

Elementary School & Upper Elementary School Handbook

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OUR MISSION:

To prepare students with the academic, spiritual, physical, cultural, and social skills needed to be life-long learners and productive world citizens in a technological world.

Cheyenne-Eagle Butte School 2011-2012 Calendar

Approved by the Combined
Board of Education 3-14-2011

August 2011

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September 2011

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November 2011

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December 2011

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14 14 (82 staff, 78 student)

January 2012

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March 2012

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12 11 (93 staff, 91 student)

June 2012

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July 2012

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Aug. 10-11 -- registration
 Aug. 22-24 – Staff Development
 Aug. 25 – First student day
 Sept. 2 – Staff Dev. Day
 Sept. 5 – Labor Day
 Sept. 8 – Open House K-12
 Oct. 10 – Native American Day
 Oct. 21 – End of 1st quarter
 Oct. 25 & 26 –PT Conf. 4:30-8
 Oct. 28 – PTC Comp. Day
 Nov. 11 – Veteran’s Day
 Nov. 23 – 1:00 Release
 Nov. 24-25–Thanksgiving Break
 Dec. 16 – No School -- LNI
 Dec. 19-20 – Semester Finals
 Dec. 21--1st semester ends
 1:00 release

Dec. 22 - Jan 2 -- Winter break
 Jan. 3 – Staff Development
 Jan. 4–School resumes
 Jan. 16 – Martin Luther King Day
 Feb. 20 – President’s Day
 March 2– --End of 3rd quarter
 March 13 & 14 – PTC’s 4:30-8
 March 16 – PTC Comp Day
 April 2 -April 20 –Dakota
 Step Window
 April 6 - 9 -Spring Break (Easter)
 May 15-- Last day for students
 May 16 – Last day for staff

Parent Teacher Conference

Oct. 25 & Oct. 26 (4:30-8:00pm)
March 13 & 14 (4:30-8:00)

K-6 Student Make-Up Days

Oct. 31, Dec. 15

**K-12: 169 student days
 (167+ 2 PT) + 6 Staff Dev. = 175**

Code of colors:

Vacation --No school	
Holidays	
Staff Development day	
Test window	
PTC Comp. Day	

SEVEN VALUES OF LAKOTA LIFE

Student actions, attitudes, and appearance are a reflection of that student as a person, as a member of the Cheyenne-Eagle Butte School, and of the community. Students are expected to treat each other and adults with courtesy and respect. Students are expected to exhibit the Lakota Values of *Woc’ekiye (Spirituality)*, *Wao’hola (Respect)*, *Waun’sila (Caring & Compassion)*, *Wowijake (Honesty)*, *Wawokiye (Generosity & Helping)*, *Wah’wala (Humility)*, and *Woksape (Wisdom)*.

NON-DISCRIMINATION STATEMENT: The Cheyenne-Eagle Butte School advises students, parents, employees, and the general public that educational programs or activities and employment opportunities will be offered without regard to sex, race, color, national origin, or disabilities.

SCHOOL ADMISSION: New enrollment or in-district transfer students may enroll at the beginning of each quarter (first two weeks). Out of district transfer students will be enrolled upon relocation to the district boundaries. Students expelled or undergoing expulsion proceedings will be considered on an individual basis. Requirements for enrollment include a complete application and promotion to the grade they are entering.

DAILY SCHEDULE

Upper Elementary School		Elementary School:	
7:30-8:00	Breakfast is served	7:30-8:00	Breakfast is served
8:00	School begins	8:00	School begins
		10:50-11:05	4 th grade recess
12:00-12:40	6 th grade lunch/recess	11:10-11:35	4 th grade lunch
12:05-12:20	5 th grade recess	11:35-12:00	3 rd grade lunch
12:25-12:50	5 th grade lunch	12:00-12:15	3 rd grade lunch
3:10	Buses are called	3:10	Buses are called
3:15	All students dismissed	3:15	All students dismissed

STUDENTS EARLY TO SCHOOL: Students who arrive at school before 8:00 AM should go to the cafeteria for breakfast, then wait at the circle. Students will be directed as to whether there is a morning recess (weather dependent). Students will not be in the classroom area before 8:00 unless directly supervised by a teacher.

ACADEMICS

LAKOTA LANGUAGE/CULTURE/HISTORY: Since the Cheyenne-Eagle Butte School system is located in the heart of the Cheyenne River Sioux Tribe, every effort will be made to include appropriate traditional and contemporary teachings of the Lakota language, culture, and history. Upper Elementary students will be given Lakota classes each year.

ELEMENTARY AND SECONDARY SCHOOLS ACT: The Combined Board of the Cheyenne Eagle Butte School supports the Elementary and Secondary Schools Act (formerly known as No Child Left Behind). As part of School Improvement Plans, students are expected to work toward proficiency in reading and math. In addition, we expect at least 94% attendance rate for all students.

QUARTER GRADING

Grade	Definition	Percentage
A	Outstanding	94% - 100%
B	Above Average	84% - 93%
C	Average	74% - 83%
D	Below Average	64% - 73%
F	Failure to meet minimum requirements	0% - 63%
I	Incomplete (for prolonged excused absences only)	
P	Passing: Given under certain conditions	At least 64%

An incomplete grade shall become an F if the work is not made up in accordance with the make-up policy.

STUDENT PROGRESS REPORTING: Report cards will be distributed to the students and parents four (4) times during the year. Report cards will usually be available for the parent/guardian during the week following the end of each mid-term. The school will mail progress/deficiency reports periodically. Parents are encouraged to verify and update address changes with the office secretary.

FAILURE IN ANY SUBJECT: Parents will be notified by the teacher if a student’s grade falls below passing. If a student is failing in any subject at mid-term, the Building Principal (in consultation with teachers and counselor) will determine how the student is to be assisted in meeting the course requirements. Assistance may be given through classroom interventions, tutoring, summer school, or by other methods.

HOMEWORK POLICY:

C-EB School expects students at each level to complete homework. The homework policy takes into account the age of the student in determining the appropriate amount of homework. As a general rule, Kindergarten is expected to do 5-10 minutes, with each grade adding 5 minutes so that 30 minutes/day would be expected in Grade 6. For grades 7-12, homework should take 30-60 minutes, combining all classes.

Homework is expected to be given by teachers four days/week, and may be a combination of independent reading, projects and practice related to classroom instruction. At least once each week, parents are expected to be asked to sign the homework or the planner stating that the child has completed the required homework.

LESS THAN PROFICIENT SCORE IN READING, MATH, LANGUAGE ARTS ON A STANDARDIZED ASSESSMENT OR OTHER PROFICIENCY TEST: If a student scores below proficient on a standardized assessment or other proficiency test, the Building Principal (in consultation with teachers and counselor) will make recommendations to assist the student in reaching proficiency. Assistance may be given through classroom interventions, tutoring, summer school, or by other methods.

AP&I HONORS: Students will be honored for proficiency and improvement on district level and state assessments. The following criteria are met for Honors students:

- Students score advanced or proficient on the Dakota Step Test or Dakota STEP alternative, and/or on the Dakota Assessment of Content Standards (DACS)
- OR: student improves his/her % score on the DACS by 15 points in math and reading.
- Students will be recognized at the end of each semester and for yearlong honors.

TEACHERS' QUALIFICATIONS: Parents may obtain qualifications of their children's teacher upon request through the administrative office. Para-professionals must have 48 credit hours, an associate degree, or have passed the para-pro praxis exam before they may begin work.

PHYSICAL EDUCATION: The School provides an organized, supervised physical education program. All students are required to participate unless they have a written excuse from a doctor. However, if your child has been sick or injured, please notify the physical education instructor and principal and we will take this into account when requesting the child to perform physical activities.

ATTENDANCE

COMPULSORY ATTENDANCE: Children who are six (6) years old by the first day of September and younger than the age specified in Tribal and State codes (18 years) must regularly attend school.

TRUANCY: In accordance with Section 16.05 of the Cheyenne River Sioux Tribe Children's Code, the Cheyenne-Eagle Butte school will file affidavits with the Tribal Prosecutor of students are in violation of section 16.05 which reads as follows:

Section 16.05 – School Attendance

All children older than five and younger than eighteen years shall attend school regularly. Unless subject to all valid suspension, expulsion, or other order prohibiting them from attending school, children shall be a violation of the section if they:

- (1) Miss three or more consecutive days of school without a valid excuse written and signed by their parent(s) or guardian(s); or
- (2) Otherwise fail to attend school regularly.

Indian parents or guardians of Indian children who are in violation of the Section shall be guilty of a Class B misdemeanor and shall be subject to a civil fine not to exceed fifty dollars (\$50) for each day their child fails to attend school.

EFFECTIVE DATE: Student attendance will begin the first calendar day of school. All late enrollees must provide proof of attendance at another school or days not enrolled will be charged as days absent.

MAXIMUM ABSENCES:

- Students who miss ten days of consecutive absences are automatically dropped (waivers available for medical purposes)
- Maximum of ten unexcused (10) absences per school year.

*****Any student that exceeds maximum absences are required a parent-student-administrative meeting.**

NOTIFICATION PROCEDURE:

Daily: Contact parents/guardians via (phone, email, in person) regarding daily absences if the school does not receive a phone call or a note.

After the 3rd absence and the 6th absence: Notification, in writing to parents, of their child's absences. In addition, the Principal/Designee will also make personal contact with the student notifying him/her of the number of absences and explaining the possible consequences of continued absenteeism.

After the 8th absence: Court referral will occur after three (3) consecutive unexcused absences or if deemed necessary by the Principal for failure to attend school.

After the 10th unexcused absence: a student will be dropped after ten (10) consecutive unexcused absences and parent/guardian and juvenile authorities notified if parent/guardian fails to notify the office. Juvenile authorities and/or BIA/State Social Services representatives may be informed if home visits and/or phone calls by the Attendance Aide and/or office are disregarded. Parents will be notified in writing if affidavits are/or will be filed with the Tribal Prosecutor.

APPEAL PROCESS: Student/Parent/Guardian may request, in writing, a hearing after their absences exceed the maximum allowed. The Hearing Committee consisting of the Principal, the teacher of the class in question, one designated staff who is not a teacher; and one counselor who is a student advocate/advisor shall hear the appeal. The Hearing Panel may approve the student for re-enrollment at the school, at the Eagle Center, or keep the student as dropped. Parent(s)/Guardian(s) may appeal a permanent drop at the next scheduled Cooperative Board Meeting.

ATTENDANCE COUNTS: (K-6) Students must be in attendance for 5 ½ hours to receive credit for the whole day and 3 hours to receive credit for ½ day. Students who arrive at school after 9:45 or leave before 1:45 will receive credit for ½ day of attendance. If students have an appointment, they may be checked out by the parent and returned to school to receive credit for attendance.

LEAVING SCHOOL: Students may only leave campus with permission from the principal or designated person. All students off campus without an appropriate pass may be subject to disciplinary action. Only the Principal or designee is authorized to give you permission to leave the building during teaching hours. Students must be checked out in the office before they may leave their class. Parent/guardian will request a checkout slip which will be given to the child's teachers before leaving the building. Only a parent/guardian and persons designated by parent/guardian (form filled out at registration) will be allowed to request to check out a student.

EXCUSED ABSENCES:

- a) Personal Illness/Medical appointments: Any absences exceeding three (3) days shall require a medical statement. Doctor's statements encouraged for all medical appointments.
- b) Bereavement: Not to exceed three (3) days.
- c) Work: Must be approved in advance and directly related to family income.
- d) Family Trips: Must be approved in advance and of an educational nature.
- e) Other excused absences include: (unique individual/community educational/cultural activities, including, but not limited to: State AAU, State Fair, State Snow Queen Contest, State 4-H events, YMCA, SDHSAA Events if a family member qualifies) if pre-approved and all make up assignments, alternative assignments are complete within the allotted time frame.
- f) Administrative Discretion or as determined by the Principal on a case by case basis. If a written excuse or telephone call is not received within two (2) days after the student returns to school, the absence is considered unexcused.

SKIPPING CLASS: Teachers and office staff will notify the Principal of any students that have skipped as soon as information is available.

- 1st Infraction: Written plan with Time Out Coordinator and Parent contact
- 2nd Infraction: One day ISS
- 3rd Infraction: Two days ISS
- 4th Infraction: Three days ISS

MAKE-UP WORK: Students will be expected to make up work for all absences. It shall be the student's responsibility to meet with the teacher(s) to obtain make up assignments. Classroom work will be made up within two (2) days of each day absent.

PARENT'S/GUARDIAN'S RESPONSIBILITY: The parents/guardians are responsible for the following:

- Notify the school, in advance, of their child's absence.
- Upon return of the child to school, submit a written note or telephone call stating the reason for the absence(s).

- Encourage your child to obtain and complete the make-up work. Homework Center is available until 4:00 p.m. Mondays, Tuesdays & Thursdays for students to make up work.

STUDENT'S RESPONSIBILITY: It is the responsibility of the student to obtain make-up work for any absence and to complete that work within two days for each day missed.

TARDINESS: In the event a student arrives late for school at any time during the day, the following procedure will be followed:

- Student will report to the office to sign in.
- Student will present an excuse for tardiness.
- A pass/tardy admit shall be issued by the office for class(es)/day(s) missed.

Reasons for Excused Tardiness

- ✓ Medical appointment
- ✓ Court
- ✓ Counseling appointment
- ✓ Bad road conditions
- ✓ Administrative Discretion

TARDY TO CLASS:

- Teacher Warning
- Teacher supervised sack lunch

EXCELLENT ATTENDANCE RECOGNITION: Acknowledgement of Excellent Attendance will be during the school year and/or throughout the year.

COMMUNICATION

TELEPHONES AND MESSAGES: Students WILL NOT be allowed to make phone calls during school hours unless there is an emergency. Students will not be called out of class for in-coming calls unless there is an emergency. Please inform your child where to go after school before the child leaves in the morning. If plans have changed and your child is not aware of what to do after school **please contact the office by 3:00 p.m. each day to insure time for messages to be delivered.**

KEEPING STUDENTS AFTER SCHOOL: Whenever possible, parents/guardians will be notified if a student is going to be detained. Teachers or administration may detain students with prior arrangements with parents/guardians. The principal may detain students for a longer period of time. Parents will receive a phone call or note explaining the detention. Students may arrange to remain after school or to come in early to work on projects, to make up work, or to get extra help. They should arrange this in advance with the teacher and parents.

EARLY DISMISSALS: Building principals will be notified and announcements will be made over public media to alert parents.

“SCHOOL CLOSING” ANNOUNCEMENTS: If for any reason there is a closing of the school, announcements will be made via the School Reach System and over KEVN TV– Rapid City, KLND-Little Eagle (89.5 FM), KOLY-Mobridge,(1300 AM) KMLO-Mobridge,(99.5 FM) KELO TV-Sioux Falls and KSFY-Pierre/Sioux Falls Stations. The 20-1 Superintendent and BIE School Supervisor will make the decision to close school.

SCHOOL BUILDINGS AND GROUNDS

MEDIA CENTER: Students are encouraged to use the services of the Media Center before and after school. Students with an appropriate pass may utilize the media center during class. Students are expected to abide by all media center rules and procedures. Books checked out are to be returned within two (2) weeks in the same condition as received. If you are not finished reading the book when it becomes due, bring it back in then have it renewed for another two (2) week period. If you have an overdue book, you cannot check out another one. You must pay for all books lost or damaged.

LUNCH BREAK: Administrative discretion will be used to determine whether students will have time outside or inside after lunch. Students are required to follow school rules at all times and follow the instructions of the persons on duty. Tackle football and other rough games are prohibited.

PLAYGROUND: Students are required to observe rules of safety on the playground and to follow the instructions of the persons on playground duty. Tackle football and other rough games are prohibited. In order for students to maintain the privilege of using the playground they must adhere to rules which promote safety and appropriate social interaction. Playground rules will be posted in the classrooms and taught to the students.

1. Stay in the assigned area.
2. When called in, play stops immediately.
3. Respectful behavior towards others.
4. Use equipment appropriately – safely.
5. Wrestling or rough play is not permitted.
6. Throwing rocks and snowballs is not permitted.

1st Infraction: Warning

2nd Infraction: 10 minutes by the wall

3rd Infraction: Student will complete a contract and will not be allowed to play at recess until the person on duty has approved the plan.

4th Infraction: Two days removal from recess and lunch recess. Lunch in Time Out Room. Staff member on duty must complete an incident report. Student will review action plan and do a revised plan. Parents will be contacted.

5th Infraction: Three days removal from recess and lunch recess. Lunch in Time Out room. Staff member on duty must complete an incident report. Student will review action plan and do a revised plan. Parents will be contacted.

6th Infraction: Student removed from all recesses until parents have been contacted and have been involved in completing an action plan with student and principal. Staff member on duty must complete an incident report.

All slates for above playground infractions clear at the beginning of each quarter. Fighting will not be tolerated! Students will be immediately removed to the principal's office, where they will complete an action plan. Fighting leads to suspension. Supervising staff member must complete an incident report to be attached to the action plan and sent to parents.

CAFETERIA: Breakfast and lunch are served in the cafeteria daily when school is in session. Both meals are prepared at the main cafeteria. All students are expected to eat in the cafeteria. Appropriate behavior is expected while students are in the cafeteria. No running or line cutting. Students must remove their hats, caps, or hoods while in the dining area. Students are to clean up their table after eating.

HEALTH, SAFETY, AND SECURITY

HEALTH/SCHOOL NURSE: The school nurse will be available at certain times during the day. Passes are required from your teacher to go to the office.

Head Lice: Regular checks for head lice will be made within the school. If a child is found with lice, they will be sent home until the problem is cleared up.

Medication: Any parent wishing to have prescription medication for their child in school must provide a pill bottle with the doctor's instructions for administering the medicine to the school nurse and must sign a consent form for the administration of the medication.

Parents must pick up students who become ill.

HEALTH EMERGENCIES:

- Assess the situation.
- Contact EMS [911] immediately if it is life-threatening, serious, or potentially life-threatening or disabling and follow instructions.
- For Non life-threatening emergencies, contact school nurse and hospital ER and follow instructions.
- Contact parent(s)/guardians(s) as soon as medical care is arranged.
- Contact school administrators.
- Follow-up as needed.

C-EB SUICIDE INTERVENTION APPROACH: The following “intervention approach” was developed by the C-EB school counselors and administrators to provide consistency when dealing with suicide ideology.

1. Teachers, staff or students who receive information either directly or indirectly about a suicide concern must contact the counselor/principal immediately.
2. The counselor meets with the student and assesses the situation.
3. If the student is making immediate self-harm statements and has a plan the police are contacted for protective custody. The parents are notified. Clearance from a mental health professional prior to returning to school is mandatory.
4. If the student does not have a plan but has been thinking about the possibility of suicide, the parents are notified. It is suggested to the parent they seek professional help for an assessment. The counselor can help arrange an appointment with a local mental health clinic or suggest out-of-town options. The school administration may request the student have mental health clearance prior to returning to school.
5. Suicide threats are a serious matter and must be treated as such. We act immediately upon any report. How we proceed depends upon the situation and the assessment.

FOOD ALLERGIES: Record all food allergies on student application and notify office each year with an update on any new or continuing allergies.

EMERGENCY EXITS AND FIRE DRILLS: Teachers will make students aware of all emergency exits and procedures for evacuation of the building. The school will hold fire and other disaster drills at regular intervals.

VISITORS: All visitors, including parents/guardians, are required to report to and sign in at the office. The building principal has the authority to deny a visitor at his/her discretion. Visitors are not allowed to discipline students that are not their own children.

TRANSPORTATION

SCHOOL BUSES: A large number of students are transported by school buses. This is a service that should be appreciated by all. Show your appreciation by your good conduct and cooperation. Bus transportation is a privilege, not a right. Buses usually arrive at the school no later than 7:55 a.m. Buses depart the Upper Elementary School between 3:10 & 3:15 p.m. All country busses will depart at 3:30 p.m. from the horseshoe by the High School. The school will provide transportation if a student misses the bus and we are at fault, otherwise parents are expected to provide transportation home. Notify the office immediately if there are any changes in riding the bus. The bus driver has authority over their bus students. In case of rule infraction on the bus, the bus driver will try to resolve the problem or assign an appropriate disciplinary consequence.

BUS INFRACTIONS:

Consequences for 1st Infraction:

- Warning *and*
- An Incident report will be completed and filed with the Principal and a copy will be mailed home.

Consequences for 2nd Infraction:

- An Incident report will be completed and filed with the Principal and a copy will be mailed home *and*
- The Principal will administer appropriate disciplinary action.

Consequences for Subsequent and very serious Infractions:

- An Incident report will be completed and filed with the Principal and a copy will be completed and filed with the Principal and a copy will be mailed home.
- A determination of the suspension of transportation service will be made. Suspension from bus service does not mean suspension from school.

BICYCLES: Students may ride their bicycles to school. Students must park their bikes before school begins and leave them parked during school hours. It is also suggested that students lock their bikes when they are parked during the day. The school assumes no responsibility for protection of bikes.

SKATEBOARDS, ROLLER SKATES, ROLLER BLADES, HEELIES, SNOWBOARDS and SCOOTERS:

Skateboards, roller skates, roller blades, and scooters are not allowed on school property. These items will be confiscated and kept until a parent picks them up. Heelies may not be used during the school day or during school-sponsored activities. Students wearing them on the way to school should pop the wheels out upon arrival and keep them out for the remainder of the

school day. If they are used during the day, any staff member may ask for them, and parents may pick them up.

VALUABLE RESOURCES

PARENTS: Teachers would like to have parent(s)/guardian(s) visit classrooms while they are in session. Parent/guardians are welcome to visit classrooms at any time of the day. The only consideration asked is that no visits are conducted during the first two weeks and the last two weeks of the school year. Pre-school children or children from other schools are not allowed to visit the Cheyenne-Eagle Butte classrooms.

PARENT INVOLVEMENT POLICY

It is the policy of the Cheyenne-Eagle Butte School to:

1. Hold Parent Meeting for Parents, informing them of the School Reform process.
2. Parents are notified of the annual meeting through the newspaper, posters, signs, and letter home to parents.
3. Plan school activities for times when it is most convenient for parents.
4. Transportation may be provided based on individual needs.
5. Involve parents in the planning of school activities along with school program changes and improvements.
6. Keep parents informed through notes sent home from the school that are practical and in a language the parents can understand. The parents will also be kept informed through the West River Eagle Newspaper, school calendar, TV, posters, and signs on Main Street. Parents are made aware of the progress of the school through annual and report card printed in the local newspaper.
7. Invite and encourage parents to volunteer their time and talents in the school by serving as chaperones, classroom helpers, and class guests.
8. Inform parents of the curriculum, state academic and content standards at the fall open house.
9. Encourage parents to visit directly with their children's teachers and/or principal regarding school concerns.
10. Encourage parents to use the Parent Resource Center where various materials can be checked out. Parents are also encouraged to attend their children's activities for which they receive incentive points for prizes at the end of the year. Parents receive assistance through parent training on how they can help their child at home, training is also provided to the Head Start Program.
11. Continue to distribute the Student-Parent-Teacher compact that outlines how parents, the entire school staff, and students share the responsibility for student achievement and the means by which school and parents will build and develop a partnership to help serve the state's high standards.
12. Provide reasonable support for parental involvement activities as requested by parents.

13. Inform and encourage all parents to be involved in their child's progress through monthly progress reports, parent teacher conferences, notes sent home, phone calls and home visits.
14. Educate parents on the No Child Left Behind Act published in the school information pamphlet given out at registration. The pamphlet will also provide parents an opportunity to respond and have input into the progress of the school.
15. Keep communication open between the parents and the school, which in turn will give the parents an opportunity to submit dissenting views of the school's programs that are not acceptable to them.

PARENT SUPPORT OF STUDENT ACTIVITIES: Parent attendance at student activities and athletics is greatly appreciated. However parents and other community members are expected to model sportsmanship at all times. Yelling at or verbally abusing players, coaches, referees, or others fans is not acceptable. Fans showing disrespectful and inappropriate behavior will be given a RED CARD as a warning by administration or designee. Fans continuing to show inappropriate behavior will be escorted from the activity and not given re-admittance.

GUIDANCE AND COUNSELING: The Guidance and Counseling program at C-EB will pay special attention to the needs and challenges unique to each student. Emphasis will be directed towards individual, group counseling and career awareness. The counseling program will handle such problems (i.e. parental, peer pressure, emotional, academic, substance abuse, etc.) as they arise through individual and group counseling. Self-concept, emotional development, and peer relationship-building activities are considered to be part of the on-going curriculum. Meetings with the counselor are considered to be confidential. Parents may refer their child by calling the Principal and asking to speak with the counselor.

EXCEPTIONAL EDUCATION SERVICES: The Cheyenne-Eagle Butte School offers a learning disabilities program and a gifted program for the students in need of those services. Parents are encouraged to contact the school if they feel that their child is in need of service of either of these programs.

TITLE I: The Cheyenne-Eagle Butte School operates a school wide program. This means that all students have access to Title I resources. The goal of the program is to provide supplemental assistance so that all students will achieve high standards. Title I funds are used for staff, professional development, equipment and supplies.

STUDENT APPEARANCE

While at school, we want you to have the best experience possible. The following student appearance policy has been developed to assure that no one will feel offended or uncomfortable during school.

1. Clothing: All clothing shall be neat, clean, and acceptable in repair and appearance and shall be worn within the bounds of decency and good taste as appropriate for school and school activities.
2. Articles of clothing which display profanity, products, or slogans which promote tobacco, alcohol, drugs, sex or are in any other way distracting, are prohibited.
3. Excessive accessories such as hanging chains and hanging suspenders are not allowed. This is for safety reasons. Items of clothing which expose bare midriffs, bare chests, undergarments, or that are transparent (see-through) are prohibited. Tank tops with straps wider than one inch are permitted. Please be advised that spaghetti straps, shirts which expose a bare back, halter tops, and tube tops are prohibited.
4. Caps, hats, or other head-gear must be removed upon entering the school building. When caps are worn at school events, they should be worn with the bill forward at all times.
5. Shoes must be worn at all times and must be appropriate for school.
6. Pants must fit properly. Excessively baggy or tight clothing, and clothing which advertises gang symbols or affiliation is prohibited. A pattern of dress in "gang colors" is not allowed. Refer to section on Gang related behaviors for more information.

If you choose to dress inappropriately, you will be asked to change, or be required to wear school-issued clothes. By planning ahead appropriately, you will save yourself the inconvenience of having to change and you will be contributing to a pleasant school atmosphere. Please be advised that the student appearance policy will be enforced for all individuals attending school.

Please use the following pictures as a guide for what NOT to wear to school:



BEHAVIOR

STUDENT DISCIPLINARY PROCEDURES: A step discipline process will be used for routine discipline infractions such as insubordination and disruptive conduct in the classroom. Discipline referrals of a serious nature will go directly to the Dean of Students or building administrator for disciplinary action.

1. On the first incident of a routine classroom or general supervision behavior problem, teachers are asked to follow some basic procedures such as; communicating to the student what behavior was observed; asking for the student's viewpoint; counseling in order to come up with a better way of behaving or reviewing expectations; and finally help students make a verbal commitment to change the behavior.

2. On the second incident teachers are asked to follow the same procedures but the student must make a written commitment to change behavior.
3. On the third incident the teacher refers the student to the time-out room.

TIME OUT ROOM: Students will be sent to time-out for the following:

- Severe loss of verbal or physical control
- Absolutely refusing to obey teachers or persons in charge of specific activities.
- Severely disrupting the learning of other students.
- Failure to follow a student commitment plans after the step process has been used.

If warranted, due to the severity of the Infraction, students may be referred to the Principal immediately and not be sent to the time-out room. When a satisfactory plan has been developed, the student may be released from Time Out room to the regular class. The time-out Monitors will use the following procedures:

- 1st visit to the Time Out Room: The student will complete an action plan with teacher referral.
- 2nd visit to the Time Out Room: There will be a phone call or letter to parents from the Time Out monitor.
- 3rd visit to the Time Out Room: There will be a conference among parents, student, and appropriate staff member. The student will complete an action plan.
- 4th visit to the Time Out Room: Is a Principal referral.

Further incidents may result in suspension.

Students sent to Time Out from the classroom will make up their missed class time with their teacher after school.

IN SCHOOL SUSPENSION ROOM (ISS): Schools have strategies and policies that are used for stopping and preventing student behavior problems. ISS keeps students in a classroom environment and allows school officials to intervene in a positive manner with students to eliminate the inappropriate behavior demonstrated by the student. It is important to note that the ISS assignment does not result in the elimination of OSS (out of school suspension). Students assigned In School Suspension (ISS) will be required to successfully serve the number of days assigned by the designated school official. They will be required to successfully complete all assigned work that would be completed in their regular classroom.

Upon returning to the classroom, the student will be placed on probation for the period of time indicated by the school official. The student is required to carry a probation sheet for each teacher to sign. It is the responsibility of the student that this form be filled out daily and returned by the student to the ISS Room at the end of each day. If the student loses a probation sheet or refuses to have teachers sign it, they will be given replacements plus assigned an extra day. If the student breaks the probation period by receiving 3 negatives for 1 day, the student will be required to return to ISS, make a phone call home, and stay in ISS until 4:00 PM. The parent will be required to make arrangements to pick up their child at 4:00 PM.

DUE PROCESS

SHORT TERM DISCIPLINARY ACTIONS: For all short-term disciplinary actions (One to ten days Out of School Suspension). Students will have an informal administrative hearing with the building Principal. There is no appeal on an informal hearing. Students shall be afforded the rights of fair procedure or due process; this includes the right to:

1. Be informed of conduct which would result in disciplinary action against the student;
2. Notice of any rule Infraction;
3. Explanation of the evidence supporting the infraction;
4. An opportunity to present the student's side of the story;
5. Appropriate consequence(s).

LONG TERM DISCIPLINARY ACTIONS: In making a recommendation for all long term disciplinary actions (Out of School Suspension for a period of eleven (11) days or more, or Expulsion), parents and students must be made aware that they have a right to a Formal Hearing with the Cooperative School Board. If a hearing is requested, the School Supervisor/District Superintendent will provide the parents and students of their full due process rights and hearing procedures. Students have the right to an advocate and/or legal representation for any long term disciplinary hearing. Long Term Suspension is an action resulting in recommendation for OSS for more than 10 but not more than 90 school days with a formal hearing. Expulsion is defined as termination of a student's membership in school and from participation in extra-curricular activities for not more than 12 consecutive months. (See weapons policy). The Cheyenne-Eagle Butte Cooperative Board shall serve as the Hearing Board for Expulsions and Long Term Suspensions (LTS). The student has the right to appeal the decision pursuant to 25 CFR Part 2. Any such appeal must be in writing, clearly identified as "NOTICE OF APPEAL", and contain your reasons for the appeal. Any such appeal must be hand-delivered or postmarked to the Cheyenne River Education Line Officer no later than thirty (30) days after your receipt of the "NOTICE OF SCHOOL BOARD DECISION".

The principal will hold an informal conference with the student when disciplinary action is necessary. When disciplinary action results in a suspension, the student's parents will be notified. The student will be required to complete a plan of action/commitment upon his/her return to school. Any student who receives a ten-day suspension will automatically be referred to a counselor for review and assessment. Any student who receives out of school suspension is required to complete work missed. NOTE: UPON RETURN FROM AN OUT OF SCHOOL SUSPENSION THE STUDENT MAY BE REQUIRED TO REPORT TO THE IN SCHOOL SUSPENSION ROOM WHERE HE/SHE WILL SPEND ONE DAY. THE PURPOSE IS TO HELP THE STUDENT FOCUS ON ACADEMICS AND TO MAKE A PLAN TO CHANGE INAPPROPRIATE BEHAVIOR.

DISCIPLINE OF STUDENTS WITH DISABILITIES: Discipline of students with disabilities will adhere to Individuals with Disabilities Education Improvement Act (H.R. 1350; referred to as "IDEIA" or Section 504 of the Rehabilitation Act) regulations and procedures (effective July 1, 2005). Students with disabilities will be disciplined in the same manner as a non-disabled student. However, should a disciplinary infraction require more than a 10-day suspension or if a pattern of repeated infractions exceeds 10 days a Manifestation Determination meeting will be held to determine whether the behavior is a direct result of the disability. Consequences will be administered based on the committee's recommendation. Serious infractions involving drugs, weapons, or serious bodily injury can result in a disabled student being removed from the school for up to 45 days, without the case being required to go before a hearing officer. Education services will be provided to disabled students who have been suspended for more than 10 days.

DISCIPLINARY ACTIONS FOR BEHAVIOR INFRACTIONS

Disciplinary Actions

The school administration is empowered and directed to use its discretion in the enforcement and application of the provisions stated in the discipline policy. The range of disciplinary action that may apply to Infractions serves only as a guideline. *The range of disciplinary action may not be applicable to all behavior Infractions, incidents, and/or circumstances.*

BOMB THREATS: Making a bomb threat is a crime under South Dakota and Cheyenne River Sioux Tribal Law. Any student suspected of making a bomb threat shall be reported to law enforcement authorities for investigation and possible prosecution. Apart from any penalty imposed by law, and without regard to the existence or status of criminal charges, a student who makes a bomb threat shall be subject to disciplinary action by the school. The administration may suspend and/or recommend for expulsion any student who makes a bomb threat.

DANGEROUS WEAPONS POLICY: In the interest of safety for all students, the Cheyenne-Eagle Butte Cooperative Board of Education will not tolerate the possession of, use of, and/or the threat to use dangerous or illegal weapons on school premises or at school sponsored activities. No firearms are permitted on any school premises, school vehicle or any vehicle used for school purposes, in any school building or other building or premises used for school functions. An exception would be weapons under the control of law enforcement personnel, starting guns while in use at athletic events, firearms or air guns at firing ranges, gun shows, and authorized supervised training sessions for the use of firearms.

1. Students who have possession of miniature weapons such as those that accompany small action figures, will be subjected to an appropriate disciplinary action.

2. Any student bringing a firearm to school shall be recommended for expulsion for not less than twelve (12) months and will be referred to law enforcement authorities.

For the purpose of this section, the following definitions will apply:

School premises: All school buildings and grounds including but not limited to the: academic buildings, dormitories, gymnasiums, playgrounds, athletic facilities, parking lots, swimming pool, kitchen and dining facilities, and school owned or operated vehicles. Students who are participating in or attending any school activities (including out of town) will be considered in school premises for the purpose of this policy.

Dangerous weapon:

1. Firearm;
2. Knife;
3. Any device, instrument, material or substance, whether animate or inanimate, which is capable of, used to, and/or used as a threat to inflict death or bodily harm;
4. Toy weapons (including without limitation: cap guns, water guns) or any other device, appearing like a dangerous weapon
5. Any destructive device, which includes:
 - a) Any explosive, incendiary, or poison gas;
 - b) Rocket or missile having an explosive or incendiary charge of more than one-quarter ounce, or
 - c) Live ammunition

Firearm:

1. Any weapon, including starter guns except when used solely at athletic events, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive.
2. The frame or receiver of any weapon described above.
3. Any firearm muffler or firearm silencer.
4. Any air gun, BB gun, pellet gun, or similar device which is capable of inflicting bodily harm.
5. Any weapon which will, or which may be readily converted to expel a projectile by action of an explosive or other propellant and which has a barrel more than one-half inch in length.
6. Any combination or parts either designed or intended for use in converting any device into any destructive device in the two immediately preceding examples and from which a destructive device may be readily assembled.

BOMB THREAT OR DANGEROUS WEAPONS POLICY INFRACTIONS

Consequences:

- Reported to Parent *and*
- Referral to Law Enforcement *and*
- Ten days OSS with no school activities *and*
- Recommendation for Long term suspension or Expulsion

AGGRAVATED ASSAULT: An intentional physical attack that is extreme indifference to the value of human life against another person against his or her will that causes serious bodily harm (i.e. profuse bleeding, visible contusions, broken bones and is serious enough to warrant a call to the police and/or ambulance.)

Consequences:

- Ten days OSS with no school activities *and*
- Parent Notification *and*
- Recommendation for expulsion *and*
- Referral to Law Enforcement

THE DISTRIBUTION OR POSSESSION OF CONTROLLED SUBSTANCES ON CAMPUS OR AT A SCHOOL FUNCTION.

Consequences:

- Referral to law enforcement *and*
- 10 days OSS with no school activities *and*
- Parent Notification *and*
- Recommendation for expulsion

THE DISTRIBUTION OF ALCOHOLIC BEVERAGES ON CAMPUS OR AT A SCHOOL FUNCTION.

Consequences:

- Referral to law enforcement *and*
- 10 days OSS with no school activities *and*
- Parent Notification *and*
- Recommendation for long-term suspension

SEXUAL HARASSMENT (INCLUDING SEXTING) – Disciplinary measures will be assigned dependent on the severity of the incident and could include any of the following:

Consequences:

- Administrative meeting *and/or*
- Time-out, ISS, OSS *and/or*
- Recommendation for Long Term Suspension or Expulsion

STARTING A FIRE/MAJOR VANDALISM

Consequences for 1st infraction:

- 10 days OSS with no school activities.
- Parent Conference

- Police referral
- Mental Health Evaluation and plan

Consequences for subsequent infractions and vandalism/theft over \$500 damage:

- Administrative Discretion

SIMPLE ASSAULT INCLUDING THREATENING A STAFF MEMBER: A Simple Assault is an intentional physical attack against another person against his/her will. Threatening a Staff Member includes any verbal assault that has the intention to invoke the fear of harm.

Consequences for the 1st Infraction:

- 3-5 days OSS with no school activities *and*
- Parent Conference *and*
- Counselor referral for anger management *and*
- Referral to Law Enforcement

Consequences for subsequent infractions:

- Referral to Law Enforcement *and*
- 10 days OSS with no school activities *and*
- Parent Notification *and*
- Counselor referral for anger management *and*
- Recommendation for Long Term suspension or Expulsion

FIGHTING: (GRADES 6-12) Mutual participation in a fight involving physical violence, where there is no one main offender and no major injury (excludes verbal confrontations or other minor confrontations).

Consequences for 1st Infraction

- 1-2 days OSS with no school activities *and*
- Parent Conference *and*
- Conflict Resolution Offer *and*
- Counselor referral for Anger Management *and/or*
- Referral to Law Enforcement

Consequences for 2nd Infraction

- 3-5 days OSS with no school activities *and*
- Parent Conference *and*
- Conflict Resolution Offer *and*
- Counselor referral for Anger Management *and/or*
- Referral to Law Enforcement

Consequences for subsequent infractions

- 10 days OSS with no school activities *and*
- Parent Notification *and*
- Recommendation for Long Term Suspension or Expulsion *and/or*
- Referral to Law Enforcement

FIGHTING: (GRADES 3-5) Mutual participation in a fight involving physical violence, where there is no one main offender and no major injury (excludes verbal confrontations or other minor confrontations).

Consequences for 1st infraction

- 1-2 days ISS/OSS *and*
- Parent Notification *and*
- Referral to counselor for Anger Management sessions

Consequences for subsequent infractions

- 2-5 days ISS/OSS *and*
- Parent Conference *and*
- Referral to counselor for Anger Management Sessions *and*
- Development of Behavior Management Plan

BEING UNDER THE INFLUENCE OF CONTROLLED SUBSTANCES OR ALCOHOLIC BEVERAGES OR POSSESSING ALCOHOLIC BEVERAGES ON CAMPUS OR AT SCHOOL FUNCTIONS

Consequences for 1st Infraction:

- 1-3 days OSS with no school activities *and*
- Parent Notification *and*
- Referral to law enforcement *and*
- Referral to drug/alcohol counseling (assessment, plan, following the plan)

Consequences for subsequent infractions:

- 3-10 days OSS with no school activities *and*
- Parent Conference *and*
- Referral to law enforcement *and*
- Referral to drug/alcohol counseling (assessment, plan, following the plan)

BULLYING – A person is bullied when he or she is exposed repeatedly and over time, to negative actions on the part of one or more persons, and he or she has difficulty defending himself or herself.

CYBER BULLYING – The use of information and communications technology (ICT) particularly mobile phones,(or other electronic devices) and the internet, deliberately to harass or upset someone else.

BULLYING IS NOT TOLERATED AT CHEYENNE-EAGLE BUTTE SCHOOL.

ANTI-BULLYING RULES:

RULE 1: We WILL NOT Bully Others.

RULE 2: We WILL TRY to Help Students Who Are Bullied.

RULE 3: We WILL TRY to Include Students Who Are Left Out.

RULE 4: If we know that somebody is being bullied, we will tell an adult at school and an adult at home.

Consequences: *Range of disciplinary measures dependent on severity*

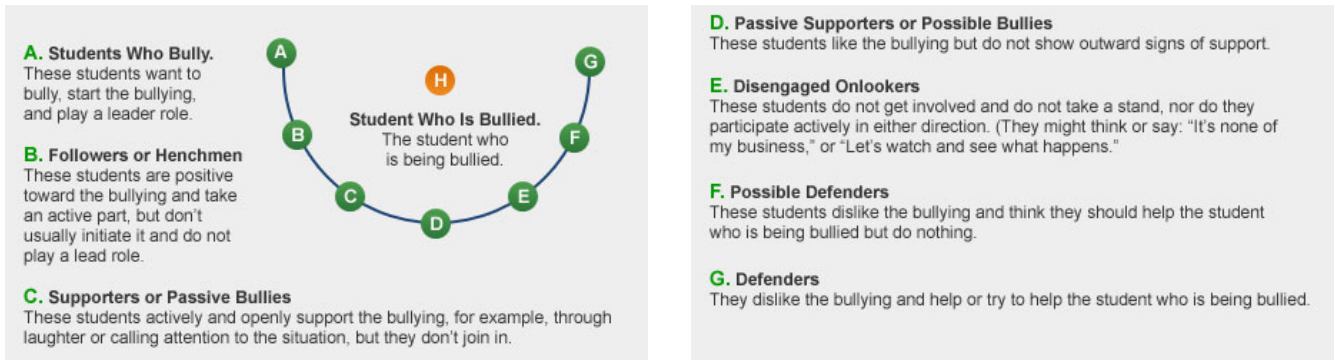
- Parent Notification **and/or**
- Parent Conference **and/or**
- Counseling or Follow-up **and/or**
- ISS **and/or**
- OSS **and/or**
- No school activities

INAPPROPRIATE BYSTANDER BEHAVIOR: It is inappropriate to participate, “promote” or watch violence. At a minimum, students are expected to tell an adult. Students are encouraged to become supporters or defenders of the victim(s) in the situations.

Consequences: *Range of disciplinary measures dependent on severity*

- Parent Notification **and/or**
- Parent Conference **and/or**
- Counseling **and/or**
- ISS **and/or**
- OSS **and/or**
- No school activities

Olweus Bullying Circle (©Olweus/Hazelden)



GANG & GANG RELATED BEHAVIORS POLICY: In the interest of safety for all students, the Cheyenne-Eagle Butte Cooperative Board of Education will not tolerate gang and gang related behaviors. **NO STUDENT MAY:**

1. Wear, carry, or display gang clothing or paraphernalia. The following paraphernalia are specifically not permitted:
 - a. Gloves in the school or at indoor school sponsored activities. (Excludes appropriate everyday winter attire)

- b. Head gear including, but not limited to: all cap styles, hats, head wraps, headbands, and hairnets in the school or at indoor school sponsored activities.
 - c. Colored scarves/bandanas.
 - d. Excessive belts hanging, oversized clothing i.e. sagging/bagging pants or undergarment exposure.
2. Exhibit behavior or gestures which symbolize gang membership. The following are specifically prohibited:
 - a. Gang-style graffiti
 - b. Throwing hand signs, using verbal gang signals, or any other form of gang signals
 - c. Gang-related tattoos. Any such existing tattoos must be covered at all times while in school or at school functions.
 3. Cause and/or participate in activities which intimidate or adversely affect the educational activities of another student, or the orderly operation of the school.
 4. Individually (or in a group/gathering) threaten or intimidate others.
 5. Engage in behavior, which initiates, advocates or promotes activities that threaten the safety or well being of persons or property on school grounds or which disrupts the educational environment.
 6. Violate the provisions of the Criminal Street Gang Ordinance, CRST Ordinance NO.67, and while on school premises during regular school hours, before and after school while the buildings are open for student use, and/or while in attendance at school sponsored activities.

GANG POLICY & GANG RELATED BEHAVIOR: In the interest of safety for all students, the Cheyenne-Eagle Butte Cooperative Board of Education will not tolerate gang and gang related behaviors.

For the purposes of disciplinary action, a gang shall be defined as a group of three or more people who (1) have a name, (2) claim a territory, (3) have rivals/enemies, (4) interact together to the exclusion of others, and (5) exhibit antisocial behavior often associated with crime or a threat to the community. For the purposes of this section, school premises are defined as all school buildings and grounds including, but not limited to, the academic buildings, dormitories, gymnasiums, playground, athletic facilities, parking lots, swimming pool, kitchen and dining facilities, school owned or operated vehicles.

Consequences for 1st infraction:

- 1-5 days ISS *and*
- No School Activities

Consequences for subsequent infractions:

- 1-5 days OSS *and*
- No School Activities *and* Administration Discretion

FALSE FIRE ALARMS

Consequence for 1st Infraction:

- 1 day ISS (or Time Out) *and*
- Parent Notification *and*
- Meeting with teacher (staff) and principal

Consequences for subsequent infractions:

- 1-5 days ISS (or Time Out) *and*
- Parent Notification *and*
- Meeting with teacher (staff) and principal and creation of behavior contract *and*
- 3-5 counseling sessions

VANDALISM, STEALING OR EXTORTION

Consequences of 1st infraction:

- 1 day ISS / OSS *and*
- Parent Conference *and*
- Restitution Plan is required before returning to school *and*
- Police Referral when appropriate *and*
- 2-5 counseling sessions *and*
- No School Activities

Consequences of subsequent infractions:

- 3-5 days ISS/OSS *and*
- Parent Conference *and*
- Plan for restitution is required before returning to school *and*
- Police referral when appropriate *and*
- 3-10 counseling sessions *and*
- No School Activities

THE USE AND/OR POSSESSION OF TOBACCO PRODUCTS, LIGHTERS, AND/OR MATCHES ON SCHOOL PROPERTY

Consequences for 1st Infraction:

- 1 day ISS *and*
- Parent Notification *and*
- Conference with Principal/Dean of Students *and*
- Written Plan made *and*
- May be issued a smoking citation by Law Enforcement

Consequences for Subsequent Infractions:

- 1-5 days ISS *and*
- Parent Notification *and*

- Conference with Principal/Dean of Students **and**
- Written plan revised **and**
- May be issued a smoking citation by Law Enforcement

WILLFUL DISOBEDIENCE, INSUBORDINATION OR DISRUPTIVE CONDUCT: Student failure to follow school rules or execute a faculty/staff request related to in-class activities, school-related activities, or general supervision responsibilities, including (without limitation): disruption in the classroom, library, hallways, cafeteria, parking lot, or other school property; disrespectful/obscene language or actions directed at staff or students; loss of verbal or physical control; inappropriate dress; leaving school without permission; and instigating a fight.

Consequences for 1st Infraction:

- Time Out remainder of class period **and**
- Student required to create a behavior plan **and**
- Parent Notification **and**
- Student required to make up class time missed with the teacher after school **and**
- May be required to have a sack lunch with lunch / recess detention **and**

Consequences for subsequent infractions

- 1-2 days ISS
- Time Out remainder of class period **and**
- Student required to create a behavior plan **and**
- Parent Notification **and**
- Student required to make up class time missed with the teacher after school **and**
- May be required to have a sack lunch with lunch / recess detention **and**
- Note: 6th & subsequent occurrence requires 1 day OSS

CELL PHONE/ELECTRONIC DEVICE USE: Students may possess cellular phones and portable digital media devices on school property, while in school owned or operated vehicles, and while students are attending or engaged in school sponsored **activities**. Cell phones and other digital media devices are :

- 1.) to remain powered off and inoperable during the regular school day or when their use is otherwise prohibited by school personnel; and
- 2.) to be stored in the student's desk/locker/car/office during the regular school day.

Consequences for 1st infraction:

- Cell phone will be confiscated until the end of the day and parents will be required to pick up the phone after school

Consequences for 2nd infraction:

- Cell phone will be confiscated until the end of the day and parents will be required to pick up the phone after school **and**
- Time out with plan

Consequences for subsequent infractions:

- Cell phone will be confiscated for 10 school days and parents will be required to pick up the phone **and**
- ISS **and**
- Parent meeting with student and administration

Any cell phones used in an illicit manner will be confiscated and given to the Education Line Officer to be turned over to Federal Officials pending a Federal Investigation.

MISUSE AND/OR ABUSE OF THE INTERNET AND EQUIPMENT

Consequences for 1st infraction:

- Loss of internet access for one month **and**
- Parent Notification

Consequences for 2nd infraction:

- Loss of internet access for three months or the end of the current semester (whichever is longer) **and**
- Parent Notification

Consequences for subsequent infractions:

- Loss of internet access for academic school year **and**
- Parent Notification

DISTRIBUTION OF OR POSSESSION OF NON-NARCOTIC SUBSTANCES such as: (Maxi-Alert, No-Doz, Aspirin, Tylenol: List is not all-inclusive) is prohibited.

Consequences for 1st Infraction:

- Warning **and**
- Parent Notification **and**
- Confiscation of property if appropriate

Consequences for subsequent infractions:

- 1-3 days ISS (or time out) **and**
- Parent Notification **and**
- Confiscation of property if appropriate **and**
- Referral to counseling

OTHER

POLICE/FBI QUESTIONING OF STUDENTS:

If a student is a witness (and not the suspected offender) the police officer may question a child without parental permission. However, it is always a good practice to contact the parent/guardian.

If a student is the suspected offender, the police officer should wait for the parents to arrive and be there with their child and/or give permission for their child to be questioned.

PERSONAL ITEMS IN SCHOOL: Students are discouraged from bringing personal items including toys to school unless approved by the teacher. Any items that resemble weapons or are related to violence will not be allowed. The school will not be held responsible for any lost or stolen personal items.

DAMAGE/LOSS OF SCHOOL PROPERTY: Textbooks, calculators and other school property are to be returned in the condition in which they are issued. Students are responsible to pay for any lost or serious damaged school property. Failure to do so may result in criminal or civil charges being filed.

LOST AND FOUND: Please ask any of the staff members in the office for any item you may have lost. If you find an item, please turn it in to your teacher or other staff member.

SEXUAL HARASSMENT AND VIOLENCE POLICY: HARASSMENT AND VIOLENCE IS A FORM OF DISCRIMINATION AND PROHIBITED BY Title IX. It is the policy of the Cheyenne-Eagle Butte School that harassment is unacceptable and shall not be tolerated and that no member of the school district community may harass another. Cheyenne-Eagle Butte School are committed to providing a work environment that is free from sexual harassment and violence, where all staff members and students can work together comfortably and productively. Harassment is defined as unwelcome advances, requests for favors, and other continuous verbal or physical conduct. Federal law prohibits retaliation against persons who report discrimination, including harassment, or participate in related proceedings. Cheyenne-Eagle Butte School will discipline or take appropriate action against any pupil, teacher, administrator, or other school personnel who retaliates against or attempts to retaliate against any person who reports alleged harassment or violence, files a complaint of harassment, who testifies, assists or participate in any investigation, hearing or proceeding related to such harassment or violence. Retaliation includes but is not limited to any form of threat, intimidation, reprisal or discrimination.

PROCEDURE FOR REPORTING HARASSMENT: Any student who believes he/she has been sexually harassed should report the complaint as soon as possible to one of the following:

1. Teacher
2. School Principal
3. School Counselor

4. Dorm Manager
5. Superintendent

The complaint will be investigated promptly. Complaint forms are available in the school offices.

Disciplinary Measures will be assigned dependent on the severity of the incident and could include any of the following: Administrative Meeting, Suspension or recommendation for Expulsion. Counseling services will be arranged for any victims.

COMPLAINT POLICY: If you have a question or concern regarding your child, the first step that should be taken is to discuss it with your child’s teacher. The teacher will suggest solutions and advise you as to the course of action he/she feels would lead to a positive outcome. If you are dissatisfied with the action which is taken, you may request the aid of the building principal. Again, if you do not feel that solution is satisfactory, you may refer the problem to the 20-1 Superintendent or the 95-561 School Supervisor. Only after going through the above steps with unsatisfactory outcome should the problem be taken to the School Board.

Program complaints, including Federal programs, should be addressed in writing to the 95-561 School Supervisor or the 20-1 Superintendent who will investigate, render a decision, and provide notification of the decision to the complainant in a timely manner (not more than 4 weeks). The complainant is allotted two weeks to appeal the decision by requesting (in writing) to be placed on the School Board Agenda to resolve the issue. Issues that are still not resolved satisfactorily to each party’s satisfaction can be forwarded to the program’s regional or national office.

CO-CURRICULAR ACTIVITIES

SCHOOL TRADITIONS

Our Name:	BRAVES
Our Colors:	SCARLET, COLUMBIA BLUE, & WHITE
Our Paper:	THE BRAVE
Our Yearbook:	THE BRAVE
Our Motto:	VICTORY
Our School Song:	ONWARD BRAVES, ONWARD BRAVES ON TO VICTORY! ! ! BANNERS HIGH UP IN THE SKY FLY ON TO VICTORY

RAH RAH RAH!
ONWARD BRAVES, ONWARD BRAVES
ON TO VICTORY! ! !
CHEER BRAVES, CHEER
AND LET YOUR VOICES RING! ! !

Lakota Flag Song: WAPAHA OLOWAN
TUNKASILA YAPI, TAWAPAHA KIN HAN
OIHANKE SNI HE NANJIN KTE LO
IYOHLATA YA OYATE KIN HAN
WICICAGIN KTA CA, LE ECAMUN WELO

CO-CURRICULAR ACTIVITIES: Co-Curricular activities are all school-sponsored events, programs and activities. Included in this area are:

- Athletics (including practice)
- Band
- All Club/Organizations Activities including after school activities
- Non-Academic Trips
- All activities in which Cheyenne-Eagle Butte School is represented.

All rules that apply to classroom behavior also apply to school sponsored events.

STUDENT ORGANIZATIONS: Students are free to organize within the school for political, social, service, athletic, and other proper and lawful purposes. No student shall be discriminated against because of membership in any such organization. Student organizations require staff advisors. Advisors must be current staff members and may be chosen by the organization. The principal must approve advisors. Any official student publication of the school or publication of any student organization shall enjoy freedom of expression and opinion within the guidelines stated in Section V of this Handbook.

STUDENT POLICIES: The full student policies (Due Process, Weapons, Non-acceptance of transfers, Administrator’s Legal File, Student contact with Law Enforcement and Social Services, Child Abuse, Drug and Alcohol, FERPA, Student Grievance, Sexual Harassment, Student Search, Student Bus, C-EB School Emergency Plan (COO), Health and Wellness, and other) are filed at the 95-561 BIE School Supervisor and 20-1 School Superintendent Offices.