

2026-2027

Dupree School District



PreK – 12th Grade

STUDENT HANDBOOK

Approved by Dupree School Board
July 13th 2026
Draft last updated: July 7th 2026

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DUPREE SCHOOL DISTRICT #64-2

"WHERE PRIDE AND CONCERN = SUCCESS"

PHILOSOPHY AND OBJECTIVES

The faculty of the Dupree School District, in agreement with the governing body, prescribes to excellence in education by making available a sound educational program that allows every student an equal opportunity to become educated to his/her fullest potential. Embodied in the Dupree School District principles of education are such ideals as human rights, patriotism, individualism, cooperation, and competition.

Each student is an individual human being and shall be treated as such. The Dupree School District will make every effort, within its resources, to accommodate the special needs and individual differences among students. It is the responsibility of the student to participate in the school program in such a way as to receive the greatest personal benefit without depriving any other child of this right to the same kind of education.

The effectiveness of the school on the student and the community is dependent upon the instructional program, the curriculum, and activities within the school. Interest and concern must be placed on the matter of instruction and curriculum development so that it will be relevant and coordinated at all levels of the school. Development and implementation of sound exploration and experimental programs are to be encouraged.

MISSION STATEMENT

The mission of the Dupree School District, with the support of the students, parents, and community, is to enable students to become socially responsible citizens who are productive and competent lifelong learners by providing a positive, safe environment which offers innovative learning experiences, thus encouraging critical and creative thinking and respect for others in an ever-changing, culturally diverse world.

VISION STATEMENT

We envision....

- a. A school that develops creativity and individual interests.
- b. A school where everyone is physically and emotionally safe.
- c. A school where everyone takes responsibility for their own actions.
- d. A school where parents, community, faculty, and administrators encourage and support the students to establish a learning partnership.
- e. A school where students will be self-directed lifelong learners.
- f. A school where students are able to succeed in a technologically advanced global society.
- g. A school where students will communicate effectively and work co-operatively.
- h. A school where students will think critically, solve problems, and make informed choices.
- i. A school where students will demonstrate the rights and responsibilities of good citizenship.
- j. A school where students show respect toward themselves and others regardless of differences.
- k. A school where cultural diversity is respected and celebrated.

STATE LAW WILL HAVE PRIORITY OVER EXISTING POLICIES IN THIS HANDBOOK.

ADMINISTRATIVE SCOPE OF HANDBOOK

This handbook contains the general rules for the students of our school. However, should further regulations be required for our school's orderly and efficient conduct, the administration may impose them. Violations of rules set forth in this handbook may cause the violator to be subject to disciplinary actions. Insubordination and disobedience are cause for possible suspension and/or expulsion. Disciplinary action is at the discretion of the school administration.

BOARD OF EDUCATION

Mandi Smith - President
Kody Woodward – Vice President
Jenny Farlee
Jesse (Jake) Longbrake
Medina Matonis

The Board of Education meets at 6:00 PM on the second Monday of each month.

Administration

Brent Mareska
Superintendent
(605)365-5140

Cindy Lindskov
PreK-5 Principal
(605)365-5140

Micheal Busch
JH/HS Principal
(605)365-5140

Connie Alspach
Business Manager
(605)365-5140

Certified Staff

Belarma, Rose
Blue Arm, Marion
Bochman, Amy
Corley, Amber
De La Rosa, Susie
Farlee, Kayla
Fordyce, Gnene
Hinrichs, Shannon
Lawrence, Kristen
Laughlin, Rex
Libertad, Angela Grace
Lindskov, Bill
Lundberg, Tether
Maher, Sydney
Martin, Cathy
McLellan, Terri
Milla, Edwinalyn
Mraz, Gay
O'Leary, Megan
Olsen, Kathy
Olsen, Shawn
Peacock, Mark
Peacock, Patty
Perryman, Denise
Pesicka, Lynn
Pharris, Kodi
Rabang, Jenny Rose
Sampiano, Mary Ann
Shoemaker, Kelly
Shoemaker, Jayden
Stevens, BreAnn
Stewart, M. Susan
Tomic, Valerie
Wall, Michelle
Ward, Jimmie
Woodward, Cassy

Elementary SPED
K-12 Lakota Language
JH English
Elementary Guidance Counselor
JH Math/Social Studies
SPED Coordinator
HS Social Studies
DOS/Truancy
2nd Grade
Music/Band
SPED
CTE Teacher
Kindergarten
3rd Grade
5th Grade
1st Grade
4th Grade
PT Librarian
SPED (PT)
4th Grade
2nd Grade
HS Science
JH/HS Guidance Counselor
K-12 Art/CTE
Kindergarten
CTE Teacher
JH Science
1st Grade
HS Math
SPED
SPED
HS English
Pre-K
3rd Grade
JH Teacher
CTE Teacher

Support Staff

Alley, Junella	Assistant Cook
Alaniz, Joe	Custodian
Brehmer, Shelley	Head Cook/Bus Driver
Cardenas, Luz	Paraprofessional
Clifton, Nadean	Paraprofessional
Dekle, Cameron	Paraprofessional
Dekle, Cheral	Bus Driver
Dekle, Steve	Bus Driver
Farlee, Carsyn	Administrative Assistant
Fischbach, Julie	Paraprofessional
Hale, Danae	Paraprofessional
Gage, Tristen	JH/HS Secretary
Garter, Kent	Custodian
Gould, Joseph	Technology Coordinator
Harkless, Morgan	K-12 PE
Holmes, Jazmyn	Paraprofessional
Howard, William	Assistant Cook
Hudson, John	JH Math/SS
Jensen, Gary	Facilities Manager
Jensen, Kim	Library
Keckler, Casey	Paraprofessional
LaPlante, Tyson	Paraprofessional
Lemmel, Bridgett	Paraprofessional
Little Star, Travis	Bus Driver/Custodian
Longbrake, Audrey	Kitchen Helper (PT)
Maher, Jolene	Assistant Cook/Bus Driver
Meeks, Jeremy	Paraprofessional
McGill, Tammy	Paraprofessional
Milla, Edwin	Paraprofessional
Mraz, Kristen	Nurse
Olsen, Emily	Elementary
Olsen, Shawn	Bus Driver
Pesicka, Kim	ISS/School Liaison
Rave, Hosteen	Paraprofessional
Shaff, Doron	Custodian
Slides Off, Tracy	Paraprofessional
Stambach, Carla	Paraprofessional
Stambach, Wade	Bus Driver
Stevens, Rhea	Paraprofessional
Stewart, Morgan	Paraprofessional
Turning Heart, Lachelle	Paraprofessional
Two Crow, Keegan	Bus Driver/Custodian
Ulrich, Hannah	Administrative Assistant
Zeiler, Callie	Assistant Business Manager

Dupree School District Office Hours:
7:30 - 4:00 - Monday – Thursday
7:30 – 2:30 Friday

2026-2027 ACTIVITY SPONSORS

ACTIVITIES DIRECTOR: Brent Mareska

ASSISTANT ACTIVITIES DIRECTOR: Jeremy Meeks

WRESTLING:

Head - Josh Schrempp – CEB

Assistant - Janessa Schrempp – Dupree

JH – Nate Grueb – Dupree

Football:

Head - Mike Busch

Assistant – Morgan Harkless

JH – John Hudson

BASKETBALL-BOYS:

Head Boys – Mike Busch

Assistant Boys – Jeremy Meeks

JH Boys - Hosteen Rave

4-6 Grade Boys – Morgan Harkless

BASKETBALL-GIRLS:

Head - Robyn Dupree

Assistant – Jayden Shoemaker

JH Girls – Jimmie Ward

4-6 Grade Girls - Jayden Shoemaker

TRACK-BOYS & GIRLS:

Head – Andy Corley

JV/JH – John Hudson

JV/JH -

VOLLEYBALL:

Head - Chelsey Kelly

Assistant – Kennedy McLellan

Junior Varsity – Bridgett Lemmel

CHEERLEADING:

HS Football – Cathy Martin

HS Boys/Girls BB- Cathy Martin

CROSS COUNTRY:

Head – Andy Corley

JH – Jimmie Ward

GOLF: Head – Brent Mareksa

Assistant – Klayte McLellan

ESPORTS:

Joseph Gould

Conditioning/ Strength:

Shannon Hinrichs

One Act Play Competition: Patty Peacock

6th Grade Class Advisors: John Hudson/Jenny Rose Rabang

7th Grade Class Advisors: Mark Peacock/Denise Perryman

8th Grade Class Advisors: Amy Bochman/Morgan Harkless

Freshman Class Advisors: Kelly Shoemaker/Susie DeLaRosa

Sophomore Class Advisors: Kodi Pharris/Cassy Woodward

Junior Class Advisors: Angela Grace Libertad/BreAnn Stevens/Gnene Fordyce

Senior Class Advisors: Gnene Fordyce/Jimmie Ward

Yearbook: Patty Peacock

Student Council Advisors:

High School-Mark and Patty Peacock

Elementary-Cathy Martin and Terri McLellan

National Honor Society Advisors: Susie DeLaRosa/
/Gnene Fordyce

*Up to 5 coaching activities



August 2026

S	M	T	W	T	F	S
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2	3	4	5	6	7	8
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026

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October 2026

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November 2026

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29	30					

December 2026

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27	28	29	30	31		

January 2027

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24	25	26	27	28	29	30
31						

For more information, please go to
Dupree School Facebook, Dupree School
District App or www.dupree.k12.sd.us

School Hours

Monday – Thursday 8:00am-3:16pm
Friday 8:00am-2:00pm

2026/2027 Dupree School 64-2 Calendar

Aug. 3 & 5 - Pre-Registration/ Sports
Physicals & Immunizations
Aug. 10 - 1st allowable CC Practice
Aug. 12- **Mandatory** Fall Sports Meeting
Aug. 12-13 - Staff **Pre-Service**
Aug. 13 - 1st allowable VB/
Football/Cheerleading Practice
Aug. 13 – PreK-12 Open House 4-6:30pm
Aug. 18 – First Student Day
Aug. 26 - Picture Day Portrait/Fall Sports
Sept. 4 & 7 – Labor Day/Fair
Sept. 15-16 Pre-School Screening
Sept. 18 No School – Staff PD
Sept. 21 Homecoming Coronation 7pm
Sept. 25 – Homecoming Parade 1pm
Sept. 29-30– Parent/Teacher Conf. 3-7pm
Oct. 2 - No School PTC Comp Day
Oct. 9 No School – Staff PD
Oct. 12 – No School Native American Day
Oct. 16 – Last Day of Quarter 1
Nov. 11 – Veterans Program 1:00p.m.
Nov. 9-12 - Native Pride Week
Nov. 13 No School – Staff PD
Nov. 16 – 1st Allowable Wrestling prac.
Nov. 18 – **Mandatory** Winter Sports Meeting 5pm
Nov. 23 – 1st Allowable GBB practice
Nov. 25-27 – Thanksgiving Break
Nov. 30 – 1st Allowable BBB practice
Dec. 8 - Winter Concert 9:00am
Dec. 15 - End of 1st Semester
Dec. 16-18 – No School (LNI)
Dec. 21 – Jan. 4 Christmas Break
Jan. 4 – Staff In-Service
Jan. 5 – School Resumes
Jan. 18 – Martin Luther King Jr Day
Feb. 9-10 Parent/Teacher Conf. 3-7
Feb. 12– No School PTC Comp Day
Feb. 15 – No School President's/Chief's
Day
Mar. 10 –End of 3rd Quarter
Mar. 12 No School – Staff PD
Mar. 15 – 1st Track Practice (tentative)
Mar. 17 – K-8 Spelling Bee
Mar. 23 - April 16 – State Testing Window
Mar. 26 & 29 Easter Break
Mar. 31 – National Honor Society 6pm
Apr. 13 – Spring Concert 9:00am
April 14 – Academic Olympics
Apr. 16- No School Spring Break
Apr. 16 – Prom (4:30 Pics) (6:30 G.March)
Apr. 19-23 Missoula Children's Theater
Apr. 26-27 – Kindergarten Visitation
May 5- JOM Honoring Ceremony 5:30p.m.
May 8 – Graduation 1pm
May 12– MS/HS Academic/Fine Arts Awards
1:30pm
May 12- Elementary Field Day/Elem Awards
May 13 – End of 2nd Semester/Last Day
May 14 – Staff In-Service

February 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
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14	15	16	17	18	19	20
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28						

March 2027

S	M	T	W	T	F	S
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April 2027

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
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May 2027

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29

No School	
1 st Student Day of Semester	
Sports/School Portrait Picture Day	
PTC Conference 2:00 p.m. dismissal	
Student Registration	
Spring/Winter Concert	
Homecoming	
All Day Staff PD – No School	
Native Pride Week	
Pre-School Screening	
National Honor Society Induction	
JOM Honoring Ceremony	
Graduation	
Prom	
End of Quarter/Semester	
MANDATED Parental Sports Meeting 5pm	
Make-Up School Days (If Needed)	

All Dupree School Board Meetings
will be the 2nd Monday of the month
@ 6p.m.

All JOM/Title IV Advisory Board
meetings will be the 1st Wednesday
of the month @ 6pm

MAKE-UP POLICY FOR WHEN SCHOOL IS NOT IN SESSION

The Dupree School may make up the days school if not in session by extending the school year calendar the appropriate number of days needed to meet the total number of days/hours in session requirement set by the Department of Education and as determined by the Dupree School Board.

HIGH SCHOOL CLASS SCHEDULE Grades 9-12

MONDAY – THURSDAY

PERIOD I:.....	8:00-8:47 AM
PERIOD II:.....	8:51-9:38 AM
PERIOD III:.....	9:42-10:31 AM
PERIOD IV:.....	10:35-11:22 AM
PERIOD V:.....	11:26-12:13 PM
JH LUNCH:.....	12:06-12:30 PM
HS LUNCH:.....	12:13-12:38 PM
PERIOD VI:.....	12:42-1:30 PM
PERIOD VII:.....	1:34-2:22 PM
PERIOD VIII.....	2:26-3:16 PM

FRIDAY

8:00-8:48 AM
8:51-9:39 AM
9:42-10:30 AM
10:33-11:19 AM
11:22-12:10 PM
12:06-12:30 PM
12:13-12:38 PM
12:41-1:05 PM
1:08-1:32 PM
1:35-2:00 PM

JUNIOR HIGH CLASS SCHEDULE Grades 6-8

MONDAY – THURSDAY

HOMEROOM.....	7:50-8:05 AM
PERIOD I:.....	8:09-8:53 AM
PERIOD II:.....	8:57-9:41 AM
PERIOD III:.....	9:45-10:29 AM
PERIOD IV:.....	10:33-11:17 AM
PERIOD V:.....	11:21-12:06 PM
JH LUNCH:.....	12:06-12:30 PM
HS LUNCH:.....	12:13-12:38 PM
PERIOD VI:.....	12:34-1:24 PM
PERIOD VII:.....	1:28-2:18 PM
PERIOD VIII.....	2:22-3:16 PM

FRIDAY

7:50-8:05 AM
8:09-8:53 AM
8:56-9:40 AM
9:43-10:27 AM
10:30-11:14 AM
11:17-12:03 PM
12:06-12:30 PM
12:13-12:38 PM
12:33-1:00 PM
1:03-1:30 PM
1:33-2:00 PM

ELEMENTARY CLASS SCHEDULE PREK-5th Grade

MONDAY-THURSDAY

8:00am-3:16pm

FRIDAY

8:00am-2:00

POLICIES

(As Adopted by the Dupree Board of Education)

Should State Law change, the current State Law will be followed over existing policy

The following policies can be accessed through the school website dupree.k12.sd.us under district information policies then Dupree School District policies.

***ALCOHOL AND OTHER DRUG USE BY STUDENTS-District Policy JFCH – Added to handbook**

***SEXUAL HARASSMENT POLICY-District Policy ACAA- Added to handbook**

***BULLYING POLICY-District Policy JFCD – Added to handbook**

RESTRAINT AND SECLUSION-District Policy JGB

PARENT INVOLVEMENT IN TITLE I-District Policy KMB

NON-DISCRIMINATION IN FEDERAL PROGRAMS-Policy AC

STUDENT RECORDS-District Policy JO

STUDENT DIRECTORY INFORMATION-District Policy JOA

***OPEN ENROLLMENT-District Policy JECB – District Policy JECB**

***LAPTOP POLICY**

***Also listed in the student handbook**

NON-DISCIRMATION POLICY

It is policy of the Dupree School District #64-2 that no person be subjected to discrimination on the basis of race, national origin, religion, sex, age physical disabilities, or marital status in any program, service, or activity for which the school is responsible, as required by Title IX, P.L. 93-122, Section 504, and other state and federal laws. The Dupree School HS Guidance Counselor is the coordinator for the policy. Building administrators may be reached at 605-365-5140 or write: Dupree School Administrators, Dupree School, Box 10 Dupree, SD 57623

PLEDGE OF ALLEGIANCE

SDCL 13:24:17.2

South Dakota state law requires that schools *"shall provide students the opportunity to salute the United States and the flag each day by reciting the Pledge of Allegiance to the flag of the United States. A student may choose not to participate in the salute to the United States and the flag. However, a student who does not participate in the salute shall maintain a respectful silence during the salute."*

The *Pledge of Allegiance* will be included in the opening messages from the office every morning. Take every opportunity to stress the importance of citizenship and democracy to students.

"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

SOUTH DAKOTA GRADUATION REQUIREMENTS (EFFECTIVE 2020)

All students at Dupree School must be enrolled in at least five (5) classes every semester.

The state of South Dakota is adopting new graduation requirements effective 2020. Dupree School District will implement these requirements at the state timeline. The requirements are structured in a similar way to college majors. All students pursue the same diploma but in addition to meeting the high school diploma course requirements, students may also earn advanced endorsements. These advanced endorsements are like college majors, signaling the coursework they have taken has a specific focus. There are four diploma types a student may earn:

1. South Dakota High School Diploma
2. South Dakota High School Diploma with an Advanced Endorsement. (The student has met entrance requirements for a postsecondary education at a university.)
3. South Dakota High School Diploma with a Career Endorsement. (The student has met requirements for career experience in a concentrated career area, based on academic and or workplace experience and a related credential earned.)
4. South Dakota High School Diploma with Advanced Honors Endorsement. (The student has pursued advanced, academic coursework and completed all HS level coursework with a 'C' or higher. These requirements, an overall GPA of at least 3.0, and an ACT of at least 24 are necessary to earn the SD Opportunity Scholarship.

1. South Dakota High School Diploma—**Base Level without Endorsement Requirements** (as of Fall, 2018):

Subject Area:	Credits Required (1 unit = 1 yr):	Courses Specified:
English	4 units	1 unit Writing ½ unit Speech 1 unit Literature (1/2 has to be American Lit.)
Math	3 units	1 unit of Algebra
Science	3 units	1 unit of Biology I
Social Studies	3 units	1 unit US History ½ unit of US Government
Fine Arts	1 unit	
Physical Education	½ unit	
Health Integration/Education	½ unit	
Personal Finance or Economics	½ unit	
Approved CTE OR World Language OR Capstone Experience	1 unit	
Electives	5 ½ units	
Total	22 units	

2. SD High School Diploma—**Advanced Endorsement Requirements (variations from Base Diploma in Bold)**: *This endorsement indicates that a student pursued courses consistent with entrance requirements for a postsecondary education at a university.*

Subject Area:	Credits Required (1 unit = 1 yr):	Courses Specified:
English	4 units	1 unit Writing ½ unit Speech 1 unit Literature (1/2 has to be American Lit.)
Math	3 units	1 unit of Algebra 1 unit of Geometry 1 unit of Algebra II
Science	3 units	1 unit of Biology I

		2 units of other Lab Sciences
Social Studies	3 units	1 unit US History ½ unit of US Government
Fine Arts	1 unit	
Physical Education	½ unit	
Health Integration/Education	½ unit	
Personal Finance or Economics	½ unit	
Approved CTE OR World Language OR Capstone Experience	1 unit	
Electives	5 ½ units	
Total	22 units	

3. SD High School Diploma—**Advanced Career Endorsement Requirements (variations from Base Diploma in Bold)**: *This endorsement indicates that a student has career experience in a concentrated career area, based on academic and or workplace experience and a related credential earned.*

Subject Area:	Credits Required (1 unit = 1 yr):	Courses Specified:
English	4 units	1 unit Writing ½ unit Speech 1 unit Literature (1/2 has to be American Lit.)
Math	3 units	1 unit of Algebra
Science	3 units	1 unit of Biology I
Social Studies	3 units	1 unit US History ½ unit of US Government
Fine Arts	1 unit	
Physical Education	½ unit	
Health Integration/Education	½ unit	
Personal Finance or Economics	½ unit	
Approved CTE	2 units	Approved CTE units from the SAME Career Cluster OR Capstone Units AND earning an industry-recognized credential OR National Career Readiness Certificate of a Silver or higher.
Electives	5 ½ units	
Total	22 units	

4. SD High School Diploma—**Advanced Honors Endorsement Requirements (variations bolded)**: *This endorsement indicates that a student has pursued advanced, academic coursework and completed all HS level coursework with a ‘C’ or higher. These requirements, an overall GPA of at least 3.0, and an ACT of at least 24 are necessary to earn the SD Opportunity Scholarship.*

Subject Area:	Credits Required (1 unit = 1 yr):	Courses Specified:
English	4 units	1 unit Writing ½ unit Speech 1 ½ units of Literature (1/2 has to be American Lit.) ½ unit of Language Arts Elective
Math	3 units	1 unit of Algebra 1 unit of Geometry 1 unit of Algebra II 1 unit of Adv. Mathematics

Science	3 units	1 unit of Biology I 1 unit of Physical Science 1 unit of Chemistry or Physics 1 unit of Science Electives
Social Studies	3 units	1 unit US History ½ unit of US Government ½ unit of Geography ½ unit of World History ½ unit of Social Studies Elective
Fine Arts	1 unit	
Physical Education	½ unit	
Health Integration/Education	½ unit	
Personal Finance or Economics	½ unit	
Approved CTE OR World Language OR Capstone Experience	2 units	2 units of Approved CTE courses OR 2 units of the SAME Modern or Classical Language Course
Electives	2 ½ units	
Total	22 units	

VIRTUAL LEARNING

Virtual learning may be offered, based on administrative discretion only.

DUAL CREDITS

Dupree School District recognizes the opportunity and significance of Dupree High School students broadening their learning experience through participation in, and completion of, courses offered through community colleges, universities, correspondence courses or online.

Therefore, to acknowledge the student's work and commitment in pursuing credit through any one of these means, the District will recognize these credits as dual credits (placing these credits on the student's transcript and awarding high school credit). One semester of a college class is the equivalent of 1 credit toward high school graduation.

Dupree High School Dual Credit Policy:

- High school students wishing to exercise their right to enroll in courses through the SD Governor's Dual Credit Program are to follow the procedures outlined below:
Students who wish to
 - To participate in the Governor's Dual Credit Program, a student must meet one of the following:
 - High school junior eligible to enroll in a high school in South Dakota;**
 - Earn an ACT composite score of 24 reflective of the 70% percentile; or
 - Rank in upper one-third of their graduating class; or
 - Earn a cumulative GPA of at least 3.50 on a 4.0 scale;
 - High school senior eligible to enroll in a high school in South Dakota;**
 - Earn an ACT composite score of 21 reflective of the 50% percentile; or
 - Rank in the upper one-half of their graduating class; or
 - Earn a cumulative GPA of at least 3.25 on a 4.0 scale;
 - The student will provide the counselor with a copy of their college course schedule a minimum of 1 week prior to the start of the new semester at the college. Registration will be done by the school counselor for all dual credit courses.
 - Students earning an F in any post-secondary course are no longer eligible for the program and must take classes at DHS.**
- Students and parents should also be aware of the following:
 - All post-secondary courses through this program must be taken for credit and grade.

- Once a student begins a course at a post-secondary institution, that block of scheduled time will be set aside for the semester. Post-secondary institutions allow students to withdraw from courses after the start of the term. This is not an option at DHS. **Students withdrawing from courses after the start of the term will receive an F on their high school transcript.**
- Students dropping a course(s) at DHS to enroll in post-secondary course(s) must do during the drop/add week.
- When the high school receives the post-secondary grades, if incomplete grades are shown, contact will be made with the registrar's office to determine if incomplete grades have been made up. However, it is the student's responsibility to ensure that grades are submitted on time. Incomplete grades in post-secondary courses must be made up within two weeks of the end of the high school semester. If not, the incomplete grade automatically turns to an F.
- High school and college semesters do not begin and end at the same time. If at any time the student wishes to make a change in his/her post-secondary program, such as dropping or adding courses, the high school counselor must be involved in the decision. **Any withdrawal after the college term begins will result in a failing grade (F) at the high school.**
- A student may NOT retake a dual credit course to improve their grade in the course. If the course has been completed by the student and a final grade awarded, they cannot retake that course through the dual credit program.

Other important information:

- 1) Credits will be considered for high school credit only with prior approval from high school administration.
- 2) Post-secondary coursework will be included in determining academic eligibility for DHS High School activities.
- 3) For counting post-secondary credit for high school class rank, GPA, and graduation. Students will be awarded 1 high school credit for each college course worth 3 or more credits.
- 4) Juniors in their first dual credit experience will not take more than 3 credits their first semester of dual credit. If they successfully complete that course, students may take up to 9 credits per semester, as a returning dual credit student. With administrative and BOR approval, a student can take up to 15 dual credits per semester.
- 5) Students participating in the dual credit program are not exempt from the policies, procedures, and rules of DHS. Students are responsible for obtaining a copy of the school rules (listed in the student handbook on the school webpage).
- 6) The cost of approved dual credit through this program is \$48 per college credit, which is the responsibility of the parent/student.
- 7) The purchase of books and supplies for all dual credit courses are the responsibility of the parent/student.
- 8) Students are responsible for making sure they have the necessary requirements to graduate and receive their diploma.
- 9) Students and Parents/Guardians are strongly encouraged to read the full information about the dual credit program at <http://www.sdmylife.com/students/advanced-education-opportunities> to learn about requirements, responsibilities, and credit transfer information
- 10) Advanced Placement (AP) courses and/or Dual Credit (DC) courses will use the following weighted grade values in student GPA calculation:
A = 5.0, B = 4.0, C = 3.0, D = 2.0, and F = 0.

DISCIPLINE POLICY

The Dupree School Discipline Grid is published in this student handbook and is on the Dupree School website. Parents will be advised of disciplinary action when the principal and/or teacher feels it is necessary. If disciplinary action is deemed necessary, the principal will have teacher/staff member document the issue on the Discipline Referral form and the information will be entered into Infinite Campus per discretion of the principal.

Responsibilities of the Student

The declaration of human rights implies corresponding responsibilities. The student must accept these responsibilities and not infringe upon the rights of others within the school community.

1. **TO OBTAIN AN EDUCATION:** The student must regard the opportunity of obtaining an education as one of their duties to the community. It is their responsibility to attend class regularly and complete their assignments.

2. TO FOLLOW SCHOOL RULES: The student must obey recognized rules and procedures developed by the school community.
3. TO PRACTICE SELF-CONTROL: The student must refrain from inflicting bodily harm on other individuals and respect the privacy of their person and property.
4. TO KNOW THE GRIEVANCE PROCEDURE: The student must inform himself/herself of the proper methods and channel of complaints and make use of them when necessary.

Care of the Building

The school buildings are the home of approximately 400 students from 6 to 8 hours a day. Treat it as your own home or even more carefully. The school property belongs to all of us - it is our property; therefore, let us take care of and take pride in our school so that visitors as well as students and teachers may be proud of its appearance. Better facilities are added and updated from time to time—appreciate them!

Loss of Personal Property

Students should not bring any toys, belongings, or personal property including cell phones and other electronics to school. Students are urged not to leave money, jewelry, or anything of value in their locker, bags, or coat pockets. Neither is it advisable to leave valuables in your desk at any time. If you do so, you do this at your own risk, and the school will not be responsible if such items disappear or break. Articles left in school at the end of the school year and not re-claimed will be donated to non-profit organizations.

Accidents

ALL students within the school are responsible for reporting accidents which they observe during the school year or at a school activity to the elementary office.

Conduct at School Events

Visitors judge our school by the conduct of our students whenever they are observed. It is important for parents to assume responsibility for their children's conduct at athletic contests and other school events. Students are expected to sit and watch the activities of the event and not run around the gym where they become a danger to themselves and a bother to other spectators. Students who run about the gym or other event areas unnecessarily will be first warned, second turned over to their parents and third may be asked not to remain at the event and possibly subsequent events. School rules apply during all games/events; therefore, any violation of school rules will have consequences. Students must have an adult supervisor in attendance if the student is a 4th grader or younger. If the student is conducting themselves inappropriately or unsafely, the student will be asked to leave the contest and parent(s) may be called.

Field Trips

In the event a teacher or administrator plans a supervised field trip, registration/enrollment cards will have parental or guardian signatures at the beginning of each enrollment year. These signatures will be sufficient for the student attending the field trip. If a student at any point is not meeting the academic or behavioral criteria set forth by the teacher, administration, or school district, they may be ineligible to participate in the field trip per coach/teacher/parent/principal communication. A conference will be held with the parent, student, teacher, and principal if needed to determine the status for the student on attending the field trip.

CLASSROOM EXPECTATIONS

Goals and expectations will be determined by the classroom teacher. Teachers will provide classroom rules at the beginning of the year and communicate with their students throughout the year about expectations, behavior, and disciplinary issues. The classroom rules will be posted within the classroom and the classroom teacher(s) may or may not have their own handbook, policies, and rules that are supplemental to the student handbook.

These expectations, often formalized into school-wide or classroom-specific policies, outline acceptable student behaviors and academic conduct. They are crucial for creating structure, promoting learning, and ensuring a positive school climate.

PLAYGROUND SUPERVISION/RULES AND SAFETY

It is expected that teachers on playground duty do the following:

1. Supervise the playground during designated times
2. Move around the playground, as it is necessary to give proper systematic supervision.
3. Maintain safe conditions while on the playground.
4. Provide immediate first aid for injuries. Any injury of note should be brought to the attention of the elementary secretary/principal.

Playground Rules:

1. Students may use the areas that have been approved for safe play.
2. Students must receive permission to use restrooms from the playground teacher.
3. Students should report any problems to the playground monitor, but they should refrain from bringing problems to this person that could best be worked out between involved students.
4. Balls that are smaller than a tennis ball or balls harder than a tennis ball are not allowed.
5. Roller shoes, skateboards, roller skates, and roller blades are not allowed during school hours.
6. Keep away from stray animals

To keep playground activities safe and fun we will . . .

1. Use playground equipment in a proper and safe manner.

Swings:	Seated forward and backward swinging only One person to a swing
Slide:	Sit with feet forward / one person at a time Climb ladders only Keep toys, rocks, or other objects off the slide
Balls:	Use balls safely and appropriately Touch football only /in designated area / throwing only (no kicking) Keep balls away from windows and off building Tell the playground monitor if a ball leaves the playground area
Other:	Toys from home are not allowed—due to loss and damage
Clatter Bridge:	Walk across safely. Be respectful and courteous of others playing in the bridge.
Spinner:	1-6 students at a time. 1 person on the ground pushing spinner. All bystanders must remain 4' away while waiting their turn.
Jump Ropes:	Limit 1-3 people playing "horse" with 1 jump rope.

2. Take part only in safe play that is not harmful to self or others. Unsafe, disallowed activities include:

Throwing snowballs or other harmful objects
Sliding on ice
Wrestling or tackling, playing unsafe games (King of the Mountain, Crack the whip, Camel Back, etc.)

3. Respect others while on the playground and when leaving or entering the school building.

Use appropriate language and gestures.
Include all children in group-play.
Line up promptly when the bell rings keeping hands, feet, and other objects to yourself.
Enter the building quietly and safely.

The school rules for the playground are to be always followed. These rules will be posted in each classroom. Failure to follow playground rules can result in time out during recess or an office referral. Parents will be notified when a

student's misbehavior becomes excessive and repetitive. Staff on duty have the right to include any other restrictions or directive to maintain a safe atmosphere on the playground.

Fresh air is necessary for all students; therefore, your child will have daily recess outside depending on the weather/temperatures. Please dress your child accordingly. Classroom and recess teachers will determine if a student needs additional clothing on the playground.

ADMINISTRATIVE DISCIPLINARY PROCEDURES

It is necessary that students learn to develop self-discipline to further their learning. The importance of, and need for, good behavior and a good attitude while at school cannot be stressed enough. Students who break school rules and cause class disruptions will be disciplined. Disciplinary action is at the discretion of the school administration and may include the following actions:

1. After School Detention
2. Corrective Action
3. In-School Suspension
4. Out-of-School Suspension * Ineligible for participation/attend school sponsored activities
5. Expulsion * Ineligible for participation/attend school sponsored activities

ADMINISTRATIVE DISCIPLINE PROCEDURES

IN-SCHOOL SUSPENSION (I.S.S.)

Students will report to the In-School Suspension room and remain there for the time assigned. There will be no privileges and students will do assignments as given by their teacher. Credit for class work will be given - students are allowed to participate in practice (Administrative discretion will determine participation in school sponsored activities). An "In-School Suspension Report" will be completed on each student. The student must satisfactorily complete the day or they will have to repeat the day in ISS. Administration and/or student(s) will contact parents/guardians notifying why students is placed in ISS.

STUDENT SUSPENSION AND EXPULSION (O.S.S – OUT-OF-SCHOOL SUSPENSION)

If a student violates a school rule or policy, or displays insubordination or misconduct, the principal may suspend the student for up to 10 school days and the superintendent of schools may suspend up to 90 school days. Any student suspended from the Dupree School is not permitted to participate in, or attend any functions sponsored by the Dupree School during the duration of his/her suspension. Students will be given assignments for OSS days, however, up to 50% credit will be issued for work completed by the student on the return to school.

No student may be suspended unless:

- 1) The student and parent/guardian are given oral or written notice of the charges against him/her.
- 2) The student is given an oral or written explanation of the facts that form the basis of the proposed suspension.
- 3) The student is given an opportunity to present his/her version of the incident.

In case of a suspension by the superintendent for more than ten school days, the student and/or parent/guardian may appeal in writing the decision of the superintendent to the Board of Education.

In the event the student and/or parent/guardian wishes to appeal against the suspension to the Board of Education, the suspension shall be stayed until the Board renders its decision.

If, in the judgment of the superintendent of schools, the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, the student may be immediately removed from school.

In this case the notice and hearing shall follow as soon as practicable. Upon the recommendation of the Superintendent, the School Board may expel a student for one full year or the balance of the current school year for conduct that disrupts the educational process or endangers the life, health, or safety of the student, other students, or school personnel.

Prior to final action, the Dupree School Board and Superintendent must follow the requirements of due process.

THE RIGHT TO DUE PROCESS

Every student is entitled to due process in every instance of disciplinary action for alleged violation of school regulations for which the student may be subjected to penalties of long-term suspension, expulsion, or transfer.

SDCL 12-32-4

Prior to final action, the Dupree School Board and its administrators must follow the requirements of due process.

1. The Dupree School must forewarn the student of the type of conduct that will subject him/her to expulsion through written and posted rules and regulations.
2. The Dupree School must give the accused student and his/her parents/guardians written notice of the charges against him/her within twenty-four hours and the nature of the evidence supporting those charges.
3. The Dupree School must inform the student in writing where and when the hearing will take place at least five working days prior to said hearing.
4. The Dupree School must inform the student of his/her procedural rights prior to the hearing.
5. The Dupree School must conduct the hearing in accordance with the basic principles of due process.

RIGHTS OF THE INDIVIDUAL STUDENT

To maintain the integrity and values of the community and promote the high ideals of education, students enrolled in Dupree School are expected to follow high standards of personal conduct. By enrolling in and attending this school, you have agreed to abide by the regulations and rules which govern the school environment.

STUDENTS HAVE AND SHALL BE ACCORDED THE FOLLOWING RIGHTS:

1. The right to a free and appropriate education.
2. The right to freedom of religion and culture.
3. The right to be free from unreasonable search and seizure of their person and property, to a reasonable degree of privacy, and to a safe and secure environment.
4. The right to freedom of the press, except where the material in student publications is libelous, slanderous, obscene, or prejudicial.
5. The right to freedom of speech and expression, including symbolic expression, such as display of buttons, posters, choice of dress, and length of hair; so long as the symbolic expression does not disrupt the educational process or endanger the health and safety of the student or others.
6. The right to freedom from discrimination.
7. The right to be free from cruel and unusual punishment.
8. The right to peaceable assembly and to petition for the redress of grievances.
9. The right to due process. Every student is entitled to due process in every instance of disciplinary action for alleged violation of school regulations for which the student may be subjected to penalty of expulsion, suspension, or transfer.

APPROPRIATE BEHAVIOR

We expect that as a student, you will act and behave in an appropriate manner. We expect you to treat your fellow classmates and school personnel with dignity and respect. We believe students can make their own decisions and therefore should be willing to accept the consequences. The following is a partial list of infractions which will not be tolerated and are subject to disciplinary procedures. **You as a student must assume complete responsibility for your actions.**

1. Fighting on the school premises, on the school bus or at any school sponsored activity or function.

2. Insubordination or disrespect of students toward staff or another student (i.e.: swearing, name calling, etc), pornographic materials, disrespectful/obscene language or actions, profanity, physical aggression, leaving class/school without permission.
3. Disrespecting the rights of other students. Note writing or the passing of notes, texting or emailing during school hours is not allowed.
4. The use of profanity or vulgar expressions or actions, whether verbal, nonverbal, or written.
5. Possession or use of anything that might be considered a weapon, including chains used as belts or jewelry.
6. Destruction, damaging, abusing, or defacing of school property, including textbooks.
7. Removing items belonging to the school or any other person without permission.
8. Hazing and initiation activities of any type are inconsistent with the educational process and will always be prohibited by the Dupree School District.
9. Wearing hats or caps in school will be allowed based on administration discretion. Baseball Caps or Stocking hats only must be worn in traditional fashion and will not include inappropriate content. Hoodies are acceptable, however the hood must be off head at all times.
10. Wearing sunglasses in school is not allowed. These will be confiscated, turned into the principal, and returned at his discretion.
11. Loitering in the halls and restrooms is not acceptable. Students are encouraged to use the bathroom facilities before school hours and to ask before the tardy bell rings between classes.
12. Possession or use of tobacco products, including, but not limited to cigarettes, cigars, chewing tobacco, herbal, hookah pipes or individual pipes, or e-cigarettes (regardless of content).
13. Locker misuse - Students are required to keep textbooks and all other classroom materials in their assigned locker.
14. Stealing and/or copying assignments or tests from other students.
15. Possession or use of alcoholic beverages, drugs, inhalants, or any substance presented as a drug, any substance considered illegal by South Dakota statute, or any mood-altering chemicals in or near the school building and property or at school sponsored events.
16. Possession and or use of food items such as candy, seeds, pop juice, gum, etc. is not allowed in the school. Candy, pop, food products, etc. are not allowed in student lockers.
17. The wearing or displaying of anything deemed gang related is not allowed, i.e.: bandanas, gloves, rags, head and wrist bands, signs and symbols written or printed on clothing, school materials or your body.
18. Sexual harassment is illegal, unacceptable and shall not be tolerated. No employee, student, or other person of the school district may sexually harass another person.
19. Wearing hats or caps in school will be allowed based on administration discretion. Baseball Caps or Stocking hats only must be worn in traditional fashion and will not include inappropriate content. Hoodies are acceptable, however the hood must be off head at all times.
20. Clothing deemed inappropriate will be subject to principal discretion. Immodest clothing that is worn for sensationalism, or clothing that exposes undergarments, cleavage, or inappropriately exposes skin, including midriff tops, backless tops, "muscle" shirts, spandex and excessively tight clothing. If leggings are worn, your "bottom" must be covered.
21. The wearing of coats, backpacks, book bags, cosmetic cases, purses, handbags etc. is not allowed in the hallways or classroom. These items must be placed in assigned lockers upon arriving at school. Baseball caps/Stocking caps worn appropriately without offensive wording/gang affiliation may be allowed based on teacher/administrative discretion.
21. Clothing, hats, etc. with wording deemed offensive, vulgar, insinuating statements or which contain profanity or promote drug or alcohol use are not allowed (Students will be asked to turn their shirt inside out). Discretion is left to the administration.
22. Horsing around, including jumping on each other's backs, punching, slapping, pinching are not allowed. Respect other's "space."
23. All Hickeys must be covered.
24. Bullying in any form will not be tolerated. Please see the Bullying Policy for procedures.

BEHAVIOR EXPECTATIONS

1. We will be respectful of ourselves and others by . . .
 - A. Being quiet, respectful, and courteous.
 - B. Not teasing or bullying others.

- C. Using appropriate oral and written language and gestures.
 - D. Gaining permission to use school or other people's property.
 - E. Following adult directions in a cooperative manner.
 - F. Helping others who are being treated in a disrespectful way by speaking out and getting adult help.
 - G. Using manners.
2. We will keep our school safe and friendly by . . .
- A. Walking safely, quietly, and promptly to our destination.
 - B. Keeping our hands, feet, and other objects to us.
 - C. Using all materials in a safe manner. D. Including all students in school activities.

BUS STUDENT CONDUCT

Bus student conduct will be such that the safety of all passengers is insured. Those riding the bus are to keep the bus clean and follow the rules set forth by their driver and the school. Violation of rules may result in the student's loss of riding privileges.

SDCL 13-32-2. Superintendents, principals, supervisors, and teachers and their aids and assistants, have the authority to use the physical force that is reasonable and necessary for supervisory control over students. Like authority over students is given any person delegated to supervise children who have been authorized to attend a school function away from their school premises and to school bus drivers while students are riding boarding or leaving the buses.

SDCL 22-18-5. To use or attempt or offer to use force upon or toward the person of another is not unlawful if committed by a parent or the authorized agent of any parent, or by any guardian, teacher or other school official, in the exercise of a lawful authority to restrain or correct his child or ward and if restraint or correction has been rendered necessary by the misconduct of such child or ward, or by his refusal to obey the lawful command of such parent, or authorized agent, guardian, teacher or other school official, and the force used is reasonable in manner and moderate in degree.

BUS RIDER RULES:

The following rules will be observed by all students who ride the Dupree School buses:

1. Wait for the bus a safe distance from the bus until it has completely stopped, and bus door is open.
2. Be waiting with plenty of time for the bus to be a little early or late.
3. Get on and off the bus quietly and calmly.
4. Stay in your assigned seat and in a sitting position when the bus is in motion.
5. Keep head and hands inside the bus.
6. Keep aisles clear at all times.
7. Loud, boisterous, or profane language, indecent conduct, scuffling or throwing articles will not be tolerated.
8. No tobacco or alcoholic products are allowed on the bus. Eating sunflower seeds is also prohibited.
9. Help keep the bus clean and sanitary on the inside.
10. Enter and leave the bus by the front door only, except in case of an emergency.
11. Be courteous and obedient to your bus driver.
12. Bus drivers and principals can assign seats.
13. Any damage to the bus shall be paid by the rider inflicting the damage.
14. Weapons of any kind are prohibited on the bus.
15. When you have a change in plans about riding the bus, let the driver or school secretary know.
16. Students should get on the bus immediately after being dismissed. The bus will leave 10 minutes after school is dismissed. This time will be 3:26 M-Th and 2:10 on Fridays.
17. Cameras may be installed and utilized.
18. If the bus driver deems necessary, an incident report will be filed out by the bus driver if a student is not following transportation or bus rules or policy. The report will be given to the principal and addressed.
19. If an incident or issue occurs on the bus, the principal will determine the process of addressing the issue through parent communication, suspension, discipline plan, or other steps as deemed necessary.

VIOLATION OF BUS RULES:

1. **First violation** - the student will receive a warning with copies sent to the parents and the principal.
2. **Second violation** - the student will receive a warning with copies sent to the parents and the principal. Parental meeting about violation is required.
3. **Third violation** - the student may receive suspension from riding the bus for a period of 1 to 10 school days. The Superintendent will make the suspension decision and notify the parents.
4. **Fourth violation** - the student may receive a suspension from riding the bus for a period of 10-90 school days. The Superintendent will make the suspension decision and notify the parents.
5. The Superintendent may, at his/her discretion, suspend a student from riding privileges without warning for a serious violation.
6. The School Board will make the final determination on any permanent suspension of students riding privileges.

INTERROGATIONS AND SEARCHES POLICY

Searches by Staff

The right of inspection of students' school lockers, desks, other storage space, or the person of the student is inherent in the authority granted school boards and administrators. Lockers remain the property of the school district and the school district has the right of access to these lockers at any time for any reason. This authority may be exercised as needed in the interest of safeguarding children and their own and school property.

Whenever school authorities have any cause to believe that articles may be in a locker, desk, other storage space or the person which constitute contraband or are in violation of a school rule, a search will be made, and items may be seized by school authorities. Police "drug dogs" may be brought into the school at any time to search for illegal drugs.

Interrogations by Police/Dean of Students

The school district has physical custody of students during the school day and during hours of approved extracurricular activities. School authorities stand *in loco parentis* to the students and thus have responsibility regarding the circumstances under which access to students is allowed.

1. When the Dean of Students or law enforcement officials find it necessary to question students during the school day or periods of extracurricular activities, the school principal or his designee will cooperate. An effort will be made to contact the student's parent or guardian so that the responsible individual may be notified of the situation.
2. Parents or guardians will not be contacted in child abuse cases or other interrogations if the law enforcement official requests confidentiality.
3. If custody and/or arrest are involved, an effort will be made to contact the student's parent/guardian.

INTERNET GUIDELINES

Internet access is coordinated through a complex association of government agencies, regional, and state networks. In addition, the smooth operation of the network relies upon proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here to make students, staff, and parents aware of the responsibilities associated with internet use. In general, this requires efficient, ethical, and legal utilization of the network resources.

1) Acceptable Use

The purpose of NSFNET, which is the backbone network to the Internet, is to support research and education in and among academic institutions in the U.S. by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Dupree School District. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to copyrighted material, the uploading or downloading of any unauthorized software threatening or obscene material, or material protected by trade secret. Use for commercial activities is generally not acceptable. Use for product advertisement or political lobbying is also prohibited.

2) Privileges

The use of the Internet is a privilege, not a right, and inappropriate use may result in cancellation of those privileges. Inappropriate use consists of the following: submitting, publishing, or viewing any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material. We expect that you recognize what you are into is inappropriate and exit that window immediately.

3) Netiquette

You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- a) Be polite. Do not get abusive in your messages to others.
- b) Use appropriate language. Do not send messages that violate the law or would be offensive to another person.
- c) Do not reveal your personal address, phone number, or phone numbers of other students or staff.
- d) Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- e) At all times, these standards must be followed: Is it safe? Is it kind? Is it appropriate?
- f) Be familiar with these rules and how to use the Internet before going online. If you have any questions about these rules, please ask your teacher so you can understand.

4) Vandalism

Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or any of the above listed agencies. This includes, but is not limited to, the uploading or creation of computer viruses. Dupree School has invested a large amount of funds to purchase computers for use by students and staff. All computer hardware is to be always treated with care. Failure to use computer hardware in an acceptable manner may result in loss of computer use privilege.

5) Ownership

Copyright is an issue that is ever-changing with currently pending undecided court cases. Therefore, the Dupree School District will comply with current copyright laws. At this time all data collected and created by students or staff of the Dupree School District is owned by the creator. Each person is responsible for their data. Should a person no longer continue with the district, they will be allowed to export their data stored on our network. If it is not removed at the time they leave the district, then it will be deleted from the server. All software owned by Dupree School District will be available for use by staff members at their home if the licensing allows for home educator use. No software owned by Dupree School will be available for students' use at their home. No students or staff will be allowed to download software onto school computers.

6) Confidentiality

All records and files located on the Dupree School network are password protected. This means that every student and staff member of Dupree School logs onto our network at computer start up with a username and password. This log-on enables the user to access files located on the server belonging only to them.

7) Consequences

The consequences for violating the Acceptable Use Policy will be administered as follows:

First offense

- Reprimand
- Loss of privileges, outside of classroom use, for 2 weeks
- Notify administration

Second offense

- Detention
- Loss of privileges for 4 weeks
- Notify administration

Third offense

- Loss of privileges for 8 weeks
- Notify administration

INTERNET ACCESS POLICY

INTERNET SAFETY POLICY FOR DUPREE SCHOOL Children's Internet Protection Act

Dupree School has an Internet safety policy that addresses: (1) access by minors to inappropriate matter on the Internet and World Wide Web, (2) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications, (3) unauthorized access by minors online, (4) unauthorized disclosure of personal identification information regarding minors, and (5) measures designed to restrict minors' access to materials harmful to minors.

Dupree School uses blocking/filtering software that protects students working on computers with Internet access by preventing them from accessing visual depictions that are obscene, child pornography, or content harmful to minors. This blocking/filtering software is provided to us at no cost by the State of South Dakota and will be updated as needed/requested by them.

Dupree School District will conduct a public meeting on Internet safety/technology protection in conjunction with the yearly JOM/Title meeting. The joint meetings will be held every year in the fall. Our goal is to make the public aware of the internet safety measures Dupree School is taking as well as the dangers of being online, using chat rooms and email. We will address the school's Internet Safety, Acceptable Use, and Distance Learning Policies and explain why they are in place.

INTERNET SAFETY POLICY FOR DUPREE SCHOOL

It is the policy of **Dupree School** to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act.

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter the Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the **Dupree School** online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Supervision and Monitoring

It shall be the responsibility of all members of the Dupree School staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet protection Act.

Procedures for disabling or otherwise modifying any technology protection measures shall be the responsibility of Dupree School Network Administrator or designated representatives.

CIPA definitions of terms:

TECHNOLOGY PROTECTION MEASURE. The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

1. OBSCENE, as that term is defined in section 1460 of title 18, United States Code;
2. CHILD PORNOGRAPHY, as that term is defined in section 2256 of title 18, United States Code; or

3. Harmful to minors.

HARMFUL TO MINORS. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

SEXUAL ACT; SEXUAL CONTACT. The terms "sexual act" and "sexual contact" have the meanings given such terms in section 2246 of title 18, United States Code.

USE OF TECHNOLOGY RESOURCES POLICY - DUPREE SCHOOL DISTRICT

Purpose

The Dupree School District is pleased to offer students, faculty, and staff access to technology resources for schoolwork and enrichment activities. The purpose of the Dupree School District's technology resources is to provide additional educational resources and communication tools for students and teachers. These resources will help teachers to facilitate education and research consistent with the objectives of the Dupree School District.

Definition – Technology Resources

The Dupree School District's technology resources include but are not limited to the following resources: network, Internet, computer hardware, software, printers, servers, stored text, data files, electronic mail, optical media, digital images, and new technologies as they become available.

Regulations

The use of the Dupree School District's technology resources is a privilege, not a right. The privilege of using the technology resources provided by the DUPREE SCHOOL DISTRICT is not transferable or extendible by students to people or groups outside the district and terminates when a student is no longer enrolled in the Dupree School District. This policy is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the User Terms and Conditions mentioned in this policy, privileges may be terminated, access to the school district technology resources may be denied, and the appropriate disciplinary action shall be applied. The Dupree School District's Uniform Code of Behavior shall be applied to student infractions.

User Terms and Conditions

The use of Dupree School District's technology resources is subject to the following terms and conditions:

1. The use of technology resources must be for educational and/or research purposes consistent with the mission, goals, and objectives of the Dupree School District along with State & Federal regulations. In compliance with federal law, the school district shall make reasonable effort to restrict access to inappropriate materials and shall monitor the on-line activities of the end users in the school environment.
2. User accounts are considered the property of the school district. Network administrators may review school computers to maintain system integrity and to ensure that users are using the system responsibly. While user files will not be examined without reasonable cause, users should not expect that anything stored on school computers or networks will be private.
3. Prohibited technology resources activities include, but are not limited to, the following:

Computer Laptop Violations:

- a. Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
- b. Downloading or transmitting multi-player games, music, or video files using the school network.

- c. Vandalizing, damaging, or disabling property of the school or another individual or organization.
- d. Accessing another individual's materials, information, or files without permission.
- e. Using the network or Internet for commercial, political campaign, or financial gain purposes.
- f. Releasing files, home address, personal phone numbers, passwords, or other vital accessing information to others.
- g. Promoting or soliciting illegal activities.
- h. Attempting to repair, remove or install hardware components reserved for an authorized service technician.
- i. Violating copyright or other protected material laws.
- j. Subscribing to mailing lists, mass e-mail messages, games, or other services that generate several messages that can slow the system and waste other users' time and access.
- k. Intentionally wasting school resources.
- l. Flaming, harassment, denigration, impersonation, outing, and cyber stalking

Computer Network Violations:

- a. Attempting to log on to the Internet or network (servers, routers, switches, printers, firewall) as a system administrator.
- b. Sending, accessing, uploading, downloading, or distributing pornographic or sexually explicit materials.
- c. Installing, enabling, launching, or creating programs that interfere with the performance of the network, internet, or hardware technology resources.
- d. Creating, uploading, or transmitting computer viruses.
- e. Attempting to defeat computer or network security.

Consequences: Suspension of laptop computer, referral to law enforcement authorities, and possible long-term suspension or recommended expulsion from school.

- 4. Dupree School District does not guarantee that its technology resources will be uninterrupted or error-free; nor does it make any warranty as to the results to be obtained from use of the service or the accuracy or quality of the information obtained on or by the network. Access to the network is provided on an "as is" basis without warranties of any kind. Neither the school district nor any of its agents or employees shall be liable for any direct, indirect, incidental, special, or consequential damages arising out of the use of or inability to use the network or Internet.
- 5. Users shall be responsible for any costs, fees, charges, or expenses incurred under the person's account in connection with the use of the network or Internet except such costs, fees, charges, and expenses as the school district explicitly agrees to pay.
- 6. Any security or equipment problems arising from the use of technology resources must be reported to the Computer Help Desk or Principal's Office.
- 7. Students will be held responsible for maintaining their individual school computers and keeping them in good working order.
 - a. Computer batteries must be charged and ready for school each day.
 - b. Only labels or stickers approved by the Dupree School District may be applied to the computer.
 - c. Computer bags furnished by the school district must be returned with only normal wear and no alterations to avoid paying a bag replacement fee.
 - d. Computers that malfunction or are damaged must first be reported to the Computer Help Desk located in the high school library or media center. The school district will be responsible for repairing computers that malfunction as well as computers that have been damaged from normal or accidental use. Students will be held responsible for repairs to computers that are damaged intentionally.

Accidental laptop damage: Students who have recorded 3 or more instances of accidental laptop damage may be asked to check their laptop in at the Help Desk after school. Laptops may be checked out again before classes begin the next day. Special permission to take a laptop home for class work may be permitted by the student's teacher.

- Computers that are stolen must be reported immediately to the Principal's Office and the police department.
- Individual school laptop computers and accessories must be returned to the DHS Help Desk at the end of each school year. Students who graduate early, withdraw, are suspended, or expelled, or terminate enrollment at DHS for any other reason must return their individual school laptop computer on the date of termination.
- Tablet pens will be replaced by the student if lost or damaged.
- e. Tablet power cords will be replaced by the student if lost or damaged.

If a student fails to return the computer at the end of the school year or upon termination of enrollment at DHS, that student will be subject to criminal prosecution or civil liability. The student will also pay the replacement cost of the computer, or, if applicable, any insurance deductible. Failure to return the computer will result in a grand theft report being filed with law enforcement.

Furthermore, the student will be responsible for any damage to the computer, consistent with the District's Laptop policy, and must return the computer and accessories to the DHS Help Desk in satisfactory condition.

MISCELLANEOUS INFORMATION/PROCEDURES

BATHROOM USE

Students are encouraged to use the bathroom facilities before school hours and to ask before the tardy bell rings between classes.

CLASS SCHEDULE CHANGES

Students can set their class schedule before school starts by pre-registration. You may change your class schedule within the window provided during the first week of each semester and providing you receive approval from the Guidance Counselor. You are encouraged to choose your courses carefully so that changing classes will not be necessary. Many classes are designed as yearlong classes and to drop such a class during the school year may result in retaking the entire course. If you have questions about what is covered in a subject, feel free to discuss the matter with the teacher of that course before you enroll in it.

DAILY ANNOUNCEMENTS

Announcements will be available on the District Website and Infinite Campus.

DRESS

You are responsible for your dress and personal appearance. In keeping with this idea, the school requires the following general criteria to be observed: Dress and personal appearance should be clean, neat, modest, and in keeping with the requirements for health and safety. Artificial eyewear that is not prescribed by a medical professional is not permitted. You will be reported to the administration if there are concerns.

GETTING STUDENTS OUT OF CLASS

Legal guardians are not to get students out of class unless they have received permission from an administrator or Central Office. Interruptions to regular classroom activities are to be kept at a minimum. Either an administrator or the central office will notify the teacher of a student's need to leave.

GUIDANCE

The Counselor is a trained professional who can help you in many areas including personal, family, or school concerns. You are encouraged to use this service. You may visit the Counselor with an appropriate appointment. The Counselor will inform the office when he/she has a student so the teacher can be notified. The counselor will send a pass with the student to get back into class.

HONOR ROLL

An honor roll will be published at the end of each nine-week grading period and for each semester. The following grade point average criteria will be used for placement on it:

"A" HONOR ROLL----- 3.75 - 4.0
"A-B" HONOR ROLL----- 3.35 - 3.74
"B" HONOR ROLL----- 3.00 - 3.34

HONOR CORDS

Summa Cum Laude – 3.76-4.00
Magna Cum Laude -- 3.51-3.75
Cum Laude ----- 3.00-3.50

VALEDICTORIAN AND SALUTATORIAN

There will be 1 valedictorian and 1 salutatorian selected for each HS graduating class. Selection of valedictorian and salutatorian will be made after transcripts are posted following the first semester of the current school year. Selection will be based on the following in order: 1) GPA, 2) total number of credits earned, 3) course work on transcript, and 4) involvement in school/community activities.

LOCKERS/LOCKS

A locker will be assigned to you. Do not keep anything of personal value in your locker. School officials do have the right and obligation to inspect your locker. The school cannot assume responsibility for anything which is stolen from your locker. Lost or stolen locks are the responsibility of the student and will be billed to the student.

PERMISSION TO LEAVE SCHOOL PREMISES

Any student wishing to leave school during the day must have a note or telephone call from his/her parent/guardian giving permission to leave at the designated time. Any student leaving the school without first obtaining permission from an administrator or Central Office will be considered truant.

PUBLIC SCHOOL LAWS GOVERNING STUDENT CONDUCT

Any student that cuts, defaces, or otherwise injures any school apparatus, or outbuilding thereof, is liable to suspension or expulsion. The parents or guardian of each student shall be liable for all costs incurred by the damage.

The superintendent, principals, supervisors, teachers, and staff have supervisory control over all students whether in or outside the school buildings (including school functions) until the students leave the school and are no longer on the school premises. Bus drivers have complete authority over students while they are entering, riding, or leaving the bus.

SDCL 13-32-2. Superintendents, principals, supervisors, and teachers and their aids and assistants, have the authority to use the physical force that is reasonable and necessary for supervisory control over students. Like authority over students is given any person delegated to supervise children who have been authorized to attend a school function away from their school premises and to school bus drivers while students are riding boarding or leaving the buses.

SDCL 22-18-5. To use or attempt or offer to use force upon or toward the person of another is not unlawful if committed by a parent or the authorized agent of any parent, or by any guardian, teacher or other school official, in the exercise of a lawful authority to restrain or correct his child or ward and if restraint or correction has been rendered necessary by the misconduct of such child or ward, or by his refusal to obey the lawful command of such parent, or authorized agent, guardian, teacher or other school official, and the force used is reasonable in manner and moderate in degree.

PUTTING UP POSTERS OR OTHER ITEMS

Students are required to obtain permission of the administration before putting up posters. The placing of posters in lockers or in the school building or on the school premises with wording deemed offensive, vulgar, gang related, or which contain profanity or promote drug or alcohol use are not allowed. Discretion is left to the administration.

CELL PHONES/ELECTRONIC DEVICES

Zero Tolerance:

The Dupree School District has established a zero tolerance policy for cellular phones and other personal electronic devices to include personal headphones, MP3 players, earbuds, tablets, and smartwatches. The policy has been enacted to prevent academic dishonesty, cyberbullying, and distractions in the classroom. The policy will be implemented in the following way:

Grades PreK-5 students will turn their devices to their classroom teachers as the beginning of the day and will retrieve them from the teacher at the end of the day.

Grades 6-8 students will deposit their cell phones at the beginning of the day when they retrieve their computers from the charging station. At the end of the day phones will be picked up when computers are put away.

Grades 9-12 students will deposit their phones into the portable lockboxes designated for each grade. Phone boxes will be kept in the High School office. If a student is late for school, their phones will be turned in when they stop in to get a tardy slip at the office. If a student is checked out early, has senior privileges, or has a legitimate need for phone use, such as participating in dual credit classes, phones can be checked out at the High School office but must be checked in upon return to normal classes.

Any cell phones or devices not turned in and found in a student's possession will be confiscated, and parents will need to retrieve them from the High School Office or Central Office for elementary students.

SCHOOL WEATHER DISMISSALS AND CLOSINGS

In case of severe weather or other emergency circumstances, the official announcements for school closings may be heard over the following radio and television stations, and by telephone through our automated voice message with the announcement being made as soon as practical.

RADIO:

	KIPI (93.5)	EAGLE BUTTE
TV:	KEVN	RAPID CITY
	KOTA	RAPID CITY
	KELO	SIOUX FALLS

Dupree School Website and Facebook page

An automated calling system will be utilized in the case of school closings. Please do not call the school as our lines must be left open to call in the school closings.

SENIOR PRIVILEGES

The Dupree School District 64-2 Board of Education allows senior privileges under the following guidelines:

1. Senior privileges may be granted to a graduating senior on an individual basis as determined by the High School Principal.
2. Seniors must have an accumulative attendance of 94% each year throughout grades 12. The student may not accumulate more than three unexcused absences per semester. Three unexcused tardies equal an unexcused absence.
3. Seniors will have 22 credits upon graduation and will have met the graduation requirements set forth by the South Dakota Department of Education and the Dupree School Board of Education. A senior student may use their last period study hall as a senior privilege period if he or she is on track to graduate and in good standing. If the period is chosen to be used as a senior privilege hour rather than a class period, the student is not to be in the school building during that hour unless a pass has been obtained from a staff member, and the high school secretary has been notified.
4. Seniors who are on track to graduate and in good standing will also be granted an open lunch period. Seniors will be excused for lunch at 11:45 a.m. and should return to school by 12:25 p.m. on Monday through

Thursday. On Fridays, seniors will be released for lunch at 11:42 a.m. and should return to school by 12:28 p.m. All seniors will be held to tardy rules.

5. Senior privileges will be awarded after the first midterm of the school year. The senior student must have a signed parent/guardian permission slip giving the senior student permission for senior privileges and the open lunch period.
6. Senior privileges or the open lunch period may be revoked by the High School Principal due to any discipline or academic problems and/or the misuse of the senior privileges by the student. Seniors must be passing all of their classes to keep their senior privileges and open lunch period.
7. Seniors who have lost their senior privileges or open lunch period for a total of three weeks, consecutive or non-consecutive, will lose their senior privileges and open lunch period for the remainder of the semester.
8. Seniors driving with Senior Privilege – need signed permission from parents specifying driving only during their Senior Privilege time.

DROP SHEET

Students dropping from the roll at Dupree High School must have a Drop Sheet Checklist signed by teachers and the Librarian to determine that all books, laptops and other school materials have been turned in.

STUDENT ACTIVITIES

All students participating in sports or other school activities or events will be guided by the activity/event/athletic policy handbook and student handbook for issues that may occur outside the realm of the Athletic/Activities Handbook.

STUDENT TRANSPORTATION

- A. All students are to ride the bus to and from the physical address listed on the student enrollment application.**
- B. If you drive to school, your vehicle is to be parked in the school parking lot. You are not to drive, ride in or ride on a motor vehicle during the school day unless parental permission has been obtained from the principal or superintendent. The school day is interpreted as the period which exists between the time the student enters the school building in the morning and the final dismissal bell in the afternoon with the exception of Senior Privileges.**
- C. All students must be picked up in a timely manner from the Eagle Butte, Cultural Center, bus stop. Parents/Guardians must come to the bus to check out students making eye contact with the bus driver. Students who are not picked up in a timely manner will return to the Dupree School where parents/guardians will be responsible for pickup.**

STUDENT USE OF THE LIBRARY

1. Students with class assignments have priority use of the computers.
2. If a class is in the library, please do not disturb those students and no talking is allowed. Please be considerate.
3. Students must have a pass to the library. Place this pass in the holder on the librarian's desk when entering. It is the student's responsibility to have the pass signed by the librarian/library aide and returned to study hall/class 5 minutes before the end of the period.

4. Both the Librarian and the Study Hall instructor have the discretion to revoke Library passes due to improper behavior. (See rules and consequences posted in the library). This as well as any inappropriate behavior will be reported to the Principal.

STUDY HALL REGULATIONS

During the periods which you have no classes, you are to report to the designated study hall. It is your responsibility to take all the needed books, paper, and pencils. You are to remember that the study hall is to be a quiet place which is conducive to study. You are expected to adhere to the rules set forth by the study hall monitor.

TELEPHONE USE

The school telephone is used heavily for official school business. Students are not allowed to use the telephone without the permission of staff. JH/HS students must use the phone in the JH/HS office. Elementary students use the central office phone.

TEXTBOOKS

You are responsible for the textbooks issued to you in class. Your teachers will note their condition when you get them. If the book is damaged in any way, you will be charged the value of the book.

TORNADO DRILLS

Tornado drills will be held at appropriate intervals. Upon the announcement from Central Office, go to the designated areas in an orderly manner by the route described by your teacher and illustrated evacuation plans posted in each room. Once at the designated area, all students are to assume the protective position facing the wall.

FIRE DRILLS

Fire drills will be held at appropriate intervals. At the alarm, leave the building in an orderly manner by the route described by your teacher. Remain outside in the designated area until the notice is given for you to return.

VISITORS

Students are not permitted to bring visitors to school. At Dupree School, we welcome parent/guardian visits and look forward to assisting you. To maintain an effective learning environment and minimize disruption to the instructional program for all our classrooms, the school board has set the following policies regarding parent classroom visitations:

1. Parents/guardians must call in advance so that the principal/teacher may plan a time to meet.
2. The principal may approve or deny the requested classroom visitation. No reason need be given for that decision.
3. All parents/guardians must check in at the office before going to the classroom and check out in the office at the end of the scheduled visit with visitor badges
4. The approved visitor must remain in central office until approved visitation time and be accompanied by the principal or the principal's designee to the classroom teacher or alternative meeting place.
5. No recording device of any kind will be allowed in the school and classroom during this visit.
6. The visitor is expected to conduct themselves in a respectful manner or be removed from the classroom.
7. If there is a circumstance that necessitates visits outside of these parameters, please contact the Principal to discuss how we may be able to accommodate you.

Visitors-Classroom/Teachers

At Dupree School, we welcome parent/guardian visits and look forward to assisting you. To maintain an effective learning environment and minimize disruption to the instructional program for all our classrooms, the school board has set the following policies regarding parent classroom visitations:

1. Parents/guardians must call in advance so that the principal may plan with the teacher for your visit to your child's classroom.

2. The principal may approve or deny the requested classroom visitation. No reason needs be given for that decision.
3. All parents/guardians must check in at the office before going to the classroom and check out in the office at the end of the scheduled visit.
4. The approved visitor must be accompanied by the principal or the principal's designer to the classroom or teacher.
5. Visitations will be limited to 30 minutes by one parent, no more than one time per quarter.
6. No recording device of any kind will be allowed in the school and classroom during this visit.
7. The visitor is expected to conduct themselves in a respectful manner or be removed from the classroom.
8. If there is a circumstance that necessitates visits outside of these parameters, please contact the principal to discuss how we may be able to accommodate you.

SPECIAL SERVICES

The Dupree School offers several special service programs aimed at best meeting the needs of the students. These include counseling services, resource room services, early childhood programs, and speech and language services. Services are provided by trained professionals. You are encouraged to inquire about any of these services if you feel your child could benefit.

ELEMENTARY SPECIALS

Music classes

Music (vocal and instrumental) is taught by a qualified instructor who specializes in these areas. We feel these are important subject areas and the instructor is required to evaluate and grade the students in the same manner as regular classroom teachers. Elementary music classes are taught to Grades PreK-5. Each class has two 30-minute periods each week. Elementary band starts in fifth grade and is available to all children. Students participating in band that do not have their own instrument may rent an instrument from the school.

Counseling

Our Elementary Counselor meets with each class each week for a period of thirty minutes for Pre-Kindergarten through fifth grade. There is plenty of time to meet on an individual basis as well. If your child(ren) would benefit from counseling, our counselor will need written consent from parent(s). The JH/HS Counselor will meet with students by appointment.

Library

The Dupree School District maintains a school library. The library is open to all students to use. The role of the librarian is to challenge students to make the library a place to find all sorts of interesting and fun things. The librarian will work with classroom teachers on scheduling library time.

Physical Education

The Dupree School offers physical education taught by a qualified instructor who specializes in these areas. Physical Education and the awareness of movements is essential. Students will receive physical education on a regular/routine schedule throughout the school year grades PreK through 5th.

Art

The Dupree School offers art education taught by a qualified instructor who specializes in art. Art education will be offered on a regular/routine schedule throughout the school year grades PreK-5th.

Lakota Language

The Dupree School offers Lakota Language education taught by a qualified teacher. Lakota Language will be offered on a regular/routine schedule throughout the school year starting in kindergarten.

STUDENT TRANSFER POLICY

Students transferring into the Dupree School system must provide current records of previous school attended and must also show change of residency and/or guardianship. Students must be in good standing at their previous school.

STUDENT ENROLLMENT

In accordance with the state law, all persons five (5) years old by September 1st and under twenty-one (21) years of age and all veterans (except dishonorably discharged veterans) who are residents of the district will be eligible to attend the public schools free of charge, if they have not already received a high school diploma.

Any student enrolling as a **new student** in the Dupree School District upon registration, all new students will be required to present:

1. Proof of date of birth through a birth certificate or affidavit in lieu of birth certificate.
2. Record of immunizations and a health certificate from a licensed physician.
3. Proof of School District residency, if requested.

Students who enroll after the beginning of the school year may start classes upon administrative approval and/or pending receipt of all documents and student records, including child custody records / paperwork. This gives the teacher and custodial staff time to find a desk and gather books and other necessary items that the new student will need. Only students residing within the Dupree School District will be enrolled in the Pre-K program.

OPEN ENROLLMENT

Dupree School District	NEPN Code: JECB
Policy Manual	

State law provides nonresident parents and students an opportunity to apply for enrollment within the Dupree School District.

The parent or legal guardian of a South Dakota kindergarten through twelfth grade student, or a student who is at least 18 years old, and resides in another school district (i.e., nonresident student), and who wishes to enroll the student in the District, must apply to open enroll in the School District.

1. Nonresident student open enrollment: The District shall grant a request for a transfer into the district of a child who is a resident of another school district unless the transfer would result in an inability to provide a quality educational program based on criteria established by the District pursuant to statute and this policy.
2. Nonresident alternative instruction student open enrollment: The District shall grant a request to admit into the district a child who is a resident of another school district and who is receiving alternative instruction in the resident district pursuant to law, unless admitting

the nonresident child would result in an inability to provide a quality educational program based on criteria established by the District pursuant to statute and this policy.

A copy of this policy will be provided to parents, guardians and emancipated students who wish to submit an open enrollment application. It shall also be provided to any other interested person upon request.

A. GENERAL RULES:

1. Transfers from another school district into the District may only take place prior to the last Friday in September during the first semester of any school year, and prior to the last Friday in January during the second semester of any school year. If the District approves an application for such a transfer after the deadline in the first semester, the transfer will occur at the start of the second semester. If the District approves an application for such a transfer after the deadline in the second semester, the transfer will occur at the start of the following school year. The deadlines for transfer do not apply if:
 - a. A student is seeking to transfer to an alternative school or a specialized nonpublic educational program;
 - b. A student enrolls in a school district after the deadline in either semester; or
 - c. The District's Superintendent determines that special circumstances exist and allows a student to transfer into the District after the deadline.
2. All nonresident requests for open enrollment into the District must be submitted to the District's Superintendent on the official application form provided by the South Dakota Department of Education.
3. Nonresident student open enrollment applications to attend school within the District will be reviewed and acted upon in the order in which they are received. However, if the applicant is a sibling of a student accepted into and currently enrolled in the District, that student's application shall take priority over all other applications.
4. The Superintendent shall either approve or deny the application for open enrollment. A decision of the Superintendent to deny an open enrollment application may be appealed to the School Board. A decision of the School Board to deny student's application for open enrollment may be appealed to the circuit court pursuant to State Law.
5. Decisions to accept or reject open enrollment applications will be based on the criteria listed in Open Enrollment Application Standards (Section B).
6. The applicant and the resident school board will be notified within five days of the decision.
7. An application may be withdrawn by the applicant prior to the approval of the request and upon written notification to the District's Superintendent.
8. SDCL 13.28.43: Once approved by the District, the approved application serves as the applicant's notice of intent to enroll in the District and obligates the student to attend school within the District during the school year, unless the affected school board or boards agree in writing to allow the student to transfer back to the resident district or assigned school, or unless the parents, guardians, or emancipated student change residence to another district. A decision by either school board to deny a request to return to the resident school district may be appealed to circuit court pursuant to law.
9. Once enrolled under open enrollment in the District, the student may remain enrolled and is not required to resubmit annual applications.

10. The parent or legal guardian of a student who has been accepted for transfer under open enrollment is responsible for transporting the student to and from school without reimbursement. (SDCL 13-28-45)
11. The District shall accept credits for any course completed in any other accredited school district but shall award a diploma to a nonresident student only if the student satisfactorily meets the District's graduation requirements.
12. If two or more nonresident students from the same family, residing in the same household, request open enrollment into the District, all requests from that family must be either approved or denied and the District shall not deny an application if doing so would result in children from the same household enrolling in different school districts. However, if the District cannot provide an appropriate education for a child in need of special education or special education and related services, the District may deny that child's application for open enrollment.
13. Any student convicted of possession, use, or distribution of any controlled substance, or convicted of a weapons charge will be denied application. Any student under long term suspension or expulsion will not be allowed to open enroll until the suspension or expulsion is completed according to state law.
14. The rules of the South Dakota High School Activities Association will govern eligibility for participation in activities.
15. The Department of Education has authority to promulgate rules setting forth procedural and administrative requirements of open enrollment. The District will follow any rules and procedures.

B. OPEN ENROLLMENT APPLICATION STANDARDS:

According to SDC 13-28-44, the following standard will be used to accept or reject nonresident student open enrollment applications to enroll within the District:

- Open enrollment requests will be granted on a space available basis at the time the request is considered.
- The approval of an open enrollment request may not result in exceeding the average student to teacher ratio, program capacity, or building/grade capacity.
- An open enrollment transfer may not cause a building or program to exceed capacity, including special education programs. Open enrollment of a special education student will not be approved if the students cannot be accommodated at current staffing levels or if the program is at capacity.

C. OPEN ENROLLMENT OF SPECIAL EDUCATION STUDENTS:

1. A request to transfer a student in need of special education or special education and related services may be granted only if, after a review of all relevant student education records and direct communication with the students parent or guardian and representatives of the resident district, the Dupree School District determines that the District can provide an appropriate instructional program and facilities, including transportation if required as a related service, to meet the student's needs. If the request to transfer is granted, the district is responsible for the provision of a free appropriate public education for the student in need of special education or special education and related services. If the student requires transportation as a related service, the district shall provide or ensure the provision of transportation within the boundaries of the District.
2. If the District is not able to confirm that the District can provide an appropriate instructional program, facilities, and transportation if necessary, based on the records review and communication with the students parent or guardian and representatives of the resident

district, the District shall initiate an individual education program team meeting to determine whether the District can provide an appropriate instructional program, facilities, and transportation, if a related service.

3. A request to transfer a student in need of special education or special education and related services may be denied only pursuant to the Open Enrollment Application Standards (Section B) or if the individual education program team as set forth in Open Enrollment of Special Education Students (Section C.2.) determines that the District cannot provide an appropriate instructional program and facilities, including transportation, to meet the student's needs.
4. If a parent or guardian of a student in need of special education or special education and related services request to transfer the student back to the resident district, the affected school boards must agree in writing to allow the student to transfer back to the resident district or unless the parents, guardian, or emancipated student change residence to another district.
5. If two or more students from the same family residing in the same household request open enrollment and the District determines it can provide an appropriate special education or special education and related services for the special education student(s), the applications shall be approved subject to consideration of the Open Enrollment Application Standards (Section B). However, if the District cannot provide appropriate special education or special education and related service for one or more of the students in need of special education or special education and related services, the District may deny the application for open enrollment related to the individual special education student(s).
6. If it is determined that a parent or guardian of a student, or an emancipated student, in need of special education or special education and related services submitted a request for an open enrollment transfer, but did not indicate on the application that the student has an IEP and needs special education services, as required on the form, any approval by the District of the open enrollment transfer application will be deemed void.

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ALCOHOL AND OTHER DRUG USE BY STUDENTS

This Dupree School District policy on student use of alcohol and other drugs in the school district is in effect on premises owned, leased or maintained by the school district, at all school-related activities on and off campus, on vehicles used to transport students to and from school or at other activities and in vehicles parked on school property.

Students and parents/guardians are expected to know and understand the policy provisions and its mandatory nature. A copy of the policy will be provided to all students and parents via student handbooks.

POLICY

A student shall not possess, use, distribute, transfer, conceal, sell, attempt to sell, deliver, nor be under the influence of alcohol and/or other illegal drugs. Students shall not engage in alcohol and/or other drug use/abuse, nor possess paraphernalia specific to the use of alcohol and/or other drugs. Nothing set forth in

this policy precludes school district personnel from using the power of observation and professional judgment when there is reasonable suspicion of student consumption of illegal drugs or alcohol.

Students who use prescription drugs authorized by a licensed physician do not violate this policy if the students conform to the prescription and appropriate school policies.

DISCIPLINARY SANCTIONS AND IMPLEMENTATION PROCEDURES

- A. The following procedures will be used in dealing with possession, use, or being under the influence of alcohol and other drugs. State and federal regulations regarding special education students will be followed.

B.

First Offense:

1. The administration will notify the parent(s)/guardians(s) and schedule a conference.
2. The administration shall suspend the student for ten (10) days in compliance with student due process procedures.
3. The administration shall notify available law enforcement authorities.
4. The administration shall notify the parents/guardians in writing of the suspension.

The suspension of a student who completes a drug/alcohol assessment from a certified or licensed addition counselor or a licensed physician trained in chemical dependency and recommended program, if any, will be commuted to three (3) days, provided the assessment and program are completed, unless good cause is shown to and approved by the administration, within twenty (20) school days. Fees for this assessment and treatment are the responsibility of the student and family.

Upon receipt of appropriate authorization, the agency or professional will notify the school administration in writing that the student has been evaluated and to comply successfully, completed any recommended treatment program.

Second Offense:

1. The administration will contact the parent(s)/guardian(s) and schedule a conference.
2. The administration shall notify available law enforcement authorities.
3. The administration shall suspend for ten (10) days in compliance with student due process procedures.
4. The administration shall notify the parents/guardians in writing of the suspension.

A long-term suspension hearing shall be scheduled before the school board pursuant to due process rules for long-term suspension. The administration will recommend to the school board that the student be suspended for ninety (90) school days. The ninety (90) day suspension for a second offense may be reduced to ten (10) school days if the student completes an accredited intensive prevention or treatment program. Fees for this assessment and/or treatment are the responsibility of the student and family.

Subsequent Offenses:

1. The administration will contact the parent(s)/guardian(s) and schedule a conference.
2. The administration shall notify available law enforcement authorities.
3. The administration shall suspend for ten (10) days in compliance with student due process procedures.

4. An expulsion hearing shall be scheduled before the school board pursuant to due process rules for expulsion. The administration will recommend to the school board that the student be expelled.
- B. Distributing (supplying free or selling) Alcohol and Other Drugs or Material Represented to be a Controlled Substance - (all occurrences):
1. The administration will contact the parent(s)/guardian(s) and schedule a conference.
 2. The administration shall notify available law enforcement authorities.
 3. The administration shall suspend for ten (10) days in compliance with student due process procedures.
 4. A long-term suspension hearing shall be scheduled before the school board pursuant to due process rules for long-term suspension. The administration will recommend to the school board that the student be suspended for up to ninety (90) school days.
 5. A second offense for distributing alcohol or drugs shall result in an expulsion hearing being scheduled before the school board and the administration will recommend the student be expelled for one year.
 6. State and federal regulations regarding special education students will be followed.

USE OF ALCOHOL SENSORS

In keeping with its commitment to protect all pupils and the school community from the harm of alcohol use, the Board authorizes the Superintendent, Principals, School Resource Officers and designee(s), to use a portable breath test (PBT) and passive breath alcohol sensor device (PBASD) to screen for evidence of breath alcohol.

The purpose for using a PBT and PBASD is to protect pupils who may be under the influence of alcohol, other pupils, staff and community members attending school events and to deter the use of alcohol by pupils. As PBT and PBASD implementation is intended primarily as a deterrent to student and youth alcohol use, nothing set forth in this policy precludes school district personnel from using the power of observation and professional judgment when there is reasonable suspicion of youth alcohol consumption.

The Board authorizes PBT and PBASD screening of students during the school day upon reasonable suspicion that a student may have consumed alcohol, and of attendees before, during and after school activities/events including, but not limited to dances, athletic events, proms, class trips, drama productions, graduation ceremonies, or school assemblies.

If the PBT or PBASD screening indicates the presence of alcohol on District student, the matter shall be reported to the Principal or designee and law enforcement. District students violating this policy will be disciplined according to the discipline procedures outlined in this policy and other relevant policies. School age persons from other districts attending school and district sponsored events who are suspected of alcohol consumption will be reported to the Principal or designee and law enforcement.

SEXUAL HARRASSMENT POLICY

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Sexual Harassment

SECTION 1 - Policy Statement

The Dupree School District is committed to a school environment which is free from sexual harassment and conducive to all students' educational opportunities. Sexual harassment can inhibit a student's educational opportunities and an employee's work. Sexual harassment of students attending school in the District or students from other schools who are at a District activity, and sexual harassment of school employees, school volunteers, parents, guests, visitors and vendors of the District shall also not be tolerated and is strictly prohibited.

All students, school employees, school volunteers, parents, guests, visitors and vendors shall conduct themselves in a civil and responsible manner and in a manner consistent with school policies. This policy prohibiting sexual harassment shall apply to all students, school employees, school volunteers, parents, guests, visitors and vendors while on school property, while attending or participating in school activities, on school-owned property or on non-school property, while in any school-owned or leased vehicle, while at a school bus stop, or when in a private vehicle located on school property during school or during school activities.

The District shall investigate all reported instances involving sexual harassment. Attempts to informally or voluntarily resolve the complaint should not delay the commencement of the District's investigation. Unless a different person is designated by the Superintendent to conduct the investigation, the school administrator of the school attendance center where the sexual harassment is alleged to have occurred is responsible for investigating the alleged sexual harassment. Allegations of sexual harassment may also be reported by the administration to other authorities, including but not limited to law enforcement.

The District will maintain confidentiality to the maximum extent possible under the circumstances. However, a person reporting sexual harassing conduct must understand that should the administrator who is investigating the report determine there is reasonable cause to suspect that sexual harassment did occur which could result in administrative discipline or a referral to the School Board, the person alleged to have sexually harassed another person may have the right to know the identity of the person(s) making the report in order that he/ she may have an opportunity to defend himself/herself.

The District strictly prohibits retaliation against any person because he or she has made a report, testified, assisted, or participated in the investigation of a report of alleged sexual harassment. Retaliation includes, but is not limited to, any form of verbal or physical reprisal or adverse pressure. The person(s) alleged to have sexually harassed another person shall not directly or indirectly (such as through a third person) harass, pressure, or retaliate against any other person because of the complaint being reported. A violation of this provision may lead to separate disciplinary action based on the retaliation. Any person who believes he or she is being subjected to retaliation because of his or her involvement with a sexual harassment report should immediately contact a school administrator.

Students who violate this policy shall be subject to appropriate disciplinary action, up to and including expulsion. Employees who violate this policy shall be subject to appropriate disciplinary action, up to and including termination of employment. School volunteers, parents, guests, visitors, and vendors who violate this policy may be prohibited from being on school property.

Complaints against school employees and complaints related to bullying are addressed through other school district policies and not through this policy.

SECTION 2 - Sexual Harassment Defined

Sexual harassment is defined as sexually oriented words and actions which tend to annoy, alarm or be physically or verbally abusive toward another person and which serve no legitimate or valid purpose regardless of the intent of the person accused of the sexually harassing conduct. Not all harassment falls within the definition of sexual harassment (i.e., harassment that is of a sexual nature). Other laws,

regulations and policies also prohibit inappropriate conduct and provide a means for addressing inappropriate conduct should it occur.

Sexual harassment is a specific type of harassment which is prohibited under this policy. Examples of sexual harassment include, but not limited to:

1. Unwelcome sexual flirtations, advances or propositions;
2. Verbal comments, jokes, or abuse of a sexual nature;
3. Graphic verbal comments about an individual's body;
4. Sexually degrading words used to describe an individual;
5. Displaying pornographic material;
6. Physical contact or language of a sexually suggestive nature.

SECTION 3 - Sexual Harassment Reporting Procedure

Any individual who believes that he or she has been or is being subjected to sexual harassment or has reason to suspect another person has been or is being subjected to sexual harassment should immediately report it to a teacher, guidance counselor, or school administrator. The report may be made verbally or in writing. A report may be made anonymously, although disciplinary action may not be based solely on an anonymous report. If disciplinary action is being requested, the individual reporting the sexual harassment will be asked to either submit a signed written complaint or sign a completed Sexual Harassment Report Form, Exhibit ACAA-E(1), verifying the accuracy of its content. The written complaint or Sexual Harassment Report Form must include the following:

- the date the written complaint was filed or the Sexual Harassment Report Form was completed,
- the school employee receiving the complaint (if applicable),
- the name of the person reporting the sexual harassment,
- the address/phone # of the person reporting the sexual harassment,
- the specific conduct or nature of the sexual harassment complaint including the person(s) alleged to have sexually harassed the complaining party or another person, the date(s) and location where the conduct occurred, witnesses, etc.,
- the date the school employee completed the form (if applicable),
- the date and signature of the person reporting the sexual harassment.

If the signed written complaint was given to a teacher or guidance counselor, or if the Sexual Harassment Report Form was completed by a teacher or guidance counselor, the teacher or guidance counselor shall forward the complaint or Sexual Harassment Report Form to the teachers building school administrator.

SECTION 4 - Procedure for Addressing Sexual Harassment Complaints

STEP 1: School Administrator Investigation and Determination

Should there be a report which alleges a District student, employee, school volunteer, parent, guest, visitor or vendor has been subjected to sexual harassment, an investigation into the alleged sexual harassment will be initiated. The District's investigation may include, but is not limited to, such things as interviewing individuals with actual or possible knowledge regarding the conduct in question, identifying facts related to the conduct in question, identifying when and over what period of time the conduct is to have occurred, determining whether the conduct negatively affects the educational opportunities or employment condition of the victim, identifying prior history of a similar nature by any of the individuals involved, and attempting to obtain possible verification from other

persons. The investigation by the school administrator responsible for the investigation shall be conducted promptly and completed in a reasonable time frame given the nature of the complaint. Unless the nature of the complaint and investigation dictate otherwise, the investigation should be completed and determination made by the school administrator on the merits of the complaint within thirty (30) calendar days of receipt of the complaint.

The person alleged to have sexually harassed another person will be notified that a complaint has been filed pursuant to this policy and that the complaint is being investigated. The name of the person making the complaint will not be disclosed to the person alleged to have violated this policy unless and until the investigation results in a determination that there is reasonable cause to suspect that sexual harassment did occur.

Upon reasonable suspicion by the school administrator responsible for the investigation that the allegation of sexual harassment may be true, the employee, student or third person accused of sexual harassment conduct shall be notified in writing that reasonable suspicion exists that the complaint may be valid, including a statement of the facts supporting the determination that reasonable suspicion exists, and the name of the alleged victim.

The person alleged to have sexually harassed another person in violation of this policy shall be afforded an opportunity to respond to the allegation of sexual harassment but is not required to submit a response.

Pending the outcome of the investigation the school administrator responsible for conducting the investigation may take such action consistent with school policy and state law as deemed appropriate in order to facilitate the investigation and protect the rights of all persons involved. If there is reasonable suspicion to believe that a third person sexually harassed a student, employee or guest while at school or at a school activity on non-school property in violation of this policy, the administration may prohibit that person from being on school property or at school activities.

At the conclusion of the investigation, the school administrator shall make a determination as to whether sexual harassment did occur or whether the facts are insufficient to determine that a determination that sexual harassment occurred. The complainant and the person alleged to have sexually harassed another person will receive written notice of the school administrator's determination. Should the school administrator conclude that sexual harassment did occur, the school administrator shall take such action as deemed appropriate, which may include imposing disciplinary consequences on the person found to have violated this policy prohibiting sexual harassment.

STEP 2: Appeal to the Superintendent

The following procedure shall be used to address an appeal of the school administrator's decision in Step 1 to the Superintendent:

1. If either party is not satisfied with the school administrator's decision, or if the school administrator does not render a written decision within fourteen (14) calendar days of the request for a decision on the merits of the complaint, that party may appeal to the Superintendent by filing form ACAA-E(2). The appeal must be filed within ten (10) calendar days of receipt of the school administrator's written decision, or ten (10) days of the deadline for the school administrator's written decision, whichever comes first. The appealing party must attach the school administrator's written decision.
2. Within fourteen (14) calendar days from the date the appeal was filed, the Superintendent shall render a decision in writing. All parties shall receive copies of the decision. The Superintendent shall uphold, reverse, modify the school administrator's decision, or the Superintendent may refer the matter back to the school administrator for further investigation and supplemental decision which decision may restate, modify or reverse the school administrator's initial decision. A supplemental decision by the school administrator

after a referral back to the school administrator is subject to appeal to the Superintendent. The time frame for rendering a decision by the Superintendent may be extended by the Superintendent for good cause and upon written notification to all parties, which notification shall identify the reason for the extension and the date on or before which the decision shall be rendered.

STEP 3: Appeal to the Board

If either party is not satisfied with the Superintendent's decision, or if the Superintendent does not render a written decision within fourteen (14) calendar days of the receipt of the appeal, that party may appeal to the School Board by filing with the Business Manager using Form ACAA-E(3) within ten (10) calendar days of receipt of the Superintendents written decision, or ten (10) days of the deadline for the Superintendents written decision, whichever comes first. The appeal shall be in writing and the appealing party must attach to the appeal the school administrators written decision, the appeal to the Superintendent, and the Superintendents written decision or notice of the Superintendents failure to render a written decision.

The following procedure shall be used by the Board to address an appeal of the Superintendents decision on the merits related to a sexual harassment complaint:

1. Upon receipt by the Board President/Chairperson of an appeal by the Complainant, a copy of the appeal shall be given to the person alleged to have violated the sexual harassment policy.
2. Upon receipt of an appeal, the Board shall at its next meeting schedule a date, time and location for the appeal hearing.
3. The following procedure shall be applicable at the appeal hearing before the Board:
 - A. The Board shall appoint a board member or a person who is not an employee of the school district as the hearing officer;
 - B. Within thirty (30) calendar days of an appeal being filed with the Board, the Board shall conduct a hearing in executive session;
 - C. The Complainant, person alleged to have violated the bullying policy, and Superintendent each have the right to be represented at the hearing;
 - D. The Board shall make a verbatim record of the hearing by means of an electronic or mechanical device or by court reporter. This record and any exhibits must be sealed and must remain with the hearing officer until the appeal process has been completed;
 - E. The issue on appeal is whether the Superintendents decision should be upheld, reversed or modified;
 - F. All parties shall be given the opportunity to make an opening statement, with the appealing party being given the first opportunity, followed by the other party, and then the Superintendent;
 - G. The appealing party shall present his or her case first, and the other party shall then present his or her case. Both parties shall have the opportunity to ask questions of the others witnesses. The hearing officer and board members may ask questions of any witness;
 - H. The Superintendent shall present the basis of his/her decision which led to the appeal. Both parties shall have the opportunity to ask the Superintendent questions. The hearing officer and board members may also ask questions of the Superintendent;
 - I. Unless a witness is a party to the appeal, witnesses may be present only when testifying unless the hearing officer rules otherwise. All witnesses must take an oath or affirmation administered by the

School Board president, hearing officer or other person authorized by law to take oaths and affirmations;

J. The hearing officer shall admit all relevant evidence. The hearing officer may limit unproductive or repetitious evidence. The strict rules of evidence do not apply. *Moran v. Rapid City Area School Dist.*, 281 N.W.2d 595. 602 (S.D. 1979).

K. All parties shall be given the opportunity to make a closing statement, with the appealing party having the first opportunity, followed by the other party, and then the Superintendent. The appealing party shall be given the opportunity for a brief rebuttal;

L. After the evidentiary hearing, the Board shall continue to meet in executive session for deliberations. No one other than the hearing officer may meet with the Board during deliberations. The Board may seek advice during deliberation from an attorney who has not represented any of the parties to the hearing. Consultation with any other person during deliberation may occur only if a representative of both parties and Superintendent are present. The Board may, in its sole discretion, continue the proceedings and make a final decision on the appeal at a later date. Within twenty (20) calendar days of the hearing, the Board shall render its decision and issue its written Findings of Fact, Conclusions of Law and Decision. The time frame for rendering a decision may be extended by the Board President for good cause and upon written notification to both parties and the Superintendent, and the notification shall identify the reason for the extension and the date on or before which the decision shall be rendered;

M. The decision of the School Board must be based solely on the evidence presented at the hearing and must be formalized by a motion made in open meeting. The Board will convene in open session and a motion to uphold, reverse, or modify the Superintendents decision shall be made and voted upon. Findings of Fact, Conclusions of Law and Decision, consistent with the Board motion shall be in writing and approved by the Board. Both parties, the school administrator and the Superintendent will receive copies after the Findings of Fact, Conclusions of Law and Decision are approved by the Board.

N. Following the Board hearing, should the Board determine there has been a violation of this policy prohibiting sexual harassment, Board action may include but is not limited to the following: (1) suspend or expel a student from any or all school programs, including but not limited to classes, extracurricular activities, or attendance at school activities; (2) pursuant to statute, reprimand, suspend without pay, or terminate the contract of an employee, or (3) prohibit a third person from being on school property or at school activities for such time as may be determined by the Board.

O. If either party is dissatisfied with the Board’s decision, that party may appeal the decision by filing an appeal pursuant to law.

BULLYING POLICY

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Bullying

SECTION 1 - Policy Statement

The District is committed to maintaining a constructive, safe, and bullying-free school climate that is conducive to all students’ educational opportunities and which fosters an environment in which all students are treated with respect and dignity. Bullying can inhibit a student’s educational opportunities and may also have long-term negative effects on a student. Bullying of students shall not be tolerated and is strictly

prohibited. Bullying of students from other schools who are at a District activity, parents, school employees, guests, visitors, volunteers and vendors of the District shall also not be tolerated and is strictly prohibited.

This policy shall not be interpreted or applied 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. However, conduct which substantially interferes with the work of the school, causes material and substantial interference with school work and discipline, and might reasonably have led school authorities to forecast substantial disruption of or material interference with school activities is not constitutionally protected speech and is therefore prohibited under this policy.

All students, parents, employees, guests, visitors, volunteers and vendors shall conduct themselves in a civil and responsible manner and in a manner consistent with school policies related to student, parent, employee and visitor conduct. This policy prohibiting bullying shall apply to all students, parents, employees, guests, visitors, volunteers and vendors while on school property, while attending or participating in school activities on school-owned property or on non- school property, while in any school-owned or leased vehicle, while at a school bus stop, or when in a private vehicle located on school property during school or during school activities..

The District shall investigate all reported instances involving bullying. Unless a different person is designated by the Superintendent to conduct the investigation, the Principal of the school attendance center where the bullying is alleged to have occurred is responsible for investigating the alleged bullying. Allegations of bullying may also be reported by the administration to other authorities, including but not limited to law enforcement. Students who violate this policy shall be subject to appropriate disciplinary action, up to and including expulsion. Employees who violate this policy shall be subject to appropriate disciplinary action, up to and including termination of employment. Parents, guests, visitors, volunteers, and vendors who violate this policy may be prohibited from being on school property.

Pursuant to state law:

A. any school district employee, school volunteer, student, or parent who promptly reports in good faith an act of bullying to the appropriate school district official as designated in the school district's policy, and who makes the report in compliance with the provisions of the school district's policy, is immune from any cause of action for damages arising from failure to remedy the reported incident, and

B. no cause of action is created against the school district, school district employee, school volunteer, student, or parent unless there has been substantial noncompliance with the school district's policy which results in injury to a person.

The District will maintain confidentiality to the maximum extent possible under the circumstances. However, a person reporting bullying conduct must understand that should the administrator who is investigating the report determine there is reasonable cause to suspect that bullying did occur which could result in administrative discipline or a referral to the School Board, the person alleged to have abused the other person may have the right to know the identity of the person(s) making the report in order that he/ she may have an opportunity to defend himself/herself.

The District strictly prohibits retaliation against any person because he or she has made a report, testified, assisted, or participated in the investigation of a report of alleged bullying. Retaliation includes, but is not limited to, any form of verbal or physical reprisal or adverse pressure. The person(s) alleged to have bullied another person shall not directly or indirectly (such as through another person) harass, pressure, or retaliate against any other person because of the complaint being reported. A violation of this provision may lead to separate disciplinary action based on the retaliation. Any person who believes he or she is being subjected to retaliation because of his or her involvement with a bullying report should immediately contact a school administrator.

Complaints against school employees and complaints related to Sexual Harassment are addressed through other school district policies and not through this policy.

SECTION 2 - Bullying Defined

A. Bullying is an intentional isolated act or pattern of repeated conduct toward another person that is sufficiently severe and offensive to a reasonable person, and

1. has the purpose or effect of creating an intimidating, hostile or offensive school environment for one or more students, parents, employees, guests, visitors, volunteers or vendors, and/or
2. has the purpose or effect of substantially or unreasonably interfering with a student's educational opportunities (i.e., academic, co-curricular activities, extra-curricular activities, and social opportunities, etc. within the school environment), employees and volunteers work environment or performance, or access by parents, guests, visitors or vendors, and/or
3. places a person in reasonable fear of harm to his or her person or damage to his or her property, and/or
4. causes physical hurt or psychological distress to a person, and/or
5. constitutes retaliation against any person for asserting or alleging an act of bullying, and/or
6. disrupts the orderly operation of a school.

B. Bullying conduct includes threats, intimidation, physical violence, theft, destruction of property, hazing, stalking (SDCL 22-19A-1), harassment (SDCL 22-19A-4), and threatening or harassing contact by telephone or other communication devices, commonly referred to as cyberbullying (SDCL 49-31-31). 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 the School District for conduct determined to meet the definition of bullying in SDCL 13-32-15.

1. Hazing defined: any verbal or physical act or acts done on school property or at a school activity which directed toward another person and done for the purpose of initiation into any group, regardless of whether the group is a school sanctioned organization, when the act or acts causes or may create a reasonable risk of causing mental, emotional or physical harm to the person who is the recipient of the act or acts.
2. Stalking defined: willfully, maliciously, and repeatedly following or harassing another person; making a credible threat to another person with the intent to place that person in reasonable fear of death or great bodily injury; or willfully, maliciously, and repeatedly harassing another person by means of any verbal, electronic, digital media, mechanical, telegraphic, or written communication.
3. Harass defined: a knowing and willful course of conduct directed at a specific person which seriously alarms, annoys, or harasses the person, and which serves no legitimate purpose.
4. Threatening or harassing contacts by telephone or other electronic communication device defined: using or knowingly permitting a telephone or other electronic communication device under his or her control for any of the following purposes:

- (1) to contact another person with intent to terrorize, intimidate, threaten, harass or annoy such person by using obscene or lewd language or by suggesting a lewd or lascivious act,
- (2) to contact another person with intent to threaten to inflict physical harm or injury to any person or property,
- (3) to contact another person with intent to extort money or other things of value,
- (4) to contact another person with intent to disturb that person by repeated anonymous telephone calls or intentionally failing to replace the receiver or disengage the telephone connection.

SECTION 3 - Reporting Procedure

Any individual who believes that he or she has been or is being subjected to bullying or has reason to suspect another person has been or is being subjected to bullying should immediately report it to a teacher or school administrator. The report may be made verbally or in writing. A report may be made anonymously, although disciplinary action may not be based solely on an anonymous report. If disciplinary action is being requested, the individual reporting the bullying will be asked to either submit a signed written complaint or sign a completed Bullying Report Form, Exhibit JFCD-E(1), verifying the accuracy of its content. The written complaint or Bullying Report Form must include the following:

- the date the written complaint was filed or the Bullying Report Form was completed,
- the school employee receiving the complaint (if applicable),
- the name of the person reporting the bullying,
- the address/phone # of the person reporting the bullying,
- the specific conduct or nature of the bullying complaint including the person(s) alleged to have bullied the complaining party or another person,
- the date(s) and location where the conduct occurred, witnesses, etc.,
- the date the school employee completed the form (if applicable),
- the date and signature of the person reporting the bullying.

If the signed written complaint was given to a teacher, or if the Bullying Report Form was completed by a teacher, the teacher shall forward the complaint or Bullying Report Form to the teachers building principal.

SECTION 4 - Procedure for Addressing Bullying Complaints

STEP 1: Principal.

Should there be a report, which alleges a District student, parent, employee, guest, visitor, volunteer or vendor has been subjected to bullying; an investigation into the alleged bullying will be initiated. The District's investigation may include, but is not limited to, such things as interviewing individuals with actual or possible knowledge regarding the conduct in question, identifying facts related to the conduct in question, identifying when and over what period of time the conduct is to have occurred, determining whether the conduct negatively affects the educational opportunities or employment condition of the victim, identifying prior history of a similar nature by any of the individuals involved, and attempting to obtain possible verification from other persons. The investigation shall be conducted promptly and completed in a reasonable time frame given the nature of the complaint.

The person alleged to have bullied another person will be notified that a complaint has been filed

pursuant to this policy and that the complaint is being investigated. The name of the person making the complaint will not be disclosed to the person alleged to have violated this policy unless and until the investigation results in a determination that there is reasonable cause to suspect that bullying did occur.

Upon reasonable suspicion by the school administrator responsible for the investigation that the allegation of bullying may be true, the employee, student or other person accused of bullying conduct shall be notified in writing that reasonable suspicion exists that the complaint may be valid, including a statement of the facts supporting the determination that reasonable suspicion exists, and the name of the alleged victim.

The person alleged to have bullied another person in violation of this policy shall be afforded an opportunity to respond to the allegation of bullying but is not required to submit a response.

Pending the outcome of the investigation the school administrator responsible for conducting the investigation may take such action consistent with school policy and state law as deemed appropriate in order to facilitate the investigation and protect the rights of all persons involved. If there is reasonable suspicion to believe that a person bullied another person while at school or at a school activity on non-school property in violation of this policy, the administration may prohibit that person from being on school property or at school activities.

Upon reasonable suspicion by the school administrator responsible for the investigation that the allegation of bullying may be true, the employee, student or other person accused of bullying conduct shall be notified in writing that reasonable suspicion exists that the complaint may be valid, a statement of the facts supporting the determination that reasonable suspicion exists, and the name of the alleged victim and complaining individual(s).

The person alleged to have bullied another person in violation of this policy shall be afforded an opportunity to respond in writing to the notification of alleged bullying but is not required to submit a written response.

At the conclusion of the investigation, the Principal shall make a determination as to whether bullying did occur or whether the facts are insufficient to determine that a determination that bullying occurred. The complainant and the person alleged to have bullied another person will receive written notice of the Principal's determination. Should the Principal conclude that bullying did occur, the Principal shall take such action as deemed appropriate, which may include imposing disciplinary consequences on the person found to have violated this policy prohibiting bullying.

STEP 2: Appeal to the Superintendent

The following procedure shall be used to address an appeal of the Principal's decision in Step 1 to the Superintendent:

1. If either party is not satisfied with the Principal's decision, or if the Principal does not render a written decision within fourteen (14) calendar days of the request for a decision on the merits of the complaint, that party may appeal to the Superintendent by filing form JFCD-E(2). The appeal must be filed within ten (10) calendar days of receipt of the Principal's written decision, or ten (10) days of the deadline for the Principal's written decision, whichever comes first. The appealing party must attach the Principal's written decision.
2. Within fourteen (14) calendar days from the date the appeal was filed, the Superintendent shall render a decision in writing. All parties shall receive copies of the decision. The Superintendent shall uphold, reverse, modify the Principal's decision, or the Superintendent

may refer the matter back to the Principal for further investigation and supplemental decision which decision may restate, modify or reverse the Principal's initial decision. A supplemental decision by the Principal after a referral back to the Principal is subject to appeal to the Superintendent. The time frame for rendering a decision by the Superintendent may be extended by the Superintendent for good cause and upon written notification to all parties, which notification shall identify the reason for the extension and the date on or before which the decision shall be rendered.

STEP 3: Appeal to the Board

If either party is not satisfied with the Superintendent's decision, or if the Superintendent does not render a written decision within fourteen (14) calendar days of the receipt of the appeal, that party may appeal to the School Board by filing with the Business Manager using Form JFCD-E(3) within ten (10) calendar days of receipt of the Superintendent's written decision, or ten (10) days of the deadline for the Superintendent's written decision, whichever comes first. The appeal shall be in writing and the appealing party must attach to the appeal the Principal's written decision, the appeal to the Superintendent, and the Superintendent's written decision or notice of the Superintendent's failure to render a written decision.

The following procedure shall be used by the Board to address an appeal of the Superintendent's decision on the merits related to a bullying complaint:

1. Upon receipt by the Board President/Chairperson of an appeal by the Complainant, a copy of the appeal shall be given to the person alleged to have violated the bullying policy.
2. Upon receipt of an appeal, the Board shall, at its next meeting, schedule a date, time and location for the appeal hearing.
3. The following procedure shall be applicable at the appeal hearing before the Board:
 - A. The Board shall appoint a board member or a person who is not an employee of the school district as the hearing officer;
 - B. Within thirty (30) calendar days of an appeal being filed with the Board, the Board shall conduct a hearing in executive session;
 - C. The Complainant, person alleged to have violated the bullying policy, and Superintendent each have the right to be represented at the hearing;
 - D. The Board shall make a verbatim record of the hearing by means of an electronic or mechanical device or by court reporter. This record and any exhibits must be sealed and must remain with the hearing officer until the appeal process has been completed;
 - E. The issue on appeal is whether the Superintendent's decision should be upheld, reversed or modified;
 - F. All parties shall be given the opportunity to make an opening statement, with the appealing party being given the first opportunity, followed by the other party, and then the Superintendent;
 - G. The appealing party shall present his or her case first, and the other party shall then present his or her case. Both parties shall have the opportunity to ask questions of the others witnesses. The hearing officer and board members may ask questions of any witness;

H. The Superintendent shall present the basis of his/her decision which led to the appeal. Both parties shall have the opportunity to ask the Superintendent questions. The hearing officer and board members may also ask questions of the Superintendent;

I. Unless a witness is a party to the appeal, witnesses may be present only when testifying unless the hearing officer rules otherwise. All witnesses must take an oath or affirmation administered by the School Board president, hearing officer or other person authorized by law to take oaths and affirmations;

J. The hearing officer shall admit all relevant evidence. The hearing officer may limit unproductive or repetitious evidence. The strict rules of evidence do not apply. *Moran v. Rapid City Area School Dist.*, 281 N.W.2d 595. 602 (S.D. 1979).

K. All parties shall be given the opportunity to make a closing statement, with the appealing party having the first opportunity, followed by the other party, and then the Superintendent. The appealing party shall be given the opportunity for a brief rebuttal;

L. After the evidentiary hearing, the Board shall continue to meet in executive session for deliberations. No one other than the hearing officer may meet with the Board during deliberations. The Board may seek advice during deliberation from an attorney who has not represented any of the parties to the hearing. Consultation with any other person during deliberation may occur only if a representative of both parties and Superintendent are present. The Board may, in its sole discretion, continue the proceedings and make a final decision on the appeal at a later date; Within twenty (20) calendar days of the hearing, the Board shall render its decision and issue its written Findings of Fact, Conclusions of Law and Decision. The time frame for rendering a decision may be extended by the Board President for good cause and upon written notification to both parties and the Superintendent, and the notification shall identify the reason for the extension and the date on or before which the decision shall be rendered;

M. The decision of the School Board must be based solely on the evidence presented at the hearing and must be formalized by a motion made in open meeting. The Board will convene in open session and a motion to uphold, reverse, or modify the Superintendent's decision shall be made and voted upon. Findings of Fact, Conclusions of Law and Decision, consistent with the Board motion shall be in writing and approved by the Board. Both parties, the Principal and the Superintendent will receive copies after the Findings of Fact, Conclusions of Law and Decision are approved by the Board.

N. Following the Board hearing, should the Board determine there has been a violation of this policy prohibiting bullying, Board action may include but is not limited to the following: (1) suspend or expel a student from any or all school programs, including but not limited to classes, extracurricular activities, or attendance at school activities; (2) pursuant to statute, reprimand, suspend without pay, or terminate the contract of an employee, or (3) prohibit a person from being on school property or at school activities for such time as may be determined by the Board.

O. If either party is dissatisfied with the Board's decision, that party may appeal the decision by filing an appeal to circuit court pursuant to SDCL 13-46-1.

Directory Information:

Information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed, such as the student's name, photographs, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

A copy of these policies and regulations may be obtained in the building principal's or superintendent's office of the named school district. Complaints regarding violation of rights accorded parents and students should be submitted to the Superintendent of Schools of the Dupree School District or the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue S.W., Washington, DC 20202-4605

If a parent/guardian or eligible student, does not wish to have personally identifiable information (directory information) disclosed, they must notify the Dupree School in writing, within 1 week of the date of registering their child/children in the Dupree School.

Adopted July 2019

All complaints must be directed to the school Superintendent. Complaint forms may be found at Dupree.k12.sd.us under the District Information then Dupree School District policies in section J & K.

Notification of Rights under FERPA (Family Educational Rights and Privacy Act)

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

- 1) The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal or appropriate school official, a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- 2) The right to request the amendment of student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask this school district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- 3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff or law enforcement personnel); a person serving on the School Board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

What conditions apply to disclosing directory information?

- 1) An educational agency or institution may disclose directory information if it has given public notice to parents of students in attendance and eligible students in attendance at the agency or institution of—
 - a) The types of personally identifiable information that the agency or institution has designated as directory information.
 - b) A parent's or eligible student's right to refuse to let the agency or institution designate any or all of those types of information about the student as directory information; and
 - c) The period of time within which a parent or eligible student has to notify the agency or institution in writing that he or she does not want any or all of those types of information about the student designated as directory information.
- 2) An educational agency or institution may disclose directory information about former students without meeting the conditions in paragraph (a) of this section.

ATTENDANCE POLICY

A student's contribution to and achievement in class are directly related to attendance. Both students and parents must understand that students miss a vital portion of their education when they are absent from school. While it is true that written work can be completed for make-up, class instruction, presentations, or student interactions can never be made up.

Together with the provision of the state law, specifically SDCL 13-26-2, the official attendance policy of Dupree School District #64-2 is as outlined in the following paragraphs.

STUDENT ATTENDANCE

SD Codified L § 13-27-1 (2025)

13-27-1. Duty of person controlling child--Kindergarten--Transfer from another state.

A parent, guardian, or other custodian of a child, who is not younger than five or older than six by the first day of September, or any child who, by the first day of September, is at least six years old, shall cause the child to regularly attend a public or nonpublic school or receive alternative instruction, as set forth in §13-27-3, until the child is eighteen years old, has graduated, or is excused or withdraws as provided in this chapter.

Each child shall attend kindergarten prior to age seven. Any child who transfers from another state may proceed in a continuous educational program without interruption if the child has not previously attended kindergarten.

Dupree School District is focused on student attendance. Chronic absence — missing 10 percent or more of school days due to absence for any reason—excused, unexcused absences and suspensions—can translate into students having difficulty learning to read by the third-grade, achieving in middle school, and graduating from high school.

Dupree School Attendance Policy

All days of missed school, for any reason, are counted as absences. Special consideration for extreme circumstances may be made by administration.

Student absences for students at PreK-8 cannot total more than 28 days in a school year. If students reach the maximum number of days, the student may be retained at their current grade level. CPS, Tribal Courts, and local law enforcement will be notified.

Parents/Guardians may be contacted daily when student(s) are not in school. Emails or Text messages may also be sent to notify parents/guardians with student attendance.

Home visits may also be conducted for students that are not regularly in school.

Letters of notification will be sent out after 5 days and 7 days of absence each semester. At 9 days, parents/guardians will be notified of a mandatory meeting with administration.

For grades 9-12, each student cannot total more than 14 absent days per semester. If the student is absent 10 days, no credit will be given for classes without time being bought back by the student. Students can attend either after school detention or OST and be given ½ day of recovery time for absences. At 14 days of absence without time being recovered, the student may be dropped from Dupree High School rolls for violation of school policy. CPS, Tribal Courts, and local law enforcement will be notified.

Transportation will not be provided for after-school detention. If a student recovers time by attending OST, transportation will be provided on select days.

Tardiness

Students are required to be in school and in class in a timely manner to acquire the full effect of teaching and to avoid disrupting the education of other students. Students 6-12 will have the following rules for tardiness:

1. If a student is tardy at the beginning of the school day, they will have detention after school to recover the time missed.
2. If a student is tardy between classes, the protocol below will be followed:
 - a. 1st offense – warning.
 - b. 2nd and 3rd offense – noon detention.
 - c. 4th and 5th offense – after school detention.
 - d. 6th offense – 1 day In School Suspension (ISS).
 - e. 7th + offenses – 3 days ISS.
 - f. Any student who fails to report to assigned detention will have a day added to the detention.

***Upon acceptance of the students application, the number of accumulated absences will start.**

ATTENDANCE

1. Students will be given two days for every day of absence on which to make up the work. The make-up of this work is the responsibility of the student.

2. If students know they are going to be gone, they are to provide notification to teachers and/or administration prior to their leaving. Work should be completed prior to students leaving; however, special arrangements may be made with individual teachers.

S

ATTENDANCE REGULATIONS

The following guidelines are to help you establish a good attendance record:

1. Students who arrive at school beyond the halfway point of any given class period will be counted absent for the class period.
2. Students who arrive at school before the halfway point of any given class period will be counted tardy for the class period.
3. Three unexcused tardies equals one unexcused period absence.
4. Students, who miss three class periods on any given day, will be counted as a ½ day absent.

TARDINESS

1. When a student is tardy to school in the morning, he/she is to report to the JH/HS office or Central office for an admit slip. Exceptions for inclement weather, medical appointments, etc. will be at the discretion of the principal. Parents/guardians must notify the school by note or phone call.
2. When a student is tardy from one class to another, the teacher will mark the student tardy and notify the student and central office.
3. If a student is tardy from one class to another because of a teacher conference, or getting an assignment, etc. that teacher will send a slip along with the student to his/her next class. No tardy will be assigned if a slip is presented signed by the sending teacher.
4. Beginning with the 4th tardy, the Discipline Policy will take effect. See Discipline Grid.

CLASS FUNDS POLICY

All funds raised or generated by a particular class of students throughout their high school career, held on account by the Dupree School and not disbursed for class expenses, activities or projects shall be dispersed by a class vote. The disbursement will be made following graduation after final class expenses are paid.

DANGEROUS WEAPONS POLICY

Schools should be an example of what is required regarding observance and respect for law in society at large. Schools also must be highly conscious of the health, safety, and welfare of students, staff, and the public.

State and federal laws as well as board policy forbid the bringing of dangerous or illegal weapons to school or school sponsored activities. Any weapon taken from a pupil shall be reported to the pupil's parents. Confiscation of weapons may be reported to the police. Appropriate disciplinary or legal action or both shall be pursued by the building principal.

A dangerous weapon is defined as any firearm, air gun, knife or device, instrument, material, or substance, whether animate or inanimate, which is calculated or designed to inflict death or serious bodily harm.

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 or SRO personnel, starting guns while in use at athletic events, firearms or air guns at fire ranges, gun shows, and authorized supervised school training sessions for the use of firearms.

Any student bringing a firearm to school shall be expelled for not less than twelve months and will be referred to law enforcement authorities. The superintendent shall have the authority to recommend to the school board that this expulsion requirement be modified on a case-by-case basis. This policy shall be implemented in a manner consistent with IDEA and Section 504. For this portion of this policy, the term "firearm" includes any weapon which is designed to expel a projectile by action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for a weapon, or any explosive, including any poison gas.

GRIEVANCE PROCEDURE POLICY – Discipline and Academics

Actions that may be appealed through the Grievance Policy are limited solely to Student Disciplinary determinations and Student Academic determinations. Grievances are to be addressed through three stages: 1) the appropriate Principal, 2) the Superintendent and 3) the School Board, in the following manner:

A. Parent/Guardian/Students (Aggrieved Party) may grieve any Student Disciplinary determination or Student Academic determination by filing a written Grievance with the appropriate Principal within seven (7) school days of the determination. The Grievance shall contain the following information: 1) the date of the adverse determination, 2)

names of the parties involved, 3) the names of witnesses, 4) the specific details of the Grievance, and 5) signature of the Aggrieved Party.

B. Upon receipt of the written Grievance, the Principal shall arrange for an informal hearing with the Aggrieved Party to discuss the matter. The resulting decision shall be presented in writing to the Aggrieved Party.

C. If a satisfactory determination is not agreed upon, the Aggrieved Party may file a written Grievance to the Superintendent within seven (7) school days of the written determination and provide a copy to the Principal. The Grievance shall contain the following information: 1) the date of the determination, 2) names of the parties involved, 3) the names of witnesses, 4) the specific details of the Grievance, and 5) signature of the Aggrieved Party.

D. Upon receipt of the written Grievance, the Superintendent shall arrange for an informal hearing with the Aggrieved Party to discuss the matter. The resulting determination shall be presented in writing to the Aggrieved Party.

E. If a satisfactory determination is not agreed upon, the Aggrieved Party may file a written Grievance to the School Board within seven (7) school days of the determination by depositing the same with the Dupree School Office Secretary in a sealed envelope clearly marked, "NOTICE OF GRIEVANCE", and provide a copy to the Superintendent. The Grievance shall contain the following information: 1) the date of the determination, 2) names of the parties involved, 3) the names of witnesses, 4) the specific details of the Grievance, and 5) signature of the Aggrieved Party.

F. Upon receipt of the written Grievance, the School Board shall arrange for a hearing with the Aggrieved Party to discuss the matter in executive session at the next regular School Board Meeting. During the hearing in executive session, all parties to the grievance, including Principals and the Superintendent, shall be in attendance.

G. The decision of the School Board shall be final, although its decision may be appealed to the State Board of Education or to the 4th Circuit Court.

H. The Aggrieved Party must be in attendance to all hearings and have the right to be accompanied by an attorney or representative of their choosing, at their own expense. If the Aggrieved Party does not appear or does not give sufficient notice and reason for not attending, the Grievance Procedure will end and the findings and determinations rendered shall be final.

Health/School Nurse

The Dupree School Health Nurse (or designee) will be available during the day. Passes are required from your teacher to go to the nurse's 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. The nurse/office personnel will determine if the child is allowed back into the classroom.

Bed bugs: If bed bugs are found on a student or in a student's belongings, parent/guardian will be contacted immediately and student may be sent home.

Medication: Any parent/guardian wishing to have prescription medication for their child in school must provide the medicine with the doctor's instructions for administering the medicine to the school nurse/clerk and must sign a consent form for the administration of the medication. The administration of prescribed medications will be at the discretion of administration. The Dupree School Health Nurse, or whomever the Dupree School Health Nurse appoints in communication with parent/guardian, will be the only individual(s) allowed to deliver medication to students.

The Dupree School District #64-2 recognizes the potential health risk which head lice can present to the Dupree School students, teachers, and other employees.

The Dupree School administration will work closely with the Dupree School Health Nurse and staff to bring such cases of head lice to a timely conclusion.

The following procedures will be implemented:

- 1) The heads of all PreK-12th grade students will be checked on a regular basis by the Dupree School Health Nurse or designee, more often at administrative request, including particular grade levels, throughout the year with key times to be after summer, Thanksgiving, Christmas and Easter vacations by either the County Health Nurse or persons hired by Dupree School District 64-2.
- 2) In continuing cases, assistance is available to families by contacting CRST Environmental Health @ 964-6190.

Steps to be followed when nits and/or live lice are detected:

- 1) All students must be sent (to the school nurse) for immediate treatment. If sent home by the school nurse or Dupree Administration, student(s) may not return to school until admit slip is signed by the Dupree School Health Nurse or appropriate medical professional working closely with the Dupree School Health Nurse.
- 2) Upon return to school the following day/days the student will be checked by the Dupree School Health Nurse or designee. If there is still a presence of nits and/or lice, the student will be returned home.
 - a. A maximum of one day will be allowed for this procedure. If the student fails to return to school within one day, either the Community Health Nurse or CHR will be notified for additional assistance.
 - b. School attendance is a parental responsibility and parents must be held accountable.
- 3) The parents/guardians of a child that is sent home will be contacted by the the Dupree School Health Nurse. The Dupree School Health Nurse will request pick-up of student(s). The Dupree School Health Nurse will also give parents information on how to treat the head lice problem.

Student and Employee Communicable Disease Policy

The State Health Department is responsible for the enforcement of the contagious disease regulations, and it shall have the power to enforce any and all rules and regulations needed for the prevention, cure and/or spread of contagious diseases. The South Dakota State Department of Health is authorized by SDCL 34-22-12 to collect and process mandatory reports of communicable diseases from physicians, hospitals, laboratories, and institutions.

The Dupree School Board recognizes its responsibility to provide a healthy environment for students and school employees. To ensure a healthy environment for students, the school board shall require each employee who is in regular contact with students to submit a certification of health signed by a licensed physician as a condition of first entering employment, as is more fully set out in SDCL 13-43-3. If at any time there is reasonable cause to believe that an employee is suffering from illness detrimental to the health of the pupils, the school board may require a new certification of health at the expense of the school district, as is provided by SDCL 13-43-3. It may be necessary to exclude an infected employee from work activities due to failure on the part of the employee to obtain certification as set forth above, or for other reasons which could affect the healthy environment for the students and employees.

A determination of whether an infected student should be excluded from the classroom or school activities shall be made by the Superintendent and Building Principal with the concurrence of the Dupree School Health Nurse, as is required by SDCL 13-28-7.3. In situations where the Superintendent or his designee requires additional knowledge and expertise, he will refer the case to a team for assistance in the decision-making.

The team may be composed of:

1. The State Health Department representative as provided by SDCL 31-1-14
2. The County Health Officer as provided by SDCL 13-28-7.3.
3. The Dupree School Health Nurse
4. The student's physician.
5. The student's parents or guardians.

6. The Superintendent and/or designees.

In making the determination, the team shall consider:

1. The behavior, developmental level, and physical condition of the student.
2. The expected type(s) of interaction with others in the school setting.
3. The impact on both the infected student and others in that setting.
4. The South Dakota Department of Health guidelines.
5. The recommendations of the County Health Officer, which may be controlling.

The team may officially request assistance from the State Health Department.

If an infected student is not permitted to attend classes or participate in school activities, the district may provide the student with an appropriate education program. If that requires personal contact between the student and school employees, only trained employees shall be utilized. Public information will not be revealed about who may be infected.

If the student is permitted to remain in the school setting, the Superintendent/Principal will follow the following procedure.

Information will be provided, as appropriate, to school employees who have regular contact with the student, as to the student's medical condition and other factors needed for consideration in carrying out school responsibilities.

If a student is excluded from school because of a communicable disease, that student shall remain at home until the physician states that he/she may return.

Numerous communicable diseases may affect a school-age population and/or school staff. Some of these have a high degree of communicability. Some are life threatening in nature.

Medication Policy

Medication: Any parent/guardian wishing to have prescription medication for their child in school must provide the medicine with the doctor's instructions for administering the medicine to the school nurse (or designee) and must sign a consent form for the administration of the medication. The administration of prescribed medications will be at the discretion of the administration.

Medication Information

Prescription drugs must be turned into the main office upon arrival to school in the morning. Prescription medication will be dispensed by the school nurse, central office or trained staff as deemed by the administrative discretion. Prescription drugs are considered to be controlled substances.

The School Nurse (or designee) will be available during the day to dispense medication. Students need to get permission from the staff to go to the office for medical reasons

- A) Prescription Medication:** Any parent/guardian wishing to have prescription medication for their student in school must provide the medication with the doctor's instructions for administering the medication to the School Nurse or Central Office and must sign a consent form for the administration of the medication. Any student having prescription medication in the possession also must turn in the medication to the School Nurse or Central Office upon arrival. Prescription medication will be dispensed by the School Nurse, Central Office, or trained staff as deemed by administrative discretion.
- B) Over-the-Counter Medication:** Any student having the over-the-counter medication in their possession must turn in the medication to the School Nurse or Central Office upon arrival. The office also has the school approved over-the-counter medications, including acetaminophen (Tylenol), ibuprofen, cough drops and Pepto-Bismol. A parent/guardian must give permission to

the student to receive any of these school-approved over-the-counter mediations at school. This approval will be given at registration.

C) Prescription medication is considered a controlled substance.

Student sent home for illness

Parents/Guardians must pick up students who become ill. If a student is being sent home due to illness or other health-related reasons, parent/guardian must pick up a student or give verbal permission for dismissal. If a parent/guardian cannot be reached, school personnel may transport student.

Food Allergies

Parents/Guardians have the responsibility to document all food allergies on student registration form and to notify the Central Office each year with an update on any new or continuing allergies. A doctor's statement must be on file and be updated as needed. The proper staff will be notified of these allergies by the School Nurse/Principal.

Communicable and Chronic Diseases

Disease and Incubation Period	Rules for School Attendance
Acquired Immune Deficiency Syndrome (AIDS) 6 months –five years	Determination will be made by the Advisory Council as outlined in the Communicable Disease Policy.
Chicken Pox 14-21 days	The student may attend school after all pox are dry and scabbed.
Cytomegalovirus (CMV) Salivary Gland Viruses	The student may attend school. Precautions should be taken by contacts with others who have immunosuppression as anti-cancer or organ transplants as well as anyone with suspected or known pregnancy. Good hand washing in all cases should eliminate the risk of transfer of infection.
Fifth Disease (Erythema Infectiosum) 6-14 days	The student may attend school with physician's permission. Avoid contact with pregnant women.
Giardiasis (Intestinal Protozoan Infection) 5-25- days or longer	The student may attend school if the student practices independent and hygienic bathroom skills. Other students may attend school after the third day of drug treatment. Good hand washing in all cases should eliminate the risk of transfer of infection.
Shigella (intestinal infection)	The student may attend school if the student practices independent and hygienic bathroom skills. The student will need to be home until a negative stool is collected. Good hand washing in all cases should eliminate the risk of transfer of infection.
Herpes Simplex 2-12 days	The student may attend school during an active case if the student had the ability and practices of personal hygiene precautions and the area of lesion is covered.
Impetigo Variable 4-10 days	The student may attend school if treatment is verified and covered or dry.
Pertussis (Whooping Cough)	Symptomatic persons should be excluded from childcare or school for the first 5 days of a full course of antimicrobial treatment.

Symptomatic persons who do not take antimicrobial treatment should be excluded from childcare or school for 21 days.

People who elect not to take antibiotics or persons who are not up to date maybe considered for exclusion for 21 days.

All communicable and chronic disease should be reported to Health Services.

Time interval between initial contact with an infectious agent and the first sign or symptom of the disease.

ACADEMIC DISHONESTY

Academic Dishonesty is not an accepted practice at the Dupree School District. Academic Dishonesty includes cheating and plagiarism associated with the classroom, laboratory, or clinical learning process.

Cheating - includes, but is not limited to

- (a) use of any unauthorized assistance in taking quizzes, tests, or examinations
- (b) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments or
- (c) the acquisition, without permission, of tests or other academic material belonging to a member of the Dupree School staff, and
- (d) students sharing work with others that is not authorized by instructor.
- (e) Students use of Artificial Intelligence (AI) to write assignments.

Plagiarism - Plagiarism is intellectual theft and includes, but is not limited to

- (a) the undocumented use of information—paraphrase or direct quotation—from the published or unpublished work of another person or source
- (b) using papers/writings from an agency engaged in the selling of term papers or other academic materials.

Involvement in academic dishonesty will be reviewed by Dupree School staff and disciplinary action will be taken per discipline policy. Removal from National Honor Society and extracurricular activities are examples of consequences that may be enforced based on Administrative Discretion. See discipline grid.

RETENTION AND PROMOTION POLICY GRADES 6-12

The decision to promote or not to promote a student in grades 6, 7 & 8 will be made by the school administration with staff and parent/guardian recommendation.

Students in grades 9-12 must have earned a minimum number of credits for his/her class to be promoted. The number of credits needed for promotion for each grade is as follows:

FRESHMAN	-----	0 - 5 CREDITS
SOPHOMORE	-----	5.5 - 10.5 CREDITS
JUNIOR	-----	11 - 16 CREDITS
SENIOR	-----	16.5 – 22 CREDITS

Grade Placement and Promotion Policy (GRADES K-5)

1. Teacher will attempt to identify at-risk students as soon as possible. Student, parent/guardian, and principal will be made aware of the possible problem (s).

2. Teacher assistant team staffing (TAT) will be held with any teaching staff working with the child, the counselor, and principal to advise learning approaches to aid child in bringing up grades.
3. Another TAT staffing will meet to check progress and suggest new approaches.
4. Teacher, principal, and counselor will meet with parent/guardian to discuss status of child. Parent/Guardian will be given complete information on student progress and possible grade placement.
5. Final discussion on grade placement or promotion is disclosed at a final conference with parent, teacher, and principal. The final decision rests on the principal's decision based upon the recommendations of the teacher and parent/guardian.
6. Decisions of grade placement for students may be made at any grade level, but a stronger emphasis on lower grade placement will be placed upon students in kindergarten through grade three.

STUDENT PROGRESS/REPORT CARDS

The school year is divided into two semesters and each semester is divided into two nine-week periods. Student academic progress reports will be completed during the middle of the 1st, 2nd, 3rd, 4th nine-week periods. The progress reports are better meet their academic needs.

Parent/Teacher conferences will be held during the 1st & 3rd quarters. These conferences are an opportunity for parents/guardians to visit with teachers and other school personnel. We welcome and encourage parents/guardians to attend these conferences for an opportunity to discuss student performance. Exact dates and times will be sent out.

Report cards are issued at the end of each nine-week period. Pre-K students will use a checklist of accomplished skills. Grades K-2 uses a Standards Based Report Card format. Grades 3-5 use the letter grade system noted below on their report cards. Each teacher has a system of deriving the following letter grades and will explain them at the beginning of the year.

completed for the purpose of identifying areas of strengths and concerns of individuals in attempts to

Parents may check grades on DDN Campus Parent Portal. Contact the office for your username and password.

GRADES 3-5

"A"	(94-100) Outstanding Work
"B"	(85-93) Above Average Work
"C"	(72-84) Average
"D"	(65-71) Below Average Work
"F"	(0-64) Failure - Basis for Retention
"S"	Satisfactory Work
"U"	Unsatisfactory Work
"I"	Incomplete

Grades 6-12 Grading Scale

"A"	90-100
"B"	80-89
"C"	70-79
"D"	60-69
"F"	59 and below
"I"	Incomplete

An Incomplete indicates that a student has not completed all the required work for the grading period. A grade will be issued upon completion of the work.

SENIOR TRIP OR SKIP DAY POLICY

It is the policy of the Dupree School that a quality education requires class attendance. Therefore, to ensure that the students at the Dupree School receive the best opportunity for a quality education, the Dupree School does not sponsor, advocate, encourage or authorize any absence for any non-school functions, and specifically does not sponsor, advocate, encourage or authorize any Senior Class activities such as "Senior Trip" or "Skip Day". Any student who is absent from school for an unauthorized activity, such as "Senior Trip" or "Skip Day", shall receive an unexcused absence for all such days missed.

PUBLIC DISPLAYS OF AFFECTION POLICY

Although it is true that many relationships begin in public schools, the public school is not a facility that should allow outward signs of affection. These outward signs of affection are holding hands, hugging, kissing, arms wrapped around each other, heads being laid on each other's shoulders, rubbing each other's body, and any other action deemed inappropriate by administration. Please take responsibility for your actions and be sure you are acting in an adult, responsible fashion. – Any PDA is subject to disciplinary action.

PARENTS RIGHT TO KNOW

ESEA Statute (Section 1112)(e)(1)(B)(ii)

What do I know about my child's teacher?

The federal education law put in place by the Elementary & Secondary Education Act (ESEA) requires that all parents in a Title I school be notified and given the opportunity to request information about the professional qualifications of classroom teachers and paraprofessionals instructing their child. You may also request information on the level of achievement and academic growth of the student, if applicable and available, on each of the State academic assessments. If you are interested in this information, you may send your request to the building principal who will provide a timely response.

Requests may be mailed to:
Dupree School District Elementary Principal
P.O. Box 10
Dupree, SD 57623

SCHOOL SEEKS TO IDENTIFY CHILDREN WITH SPECIAL NEEDS ACT

The Dupree School District, to fulfill the obligations of the Individuals with Disabilities Education Act (IDEA), P.L. 101-476, is required to inform and provide full educational opportunities to all individuals with disabilities ages birth through twenty-one.

The Superintendent of the Dupree School District, in conjunction with Northwest Area Schools Educational Cooperative, needs your assistance to identify, locate and evaluate all children with disabilities. This public awareness notice is to inform parents and other individuals/agencies of the availability of special education and related services to all individuals who reside within the jurisdiction of the Dupree School District and who are between the ages of birth through twenty-one, regardless of the severity of their disability. This includes individuals in all public and private agencies and institutions, highly mobile children with disabilities, such as migrants and homeless children, who reside within the legal boundaries of the district.

Anyone aware of an individual who may benefit from special education and related services is encouraged to contact Kayla Farlee, Coordinator of Special Education for the Dupree School District at 365-5140.

SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 is an Act which prohibits discrimination against individuals with disabilities in any program receiving federal financial assistance. The Act defines a person with disability as anyone who:

1. has a mental or physical impairment which substantially limits one or more major life activities (major life activities include activities such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working);

2. has a record of such impairment; or
3. is regarded as having such impairment.

To fulfill obligations under section 504, the Dupree School District has the responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a disability should knowingly be permitted in any of the programs and practices of the school system.

The Dupree School District has responsibilities under Section 504, which include the obligation to identify, evaluate, and if the student is determined to be eligible under Section 504, to provide appropriate educational services. If the parent or guardian disagrees with the determination made by the professional staff of the school district, they have a right to a hearing with an impartial hearing officer.

If there are questions, please feel free to contact the Dupree School District at 365-5140

Student Discipline

Vape pens/e-cigs will be confiscated from students and tested for the presence of THC. A positive test will be considered evidence of possession and use of drugs and will be treated as an Illegal Offense Class 5 violation. (approved 12/6/23)

Dupree Student Discipline Grid

Dupree School District Student Discipline Grid

Offenses	1 st Violation	2 nd Violation	3 rd Violation	Habitual Disobedience
Class 1 (per quarter)	Starts on 4th Tardy	5th Tardy	6th Tardy	7+ Tardies
Tardy to school or class	Detention, no credit for class work missed until time made up.	Detention, no credit for class work missed until time made up.	Detention, no credit for class work missed. _____	Student and parent conference. ISS and/or community service. _____
Academic dishonesty	No credit for work/parent contact	No credit for work/parent contact	No credit for work/parent contact 1 day ISS	No credit/parent contact 3 days ISS
Class 2 (per semester)				
Classroom, library, lunchroom, bus, hall, office, or study hall disruption, inappropriate dress, campus violations, neglecting Obligations/skipping	Detention, parents contact. _____ Dress: Admin. conf. allowed to change clothes _____ Cell phone violation – phone confiscated until end of class	ISS (1-3 days), parent contact. Counselor referral when appropriate. Community service option. _____ Cell phone violation – phone confiscated until end of day	ISS (3-5 days), parent conference. Community service option. _____ Cell phone violation – phone held in office until picked up by parent. _____	OSS (1-3 days), TAT referral. Community service option. _____ Cell phone: 1-3 days ISS – phone held in office until picked up by parent
Class 3 (per semester)				
Insubordination, pornographic materials, disrespectful/obscene/vulgar language or actions, physical aggression, theft (under \$50) inappropriate use of network	ISS (1-3 days), detention, parents contact. Community service option. _____ OSS (1-3 days) administrative option if obscene language or action directed at a person.	ISS (1-5 days), parent conference. _____ Counselor referral option. _____ OSS (1-3 days) administrative option if obscene language directed at a person. Community service option.	OSS (1-3 days), parent conference. _____ OSS (1-5 days) Counselor referral option, TAT referral option. Community service option.	OSS (up to 10 days), TAT referral, Community service option.
Illegal Offenses-				
Class 4 (per year)				
Violence, spitting, fighting (instigator/participant), bullying, intimidation, tobacco/e cigarettes, theft, physical injury/assault, destruction of property, secret societies or gang activity, harassment, hazing, sexual misconduct, engaging in illegal activities.	OSS (up to 5 days), parent conference, counselor referral, reduce suspension to 2 days if student participates in approved counseling (conflict resolution, tobacco cessation, theft) program. Police referral when appropriate.	OSS (up to 10 days), parent conference, reduce suspension to 5 days if student and parent participate in approved counseling (conflict resolution, tobacco cessation, theft) program. Police referral when appropriate.	OSS (up to 10 days) Long term suspension hearing and police referral when appropriate. Student and parent must attend approved counseling program (conflict resolution, tobacco cessation, theft) before student returns to school.	OSS 10 days. Long term suspension or expulsion hearing as appropriate. Student and parent must attend approved counseling program (conflict resolution, tobacco cessation, theft) before student returns to school.
Class 5 (per year) See District Policy JFCH	1st Offense	2nd Offense	Subsequent Offenses	
Drugs, alcohol - using or under the influence, or possessing drug paraphernalia.	OSS (up to 5 days), parent conference, police referral. Reduce suspension to 2 days if student and parent participate in approved drug/alcohol evaluation and counseling. Activity rules followed	10 days OSS, parent conference, police referral. Hearing for long term suspension Suspension reduced if students completes Program.	10 days OSS, parent conference, police referral, expulsion hearing scheduled	
Drugs, alcohol - Possessing an amount that suggests distribution.	10 days OSS. Police referral. Long-term suspension hearing.	10 days OSS. Police referral, parent conference. Expulsion hearing scheduled.	10 days OSS. Police referral, parent conference. Expulsion hearing scheduled	
Class 6 (per year)				
Weapons, bomb threat, fireworks, fires, endangering the life of others/threats to harm or endanger the life of others.	OSS 10 days. Parent conference. Long-term suspension/expulsion. Police referral. Mandatory 12-month expulsion for firearm possession. Follow SD state law.	OSS 10 days. Parent conference. Police referral. Long-term suspension/expulsion. Follow SD state law. Mandatory 12 month expulsion for firearms.	OSS ten days. Parent conference. Police referral Long-term suspension/expulsion. Follow SD state law. Mandatory 12 month Expulsion for firearms.	

Any action that requires discipline not reflected on the grid will be handled on an individual basis by the administration. Administrative discretion is allowed as needed. Approved by Dupree School Board 4/8/2019

PARENT/STUDENT SIGNATURE SHEET

HANDBOOK VERIFICATION

I, _____ AND _____ HAVE READ
STUDENT PARENT/GUARDIAN

AND UNDERSTAND THE STUDENT HANDBOOK. I HAVE BEEN GIVEN THE OPPORTUNITY TO ASK QUESTIONS FOR FURTHER EXPLANATION.

PARENT/GUARDIAN SIGNATURE

DATE SIGNED

STUDENT'S SIGNATURE

DATE SIGNED