eat healthy, exercise, and maintain their mental health so that students can reach their full academic potential.

MESSAGE ON CHILD ABUSE AND NEGLECT

All suspected cases of child abuse and neglect will be reported in accordance with the BIE's Child Abuse/Neglect Reporting Protocols that can be viewed online at www.bie.edu.

ELASTIC CLAUSE

It is understood that this handbook cannot cover the myriad of events that may arise. If the incident or situation is not covered in this handbook, the Dean of Students and Assistant Principal will deal with it in the best interests of the school, the students, and in accordance with Oglala Sioux Tribal and Federal Laws. All students and staff are expected to display the Lakota values of Respect, Generosity, Wisdom, and Courage.

PINE RIDGE SCHOOL BOARD MEMBERS

Ronald Pond, Chairperson
Warren Cross
Ramona Pedregon
Beverly Pipe On Head
Lindsey Twiss

Administration Contacts 605-867-5198	High School Contacts 605-867-5198
<p>Donald Pine, Principal Martha Protector, Registrar 605-867-5145 Marty Brewer, Transportation Supervisor 605-867-1143 Stormie Clifford, Dormitory Supervisor 605-867-1385, 5187 Special Education, Frances Cedar Face & Lynda Wilson, Case Managers 605-867-5198 Ken Bordeaux, Food Service Manager 605-867-2335</p>	<p>Lynette L. Cuny, Assistant Principal Lynelle Long, Acting Dean of Students Kehli Higdon, Social Worker Denee Mousseaux, Secretary Lakota Breeze Fast Wolf, Program Support Monica Good Eagle, Parent Liasion/Attendance Athletic Director - Vacant</p>

Pine Ridge High School 2023-2024 School Year

Staff report for SY 23-24 Contract Year	August 14 th
Inservice Days	August 14th – August 16th
<i>* First Day of Classes</i>	<i>August 17th</i>
Welcome Back Supper & PAC Elections	August 30 th
-Labor Day Federal Holiday	September 4 th
<i>* Mid-Quarter Grades Due/1st Qtr</i>	<i>September 19th</i>
<i>*Progress Reports Due/P-T Conferences</i>	<i>September 20th</i>
Homecoming Week - Tentative	October 10 th – 13 th
-Native American Day-Federal Holiday	October 9 th
<i>* 1st Quarter Ends</i>	<i>October 20th</i>
<i>*1st Quarter Parent Teacher Conferences</i>	<i>October 25th</i>
-Veterans Day/Federal Holiday	November 10 th
<i>*Mid-Quarter Grades Due/2nd Qtr</i>	<i>November 22nd</i>
-Thanksgiving/Federal Holiday	November 23 rd
-School Vacation	November 24 th
<i>*Progress Reports Due/P-T Conferences</i>	<i>November 29th</i>
-Christmas Vacation Begins	December 13 th
-Christmas Day	December 25 th
-Happy 2024/Federal Holiday	January 1 st , 2024
Students/Staff Return Happy 2024	January 2 nd
<i>*2nd Quarter/1st Semester Ends</i>	<i>January 12th</i>
-Martin Luther King Day/Federal Holiday	January 15 th
<i>*2nd Semester/3rd Quarter Begins</i>	<i>January 16th</i>
<i>*Mid-Quarter Grades Dues/3rd Qtr</i>	<i>February 16th</i>
<i>*Progress Reports Due/P-T Conferences</i>	<i>February 21st</i>
<i>*3rd Quarter Ends</i>	<i>March 15th</i>
<i>*3rd Quarter P-T Conferences</i>	<i>March 20th</i>
-Spring Break/School Vacation	March 29 th & April 1 st
<i>*Mid-Quarter Grades Due & PROM</i>	<i>April 19th</i>
<i>*Progress Reports Due/P-T Conferences</i>	<i>April 22nd</i>
<i>*Senior Grades Due</i>	<i>May 10th</i>
Senior Graduation	May 17th
-Memorial Day/Federal Holiday	May 27 th
<i>*Last Day of School-End 2nd Semester-Grades Due</i>	<i>May 28th</i>
Inservice Days	May 28th – 30th
Last Day of Contracts SY 2023-2024	May 30 th

BUREAU OF INDIAN EDUCATION

I. Vision Statement

“Uniting to promote healthy communities through lifelong learning.”

II. BIE Mission Statement

To provide quality education opportunities from early childhood through life in accordance with the Tribes' needs for cultural and economic well-being and in keeping with the wide diversity of Indian Tribes and Alaskan Native villages as distinct cultural and governmental entities. The Bureau shall manifest consideration of the whole person, taking into account the spiritual, mental, physical, and cultural aspects of the person within family and Tribal or Alaskan Native Village contexts.

III. BIE Program Goals

- All students will meet or exceed academic proficiency levels in reading and/or language arts, science, and mathematics.
- All schools will provide a safe and secure environment by decreasing incidents of violence and substance abuse by a minimum of 2% annually.
- Student attendance will meet or exceed the United States rural attendance rate.
- All schools will enhance the professionalism of all staff to improve education programs for student success through:
 1. requirements for staff to have appropriate certification.
 2. comprehensive systemic and on-going professional development.
 3. recruitment and retention of highly qualified educators; and
 4. development of leadership using best practices
- High school graduation rates will be 95% or higher.
- Each school will provide curriculum and instruction in Tribal languages and/or cultures as approved by the local school boards.

PINE RIDGE SCHOOL INFORMATION

WAZI AHANHAN OWAYAWA VISION STATEMENT

The vision is that each student be given the opportunity to become “Wolakota” (a whole person in balance and harmony: spiritually, physically, mentally and socially). Values, perspective, attitudes, beliefs, social consciousness and responsible behavior in the “Tiyospaye” (extended family) and respect for “Maka Sitomni” (Everything on Mother Earth) all related to Wolakota permeate all aspects of the Lakota Culture. Pine Ridge School recognizes that each student is an individual with unique and different needs. Pine Ridge School will provide an effective and supportive learning experience.

WAZI AHANHAN OWAYAWA MISSION STATEMENT

Pine Ridge School strengthens our Waziahadhan Owayawa Tiospaye to become effective life-long learners demonstrating our Lakota Values in order to draw knowledge from the past, enhance the present and embrace the future for the well-being of self, family, community and nation.

LAKOTA WOOPHE

- 1) Wacante Oganake, "To help, to share, to give, to be generous."
- 2) Wowauonsila, "Pity, Compassion."
- 3) Wowauonihan, "To Respect, to Honor."
- 4) Wowacintanka, "Patience and Tolerance."
- 5) Wowahwala, "To be Humble, To Seek Humility."
- 6) Woohitike, "To be Guided By Your Principles, Disciplined, Bravery and Courage."
- 7) Woksape, "Understanding and Wisdom."

-Birgil Kills Straight, Oglala Lakota

COGNIA Standards for Quality Schools:

COGNIA is an accreditation non-profit, non-partisan organization that conducts rigorous, on-site external reviews of PreK-12 schools and school systems to ensure that all learners realize their full potential. COGNIA provides tools and resources to schools and school systems to support an ongoing comprehensive analysis to drive continuous improvement now and into the future.

Standard 1: Purpose and Direction- the school maintains and communicates a purpose and direction that commits to high expectation for learning as well as shared values and beliefs about teaching and learning.

Standard 2: Governance and Leadership – the school operates under governance and leadership that promote and support student performance and school effectiveness.

Standard 3: Teaching and Assessing for Learning – the school's curriculum, instructional design, and assessment practices guide and ensure teacher effectiveness and student learning.

Standard 4: Resources and Support Systems – the school has resources and provides services that support its purpose and direction to ensure success for all students.

Standard 5: Using Results for Continuous Improvement – the school implements a comprehensive assessment system that generates a range of data about student learning and school effectiveness; and uses the results to guide continuous improvement.

Pine Ridge High School
2023-2024 Bell Schedule

Full Day Classes

1st	8:15-9:15
2nd	9:18-10:13
3rd	10:18-11:13
4th	11:18-12:07
LUNCH	12:07-12:37
5th	12:37-1:32
6th	1:35-2:30
ADV	2:32-3:00

Friday Schedule

1st	8:15-8:50
2nd	8:53-9:23
3rd	9:26-9:56
4th	9:59-10:29
5th	10:31-11:01
6th	11:04-11:34
ADV	11:37-12:07

2-Hour Late Start

1st	10:15-10:51
2nd	10:54-11:30
3rd	11:31-12:07
LUNCH	12:07-12:37
4th	12:37-1:13
5th	1:17-1:53
6th	1:56-2:32
ADV	2:35-3:00

HIGH SCHOOL COURSE OF STUDY

I. PRHS

At the beginning of their freshman year students will begin planning a course of academic study for high school. Each year, students will complete a Learning Plan for the coming year. As a senior, students will complete a final Learning Plan in preparation for college, other schools, work, or military service. For every class passed with a D grade or above, students earn ½ of a credit, for a total of seven credits possible each school year.

II. Graduation Requirements – See Appendix A and A1

III. Early Entry

Pine Ridge High School works closely with Oglala Lakota College to provide early entry to college courses. This may be offered to junior and senior students with at least a 2.0 GPA. The School Counselor aids with this and prepares the letter for the student to take to enroll in early entry courses. College credits earned are considered dual credit courses, students receive both college and high school credit. The scale for early entry classes are A=5, B=4, C=3, D=2.

IV. Grade Classification

Students are classified according to the amount of credits earned as follows:

Freshman – 0 to 4

Sophomores – 5 to 10

Juniors – 11 to 14

Seniors – 15 and above

V. Grading System

The grading system is as follows:

A 100-90 (4 points toward Grade Point Average)

B 89-80 (3 points toward Grade Point Average)

C 79-70 (2 points toward Grade Point Average)

D 69-60 (1 point toward Grade Point Average)

F 59 and below (0 points toward Grade Point Average)

VI. Independent Study

Independent Study (IS) will be allowed for 12th grade students only. ISs are approved by the student, teacher, counselor, and Assistant High School Principal. IS will be allowed only if the class is not offered that in the semester in which a student needs to graduate and/or a class cannot fit into their schedule with a full load of classes. Students will take

the course of offered during the semester. An IS form will be completed and kept on file by the counselor. The form must have assistant principal's signature.

ACADEMIC INFORMATION

I. Title IX and Executive Order 13160

The school will comply with the requirements of Title IX of United States Education Amendments of 1972, 20 U.S.C. §§ 1681–1688, Pub L. No. 92-318, and its implementing regulations (34 C.F.R. part 106). Further, no individual, on the basis of race, sex, color, national origin, disability, religion, age, sexual orientation, or status as a parent, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in, a federally conducted education or training program or activity. (Executive Order 13160).

II. Common Core Curriculum

Pine Ridge School follows a 9-12 curriculum utilizing the Common Core Standards (CCS) in English Language Arts, Science, and Mathematics to guide instruction in the classroom. The Curriculum identifies skills that are to be taught.

III. 9-12 Programs

Students are provided with curriculum offerings designed to meet state graduation requirements. Additionally, the OST Education Code and BIE guidelines require students to take 3 credit hours of Lakota Language/Culture/Government/History.

The BIE Schools include instruction in the following content areas: English Language Arts, Writing, Math, Science, and Social Studies, Lakota Language and Lakota History and Culture. Special Education and Gifted and Talented services are also provided.

IV. High School Programs

Students are provided with curriculum offerings designed to meet state graduation requirements. Additionally, the OST Education Code requires students to take 3 credit hours of Lakota Language/Culture/Government/History.

V. Graduation Cohort (HS only)

Students are expected to complete the high school program within **four years**. Students are assigned a four-year graduation cohort upon their enrollment in high school as incoming freshmen. A student's cohort is determined by adding four years to the initial high school enrollment date. Students who enroll in high school as freshmen for the first time in August are expected to graduate in May four years later. However, PRS realizes there are life circumstances beyond a students' control that may place a student off-track for graduation, so the school counselors assist students with evaluating each individual situation to meet a students' academic needs.

VI. Graduation Expectations

- Each student is responsible for knowing his/her graduation status throughout the school year, and for working with both the counselor and his/her teachers on an ongoing basis.

- Letters will be sent home for students in the senior cohort at the beginning of each semester outlining progress toward graduation requirements.
- No senior will be allowed to participate in graduation practice or the graduation ceremony if he/she has not met the graduation course requirements by the date of the graduation ceremony.
- Diplomas or certificate of completion may be withheld until a student clears any pending financial obligations with the school, such as school devices, textbooks or library books, or athletic uniforms.
- Misbehavior by any graduating senior, including “senior pranks” in the latter part of the school year, can result in the student forfeiting the privilege of participating in the graduation ceremony.

VII. Acceptance of Online School or College Coursework Toward Graduation

Students will be allowed to add online courses or college courses to their transcripts, and the school will allow credit for the courses provided:

- The course has been approved by the principal and counselor in advance of the student’s enrollment.
- The credit is earned through an institution accredited by COGNIA or another regional accrediting association.
- Only those courses designated as carrying one-half (1/2) high school credit per course, or at least 3 college semester credit hours per course, will be accepted to satisfy a semester of high school credit.

IX. Classroom Assessments

i. Formative Assessment

Teachers use formative assessments during instruction through monitoring the progress of learning resulting in accurate, specific feedback that advances student learning.

ii. Summative Assessment

Teachers use summative assessment when students are expected to have already learned the intended content; level of proficiency on a standard or benchmark most often at the end of an instructional unit.

iii. Optional High School Assessments

- American College Testing (ACT)
- Armed Services Vocational Aptitude Battery (ASVAB)

X. Valedictorian and Salutatorian

The Valedictorian and Salutatorian will be selected from students within the graduating cohort who have attended Pine Ridge High School their entire high school career without lapse, based on total high school grade point average (GPA) and with consideration given to difficulty of schedule (College Prep Track, Dual Enrollment classes, no Pass/Fail classes). In case of GPAs with no significant difference, Co-Valedictorians and/or Co-Salutatorians will be identified.

XI. Promotion

a. Promotion

Students will be promoted based on the successful completion of the measurable mastery of instructional objectives set for their grade level as stated in 25 CFR § 36.31.

XII. South Dakota High School Activities Association Code of Ethics and Responsibilities

STUDENT CODE OF ETHICS AND RESPONSIBILITIES The member schools of the South Dakota High School Activities Association believe that participation in interscholastic activities is a privilege which is accompanied by responsibility.

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- I will be fully responsible for my own actions and the consequences of my actions.
- I will respect the property of others.
- I will respect and obey the rules of my school and the laws of my community, state and country.
- I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

Note: This student code of ethics and responsibilities apply to all sports and extra-curricular activities, such as Hand Games Teams, Pow Wow Club members, Archery Team, Student Council, Thorpe-2-Thorpe Mentors, Yearbook Club, Rodeo Club, Music Club, Science Club.

XIII. 9-12 Academic Support Services

Pine Ridge School has developed many support programs to help students achieve academic success. We strongly encourage all students to take advantage of the opportunities offered to stay on track with their education plan, and for high school students to graduate with their cohort.

These programs may include the following:

- **After School Homework Support/Tutoring:** A student may stay after school to get homework support with his/her classes after having made prior arrangements with a specific teacher or staff member. Tutoring is available for all students who are failing a class at any given time.
- **After School Program:** Students who are behind in credits may register for a computer assisted credit recovery class for a previously failed course. Students work at their own pace, and credit is earned when the student has completed the required course work. Students register with their teacher, counselors, or administration. This is dependent upon teacher staffing and device availability.
- **Advisory Class:** High school students may enroll in an advisory class if offered within the school. Advisory teachers are expected to advise students, and to monitor attendance, behavior, and grades of the students assigned to them.
- **Summer School:** May be offered to provide students the opportunity for credit recovery, or credit acceleration. Students who attend daily will have the opportunity to earn up to 1 credit.
- **Summer Programs:** May include camps, college campus visits, workshops, academies, and other enrichment programs.

- Support Service: Available for students with special learning and/or behavioral needs this may include extended school year.

XIV. Heart Room

A Heart Room is available for students that feel emotional issues get in the way of their learning. Students can make a self-referral or may be referred by a teacher or other staff member. The purpose of the Heart Room is for students to reflect, revitalize, regroup and be more ready to return to learning. Upon entering, all students must give their cell phones and any other electronic devices to the heart room monitor. The length of time a student may be in the heart room depends on each individual student need and is determined by discussion between student and heart room support person.

XV. Extra-curricular activities

In addition to the core content PRHS may offer the following extracurricular activities/programs depending upon budget status:

- | | | |
|----------------------------------|-------------------------|----------------|
| • Hand Games | Flute Society | Rodeo Club |
| • Science Fair | After-School Tutoring | Archery Club |
| • Athletic/PE Programs | Student Council | Music Club |
| • Music/Band Club | Art Club | Powwow Club |
| • Computers | Lakota Language/Culture | STEM Club |
| • Response to Intervention (RtI) | Career Fair | College Visits |

XVI. National Honor Society

Students may be inducted into the National Honor Society by achieving a cumulative GPA of 3.50. Membership is by invitation and is based on scholarship, service, and character. Membership is not automatic; students are screened by a counselor(s) and assistant principal. A student is eligible for induction when he or she had achieved 11th or 12th grade status and enrolled at Pine Ridge High School for one year. Annual induction ceremonies are held during the fourth quarter of the year. More information may be obtained from the National Honor Society.

XVII. Homecoming, Winter Sports Festival, and Prom Court Selection

Homecoming & Winter-Sports Festival – All candidates must be participating in at least one extra-curricular activity this year or the year prior.

All King and Queen Court Selections will be done from a school wide vote by an at-wide 9th-12th grades voting ballot. Staff may vote. Except for Prom where only one senior king, one senior queen, one junior prince and one junior princess will be chosen, the top 4 males and females will be selected for the court. All King and Queen nominees must have at least 15 credit hours, thus obtaining Senior status. No 5th year seniors will be eligible.

All 9th, 10th and 11th Grade selections will be determined by a class voting ballot.

All 9th, 10th, and 11th, and 12th grade students must have been enrolled for the entire school year from the first day of school.

All 11th Grade attendants must have successfully completed their 10th grade school year at PRHS, both first and second semesters.

All 12th grade attendants must have successfully completed their 10th and 11th grade school years at PRHS, both first and second semesters.

All nominees must have a 2.0 GPA.

All nominees must have no Out-of-school suspensions.

All nominees must have no felony or misdemeanor convictions.

RESPONSIBILITIES AND RIGHTS OF PARENTS

I. Responsibilities

- You have the responsibility to read and understand the rules.
- You have the responsibility to ask school officials to help you understand these rules if necessary.
- You have the responsibility to ensure that your child stays for classes from the start of school to the end of the school day, Monday through Friday.

II. Rights

- You have the right to see and read your child's record (e.g., attendance, grades, test scores, referrals, incident reports, etc.). If you have questions, ask a counselor, teacher, or administrator, to help you understand the information and the use of these records. Keep the information in these records confidential because it is not for the general public, but only for you, your child, school officials, or others designated by you.
- You have the right to be told what the school rules are.
- You have the right to be informed of what the consequences are for your child breaking the rules.
- You have the right to appeal disciplinary action as provided for by this document and applicable law.

ADMISSION/REGISTRATION

All prospective students are subject to an administrative records review prior to admission as applicable.

- Students who wish to enroll must have a **parent or legal guardian present at the time of enrollment**, and must meet the **following conditions and requirements**:
- Each student must provide an up-to-date immunization record.
- Each Native American student or Alaska Native must provide a Certificate of Indian Blood (CIB) or other proof of Indian status.
- Each student must provide a birth certificate, or other documentation establishing guardianship or parentage.

- Entering freshmen must provide proof of successful completion of eighth grade requirements to enter high school.
- Students under suspension or involved in disciplinary proceedings at another school are subject to administrative approval.
- Any student who has been expelled for criminal offenses and/or violent behavior are subject to administrative approval.
- Any student who has previously violated the school's substance abuse policy and is seeking re-enrollment will be required to participate in a documented counseling session prior to enrollment. The documented counseling session will serve as an opportunity to review the school's expectations and rules, as well as an opportunity to address any concerns the student may have. Counseling is dependent upon adequate staffing.
- Any adult student (eighteen years or older) who has no possible chance of graduating by his or her twenty-first birthday will be denied admission (HS only).
- Each student must have all current transcripts (grades, credits, and attendance) and test data, where applicable, and behavior record to enroll.
- Transfer students must enroll within the first 10 days or as approved by Assistant Principal of the fall or spring semester. All transfers students must:
 - Be passing all subjects enrolled in,
 - Not have been released from transferring school for disciplinary reasons.
 - Meet same eligibility requirements as currently enrolled PRHS students.
- Any student who was not enrolled in the previous semester will be accepted only if there is student space available within his/her proposed schedule/grade.
- Upon admission, any student with a known medical issue, including a food allergy, must disclose the information to the Assistant Principal and registrar. School officials will ensure that this information is shared with appropriate staff within the school in accordance with the school's policy.
- Students may be denied enrollment if the school determines the student poses a threat to the health, safety, or welfare of staff, faculty, students, or the school. If a student is denied enrollment they may appeal in accordance with the appeal process outlined below.
- Social promotions from elementary are subject to approval by the high school Assistant Principal.

ATTENDANCE

Regular school attendance is the key to academic success. Students are expected to be at school on time every school day. A school day is defined as normal class hours, beginning the moment the student steps on school property (e.g., campus, school bus, government vehicle) and ending the moment he/she would normally step off school property. It is the responsibility of each student and his/her family to ensure that the student is absent only when absolutely necessary, as his/her academic progress and growth are largely dependent upon his/her engagement and the continuity of instruction.

The Code of Federal Regulations in 25 CFR § 36.31 mandates: "A student who has not participated in a minimum of 80 instructional days per semester without a written excused absence shall not be promoted.

A school board or a school committee may review a promotion decision and, if warranted due to compelling and/or extenuating circumstances, rescind in writing such action on a case-by-case basis.”

- Absences may impact student performance, and final grades.
- Students may be dropped from a class when they have missed 10 consecutive classes

If a parent or student believes that a student’s attendance has been incorrectly documented, they can contact the school administrator within 10 days of the end of the quarter in which the attendance was incorrectly documented to discuss the issue.

I. Types of Absences (NASIS Attendance Codes)

Unexcused Absences

- *Unexcused with permission absences (AU)* An unexcused absence with permission occurs when the student is absent with the permission/knowledge of his/her parent/guardian and the reason is not listed under “Excused absences (AE).” Unexcused absences with permission include but are not limited to; family vacation, babysitting, helping at home, missing the bus, trip to town, no one home. Teachers should make an effort to allow students to make up work missed due to unexcused with permission absences for full credit.
- *Truancy (A)* A student is considered truant when he/she is absent without permission, or knowledge of the parent. If a student does not submit a parental excuse note within 3 days of their return to school the student will be marked as truant and will be responsible for making up missed assignments. The individual teacher will have discretion to determine how much credit will be given, but regardless of credit given the student should make every effort to make up missed assignments to help ensure mastery of the subject matter.
- *Class Cutting (AC)* A student will be considered to have cut class if the student is present at school, but misses one or more classes during the school day without a valid excuse. The individual teacher will have discretion to determine how much credit will be given, but regardless of credit given the student should make every effort to make up missed assignments to help ensure mastery of the subject matter.
- *Out-of-Class Passes* All students are required to have a pass to be out of their classroom. There will be NO PASSES issued the first 10 minutes of each class.

Excused Absences

- *Excused absences (AE)* An excused absence is an absence for which **written documentation** has been provided **within 3 days following the student’s return to school** documenting that the student was absent for one of the following reasons: illness, medical/dental appointment, death of a close family member (parent, sibling, grandparent, aunts/uncle, or as otherwise determined by the school), religious ceremony, court appointment or compliance with a court order. A medical doctor’s statement is required for any absences over 3 days due to illness. Teachers are required to provide the opportunity for students to make up work missed due to excused absences for full credit. *Teachers are not required to provide make-up work for unexcused*

absences. Note: Students traveling with parents for training or shopping purposes is not considered an excused absence.

- *School Activity (SA)* Classes missed because of a school activity (field trip, extracurricular activities, testing, etc.) are coded as SA and do not count toward the total absences. SA's are considered excused, and students are allowed to make up any work missed. When possible, students should check-in with their teachers and get the makeup work prior to the absence.

Other Types of Attendance Markings

- *In-School Suspension (ISS)* Students are expected to report to school at the normal hours but will not participate in their normal class. Instead, they will be given class work to complete independently and will not be allowed to interact with peers during the in-school suspension. Classwork for students assigned to ISS will be picked up on the day prior to the ISS assignment. ISS students are responsible for completing and submitting make up work for each of their classes. ISS will not be treated as an absence, but instead will be denoted as ISS.
- *Out-of-School Suspension (TA)* Students serving an out of school suspension will be marked as TA. Students serving an out of school suspension will not be allowed to make up missed work while on suspension. It is the student's responsibility to make arrangements with his or her teacher after he or she returns to school to request missed work, but is not a guarantee it will be provided.
- *Homebound (HB)* Students who are on Homebound Status will be marked as HB. The school may put students who will be out of school for an extended period on homebound status. Homebound status may be appropriate for circumstances such as hospitalization, doctor-verified disability, pregnancy, participation in ceremony, death of a close family member (parent, sibling, grandparent, aunt/uncle, or as otherwise determined by the school), or court ordered confinement, or in situations where the student poses a threat to health, safety, or welfare of the school, staff, or students. If a student is placed on HB status the school has an obligation to provide them with academic services. HB status requires the approval of the Assistant Principal or designee. The HB student is responsible for completing and submitting make up work for each of his/her classes, but the school will make reasonable efforts to provide the student with information about missed class work. The terms of the HB Agreement should be set forth in writing. The HB Agreement may be revoked for any student who does not abide by or fulfill its requirements. The school must maintain documentation of services provided to students who are on HB status.

II. Attendance Procedures & Policies

- Any student who arrives after the start of the school day must sign in at the Front/Security Office to receive a pass to class.
- Attendance is counted from the first day through the last day of the academic year.
- Each student who has missed a day of school will report directly to the Attendance Clerk/front office upon return to school before reporting to class; (1) to turn in a parent note explaining the reason for the absence, and (2) to receive a pass to class. No teacher is to admit a previously absent student to class without a pass from the Attendance Clerk/front office. If a student who

has been absent the previous school day arrives at class without such a pass, he/she is to be sent directly to the Attendance Clerk.

- Parents/guardians are welcomed to contact the Attendance Clerk/front office by telephone on the day of an absence to provide an excuse for their child's absence. However, **the student will still be expected to provide a written documentation when he/she returns to school from the absence.**
- If a student returns to school without a parent note or phone call explaining the reason(s) for his/her absence, he/she will be coded as truant. The Attendance Clerk/front office will attempt to contact the student's parent/guardian for an explanation. Otherwise, **the student and his/her family have only 3 school days following the absence to provide a written explanation for the absence.**
- **3-5 day Absent Notice:** a call will go out to parents and a letter will be mailed
- **Drop Letter with Resolution:** A student will be dropped from school after 10 consecutive days, or after 20 cumulative absences a semester. A letter will be mailed out and home visit may be made. Parent will be required to come to the school and sign an Attendance Agreement with your student to get re-enrolled
- **Pine Ridge High School Attendance Agreement:** Student and Parent must both come in to meet with the Assistant Principal after 4:00 pm any day M-F, to sign / comply with this agreement to be allowed back in school. The AP may not be available if you come before 4:00 pm.
- **Final Drop Letter:** Letter will be mailed out and home visit will be made. Student will be dropped for noncompliance with Attendance Contract. Your student will be dropped for the remainder of the semester and may be able to re-enroll the following semester.
- **Each Student will be considered on a case-by-case/ subject to Assist Principal Approval/ Attendance Committee**

III. Tardiness

Any student who is more than 10 minutes late for the first class of the day, or who exceeds the time allotted for transition between classes will be considered tardy and will be subject to discipline as outlined below.

IV. Class Cuts/Ditching

Cutting class is prohibited and will be subject to discipline as outlined below.

V. Early Checkout

Students may be checked out of school only by a parent/legal guardian, or a person 18 or older who has been authorized by the parent/guardian in advance on the checkout card. There is **no student self-checkout, even for students who are 18 or older.** It is required that students not be checked out during class time except in an emergency. **The school nurse/administrator may approve early checkout for sick students, without the approval of a doctor, or a doctor's note.** Absences due to early checkout will be handled like any other absence.

Parents/Guardians are required to come to the office and complete the checkout form. Because safety is paramount, please do not call the office and ask to send a student out to the parking lot. Students are

expected to stay in class until the parent completes the check-out form and are called to the office by school staff. Students will not be allowed to linger in the lobby or outside while waiting for a parent to pick them up.

VI. Attendance Incentives

Individual and group incentives will be given throughout the school year to students who attend school regularly.

VII. Attendance Contract

After a student accumulates five or more absences, or after a student's fifth time being counted as truant, the Counselor or designee will schedule a parent conference at which the parent and student will meet with an Administrator and agree upon and sign an Attendance Contract to ensure that the student does not fall further behind in his/her classes. As a part of the Attendance Contract, the student may be subject to one or more of the following:

- Assigned peer or adult mentor.
- Required after school homework help.
- Suspension from athletics/school activities
- Revocation of non-emergency early checkout
- Parent escort child to school
- Required residential program enrollment.

STUDENT BILL OF RIGHTS AND RESPONSIBILITIES

Article III: Student Regulations and Responsibilities

Students enrolled in PRHS are expected to maintain high standards of personal conduct. Students are responsible for helping maintain the integrity and value of the Lakota cultural community and for promoting the high ideals of education and responsible living.

Article 1: Authority

The Student Bill of Rights and Responsibilities shall be effective from the date of its approval by the School Principal and Pine Ridge School Board.

Article II: Constitutional Rights

A. Education

You have the right to an education which is available at your level of capability, and which will meet your present and future needs.

Responsibilities:

It is your responsibility to attend class on a regular basis, to study and make a sincere effort to gain a meaningful education. In the case of an absence from school, you are responsible for making up work missed in accordance with Attendance Policy stated below.

Search and Seizure:

The authority to search students' desks, lockers and personal possessions by the staff is at their discretion of the administration and is based on their in loco parentis relationship to students and

upon reasonable cause or written documentation. The search and seizure would include vehicles of a student parked on the school property. (Appendix)

B: Speech and Expression

You are entitled to freedom of speech and expression if it does not disrupt the education process, endanger the health and safety of yourself or others, and is not dangerous, slanderous, discriminatory or obscene.

Responsibilities:

You are responsible for upholding the following: Actions and activities will not disrupt normal educational activities, infringe upon the right of others, damage property or be an illegal act. You are also responsible for assuring that publications, petitions, leaflets, handbills and other printed materials are circulated or displayed according to the rules. If damage occurs, you are responsible for restitution of any property damage.

Rules:

Materials may be displayed in areas designated for such purpose. Wall space may be used for display, but a harmless adhesive must be used to avoid damage. Advertising and selling commercial products or services is prohibited unless written approval is obtained from Administration. After events, materials placed on walls and other surfaces will be removed by those who placed it there.

C. Privacy and Safe Environment

You are entitled to a reasonable degree of privacy and a safe, secure environment.

Responsibilities:

In order to avoid loss of privacy and to assure a safe and secure learning environment, you are responsible for abiding by the policies, procedures and rules of the school.

If you know of an urgent or emergency, seek the assistance of a staff member immediately.

Rules:

Access to student records shall be confined to authorized personnel. All persons have access must maintain their legal obligation to protect confidentiality. Except when required by the law, persons outside the school shall not have any access to student records unless a parent/legal guardian given written informed consent; students 18 or older may give their own consent.

D. Other Rights

Other constitutional rights you are entitled to include making your own decisions where applicable; freedom of religion and culture; peaceable assembly and petition of grievances; freedom of discrimination: due process in disciplinary actions subject to suspension, expulsion or transfer.

Article III: Student Regulations and Responsibilities

Students enrolled in Pine Ridge High School are expected to maintain high standards of personal conduct. Students are responsible for helping maintain the integrity and value of the multi-cultural community and for promoting the high ideals of education and responsible living.

SCHOOL-WIDE RULES and PROCEDURES

I. Expectations

- Students will always learn and obey all school rules and procedures while on the school campus or on school property (including school vehicles/buses) and during school-sponsored activities regardless of location.
- Students will follow directions of school staff.
- Students will clean up after themselves.
- Students will report any safety hazards (e.g., faulty electrical outlets or appliances, unsafe equipment, broken windows, exposed wires, unsafe playground equipment, etc.) to any staff member.
- In case of a school-wide emergency (e.g., electrical outage, bomb threats, gas leaks, lock-down) the staff and students will follow the Crisis Management Guide, and the instructions of the school staff.
- All schools are drug-free environments. No alcohol, drugs, smoking or chewing tobacco, or other controlled substance, or related paraphernalia, are allowed on the school property, including school buildings, surrounding grounds, and school vehicles/buses, or at school sponsored activities. Violation of this policy will be dealt with in accordance with the disciplinary process.
- Students will report all unauthorized persons/stranger(s) on campus to school personnel.
- Students will report any person on campus suspected of behaving unsafely and/or carrying alcohol, drugs, drug paraphernalia, and/or weapons to school personnel.
- Students will not endanger themselves or anyone else while on school property, or while participating in any school-sponsored activity.
- Students will follow bell notices.
- Sexually explicit material is not allowed on campus, at school events, or at school-sponsored activities.
- Skateboards/Hover board/Heelys Shoes are prohibited due to safety.
- All school property/equipment/electronic devices/textbooks/equipment (including athletic equipment) that have been issued to a student must be returned in good condition, or the student and/or parent will be billed for its replacement. The school may withhold diplomas and certificates of completion until a student clears any pending financial obligations with the school.
- Students will put their phone out of sight while in class. Note: Individual classroom teachers may modify rules in their classroom, at their own discretion, for the safety and benefits of learning with administrative approval.
- PRHS is not responsible for loss or damage to students' personal property brought onto the school campus.

II. Closed Campus

The safety and security of students and staff are a priority at each school. Any visitors (individuals not currently enrolled at or employed by each school) must sign-in at the front office upon arrival to receive an official **visitor's pass**. Visitors are not allowed beyond the front office without an escort or proper clearance. Students and staff are expected to inform the office of the presence of any unregistered visitor on campus.

School sponsored closed events (such as the dances/prom) are only for current enrolled school students and approved guests. Visitors at such events are subject to prior approval in accordance with the rules/guidelines included with the **Visitor Guest Registration Form**. Unapproved visitors will be escorted off the premises either by school personnel or by local law enforcement.

Students are required to remain on the school campus as designated by the School Administrator for the entirety of the school day and may leave the school campus only with an official **Off-Campus Pass**, or if they have been officially checked out of school. To receive an Off-Campus Pass students must have prior written parental permission on file in the high school office and/or administrative approval. Students issued an Off-Campus Pass must carry the pass when leaving campus and be prepared to present it to any school employee upon request. Students who do not abide by this policy are subject to revocation of off-campus privileges, and the disciplinary process as outlined below.

III. Dress Code

Students are required to conform to the school's dress code from the time they arrive on school property (including the school bus) until they depart from school property.

- Logos/graphics on clothing (tops/bottoms) and accessories (backpacks, purses, bags, belts, shoes, wristbands, shoelaces, coats, head gear, gloves) must NOT contain foul language, skulls, sexual innuendo, references to sex, drugs, alcohol, violence, and/or death.
- Bottoms/ lower body clothing (pants, shorts, and skirts) must fit at the waist line and shall not be more than 3" above the knee.
- Tank/muscle tops and tube/halter or midriff tops are not allowed.
- Clothing must cover cleavage, bellies, shoulders, and backsides; undergarments should not be visible.
- Leggings/jeggings can be worn under a tunic, skirt, or dress, but not alone.
- Students should wear proper footwear.
- Gang-related attire, accessories, insignia, and colors are prohibited.
- Chains, spikes, brads, adornment, or any other accessories that may be used as a weapon or damage school property are NOT permitted.
- Face painting, masks, and excessive makeup that hide one's face is not allowed.
- Dark glasses are not allowed in the building unless justified by a doctor's statement.
- Hair styles or body modifications that cause distraction to the education process are not permitted.
- The use of non-prescription decorative contact lenses (e.g., cat eyes, vampire eyes) that causes distraction to the educational process is prohibited.
- Head gear (hoodie, beanie, visor, cloth ski mask) is not to be worn in any building on campus during school hours.
- Personal headphones/ear buds are to be kept out of sight while in any building on campus.

Students not adhering to the dress code will be asked to correct the violation without delay. Refusal to conform to the dress code may result in confiscation of the offending object/article of clothing and/or the student being subjected to disciplinary action as deemed appropriate by the administrator. Repeated

documented dress code violations may result in students being sent home and directed to return with a parent for an Administrative Conference. Students who do not comply with the dress code may be subject to discipline as outlined below. The school's administration has the final authority in determining appropriate school attire and appearance. The school's dress code is subject to change at any time.

IV. School Activities and Trips

- The administration reserves the right to limit field trip participation to students with favorable behavior records (i.e., no write-ups for major infractions). Athletic participation may require passing grades in all classes as determined by bi-monthly/weekly grade checks.
- All field trips require written parental permission. Parents will be specifically notified about culturally sensitive field trips/projects; and a student may be assigned another activity if parent permission is not given.
- All day/overnight field trips require a BIE Field Trip Request Form which is subject to approval from the BIE-Associate Deputy Director or designee.
- Coaches/Sponsors/Chaperones are responsible for submitting a list of participating students for athletic, field or any extracurricular trips/activities.

V. Computer/Internet Usage Policy

The primary purpose of the internet connection is for educational pursuits. In formulating this policy, the school recognizes that students have a constitutional right to freedom of speech. However, that right is not unlimited, and we encourage students to be thoughtful about their words and actions.

- 1) The system administrator and the Assistant Principal have determined what constitutes inappropriate use of the school's computer system and equipment. Inappropriate use includes but is not limited to the following activities:
 - a) Sending or displaying offensive/pornographic/threatening/subversive images and messages.
 - b) Accessing, viewing, or transmitting material related to drugs, alcohol, gangs, sexual activity, or hate groups.
 - c) Tampering with or damaging school computer equipment and/or system.
 - d) Violating copyright laws.
 - e) Allowing others access to username and password.
 - f) Using another user's username and password. Trespassing in another user's account, folders, and/or files.
 - g) Intentionally wasting limited resources, such as forwarding chain letters; streaming internet radio or video; downloading music, video, or software.
 - h) Using a proxy server to bypass system network filters and controls.
 - i) Using the school's BIE Internet system for commercial activities or making personal purchases.
 - j) Participating in chat rooms or other live communication.
 - k) Cyberbullying which may include mean text messages or emails, rumors sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles.

- 2) Violations will result in loss of access, confiscation of equipment, and/or further disciplinary or legal action, and:
 - a) Any cost/expense incurred by the user becomes the liability of the user.
 - b) The user will be billed by the school for loss/damage to the computer system and/or equipment as a result of inappropriate use as listed above.
- 3) All computer network usage is subject to BIE/federal filtering and monitoring. Therefore, be reminded there is no expectation of privacy.
- 4) Students must have a current signed Student Computer/Internet Usage Policy and Agreement on file before they can use the internet on any of the school computers. The school's Wi-Fi network is limited to school-purchased devices.

VI. Electronic Device Policy

Electronic devices include but are not limited to the following:

- Cell phone
- Digital camera
- Electronic game devices
- Handheld video camera
- Personal iPad/tablet
- Laser pointer-for safety reasons, laser lights are prohibited on the school campus.
- Personal music player/iPod/speakers
- Portable DVD player
- Personal laptop

Electronic devices and accessories must be turned off and kept out of sight during instructional hours, and during fire drills or other organized school activities for the duration of the school day. Devices may be used in the classroom with teacher permission only if they are part of an organized classroom activity. Violations will result in the electronic device being confiscated, turned in to the front office/school security, or designated school administrator, and returned to the student/parent at a designated time as determined by the school administrator. Violations may also result in disciplinary action as determined by the school administrator. **The school is not responsible for loss or damage to students' personal-property brought onto the school campus.**

VII. Vehicle Policy (HS only)

- Students driving vehicles to school must have a signed **Use of Student Parking Lot Form, found in Appendix E**, as well as; (1) a **copy of valid driver's license**, (2) **current registration**, and (3) **proof of insurance with student name listed** on file in the front Office. Students are permitted to park on school premises as a matter of privilege, not of right.
- Upon submission of proper documentation, a student may be issued a parking pass.
- Only students with parking passes may park their vehicles in designated areas on school property.

- **Student vehicles are not to be parked in the housing area or any other area of the campus.**
- Students are not allowed to leave campus in their vehicles during lunch or before the conclusion of the school day without prior written permission from their parents and administrative approval.
- Students may be asked to open a locked motor vehicle under the student's control or its compartments upon the request of a school official in accordance with the **School Searches and Seizure Policy** below.
- Violation of the vehicle policy may result in revocation of student's parking pass, disciplinary action, notification of parents, and referral to law enforcement.

VIII. Fund Raising

Individuals are not permitted to sell items on campus to raise money for personal gain.

- By law (25 CFR § 31.7), any funds raised should benefit recognized student organizations and must be deposited in the School Activity Fund/bank.
- Any fund-raising activity must be approved prior to the event by the, and by the Assistant Principal.
- Sponsors and organization/club officers are required to be familiar with the policies and procedures of the Student Activity Fund. All funds collected through organizations or club must be deposited into the Student Activity Fund by the sponsor immediately.

IX. School Search and Seizure Policy

Students are entitled to the guarantees of the Fourth Amendment, and in accordance with the Fourth Amendment when there is reasonable suspicion that students may be in possession of drugs, weapons, alcohol, and other materials (contraband) in violation of school policy or state/federal/tribal law, school authorities may search any student, student locker, or student automobile in accordance with the policy outlined below, and may seize illegal, unauthorized, or contraband material discovered in the search. A student's failure to cooperate with searches as provided in this policy will be considered grounds for disciplinary action. School authorities may utilize canines and metal detectors to assist in searches.

To meet the standard of reasonable suspicion, the school official must have specific and articulable facts or inferences, obtained from either personal observation or a reliable informant, that leads him or her to conclude – based on his or her experience and in the totality of the circumstances – that the search will lead to a discovery of contraband or evidence of contraband. Examples of reasonable suspicion may include, but are not limited to, smelling marijuana or alcohol odors, observing students with drug paraphernalia or alcohol containers, observing behavior consistent with intoxication, or hearing from a credible source that a student possesses contraband on his or her person or elsewhere on school property.

Searches of Individuals

A student's person and/or personal effects (e.g., purse, book bag, etc.) may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized material. The scope of any inspection conducted under this policy shall be reasonably related to the objectives of the inspection and shall not be unreasonable in light of the age and sex of the student and the nature of the infraction. If a pat down search of a student's person is conducted, it will be conducted in private by a school official of the same sex, and with an adult witness present, when

feasible, and will be no more intrusive than necessary to uncover the suspected illegal or unauthorized material.

School Property

The school exercises exclusive control over school property, and the students have no expectation of privacy regarding items placed in school property because school property is subject to search at any time by school officials. The students are responsible for whatever is contained in desks and lockers issued to them by the school. School authorities may conduct a general inspection of lockers for any reason at any time without notice, without student consent, and without a search warrant.

Automobile Searches (HS only)

Students are permitted to park in the school parking lot as a matter of privilege, not of right. The school retains authority to conduct routine patrols of the student parking lot and inspect the student's automobile if it is on school property and a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols may be conducted without notice, without student consent, and without a search warrant. Upon establishment of reasonable suspicion, school officials may require students to open a locked motor vehicle under the student's control or its compartments. Failure to do so may result in revocation of the student's parking pass, disciplinary action, notification of parents/guardians, and referral to law enforcement.

Seizure of Illegal Materials

Illegal or unauthorized material which has been found in a properly conducted search will be turned over to the proper law enforcement authorities for ultimate disposition.

Use of Drug and Alcohol Tests

When the school has reasonable suspicion that a student is under the influence of alcohol or drugs, the student may be subjected to testing to determine whether the student is under the influence of drugs or alcohol.

Law Enforcement

Law Enforcement may be contacted by the school for incidents of illegal activity.

Use of Dogs

The school administration is authorized to utilize specifically trained canines (accompanied by trainer) for sniffing out contraband on school-owned property and automobiles parked on the school property. An indication by the dog that contraband is present on school property, or an automobile will be reasonable cause for a further search by the school officials.

Use of Metal Detectors

School policy and state law prohibit weapons of any nature on school property or at school functions. The presence of weapons is inherently dangerous to all persons in the school setting. School officials are authorized to use metal detectors when there is reasonable cause to believe that an identified student is in possession of a weapon.

X. Infectious Disease Control Policy

These guidelines will be followed in any communicable/infectious disease situation.

If a student is believed to have a communicable or infectious disease the staff will immediately notify, the principal or designee. The principal or designee in charge will contact the parents to pick up the student.

Re-admittance:

If a student has been taken out of school and had a communicable or infectious disease prior to returning to the school, the student must provide a doctor's statement stating the student is medically cleared to return. Further, a meeting with the student's parent/guardian may be required.

STUDENT BEHAVIOR POLICIES

I. Harassment/Intimidation/Threats/Bullying

The following behavior is not permitted and is subject to discipline in accordance with the policy outlined below. Further, violation of these policies will result in parent notification and may result in notification of local law enforcement.

- **Physical Abuse:** Includes but is not limited to, any physical contact not invited by the recipient including hitting/kicking/pinching, spitting on someone, tripping/pushing, taking or breaking someone's things.
- **Sexual Harassment:** Includes but is not limited to, any physical or verbal act of a sexual nature that is unwanted or not invited by the recipient. Sexual harassment can also include body gestures, innuendos, creating a sexually hostile environment through use of sexually explicit materials such as calendars, magazines, or other graphic materials. It may also include transmission via text messages or other social media messaging.
- **Verbal Abuse:** Includes but is not limited to, any derogatory speech directed at an individual or spoken in a public setting. This includes vulgarity, cursing, and sexual innuendo (e.g., calling someone a 'b-word' or using the "F" word is considered harassment). Verbal abuse also includes teasing, name-calling, taunting and threatening to cause harm.
- **Nonverbal Abuse:** Includes but is not limited to; rallying other children not to be friends with someone, spreading rumors, causing someone else to be subject to public ridicule.

II. Hazing

Hazing activities, such as initiations, harassment, humiliation, and ridicule will not be tolerated. Hazing includes any intentional or reckless act committed by a student, whether individually or with others, in-person, or in writing, against another student with a substantial risk of potential physical injury, mental harm, or degradation.

III. Bullying

Bullying is prohibited on school property, property immediately adjacent to school grounds, at school-sponsored or school-related events whether on or off school property, at school bus stops, on school

buses or other vehicles owned, leased or used by the school, or through the use of technology or an electronic device owned, leased or used by the school.

Bullying is also prohibited at a location or activity that is not school-related or using technology or an electronic device that is not owned, leased or used by the school, if the act or acts in question create a hostile environment at school for the target student, infringe on the rights of that student at school, or substantially disrupt the education process or the orderly operation of the school.

Students or parents of students who are being bullied should report their concerns to the school administrator.

IV. Public Display of Affection (PDA)

Anything beyond handholding is prohibited and will be subject to discipline in accordance with the policy below.

V. No Open Containers

This includes soda pop cans, soda pop bottles, energy drinks, bottles and cans of any kind, cups with liquid. Students may bring containers with lids for water only, however, these will be subject to inspection and testing for alcohol content.

DISCIPLINE

I. Discipline Ladder

If a problem cannot be resolved by the staff member it may be referred to the Administration, and Administration will:

- Provide additional intervention as needed to correct problem behavior or to resolve conflicts.
- Determine appropriate consequences (e.g., lunch detention, restriction);
- Determine if suspension is appropriate.
- Prepare suspension letter, set hearing dates; notify parent/guardian; review hearing rights with student.

II. Progressive Discipline

PRHS, based on severity of the offense, and the repeated nature of disciplinary offenses. Accordingly, offenses are broken down into Severe, Major, and Minor as described below. Please note the following:

1. Behavior and Counseling Contracts will be established for all Severe (Group I) offenses.
2. Law enforcement may be notified of offenses.
3. The Administrator will make the final decision.
4. A student may be suspended from school for violations of the Student/Parent Handbook or other school rules and regulations. While on a suspension or expulsion status, students are not allowed to attend school functions or extra-curricular activities, both on and off campus.

Restorative Practices

In all cases of discipline infractions, PRHS Assistant Principal reserves the right to seek a restorative and alternative approach that can use a team of teacher(s), social worker(s), counselor(s), counselor tech(s), and other instructional or residential staff to develop an alternative path of discipline measures that will create a wrap-round support system for students.

Severe Offenses (Group 1)

Severe Offenses (Group I) are those offenses that are serious in nature and without exception break Oglala Lakota Nation law, and/or state law, and/or federal law. Examples of Severe Offenses (Group 1) offenses include, but are not limited to the following:

drug/alcohol use or possession, arson, physical assault, fighting, sale or distribution of a controlled substance, inciting a riot, possession of a weapon, fighting involving a weapon, bomb threat, gang activity, sexual misconduct and harassment, disorderly conduct – displaying aggression, violent language and or verbal aggression.

Consequences for Severe Offenses (Group I)

Short Suspension – 3 days or less out of school with mandatory counseling

Long Suspension – 4 to 8 days out of school with mandatory counseling

Long-Term Suspension – 9 days or more days out of school, with due process hearing

Expulsion – Recommendation to the Principal for Expulsion

Type of Offense	1 st Offense/Incident	2 nd Offense/Incident	3 rd Offense/Incident
Selling/Distribution of Drugs/Alcohol	Short or Long Suspension	Long or Long-Term Suspension	Long-Term Suspension or
	<i>1st & 2nd Offense/Incident - Law enforcement will be notified</i>		Expulsion
	1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Contract		
Use, Possession of Drugs/Alcohol	Short or Long Suspension	Long or Long-Term Suspension	Long-Term Suspension or
	<i>1st & 2nd Offense/Incident - Law enforcement will be notified</i>		Expulsion
	1 st Offense – Mandatory Parent/ Student Conference – Establish a Behavioral and Counseling Contract		

Fighting – Inciting a Riot or Fight, Possession of a Weapon Possession, fighting with a Weapon (knife or any apparatus that can cause harm. Gun)	Short or Long Suspension	Long or Long-Term Suspension	Long-Term Suspension or Expulsion
	<i>1st Offense/Incident - Law enforcement will be notified</i> Recommendation for Expulsion		
Gang Related Activities (Including but not limited to recruitment, initiation, threatening or other equivalent behavior)	Short or Long Suspension	Long or Long-Term Suspension	Long-Term Suspension or Expulsion
	<i>1st & 2nd Offense/Incident - Law enforcement will be notified</i> 1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Contract		
Arson – Bomb Threat, False Fire Alarm, Fireworks	Short or Long Suspension	Long or Long-Term Suspension	Long-Term Suspension or Expulsion
	<i>1st & 2nd Offense/Incident - Law enforcement will be notified</i> 1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Contract		
Sexual Misconduct, Any Inappropriate Contact, Per incident	Short or Long Suspension	Long or Long-Term Suspension	Long-Term Suspension or Expulsion
	<i>1st & 2nd Offense/Incident - Law enforcement will be notified</i> 1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Contract		
Physical Assault	Short or Long Suspension	Long or Long-Term Suspension	Long-Term Suspension or Expulsion
	<i>1st & 2nd Offense/Incident - Law enforcement will be notified</i> 1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Contract		

Other Serious or Threatening	Short or Long Suspension	Long or Long-Term Suspension	Long-Term Suspension or
Behaviors that Involve/Cause Harm to Others including Severe Bullying (e.g. encouraging someone to engage in self-harm, threatening someone, taking someone's property with threat of force, spreading rumors that are intended to damage someone else's reputation)	<i>1st & 2nd Offense/Incident - Law enforcement will be notified</i> 1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Contract		Expulsion

Major Offenses (Group II)

Major Offenses (Group II) are those offenses/incidences that can be serious in nature and may break Oglala Lakota Nation law, and/or federal law. Examples of Major Offenses (Group II) offenses include, but are not limited to the following:

Theft, vandalism, misuse of computers, use or possession of tobacco products, drug/alcohol paraphernalia, disorderly conduct, instigating, video filming a fight, etc.

Consequences for Major Offenses (Group II)

Short Suspension – 3 days or less with mandatory counseling

Long Suspension – 4 to 8 days with mandatory counseling

Long-Term Suspension – 9 days or more, with due process hearing

Expulsion – Recommendation to the Principal for Expulsion

Type of Offense/Incident	1 st Offense/Incident with a Contract	2 nd Offense/ Incident	3 rd Offense/ Incident
Possession of Drugs/Alcohol Paraphernalia	Short Suspension	Long Suspension	Long-Term Suspension

	1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student		
Possession or Use of Vapes that contain THC	Short Suspension	Long Suspension	Long-Term Suspension
	1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student and or Related Education Session		
Extortion	Short Suspension	Long Suspension	Long-Term Suspension
	1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student		
Intimidation / Harassment/Bullying (Including but not limited to name calling, repeated incidents of minor bullying, rallying other students to bully someone)	Short Suspension	Long Suspension	Long-Term Suspension
	1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student		
Hazing	Short Suspension	Long Suspension	Long-Term Suspension
	1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student		
Vandalism and/or Theft	Short Suspension	Long Suspension	Long-Term Suspension
	1 st Offense/Incident – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student		
Sexual Harassment	Short Suspension	Long Suspension	Long-Term Suspension
	1 st Offense/Incident – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student		

Verbal Abuse of an Individual	Short Suspension	Long Suspension	Long-Term Suspension
	1 st Offense/Incident – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student		
Gang Related Activity (Displaying gang affiliation, including showing colors, flashing signs, marking territory, displaying gang tattoos)	Short Suspension	Long Suspension	Long-Term Suspension
Instigating, Video filming a fight & Other Similar Offenses	Short Suspension	Long Suspension	Long-Term Suspension
	1 st Offense – Mandatory Parent/Student Conference – Establish a Behavioral & Counseling Contract for Student		

Minor Offenses/Incidences (Group III)

Minor Offenses/Incidences (Group III) are those that may be characterized as disruptive in nature. Examples of Minor (Group III) offenses/incidences include, but are not limited to the following:

Insubordination, defiance, disrespect, dress code violation, truancy, ditching/cutting class, leaving class or campus without permission, profanity, public display of affection, violation of reasonable standard of right/wrong, failure to produce school identification badge, general misconduct, failure to follow directions, and failure to serve detention, minor disorderly conduct – minor disruption, unruly behavior, using tobacco vapes.

Consequences for Minor Offenses (Group III)

Verbal Warning with counseling referral

Written Reprimand with counseling referral.

In-School Suspension – 1 to 4 days with mandatory counseling

Short Suspension – 3 days or less with mandatory counseling

Long Suspension – 4 to 8 days with mandatory counseling

Type of Offense/ Incident	1 st Offense/Incident	2 nd Offense/Incident	3 rd Offense/Incident	4 th Offense/Incident	5 th Offense/incident
Public display of affection	Verbal Warning Counseling	Written Reprimand	Short Suspension	Short Suspension	Long Suspension
		Parent will be notified by certified Mail. Establish a Behavioral and Counseling Short-Term Contract	Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.		
Profanity	Verbal Warning Counseling	Written Reprimand	ISS/IDS 1-4 days	Short Suspension	Long Suspension
		Parent will be notified by certified Mail. Establish a Behavioral and Counseling Short-Term Contract	Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.		
Insubordination	Verbal/Written Reprimand	ISS/IDS 1-4 days	Short suspension	Long Suspension	Long-Term Suspension
		Parent will be notified by certified Mail. Establish a Behavioral and Counseling Short-Term Contract	Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.		
Dress Code Violation	Verbal/Warning Reprimand	Verbal Reprimand	ISS/IDS 1-4 days	Short Suspension	Long Suspension
		Parent will be notified by certified Mail. Establish a	Mandatory Parent/Student Conference – Establish a Behavioral and		

		Behavioral and Counseling Short-Term Contract	Counseling Long-Term Contract.		
Ditching classes	Verbal/Written Reprimand	ISS/IDS 1-4 days	ISS/IDS 1-4 days	Short Suspension	Long Suspension
	Parent will be notified.	Parent will be notified by certified Mail. Establish a Behavioral and Counseling Short-Term Contract	Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.		
Truancy	Verbal/Written Reprimand	ISS/IDS 1-4 days	Short suspension	Long Suspension	Long-Term Suspension
	Parent will be notified.	Parent will be notified by certified Mail. Establish a Behavioral and Counseling Short-Term Contract	Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.		
Leaving class or campus without permission	Verbal/Written Reprimand	ISS/IDS 1-4 days	Short Suspension	Long Suspension	Long- Term Suspension
	<i>Parent notification &/or contact law enforcement</i>	Parent will be notified by certified Mail. Establish a Behavioral and Counseling Short-Term Contract	Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.		
Use of Tobacco Vapes	Verbal Warning	Short Suspension	Long Suspension	Long- term Suspension	Expulsion

	Parent will be notified	Parent will be notified by certified Mail. Establish a Behavioral and Counseling Short-Term Contract	Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.		
Tardiness	Verbal Reprimand	Written Reprimand	ISS/IDS 1-2 days Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.	Short Suspension	
Violation of reasonable standards of right/wrong/ Bullying (including but not limited to name calling, excluding someone, deliberately disregarding someone else's feelings)	Verbal Reprimand	Written Reprimand	ISS/IDS 1-4 days	Short Suspension	Long Suspension
		Parent will be notified by certified Mail. Establish a Behavioral and Counseling Short-Term Contract	Mandatory Parent/Student Conference – Establish a Behavioral and Counseling Long-Term Contract.		

III. Discipline Terms Defined

Student Conference

A staff member will meet individually with the student to reduce or eliminate minor misbehavior.

Parent Contact

Staff member will contact parent via phone, email, mail, or in person regarding student minor misbehavior to elicit support/reinforcement of positive school behavior from home.

In-School Suspension (ISS)

When available, and prior to in-school suspension each student and their parent/guardian will be notified of the offense(s) leading to the ISS, and the duration of the ISS. Students serving an ISS will report to school at the usual start time but will be assigned to a special room to be supervised by school staff for the duration of the school day. Prior to commencing an ISS, the student will inform each of his/her teachers that they are serving an ISS and will collect any classwork that will be missed due to his/her ISS. On each assigned day of ISS, each student assigned to ISS is responsible for arriving on time and being prepared (student should bring all assigned classwork, any incomplete assignments, and something to read). Failure to do so may result in additional ISS. During ISS, students will not be allowed to interact with their peers. ISS students will eat lunch in the ISS room.

Parent Conference w/ Behavior Contract

Student and parent will meet with an Administrator to write and agree upon a behavior contract which includes any of the interventions and/or but not limited to a combination of any of the following additional interventions:

- Community Service
- Peer or Staff Mentor with Required Contact
- Counseling
- Suspension from Extracurricular Activities (including sports, after school activities, field trips)
- After School Homework
- Family Member to Attend Classes with Student
- All-Day Academic Support

IV. Discipline Appeals - Procedural Due Process

Information in the Student-Parent Handbook informs the students of their rights and responsibilities, school rules, and regulations governing behavior, and consequences for infractions of school rules and regulations. Every student and his/her parent(s)/guardian(s) need to study and know the school rules and regulations as well as their due process rights and responsibilities.

This section does not apply to any discipline EXCEPT suspension of 10 days or more, denial of enrollment, expulsion, or suspension from the bus service.

The school will work with students involved in infractions as detailed earlier in this Student-Parent Handbook in order to help students to reach their academic potential and overcome problems. However, in cases of severe/major infractions of school rules or repeated violations, students may be suspended for more than 10 days, or expelled. In cases where suspension exceeds 10 days, or the student is expelled, the student will be entitled to the due process rights outlined in this section.

Due Process Hearing (25 CFR § 42.7)

The Hearing will be held by the Principal or the Principal's designee. The Assistant Principal may suspend or expel a student immediately when there is evidence that the student poses a **serious and immediate danger** to the health or safety of himself/herself or others. However, if a student is suspended or expelled prior to a hearing, a hearing must be held within 10 days. If a student is not expelled or suspended prior to a hearing, the hearing will be held at the most reasonable time and as close as possible to the alleged infraction. All hearings will be closed, unless otherwise requested by the

student/parents. It is essential that each student be given an opportunity to present their defense against the charges made against them, and that the proceeding be fair and impartial.

Notification (25 CFR § 42.7(a))

Parents and students will be notified of charges within reasonable time prior to the hearing.

Specific Student Hearing Rights and Procedures (25 CFR § 42.8)

The student has the right to:

- Not to be compelled to testify against himself or herself.
- View documents and related records including written findings of fact and conclusions.
- Request deferral (delay) of hearing: The request must be in writing. The request must clearly state reason for deferral. The request must be submitted to the Principal two days prior to the hearing
- A private hearing
- Representation by legal counsel (at student/parent's expense)
- Presence of a student, parent/guardian or their designee
- Translator, if requested
- Appear on his/her own behalf.
- Produce witnesses and evidence on his/her behalf and to confront and examine all witnesses.
- Confront and cross examine an opposing witness or for the student's legal counsel to do so.
- To the record of the disciplinary action, including written findings of fact and conclusions.
- Have an allegation of misconduct and related information expunged from the student's school record if the student is found not guilty of the charges.
- Administrative review and appeal under school policy

The student may receive failing grades for failure to attend an alternative education program if offered. A student can, prior to, or at time of hearing, enter a plea of guilty at which time the case will immediately be referred to the Principal for review and final decision. While on suspension a student cannot request makeup work.

Appeal

A student will have the right to appeal the decision of suspension/expulsion to the Education Program Administrator (EPA) within 10 days from the date of receipt of the initial decision in accordance with school policy. If a student wins their appeal, the student will be allowed to make up any missed assignments within 3 days of his/her completion of the suspension.

V. Grievance Procedures

Student/Parent - Employee

If a parent and/or a student has a conflict with school staff, the following process should be used. This section does not apply in the case of any physical or sexual abuse. Physical or sexual abuse (including verbal sexual harassment) should be immediately reported to the assistant principal, and/or local law enforcement. If the differences are not settled informally between student/parent and employee, it is the

right of the parent/student and/or the employee to go to the employee's supervisor who will act as the mediator. Both sides of the dispute have the right to present a written or verbal statement and answer to the grievance.

Student - Student

If a conflict arises between students, the student should report the conflict to a staff member for advice on how the conflict can be resolved. If students' differences are not settled informally, it is the right of the student to go to a teacher/counselor, or the assistant principal. Both sides of the dispute have the right to present a written or verbal statement and answer to the grievance.

SPECIAL EDUCATION POLICY

I. IDEA.

The school will comply with the Individuals with Disabilities Education Act ("IDEA") 20 U.S.C. §§ 1400 et seq., P.L. 108-446) and its implementing regulations (34 C.F.R. Part 300). Disciplinary actions taken against a student covered under IDEA will be done in accordance with BIE's Notice of Procedural Safeguards, available at <http://www.bie.edu/cs/groups/xbie/documents/text/idc1-032083.pdf> and BIE Special Education Practices and Processes. <http://www.bie.edu/cs/groups/xbie/documents/text/idc-020377.pdf>. These documents will be provided in accordance with 34 CFR § 300.504 and to any parent/guardian or student upon request. If there is a conflict between this Handbook and the Special Education Practices and Processes or Notice of Procedural Safeguards, the school will follow the Special Education Practices and Processes or Notice of Procedural Safeguards.

II. Section 504 of the Rehabilitation Act of 1973

The school will comply with the requirements of the Rehabilitation Act of 1973, 29 U.S.C. §§ 794 (Section 504) and the U.S. Department of Interior implementing regulations (43 C.F.R. 17.501-17.570 (Subpart E)). Section 504 of the Rehabilitation Act of 1973, commonly called "Section 504," is a federal law that protects students from discrimination based on disability. Section 504 assures that students with disabilities have educational opportunities and benefits equal to those provided to students without disabilities. To be eligible, a student must have a physical or mental impairment that substantially limits one or more major life activity.

Pursuant to Section 504, the school is responsible to identify, evaluate, and determine eligibility, as well as, providing accommodations and services to eligible students with disabilities. BIE has a National Policy Memorandum to provide guidance on its Section 504 responsibilities. To access this policy: https://www.bia.gov/sites/bia.gov/files/assets/public/raca/national_policy_memoranda/pdf/NPM-EDUC-33_Section-504_FINAL_Signed_IssueDate_508.pdf or contact the school Section 504 Coordinator.

504 and Discipline

Students with disabilities are not exempt from school discipline codes. However, the student's disability will be taken into account when considering the appropriate disciplinary response for a 504 student. Special considerations apply to the long-term suspension of students with disabilities under Section 504. If a behavior is not related to a student's disability, then the disciplinary consequences are the same as for any other student without a disability. The vehicle for assessing the link between a behavior and a disability is a manifestation determination meeting.

Short-term removals (suspensions or expulsions for either 10 consecutive days or 10 days in aggregate) do not require more than normal due process. However cumulative short-term removals totaling more than 10 school days may be considered a "change in placement" and trigger certain procedural safeguards, including a manifestation determination.

Eligible students have the right to appropriate educational placement and services, the right to notice, and the right to review relevant education records.

504 Rights and Procedural Safeguards

As a student or parent/guardian, you have the right to:

EDUCATION

- Participate in and benefit from the school's educational programs without discrimination based on disability.
- If eligible, have your student receive accommodations under Section 504 of the Rehabilitation Act of 1973.
- Be provided an equal opportunity to participate in the school's nonacademic and extracurricular activities.
- Be educated in facilities and receive services that are comparable to those provided to students without disabilities.
- Receive accommodations and/or auxiliary aids and services to allow your child an equal opportunity to participate in school activities.
- Receive auxiliary aids and services without cost to allow your child an equal opportunity to participate in school activities. This does not include educational aids unrelated to your child's disability for which fees are imposed on parents of all children.
- Receive special education services if needed.

EDUCATIONAL RECORDS

- Examine all relevant records relating to decisions regarding your student's identification, evaluation, educational program, and placement.
- Obtain copies of educational records at a reasonable cost if the fee would effectively deny you access to the records. You will not be charged if the cost would keep you from reviewing the records.
- Request amendment of your student's educational records if there is reasonable cause to believe that they are inaccurate, misleading, or otherwise in violation of the privacy rights of your student. If the school refuses this request, it shall notify you within a reasonable time and advise you of the right to a hearing.
- A response to your reasonable requests for explanations and interpretations of your child's education records.

If you believe that BIE has discriminated against you or your child based on disability, you may file a complaint of discrimination with the U.S. Department of the Interior's Office for Civil Rights (OCR), or to file a complaint in federal court. Generally, an OCR complaint may be filed within 180 calendar days of the act that you believe was discriminatory. Director, Office of Civil Rights U.S. Department of the Interior 1849 C. Street, NW, MS# 4353 Washington, D.C. 20240 Telephone Number for the General Public: (202) 208-3235 Facsimile: (202) 208-6112 FedRelay: (800) 877-8339 TTY / ASCII

The person at this school who is responsible for Section 504 compliance is

Section 504 Coordinator: Emmaline Tallman

Telephone Number: 605-867-2887

SCHOOL SERVICES

I. Meal Cost

Schools are reimbursed for meals provided to all the students. However, parents, staff (except for those supervising students), and all other visitors are required to pay for their meals because these meals are non-reimbursable by USDA.

II. Cafeteria Rules (insert school cafeteria rules add/delete as needed)

- Students are to follow all school rules while in the cafeteria.
- Students are expected to model good behavior at all times.
- No tea, sodas, sports drinks, or energy drinks are allowed in the cafeteria (only bottled water, milk, and, and when served from the line, juice).
- All electronic devices must be out of sight in the cafeteria.
- Remove all head gear before entering the cafeteria.

- Students are to enter the cafeteria from the designated entrance.
- No cutting into the food line.
- Horseplay (e.g., shoving, running, shouting, fighting, throwing food) is not allowed.
- Each student is expected to clean the area he/she used.
- Each student must remove all trash (e.g., gum, paper) from his/her tray, disposing of it in the designated trash can.
- A student who wants a second helping must wait until everyone has been served once, and must use the same tray. Note: At times there will not be enough of some food items for seconds.
- Sponsors of after-school clubs, classes, tutoring, or sports must supervise their students during dinner at the cafeteria (if applicable).

III. Transportation – Please call the office for a bus schedule 605-867- 5198

Please remember that **riding the bus is a privilege** maintained by good behavior. Students are required to follow all school rules and procedures to ensure the safety of all on the bus. Unacceptable behavior and violation of the bus rules while on the bus may result in restrictions or suspension of bus privileges. If bus privileges are suspended for more than 5 days, students can appeal the suspension in accordance with the appeal process outlined above. The school provides daily bus service for day students and will only stop at designated locations.

- **Bus Change Requests** - A student must have a temporary bus pass in order to ride a different bus from the one assigned. To be eligible to receive a temporary bus pass, a parent must give written notice or call by 11:00 a.m. on the same day. PRHS Office staff will issue the temporary bus pass.
- **Activity Bus Run** –Once an activity bus schedule is determined, PRS will post on school website and Facebook page.
- **Transportation Cancellation due to Inclement Weather.** Families will receive a call from the school via ShoutPoint caller in the event of school closure due to weather.
- **Bus Rules - "Don't Lose Your Riding Privilege"**
 - Be on time.
 - Have respect for others and for the driver.
 - Remain in your seat.
 - For safety, keep the aisle and exits clear/
 - Be courteous. Never use foul language or obscene gestures.
 - Keep all body parts inside the bus.
 - Use of tobacco, alcohol, & drugs is prohibited.
 - No food or drinks on the bus
 - Do not damage any part of the bus; you and your parents will be responsible for repairs
 - For your own safety, do not distract the driver.
 - Listen to the bus driver.
- At the time of this publication, we are unable to provide a bus schedule. Per the Head Bus Driver, they will not know their schedule until they know the physical location of all

students. As soon as the Transportation Department determines a bus schedule, we will distribute it on our school website and Facebook page.

- However, the Head Bus Driver expects all students to get on the bus promptly because they will not wait longer than 2 minutes at each stop. The buses will make one route in each area and if the students do not get on the bus, the parents are responsible for transporting the students to school. Also, the parents are responsible for transporting students to and from any IHS clinic or court appointments. PRS does not have the resources to do so.

IV. School Library

The library welcomes all faculty and students who wish to read, learn, and/or study.

- **Checkouts** - Library books may be checked out at the discretion of the school.
- **Overdue Books** – Students who have overdue items will be limited to a single book until the overdue books are returned or renewed. At the end of the school year, all overdue books will be treated as lost or missing. Diplomas or certificate of completion may be withheld until a student clears any pending financial obligations with the school.
- **Requests for books** – Book requests from the staff and students are welcomed. All attempts will be made to obtain requested books for the library.
- **During class hours, all students must possess a pass from a teacher/staff member** - No hall passes will be given by the Librarian Technician.
- **Library Rules** –
 - Bring all materials needed before entering the library.
 - Do not bring food or drinks into the library.
 - Do not leave the library during class hours. without permission from the Librarian Technician or their designee
 - Keep voices down.
 - No running or horseplay allowed.
 - Keep the library clean.
 - Return books to designated areas for proper re-shelving.
 - Reference materials, magazines, and newspapers are not to be removed from the library.

V. School Health Services

The school Nurse/assistant, if available, will collaborate with staff members, parents, and students to promote a safe and healthy environment.

- **Student Illness Procedures** – Students are to remain home if they are ill or have a contagious illness. If a student becomes ill and cannot remain in class, the student will be sent to the school nurse/front office. The school nurse/administrator will contact the parent/guardian to pick up their child at the school. Parents are responsible for transporting student's home.
- **Dispensing Medication (Prescription and Over the Counter)** – Medications will be administered in accordance with the BIE's Medication Administration Policy which is attached as Appendix A.

- Only a nurse can distribute medication. At the time of this writing PRS does not have a school nurse. Please call the High School Assistant Principal at 605-867-5192 if your student has special medication needs.

VI. Medical Emergency

In case of an emergency (i.e., the need for urgent medical attention), the student will be immediately transported to the local health facility/hospital. The parent/guardian will be notified as soon as possible, and staff will remain with student until parent(s) or guardian(s) arrive.

VII. Athletics for High School)

- **Eligibility.** In most cases, a student is privileged with athletic eligibility for **only 4 seasons in each sport and 8 semesters of eligibility** after he/she enrolls in the ninth grade. PRHS follows the South Dakota High School Athletic Association rules for academic and age for extra-curricular eligibility. Students, including incoming freshmen and transfer students, must have on file a **physical examination** and, when appropriate, medical clearance to participate. Forms are available from the registrar. To participate in sports, each student must have a physical exam in accordance with SHHSAA. Transfer students must complete relevant paperwork with the Athletic Director to apply for eligibility.
- **Grade Check** Student Athletes and Managers **must be passing 4 classes** to play, per South Dakota High School Activities Association rules. The Athletic Director/Coaches/Staff will conduct a weekly grade check. If a student is failing any class, he/she will be placed on the study hall list. If the student is failing any class the next weekly grade check, he/she will be ineligible again for the following week. During ineligibility, the student may practice with the team, but he/she will not be allowed to dress out, sit with the team, travel, or take part in any scrimmage or athletic competition.
- **Additional Ineligibility.** Students must be attendance in all classes the day before and the day of any competition/game, unless particular arrangements are made with the Assistant Principal. Students participating in high school sports are not to participate in non-school sports during the season. Discipline infractions may result in the student being declared ineligible at the discretion of the coach, Athletic Director, and/or Principal. Any student caught using/possessing drugs, alcohol, paraphernalia, or tobacco will be suspended from athletics for the remainder of that sports season unless the students and parents agree to the student receiving an evaluation from a substance abuse counselor within 7 days of the infraction, and agree to follow the recommendations of the substance abuse evaluation.
- **Assigned Areas** Student Athletes and Managers will follow coaches' instructions and not leave assigned areas, such as gym, sports fields, hotel rooms, etc., without coaches' permission. Failure to follow this rule may result in immediate dismissal from the team, and other school disciplinary consequences.

Family Engagement Policy

PRS strives to educate teachers, support staff, administrators, and school board members, with the assistance of parents, about the value of parental contribution and the necessity of reaching out to, communicating with, and working with parents as equal partners. Specifically, the School strives to

- build ties between parents and the School.
- research, adopt, and implement model approaches to improving parental involvement;
- develop appropriate roles for community-based organizations and local businesses in parental involvement activities and provide other reasonable support for parental involvement activities as parents may request.

PRS believes that all parents and families want the best for their children. Educational research shows that children do their best when parents are enabled to play four key roles in their children's learning:

- Parents as teachers (helping children at home)
- Supporters (contributing to their skills to the school)
- Advocates (helping children receive fair treatment)
- Decision-makers (participating in joint problem solving with the school at every level)

PRS recognizes that parents/guardians are full partners with educators, administrators, school board members, and support staff, in achieving the best possible learning experience for each child. A strong program of two-way communication between home and school must be encouraged, continually evaluated, and maintained so that the school and community are connected in meaningful and productive ways.

In order to institute and maintain two-way communication with parents and to facilitate and maintain active parental involvement, our schools will:

- Continue to involve parents in the joint development of the school's improvement plan. If the school's improvement plan is not satisfactory to the parents of participating children, the school will submit any parent comments with such improvement plan when the school resubmits the improvement plan to the Bureau of Indian Education (BIE).
- Plan, implement, assess, and, as necessary, revise effective parent involvement activities to improve student academic achievement and the school's overall climate and performance
- Build the school's and the parents' capacities for strong parental involvement through collaborative school planning, ongoing two-way parent/school communication, and integration of parents into professional development and other school activities.
- Coordinate and integrate parental involvement strategies and activities such as parenting workshops which encourage and support parents in furthering the education of their children and which assist them in understanding and thereby avoiding the pitfalls (e.g., gangs, violence, drugs, teen pregnancy) faced by today's youth. Conduct with the involvement of parents, an annual evaluation of the content and effectiveness of the school's Parent Involvement Policy in improving the academic quality of the school, including identifying barriers to greater participation by parents in authorized activities. The findings of such evaluation will be

published, made available for review by parents, and used to design strategies for more effective parental involvement, and if necessary to revise the school's existing Parent Involvement Policy.

I. Student-Parent Handbook and Parent Involvement Policy

The schools will distribute the Student-Parent Handbook and Parent Involvement Policy to parents of all enrolled students. The school's administration will develop a School Plan for Parental Involvement that will explain the means by which the bulleted items above will be implemented and maintained.

II. Parent Advisory Committee

All schools have a Parent Advisory Committee (PAC) comprised of parents and school personnel. The PAC will convene for the purpose of developing the School Plan for Parental Involvement. Parents will be notified of the policy and the subsequent plan via easily understandable written correspondence. Monthly PAC meetings will be held **the first Tuesday of each month**. Parents are encouraged to be involved in an organized, on-going, and timely way, in the planning, review, and improvements of the school's Parent Involvement Policy and the joint development of any other plans, policies, and procedures. Upon request, a language interpreter will be provided for translations. The PAC policy and the subsequent plan will also be made available to the local community and updated periodically to meet the changing needs of parents and the school.

III. Parent-School Compact

The compact has been developed with parents of children served by programs described in the school improvement plan. The Parent-School Compact outlines how parents, the school staff, and students share the responsibility to build and develop a partnership for student achievement. Some of the main functions of the Compact are:

- Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, which enables the children to meet academic achievement standards of the Oglala Lakota Nation, the Bureau of Indian Education, and their designated state.
 - Clarify parents' responsibility for supporting their child's education through monitoring attendance and homework completion, and participation, as appropriate, in decisions relating to their child's education and positive use of extracurricular time
 - Emphasize the importance of two-way communication between instructional staff and parents on an on-going basis through:
 - Quarterly parent-teacher conferences
 - Frequent communication to parents about their child's progress
 - Volunteer opportunities
- The Parent-School Compact will be reviewed and updated annually by the Parent Advisory Committee.

IV. Student Responsibilities

- To be in school every day and all day
- To provide supporting written documentation (e.g., an appointment slip) for any absences.
- To follow the school's checkout policy as stated above.
- To inform your teacher(s) of an impending absence

- To advocate for yourself and to stay informed about your academic progress.
- To know your legal responsibilities and your liabilities as a student and to abide by all local, state, tribal, and federal laws and regulations.

V. Annual Meeting

As required by policy all schools are required to hold an annual parent meeting to:

- Inform parent of the school's status
- Explain the requirements of programs.
- Answer questions about parental rights
- Present annual assessment data
- Summarize the content of the school's improvement plan and planned parental involvement activities, to include:
 - Monthly Parent Advisory Committee meetings throughout the year, to which all parents will be invited. The meetings will promote two-way parent school communication and increased parent involvement in each student's education.
 - Monthly parent newsletter & Principal's letter to parents
 - Three-week progress reports and semester report cards
 - Parent teacher conferences and other meetings with teachers/staff as appropriate and/or as requested by parents to formulate suggestions and to participate in decision relating to the education of their children, with the school responding to any such suggestion as soon as practically possible.
 - Possible in-depth parent training throughout the school year
 - NASIS Parent Portal Access to Relevant Student Information
 - Understanding Your Child's Assessment Data
 - NWEA Learning Continuum
 - Cyber Bullying
 - Health and Wellness
 - Curriculum of the Home
 - Volunteering at the School (including background check process)
 - Lakota Culture
 - Common Core State Standards (English/Language Arts and Mathematics)
 - Next Generation Science Standards
 - School Improvement Model
 - Outside Resource Support Programs
 - Other topics as recommended by the PAC.

FEPPA Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FEPPA), a federal law, requires that Pine Ridge School, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, PRS may disclose appropriately designated 'directory information' without written consent, unless you have advised the school to the contrary in accordance with school procedures. The primary purpose of directory information is to allow

PRS to include this type of information from your child's education records in certain school publications. Examples include:

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

APPENDICES

South Dakota High School Graduation Requirements

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

ADVANCED ENDORSEMENTS

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

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

ADVANCED ENDORSEMENT REQUIREMENTS		ADVANCED CAREER ENDORSEMENT REQUIREMENTS	
<i>Indicates a student has pursued coursework consistent with entrance requirements for postsecondary education at a university.</i>		<i>Indicates a student has career experience in a concentrated area, based on academic and/or workplace experience and a related credential.</i>	
4 UNITS OF LANGUAGE ARTS must include: • Writing: 1 unit • Speech or Debate: .5 unit • Literature: 1 unit (must include .5 unit American Literature) • Language Arts electives: 1.5 units	1 UNIT OF FINE ARTS	4 UNITS OF LANGUAGE ARTS must include: • Writing: 1 unit • Speech or Debate: .5 unit • Literature: 1 unit (must include .5 unit American Literature) • Language Arts electives: 1.5 units	1 UNIT OF FINE ARTS
3 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Geometry: 1 unit • Algebra II: 1 unit	½ UNIT OF PERSONAL FINANCE or ECONOMICS	3 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Mathematics electives: 2 units	½ UNIT OF PERSONAL FINANCE or ECONOMICS
3 UNITS OF SCIENCE must include: • Biology: 1 unit • Other Lab Sciences: 2 units	¾ UNIT OF PHYSICAL EDUCATION	3 UNITS OF SCIENCE must include: • Biology: 1 unit • Science electives: 2 units (a state-approved computer science course may be used as 1 unit elective)	½ UNIT OF PHYSICAL EDUCATION
3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • Social Studies electives: 1.5 units	½ UNIT OF HEALTH or HEALTH INTEGRATION	3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • Social Studies electives: 1.5 units	½ UNIT OF HEALTH or HEALTH INTEGRATION
1 UNIT OF ANY COMBINATION of the following: • Approved Career & Technical Education • Capstone Experience • World Language	5 ½ UNITS OF ELECTIVES	2+ UNITS OF ANY COMBINATION of the following: • Approved Career & Technical Education units from the same career cluster OR • Capstone Experience AND Attainment of an industry-recognized credential or National Career Readiness Certificate of Silver or higher	4 ½ UNITS OF ELECTIVES

ADVANCED HONORS ENDORSEMENT REQUIREMENTS

Indicates a student has pursued advanced rigorous, academic coursework consistent with §13-55-31 (High school course requirements for opportunity scholarship eligibility).

All high school coursework completed with a "C" or higher

4 UNITS OF LANGUAGE ARTS must include: • Writing: 1.5 units • Speech or Debate: .5 unit • Literature: 1.5 unit (must include .5 unit American Literature) • Language Arts electives: .5 unit	1 UNIT OF FINE ARTS	3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • World History: .5 unit • Geography: .5 unit • Social Studies electives: .5 unit	½ UNIT OF HEALTH or HEALTH INTEGRATION
4 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Geometry: 1 unit • Algebra II: 1 unit • Advanced Mathematics: 1 unit (details at sdos.sdbor.edu/require/require.html)	½ UNIT OF PERSONAL FINANCE or ECONOMICS	2 UNITS OF ANY COMBINATION of the following: • Approved Career & Technical Education OR • Modern or Classical Language (including American Sign Language); must be in the same language	2 ½ UNITS OF ELECTIVES
4 UNITS OF SCIENCE must include: • Biology: 1 unit • Any Physical Science: 1 unit • Chemistry or Physics: 1 unit • Science elective: 1 unit	½ UNIT OF PHYSICAL EDUCATION		

A **state-approved advanced computer science course** may be substituted for 1 unit of a science elective in the High School Diploma and Advanced Career Endorsement. It may not replace Biology. It may not count for the Advanced and Advanced Honors Endorsements. A list of approved courses is available at <http://doe.sd.gov/gradrequirements>.

Academic core content may be earned for an **approved career and technical education course**. Approval to offer credit must be obtained through a CTE for Core Content application with the Department of Education. Visit <http://doe.sd.gov/cte/corecontentcredit.aspx> for application details.

A district may offer credit for extracurricular **Fine Arts** activities. Students may be granted up to one credit in Fine Arts for participation in extracurricular activities. A maximum .25 credit may be granted for each activity in each school year.

Students are required to take .5 unit of **Health** at any time during grades 6-12. A district may choose to integrate Health across the curriculum at the middle or high school level in lieu of a stand-alone course.

“Double dipping” is not allowed. Courses may not be counted more than once to fulfill high school graduation requirements. For example, Economics cannot meet both the Social Studies elective credit requirement and the Personal Finance or Economics credit requirement. It can only meet one of the requirements. A course may count to meet both the base high school diploma and advanced endorsement(s) requirements. For example, Algebra I can meet both the high school diploma requirement and any or all of the advanced endorsement requirements.

Appendix B

STUDENT AND PARENT HANDBOOK

ACKNOWLEDGEMENTS AND VERIFICATION

By signing this page, you are acknowledging and verifying that you have received and take the responsibility to review with your student this handbook, including without limitation, the school's policies, school bus privileges, due process, etc.

This form must be returned to each child's school within 10 days.

Student Name: _____

Student's Grade: _____

Parent Name: _____
PRINT NAME

Parent/Guardian Signature: _____ Date: _____
SIGNATURE

Discipline Procedures – Discipline Expectations and Consequences

As a parent of a student in Pine Ridge School, you have the right to a quality education for your student. To make sure that every student enjoys that right, the School has established procedures regarding disruptive behavior. The procedures for student responsibilities are designed to create an orderly environment that is safe for all students and staff. The rules are reasonable and fair, and they are the same at every level in the school. We ask that you carefully read the infractions and the consequences. Pine Ridge School has severe consequences for drugs, alcohol, weapons, bullying, or threatening behavior. Any such act may result in a recommendation for expulsion. Some infractions may result in a referral to a local Bureau of Indian Affairs law enforcement agency, OST Tribal Police, Juvenile Detention Center/Court Services, and LOWO in addition to school consequences such as suspension or expulsion.

SIGNATURE OF PARENT/GUARDIAN

DATE

SIGNATURE OF STUDENT

DATE

Appendix C

Bureau of Indian Education
Student Incident Report
(Modified 11.12.2015)

Part I:

Student Name: _____
Date of Incident: _____ Time of Incident: _____
School Category or Offense: _____ Age: _____ Grade: _____
Location of Incident: [] School [] Dormitory [] Other (specify): _____
School Name: **Pine Ridge High School** NASIS Code _____

** If alcohol or drug-related, complete Attachments A, B & C.*

Part II: Description of Incident – what happened? (Attach additional sheets as needed)

_____ Were other students involved? Yes/No If yes how many? _____

Part III: Student's Response:

Part IV: Action Taken by Administrator:

Part V: Indicate persons who were notified of incident:

[] Parent/Legal Guardian: _____ Phone Number: _____ Date: ___/___/___
[] Law Enforcement: _____ Date: ___/___/___
[] Hospital/EMT: _____ Date: ___/___/___

Student Signature: _____ Date: ___/___/___

Part IV: Certification:

I certify that the information contained in this report is true and correct to the best of my knowledge

_____/_____/_____
Staff Signature: _____ Date: _____ Telephone number: _____

Distribution:

FAX a copy to Michelle Begay, Program Specialist: 505.563.5292 – or – e-mail: michelle.begay@bia.edu
Education Line Office
School Safety Specialist – Eric North—Fax 505-563-5345 or e-mail eric.north@bie.edu.



Pine Ridge High School

Home of the Thorpes

GRADE CHANGE FORM

Student Name: _____

Class Name: _____

Class Year: _____ Class Semester: _____

Current Grade of Class: _____ Grade After Change: _____

Reason For Change: _____

Student Signature: _____

Teacher Signature: _____

Counselor Signature: _____

Principal Signature: _____

Pine Ridge High School
Vehicle Policy for Students

It is a privilege for a student to bring a vehicle to school. Students may drive personal vehicles to and from school during regular school hours. Students must secure a vehicle pass from the High School Office when the vehicle is brought on to school premises. To receive a vehicle pass, the student must present a valid drivers license, current registration, and insurance.

Only one vehicle pass is valid for one academic year. Parking lots designated for student use are available on the school campus. Any student parked in other areas on the school campus is subject to towing and loss of vehicle privileges. Loitering is not permitted in the any parking lot. At no time is a student to be near any vehicle parked in any lot. Students may not at any time transport other students or drive without written request from parent that must be turned into the office. The school is not responsible for damage or theft. All vehicles must be registered with the Dean of Students.

VEHICLE AGREEMENT
PINE RIDGE HIGH SCHOOL

Date _____

Students Name _____

Grade _____ Assigned Vehicle Pass NO. _____

STATEMENT TO BE READ AND SIGNED BY STUDENT/PARENT

I UNDERSTAND AND ACCEPT MY PERSONAL RESPONSIBILITY FOR FOLLOWING ALL INFORMATION AND EXPECTATIONS OF THE VEHICLE POLICY.

(STUDENT SIGNATURE) (DATE)

I HAVE HAD THE OPPORTUNITY TO REVIEW THE POLICY AND ACCEPT MY RESPONSIBILITY FOR HELPING MY SON/DAUGHTER TO UNDERSTAND AND LIVE UP TO ALL EXPECTATIONS AND GUIDELINES

(PARENT SIGNATURE) (DATE)

THIS FORM MUST BE SIGNED AND RETURNED TO THE PINE RIDGE HIGH SCHOOL OFFICE.

Appendix F

2019-20 PINE RIDGE SCHOOL/PARENT COMPACT

As a school, we will:

- Provide an effective learning environment that is safe and that enables the student to meet the State's student academic achievement standards
- Provide ongoing two-way communication between teachers and parents through parent-teacher-student conferences and frequent reports to parents
- Provide reasonable access to staff through an "open door" policy
- Provide opportunities for parents to volunteer and participate in their child's class and observe classroom activities
- Provide a mutually respectful relationship between all parties (students, parents, teachers, and volunteers)

As a parent, I will:

- Support my child's learning by ensuring that he/she has proper rest and nutrition and attends school on time and on a regular basis
- Support my child's learning by reading with him/her
- Help set a positive tone for learning with my child
- Strive to make positive use of my time with my child ("quality" one on one time)
- Participate in decisions relating to the education of my child through a mutually respectful relationship with school staff
- Provide a mutually respectful relationship between all parties (students, parents, teachers, and volunteers)

As a student, I will:

- Proudly follow the behavioral expectations/Lakota values at our school.
- Ask questions when I am not sure about a lesson or an assignment
- Make good choices like paying attention in class, staying on task, doing my best, and working hard at my schoolwork
- Be the very best "Pine Ridge Thorpe" that I can be each and every day in order to work toward becoming WoLakota and dream without fear.

Parent Name _____

Student Name _____

Date _____

Teacher Name: _____

Appendix G

Pine Ridge School Parent and Family Engagement Policy

PINE RIDGE SCHOOL STRENGTHENS OUR WAZIAHAHA OWAYA TIYOSPAYE (PRS EXTENDED FAMILY)

TO BECOME EFFECTIVE LIFELONG LEARNERS DEMONSTRATING OUR LAKOTA VALUES TO DRAW KNOWLEDGE FROM THE PAST, ENHANCE THE PRESENT AND EMBRACE THE FUTURE FOR THE WELL BEING OF SELF, FAMILY AND COMMUNITY AND OYATE (NATION)

PART I. GENERAL EXPECTATIONS

The **Pine Ridge School** agrees to implement the following statutory requirements:

- Consistent with section 1116, the school will work to ensure that the required school level parental involved policies meet the requirements of section 1116 of the ESSA, and each include, as a component, a school-parent compact consistent with section 1116(b) of the ESSA.
- Schools will notify parents/family of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and update periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with who are economically disadvantaged, limited English proficiency, limited literacy, parents with disabilities, and or are of any racial or ethnic minority background including providing information and school reports required under section 1111 of the ESSA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents can understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESSA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency Pine Ridge School.
- The school will involve the parents of the children served in Title I, Part A schools in the decision about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 90 percent of the 1 percent reserved goes directly to the schools.
- The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parent, and the community to improve student academic achievement.

Appendix G

- The school will provide other reasonable support for parental involvement activities under section 1116 of the ESSA as the parents may request.
- Strengthen families' knowledge and skills to support and extend their children's learning at home and in the community.
- Connecting students and families to community resources that strengthen and support students' learning and well-being

3.

The Pine Ridge School will take the following actions to involve parents in the process of the school review and improvement under section 1116 of the ESSA

Invites parents to serve on school improvement committees and teams.

Inform parents of leadership team meetings.

Report on school improvement activities.

4.

The Pine Ridge School will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of the parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental and family involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents and family of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

Offering Incentives to attend.

Informing them of meetings.

5.

The **Pine Ridge School** will provide parents and family of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessments used to measure children's progress, and the proficiency levels students are expected to meet by:

Informational sessions during PAC meetings and Parent Teacher Conferences

Appendix G

The **Pine Ridge School** will at the request of parents and family, provide opportunities for regular meetings for parents and family to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

Responding to the request within 3 working days.

1.

The **Pine Ridge School** will provide each parent and family an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

Mailing parents/guardians grade reports at the end of each grading term

Mailing test results to parents and guardians

Provide opportunities for all stakeholders to meet and share knowledge.

6.

The **Pine Ridge School** will, to the extent feasible and appropriate, coordinate and integrate parental and family involvement programs and activities with Head Start Programs, FACE Programs, or other pre-school programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Creating and implementing a Kindergarten Transition Plan.

7.

The **Pine Ridge School** will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

Using Shout Point caller

KILI Radio Public Service Announcements

Posting announcements in public areas

Appendix G

ADOPTION

This School Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by Parent Sign-In Sheet.

This policy was adopted by the **Pine Ridge School** on _____ and will be in effect

For the period of the 2023-24 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before _____

PRS, School Board Chairperson

PRS, Principal

Bureau of Indian Education Title I Homeless Education & McKinney-Vento Programs

Definition of “Homeless” within the McKinney Vento Act (Title X, Part C, of NCLB)

The Term “homeless children and youths” --

(A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and

(B) includes--

(i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;

(ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));

(iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

(iv) migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii)

Pine Ridge School
Homeless Policy

Introduction

The McKinney Vento Act requires all state and local educational agencies to develop, review, and revise their policies to remove barriers to the enrollment and retention in school of children and youth experiencing homelessness. This policy was adapted from existing policies of LEAs around the country and the requirements of the reauthorized McKinney Vento Act and Elementary and Secondary Education Act (ESEA), and U.S. Department of Education regulations and guidance.

Policy

It is the policy of the Pine Ridge School to ensure that homeless children and youth are provided equal access to its educational programs, have an opportunity to meet the same challenging academic standards, and not segregated on the basis of their status as homeless and, further, establish safeguards that protect homeless students from discrimination on the basis of their homelessness.

Definition of Homeless Children and Youth

The term “homeless children and youths” means individuals who lack a fixed, regular, and adequate night time residence due to economic hardship.

It includes children and youths who:

- are temporarily sharing the housing of other persons due to loss of housing, economic hardship, or similar reason
- are living in motels, hotels, or camping grounds due to lack of alternative adequate accommodations
- are living in emergency shelters
- are abandoned in hospitals; or are awaiting foster care placement

Appendix H2

- have a nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings
- are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
- runaway children or children who are abandoned

Migratory children and unaccompanied youth (youth not in the physical custody of a parent or guardian) may be considered homeless if they meet the above definition.

Homeless status is determined in cooperation with parents or in the case of unaccompanied youth the school. Homeless status may be documented through the Bureau of Indian Education official form.

- Homeless families, children, and youths receive educational services for which they are eligible and referrals to other appropriate services
- The parents or guardians of a homeless child and any unaccompanied homeless youth are informed of the educational and related opportunities available to them and are provided with meaningful opportunities to participate in the education of the child/youth
- Public notice of the educational rights of homeless children and youths is disseminated at the school
- Compliance with all policies and procedures and mediate enrollment disputes
- Coordination of services between Pine Ridge School and other homeless family service providers
- Assistance is provided to the children and youth who do not have immunizations, or immunization or medical records, to obtain necessary immunizations, or immunization or medical records
- Students are not segregated on the basis of their status as homeless
- Programs for homeless students are coordinated with other federal and local programs

A. Medical Forms

**ATTACHMENT A
BUREAU OF INDIAN EDUCATION
AUTHORIZATION TO ADMINISTER PRESCRIBED/OVER-THE-COUNTER MEDICATION**

PART I—TO BE COMPLETED BY THE PARENT/GUARDIAN

I hereby request and authorize designated and properly instructed school personnel to administer prescribed medication as directed by the prescribing physician or other duly licensed provider (PART II below). I certify that I have legal authority to consent to the administration of prescribed medication following the provider's order. I understand additional prescriber/parent authorizations will be necessary for each medication to be administered, and if the dosage of the medication is changed. If necessary, I authorize the designated school health care official to communicate with the prescriber or the student's health care provider as allowed by HIPAA.

STUDENT INFORMATION					
Student Name _____	Date of Birth _____	Gender M ___ F ___			
Last	First	MI			
School _____	Grade _____	School Year _____	Height (Inches) _____	Weight (lbs) _____	
List all medication(s) student is taking, including over-the-counter medication(s): _____					
List any known drug allergies/reactions: _____					
Parent/Guardian Signature _____			Date _____		
Contact Number(s): _____		(Day) _____	(Evening) _____		

PART II—TO BE COMPLETED BY THE PRESCRIBER

PLEASE USE A SEPARATE FORM FOR EACH MEDICATION	
Name of Medication: _____	Diagnosis: _____
Dosage: _____	Time(s)/Frequency to be given: _____
Route of Administration: _____	PRN (as needed) ___ Yes ___ No If PRN, (signs/symptoms): _____
Side Effects: _____	
Begin Medication: _____	Stop Medication: _____
Date	Date
Special Instructions:	
Refrigeration required? ___ Yes ___ No	
Is medicine a controlled substance? ___ Yes ___ No	
Is this an emergency self carry/self administration medication? ___ Yes ___ No	
Has student been instructed in the proper self administration of medicine? ___ Yes ___ No	
Prescriber's authorization for self carry/self-administration of emergency medication: _____	
	Signature _____ Date _____
Prescriber's Name/Title: _____	Phone _____
(Type or Print)	
Address: _____	Fax _____
Prescriber's signature: _____	Date _____

PART III—TO BE COMPLETED BY School Nurse/Other Duly Licensed Health Care Provider

- Parts I and II above are completed, including signatures.
- Prescription medication is properly labeled by a pharmacist and within the expiration date.
- Medication label and prescriber order are consistent.
- Over-the-counter medication is in an original container with manufacturer's dosage label intact.

Principal/Authorized School Personnel Signature _____ Date _____

2023-2024
School Calendar

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

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

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

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

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

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

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

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

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

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

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

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

Regular School Day	PTC	Instructional Days:	180
Federal Holiday	Mid Quarter Grades Due	Admin Work Days:	6
Inservice Day	Quarter Ends	Federal Holidays:	9
School Inservice	Senior Grades Due	School Vacation Days:	14

1st Qtr Ends	October 20th	45 Days	Fridays will be half days - indicated in BOLD
2nd Qtr Ends	January 12th	43 Days	
3rd Qtr Ends	March 15th	43 Days	
4th Qtr Ends	May 28th	49 Days	May 17th - High School Graduation