

PINE RIDGE HIGH
SCHOOL HANDBOOK
2016-2017



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Pine Ridge School

2016-2017 School Calendar

August 2016						
Su	M	Tu	W	Th	F	S
	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			

September 2016						
Su	M	Tu	W	Th	F	S
				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	

October 2016						
Su	M	Tu	W	Th	F	S
						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					

November 2016						
Su	M	Tu	W	Th	F	S
		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			

December 2016						
Su	M	Tu	W	Th	F	S
				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

January 2017						
Su	M	Tu	W	Th	F	S
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				

February 2017						
Su	M	Tu	W	Th	F	S
			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				

March 2017						
Su	M	Tu	W	Th	F	S
			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	

April 2017						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	Prom	22
23	24	25	26	27	28	29
30						

May 2017						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	Grad	20
21	22	23	24	K/8	Staff	27
28	29	30	31			

- !!!! No School
- !!!! Half Day
- !!!! Holiday
- !!!! In-service/Register50/50
- Last Day/Mid/Quarter
- !!!! School Day
- !!!! PTC

Aug.- 8 ½ -2 April-18 ½-1
 Sept.- 21 May-19 ½-1
 Oct.- 19 ½ -1
 Nov.- 18 ½ -1
 Dec.- 9 ½ -1
 Jan.- 18 ½ -2
 Feb.- 19
 March.-21 ½ -2 Days-180

Full Days-168	Hrs.-6.3
Half Days-12	Hrs.-3.5
Total- 180	Hrs.-

“Let us put our minds together and see what life we can make for our children.” – Sitting Bull

INFORMATION

SCHOOL BOARD MEMBERS

Clarence Conroy	Ramona Pedregon
Thomas Conroy	Ron Pond
Gerald Big Crow	

CONTACT INFORMATION

<u>ADMINISTRATION CONTACTS</u>		<u>HIGH SCHOOL CONTACTS</u>	
	<u>605-867-5198</u>		<u>605-867-5191</u>
	<u>605-867-5482</u>		
Michael Carlow	Principal	Linda One Feather	Asst. H.S. Principal
Tracy Walking	Admin. Secretary	Michele Means	Dean of Students
Waysha White Face	Business Manager	Peggy Phelps	H.S. Counselor
Bill Pulliam	Food Service Manager	Dennis Dolezal	H.S. Counselor
		Lyle LeBeaux Sr.	Athletic Director
Melvin White Bull	Transportation	Michelle Y.B.-Steele	H.S. Secretary
605-867-1143/605-685-3780		Reno Red Cloud	Attendance
		Martha Protector	Registrar
Kevin Shot With Arrow	Special Ed.		
605-867-2778			
Alice Bad Heart Bull	Dorm		
605-867-5237			

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FORWARD

This handbook is a guide to inform all parties involved of the basic rules and responsibilities of being part of the Pine Ridge School learning family. These rules are in place to make our school a safe and educational environment.

Pine Ridge School staff is here to help, motivate, support, and inform all students and their parents. This handbook outlines expected student conduct, and consequences. School staff will review expectations with students and it is the responsibility of the parent(s)/guardian(s) to review the responsibilities of being a Pine Ridge School student.

There is an open door policy for parents and guardians to come in and visit with school 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. Parent(s)/guardian(s) may call for an appointment any time you have concerns (867-5191 or 867-5198).

PINE RIDGE SCHOOL MISSION STATEMENT

Pine Ridge School empowers the school community to be lifelong learners in a global and dynamic world reflecting the Lakota values of respect, wisdom, courage, generosity and Ikopesni Ihanbla (Dream without Fear) for enhancing the ability to know who they are, where they come from, and where they are going.

PURPOSE

The purpose of the Pine Ridge High School Attendance Policy reflects our desire to have each student attend all classes and arrive on time. Students and parents should familiarize themselves with the provisions and procedures of the policy. It is expected that parents will support the intent of the policy and encourage their students to have good attendance. Pine Ridge School is dedicated to making our students High School experience the best and most memorable time of their lives. As with all aspects of a student's academic career attendance is an important part of each student's permanent record as it reflects their commitment to their pursuit for higher education as it prepares them for the future and their workforce careers.

It is our belief at Pine Ridge High School that there is a clear and positive correlation between student learning and consistent/prompt attendance in class; this requires a continuity of attendance and effort. We also strongly believe that what occurs in class is vital to student learning so we encourage and expect perfect attendance by all of our students that attend PRHS. Additionally, Pine Ridge High School understands that many of our students face unforeseen hardships, personal issues and difficult home life situations so we have dedicated ourselves to fostering the many aspects of Wolakota into the school processes and programs to assist all of our students.

At all times during the school year, student safety and conduct is of the utmost importance; therefore all policy and procedures contained herein must be followed and understood by school staff, parents or legal guardians, and the students.

LEGAL NAME

Pine Ridge High School shall be the official name of the school located in Pine Ridge, South Dakota.

COUNSELING DEPARTMENT

COUNSELORS

Counselors are available for students to discuss personal issues, school or family relationships, drugs, alcohol, abuse, suicide, career planning, scheduling, making appropriate referrals to agencies, or any other problem a student might have. Students are encouraged to contact the high school counselors regarding questions and problems.

COURSE TEST OUT PROGRAM

Students may apply to challenge courses specifically identified by the Department of Education. A student who is in the grades of 9-12 will be allowed to test out of and receive up to eight (8) credits toward high school graduation. A student will be allowed to challenge a course only once. In order for credit to be given for the course challenged, the student will have to have earned a score of 85 percent on the final exam located in the State of South Dakota Department of Education. The credit for the challenged course will be recorded a TST (tested out) on the student's transcript and will not affect the student's grade point average and class rank. If the student desires a letter grade for the challenged course for scholarship or college admissions, the student will submit a written request to the counselors for a grade. This request will be no later than the last day of the first semester of the student's senior year. When a letter grade is given, the letter grade must be calculated in the high school grade point average and class rank.

DEADLINE FOR STUDENT SCHEDULES

Students will have five days from the start of each semester to finalize their class schedules. No changes can be made after that time unless approved by the counselors and teachers, teachers, and the High School Assistant Principal.

EARLY ENTRY – COLLEGE COURSE OPPORTUNITIES

Pine Ridge High School works closely with Oglala Lakota College to provide students with the opportunity to achieve college credit under a specific category called "Early Entry." This program is offered to senior and junior students who carry a cumulative GPA of 2.0 or better and would like to enroll into college core classes. The student must receive a letter of support from the counselor before being allowed to register for courses. Tuition and fees are waived through OLC. The student will do an application to request credit and grades from the college class to apply to high school graduation requirements. It will then be determined as a dual credit class. The early entry OLC class

will receive a higher weight on the GPA scale. The scale for the early entry classes are: A=5, B=4, C=3, D=2. Pine Ridge High School will pay for college book costs.

GRADE CLASSIFICATION

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

- Freshmen-----0-4.99
- Sophomore---5-10.99
- Juniors-----11-14.99
- Seniors-----15 on

No grade level changes will be made until the end of the 2nd semester of that school year.

GRADING SYSTEM

The following percentage grading scale will be used:

- A 90-100
- B 80-89
- C 70-79
- D 60-69
- F 0-59

Attendance is important to student’s knowledge retention. Grades will be affected by student’s absences. The final grade in any given class is based on the individual teachers’ requirements set forth in their respective syllabus and subject to the attendance requirements listed in the student handbook.

- A Less than 9 absences
- B 9-17 absences 10%
- C 18-26 absences 20%
- D 27-35 absences 30%
- F 36 or more

GRADUATION REQUIREMENTS

Pine Ridge High School: Required Courses

22 Credits to Graduate

English 4 Credits

- 9th Grade: Comp/Lit/Grammar 1 credit
- 10th Grade: Literature-Speech 1 credit
- 11th Grade: Comp/Gram.-Am. Lit. 1 credit
- 12th Grade: Comp/World Lit. 1 credit

Math 3 Credits

- Algebra 1 1 credit
- *Algebra 2 1 credit
- *Geometry 1 credit

Lakota Studies 2 Credits

- Lakota Arts/Culture/Native Literature .5 credit
- Lakota Language 1 credit

****2 Credits of language if a Regent Scholar/college admissions****

- Native American History .5 credit

Fine Arts 1 Credit

- Art ½ / Ceramics/Photography/Music 1 credit
- Music .5 credit

Physical Education 1 Credit

- P. E. or Conditioning/Fitness .5 credit
- Health .5 credit

Electives 4 credits

Science 3 Credits

- Earth Science 1 credit
- Biology 1 credit
- *Chemistry/Physics 1 credit

Social Studies 3 Credits

- World History .5 credit
- Geography .5 credit
- U.S. History 1 credit
- U.S. Government .5 credit
- Economics/Personal Finance .5 credit

Practical Arts 1 Credit

****One unit of the following-any combo****

Practical Arts 3.5 credit

- Woods .5 credit
- Career Ed. .5 credit
- Foods/Nutrition .5 credit
- Textiles .5 credit
- Autos (when available) .5 credit

*With school and parent/guardian approval, a student may be excused from this course in favor of a more appropriate course but still must fulfill the credit requirements for that subject area.

The curriculum at Pine Ridge High School is designed to facilitate student entrance to college, particularly in South Dakota and the surrounding states. Examples include:

Entrance Course Requirements for South Dakota Regional Colleges and Universities:

- Four years of English
- Three years of Social Studies
- One year of Fine Arts
- Three years of Math (Algebra I and above)
- Four years of Science/laboratory
- 2 years of a Second language

The division of Elementary and Secondary Education, and the Board of Regents, officially recognize seniors committed to academic excellence by issuing Regent Scholars Diplomas to those graduating seniors with a grade point average of no less than 3.0 in the following courses:

4 units of English	4 units of Mathematics
3 units of Science	3 units of Social Science
2 units of one Second Language	

Students awarded the Regent Scholars Diploma are automatically admitted to any South Dakota college controlled by the Board of Regents.

ENROLLMENT INFORMATION

ACADEMIC ENROLLMENT/TRANSFERS

Each student must have a record of his/her immunizations, birth certificate, Social Security card, degree of Indian blood (if applicable). New freshmen need a copy of their eighth grade diploma and test scores.

Students transferring after the semester has begun must meet the following criteria before being admitted to Pine Ridge High School:

1. Student must be passing in all subjects enrolled in,
2. Student must not have been released from transferring school for disciplinary reasons,
3. Students must meet the same eligibility requirements as currently enrolled Pine Ridge School students.

GENERAL SCHOOL INFORMATION

Individual classroom teachers may modify rules at their discretion for the safety of students and benefits of learning.

ANNOUNCEMENTS

Daily announcements are posted on the NASIS program. Teachers may review them with students. Announcements may also be made over the public address system but usually during the first five (5) minutes of class.

ASSEMBLIES

Student behavior will be respectful and courteous at all times. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole. Unacceptable conduct includes whistling, unnecessary or inappropriate clapping, excessive and distracting talking, no hats and hoods, no earphones, and no use of electronic devices, etc. Staff members will escort their classes to the assembly.

BUILDING MAINTENANCE

In order for our students to have pride and feel safe within the schools they have respect for one another and their surroundings. This attitude also means reverence for our buildings and school property. Every student must share the responsibility for keeping the building and grounds clean. Students should do their part by picking up after themselves. This includes keeping the grounds clean and free of trash. In the building, paper should be kept off the floor, desks should be kept free of marks and cuts; black marks should not be purposely put on the floor; the building, furniture and equipment should be treated so as not to incur damage. Theft, misuse, careless handling, or other abuse of school property will not be tolerated. There will be full restitution of value as well as disciplinary action for such abuse. Students caught damaging school property or the facility will be suspended from school until full restitution is made by the student or parent/guardian.

CAMPUS SECURITY

The secure and safety of students is top priority for the Pine Ridge School, administration and staff. Many strategies have been put in place to ensure a positive learning environment and student safety at all times. The school administrators and the school safety committee will cooperate with the School Security Officer to maximize safety, security, and response during a crisis.

As parents and guardians, you encourage your student(s) to work with school officials to share any information that contributes to creating a positive learning environment and may help prevent a crisis situation. Administrators will communicate with parents and students during the year the numerous safety and security strategies that are in place and constantly changing to include the best practices for school safety.

CAMPUS VISITORS

Each visitor must report immediately to the High School Office. After receiving permission to be on school, the visitor will sign in and be issued with an official visitor's pass that must be visible at all times while on school premises. Each visitor must sign out at the High School Office. No student visitors will be allowed from 7:30 am to 4:30 pm. Supervised student groups may visit the school with appointment approval and authorization through the High School Principal. Outside solicitation is prohibited without proper consent from the Superintendent.

CELL PHONES

Parents are encouraged to have their students leave their cell phones home. Pine Ridge School is not responsible for lost cell phones or electronic devices. Cell phone usage during instructional time will be regulated by teachers in their classroom setting.

Individual classroom teachers may modify rules in their classroom at their discretion for the safety of students and benefits of learning with administrative approval.

CLEANUP

At the end of each class period, students are responsible for straightening up their area. Desks should be cleared of paper and other debris. The floor should be cleaned around each student's desk.

CLASS AND BUILDING HOURS

High school begins at 8:15 a.m. and ends at 3:30 p.m. on normal days. High school students should not arrive earlier than 8:00 a.m. and should be out of the building by 4:30 p.m., unless they are under the direct supervision of a staff member. The normal daily class schedule is as follows:

REGULAR SCHEDULE

1st Period	8:20-9:14
2nd Period	9:18- 10:12
3rd Period	10:16-11:10
4th Period	11:14-12:08
Lunch	12:08-12:38
5th Period	12:42-1:32
6th Period	1:36-2:30
7th Period	2:34-3:28

½ DAY-12:30 DISMISS

1ST	8:20-8:50
2ND	8:54-9:24
3RD	9:28-9:58
4TH	10:02-10:32
5TH	10:36-11:06
6TH	11:10-11:40
7TH	11:44-12:14
LUNCH	12:14

2 HOUR LATE START

1st Period	10:00-10:39
2nd Period	10:43- 11:22
3rd Period	11:26-12:05
Lunch	12:05-12:35
4th Period	12:38-1:17
5th Period	1:21-2:03
6th Period	2:07-2:45
7th Period	2:49-3:28

ASSEMBLY SCHEDULE

1st Period	8:20-9:06
2nd Period	9:10-9:56
3rd Period	10:00-10:46
4th Period	10:50-11:36
5th Period	11:40-12:26
Lunch	12:26-12:56
6th Period	12:56-1:42
7th Period	1:46-2:32
Assembly	2:36-3:28

ADVISORY (WEDNESDAY)

1st Period	8:20-9:10
2nd Period	9:14-10:04
3rd Period	10:08-10:58
Advisory Time	10:58-11:19
4th Period	11:23-12:13
Lunch	12:13-12:43
5th Period	12:47-1:38
6th Period	1:42-2:33
7th Period	2:37-3:28

CLASS ATTENDANCE

Students will remain in their assigned classrooms for the entire class period. Students must use student planners for passes out of the classroom.

CLASS MONEY

All money raised by each class in school-sponsored raising events becomes the property of the school and the respective class and cannot be spent unless it is approved by at least one class advisor and the Business Manager. Class money must be deposited with the Business Manager in the student activities account. Only school-sponsored organizations are allowed to fund raise. Individual student fund raising activities will be approved by the Assistant High School Principal.

FOOD/NOON BREAK

Pine Ridge High School is a closed campus, students are expected to eat at the dining room. No outside food/beverage delivered for students during school hours.

HOMEBOUND STUDIES

Provision can be made for homebound instruction in extenuating circumstances and the student is expected to return in a reasonable period of time. The absence should typically not exceed one (1) academic semester. The request for Homebound study must be supported by a physician’s statement. The student will be required to furnish monthly physician statements verifying the continued need for Homebound study. Homebound instruction is not available for courses that require lab work. Only the Assistant Principal can approve a student for homebound instruction. Homebound students and their parent(s)/guardian(s) will sign an agreement assenting to complete all assignments by the due date. Failure to abide by the contract will result in the student being dropped from Homebound and expected to return to school.

HONOR ROLL

An honor student is one who has received a 3.00 average or better on a 4-point scale for the semester.

There will be two levels on honor roll recognition, A and B Honor Rolls.

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

IDENTIFICATION CARDS

Student ID cards will be required at all times while on school grounds. Students will be required to display identification cards in order to enter school activities such as dances, games or other extracurricular activities.

INDEPENDENT STUDIES

Independent studies will be allowed for **12th grade students only**. The independent studies are pending a conference between the student, teacher, counselor, and principal. The parties involved should be in agreement. The independent study will be allowed only if the class is not offered that semester that the student needs to graduate

and/or they cannot fit it into their schedule with a full load of classes. The student will take the class if it is offered during the semester. **Only one credit can be earned per year.**

In special circumstances students may qualify under section 504 policy. (Refer to Overview of 504 Policies)

MID-TERMS AND FINALS

Mid-terms and finals are mandatory for 11th and 12th grade high school students. These tests are important to prepare students for successful college and career readiness education after high school. It is also to help students remember the information they received throughout the entirety of their class school year. Exams will be in CORE content areas: Math Science, English, and Social Studies.

- Mid-term will be on December 6, 7, and 8, 2016

Students will do their examination during course instructional class time. Teachers will administer and set up test day and time.

- Final examination will be on May 9, 10, 11, 2017

Students will do their examination during course instructional class time. Teachers will administer and set up test day and time.

SCHOLARSHIPS

All scholarship nominations will be determined by a committee consisting of an assistant Principal, at least 4 departmental chairpersons, and both guidance counselors. The committee will be expected to follow criteria as stated in the scholarship notice.

SCHOOL CLOSING

If school is closed or a late start is determined due to inclement weather or some other emergency, the public will be informed on KILI or KSDZ radio stations and KEVN and KOTA TV stations. Notification will be made early enough so that all affected will be informed as early as possible. Students and their families will be notified through the school's automated system call SHOUT Point. Students and their families will receive phone call with important messages as they pertain to school activities via this automated system.

STUDENT DRIVING/VEHICLE INFORMATION

It is a privilege for a student to bring a vehicle to school. The student 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 driver's license, current registration, and insurance. The vehicle pass is valid for one academic year. Students must park in the main parking lot at the High School. Any vehicles that are on school property and are not registered will be **towed** away at the owner's expense and further disciplinary action, including termination of driving privileges on school premises. Pine Ridge High School is **not responsible** for any damages or accidents, and/or tow bills that occur on school grounds.

STUDENT LOCKERS

Students will be given locker assignments when lockers are available. Property should be kept in them. All lockers, desks, or storage areas are the property of Pine Ridge High School. They are not to be used to store items which cause, or can reasonably be seen to cause, an interference with school purposes or an educational function, or which are forbidden by state law or school rules.

Pine Ridge High School assumes NO responsibility for lost or stolen items. Articles found outside lockers at any time during the day may be collected by the staff and placed in the school office where students may pick them up.

Kicking lockers is vandalism.

Pine Ridge High School retains the right to inspect school property, i.e., locker, desk or storage areas and its contents, to insure use in accordance with its intended purpose, and to eliminate fire or other hazards, maintain sanitary conditions, attempt to locate lost or stolen items, and to prevent storage or prohibited or dangerous materials such as weapons, illegal drugs or alcohol. (Note: On the definitions under Theft.)

TECHNOLOGY

Students will use the school computer/workstation with specific expectations which include:

- Students will show respect for the equipment used in the classroom/lab.
- Computers are for course related purposes only. They will not be used as "personal" computers (i.e. no communication with persons outside the class without specific approval by the teacher).

- Only programs and websites approved by the teacher will be permitted.
- No games will be played on lab computers without special permission from the teacher.
- Computers will be checked on a weekly basis.

VALEDICTORIAN – SALUTATORIAN

The valedictorian and salutatorian will be selected from the cumulative point average and class rank of the senior class. The basic criteria will be that these students must have been in attendance for eight (8) semesters at Pine Ridge High School. In the event of a tie, the student’s class schedule, distinguished graduation requirements, attendance, and weights for college classes will be considered.

EXTRACURRICULAR ACTIVITIES AND PROGRAMS

ACTIVITY ELIGIBILITY

The extra-curricular programs are an integral part of the school curriculum and come under the authority of the principal to the same degree as do all other phases of the curriculum. Activity participation should not detract from academic achievement. The following rules apply to, but are not limited to athletics, cultural/traditional activities, and all other school activities.

Academic eligibility period means the period of time during which a student may participate in interscholastic athletics and extra-curricular activities. Academic eligibility periods are determined by the date of issuance of report cards reflecting grades earned during the:

1. First Semester.
2. Second Semester.

Academic ineligibility is the consequence that occurs when a student fails to meet academic eligibility standards at the end of an academic eligibility period.

Academic ineligibility period is the period of time during which a student is ineligible to participate in interscholastic athletic practices, interscholastic athletic contests, or extra-curricular activities, contests or performances.

Interscholastic athletics are school approved, individual or team interscholastic athletic contests between two or more schools under the rules and regulations of the South Dakota High School Activities Association.

Co-curricular activities are school approved non-interscholastic athletic activities for which a student does not receive a letter grade and which normally occur outside of the regular instructional day. Co-curricular activities such as Band, where the student does receive a letter grade are included to the extent that the co-curricular activity practices, performs or participates under the rules of the South Dakota High School Activities Association.

For students to be eligible for activities at Pine Ridge High School, the following criteria must be followed. This applies to students in Grades 9-12 or middle school students involved in high school programs:

New 9th Graders

All freshman students entering the fall semester of their freshman year are automatically eligible for student activities for the first semester. At the conclusion of the first semester, the following academic requirements will apply:

1) Preceding Semester:

-The student, unless they are entering high school for the first time, shall have successfully passed twenty hours (four full time academic subjects) of class work for the preceding semester in order to be eligible for the following semester. Please note: Summer School classes cannot be used to gain eligibility for the next (fall) semester.

2) Current Semester:

-The student shall be enrolled in an accredited high school and attend a minimum of twenty hours (four full time academic subjects) the currents in order to be eligible to participate in activities sponsored by the SDHSAA.

3) Daily Attendance:

-Students will be required to be in at least four class periods the day before, of, and after an activity. Students with appointments that prohibit the minimum attendance time will be considered by administration on an individual basis.

4) Equipment:

- A student participant is required to return his/her uniform and equipment at the end of the season. A student who fails to return school equipment at the end of the season assumes financial responsibility for the equipment. The student will be required to pay for any repairs needed, due to negligence, when the equipment was in the students' control. In addition, the student agrees to pay for, or replace with comparable equipment, any items lost or stolen while in his/her care.

5) Suspended from school or classes:

-Out-of-School: A student cannot participate in any school activity (i.e., practice, competition, banquet, etc.) until the student has been declared "in good standing" with the school. This is established on the next school day following a suspension term.

-In-School: A student cannot participate in practice or competition on any day he/she is serving the suspension term. The student gains the "in good standing" status on the calendar day following the term and then may participate.

6) Make-up work due to participation:

-Participants are required to obtain work **prior** to release for games or events. Work missed due to participation in an extracurricular activity is due within three days upon return to class the next period. In addition, all work due on the day of release is to be turned in prior to leaving.

7) Missed practices:

-Missed practices may result in loss of playing time and/or starting position.

8) Eligibility:

-Teachers/Administration/Coaches reserve the right to suspend from participation of the activity/sport based on academic and/or behavior performance until improved or corrected.

HOMECOMING, PROM, AND WINTER SPORT COURT SELECTION

The purpose of the Homecoming is to represent the Student body of Pine Ridge High School by exemplifying the spirit and highest standards of the school.

Selection Process

Homecoming King, Queen, and Escort Selection

- The football players of Pine Ridge High School will nominate 4 candidates for homecoming court. Seniors will be given a list of all senior females to nominate. The senior class will nominate 8 females. The 4 females and 4 males who have the most nomination votes and who meet the guidelines listed below will comprise the Homecoming Court. Underclassmen will follow the same pursuit. The Homecoming King and Queen shall be chosen from the 4 nominees by a school-wide election. The queen's court is made up of one girl selected from each of the freshman, sophomore, and junior classes receiving the highest number of votes. All elections are by secret ballot and supervised by the class advisor. They will be crowned on the Wednesday of homecoming week during a special coronation ceremony.

Prom King and Queen Selection

- Prom King and Queen Selection: The senior class will nominate 4 females and 4 males. The female and male who have the most nomination votes and who meet the guidelines listed below will be crowned king and queen. Each Junior will nominate one male and female to represent them for Prom Prince and Princess. Voting will be school-wide the week of Prom to determine the Prom King and Queen.

Winter Sport Court and Escort Selection

- The Winter Sport Court shall be chosen by athletes. Seniors, Juniors, Sophmores, and Freshman will be given a list of all female/male athletes to nominate.
- A school-wide election will take place with the top 4 females/males who have the most votes.
- The crowning ceremony will take place during the half-time of the basketball game.

Guidelines

Eligibility Requirements

- Nominees must have passed at least 15 credit hours, thus obtaining senior class status
- Nominees must have been in residency at Pine Ridge High School the previous eight (8) semesters.
- No Academic or disciplinary infractions can occur during the duration of the process (Selection to induction) and can ultimately result in Termination of an individual's application. The senior class sponsor and committee will review all infractions and determine the outcome on a case-by-case basis.

Academic Requirements

- Nominees must have a minimum 2.0 GPA, unweighted
- Nominees can have no course failures or credit losses due to the attendance policy.

Conduct Requirements

- Nominees must have no out-of-school suspension (OSS) violations during the previous four (4) semesters of residency at PRHS.
- Nominees must have had no more than three (3) office referrals resulting in in-school suspension (ISS) during the previous two (2) semesters at PRHS. (This includes referrals for tardiness.)
- Nominees must have no felony or misdemeanor criminal convictions.

FIELD TRIPS

All school-sponsored field trips will be educational experiences based on the South Dakota State Content Standards and the school curriculum. Parents must give written permission for all such field trips.

FORMAL SUSPENSIONS

1. The head coach, coach in charge, activities director, Dean of Students, assistant principal, or building principal have the responsibility individually and/or collectively to decide whether a formal suspension (in or out of season) shall be used.
2. Substance Abuse: Use, distribution, and/or possession of alcoholic beverages, tobacco, drugs (including Steroids), narcotics, or hallucinating agents or other controlled substances is prohibited. Any credible report of such behavior will result in disciplinary action up to removal from the team.
3. Harassment/Hazing will not be tolerated and will result in disciplinary action up to removal from the team. Hazing means any intentional, knowing or reckless act directed against another student causing embarrassment to endangering lives. If a problem exists, participants should notify the coach, athletic director or principal immediately.
4. Criminal/Civil Law infractions including but not limited to theft, burglary, vandalism and/or assault, will not be tolerated by any member of the team. Report of such action will result in removal from the team for the remainder of the season.
5. If you are disqualified from a contest or tournament for committing an unsportsmanlike act, you shall be disqualified for the remainder of that contest or tournament. In addition, participants disqualified shall be ineligible for the next game or contest as well.
6. Severe language or confrontational actions against officials will result in disqualification from that game/activity, as well as a referral to the school administrator for further consequences.
7. Additional rules and regulations will be given, in writing, to the athlete's parents and activities director before the season begins.

APPEALS- Suspensions may be appealed, in the following order: Coach, Principal, Activities Director, Superintendent of Schools, and Board of Education. During the appeal procedure, the suspension shall remain in effect until otherwise directed. All students will have the right of due process.

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, leadership, service, and character. Membership is not automatic and students are screened by the Counselors. A student is eligible for induction when he/she had achieved eleventh or twelfth grade status and had been 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 advisor.

POLICY ON FIGHTING IN INTERSCHOLASTIC COMPETITION

1. Fighting will not be tolerated within interscholastic competition. Fighting in any contest shall be construed to consist of:

- **An invitation to fight.**
- **Closely following an opponent during a disturbance and making any taunting gestures or sounds.**
- **Punching or slugging with fists whether or not a punch is landed.**
- **Wrestling or tackling an opponent outside a legal play situation.**

1. Violation of this rule shall bring an automatic suspension for the remainder of that contest plus suspension from the next scheduled event. The same suspension applies to any member of the participating squad who leaves the designated team area during a fight.
2. A second violation by the same participant during the same season brings automatic expulsion from that program for the remainder of the season plus suspension from any and all tournament contests of that same season.
3. All incidents involving fighting will also be referred to the administration for school action and consequences.

SDHSAA 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.

SPORTS

Pine Ridge High School provides students with the opportunity to participate in school sponsored sports programs which include the following:

- | | | |
|---------------------|-------------|-----------------|
| • Football | • Wrestling | • Cross Country |
| • Volleyball | • Track | • Cheerleading |
| • Boys' Basketball | • Golf | |
| • Girls' Basketball | • Rodeo | |

STUDENT CLUBS/ACTIVITIES

Students who are eligible for extra-curricular activities may participate in any school sponsored club or organization. Students involved in these activities will be eligible for the activity bus. The school does have the following clubs/activities:

- | | |
|---|-------------------------|
| -Hand Games | -Science Club |
| -95% Club | -National Honor Society |
| -Yearbook | -Thorpe Pep Club |
| -Teca Wacipi Okolakiciye Dance Club | |
| -Class Activities (Senior, Junior, Sophomore, Freshman) | |

*If a student is interested in an additional club, please contact a teacher for questions.

MEDICINE DISPURSEMENT AND SCHOOL NURSE SERVICES

SCHOOL NURSE

A full time School Nurse is available to assist students with various medical needs throughout the school day at Pine Ridge School. On occasion your student may experience a headache, fever, stomach ache, sore throat, etc., while attending school. To assist students in remaining in school throughout the school day they can see the School Nurse. **The School Nurse has a general health form and a letter of consent to fill out.** If you choose not to fill out the form, you will still be responsible for letting the School Nurse know if your child has any illnesses or allergies. (Including food allergies) The letter of consent has to do with giving permission for the school nurse to dispense over-the-counter medications, and to perform first aide type treatments. If there is no completed letter of consent, the School Nurse may dispense over-the-counter medications by default. You will be responsible for letting the School Nurse know, if you want no medications or treatments for your child.

ADMINISTERING PRESCRIPTION MEDICATIONS AT SCHOOL

If your student needs to take prescribed medication during the school day, the school nurse is able to store and dispense the medication to your student but the parent/guardian must fill out and complete the Pine Ridge School Prescription Medication Form. The medication must be delivered to the school nurse in its original pharmacy dispensed bottle or packaging. The school Nurse is not permitted to dispense any medication that is not labeled by the pharmacy. The label must include the medication name, dosage, the frequency in which is to be given, the expiration date and the student's name.

RESIDENTIAL STUDENTS

Upon admission to the dormitory, students will receive a Residential Life Handbook.

SCHOOL BUSES

We want to make sure your students trip to and from school is as enjoyable as possible. We all play a role in achieving this goal. In order to get your child to school safe, on-time, and ready to learn, it's important that he or she understands the school bus safety rules. Bus transportation of students is a privilege not a right and is contingent on courteous behavior and adhering to the established rules. Safe operations of the bus and passenger safety demands complete cooperation of the students and parents/guardians. Please review the following safety rules with the student.

BUS RULES

1. Students must **BE ON TIME AT THE DESIGNATED BUS STOP**. As there is an established pick up and drop off schedule to assure the safe and timely passage of all of our students, the bus driver must comply with his or her schedule and the bus will only wait for students for 3 minutes.
2. Be courteous, when entering the bus please form a single line.
3. Respect for others will be shown at all times; cooperate with the driver. Instructions given by the bus driver or authorized personnel will be followed.
4. For your safety all students must be seated before the bus moves. Students are to remain seated any time the bus is in motion.
5. Keep head, hands, and feet inside the bus. Students must not at any time put arms, heads, or clothing out of the windows.
6. Students will sit in assigned seats if asked to do so by the bus driver or his or her authorized personnel.
7. No paper or litter is to be thrown in the bus or from the bus windows.
8. There is to be nothing blocking the aisles of the bus.
9. Be respectful towards all students and staff on the bus throughout the duration of the trip. Any behavior such as wrestling, abusive language, harassing other students, etc. is not allowed on the bus and may result in disciplinary action. Do not push, crowd, yell, or wrestle on the bus at any time.

10. The emergency door is not to be tampered with.
11. Permission to eat or drink on the bus will be at the discretion of the bus driver and their authorized personnel.
12. Keep the bus clean. Any items such as gum, sunflower seeds, chew, etc. are not allowed on the bus.
13. Keep the bus clean and without undue damage; do not be destructive. Vandalizing the seats or any other part of the bus is prohibited and may result in the student or parent/guardian paying for damages.
14. Stay out of the “Danger Zone” – anywhere within 10 feet of the bus after exiting the bus, immediately move away from the bus.
15. Look both ways before crossing the street at all times.
16. If a parent/guardian wishes for a child to be let off the bus at a different location it is necessary for the parent/guardian will notify the school before 1:30 p.m. otherwise students will only be able to leave the bus AT THEIR DESIGNATED BUS STOP.
17. Once the bus driver has returned to the school from their bus route they will not go back out after a student who has missed the bus at the student’s oversight. It will become the responsibility of the parent/guardian to ensure the students safe passage to the school if the student was not at the designated bus stop on time or if the student overslept, etc.

ACTIVITY BUS

Buses will be provided for sanctioned after school activities (i.e. scouting, athletics and any after school clubs). Buses will be provided at Pine Ridge School’s discretion. **Any student riding a bus to an event will ride back on the bus unless the parent(s)/guardian(s) contacts the coach/ sponsor/chaperone in advance and in person with a written statement signed in front of the coach/sponsor/chaperone.** Failure to do so will result in the student not being able to ride a bus for the remainder of the school year.

Signed Activity Bus Permission Slip

Students wanting to ride the bus for any other reason must have a signed Activity Bus Permission Slip signed by a Teacher or Administrator. It will be the responsibility of the parents or guardians of the student to provide transportation for students not having the Permission Slip.

SECTION 504/ADA

Student with Disabilities under Section 504:

In special circumstances students may qualify under section 504 to receive specialized services or accommodation due to physical and /or mental impairments. A disability or medical diagnosis alone does not qualify a student for services under Section 504. Section 504 of the *Rehabilitation Act of 1973* is a federal law that prohibits discrimination on the basis of disability in programs or activities of the school. Section 504 covers those students substantially limits one or more life activities.

Pine Ridge High School encourages students with physical and/or medical needs to continue to attend school. If the student plans to participate in other school activities and accommodations are required, staff will do their best to accommodate these students so their academic needs will be met.

- A student’s eligibility for services under Section 504 is determined on an individualized basis.
- Parental consent must be provided before an initial evaluation is conducted by the school.
- A qualified student with disabilities is entitled to receive services and accommodations designed to meet his/her individual educational needs as adequately as the needs of students without disabilities are met.
- A Section 504 plan will be developed for a qualifying student that identifies the services and accommodations needed for the student to receive a free and appropriate public education.

DISABILITIES

Section 504/ADA is a civil rights statute aimed at discrimination against individuals with disabilities. Like other statutes of Title VI (race) and Title IX (gender), Section 504/ADA focuses on discrimination based on disability. All programs or activities of the school are covered by Section 504/ADA obligations.

There is no State or Federal Funding provided to assist in complying with Section 504. All costs are the obligation of the general school budget. Many schools have established a Section 504 line item in their general fund budget to cover necessary accommodations for individuals with disabilities.

SECTION 504 PARENT RIGHTS

If your student is eligible for Section 504 services, you have the right to the following actions:

1. Have your student take part in and receive benefits from public education programs without discrimination based on a disability.
2. Receive written notice with respect to identification, evaluation, or placement of your student.
3. Have your student receive a free and appropriate public education. This includes the right to be educated with other students without disabilities to the maximum extent appropriate.
4. Have your student educated in facilities and receive services comparable to those provided students without disabilities.
5. Have evaluation, educational, and placement decisions made based on a variety of information sources and by individuals who know your student, the evaluation data, and placement options.
6. If eligible, have your student receive accommodations under Section 504 of the Rehabilitation Act of 1973.
7. Give your student an equal opportunity to participate in appropriate nonacademic and extracurricular activities offered by the school.
8. Examine all relevant records relating to decisions regarding your student's identification, evaluation, educational program, and placement.
9. Obtain copies of educational records at a reasonable cost if the fee would effectively deny you access to the records.
10. Receive a response from the school to reasonable requests for explanations and interpretations of your student's records.
11. 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.
12. Request mediation or an impartial due process hearing related to decisions regarding your student's identification, evaluation, educational program, or placement. You and your student may take part in the hearing and have an attorney represent you.
13. File a local grievance or complaint.

If your student qualifies for the 504/ADA services please contact the high school guidance counselor or the Assistant Principal.

SPECIAL EDUCATION

In accordance with P. L. 105-17, special instruction will be provided to any student needing special education services. Special Education Programs and related services are available for students identified as handicapped from five through age twenty-one. These programs and services are provided to students who are deemed eligible under one of the following handicapping condition.

ELIGIBILITY

Autism
Deaf/Blindness
Deafness
Emotional Disturbance
Hearing Impairment
Intellectual Disabilities

Multiple Disability
Orthopedic Impairment
Other Health Impairment
Speech/Language Impairment
Specific Learning Disability
Traumatic Brain Injury
Visual Impairment

RELATED SERVICES

Related Services are any services, which are necessary to assist an eligible student to benefit from his or her Special Education placement. In order to receive these services, a student must first be eligible as a student who requires special education under one of the 14 listed handi-capping conditions, and has been assigned to at least one of the primary services listed above.

Related services include:

Adapted Physical Education
Assistive Technology Services
Audiological Services
Braille Transcription
Counseling and Guidance
Health and Nursing
Individual Counseling
Interpreter Services
Note Taking Services
Occupational Therapy (OT)
Orientation and Mobility Services
Other Special Education/Related Services
Parent Counseling

Psychological Services
Physical Therapy (PT)
Recreation Services
Residential Treatment Services
Social Work Services
Specialized Deaf and Hard of Hearing Services
Specialized Orthopedic Services
Specialized Physical Health Care Services
Specialized Services for Low Incidence Disabilities
Specialized Vision Services
Transcription Services
Travel Training

FERPA Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA), 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, Pine Ridge School 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 the Pine Ridge School to include this type of information from your child's education records in certain school publications. Examples include:

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

STUDENT BILL OF RIGHTS AND RESONSIBILITIES

Article I: Authority

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

This document may be amended as follows and is subject to quarterly review and update:

1. Any of the above parties may propose an amendment at any time.
2. Proposed amendments may be approved by the above parties.
3. Amendments so approved shall go into effect immediately upon signature of above authorized parties.
4. Written notification of amendments shall be forwarded to the office of the Office of the ADD, BIE, OS, Bureau of Indian Education, students, parents and schools administrators within thirty (30) calendar days.

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 classes 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 Policies 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 school property. (See Appendix A)

B. Speech and Expression

You are entitled to freedom of speech and expression as long as 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 rights of others, damage property or be an illegal act. You are also responsible for assuring that publications, petitions, leaflets, handbills, posters and other printed materials are circulated or displayed according to the rules. If damage occurs you are responsible for restitution of any property damaged.

Rules:

Materials must 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 situation, seek the assistance of a staff member immediately.

Rules:

Access to student records shall be confined to authorized personnel. All persons having access must maintain their legal obligation to protect confidentiality. Except when required by law, persons outside the school shall not have 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 from 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.

POLICIES

Individual classroom teachers may modify rules in their classroom at their discretion for the safety of students and benefits of learning with administrative approval.

ANTI-BULLYING/ANTI-HARASSMENT POLICY

I. PURPOSE/INTENT

A. To establish a procedure by which acts of bullying or harassment violations may be reported, investigated, and resolved.

B. The Pine Ridge School Board and employees will not tolerate bullying and harassment of students, school employees, non-employees or any person who are invitees of the school. The Pine Ridge School and board is committed to providing a safe school environment in which all members of the school are treated with dignity and respect.

C. The Pine Ridge School Board has in place policies, procedures, and practices that are designed to eliminate and reduce bullying and harassment. The processes and procedures are intended to deal with incidents of bullying and harassment.

II. DEFINITION

A. Bullying is the verbal, written, physical or psychological abuse of another student by means of threats, harassment, intimidation, insults, taunts, challenges or other aggressive behavior while on school grounds, buses or at school-sponsored events or activities. Bullying exists when a student with more social and/or physical power deliberately dominates and harasses another who has less power. Bullying involves a power imbalance in which a bully targets a student who has difficulty defending him or herself.

B. Cyberbullying is the use of technology to target another person, harass, embarrass, or threaten.

C. Harassment is the persistent or repeated annoying or tormenting of another.

D. Sexual Harassment is discrimination based on gender that includes unwelcome sexual advances, requests sexual favors, or other verbal or physical conduct of a sexual nature made by one individual to another (Sexual: of, relating to, affecting, or typical of sex, the sexes, or the sex organs and their functions. Implying or symbolizing erotic desire or activity.) Sexual harassment of any person is unacceptable behavior, against the law, and will not be tolerated. No employee or student may sexually harass another person. Any persons violating this policy will be subject to disciplinary action. Harassment can range from demeaning remarks and insulting jokes to pressure for dates, threats, and promises based on trading sexual favors, and sexual assault. Unacceptable behavior which constitutes sexual harassment is based on the perception of those affected. Any student, who believes she or he has been the victim of sexual harassment by another person on school premises, during school hours, or at school related activities, should report the incident for investigation.

III. MONITORING RESPONSIBILITY

School administrators as designated by the principal of schools, will be responsible for implementing the provisions of this policy and procedures.

IV. DUE PROCESS

A. It is the policy of the school to protect the due process rights of all individuals involved with a report of bullying/harassment. Consistent with this policy, the school will provide reasonable accommodation upon request to ensure the full participation of disabled individuals in this policy and procedures.

B. All parties to a complaint shall have a right to representation.

C. If the complaint involves a student with disabilities receiving special education services, special education due process procedures required under state and federal law shall apply.

V. OBJECTIVES

- A. The Pine Ridge School believes that all students have a right to a safe and healthy school environment. The district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance.
- B. To ensure that students learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behavior and affects everyone; it is unacceptable and will not be tolerated.
- C. To **raise the profile of bullying** and the effect it has on the lives of children and young people.
- D. To **create a climate in which everyone agrees that bullying is unacceptable.**

VI. PROCEDURES

- A. All staff, students and their parents will receive a summary of this policy prohibiting intimidation and bullying/cyberbullying: at the beginning of the school year, as part of the student handbook and/or information packet, as part of new student orientation, and as part of the school system's notification to parents.
- B. The school will make reasonable efforts to keep a report of bullying/cyberbullying and the results of investigation confidential.
- C. Staff who witness acts of bullying/cyberbullying shall take immediate steps to intervene when safe to do so. People witnessing or experiencing bullying/cyberbullying are strongly encouraged to report the incident; such reporting will not reflect on the target or witnesses in any way.

VII. SOUTH DAKOTA STATUTE

- A. 13-32-18. Incidents involving electronic devices. Neither the physical location nor the time of day of any incident involving the use of computers or other electronic devices is a defense to any disciplinary action taken by a school district for conduct determined to meet the definition of bullying in § 13-32-15.

Source: SL 2012, ch 96, § 5.

- B. 13-32-19. Model bullying policy. The model bullying policy pursuant to §§ 13-32-14 to 13-32-18, inclusive, is as follows:

PROHIBITION OF HARASSMENT, INTIMIDATION, AND BULLYING

The School District is committed to maintaining a constructive, safe school climate that is conducive to student learning and fostering an environment in which all students are treated with respect and dignity.

Persistent bullying can severely inhibit a student's ability to learn and may have lasting negative effects on a student's life. The bullying of students by students, staff, or third parties is strictly prohibited and will not be tolerated.

Bullying consists of repeated physical, verbal, non-verbal, written, electronic, or any conduct directed toward a student that is so pervasive, severe, and objectively offensive that it:

- (1) Has the purpose of creating or resulting in an intimidating, hostile, or offensive academic environment; or
- (2) Has the purpose or effect of substantially or unreasonably interfering with a student's academic performance which deprives the student access to educational opportunities.

Any staff member observing or suspecting bullying toward another individual is required to report the issue to his or her building supervisor.

This policy is in effect while students are on property within the jurisdiction of the School Board; while students are in school-owned or school-operated vehicles; and while students are attending or engaged in school-sponsored activities.

The District will act to investigate all complaints (formal or informal, verbal or written) of bullying. A formal complaint may be submitted to the building principal. Any student engaging in an act of bullying is subject to

discipline pursuant to the District's student discipline procedure.

This policy may not be interpreted to prohibit civil exchange of opinions or debate protected under the state or federal constitutions if the opinion expressed does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others.

Source: SL 2012, ch 96, § 6.

ATTENDANCE POLICY

Attendance is important to your child's academic future. The Oglala Sioux Tribe has passed an ordinance that children must attend school until the age of 18. Parents/Guardians are expected to send their child to school every day. Of course there are exceptions to every circumstance, such as prolonged illness, etc. In such a case the parents are expected to communicate with the attendance clerk and the teachers so the proper documentation and recording in NASIS can take place.

Daily Absence: Parents will get a call from the Shout Point System for every class the student is absent. **Please keep your telephone or cell phone contact information current with the Registrar's Office at 605-867-5145.**

Five Days of Absence, which is equal to 35 classes: In addition to the Shout Point System's call, you will receive a call from the attendance clerk and/or contact from the School Resource Officer either in person or by phone.

Seven Days of Absence, which is equal to 49 classes: In addition to the Shout Point System's call, you will receive a Certified Letter and a home visit by one or more members of the School Attendance Team which consists of the School Social Worker, School Counselor, and the School Resource Officer.

Tenth Consecutive Day of Absence: Student will be dropped, Tribal Court notified and possible SCAN (Suspected Child Abuse and Neglect) Report will be submitted. You will need to meet with the High School Assistant Principal to re-enroll your student. If you re-enroll your student, it is not guaranteed that your student will pass their classes. It is also the student's and your responsibility to make sure they meet all requirements necessary to pass their classes.

Perfect Attendance: A student shall be considered to have perfect attendance if he/she has no tardies and no absences for that quarter. Excused absences are still absences and will not be allowed for perfect attendance.

Attendance is important to student's knowledge retention. Grades will be affected by student's absences. The final grade in any given class is based on the individual teachers' requirements set forth in their respective syllabus and subject to the attendance requirements listed in the student handbook.

A	Less than 9 absences	
B	9-17 absences	10%
C	18-26 absences	20%
D	27-35 absences	30%
F	36 or more	

CLASSWORK/MAKEUP WORK POLICY

Pine Ridge High School realizes the high value of students being in class and working with their classmates. For this reason, if a student is to be gone, it is encouraged that they get their work before they are gone. Work will be required to be done no later than two weeks after an absence. Once this time is passed, the work will be unable to be made up.

DRESS CODE POLICY

Dress Code Benefits

The Pine Ridge School Board has a dress code for all elementary, middle and high school students. Pine Ridge School Board would like to encourage parents to dress students adequately for the weather conditions and appropriately. Students should be encouraged to wear appropriate clothing to school for comfort, modesty, good taste, and to take pride in being well groomed. A student's appearance and attire at school is primarily the responsibility of the parent(s)/guardian(s) but reasonable regulations concerning dress, hair style, and cleanliness are vital not only to the individual student but also to those with whom he/she shares a classroom. Students shall be permitted to dress and appear in a fashion that is acceptable to school policy

Listing of Acceptable Clothing

Bottoms:

- White, Brown, Khaki/Tan, Black, Denim Jeans
- Walking Shorts, Slacks, Skorts, Skirts, Skirted jumpers

Tops:

- School T-shirts (Must not be disruptive, distracting, display offensive language/symbols, etc.)

Jackets, sweaters, coats, etc:

- Most jackets or coats are fine but must not be disruptive, distracting, display offensive language/symbols, etc.)
- School staff may ask students to remove jackets and hooded sweatshirt as it pertains to school safety requirements.
- Pullover garments that are worn all day (sweater, sweater vest, sweatshirt) that have a hood can not be worn in the building.

****Other Dress Code Rules:**

Students shall be permitted to dress and appear in a fashion that is acceptable to school policy:

- Students need to be dressed appropriately for daily physical activity. Items during winter months include a coat, gloves, hat, and tennis shoes and/or boots.
- Hoods, hats and caps that obscure identity are not allowed in the school buildings. **No hoods in the buildings of the school campus. Individual classroom teachers may modify rules in their classroom at their discretion for the safety of students and benefits of learning with administrative approval.**
- Appropriate shorts and skirts should be in good taste and not offensive. Shorts for boy/girls should cover thigh and hem line should be right above the knee. This means that shorts and skorts must be 1 inch above the knee. Pants are not to be worn in such a manner that underclothing is visible.
- Clothing considered inappropriate includes but is not limited to: Tank tops, bare midriff, backless shirts or blouses, halter tops, jeans with large holes, muscle shirts, pajamas, and spaghetti strapped tops, tube tops, see-through garments, fishnet tops, undergarment T-shirts, T-shirts that are cut on females cannot reveal the waistline or mid-section, clothing allowing a bare midriff, shorts in poor repair, tightfitting shorts and low-cut clothes including attire that exposes cleavage, the chest, or breasts is prohibited.
- Apparel that promotes alcohol, tobacco, drugs, hemp, or gangs, (i.e. bandanas, hairnets, Insane Clown Posse logo, the hatchet man/woman logo and all other logos or insignia that is associated with a gang affiliation), excessively long belts, obscenities, or racial putdowns or that is sexual in nature is unacceptable.
- No sunglasses.
- **School administrators will determine if clothing is appropriate for school and complies with district rules.** Pine Ridge School Board is aware and sensitive to the fact that many of our students and families ultimately struggle from time to time when it comes to providing adequate clothing, outer wear and shoes for our children. On occasions when this situation happens, it is the discretion of the administrator/principal/assistant principal or dean to decide whether the student's attire is of necessity or a violation of the school's dress code.

****If inappropriate clothes are worn, parents/guardians may be phoned to bring appropriate clothing, or student will be sent home. Immodest or indecent attire is not acceptable.**

DRUGS, TOBACCO, AND ALCOHOL POLICY

In accordance with Federal, State, and Tribal Law, the Pine Ridge School prohibits the drug related use, possession, concealment, or distribution of tobacco, alcohol, drugs, or drug related paraphernalia by students in school, on school grounds, and in school approved vehicles, and at any school related event. **Drugs** include any prescription drug, narcotics, anabolic steroid, or dangerous controlled substance as defined by State statute, chemicals that release toxic vapors (inhalants), or substance that could be considered a “look-alike” controlled substance. Over-the-counter non-prescription pharmaceuticals fall into this definition, unless the student has complied with the school’s rules for such medication. The term “drugs” includes anything that looks like drugs or which is presented as drugs. **Alcohol** is any intoxication element. **Tobacco** refers to smoking tobacco (e.g. cigarettes, vapor cigarettes, electronic cigarettes, E-cigarettes, vapor pens, hookah pens, E-hookahs, vape pens, cigars) and smokeless tobacco (e.g. dip, chew, snuff, or twist). **The compliance with policy is mandatory for all students.** Any student who violates this policy will be subject to disciplinary action, in accordance with due process up to and including expulsion from school. When required by State, Federal, and Tribal Law, the Pine Ridge School will also notify law enforcement officials.

A student shall not be **under the influence** of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcohol beverage, or intoxicant of any kind at any time on school property or at a school sponsored activity.

Through partnership with OST Public Safety, there will be occasional drug dog searches and bag checks.

PRESCRIPTION DRUGS/OVER-THE-COUNTER NON-PRESCRIPTION PHARMACEUTICALS POLICY

The school policy for administering prescription drugs and over-the-counter non-prescription pharmaceuticals require students to turn all medication to the office. The school nurse will administer the dosage as required. The medication will be returned to student at the end of the day or discarded if necessary.

SUSPENSION POLICY

If a student is suspended from academics, athletics, residential life and co-curricular activities they are and will be suspended from ALL school activities and functions. This includes the campus activities and ALL school sponsored activities (i.e. all school sponsored sports such as basketball, volleyball, football, track golf and cheerleading etc.).

Suspended students will be taken home and arrangements must be made for class assignments to be completed.

It is the agreement of the school system that any behavior/academic infractions that occur while attending school will be communicated campus-wide. Teachers/Administrators will be notified of any and all suspensions throughout the school year this includes but is not limited to: academics, athletics, residential life and co-curricular activities.

VEHICLE POLICY

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 driver’s 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 any parking lot. At no time is a student to be in or near any vehicle parked in any lot. Students may not at any time transport other students. The school is not responsible for damage or theft. All vehicles must be registered with the Security.

STANDARD CONDUCT AND DISCIPLINE

STUDENT CONDUCT

Pine Ridge School's educational system is designed to foster student responsibility, respect for others, and to provide for the orderly operation of all of its schools; this includes the Elementary, Middle School and the High School. No handbook can be expected to list each and every offense that may result in intervention/disciplinary action; however, it is the purpose of this code to list certain offenses, which, if committed by a student, will result in the intervention of the staff and imposition of a certain disciplinary action. This handbook includes, but is not necessarily limited to, acts of students on school property, including playgrounds, parking lots and school transportation, or at a school activities such as sports and academic events that are school sponsored, whether on or off school property.

STUDENT BEHAVIOR CODE AND DISCIPLINARY ACTIONS

Students are expected to behave in a respectful manner while in school and at all school activities. Students taking part in school-sponsored activities are representing the school. When students are taking part in school-sponsored activities, they are to observe rules as outlined by the school. Students are subject to the authority of all faculty and staff members during the school day and while attending school functions. This includes activities both on and off school property. There is no division of authority among the faculty members of the Elementary School, Middle School, and High School.

Infractions of school rules may result in disciplinary action, which may include: in-school suspension, suspension, and recommendation for expulsion.

Appropriate discipline is vital to conducting an effective school program in a safe and orderly environment. Without good discipline, the school cannot discharge its primary responsibilities in the development of good citizenship, responsible behavior or providing an environment in which students may realize their greatest potential for academic progress and social growth.

In all disciplinary actions administrators, teacher, supervisors and their aides are reminded that they are dealing with individual personalities and personal characteristics of students which should be given consideration before prescribing remedial action. Each student and each situation deserve the most deliberate judgment of the administrator, teacher supervisor or aide.

School employees have authority to use physical restraint that is reasonable and necessary for supervisory control over students if the employee perceives an immediate threat to self, others or district property. This authority extends to any person delegated to supervise students who have been authorized to attend a school function away from the school premises, including school bus drivers while students are riding, boarding, or leaving the buses.

A violation of any rule may result in discipline including, but not limited to:

- Warnings/Agreements/Detention/Confiscations
- In-School Suspension (ISS), [when available]
- Out-of-School Suspension (OSS)
- Activity Suspension
- Court Referral
- Expulsion

Individual classroom teachers may modify rules in their classroom at their discretion for the safety of students and benefits of learning with administrative approval.

DEFINITIONS OF DISCIPLINARY ACTIONS

Suspension and expulsion are disciplinary measures involving exclusion from school. A student shall be under the supervision of a school employee at all times while on school premises or on school sponsored activities. Pine Ridge School provides for the following corrective measures:

Warnings/Consequences/Detention/Confiscations

Detention, warnings, and consequences can be assigned by individual teachers. Confiscation can be administered by any faculty member.

In-School Suspension

Students will work on regular school assignments and/or assignments given by the In-School Suspension Teacher.

Activity Suspension

During the duration of an Out-of-School Suspension (OSS), a student is denied participation and attendance at any school-sponsored activities.

Suspension

A denial of attendance at any single subject or class, or full schedule of classes or at any other type of activity conducted by or in behalf of the school for a stated period of time. A suspension may also include a denial of admission or entry upon real and personal property that is owned, leased, rented, or controlled by the school.

Short-Term Suspension:

The suspension is for any portion of a school day, or full days up to three consecutive days. Students will have the opportunity to complete work missed while suspended.

Long-Term Suspension:

Is a suspension that exceeds three consecutive days. The student will not be given the option of making up work missed.

Expulsion:

Is a period of exclusion from the school for not more than twelve (12) months. Students can only be expelled through due process.

Individual classroom teachers may modify rules at their discretion for the safety of students and benefits of learning.

OFFENSES AND DISCIPLINE PROCEDURES

In-School Suspension: ISS
Out of School Suspension: OSS
Discipline

Infractions	Definition	
Alcohol/Drugs/ Pharmaceuticals /Tobacco/ Inhalants/ Chemical Substances/ Narcotics (selling and/or distribution)	<i>Is the attempt or act of offering, selling, trading, procuring or distributing (with or without compensation) alcohol/drugs/pharmaceuticals/tobacco/inhalants on district property, at a district-sponsored event, or on school-sponsored transportation. Over the counter non-prescription pharmaceuticals fall into this definition, unless the student has complied with the school's policy for such medication. The term "drugs" includes anything that looks like drugs or which is presented as drugs. (Refer Drugs, Tobacco, and Alcohol Policy)</i>	<i>1st Offense:</i> 3 days OSS, referral to counselor, police may be called <i>2nd Offense:</i> 5 days OSS, referral for alcohol/drug assessment before returning to school, with recommendations followed from the alcohol/drug assessment, police may be called <i>3rd Offense:</i> Expulsion and Police called.
Alcohol/Drugs/ Pharmaceuticals /Tobacco/ Inhalants/ Chemical Substances/ Narcotics (use and/or possession)	<i>The possession or use of alcohol, drugs, pharmaceuticals, tobacco, inhalants, chemical substances, narcotics, or any illegal controlled substance as defined by federal, state, and tribal law, by any student while attending school, while on campus or any school activity, is strictly prohibited. A student shall not be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind at any time on school property or at a school sponsored activity. Alcohol is any intoxicating element. Drugs are chemical substances, narcotics, prescription or non-prescription medications, inhalants, controlled substances or substances that students represent to be chemical substances, narcotics or controlled substances. Over the counter non-prescription pharmaceuticals fall into this definition, unless the student has complied with the school's policy for such medication. The term "drugs" includes anything that looks like drugs or which is presented as drugs. Tobacco use may be defined as any habitual use of the tobacco plant leaf and its products. The predominant use of tobacco is by smoke inhalation of cigarettes, pipes, and cigars. Smokeless tobacco refers to a variety of tobacco products that are either sniffed, sucked, or chewed. (Refer Drugs, Tobacco, and Alcohol Policy)</i>	<i>1st Offense:</i> 3 days OSS, referral to counselor, police may be called <i>2nd Offense:</i> 5 days OSS, referral for alcohol/drug assessment before returning to school, with recommendations followed from the alcohol/drug assessment, police may be called <i>3rd Offense:</i> Expulsion and Police called.
Arson	<i>Is knowingly damaging property by knowingly causing a fire or explosion.</i>	<i>1st Offense:</i> 5 Days OSS, referral to Counselor, and Police called <i>2nd Offense:</i> Expulsion and Police called.
Bomb Threat/ False Fire Alarm	<i>Any student who intentionally pulls a false fire alarm or precipitates a bomb threat via a phone call or other means shall be dealt with firmly and the matter referred to law and legal authorities to be prosecuted to the full extent of the law. In the event of any damage caused during the evacuation of the false fire alarm or false bomb threat, the student and his/her parent(s)/guardian(s) will be responsible for restitution.</i>	<i>1st Offense:</i> 5 Days OSS, referral to Counselor, and Police called <i>2nd Offense:</i> Expulsion and Police called.

Bullying	<i>Is the verbal, written, physical or psychological abuse of another student by means of threats, harassment, intimidation, insults, taunts, challenges or other aggressive behavior while on school grounds, buses or at school-sponsored events or activities. It is repeated and intentional harmful behavior initiated by one or more students and directed toward another student. Bullying exists when a student with more social and/or physical power deliberately dominates and harasses another who has less power. Bullying involves a power imbalance in which a bully targets a student who has difficulty defending him or herself. (Refer Anti-Bullying Policy)</i>	1st Offense: 3 Days OSS, referral to Counselor 2nd Offense: 5 Days OSS, referral to Counselor 3rd Offense: Expulsion
Cheating or Plagiarism	<i>Is intentionally using information or property of another, without permission of the school, to obtain an unfair advantage. Willful collaboration of second party will be viewed as being equally guilty of cheating.</i>	1st Offense: 3 Days OSS, Loss of Credit for Assignment 2nd Offense: 5 Days OSS, Loss of Credit for Class
Cyberbullying	<i>Cyberbullying is <u>bullying</u> that takes place using technology. Technology includes devices and equipment such as computers, tablets and as well as using the social media, websites, chat rooms, and text messages, etc. Cyberbullying is sending or posting harmful or cruel text or images using the Internet or other digital communication devices, such as cell phones. It can involve stalking, threats, harassment, impersonation, humiliation, trickery, and exclusion. Examples of cyberbullying include embarrassing pictures, videos, websites, or fake profiles and mean text messages or emails, rumors sent by email or posted on social networking sites. (Refer Anti-Bullying Policy)</i>	1st Offense: 3 Days OSS, referral to Counselor 2nd Offense: 5 Days OSS, referral to Counselor 3rd Offense: Expulsion
Dangerous Instruments/ Explosive Devices	<i>Means anything that under the circumstances in which it is used, attempted to be used, or threatened to be used, and/or is readily capable of causing physical injury. Examples: Smoke Bombs, Fire Crackers, Stink Bombs, Mace, Etc.</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police called 2nd Offense: Expulsion and Police called.
Disrespect/ Defiance/ Insubordinate	<i>Disrespect is treating school personnel or any others with contempt or rudeness. Defiance is intentionally resisting or disregarding the authority of school personal. Includes, but is not limited to, the failure to respond to a reasonable request, or the refusal to identify self when requested to do so. Insubordination is being disobedient, refusing to identify self, or failing to follow the directions of authority of a school, a staff member, or an individual placed in authority by the school ore the school district, i.e., volunteers.</i>	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Disruption	<i>Is creating disturbances in class, on campus or at school-sponsored events. Continual or repeated disruptions may warrant more severe consequences.</i>	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Domestic Violence	<i>Is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police may be called 2nd Offense: Expulsion and Police may be called.

	<ul style="list-style-type: none"> • <i>Physical Abuse: Hitting, slapping, shoving, grabbing, pinching, biting, hair pulling, etc are types of physical abuse. This type of abuse also includes denying a partner medical care or forcing alcohol and/or drug use upon him or her.</i> • <i>Sexual Abuse: Coercing or attempting to coerce any sexual contact or behavior without consent. Sexual abuse includes, but is certainly not limited to, marital rape, attacks on sexual parts of the body, forcing sex after physical violence has occurred, or treating one in a sexually demeaning manner.</i> • <i>Emotional Abuse: Undermining an individual's sense of self-worth and/or self-esteem is abusive. This may include, but is not limited to constant criticism, diminishing one's abilities, name-calling, or damaging one's relationship with his or her children.</i> • <i>Economic Abuse: Is defined as making or attempting to make an individual financially dependent by maintaining total control over financial resources, withholding one's access to money, or forbidding one's attendance at school or employment.</i> • <i>Psychological Abuse: Elements of psychological abuse include - but are not limited to - causing fear by intimidation; threatening physical harm to self, partner, children, or partner's family or friends; destruction of pets and property; and forcing isolation from family, friends, or school and/or work.</i> 	
Fighting	<i>Is when two or more persons engage in a violent conflict intended to establish dominance over the opposition by physically, abusing, i.e. striking, kicking, etc. Fighting is illegal and will not be tolerated. Witnesses will report all incidents to the Dean of Students. Police will be immediately called if necessary. The school is not responsible for determining self-defense.</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police may be called 2nd Offense: Expulsion and Police may be called.
Fire Equipment Misuse	<i>Student(s) may not tamper with, discharge, or play with fire extinguishers and other fire emergency equipment.</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police called 2nd Offense: Expulsion and Police called.
Gambling	<i>Gambling of any kind is not permitted at Pine Ridge School or school functions or activities. Gambling is defined as any action involving playing or wagering for stakes in hope of winning more than you waged. This includes cards, dice, and gaming and also includes gaming on electronic devices. Flipping or matching coins, rolling dice for money, or any other form of gambling will not be permitted. Football, basketball, etc. betting pools are strictly prohibited on school campus.</i>	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student * NOTE: Traditional Lakota games and school approved fundraising activities are not considered gambling.
Gang	<i>Is an activity or affiliation of an ongoing loosely organized association of two or more persons, whether formal or informal, that has a common name, signs, symbols, or colors, and whose members engage, either individually or collectively, in gang activity. A gang is defined in this policy as any ongoing organization, association, or group of three or more persons, having as one of its primary activities, the commission of one or more disruptive, or criminal acts which promote activities prohibited by law, policy, or rules and regulations, which has an identifiable name or</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police called 2nd Offense: Expulsion and Police called.

	<p>identifying sign or symbol, and whose members individually or collectively engage in or have engaged in a pattern of such prohibited gang activity.</p>	
Gang-Related Activities	<p>A safe and orderly environment is essential to effective teaching and learning. Students are prohibited from participating in open gang activity and gang related behavior within the school setting. Individuals who initiate, advocate, or promote gang activities which threaten the safety or well-being of persons or property on school grounds or at school-related activities or which disrupt the school environment are harmful to the educational process. Actions such as the use of hand signals, graffiti or the presence of apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, tattoos or any affiliation which indicates or implies membership or affiliation with gang will not be tolerated. These action/behaviors are contrary to the school environment and create an atmosphere where unlawful acts/violations or school policies, rules or regulations may occur. A safe and orderly environment is essential to effective teaching and learning.</p> <p>Conduct involving initiations, hazing, intimidation and/or related activities or criminal or illegal gangs which are likely to cause bodily danger, physical harm or personal degradation, disgrace resulting in physical or mental harm to students; or, intimidation that affect the attendance of another student are prohibited.</p> <p>Furthermore, no student on school property or attending any school activity:</p> <ol style="list-style-type: none"> 1. Shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign, or affiliation in a gang. 2. Shall commit any act or omission or use any speech, either verbal or non-verbal (gestures, handshakes, etc.) showing membership or affiliation in any gang. 3. Shall use any speech or commit any act or omission in furtherance of the interests of any gang or gang activity, including, but not limited to: <ol style="list-style-type: none"> a. Soliciting others for memberships in any gangs. b. Requesting any person to pay protection or otherwise intimidating or threatening any person. c. Committing any other illegal act or other violation of school district policies or inciting other students to act with physical violence upon any person. <p>Gang activity in any form will not be tolerated and will be dealt with appropriately.</p>	<p>1st Offense: 5 Days OSS, referral to Counselor, and Police called</p> <p>2nd Offense: Expulsion and Police called.</p>
Harassment	<p>Is the persistent or repeated annoying or tormenting of another. (Refer to the Bullying Policy)</p>	<p>1st Offense: 3 Days OSS, referral to Counselor</p> <p>2nd Offense: 5 Days OSS, referral to Counselor</p> <p>3rd Offense: Expulsion</p>
Hazing/Initiation	<p>Is the practice of rituals and other activities involving harassment, abuse, or humiliation used as a way of initiating a person into a group. Hazing is seen in many different types of social groups, including gangs, sports teams, and schools.</p>	<p>1st Offense: 3 Days OSS, referral to Counselor</p> <p>2nd Offense: 5 Days OSS, referral to Counselor</p> <p>3rd Offense: Expulsion</p>
Hickeys and Passion Marks	<p>A Hickey/Passion Mark is defined as a reddish mark on the skin caused by amorous kissing, biting, or sucking and consequently is immediately associated with sexual</p>	<p>Referral to Counselor, Parent Notification, Sent home, alternative learning environment</p>

	behaviors or acts. Hickey(s)/Passion Mark(s) are prohibited. A SCAN (Suspected Child Abuse and Neglect) Report may be submitted to the BIE SCAN office. Students displaying hickeys/passion marks must cover these areas while in school. If a student refuses to cover the hickeys/passion marks, they will be sent home at the discretion of the administration. In regards to athletes, all Pine Ridge School Athletes will not be allowed to practice or participate in competitive sports with a visible hickey/passion mark.	until hickeys/passion marks are gone
Inappropriate Literature/Pictures/Videos	Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to; pornography or depictions of nudity, violence, fighting or explicit death or injury. This includes: CELL PHONE PICTURES, VIDEOS, AND TEXT FORWARDS. Pine Ridge school reserves the right to enforce corrective actions against individuals on, at or in school property participating in "10 second fights." Sharing forwarding or viewing said videos will be considered a violation against the Student Code of Conduct in the INAPPROPRIATED LITERATURE category as well as the FIGHTING category and can be disciplined one area or both. This prohibition does not apply to curricular material that has been approved by school staff for its educational value. Anytime a Violation of school policy or a crime has been alleged, the Administration reserves the right to review all text messages, photo, images or electronic data on confiscated cell phones or other electronic devices.	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Instigating	Includes perpetuating, encouraging, provoking or antagonizing a fight, spreading rumors between individuals or groups, note writing which promotes a fight, or other dangerous, inappropriate situations. (Refer to Anti-Bullying Policy)	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Leaving Campus Without Authorization/Truancy/Skipping	Is when a student who leaves the classroom, the school campus, or school sponsored and supervised activity without express authorization of the teacher, administrator, or responsible school employee. Once a student arrives at school, he or she is to remain at school unless the parent(s)/guardian(s) personally come to the Pine Ridge High School Office explaining why student must leave school. (See Attendance for further information) Skipping consists of truancy and/or failure to attend assigned classes or activities. Students are required to have a signed and dated pass from their teacher in order to be out of their classroom during the school day. Minor forms of skipping include taking too long to return from breakfast, lunch, or a special. Major forms of skipping occurs when the student(s) do not return for one hour or more with no parent checkout or staff documentation as to the whereabouts of the student(s).	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Major Bus Misconduct	Any Major Infraction at bus stops, while riding buses, or in the process of boarding or disembarking from a bus. Definitions for violations that might occur at school apply equally to violations that might occur on school buses.	1-3 bus suspension (1 st offense), or 5 day bus suspension (2 nd offense) Depending on the infraction, normal school consequences also apply.
Major Disorderly Conduct	Engaging in fighting or in violent or threatening behavior. Displaying aggression, improper behavior where disruption occurs.	1st Offense: 5 Days OSS, referral to Counselor, and Police may be called 2nd Offense: Expulsion and Police may be called.

Physical Abuse/Physical Assault	<i>Physical abuse can be defined as any intentional act causing injury or trauma to another person by way of bodily contact. In most cases, children are the victims of physical abuse, but adults can also be victims, as in cases of domestic violence or workplace aggression. Alternative terms sometimes used include physical assault or physical violence. Physical abuse may involve more than one abuser, and more than one victim.</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police may be called 2nd Offense: Expulsion and Police may be called.
Public Display of Affection (PDA)	<i>Is kissing, hugging, hickeys, fondling, or touching of body parts in public, in the school building, or campus during school hours that is beyond casual contact and which creates, or has the potential to create, a disturbance.</i>	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Robbery	<i>Is the taking, or attempting to take, any property of another from his person or immediate presence and against his will, such person threatens or uses force against any person with intent either to coerce surrender of property, or to prevent resistance to such person taking or retaining property.</i>	1st Offense: Expulsion and Police called.
Selling and/or Distribution of Dangerous Instruments/ Weapons	<i>Is the attempt or act of offering, selling, trading, procuring or distributing (with or without compensation) dangerous instruments and/or weapons on district property, at a district-sponsored event, or on school-sponsored transportation.</i>	1st Offense: Expulsion and Police called.
Sexual Harassment	<i>Is discrimination based on gender that includes unwelcome sexual advances, requests sexual favors, or other verbal or physical conduct of a sexual nature made by one individual to another (Sexual: of, relating to, affecting, or typical of sex, the sexes, or the sex organs and their functions. Implying or symbolizing erotic desire or activity.) Sexual harassment of any person is unacceptable behavior, against the law, and will not be tolerated. No employee or student may sexually harass another person. Any persons violating this policy will be subject to disciplinary action. Harassment can range from demeaning remarks and insulting jokes to pressure for dates, threats, and promises based on trading sexual favors, and sexual assault. Unacceptable behavior which constitutes sexual harassment is based on the perception of those affected. Any student, who believes she or he has been the victim of sexual harassment by another person on school premises, during school hours, or at school related activities, should report the incident for investigation. (Refer to Bullying Policy/Zero Tolerance Policy)</i>	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Sexual Materials/Sexual Misconduct	<i>Sexual materials are the use or possession of pictures, devices or electronic images that contain nudity or represent sexual activity that is offensive or disturbs the educational environment. Sexual misconduct is the use of verbal, written, electronic or physical actions or any language that is sexually demeaning. This violation includes, but is not limited to, indecent exposure, consensual participation in any sexual act involving physical contact, lewd comments, touching private areas, depantsing, pulling another's underclothing, possession or distribution of pornographic materials.</i>	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Simulated Weapon	<i>Is an instrument displayed or represented as a weapon including toys that resemble weapons. (Refer to Zero Tolerance Policy)</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police called 2nd Offense: Expulsion and Police called.
Spitting	<i>Is any act of ejecting saliva forcibly from one's mouth. Spitting on someone is considered an assault in many states under common law.</i>	Spitting may also be considered as vandalism.

Technology Misuse/ Computer Tampering	<i>Technology Misuse is the failure to use hardware, software, electronic devices, web pages and networks for the intended educational use or in a manner that causes disruption at the Pine Ridge School. Computer tampering is altering, damaging, deleting, or destroying a computer, computer hardware or software; introducing a computer contaminant into any computer, or network; causing the disruption of a computer or network; using a computer or computer system to threaten, alarm, harass or cause another person to suffer substantial emotional distress; and using Pine Ridge School Technology for uses outside of legitimate educational purposes. Access to any illegal or prohibitive programming or software will be strictly prohibited this includes accessing pornography sites or posting lascivious materials (sexual pictures) on desktops. Students will sign an Acceptable-Use Agreement before using any school computers. (Refer to the Acceptable-Use Agreement)</i>	1st Offense: 3 Days OSS 2nd Offense: 5 Days OSS 3rd Offense: Expulsion
Theft	<i>Is taking property that belongs to another without personal confrontation, threat, violence or bodily harm. Theft does not include confiscation by school authorities of property not permitted at the school. NOTE: In the event of theft or damage, personal items brought to Pine Ridge High School, such as iPods, cell phones, etc., are not the responsibility of the school.</i>	1st Offense: 3 Days OSS, referral to Counselor 2nd Offense: 5 Days OSS, referral to Counselor 3rd Offense: Expulsion
Threatening-Intimidating Behavior-Violent Behavior	<i>Is to frighten, compel or deter by actual or implied threats. Communicating in any form the intent to do harm to another person in their perception. Creating perceptions or expressing intentions to inflict pain, injury, evil or punishment against another person or property. This includes, but is not limited to, bullying. Threatening behavior is intentional behavior which would cause a person fear of injury or harm. It can include acts of aggression such as yelling at another person, pounding on desks, slamming doors, blocking or cornering, and sending threatening voice-mails, e-mails, or other written threats, which could include posting on web sites or other networks.</i>	1st Offense: 3 Days OSS, referral to Counselor 2nd Offense: 5 Days OSS, referral to Counselor 3rd Offense: Expulsion
Trespassing/ Breaking and Entering	<i>Trespassing is the presence at any school location without permission of school personnel. Students are not to go into other district buildings unless they have permission from the staff of that building. Any student on suspension who goes to a school location without permission is subject to an increase in suspension time. Breaking and entering is considered a crime of entering the school premises or other enclosed property without authorization and some element of force.</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police called 2nd Offense: Expulsion and Police called.
Vandalism/ Destruction of Property	<i>Is the willful act of defacing or destroying any building, fixture, vegetation or property either intentionally or unintentionally. School property and facilities are a source of dedication and pride to many people on the Pine Ridge Indian Reservation. Pine Ridge High School is here for student use and as an aid to education. Students have a responsibility to fellow students, the community, and themselves for property upkeep. All students and their parent(s)/guardian(s) will be held responsible for any damage to school property or for any damage through carelessness. Students, who vandalize, deface, or damage school property, will be suspended until full restitutions are made.</i>	1st Offense: 5 Days OSS, referral to Counselor, and Police called 2nd Offense: Expulsion and Police called.
Vehicle Violation	<i>Includes improper driving to and from campus or parking of a vehicle on school district property without permission, and parking in prohibited areas.</i>	1st Offense: Verbal/Written Warning (Refer to Vehicle Policy) 2nd Offense: Revocation of Parking/Vehicle Privileges, Police called and Vehicle Towed at owner's expense

Verbal Abuse/Profanity	<i>Is the use of profanity or any derogatory language stated publicly.</i>	1st Offense: 1 Day ISS/Detention, referral to counselor with a plan outlining how the behavior will change 2nd Offense: 3 Days ISS/OSS, revisit plan, referral to counselor 3rd Offense: 5 Days ISS/OSS with parent attending school with student
Weapon	<i>Is (includes but is not limited to) a bomb, firearm, other firearm, gun, revolver, pistol, dagger, dirk, stiletto, knife with a blade over two and one-half inches in length, pocket knife opened by a mechanical device, iron bar, brass knuckles, chains, billy clubs, Chinese stars, or any incendiary devices.</i>	1st Offense: Expulsion and Police called.

****NOTE: Police may be called, depending on severity of offense. The Dean of Students and Administrator may choose any or all of the consequences at any offense level and any level of infraction. Students may be placed at any level of infraction pending the nature of the offense.**

ELASTIC CLAUSE

It is understood that this handbook cannot cover the myriad of events that may arise. If the problem 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 student, and in accordance with Tribal, State, and Federal Laws. All students and staff are expected to display the values of respect, generosity, wisdom and courage.

DUE PROCESS

Students will be expected to follow the laws of the Oglala Sioux Tribe and rules of Pine Ridge School. Students at school and students at school-sponsored, off-campus events shall be governed by school rules and regulations and are subject to the authority of the school officials. Students suspended or expelled will be denied attendance during the period of suspension or expulsion.

Students have a legal right to due process (CFR 25 Part 42). After the Assistant Principal has made a decision regarding the suspension of a student, he or she has the right to a hearing. The hearing must be requested by the student and parent(s)/guardian(s). Students who are expelled from school are entitled to a hearing before the Pine Ridge School Principal.

HEARINGS/GRIEVANCE PROCEDURES

Disciplinary authority shall be exercised with fairness.

Every effort shall be made by administrators and faculty members to resolve problems through effective utilization of school resources in cooperation with the student and his/her parent(s)/guardian(s).

SHORT/LONG TERM SUSPENSIONS

In cases of the **short/long-term suspensions**, the student and parent(s)/guardian(s) shall be notified with the incident report sent home. If the student and parent(s)/guardian(s) desire, they may request an informal conference with the Assistant Principal or his/her designee. Should the student and his or her parent(s)/guardian(s) remain dissatisfied with the informal process; the following procedure will be followed:

1. A signed written grievance by the parent(s)/guardian(s) shall be delivered to the Assistant Principal within three (3) school days of the incident.
2. The Assistant Principal must complete her/his efforts to resolve the grievance within five (5) school days of the date of the grievance.
 - A. He or she will meet with all involved parties to discuss the issue(s).
 - B. He or she will keep a written record of his/her activities and findings.
 - C. He or she will provide a written response to the issues with his or her decision.

HEARINGS

Pine Ridge School has established a Hearing Board at both the High School and the Middle School/Elementary School Level. This Hearing Board is comprised of representatives from the Pine Ridge School Board, Elementary, Middle School, High School, Dean of Students, Assistant Principals, Counselors and the Principal. A minimum number of participants including the Principal shall be 5 impartial members. The Principal shall select the participants. If it is felt that the selected members may have a conflict of interest with their participation, may be excused and another member shall be selected. In cases of athletic grievances the Athletic Director will be a part of the Hearing Board. The Dormitory has a separate hearing process.

As the Hearing Board, the committee's duties and responsibilities include: acting in an advisory role to the Principal, hearing all cases referred by the Dean of Students and the Assistant Principals, as well as imposing suspension not to exceed ten school days.

The Principal has full charge of the hearing, has authority to direct its proceedings, has authority to control the conduct of all persons present, is subject to the general directions of this procedural code, has the authority to limit questioning that is unproductive, lengthy or irrelevant, is not bound by the rules of law on evidence in conduction any hearing and appoints a secretary to record the committee's findings and recommendations.

If a student is recommended for a hearing or expulsion, a certified letter will be mailed to the parent(s)/guardian(s) by the Dean of Students/Administrator within three (3) business days. The notice shall specify the charges, why sanctions were imposed, and set forth the student's right to a hearing.

The parent(s)/guardian(s) shall reply in writing to the notice within three (3) school business days of receipt. If such a reply is not made within the three (3) day period, the pupil and parent(s)/guardian(s) shall be deemed to have waived this right to a hearing.

If the student and parent(s)/guardian(s) request a hearing, the following procedural guidelines will govern the hearing:

1. Parent(s)/guardian(s) shall be present at the hearing.
2. The student, parent(s)/guardian(s) may be represented by counsel.
3. The student shall be permitted to inspect, in advance of such hearing, any affidavits or exhibits which school authorities intend to submit at the hearing.
4. The student shall have the opportunity to present his/her version as to the charges and make such showing by way of affidavits, exhibits, and such witnesses as desired, as well as the opportunity to question witnesses.
5. Either a tape-recorded or verbatim record shall be made of the hearing.
6. The Assistant Principal and/or Principal shall state, in writing and orally, if requested, his or her findings as to the facts, conclusions, and the specific reasons for the level of disciplinary action.
7. The Principal may issue a written decision, which must be provided to the student and his or her parent(s)/guardian(s) within five (5) business days of the end of the hearing.

Students are allowed one hearing per semester

APPENDICES

Appendix A

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 driver's license, current registration, and insurance. Keys must be turned in daily. 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 any parking lot. At no time is a student to be in or 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 _____

STUDENT'S NAME _____
(PLEASE PRINT)

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 VEHICLE POLICY AND ACCEPT MY RESPONSIBILITY FOR HELPING MY SON/DAUGHTER TO UNDERSTAND AND LIVE UP TO ALL EXPECTATIONS AND GUIDELINES OF THE VEHICLE POLICY.

(PARENT SIGNATURE)

(DATE)

THIS FORM MUST BE SIGNED AND RETURNED TO THE PINE RIDGE HIGH SCHOOL DEAN OF STUDENTS' OFFICE.

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 \[eric.north@bie.edu\]\(mailto:eric.north@bie.edu\)](#)



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: _____