

August 2018

Welcome to the 2018-2019 school year at Gregory Middle and High School. The purpose of this handbook is to provide all students, parents, and patrons of our school district information about the policies, requirements, and expectations of the Gregory School District.

Our goals at Gregory Middle and High School encompass personal and academic growth through participation in our academic and extracurricular programs. In order to succeed, students, families, and staff must work together to make the educational experience successful and meaningful. All students must be prepared daily and ready to learn so that our strife for academic excellence and personal growth can be achieved. School is a preparation for life. Each day provides learning opportunities through our successes and failures. Let's all seize the opportunity to achieve and grow together!

**Students**, you are held to a set of expectations that include:

- 1) Maximum academic performance
- 2) Attending daily
- 3) Obeying policies
- 4) Showing respect to all, including yourself
- 5) Respecting school property and the property of others

My wish for all students, parents, and staff is for a year that is positive and satisfying. Let's have a great year!

*Jeff Determan*  
K-12 Principal

**GREGORY DISTRICT 26-4  
EDUCATIONAL PHILOSOPHY**

The faculty and administration of Gregory Middle and High School recognize the individuality of each student and the right of that student to receive an opportunity in education to develop to his/her fullest potential. Through dedication, hard work and effective planning, a flexible academic and extracurricular program can be offered that will allow each student opportunities to experience success. Through positive discipline, we believe an atmosphere can be created in the school to enable academic, social and physical development. We further believe that through cooperative interaction of the administration, faculty, students, parents, and community, each student can achieve his/her academic goals, develop a love for learning, respect for self and others, and an enthusiasm for life that will help to ensure his/her success and happiness.

**MISSION**

**Educating everyone every day in an ever changing world.**

**VISION**

**Go learn. Go succeed. Go live.**



**Go Gorillas**

**SCHOOL WEB SITE**

This is the website to find additional information on school athletic schedules, student grades, daily bulletin, teacher lesson plans & school calendar, as well as parent access to DDN campus to check on students grades and attendance.

[www.gregory.k12.sd.us](http://www.gregory.k12.sd.us)

## MAKE UP SLIPS

If a student misses school for any reason they need to get a make up slip from the office. If the absence is known about in advance, the make up slip should be obtained before the absence takes place. This make up slip should be taken to all instructors on their class schedule. Missed assignments will be given and due dates established with individual teachers.

## CELL PHONES and ELECTRONIC DEVICES

Cell phones and other electronic devices cannot be used in the school building between 8:15 AM and 3 PM. Each classroom teacher may designate a holding area available for students that bring their cell phone to class. If a student is using a cell phone the following consequences will be enforced: First offense the student picks up the cell phone from the office at the end of the school day; 3:00 p.m. Second offense the student will stay after school for one half hour detention with the principal and the student's parent/guardian will be required to come to school to pick up the cell phone from the office. Any subsequent offenses will be treated the same. *The cell phone violations will be calculated on a per semester basis.* The Gregory School District is NOT responsible for lost or stolen cell phones or other devices.

## GREGORY MIDDLE & HIGH-SCHOOL GRADING SCALE

A	100-93	B	92-85	C	84-75
D	74-65	F	64 & Below		

## ACADEMIC ACHIEVEMENT

**GRADUATION REQUIREMENTS FOR STUDENTS GRADUATING MAY 2014 AND BEYOND:** A student's Personal Learning Plan must document a minimum of 22 credits that include the following:

1. Four units of Language Arts – must include: a. Writing – 1.5 units b. Literature – 1.5 units (must include .5 unit of American Literature ) c. Speech or Debate - .5 unit Language Arts elective - .5 unit.
2. Three units of Mathematics – must include a. Algebra I – 1 unit b. Algebra II – 1 unit c. Geometry – 1 unit
3. Three units of Lab Science – must include: a. Biology – 1 unit b. Any Physical Science – 1 unit c. Chemistry or Physics – 1 unit (parents may sign off on this requirement)
4. Three units of Social Studies – must include: a. U.S. History – 1 unit b. U.S. Government - .5 unit c. World History - .5 unit d. Geography - .5 unit
5. One unit of the following – any combination: a. Approved Career & Technical Education b. Capstone Experience or Service Learning c. World Language
6. One unit of Fine Arts
7. One half unit of Personal Finance or Economics
8. One half unit of Physical Education
9. One half unit of Health of Health Integration

Gregory High School requires all students to be enrolled in an English, Math, and Science course each year in high school and a social science course in grades 10-12.

If a student does not have the credit hours sufficient to graduate, he/she will not take part in any of the commencement exercises except in extreme cases appealed to the board of education.

Accelerated programs for early completion must be approved in advance. All

students must have at least eight (8) semesters in attendance to graduate. There will be no early completion except in extreme cases appealed to the board of education.

### **EIGHTH GRADE ALGEBRA I CREDIT**

The state of South Dakota through the Department of Education has a course completion exam for middle school students taking classes for high school credit. Algebra I qualifies as one of these courses. In order for a student to take Algebra I as an 8<sup>th</sup> grader, the student must achieve a 93% or higher (A) in both semesters in their 7<sup>th</sup> grade math course.

In order for your child to receive high school credit for taking Algebra I they will need to take a proficiency exam and pass with an 80%. Students will have two opportunities to earn an 80%. The exam will be taken online through the South Dakota Assessment Portal. If your student does not pass the exam with a score of an 80% they will not receive credit for Algebra I on their high school transcript and will need to take the class as a freshman in order to receive credit.

### **HONOR ROLL**

The grade point average is calculated on this schedule: A=4 B=3 C=2 D=1 F=0. To compute the grade point averages divide it by the number of courses taken. To be on the honor roll, a student must have a 3.5 or above for the "A" honor roll and a 3.00 - 3.49 for the "B" honor roll. "I" means incomplete and becomes an "F" one week after the quarter or semester ends, unless adjustments have been made with the principal and the instructor of the course.

The honor roll is published at the end of each grading period.

### **GRADE POINT AVERAGE FOR GRADUATION**

**Honor Students** - To graduate as an honor student an individual must have an average of 3.0 to 3.49 for eight semesters.

**High Honor Students** - To graduate with high honors, a student must have an average of 3.5 to 4.0 for eight semesters.

**Regent Scholars** must take 4 years of English, 4 years of science, 4 years of math, 4 years of social science and 2 years of foreign language or career and technical education courses and have a 3.0 GPA or higher.

**Opportunity Scholarship** – meet all the requirements of a Regent Scholar plus a composite of 24 on the ACT Test.

The student's G. P. A. and class rank is computed on eight semesters.

### **ADDING OR DROPPING COURSES**

Students must enroll in seven or more courses each semester. Band and/or chorus may count as one of the seven courses. Students will have one week, or five school days, after the start of the semester to make schedule changes with approval from the guidance counselor and/or principal. Changes made after the first week of the semester are discouraged. When making a change a student must still meet the seven course requirement and must maintain a schedule that allows reasonable academic progress. Any student may drop a course at semester time and receive 1/2 credit for that course if the grade is passing and parent/guardian and principal give the permission. If the grade is an F, it is still included in the G. P. A. and the

student will receive no credit toward graduation.

### **CLASS SCHEDULE CHANGES**

Every student is expected to register for the following year's classes in the spring. Parents and/or guardians will receive a copy of the course schedule and will be required to sign off on their students' classes for the upcoming term. When registration has been completed, a change in classes will be limited with permission from the principal.

### **STUDENT CLASSIFICATION**

To be classified as a 10<sup>th</sup> grade student, sophomore, you must have at least five credits.

To be classified as an 11<sup>th</sup> grade student, junior, you must have at least ten credits.

To be classified as a 12<sup>th</sup> grade student, senior, you must have at least fifteen credits.

### **MIDDLE SCHOOL STUDENTS**

Students in grades 6, 7, and 8 **MUST** pass three of their four core courses in order to advance to the next grade. These courses include: language arts, mathematics, social science, and science.

### **REPORT CARDS**

Printed report cards will be available for parents at Parent-Teacher Conferences held at the end of the first nine weeks and during the third nine weeks. If parents do not pick up report cards and do not have access to the Internet, report cards will be mailed upon request. Students and parents should study these reports carefully. Grades can be monitored on the parent portal of DDN campus at any time. If you do not have access to a computer you may request a print out of your students grades from the office at any time.

### **CREDIT RECOVERY COURSES**

Students that have failed required courses or need extra credit for graduation may do so by taking a credit recovery course from DIAL. Students will be liable for all costs. All correspondence courses will be handled through the Principal's or Guidance Counselor's Office. This also applies for incompletes. When the correspondence or incomplete is made up a grade will be issued and recorded on the transcript. Correspondence courses will count as a credit and will be included in the GPA.

### **SEMESTER TESTS**

Semester tests are taken by all middle and high school students at the end of the fall and spring semesters. If a student scores proficient or advanced on the state mandated Smarter Balanced testing in any academic area, he/she may opt out of semester tests for the first semester in the academic area that the score was earned. As a privilege, seniors do not take semester tests at the completion of the second semester.

### **HOMEWORK**

With block scheduling, when a day is missed the assignment is **DUE** when the class meets on the next scheduled day. It is expected that when the student misses they will gather their assignments from each teacher the day they return and be prepared to hand it in the next time that class meets. Each individual instructor will arrange tests. If more than one day is missed, due dates for homework

assignments will be made on an individual basis with each teacher.

### **ICU PROGRAM**

The ICU Program is in place for students in grades 6, 7 and 8.

ICU stands for Intensive Care Unit and in the field of education it means that if students have one assignment missing, their grade is sick and needs attention. Refusing to give zeros is the foundation of this process. Every student does every assignment. Not only does every student do every assignment but they must turn in quality work. While there are many components to an effective ICU program communication with students, parents, teachers, and administrators is essential. If you would like to visit about ICU please feel free to contact an administrator or teacher.

### **GRADUATION DRESS**

Males will wear pants, dark shoes, and dress button up shirt with tie. Females will wear a dress or skirt or dress pants and dress shoes. Flip flops will not be allowed. Gown and hat must be purchased by the student or class account.

### **ATTENDANCE**

The Gregory School District believes regular attendance in school has a huge impact on a student's academic success, starting in kindergarten and continuing through high school. Even as children grow older and more independent, families play a key role in making sure students get to school safely every day and understand why attendance is so important for success in school and in life.

We realize some absences are unavoidable. But we also know that when students miss too much school-regardless of the reason-it can cause them to fall behind academically. Your student is less likely to succeed if s/he is chronically absent. Absences become chronic and turn into potential truancy cases after 10 absences.

Research shows:

- Children who are chronically absent in kindergarten and 1<sup>st</sup> grade are much less likely to read at grade level by the end of 3<sup>rd</sup> grade.
- By 6<sup>th</sup> grade, chronic absence is a proven early warning sign for students at risk of dropping out of school.
- By 9<sup>th</sup> grade, good attendance can predict graduation rates even better than 8<sup>th</sup> grade test scores.

Clearly, going to school regularly matters!

At the middle and high school levels, students will be allowed ten absences (from any given class or cumulative whole days) per semester that can be excused by a parent for reasons such as illness, appointments, or other reasons at the parents' discretion.

Gregory School District also recognizes and grants unlimited absences for the following reasons:

1. Illness or injury with doctor's written excuse
2. Medical or dental appointments with doctor's written excuse
3. Participation in school-sponsored activities
4. Other reasons at administrator's discretion – examples include special

circumstances with prior permission, inclement weather, etc.

The following procedures will be followed to handle students absences.

- Parents should contact the school before 8:30 a.m. for student to be counted as excused due to illness for the day.
- All absences except for illness and emergency situations must be cleared with the principal's office by the day prior to the absence to be excused.
- Written notes or phone calls from parents are necessary for all absences and should include the following: Student name, date of absence, reason for absence & Parent/Guardian signature. Notes should be given to the secretary or the principal.
- Students going to an appointment (doctor, dentist, etc.) should produce a note from the doctor stating the date and time of the appointment for the absence to be excused. Students should make every attempt to return to school immediately after the appointment when their circumstance allows.
- Students should present an absentee slip to their teachers and have their school work made up in advance of a planned absence. Extra time may be allowed at the teacher's discretion.
- Students will not be allowed to leave the school during the day unless the parent contacts the school in advance.
- Students who participate in school related activities that require periodic absence from school will be required to make up their work prior to the absence and the student will not be counted absent from school.
- Students who plan to participate in, or attend, an evening school activity must be in attendance by the start of 3<sup>rd</sup> period on that day if absent due to illness or an unexcused (limited) absence.
- Special circumstances will be addressed by the administration (prolonged illness, hospitalizations, etc.)

#### **LIMITED ABSENCES**

The following procedures will be followed in regards to limited absences, *although rapid accumulation of absences may preclude some steps. Student absences that are excused by parents/guardians for work, illness, etc. are still regarded as limited unless accompanied by a doctor's note or other documentation.*

- After 4 Limited Absences (from any given class or cumulative whole days) in the school year, a letter will be sent home reminding parents of our attendance policy, their statutory obligation, and the school's obligation to file truancy reports.
- After 8 Limited Absences in the school year, a second notice will be made to parents either via phone call or mail
- After 10 Limited Absences throughout the school year, the principal will review the student's attendance and decide if the student should be issued an Attendance Contract. Parents and students will be notified of the results of this determination. If an Attendance Contract is to be issued, the student will sign it, It will then be mailed to the parent or guardian, and returned to the principal. If attendance contract is broken the student may be withdrawn from the class(es) if the attendance in the course does not improve. If withdrawn the student will receive a Failing grade for each class. Parents will be notified of this action by mail.
- Any absences beyond the 10 limited absences throughout the entire school year will be treated as truant, and a report may be filed with the State's Attorney.
- If a student accumulates 5 limited absences in any given class period in a semester, the student will be docked one (1) letter grade for the class. Furthermore, a letter grade will be docked for every 5 limited absences accumulated in the current semester for a given class period. Parents will

be notified of this circumstance by mail.

#### **STUDENTS UNACCOUNTED FOR:**

These procedures apply to situations in which a student's whereabouts are unknown, or if a student is skipping, but may also apply if the principal or superintendent determine that the absence is unexcused. When a student's whereabouts are unknown, safety is the first concern, so the school will aggressively seek the student out.

- Immediately upon finding that a student is unaccounted for, the principal, superintendent or school secretary will attempt to contact the parents by phone.
- When a middle/high school student is located or returns to school, he or she will face consequences.
- The student will receive 1 day of ISS.
- The student will lose all open campus privileges for a period of time determined by the principal or superintendent.
- The above consequences take priority over any school activities.

#### **TRUANCY**

The South Dakota Department of Education defines a truant student as a student of compulsory school age, not excused from school attendance, who has not or who has irregularly attended an accredited school. When a student's absenteeism is beyond that allowed in a school policy, 10 limited absences, that student is truant. Once a student becomes truant, it becomes a legal matter, and the following guidelines will be followed.

- Upon the tenth limited absence for the semester, the administration will hold a meeting with the parents and the student. An attendance contract will be issued at this time.
- Parents will be warned in writing of the legal ramifications of truancy and the school's obligation to file a report.
- Upon breaking the attendance contract, a truancy report will be filed with the state's attorney.
- In addition to the legal proceedings, consequences for continued absence will also follow those outlined in school policy.

#### **SUSPENSIONS FROM SCHOOL**

Students who receive In School Suspension will be able to make up their school work and receive full credit for the scores they achieve.

Students who receive Out of School Suspension will be able to make up their school work and receive 50% of the credit for the score they achieve.

Students who receive Out of School Suspension will not be allowed to attend or participate in any activities on the day of suspension.

#### **TARDIES**

Students are allowed 4 tardies per nine weeks. Upon receipt of the fifth tardy in a nine-week period, a letter will be sent to parents and students will have after-school detention. If applicable, the student will lose open campus for the following 4 ½ weeks.

### **POST HIGH SCHOOL CAMPUS VISITS**

#### **RULES, PROCEDURES, REGULATIONS**

1. All students that plan on post-high visits must have made arrangements with the guidance counselor.
2. Juniors and seniors are allowed two post-high school campus visits per



year as an unlimited absence.

## DISCIPLINE

The basic philosophy on discipline of the Gregory Schools is to treat all students firmly, fairly, consistently, equally, and with respect. Generally speaking, various acts of misconduct will be dealt with on an individual basis depending upon the nature of the offense and the past record of the given student.

If a student is suspended 3 times in one year, the student will meet with the Board of Education for possible expulsion (at the next regular scheduled meeting). Assignments that are due on the day of suspension must be turned in the following day or the student will receive a zero.

Suspensions have proven to be only one effective way of dealing with discipline problems. Other punitive measures used to correct a student's behavior include detentions, loss of special privileges, isolation, parental conferences, and the like. The general philosophy of our school is to suspend a student only as a last resort when other attempts at correction and counseling have failed.

**RESTRICTION OF STUDENTS:** Teachers or the principal may restrict a student outside of regular school hours as a disciplinary measure. Parents of students who ride buses must be given a one-day notice so that transportation can be arranged.

**VANDALISM:** Disrespect for school property carries the following punishment:

- 1<sup>st</sup> Offense – 1 day In-School Suspension (ISS).
- 2<sup>nd</sup> Offense – 3 days of ISS.
- 3<sup>rd</sup> Offense – 5 days of ISS.

**BAD LANGUAGE:** Swearing in school will carry the following punishment:

- 1<sup>st</sup> Offense – 1 day of ISS
- 2<sup>nd</sup> Offense – 3 days of ISS
- 3<sup>rd</sup> Offense – 5 days of ISS
- 4<sup>th</sup> Offense – 5 days of OSS (out of school suspension)

\*The Administration will determine the type of swearing and fit the punishment accordingly. If further violations occur the parents and student will meet with Board of Education to determine other forms of punishment to correct the student's behavior.

## CHEATING

Cheating is cheating; there is not distinction from daily work, homework or tests. The teacher and administration will determine whether cheating or plagiarism has taken place. The person cheating and the person providing the homework will be punished. A student caught cheating in different courses will count towards a cumulative offense.

First offense: One day ISS, letter of apology to teacher involved, zero for the assignment, notify parents of the incident.

Second offense: Two days ISS, letter of apology to teacher involved, zero for the assignment and 5 hrs. community service for the school, notify the parents of the incident.

Third offense: Three days OSS, letter of apology to teacher involved, zero for the assignment, 10 hrs. community service for the school, notify the parents of the incident, not eligible for NHS for that year.

## FIGHTING ON SCHOOL PREMISES

There will be absolutely no fighting on school premises. Violation of this policy will carry the following punishment depending on the circumstances of the incident:

- 1<sup>st</sup> Offense – 3 days of In-School Suspension (ISS)
- 2<sup>nd</sup> Offense – 3 days of Out-of School suspension (OSS)
- 3<sup>rd</sup> Offense – 5 days of OSS. The parent(s) and student are to meet with the Board of Education.

### SEXUAL MISCONDUCT OR HARRASSMENT

SEXUAL MISCONDUCT includes any touching of a sexual nature (including purposeful violent strikes or attempts at violent strikes to another persons genitalia), either consensual or not, de-pantsing another student or removing outerwear to reveal undergarments, any attempt to engage or engaging in sexual activity on school property, within the school environment, in a school owned, leased or contracted vehicle or at any school sponsored activity or event.

- 1<sup>st</sup> Offense-3 Days of ISS
- 2<sup>nd</sup> Offense-3 Days of OSS
- 3<sup>rd</sup> Offense-5 Days of ISS

**SUSPENSION:** Suspension is viewed as the ultimate in student punishment with the exception of expulsion from school. Parents will have prior notice of suspension by phone or letter. All discipline will be handled with detentions in-school suspension, out of school suspension or expulsion. All approaches to discipline are designed to help a student become a better citizen.

### INSUBORDINATION AND DISOBEDIENCE

Any teacher or staff member will issue students who refuse to comply with school board policies and building rules and regulations, such as those who are disruptive in classrooms, hallways, restrooms, playground, or who exhibit any other disobedient behavior, a referral. These offenses cover all others not included in the five mentioned under discipline. The following are the policies for referrals:

- 1<sup>st</sup> referral – 1 day of ISS
- 2<sup>nd</sup> referral – 3 days of ISS
- 3<sup>rd</sup> referral – 5 days of ISS
- 4<sup>th</sup> referral – 5 days of OSS (out of school suspension)
- 5<sup>th</sup> referral – punishment will be determined at the discretion of the administration.

Disobedient and disruptive behavior and failure to complete school assignments will affect your grades for that class. Attitude and conduct in the classroom are a part of the Gregory School District grading policies.

### DETENTION

Detention will begin after school. There will be no in school detention. IF you receive detention, it will begin at 3:00 p.m. Detention time will last for thirty minutes. You will not be excused from detention for any activity. Riding the bus is not an excuse for missing detention.

Teachers or administrators can issue detention when the need arises. A student who fails to show up for detention will automatically, on the 1<sup>st</sup> offense, have their detention time doubled and parents will be notified. On the 2<sup>nd</sup> offense the

students will receive two days of detention. On the 3<sup>rd</sup> offense the student will receive ISS. On the 4<sup>th</sup> offense the student will receive OSS. After the 5<sup>th</sup> offense the student and the parent will meet with the administration to possibly visit the Board of Education for expulsion.

## **BULLYING**

The aim of the anti-bullying policy is to ensure that students learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behavior and affects everyone; it is unacceptable and will not be tolerated. Bullying is defined as deliberately hurtful behavior, repeated over a period of time, where it is difficult for those being bullied to defend himself/herself. The three main types of bullying are: physical (hitting, kicking, theft), verbal (name calling, racist remarks), indirect (spreading rumors, excluding someone from social groups).

The Gregory School District 26-4 does not accept this type of behavior. Bullying behaviors will not be tolerated. Our school participates in the Olweus Bullying Prevention Program. This program is comprised of four rules:

1. We will not bully others.
2. We will try to help students who are bullied.
3. We will try to include students who are left out.
4. If we know that somebody is being bullied, we will tell an adult at school and an adult at home.

A matrix has been designed and put to use in the Gregory School District. Students who are caught bullying will be referred to the school guidance counselor.

## **DRESS CODE**

Good taste and self respect shall be evident in all the students of the Gregory School District. Students have the responsibility of refraining from hair or dress which will disrupt the school or which are a negative health or safety factor. We expect the students to use good judgment in choosing school apparel. Personal grooming not considered in good taste or considered disruptive, and not in the interests of cleanliness, decency and decorum in school will be reason for disciplinary measures.

Dress and grooming on a school location in the following manner is prohibited:

1. Wearing clothing that includes words or pictures which are obscene, vulgar, abusive, discriminatory, or which promote or advertise alcohol, chemicals, tobacco or any product that is illegal for use by minors.
  - a. Language or symbols
2. Wearing clothing and other items or grooming in a manner that represents and or promotes threat/hate groups including gangs or supremacist groups.
  - a. Language or symbols that offend, demean, or promote hatred toward an identifiable person or group
3. Wearing clothing or grooming in a manner that is sexually explicit or which conveys sexual innuendo, or that may reasonably be construed as sexual.
  - a. Cover the entire midriff and navel; not be sheer, see-through, and provocative or revealing of what it covers; Fit non-provocatively so that cleavage area is covered; Cover undergarments completely. Shorts can be worn but must be respectable in length. Pajama pants are not allowed.
4. Wearing any headgear in the building during the school day without permission from the school administration.

- a. Hats, hoods, sweatbands, sunglasses, head coverings of any kind.
5. Wearing clothing or grooming that is potentially disruptive to the education process or that poses a threat to the health and safety of others.
  - a. Chains that are heavier than typical necklace or bracelet jewelry, and that are large or heavy enough to cause injury or damage; spikes.
6. Shoes are required by state health laws.

The school administration reserves the discretionary authority to approve or disapprove any items not specifically addressed in this policy. Decisions to approve or disapprove items will be based on the goal of providing a safe and orderly environment for the education of all students.

If at any time that a student's dress of lack of cleanliness is in violation of this policy, the student will be referred to the office and parents/guardians may be called to bring proper school attire or to provide other corrective measures. Students will need to find and wear appropriate clothing in order to participate in the educational environment. Students shall not be permitted to attend classes when dressed in violation of this policy.

#### DRIVING DURING SCHOOL HOURS

There will be no driving during noon hour. Seniors may drive during their open campus, with the exception of open campus during third period in which there is no driving. If caught driving, seniors will lose open campus for 4 1/2 weeks and anyone else driving or riding will serve after school detention.

#### SCHOOL LUNCHESES

Gregory School District operates a breakfast and hot lunch program for Elementary, Middle and Senior High School students. Free and reduced price meals are offered to those students whose family's income qualifies under the National School Lunch Program. Lunch prices are as follows: K-5 elementary student lunch \$2.65, 6-12 student lunch \$2.75, K-12 breakfast \$2.00, guest lunch \$5.00, guest breakfast \$3.00, and additional milk \$.50.

All students eating at school will eat their meals in the lunchroom. Space will be provided for those who wish to carry their own lunch. Students are not to eat candy or other food in classrooms or study halls. Gum is a decision of each individual teacher.

#### PURCHASING AND DONATION BY ORGANIZATIONS

Supplies for student organizations, etc. to be paid by funds belonging to the organization can be charged to the organization only on a purchase order requested by a class officer and signed by the business manager. This requisition is made for proper accounting and to avoid spending without proper authority. The student becomes liable for any purchase not purchased in the proper manner. At the close of each school year, the senior class shall donate remaining funds from their class activity account to a school project as approved by the majority of the class and the administration. If no agreement can be reached, the decision will remain with the Board of Education. Due credit will be given the class for its contribution.

The Business Manager's Office is the treasurer of all student funds. All money

collected by an organization is to be deposited in these funds and all withdrawals are to be made by check and proper voucher. The organizations sponsor must first approve all expenditures in writing.

#### INITIATIONS

Initiation of any pupil or group of pupils in any class, organization or club which causes physical injury or harm, humiliates, embarrasses or sets off the student or students from the rest of the group shall be strictly prohibited by the school district.

#### TELEPHONE

Students who need to use the telephone are to use the phone in the administrative office that is designated for student use. Teachers will not dismiss students from class to use the phone. Students will not be taken out of class for a telephone call, only during a study hall, or in extreme cases of emergency. Messages will be given to students during study halls or in between classes.

#### LOCKERS

Lockers will be assigned to each student and students are to use only that locker. The school assumes no responsibility for articles lost or stolen from lockers. Students are expected to keep their books inside their locker. Lockers are to be kept neat and clean. Lockers are not designed to be abused. Permanent materials are not to be placed on the inside or outside of lockers. The school retains total jurisdiction over them and reserves the right to inspect them at any time for a legitimate reason. Students who steal from others students' lockers may be turned over to a law enforcement official.

#### STUDENT INTERVIEWS

No individual student may be interviewed by any person not connected with the school except their parent or guardian, without the approval of the superintendent or principal. If permission for this interview is granted, a faculty member may be assigned to be present during this interview. Under some circumstances parental permission will be necessary before the interview will be allowed.

#### COMPUTERS

Students are to ask permission to use the computers. Students may use the computer room with permission between 8 AM and 3:30 PM (Monday through Friday).

#### ACTIVITY TICKETS

Activity tickets can be purchases in the business office. These will admit the student to all athletic events. Adult activity tickets can also be purchased at the business office or at the beginning of the fall athletic events. Season pass prices are as follows:

Adult \$30.00

Student \$10.00

Senior (age 65+) \$20.00

Senior couple \$30.00

Family \$90.00

Door admission: \$5 adult, \$3 students/seniors

## **PORNOGRAPHIC MATERIALS**

**There will be absolutely no pornographic materials on the school premises or on the school bus.**

## **TEXTBOOK FINES**

- 1. Books lost or damaged beyond repair:**
    - a. Books new this school year: full value for replacement**
    - b. Books new last school year: 3/4 value of replacement**
    - c. Books new two school years ago: 1/2 value of replacement**
    - d. Books new three or more school years ago: 1/3 value or replacement.**
  - 2. Backs or covers broken: \$10 per book.**
  - 3. Pages torn and unmended: \$1.00 per page - not to exceed above chart.**
  - 4. Ink writing, spots, pencil marks, or other damage: teachers will use their own judgment.**
  - 5. Students who lose a workbook will be responsible for purchasing a new workbook for their class.**
- Book fines are to be collected by the teachers when books are returned upon completion of the course.**

## **STUDENTS IN BUILDING BEFORE AND AFTER SCHOOL**

**Doors to the school buildings will remain locked until 7:30 AM. Students will not be permitted in the building before this time unless supervision of a faculty member. Students remaining in the school building after 3:30 PM must be under supervision of a faculty member or they will be asked to leave the building.**

## **PATRIOTIC EXERCISES & FLAG DISPLAYS**

**The American flag will be flown from the mast at each school every day that school is in session. The principal of the attendance center is responsible for flying the flag on school days. A small flag shall be provided for each classroom. The District shall provide all 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 national anthem may be sung during any school day or school event.**

**Observation and commemoration of special days and events will be considered a valuable part of the instructional program of the school.**

## **INSURANCE**

**The school will again sponsor a student accident and dental insurance program. It will provide the parent an opportunity to obtain more insurance coverage. Neither the school nor anyone employed by the school will receive compensation for the work involved and the school is not responsible for any liability of the parents who feel that they do not have adequate coverage. It is the responsibility of the student or parent to notify the Superintendent's office that they wish to file a claim for loss.**

## **MEDICATION IN SCHOOL**

The school highly discourages the administration of prescription or non-prescription medication to students. We encourage parents to set up student medications during non-school hours. Several staff members at the Gregory School District have been certified in medication disbursement.

Prescription or over the counter medications need to have a current date on the bottle and must be in an original bottle. Please do not send medications in old prescription bottles. If the pharmacist fills a prescription for you and you send half to school and keep half for use at home please ask the pharmacist to split into two bottles with current dates and labels.

All medication must be in original form. If your child takes a half of a pill please have the pharmacist split the medication in half and put into the bottle. If the medication is in a blister pack or individually wrapped it may be sent in a baggie as long as it is easily identified. All over the counter medications must be sent in original bottle form, this includes cough syrup, etc. The bottles must be full and unopened when they arrive at school.

We ask that all medication be brought to the school by a parent or guardian. It must be counted and checked in by two adults one of which must be certified in medication training. Please do not send medication with your child. Complete and clear instructions must accompany all medications. Please be clear as to what time the medication needs to be given and for how many days. All medication is now kept in a log and checked monthly by a licensed healthcare professional.

At the end of the school term you will be receiving a notice for the pick up of medications. They will no longer be sent home with your child at the end of the year.

#### **SCHOOL CANCELLATION**

In case of inclement weather or any other emergency should force cancellation of school for the day, the announcement will be made over the radio, TV stations and all families will receive a cancellation call via School Reach when possible.

#### **SCHOOL BUS RULES AND REGULATIONS**

1. Driver is in charge of the pupils and the bus. Pupils must obey the driver promptly and cheerfully.
2. Pupils must be on time. The bus cannot wait beyond its regular schedule for those who are tardy.
3. Pupils should never stand in the road way while waiting for the bus.
4. No smoking.
5. Unnecessary conversation with driver is prohibited.
6. Classroom conduct is to be observed by pupils while riding in the bus, except for ordinary conversation. No "horseplay" permitted.
7. Pupils must not at any time extend arms or head out of bus window.
8. Pupils must not try to get off the bus, or move about within the bus while it is in motion.
9. Pupils must observe instructions from driver when leaving the bus.
10. Any damage to a bus by a student must be paid for by the student responsible for the damage.
11. The driver will not discharge riders at places other than regular bus stop near the home, or at school, unless the proper authorization from parent, the Superintendent or Principal of the school.

NOTE: Failure to follow these regulations may result in suspension from riding the school bus.

## **CLUBS AND ORGANIZATIONS DRAMATICS**

Gregory High School presents a play each spring. Awards are presented on the recommendation of the drama coach.

## **ORAL INTERP**

Gregory High School is a member of S.D.H.S.A.A. and participates in district, regional, and state competition in declamation, oratory, poetry, and humorous readings. Awards are presented on the recommendations of the advisor.

## **PUBLICATIONS**

The "Gorilla Growls" is our online newspaper ([www.gregory.k12.sd.us](http://www.gregory.k12.sd.us)). The school also publishes a printed annual. An eighth grade and senior newspaper are published each spring in conjunction with graduation exercises. The advisors of these organizations determine the school's yearbook editor and staff members.

## **CLASS OFFICERS AND STUDENT COUNCIL**

Each class will elect four class officers in the spring:

1. president, 2. vice president, 3. secretary/treasurer,
4. student council representative.

Student council is composed of the four class presidents, four student council officers, one from each class: student council officer will be as follows:

President - must be a senior  
Vice president - junior or senior  
Secretary  
Treasurer

## **FIELD TRIPS**

All field trips must be approved by the administration before you will be allowed to go.

## **FUND RAISING**

There will be absolutely no fund raising unless the principal or superintendent has approved it.

## **CHEERLEADERS**

### **I. Grades:**

All participants will follow the Gregory Middle/High School guidelines.

### **II. Attendance at Practice:**

A. Practices will be scheduled regularly. All cheerleaders must attend practices unless excused by the advisor.

### **III. Training Rules:**

A. Training hours will be established by the advisor and cheerleaders



expected to maintain them. Cheerleaders will be expected to adhere to the same rules as set for the athletes.

#### IV. Travel Policy:

Transportation will be arranged by the school for travel to and from contests. Cheerleaders are expected to travel by this transportation. A cheerleader will not be excused to ride with anyone other than a parent or legal guardian. The parent must contact the advisor or administration in person in order to have the student released to them. Notes are not acceptable. Violation of this rule will be the same as the athlete.

Any variation from this policy must be approved by the administration in advance. Violation of this policy must be approved by the administration in advance. Violation of this policy will result in loss of letter and/or award for that activity and dismissal from the squad.

#### V. Uniforms:

Uniforms are expensive and the school is committed to influencing the cheerleaders to keep the cost as low as possible when selecting their uniforms. Purchase of uniforms will need to be approved by the advisor.

#### VI. Miscellaneous:

Each cheerleader is responsible for the upkeep of his or her uniform. Cheerleaders are responsible for arranging pep rallies with the principal. Cheerleaders are expected to show good sportsmanship at all times and are expected to influence the cheering section to show good sportsmanship.

### HOMECOMING

1. On Homecoming morning, Middle School/High School students will build floats. A pep rally will be held on Friday morning before float building begins.
2. Students may not drive in the parade.
3. No 3 or 4 wheelers may be driven at any time unless given permission by Administration.

A high school dance will be held in conjunction with Homecoming week in the City Auditorium for grades 9-12. Chaperones are the freshmen and sophomore advisors. The dance will begin at 8 PM and end at 11 PM.

A middle school dance will be held in the High School gym beginning at 7 PM and ending at 10:00 PM. Chaperones are the 7<sup>th</sup> and 8<sup>th</sup> grade advisors.

### PROM

1. Only formal dress will be allowed at all times at the dance.
2. Only Gregory High School juniors, seniors and their dates will be allowed to walk in the Grand March and attend the dance. All attendees of the prom must be a Gregory High School student, enrolled in another high school and if out of high school the date will NOT be older than 20 years of age. The Principal will verify that all out-of-town dates are enrolled in high school or are not older than 20 years old.
3. A closed door policy will be in effect 1/2 hour after the grand march. Spectators are welcome at the grand march.
4. All students will be breathalyzed before the grand march and whenever they leave or enter the prom.
5. Any students that fail the breathalyzer test will be dealt with by law enforcement.
6. If decorations get destroyed or student action gets out of hand the dance will be cancelled and the band/DJ will leave.
7. Since there is no banquet, snacks will be provided.

## NATIONAL HONOR SOCIETY

National Honor Society (NHS) is more than just an honor roll. The Honor Society chapter establishes rules for membership that are based upon a student's outstanding performance in the areas of: Scholarship, Service, Leadership, and Character. These criteria for selection form the foundation upon which the organization and its activities are built. **Scholarship:**

Students who have a cumulative grade point average of 85 percent, B, 3.0 (on a 4.0 scale) or equivalent standard of excellence, or a higher cumulative average set by the local school's Faculty Council, meet the scholarship requirement for membership. These students are then eligible for consideration on the basis of service, leadership, and character.

**Service:**

This quality is defined through the voluntary contributions made by a student to the school or community, done without compensation and with a positive, courteous, and enthusiastic spirit.

**Leadership:**

Student leaders are those who are resourceful, good problem solvers, promoters of school activities, idea-contributors, dependable, and persons who exemplify positive attitudes about life. Leadership experiences can be drawn from school or community activities while working with or for others.

**Character:**

The student of good character upholds principles of morality and ethics, is cooperative, demonstrates high standards of honesty and reliability, shows courtesy, concern, and respect for others, and generally maintains a good and clean lifestyle.

Any student in grades 10 through 12 in a school with both an official charter of the National Honor Society and an affiliation with the national office is eligible for consideration for membership in NHS.

**Section 1:** To be eligible for membership the candidate must be a member of the sophomore, junior or senior class designated as eligible in the chapter bylaws. Candidates must have been in attendance at the school the equivalent of one semester.

**Section 2:** Candidates must have a cumulative scholastic average of at least 85 percent or 3.0 (on a 4.0 scale) or the equivalent standard of excellence for that school. Candidates shall then be evaluated on the basis of service, leadership and character.

Because of a 3.0 or higher scholastic average is mandatory to be a member of the National Honor Society if a student is caught cheating (for themselves or to help someone else) he/she will be put on probation for the first offense and dismissed from the Society on the second offense. Cheating is cheating; there is no distinction from daily work, homework or tests.

**Section 3:** Members should fully understand that they are liable for dismissal if they do not maintain a GPA of 3.0.

## GUIDANCE SERVICE

The guidance program at Gregory High School has several purposes. The main purposes are

1. Help students to understand your abilities and interests and relate them to your life goals.
2. Assist student in becoming more effectively oriented to your present situation,

- both in and out of school.
3. Aid student in reaching a state of complete and mature self-guidance as a citizen in our democracy.

To meet the above purposes, the guidance department offers the following interests:

1. **Counseling Services:** one to one and in group sessions. Covering areas of personal concerns, such as boy-girl relationships, family, pregnancy, student-teacher, etc.
2. **Informal services:** the function of these services is to make available to you information that is not ordinarily available in the classroom. The main areas of information are:
  1. Occupational - job requirements, demands, pay advantages, disadvantages, etc.
  2. Education - college entrance requirements, special training schools, scholarships, etc.
  3. Personal - social habits, dating, etc.

The occupational information is located in the Guidance Office.

**Placement Services:** By placement, we mean any thing concerned with helping you take the next step after graduation. This would include assistance in finding a part or full time job, entrance into military service, or entrance into a college or vocational school.

**Testing Services:** The purpose of these services is help you get the facts about yourself. Interests, aptitude, achievement and intelligence are helpful in determining your potential as a student and citizen. Your counselor, your teachers, your principal will interpret these for you or your parents.

**Counseling Services:** Provide you with the opportunity to discuss, confidentially, anything important to you and offer services consisting of helping you to develop your educational and/or vocational plans.

## GREGORY ATHLETICS ATTITUDE

- A. A team can only hang together if there is a common leader. Your coaches must be the final authority when dealing with the team. They expect to be treated with respect. They are not one of the boys/girls, and they do not expect to be treated as such. It is only fair that you bring your own complaints to the coach. If you wish to second-guess a decision don't grumble under your breath or complain where it will do no good. Come to the coach with whom you disagree. If you are not content, we feel that you are not benefiting from the program.
- B. Some of our sports are for individuals, but when we have a team, it must come first. You should be more interested in team achievements than personal gain. If you are the type who must excuse every mistake you make, you will not help us achieve our final goal--WIN WITH PRIDE.
- C. No one likes discipline. However, if you do not have the proper outlook on correction you will not last long as a team member. You should realize that you must conform to the requirements, and if you do not, there are two alternatives; accept your punishment or leave the group. To complain, lie or lose your poise or pride over correction means you are too weak to be a good athlete. Why waste your time with us?
- D. You should produce 100 percent effort. This is what is required of a top competitor. The coaches look for this effort and criticize you when you do

not put out. Not expecting to be driven is what causes most people to leave athletics.

- E. There is no reason for swearing in athletics. Anyone who does, has lost poise and has acquired a habit that should be broken. We will always correct you when you swear. Even expect severe punishment if you continue to express yourself in a foul manner.

### **PHILOSOPHY OF ATHLETICS/ACTIVITIES**

The purpose of interscholastic athletics within the Gregory School District is to offer opportunities to all boys and girls and to offer to prepare adolescents for the challenges of adult life. The Gregory School District's athletic/activity programs will stress, however, not only competition but also health and physical fitness. A good activities program will make a concerted effort to teach:

1. Good sportsmanship.
2. The importance of persistence and perseverance.
3. A commitment to excellence.
4. The want and desire to be the best you can be at every pursuit.
5. How to achieve and commit to a goal.
6. Pride, devotion, dedication, honesty, trustworthiness and self-discipline.
7. Respect for those in authority.
8. The ability to work and care for others in a TEAM/group setting.
9. Respect for all rules and regulations.
10. Stick-to-itiveness in developing a strong work ethic.

### **ELASTIC CLAUSE**

The athletic/activities handbook does not include everything that may possibly happen during the school year. If any situation not specifically covered should arise, the administration will make every effort to act fairly and quickly. The best interest of the student, school, and community will be considered. Each situation is different and will be handled on an individual basis.

### **PURPOSE of ATHLETICS/ACTIVITIES**

A. For the student: Co-curricular programs provide opportunities for developing fine school morale; for being sportsmanlike host to visiting fans, officials, and athletes; and for exercising the qualities of fair play and courtesy. Co-curricular activities should be considered a part of the school curriculum.

B. For the participant: Competition offers an opportunity to develop skills, learn team concepts, attain a high level of fitness, promote friendships, and learn and practice good sportsmanship. It is fully intended that co-curricular competition develop the understanding that the rules of the activity are similar to the rules of everyday life.

C. For the community: Co-curricular programs encourage wholesome school/community relations under constructive conditions. These programs provide entertainment, a sense of pride, and a vehicle for fans to make a positive impression of our community to others outside the Gregory School District.

### **THE SCHOOL PROVIDES**

1. An opportunity for every student to participate in some phase of the athletics/activities.
2. Leadership in the form of coaches, directors, and other supervisors.
3. Professionally trained coaches for sports for grades 6-12.
4. Necessary equipment and facilities.

### **THE STUDENT PROVIDES**

1. Sacrifice, self-discipline, desire, determination, and dedication.
2. A good attitude, which would include:
  - a. High regard and willingness to conform to training rules.
  - b. Proper care and accounting of equipment.
  - c. Acting as a representative of the school, student body and community.
  - d. An understanding of the team concept before individual goals.

### **THE PARENT PROVIDES**

1. Positive encouragement to their son or daughter.
2. Support and enforce of training rules.
3. Support to the program and coaches in which their son or daughter is participating.

### **ATHLETIC/ACTIVITIES PARTICIPATION**

Varsity/1 <sup>st</sup> Chair	Select Squads Highly Skilled Highly Competitive
Junior Varsity/2 <sup>nd</sup> Chair	Higher Level of Competition Preparing for the Varsity Level May Involve Some Screening
C-Team/3 <sup>rd</sup> Chair	Maintain Large Roster Provide Fair Playing/Practice Time Stress Fundamentals and Practice
Middle School	Involve Large Numbers Introduce TEAM Concepts Provide Fair Playing Time Have Competitive Play Stress Fundamentals and Practice

### **GENERAL POLICIES REGARDING PROGRAMS**

1. K through 5 students will not be included in school athletic programs. Parents will be encouraged to continue using the school facilities when available to involve their children and team activities. The Activities Director will assist parents with securing gym time for athletics.
2. Grades 6 through 8 will be involved in school-scheduled activities. The Activities Director will schedule football, cross-country, volleyball, wrestling, girls and boys basketball, golf and track contests. Students are encouraged to participate in these activities. The necessary equipment is well kept and professional coaches are hired to direct these programs. Students who participate are guaranteed an opportunity to play part of the time.
3. Middle School competing at the High School Level: The SDHSAA allows, but does not guarantee, middle school students to compete at the varsity level. Some 7<sup>th</sup> and 8<sup>th</sup> grade students may be moved to a higher skill level only if advisors and the activities director agree. Communication with the participant's parents will be held to determine if the student is capable of handling the situation and

contributing to the team. The use of the 7<sup>th</sup> or 8<sup>th</sup> grade athlete competing at the high school level will be the exception and not the rule. If a 7<sup>th</sup> or 8<sup>th</sup> grade athlete is moved to the varsity level permanently then he/she cannot compete at the middle school grade level.

4. **Junior Varsity or C-Team:** this level of athlete is to develop players for the varsity level of competition. However, this does not mean that playing time will be equal or that every player will play in every game.

5. **Varsity:** at this level, students tend to become more selective in their choices as they begin to identify their interests and talents, and become more adept at comparing their skills with those of their peer group. It is the discretion of the coaches as to who will be on the varsity team. This level does not mean that playing time will be equal or that every player will play in every game.

6. **Church night:** Wednesday is designated as church night. Every effort will be made to have no school activities (fine arts or athletics) scheduled after 6:00 P.M. There are a few state-controlled activities held on Wednesday night over which the school district has no control and must ask the cooperation of involved.

7. **Sunday:** There will be no school-related activities or practices held on Sunday's, unless first approved by the Superintendent. This includes both fine arts and athletics.

8. **Weather:** When school is dismissed due to inclement weather, practices will not be held for any Middle School activity. High School practices may possibly be held only by permission of the Principal/Athletic Director. At all times, the safety of the participants should be the primary concern.

9. **Suspensions:** Students who are suspended (out of school) from school are also suspended from attendance or participation in all school activities until the day following the end of the suspension. Students who are suspended (ISS – in school) may attend and participate in the school activities. A student who has been suspended from a team or a training rule violation will be allowed to practice but not compete during the duration of the suspension.

10. **Attendance Policy:** In order to participate in a school-sponsored activity (practice or performance) a student must be in attendance by the start of 3<sup>rd</sup> period (11:15 A.M.).

11. **Activity clothing and equipment:** Students receiving articles of clothing to be worn during activities are responsible for those items, and are expected to take proper care of them. Missing items will be charged to that individual responsible.

12. **Weight Room:** Gregory School District has an excellent weight room facility, and utilization of that facility is dependent on the following rules:

- a. A school advisor must be present when students are lifting.
- b. Students must be taught proper lifting techniques.
- c. There must be at least one spotter present during the lift.
- d. Upon completion of weight room usage, stations must be cleared of weights and doors locked.

13. **Parent Meeting:** Gregory School Activity Advisors are to conduct parent meetings prior to the start or within the first week of practice. The following areas need to be presented at that time:

- a. Coaches should present their philosophy.
- b. Coaches should explain the risk of personal injury that is inherent with participation of the specific activity.

- c. Coaches should explain the eligibility and training rule policy.
- d. Coaches should explain the accident insurance that is offered.
- e. Coaches should discuss the importance of sportsmanship and the role of the athlete as well as the role of the parents.

14. Chain of Command: In order for any organization to function well, there needs to be a properly functioning “Chain of Command.” If there is a situation or concern on the part of a student or parent regarding an activity, the following contacting procedure is to be used:

Student or Parent  
 Advisor/Coach  
 Activities Director  
 Principal  
 Superintendent

### LETTERING POLICY FOR VARSITY ATHLETICS

Awarding varsity letters to athletes for contributions made in their sport will be a coach’s decision. However, there are some guidelines that the coaches should follow.

- a. The policy should be made know to the athletes prior to the season.
- b. The policy should be set so it is difficult to achieve, but attainable.
- c. Athletes must complete the season to earn a letter.
- d. Seniors that complete three consecutive years in the program will earn a letter.
- e. The head coach will use discretion in the following categories: injuries, conduct, attitude, citizenship, post-season play, managers, student transfers or any condition not covered.

**Boys and Girls Basketball:**

- 1. Athlete must compete in twelve (12) quarters at the varsity level.

**Competitive Cheer/Dance**

- 1. Athlete must participate in 80% of practice and performances.

**Cross Country:**

- 1. Athlete must participate at the varsity level in 50% of all varsity meets.
- 2. Athlete must medal in one varsity event.

**Football:**

- 1. Athlete must play in a minimum of eight (8) quarters at the varsity level.

**Golf:**

- 1. Athlete must participate at the varsity level in 50% of all varsity meets.

**Track:**

- 1. Athlete must place in two (2) events at a varsity track meet.
- 2. Athlete must compete in 50% of practice and varsity meets.

**Volleyball:**

- 1. Athlete must compete in 50% of practices and varsity sets.
- 2. If team makes a state tournament then the whole varsity team letters.

**Wrestling:**

- 1. Athlete must score 6 point in a dual or 4 points in a varsity tournament.

**Sideline Cheerleading: Points System**

- 1. Miss NO practices 3 pts.

2. Miss 1 excused practice	2 pts.
3. Miss more than 1 practice (unexcused)	0 pts
4. Miss No events	3 pts.
5. Miss 1 excused game	2 pts.
6. Attitude at practice	.5 pts each (5 pts. possible)
Upbeat and positive, willing to put extra time in, helpful to others	
7. Working with fundraising/concession	1 pt.
8. Uniforms returned, clean & undamaged	1 pt.
9. New cheer taught to group	2 pts.
10. New dance taught to group	3 pts.
Total point required to earn a letter	15 Total Points

### STUDENT ELIGIBILITY

- A. You participate in athletics because you are going to school; you do not go to school to participate in athletics. Please be aware of this statement. The following regulations are the major ones that govern your eligibility on the local and state level. There may be others which pertain to specific situations.
- B. Gregory High School and Middle School regulations for extracurricular activities.
1. Gregory High School follows this standard, a student cannot fail two academic courses the preceding semester in order to be eligible to complete in extra-curricular areas. Any Middle School student participating in activities must follow the same standards as high school students. The activities director and administration will be monitoring courses for academic eligibility.
2. If you do not have a physical issued or base line concussion within the present school year.
  3. If you are twenty years of age or over.
  4. If you have attended high school for more that 8 semesters. (Twenty days attendance constitutes a semester.)
  5. If you entered school this semester later than the second week of school.
  6. If you have changed schools this semester. (Except upon like change of residence of your parent, or if your parents live in this district.)
  7. If you have ever accepted for high school athletic participation, an award other than the standard awards
  8. If you ever received any money, or expenses, for your participation in any athletic activity.
  9. If you have competed during the school year on a team other than your school team without the previous consent of your superintendent.
  10. If you have trained with or have been a member of a college squad or have participated in a college contest.
  11. YOU MAY NEVER ACCEPT CASH.
  12. Summer Golf or Tennis may accept up to \$200 in merchandise. When school is in session nothing may be accepted. Trophies or merchandise.

### CONCUSSION GUIDELINES

Note: Each step should be completed with no concussion symptoms before proceeding to the next step.

1. No activity, complete rest with no symptoms.
2. Light exercises: walking or stationary cycling with no symptoms.
3. Sport specific activity without body contact and no symptoms.
4. Practice without body contact and no symptoms. Resume resistance training.
5. Practice with body contact and no symptoms.



6. Return to game play with no symptoms.

**Note:**

1. If symptoms return at any time during the rehabilitation process, wait until asymptomatic for 1 full day, then re-start at the previous step.
2. Never return to competition with symptoms.
3. Do not use "smelling salts".
4. When in doubt, sit them out.

**\*\*A licensed healthcare provider specifically trained in concussion management must sign off on the student before they can return to play. This document will be filled in the district office.**

### **TRAINING RULES**

**Rule I: Prohibits the use of or possession of alcoholic beverages, the smoking or chewing of tobacco and the use of illegal drugs.**

**Rule II: Hours: If there is practice or a game the next day, curfew will be set by the coach. The city curfew is 10:30 PM on Sunday thru Thursday and midnight on Friday and Saturday. Parents are responsible for their child's curfew not the school.**

**Rule I: Any violation of Rule I means the individual will miss one contest. If the contest is cancelled or continues to be cancelled the day the individual is to serve their suspension, then the individual will have fourteen days from the day of the first cancellation to miss his/her one game suspension. If after fourteen days, the individual hasn't been able to serve his/her one game suspension then the individual will be eligible to play but will serve conditioning workouts for not more than one week. The second violation means expulsion from all activities for the remainder of the year.**

**Rule II: First Offense is in-practice punishment by the individual coaches for not more than 3 days. The second violation will be one week of in practice punishment and the third violation will be immediate expulsion from all activities for the remainder of the year.**

**\*Training will be enforced from the 1st to the last day of school with the exception of an activity that begins or extends outside of these dates. Example: competitive cheer, football, volleyball, and track.**

**A. If an athlete is accused of violation of training rule number I & II, and the athlete denies the allegation, he may request a meeting with the coach in charge of the sport involved, his immediate supervisor, and the person making the accusation. The coach, principal, or athletic director may also be the accuser based on facts or evidence that he has accumulated. The matter will be discussed and a decision made by the principal as to whether or not a violation in fact occurred. In the discussion, both the athlete and the person making the accusation will have an opportunity to tell their version of the alleged violation.**

**If a violation is determined to have occurred, it will be the coach's responsibility to carry out the policy. If expulsion is deemed appropriate the athlete will be removed from the squad (immediately).**

**B. If the athlete is not satisfied with the decision of the administrator under paragraph A above, he/she may request and get a further meeting with the superintendent and the coach and the party making the accusations. The same procedure will follow at this step.**

**C. If the athlete is dissatisfied with the decision of the superintendent he/she may**

ask for and get a hearing before the Board of Education at which time the principal, athletic director, superintendent coach, student and the accusing party may present evidence and the Board of Education will make a further ruling as to whether or not the athlete has violated the training rule.

The AAU coach of an out of season activity, will check with the coaches that are in-season. This would be a courtesy situation whereby the two coaches may talk over the student's activity so it does not interfere with someone's program.

**SUSPENSION FROM EXTRA CURRICULAR ACTIVITIES FOR CONTROLLED  
SUBSTANCE VIOLATIONS AS PER SDCL 13-32-9**

**Suspension from extracurricular activities for controlled substances violation – Unified Judicial System to give certain notices. Any person adjudicated, convicted, the subject of an informal adjustment or court-approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency for possession, use, or distribution of controlled drugs or substances or marijuana as defined or for ingesting, inhaling, or otherwise taking in to the body any substance as prohibited by 22-42-15, is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one-year suspension may be reduced to thirty calendar days if the person participates in an assessment with a certified or license addiction counselor. Upon a second adjudication, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one year suspension may be reduced to sixty calendar days if the person completes an accredited intensive prevention or treatment program. Upon a third or subsequent adjudication, conviction, diversion, or suspended imposition of sentence for possession, use or distribution of controlled drugs or substances or marijuana as defined, or for ingensting, inhaling, or otherwise takinginto the body any substances as prohibited, by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education. The Unified Judicial System shall give notice to the chief administrators of secondary schools accredited by the Department of Education for any such determination in a court proceeding for any person eighteen to twenty-one years of age without regard to current status in school or involvement in extracurricular activities.**

**No local school board may impose a lesser consequence than those established, but a local school district may adopt a policy, by local school board action, with more strict consequences to meet the needs of the district.**

**If a suspension is reduced pursuant to 13-32-9, a suspension for a first offense shall make the student ineligible for a minimum of two SouthDakota High School Acitivities Association sanctioned events upon completion of the reduced suspension period. If a suspension is reduced pursuant to 13-32-9, a suspension for a second offense shall make the student ineligible for a minimum of six South Dakota High School Activities Association sanctioned events upon completion of the reduced suspension period.**

A suspension begins on the day following the notification to a school administrator by the Unified Judicial System that a student has been adjudicated, convicted, the subject of an informal adjustment or court approved diversion program or if the student comes forward to tell the administration.

## GAME RULES

- A. We expect you to arrive on time for games and in condition to play. You must eat properly before a game. If you are nervous, try to rest. Be prepared both physically and mentally for the contest.
- B. During a game you will be expected to maintain poise at all times. Any display of temperament may cause you to sit on the bench. Avoid the following displays.
  - 1. Yelling at teammates.
  - 2. Constant excuses for a poor performance.
  - 3. Swearing and foul signs.
  - 4. Letting everyone know you do not like being taken from the game (always sit by the coach).
  - 5. Leaving for the showers when disqualified from a contest.
  - 6. Huge displays of agony when injured.
  - 7. Letting everyone know your feelings while under pressure.

(An athlete who loses poise will only hurt us and must learn to overcome his emotions if he expects to be a Gorilla.)

- C. Learn a proper philosophy toward officials. They are as much a part of the game as the facilities. You must adjust to these men as you would to a strange playing area. Your job is to adapt to the style of ball they will allow, (and do not attempt to beg for that which they do not allow). Remember that you will be called for what you do and it will seem that the opponent is never called. Everyone feels this way, and those who do not let it bother them will win the ball game. The officials demand and deserve your respect. You have too much to do to try and do their job. We do not want any athlete to make our job more difficult because he cannot agree with a decision.

## TRAVEL RULES

- A. We take trips to represent our school and win athletic contests. These are the only reasons. A trip is not a joy ride, so do not expect anything but strict scheduling and discipline when we leave town.
- B. We furnish rides to and from games in other towns. You must ride to a game with the team. We also insist that you come home with us unless you ride with parents. The guardian must speak personally to the coach before the team member goes with them. Any violation of a team member not riding the bus will result in enforcement of Rule II. The second violation will be Rule I and the third violation will be immediate expulsion from the squad.
- C. We will expect you to be on time for bus loading. Do not make others wait because you are late.
- D. We do not want deportment problems while on a trip. Some trips are long, and it is easy for one or two people to be a nuisance. Off color songs, jokes, or literature will not be allowed. In some instances seating will be assigned and you are to remain in your seat. We do not allow gambling on trips, nor do we allow games that cause hard feelings between squad members. Occupied rooms must be left unlocked, and you should stay in your

designated room. Stealing means a quick cut from the squad. Anything that distracts from our original purpose will cause comment and correction from the coach.

### DRESS

- A. We feel that what a person wears serves as a symbol of what he/she is. We expect you to represent the athletic department well. You must wear your clothes in a proper manner and with good taste. We will gladly inform you if you lose sight of the athletic image, and we expect you to comply to decisions on good dress.
- B. All members of a team that will be competing will dress neatly on the day of competition. Due to the time and schedule of track meets your dress will be informal, but remember you are representatives of your school and sloppy dress will not be tolerated. On overnight trips your travel wear is up to the coach. Do not try to stretch the rule of dress.
- C. When we play a game, it is as a team. We do not want to play as individuals so do not try to dress as individuals. Everyone should wear their uniform in the same manner. Warm-up collars should be worn down, jackets buttoned, socks worn alike and tape kept to a minimum.

### EQUIPMENT

- A. The school will issue the best equipment that our budget will allow. You are expected to care for your gear in an intelligent manner. Do not write on or use tape to patch your equipment. Lost equipment must be paid for. Do not loan school gear to another. He can go to the equipment room and check out his own. Do not ask to borrow equipment because it is not fair to the person who brings his own. Do not leave your equipment lying on the floor.
- B. You are responsible for your personal materials. Each of you has a locker, and you may rent a lock. Any school equipment that is checked out to you must be accounted for, and if it is lost it must be replaced at your expense.
- C. All washable materials will be kept in a presentable manner.

### LOCKER ROOM

- A. There should be no horse-play in the locker room. Any swearing or careless use of facilities will be dealt with severely. You must shower after workouts and dry well before dressing. The locker room is not a gathering place. We do not expect you to be there unless you have some valid reason. You will be asked to leave if it is felt that you have no business in the area. Keep your locker room and shower room clean; you will appreciate it more and so will the staff.
- B. The coaches do not want you in the dressing room. They will request that you stay out of there, unless authorized to enter. If you need any supplies get permission before entering.
- C. The equipment room is off limits for all students, except managers. We do not want to see you in this room unless you have definite permission from a coach.

### BAND POLICIES

The Gregory Band encompasses grades five through twelve and is organized as units throughout the academic school year.

The rules followed by the school district in regards to the drinking of alcoholic beverages, use of drugs, etc. will also be followed by members of the band

whenever they are representing the school whether it be in rehearsal, during evening activities, or any band trip away from home that is sanctioned by the school. Violation of these rules will result in punishment set forth by the Gregory School District's Student Alcohol/Drug Policy.

Students enrolled in the band program are expected to attend all rehearsals and performances of the band unless excused by the band director.

**I. Events of Importance- no excuses unless extreme emergencies.**

- a. Homecoming Parade- High School & Middle School
- b. Homecoming Half-time show (only football players excused)
- c. All marching band competitions and area parades (HS only)
- d. Concerts- MS & HS, both winter and spring
- e. Large group instrumental contest
- f. Graduation-HS only
- g. Memorial Day Services-JH and HS
- h. Annual 4th of July Parade- the following school year's 9th-12th graders

Missing a major event will be excused only by the band director BEFORE the event occurs.

Unexcused absences- (not informing the band director before the event) student will make up 5 hours of detention with the band director within 7 school days of the unexcused absence. The second unexcused absence will result in expulsion from the band during that semester and school credit will be lost.

**II. Dress**

Concert dress for band performances will be black pants and white button-up, collared shirt, and black shoes unless otherwise specified by the band director. If the student cannot afford the uniform, he/she must let the band director know prior to the performance, and one will be provided.

**III. Band Uniforms**

The marching band uniform is provided by the school. Each student is required to purchase their marching shoes and gloves.

**IV. Music**

All music used by the students is furnished by the school and is subject to be returned at the end of each school year. Failure to return music will require the students to reimburse the school for the cost to replace the music.

**V. Instrument and Equipment**

Each student must own or rent an instrument of his or her own. Repairs or school instruments will be the responsibility of the school, unless negligence or carelessness is involved.

**VI. Transportation**

We furnish rides to and from band engagements in other towns. You must ride to a band engagement with the band. We also insist that you come home with the band unless you ride with parent/guardian. A written note must be given to the band director if the band member goes home with his/her parent/guardian or another parent.

All eligibility requirements set by the South Dakota Activities Association will be followed in the fine arts programs.

**CHOIR POLICIES**

The Gregory High School and Middle School Choir encompass grades six through twelve and are organized as units throughout the academic school year.

The rules followed by the school district in regards to the drinking of alcoholic beverages, use of drugs, etc. will also be followed by members of the choir whenever they are representing the school whether it be in rehearsal, during evening activities, or any band trip away from home that is sanctioned by the school. Violation of these rules will result in punishment set forth by the Gregory School District's Student Alcohol/Drug Policy.

Students enrolled in the choir program are expected to attend all rehearsals and performances of the choir unless excused by the choir director.

**I. Events of Major Importance-no excuses unless extreme emergencies.**

- a. Concerts-HS & MS, both winter and spring
- b. Large Group Contest-HS only
- c. Baccalaureate-HS only
- d. Veteran's Day-HS only

Missing a major event will be excused only by the choir director BEFORE the event occurs.

Unexcused absences-(not informing the choir director before the event) student will make up 5 hours of detention with the choir director within 7 school days of the unexcused absence. The second unexcused absence will result in expulsion from the choir during that semester and school credit will be lost.

**II. Dress**

Concert dress for choir performances will be black dress pants, white button-up, collared shirt, and black shoes unless otherwise specified by the choir director. If the student cannot afford the uniform, he/she must let the choir director know, and one will be provided.

**III. Music**

All music used by the students is furnished by the school and is subject to be returned at the end of each school year. Failure to return music will require the student to reimburse the school for the cost to replace the music.

**IV. Transportation**

We furnish rides to and from choir engagements in other towns. You must ride to a choir engagement with the choir. We also insist that you come home with the choir unless you ride with a parent/guardian. A written note must be given to the choir director if the choir member goes home with his/her parent/guardian or another parent.

All eligibility requirements set by the South Dakota Activities Association will be followed in the fine arts program.

**RIGHTS AND RESPONSIBILITIES  
NONDISCRIMINATION**

The Gregory School District is committed to a policy of nondiscrimination in relation to race, sex, religion, national background, handicap and other human differences. Respect for the dignity and worth of each individual will be paramount to the establishment of all policies. The Constitutions of our nation and state, pertinent legislation enacted at those two levels of governments, as well as court interpretations regarding citizens' rights, undergird this statement.

In keeping with this statement, the following will be objectives of the Gregory School District.

1. To promote the rights and responsibilities of all individuals as set forth in the state and federal constitutions, pertinent legislation and applicable judicial interpretations.
2. To encourage positive experiences in human values for children and adults who have differing personal and family characteristics or who come from various socioeconomic, racial and ethnic groups.
3. To carefully consider, in all decisions made which affect the schools, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
4. To initiate a process of reviewing all policies and practices of this school district in order to achieve to the greatest extent possible the objectives of this policy.
5. To work toward a more integrated society and to enlist the support of individuals as well as that of groups and agencies, both private and governmental, in such an effort.

The Board's policy on nondiscrimination will extend to students, staff, the general public and individuals with whom it does business.

Inquiries concerning the application of Title VI (Business Manager); Title IX (Superintendent); or Section 504 (School Counselor) may be made at 505 Logan Avenue, Gregory, South Dakota, 57533 – by phone (605) 835-9672. Further inquiries may be directed to: US Department of Education, Office of Civil Rights, 10220 North Executive Boulevard, 8<sup>th</sup> Floor, Kansas City, Missouri 34153-1367. Phone (816) 880-4200 TDD: (816) 891-0582 Fax (816) 891-0644.

#### HOMELESSNESS POLICY

Enrollment, Transportation, School of Origin and the Elimination of Barriers for Children or Youth Experiencing Homelessness including Unaccompanied Youth:

- Ensure the immediate enrollment of children or youth experiencing homelessness until all enrollment records may be secured, i.e. academic records, medical records, proof of residency, or other documentation.
- Keep a child or youth experiencing homelessness in the school of origin, except when doing so is contrary to the wishes of the child's or youth's parent or guardian.
- Ensure the elimination of stigmatization or segregated services and the elimination of other identified barriers for homeless children and youth.
- Provide children or youth experiencing homelessness with services comparable to services offered to other students in the school including the following:
  - Transportation services
  - Education services for which the children or youth meets the eligibility criteria, such as services provided under Title I of the Elementary and Secondary Education Act of disabilities, and educational programs for students with limited English proficiency.
  - Programs in vocational and technical education
  - Programs for gifted and talented students
  - School nutrition programs

#### CHAPTER IX

The Gregory School District is making every effort to comply with Chapter IX.

#### ASBESTOS/HAZARDOUS MATERIALS

In accordance with the AHERA legislation passed by Congress in 1986, the Gregory Public School District 26-4 has on file, in the Superintendent's Office, a Management Plan for the identification, maintenance and management of any and all asbestos in the school setting.

This plan is available for inspection and review at any time. Any specific questions or concerns regarding this Management Plan and/or the identification, maintenance, and management of the asbestos in the school setting may be directed to the Gregory Public School District 26-4, local education agency "designated person".

This inclusion will further our compliance with the AHERA legislation and will be a positive step in our public relations with the asbestos management process with our general public.

#### FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

To be in compliance with the Family Educational Rights and Privacy Act of 1974, as amended, enacted as Section 438 of the General Education Provisions Act as in effect April 11, 1988, the Gregory Board of Education hereby makes the following annual public notification of its intent to disclose to the press, media and others authorized by school officials personally identifiable data designated as Director Information. The parent of a student or an eligible student may refuse to be personally identified in any or all of the information categories. Such refusal must be made in writing and submitted to the student's principal within 15 days after publication of this notice.

The following information will be entitled Directory Information:

- Student's name, address, and telephone listing
- Student's date and place of birth
- Student's major field of study
- Student's participation in officially recognized school activities and sports.
- Weight and height of students who are members of athletic teams
- Dates of student attendance
- Degrees, honors, and awards a student receives
- Any other form of information, which denotes accomplishments, achievements, or special recognition given to a student
- Most recent previous education agency or institution attended by a student
- Individual and group photographs pertaining to any of the above activities.

#### SCHOOL RECORDS

The Gregory School District collects and maintains records on each student in order to facilitate the instruction, guidance and education progress of the student. The records contain information about the student and his/her education and may include but not limited to the following types of records: identification data, attendance data, record of achievement family background data, aptitude tests, education and vocational plans, honors and activities, discipline data, objective counselor or teacher ratings and observations, and external agency reports.

The records of each student are generally located in the school building which he/she is attending. Any exception will be noted in the student's other records or by the person in charge of record maintenance of each school building. The name and position of the person responsible for maintenance of student records is listed below.



School	Name	Position
Gregory School District	Mrs. Klein	Superintendent
Gregory High School	Mr. Determan	High School Principal
Gregory Middle School	Mr. Determan	Middle School Principal
Gregory Elementary	Mr. Determan	Elementary Principal

The following persons, agencies and organizations may have restricted access to student records without prior written consent of the parent or student over the age of 18 years. Any other access to student records shall be only upon written consent or upon court order or legally issued subpoena.

- A. School officials and teachers with a legitimate education interest
- B. Officials of other schools in which the student proposes to enroll
- C. Representatives of state and local government when auditing and evaluating Federal education programs
- D. In connection with a student's educational financial aid applications
- E. Governmental officials to which information is to be reported under state law adopted prior to November 19, 1974.
- F. Organizations which process and evaluate standardized tests.
- G. Accrediting organizations for accrediting purposes
- H. Parents of dependent children, regardless of child's age
- I. In connection with an emergency

#### **TORNADO DISASTER & FIRE DRILL**

Fire and tornado drills are held in accordance to the regulations required by the state department of public safety. Escape plans are posted in each classroom. Each teacher will instruct the student how to exit the building if the fire bell rings during class time. The fire alarm is a loud continuous horn. Every person must leave the building in a quiet and orderly fashion. In the case of tornado, students will be instructed by teachers to follow the tornado drill procedures.

#### **REPORTING CHILD ABUSE**

Because of their regular contact with school age children, school employees are in an excellent position to identify abused or neglected children. To comply with the law (SDCL 26-8, 26-10, 26-10-11 and 26-10-12) it is the policy of the Gregory School District 26-4 that any teacher or other school employee who suspects that a child under 18 years of age has been neglected or physically abused (including sexual or emotional abuse) by any person including parent or other person, other than by accidental means, shall report orally or in writing to the principal or superintendent who shall then immediately report to the states attorney (telephone 775-2684) or to the department of Social Services or the County Sheriff or to the City Police. The principal or superintendent shall inform the school employee initiating the action within 24 hours and in writing that the report has been made. The employees shall make the report directly to the proper authorities if the principal or superintendent fails to do so.

The report shall contain the following information: name, address and age of child, name and address of parent or caretaker; nature and extent of injuries or description of neglect, or to determine whether the child is in need of protection, only to report his/her suspicions of abuse or neglect.

Any personal interview or physical inspection of the child should be conducted in a considerate, professional manner and information of records concerning report of suspected abuse or neglect are confidential and the release to persons other than

provided by law (SDCL 26-10-12.2) is punishable by a \$1,000 fine, one year in jail or both. (SDCL 26-10-12.3) Failure to make a report where abuse or neglect is suspected is subject to the same punishment. (SDCL 26-10-10).

Anyone who participates in making a report in accordance with the law and in good faith is immune from any civil or criminal liability that may otherwise arise from the reporting or from any resulting judicial processing even if the suspicion is proved to be unfounded. (SDCL 26-10-4).

Copies of this policy shall be distributed by the superintendent or his designee to all school employees at the beginning of the school term.

The board will support any employee making a report of suspected child abuse or neglect until and unless it is determined that the employee was acting in bad faith in making the report.

#### **SUICIDE HOTLINE (1-800-658-3486)**

Any student that feels they need help or know of any student that does please contact the school counselor, administrator, teacher or call the Hotline.

#### **DANGEROUS WEAPONS IN SCHOOL**

State and federal laws, as well as board policy, forbids 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. The superintendent shall pursue appropriate disciplinary or legal action or both.

A dangerous weapons is defined as any firearm, or 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, any vehicle used for school purposes, in any school building, other building, or premises used for school functions. An exception would be weapons under the control of law enforcement personnel, starting guns used at athletic events, firearms or air guns at firing 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 case by case basis. The policy shall be implemented in a manner consistent with IDEA and Section 504. For the purpose of this portion of the policy, the term "firearm" includes any weapon which is designed to expel a projectile by action of any explosive, the frame or receiver of any such weapon, a muffler or silencer for a weapon, or any explosive, including any poison gas.

#### **SEXUAL HARASSMENT POLICY**

It is the district's policy that sexual harassment is illegal, unacceptable and shall not be tolerated; that no employee or student of the school district may sexually harass another. Any employee or student will be subject to disciplinary action including possible termination for violation of the policy.

#### **DEFINITION**

Any unwelcome sexual advances; solicitation or sexual activity by promise of

rewards, coercion of sexual activity by threat of punishment, verbal sexist remarks, or physical sexual assaults constitute sexual harassment. This conduct has the effect of unreasonably interfering with an individual's academic or work performance or of creating an intimidating, hostile or offensive employment or educational environment regardless of intent.

#### **RESPONSIBILITY**

School district officers, employees and students are responsible for maintaining a working and learning environment free from sexual harassment. Careful scrutiny will be undertaken of all allegations of sexual harassment. False allegations that are malicious or ill-founded may constitute libel or slander. Copies of the policy will be available at all administrative offices.

#### **COMPLAINTS**

Any employee who believes that he or she has been a subject of sexual harassment by a district employee or officer should report this incident immediately to his or her immediate supervisor. If the immediate supervisor is involved in the activity, the violation should be reported to the supervisor's immediate supervisor. Students should report such incidents to the guidance counselor and/or the responsible administrator. All reported incidents will be thoroughly investigated and subject to disciplinary action. Confidentiality consistent with due process will be maintained. If an employee or student files a written complaint because of dissatisfaction with the handling or the complaint, he or she may utilize any applicable grievance procedure.

#### **TOBACCO-FREE SCHOOLS**

The Gregory School District recognizes its duty to promote the health and safety of students, staff and citizens on district property and during school-sponsored activities. In accordance with this responsibility, it is the intent of the School Board to establish a tobacco-free school environment that demonstrates a commitment to helping students resist tobacco use and that emphasizes the importance of adult role modeling.

The use, possession, or promotion of tobacco on school property or during school-sponsored activities is prohibited. This policy shall be in effect at all times and shall apply to all students, employees and visitors.

For the purposes of this policy:

1. "Tobacco" means any substance or item, in any form, containing tobacco;
2. "School property" means all district-owned, rented or leased buildings, grounds and vehicles;
3. "School-sponsored activity" means any planned, organized, endorsed, or supervised activity involving district students or staff that occurs either before, during or after regular school hours;
5. "Promotion" means the use or display of tobacco-related clothing, bags, lighters, or other material that is designed to encourage the acceptance or use of tobacco.

Students are forbidden to possess, use, sell, barter or misuse tobacco in school, on school properties, at school activities, or in personal and/or school vehicles. Parents/legal guardians will be notified and law enforcement authorities may be notified in incidents involving possession or use of tobacco. The first violation of this policy will result in three days in or out-of-school suspension, reduced to one-

day in or out-of-school suspension if the student participates in a tobacco class. All costs are the responsibility of the student and family. Parent participation in the class is encouraged. A student will be allowed academic credit assignments made up due to the suspension.

The second violation of this policy will result in three days in or out-of-school suspension with academic credit given for work made up as a result of the suspension. Third and subsequent violations of this policy may result in long-term suspension.

Staff members and administrators may confiscate any cigarettes, smoking materials, or chewing tobacco brought on the school grounds or building. Any damage to school property through the use of tobacco products will be assessed to the student. Any student who resists or becomes abusive upon being given a request by a staff member to turn in tobacco products will be treated as having a second violation of this regulation.

The superintendent shall provide reasonable public notification of the district's policy, including, but not limited to, inclusion in student and staff handbooks. The superintendent may develop administrative regulations as necessary to implement this policy.

Legal References: SDCL 22-36-2 - Smoking in public place or place of employment prohibited SDCL 13-8-39 - Management of schools by board - General powers

#### **STUDENT DRUG & ALCOHOL POLICY**

Alcohol and other unauthorized drug use is wrong and harmful and can interfere with a student's ability to learn and function responsibly in the school setting and community. Anything that can interfere with the development of an adolescent, therefore, must be evaluated as to its impact to both the young person and the community. Psychoactive and mood altering drugs can destroy the health and well being of an individual. The school community defines drug use as a serious health problem and is committed to discouraging this behavior and to encouraging young people to seek help should a problem arise.

As educators, we recognize that chemical abuse (alcohol and drugs) has become a serious problem in our country. We accept our obligation to establish a positive environment in which these problems can be presented through a comprehensive school drug free program and be addressed locally in a helpful and supportive, rather than a punitive, way. One of the district's goals is to prevent all use by students. Accomplishing this goal will entail training teachers, counselors and other staff members to educate themselves and the community about the impact of drug abuse. Other goals are to teach staff to identify indicators of alcohol and/or other drug use problems and to know what resources are available to address these problems if they are observed. The administration realizes that the problems of alcohol and/or other drug use is a school and a community issue. Therefore, we are committed to cooperate with agencies and community groups that address these issues.

The following are the parameters of student use of alcohol and other drugs in the school system. This policy is in effect on premises owned, leased or maintained by the Gregory 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, parents, and members of the community are expected to know and understand the policy provisions, and its mandatory nature. A copy of the policy will be provided annually to each student and/or her/his parents.

A student shall NOT possess, use, distribute, transfer, conceal, sell, and attempt to neither sell, deliver, nor be under the influence of alcohol and/or other drugs, which affect the educational process of the Gregory School District. 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. Students shall not engage in the use of alcohol and/or other drugs: Students who use prescription drugs authorized by a physician do not violate this policy if they conform to the prescription and appropriate school policies.

#### **Disciplinary Sanctions & Implementation Procedures**

This policy will begin new at the start of each school year.

The following procedures will be used in dealing with possession, use, distribution, or being under the influence of alcohol and other drugs:

#### **A. FIRST OFFENSE - (OTHER THAN DISTRIBUTION).**

1. The administration will try to notify the parent(s)/guardian(s) by phone to explain the incident and arrange a conference. If no contact is made, a written report will be provided.
2. The administration may suspend the student for ten (10) days in compliance with student due process procedures.
3. The administration will notify the parent(s)/guardian(s) in writing of the suspension within thirty-six (36) hours, in writing, by first class mail to the last known address of the parent(s)/guardian(s).
4. The administration may notify available law enforcement authorities.
5. State and federal regulations regarding special education students will be followed.

The school district strongly urges students with alcohol and other drug abuse problems seek professional assessment and assistance from a trained chemical dependency counselor or a licensed physician trained in chemical dependency.

Because we believe that chemical dependency is preceded by misuse, we feel confident that such early intervention can benefit the student before significant harm or dependency results. <sup>117</sup>~~117~~<sup>SEP</sup>The suspension of a student who agrees to be professionally assessed, and treated if needed, will be commuted to three (3) days. The administration will provide a list of agencies/professionals that can do the assessment and provide treatment. Fees for this assessment and treatment are the responsibility of the student and family.

Upon authorization by the parent/guardian or eighteen (18) year old student, the agency or professional will notify the school administration that the student is willing to be evaluated and to comply with the treatment process.

#### **B. SECOND AND SUBSEQUENT OFFENSES - (OTHER THAN DISTRIBUTION).**

1. The administration will contact the parent(s)/guardian(s) to arrange for a conference;
2. The administration may notify available law enforcement authorities;
3. The administration may suspend the student for ten (10) days in compliance

with student due process procedures;

4. Within thirty-six (36) hours, the administration will notify the parent(s)/guardian(s) in writing of the suspension;

5. The administration will recommend to the school board that the student be expelled unless the following procedures are followed:

- (a) The student must agree to be assessed by a trained chemical dependency counselor or a licensed physician trained in chemical dependency at his/her own expense.
- (b) Upon appropriate authorization, the agency or professional notifies the administration that the student has been assessed and does or does not require treatment. If the student is accepting needed treatment, the recommendation for expulsion may be commuted. Fees for this assessment and/or treatment are the responsibility of the student and family.

**C. SUPPLYING/DISTRIBUTING OR SELLING ALCOHOL AND OTHER DRUGS OR MATERIAL REPRESENTED TO BE A CONTROLLED SUBSTANCE - ALL OCCURRENCES).**

1. The administration may suspend the student for ten (10) days in compliance with student due process procedures;

2. Within thirty-six (36) hours, the administration will notify parent(s)/guardian(s) in writing of the suspension;

3. Supplying or selling chemicals may result in a ten (10) day suspension;

4. The administration will refer the case to appropriate law enforcement authorities;

5. A hearing on the case will be conducted by the school board pursuant to due process rules for expulsion. Expulsion may be recommended by the administration.

State and federal requirements regarding special education students will be followed.

**D. A BIENNIAL REVIEW OF THE GREGORY SCHOOL DISTRICT'S PROGRAM WILL BE MADE.**

1. To determine the programs' effectiveness and implement changes to the programs if they are needed; and,

2. To insure that disciplinary sanctions are consistently enforced.

**E. USE OF PASSIVE ALCOHOL SENSOR (PAS)** A device known as a passive Alcohol Sensor (PAS) may be used to check for breath alcohol and can be used with or without a subject's direct participation. When used without direct participation, it is known as passive breath sampling, as opposed to active testing when the subject blows directly into a mouthpiece or the intake port. There may be times when the PAS can be used passively, i.e., as it can detect alcohol in open containers or in enclosed spaces such as rooms, lockers, etc. Procedurally, we will not vary from our normal course of action when faced with the question of possible consumption. All due precaution will continue to be in place. Given reasonable suspicion of use or possession, the following steps will occur:

1. Reasonable suspicion, such as a staff referral or information gathered during an investigation, will initiate administrative contact with said student.
2. The student will be directed to an office area where he or she will be kept in observation and questioned regarding the concern of alcohol consumption.
3. The student may, at that point, confirm or deny the report.
4. After a period of observation and questioning, we will inform the student of our new, less invasive means of detecting breath alcohol and allow the subject to speak/breathe across the intake port of the PAS III.
5. Next, the subject will be informed of the PAS III result. (The sensor either detected the presence of alcohol or it did not.)
6. If it is determined that the subject has consumed alcohol, we will inform the subject and his or her parents or guardians of our suspicions and proceed as provided in this policy.
7. The subject may continue to deny consumption and wish to pursue the issue further. At this point, he or she will be informed of an alternative to clear the allegation of consumption. This would involve the opportunity to take a breathalyzer through the local police department or blood test at the hospital. The subject will also be informed that he or she may face legal consequences as a result of failing the breathalyzer or blood test.

Legal Ref: SDCL 13-32-4.3, 26-11-5.1, 22-42-19, Pub. L. 101-226

## TITLE I

Over the years we have set GOALS AND OBJECTIVES for our Title I Programs. These change slightly from year to year but overall goals and objectives remain basically the same each year.

1. Our over all goal is to bring each student up to his potential and to meet the State Standard requirements.
2. Building comprehension skills is the No. 1 priority. A student must build his/her skill to comprehend materials before she/he can make gains in any area.
3. To build self-confidence in specific skills in reading, math, and language arts, so that the student will excel with his self-esteem in the classroom. Promoting self-esteem encourages students to set higher expectations of themselves.
4. To increase student's knowledge in content, operation and application.
5. To involve the parents in the learning process of the student by making them knowledgeable of the program goals and objectives and having their support both towards the program and the student.
6. An on-going evaluation of each student through progress reports four times per year from classroom teachers and School Wide Title I teachers to determine that our objectives are attained and reinforced.
7. A variety of factors are used to determine a child's potential placement in School Wide Title I: classroom teacher referral, parental referral, standardized test scores, diagnostic test scores, classroom performance and daily and test grades, along with consideration of each person's extenuating

circumstances.

## **PARENT PROCEDURE FOR SCHOOL WIDE TITLE I**

### **200:53 CONSULTATION WITH PARENTS AND TEACHERS**

To meet the consultation requirement there shall be written policies to ensure that parents of the children being served have an adequate opportunity to participate in the design and implementation of the LEA's School Wide Title I program.

(a) will notify each child's parents of the year end standard testing results as compared to National results. (if National tests are given)

### **EQUAL EDUCATIONAL OPPORTUNITIES**

All students of the district will have equal educational opportunities. The Board will not discriminate on the basis of race, color, creed, religion, sex, disability, economic status, national origin, or ancestry in its policies or programs.

To accomplish this policy on nondiscrimination, the Board will make every effort to provide all students equal access with respect to admission or membership in school-sponsored programs or activities, including vocational education programs.

The Board recognizes, however, that in implementing this policy children vary widely in capabilities, interests and social and economic background, and that no two children can be treated exactly alike in the fullest development of each is to be achieved.

### **STUDENT COMPLAINTS AND GRIEVANCES**

The Board recognizes that there may be conditions in the school district that are in need of improvement and that students should have some means by which their concerns may be effectively expressed, considered, and dealt with fairly. Such means, if well conceived and understood in advance, can do much to maintain harmonious relationships between the schools and the students and the community.

The Board desires student complaints and grievances to be resolved through orderly process and at the lowest possible level, but the channels are provided for eventual hearing by the Board in instances when this becomes necessary.

Therefore:

1. Any student or their parents or guardian will be provided the opportunity to discuss with the student's teacher a decision or situation which the student considers unjust or unfair.
2. If the incident remains unresolved, the student or the parents or guardian or the teacher, may bring the matter to the principal's attention for his/her consideration and action.
3. The student may also bring a matter of general student concern to the attention of class officers or the student council for possible presentation to the principal.
4. If the matter is still unresolved after the procedure outlined above, it may be brought to the superintendent for consideration.



5. Complaints that remain unresolved following any action of the superintendent may be referred in writing to Board for review.

The Board's decision will be final unless an appeal hearing is requested.

#### PREGNANT/MARRIED STUDENTS

Marital, maternal, or paternal status shall not affect the rights and privileges of students to receive a public education nor to take part in any extracurricular activity offered by the School District. Pregnant students will continue in school in all instances when continued attendance has the sanction of the expectant mother's physician. The physician's approval of this continued attendance must be on file at the school. The school administration is authorized to make special arrangements for the instruction of pregnant students and to provide an educational program designed to meet their special needs.

#### COMPLAINT POLICY

Any parent who has a concern about their child, a teacher or school policy should first contact the teacher or building principal then if the matter is not resolved to your satisfaction please contact the superintendent. If action is still needed, please contact a school board member.

Referral Procedure:

Teacher/Principal/Superintendent/School Board Member

Principal -Phone 835-9672

Superintendent Phone - 835-8771

#### GREGORY SCHOOL DISTRICT COMPACT

##### PARENT/GUARDIAN AGREEMENT:

I want my child to succeed. Therefore, I will encourage him/her by doing the following: See that my child is punctual and attends school regularly. Send my child to school with proper nourishment and rest. Send my child to school with the proper supplies, prepared to learn

Support the school discipline policy. Establish a time for homework and review child's work regularly to make sure it is done. Talk regularly with my child's teacher and volunteer in my child's classroom. Participate, as appropriate, in decisions relating to my child's education. Stay informed about my child's education by responding appropriately to written and phone messages. Read with my child at least once a week and let my child see me read

##### STUDENT AGREEMENT:

It is important that I work to the best of my ability. Therefore, I will try to do my best to do the following: Attend school regularly and observe regular school hours. Come to school each day with supplies, ready to work. Complete and return schoolwork assignments

Follow school and classroom rules. Take pride in my community, my school, and myself. Give parents all notices and information received that is to be delivered to parents

##### TEACHER/SCHOOL AGREEMENT:

**It is important that students achieve. Therefore I shall strive to do the following:  
Believe each student can learn**

**Provide high quality curriculum and instruction in a supportive learning environment that will meet the state's student academic achievement standards by meeting the individual needs of each student Parents will be provided at least four reports yearly on the progress of their child's academic success Frequent communication will occur between teacher and parent if the child is struggling academically Provide necessary assistance to parents so they can help students with assignments**

**Treat all students, parents, and co-workers with respect Demonstrate a positive attitude Make available opportunities for parents to volunteer at school throughout the year Hold Parent/Teacher Conferences two times yearly with at least one conference discussing how the compact relates to student achievement**

#### **PRINCIPAL AGREEMENT:**

**It is important for all to work together for students to achieve their full potential. Therefore, I shall strive to do the following:**

**Provide an inviting school environment that allows for positive communication among administration, the school staff, the parent, and the student Encourage teachers to provide challenging and relevant classroom instruction Provide updated curriculum materials and enforce school discipline policy.**

#### **PARENTS' RIGHT-TO KNOW**

**In accordance with the Elementary and Secondary Education Act, Section 1111 (h) (6) PARENTS' RIGHT-TO KNOW, our Title I school is required to notify each parent of your right to request and receive information in a timely manner regarding the professional qualifications of your child's classroom teachers. This information regarding the professional qualification of your child's classroom teachers shall include the following:**

**If the teacher has met state qualification and licensing criteria for the grade level and subject areas taught. If the teacher is teaching under emergency or temporary status in which South Dakota qualification and licensing criteria are waived.**

**The teachers baccalaureate degree major, graduation certification, and field of discipline. Whether the student is provided serviced by paraprofessionals, and if so, their qualifications.**

**I am pleased to inform you that each teacher and paraprofessional possess the necessary qualifications.**

**If at any time your child has been taught for 4 or more consecutive weeks by a teacher that is not highly qualified, you will be notified by the school of this information.**

**If you have any questions or concerns, please feel free to contact Mrs. Klein at 605-835-9672.**

**Sara Klein, superintendent, Gregory School District 26-4**

**GREGORY SCHOOL DISTRICT COMPLAINT POLICY FOR FEDERAL PROGRAMS**

**A PARENT, STUDENT, EMPLOYEE, OR DISTRICT STAKEHOLDER WHO HAS A COMPLAINT REGARDING THE USE OF FEDERAL NCLB FUNDS AND IS UNABLE TO SOLVE THE ISSUE, MAY ADDRESS THE COMPLAINT IN WRITING TO THE DISTRICT'S SUPERINTENDENT.**

**DISPUTES ADDRESSING THE ENROLLMENT, TRANSPORTATION (INCLUDING INTER- DISTRICT DISPUTES), AND OTHER BARRIERS TO THE EDUCATION OF CHILDREN AND YOUTH EXPERIENCING HOMELESSNESS ARE ALSO ADDRESSED UNDER THIS PROCEDURE. PARENTS, GUARDIANS, AND UNACCOMPANIED YOUTH MAY INITIATE THE DISPUTE RESOLUTION PROCESS DIRECTLY TO THE SCHOOL OR AT THE DISTRICT'S HOMELESS LIAISON'S OFFICE. THE PARENT OR GUARDIAN OR UNACCOMPANIED YOUTH SHALL BE PROVIDED WITH A WRITTEN EXPLANATION OF THE SCHOOL'S DECISION INCLUDING THE RIGHTS OF THE PARENT, GUARDIAN, OR YOUTH TO APPEAL THE DECISION. STUDENTS SHOULD BE PROVIDED WITH ALL SERVICES FOR WHICH THEY ARE ELIGIBLE WHILE DISPUTES ARE RESOLVED.**

**THE SUPERINTENDENT WILL INVESTIGATE, WITHIN ONE WEEK, THE CIRCUMSTANCES OF THE COMPLAINT AND RENDER A DECISION, <sup>113</sup> WITHIN TWO WEEKS, AFTER RECEIPT OF THE COMPLAINT. <sup>114</sup> THE SUPERINTENDENT WILL NOTIFY THE COMPLAINANT OF THE DECISION IN WRITING.**

**THE COMPLAINANT WILL BE ALLOWED ONE WEEK TO REACT TO THE DECISION BEFORE IT BECOMES FINAL. <sup>115</sup> THE COMPLAINANT WILL EITHER ACCEPT OR DISAGREE WITH THE DECISION AND WILL PROVIDE SUCH ACKNOWLEDGEMENT IN WRITING, ADDRESSED TO THE DISTRICT SUPERINTENDENT. <sup>116</sup> IF THE ISSUE IS NOT RESOLVED WITH THE SUPERINTENENT, THE COMPLAINT WILL BE FORWARDED TO THE DISTRICT'S BOARD OF EDUCATION FOR FURTHER REVIEW. THE PARENT OR GUARDIAN OR UNACCOMPANIED YOUTH SHALL BE PROVIDED WITH A WRITTEN EXPLANATION OF THE DISTRICT'S DECISION INCLUDING THE RIGHTS OF THE PARENT, GUARDIAN, OR YOUTH TO APPEAL THE DECISION. <sup>117</sup> UNRESOLVED COMPLAINTS MAY BE FORWARDED BY THE STAKEHOLDER TO THE SOUTH DAKOTA DEPARTMENT OF EDUCATION FOR REVIEW. (CONSULT SD DEPARTMENT OF EDUCATION COMPLAINT PROCEDURE.**

## **GREGORY SCHOOL DISTRICT**

### **WELLNESS POLICY**

**To support its mission, the District will provide an environment that cultivates maximum student potential. Nutrition and physical activity influence a child's development, health, well being and potential for learning. To afford students the opportunity to fully participate in the educational process, students must attend school with minds and bodies ready to take advantage of their learning environment. This district-wide wellness policy encourages all members of the school community to create an environment that supports lifelong healthy habits. Decisions made in all school programming need to reflect and encourage healthy lifestyle choices. Ways in which this district will encourage a healthy lifestyle include:**

**Nutritional Education:**

The Gregory schools will adopt a program designed to provide students with the knowledge and skills necessary to promote health. Students in pre-school through grade 12 will be exposed to nutrition education and a variety of ways. Some of these ways could be but not limited to bulletin boards, posters, handouts, presentations, classroom discussions and discussions with health or kitchen personnel. This is designed to give the students information that allows them to make healthy nutritional choices in school and for the rest of their lives.

#### **Physical Activity:**

The primary goal for the school's physical activity component is to provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical activity, and understand the short and long-term benefits of a physically active and healthful lifestyle.

- **Opportunities for physical activity are regularly incorporated into other subject areas (e.g. science, English, math, social studies, etc.). The district will look into possible programs that will help teachers incorporate this into their classrooms.**
- **All elementary students will have at least 20 minutes a day of supervised recess, preferable outdoors, during which students are encouraged (verbally and through the provisions of space and equipment) to engage in moderate to vigorous physical activity.**
- **When feasible, recess will occur prior to lunch to ensure appropriate healthful food intake.**
- **Extended periods of inactivity, two hours or more, are discouraged. When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, students will be given periodic breaks during which they are encouraged to stand and be moderately active.**
- **All high school and junior high school students will be given the opportunity to participate in interscholastic sports programs.**
- **Schools will offer activities that meet the needs, interests and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.**
- **Schools will educate and encourage participation in community and club activities.**
- **Teachers and other school personnel will not use physical activity or withhold opportunities for physical activity (recess, physical education) as**

- punishment.**
- **Students will not be denied physical activity for purposes of make-up work, testing, etc.**
  - **The school district will assess and, if necessary and the extent possible, make needed improvements to make it safer and easier for students to walk and bike to school. When appropriate, the district will work together with local public works, public safety, and/or police departments in those efforts.**
  - **School spaces and facilities will be available to students, staff and community members before, and after the school day; on weekends and during school vacations.**
  - **Schools will educate the community, including parents and staff, about utilizing the facility. These spaces and facilities also will be available to community agencies and organizations offering physical activity and nutrition programs.**
  - **School policy concerning safety will apply at all times.**
  - **Schools will develop a Wellness Council/Committee comprised of school personnel, community members, and students to plan, implement, and assess ongoing activities that promote healthy lifestyles, particularly physical activity for all age groups with the school community.**

#### **Other School-Based Activities Component**

**Schools will create an environment that provides consistent wellness messages, is conducive to healthy eating and physical activity, and contributes to forming healthy life long habits.**

- **School will provide ongoing professional development and education for foodservice professionals, educators, administrators and other staff.**
- **Students and staff will have adequate space to eat meals in clean, safe, pleasant surroundings and will have adequate time scheduled as near the middle of the school day as possible to eat, relax and socialize.**
- **Safe drinking water and convenient access to facilities for hand washing and oral hygiene will be available during all meal periods.**
- **Schools will schedule recess for elementary grades before lunch when possible so that children will come to lunch less distracted and ready to eat. Activity before lunch also encourages nutrient intake.**
- **Rewards and incentives will be given careful consideration as to the**

messages they send to the students receiving them. Food will not be used as a reward or incentive in the classroom, but other more appropriate rewards may be used. Food will not be withheld from students as a consequence for inappropriate behaviors or poor academic performance.

### **Nutrition Standards Component**

Students' life-long eating habits are greatly influenced by the types of foods and beverages available to them. Foods of good nutritional content including fruits, vegetables, low-fat dairy foods, and low-fat grain products will be available wherever and whenever food is sold or otherwise offered at school during the normal school day. Examples may include snacks, vending machines, fund raising activities, parties, celebrations and school sponsored events.

- Procedures will be in place for providing information to families, upon request, about the ingredients and nutritional values of foods served.
- The school food service program will operate in accordance with the Healthy Hunger Free Kids Act of 2010 as amended and with applicable laws and regulations of the state of South Dakota. All schools will comply with USDA regulations and state policies.
- School will offer varied and nutritious food choices that are consistent with the federal government's Dietary Guidelines for Americans. For the purpose of this policy, "Dietary Guidelines for Americans" refers to the current set of recommendations of the federal government that are designed to help people choose diets that will meet nutrient requirements, promote health, support active lives, and reduce chronic disease risks.
- Menus will be planned with input from students, family members, and other school personnel and will take into account students' cultural norms and preferences.
- Students with special dietary needs will be accommodated as required by USDA regulations.
- Healthy snacks will include fresh, dried, or canned fruits, vegetables, 1% or skim milk, and grains.
- Schools should limit celebrations that involve food during the school day.
- Each party should include no more than one food or beverage that does not meet the Standards for Food and Beverages.
- Healthy choices of food and beverages that meet the Standards for Food and Beverages will be offered at school-sponsored events outside the school.

## **Standards for Food and Beverages**

### **1. Beverages:**

- a. Provide 100% fruit and vegetable juices and limit portion sizes to 4-12 ounces.**
- b. Provide water - non-carbonated and unflavored without added sugar, artificial sweeteners, or caffeine.**
- c. Provide milk-skim or 1 % in portion sizes of 8-16 ounces.**
  - 1. Flavored milk (chocolate or strawberry), low fat, or skim may be offered in up to 12 ounce serving sizes with no more than 36 grams of sugar in a 12 ounce portion.**
- d. Allow only water as a beverage in the classroom, excluding school provided snack time and approved classroom celebrations.**

### **2. Grains:**

- a. Serve whole grains which contain at least 2 grams of fiber per 1 ounce serving.**
  - One half of all grains served should be whole grain.**
- b. Limit portion sizes to 1.25 ounces - 2 ounces with most being 1.25 ounces, c. Limit total calories from fat to no more than 30%.**
- d. Limit total calories from saturated fat to no more than 10%.**
- e. Limit sugar content to no more than 35% of calories by weight, or less than 6 grams from sugar per serving.**
- f. No trans fats.**

### **3. Fruits and Vegetables:**

- a. Offer fruits and vegetables prepared/packaged without added fat, sugar, or sodium. Low-fat dips and sauces on the side may be served in small portions to make foods more appealing.**
- b. Offer Y2 cup serving sizes of fruits and vegetables. Offer additional fruits and**
- c. Offer a variety of fruits and vegetables, especially colorful ones.**
  - o Weekly Fruit                      Grades K-8 – 2.5 cups                      Grades 9-12 – 5 cups**
  - o Weekly Vegetables              Grades K-8 – 3.75 cups                      Grades 9-12 – 5 cups**

### **4. Side dishes:**

- a. Offer meat/meat substitutes in portions no greater than 3 ounces with 5 grams of fat per ounce or less (except nut butters).**
- b. Offer nuts and seeds in portion sizes no greater than 1.25 ounces.**
- c. Offer nut butters in portion sizes of 2 Tbsp.**
- d. Offer non-fat and low-fat yogurt in portion sizes of 8 ounces or less. Sugar should not be the first ingredient on the label.**

- e. Limit ice cream and frozen desserts to portion sizes of 4 ounces or less with 5 grams or less of fat. Sugar should not be the first ingredient.
- f. Offer cheeses in portion sizes of 1 - 2 ounces.

**5. Condiments and miscellaneous:**

a. Offer salad dressing containing no more than 6 - 12 grams of fat per ounce.

b. Remove salt shakers from tables. Limit Sodium SY 2014-2015:

Breakfast:	K-5 $\leq$ 540 mg	Lunch:	K-5 $\leq$ 1230 mg
	6-8 $\leq$ 600 mg		6-8 $\leq$ 1360 mg
	9-12 $\leq$ 640 mg		9-12 $\leq$ 1420 mg



## Healthy Snack Options

### Best Choices:

Granola bars, whole-grain fruit bars  
Nut mix  
Fresh fruit of all varieties  
Beef jerky (or buffalo jerky)  
String cheese  
1% or skim milk  
Dry roasted peanuts, tree nuts, or soy nuts  
Frozen fruit juice bars (no sugar or high fructose corn syrup)  
Nuts and seeds-plain or with spices  
Trail mix-plain  
Dried fruit  
Yogurt, low fat and no sugars added  
Fruit/Vegetable juice (100% juice)  
Plain water  
Fruit bars

### Good Choices:

Nuts with light sugar covering, honey-roasted  
Individually packed fruit in natural juices only  
Animal crackers and graham crackers  
Low fat ice cream and sherbet bars  
Low-fat pudding  
Popcorn without hydrogenated fats  
Fruit leather  
Pretzels  
Peanut butter and crackers  
Baked chips, corn nuts

## Gregory School District Internet and Technology Policy

### I. Introduction:

The Children's Internet Protection Act (CIPA), 47 U.S.C. §254(h)(5), and South Dakota Consolidated Statutes Section 22-24-55 require public schools to implement certain measures and actions to ensure that students are restricted from accessing inappropriate materials online using school-owned computers. This policy is adopted to implement these state and federal requirements.

### II. Internet Safety

It is the policy of this organization to protect computer users from harassment and unwanted or unsolicited electronic communications. Any network user who receives threatening or unwelcome electronic communications or inadvertently

visits or accesses an inappropriate site shall report such immediately to a teacher or administrator.

- A. The organization has implemented a technology protection measure that blocks access to inappropriate matter such as child pornography, obscene material and material that is harmful to minors.
- B. In order to protect their safety and security of its students, network users are prohibited from revealing personal information to other users when engaging in online activities including but not limited to chat rooms, email, social networking web sites.
- C. All network users are prohibiting from hacking and engaging in any unlawful online activity.
- D. All network users are prohibited from disclosing or disseminating personal information without proper authorization regarding minors.
- E. All network users are prohibited from accessing sites or online materials that are blocked by the technology protection measure.

### III. Implementation of Technology Protection Measure

- A. All school owned computers [used on campus] must be equipped with a technology protection measure.
- B. Adult users may request the Technology Protection Measure to be temporarily disabled in order to conduct bona fide research or for another lawful purpose. The Technology Protection Measure must be re-activated as soon as the adult finishes using the computer for the authorized bona fide research or other lawful purpose.

### IV. Acceptable Use Policy

Each network user shall be required to sign an Acceptable Use Policy annually in the form prescribed by the Superintendent or his/her designee. The Acceptable Use Policy shall implement this Internet Safety Policy. Violation of this policy and/or the Acceptable Use Policy shall be subject appropriate discipline and sanctions.

### V. Monitoring of Online Activities

It shall be the responsibility of all personnel of this organization to monitor students' online activities and use of the network to ensure that their use is in compliance with CIPA and this Internet Safety Policy.

### VI. Cyber bullying and Appropriate Online Education

Students will be educated annually about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyber bullying awareness and response. The implementation of this

provision is delegated to the Superintendent who shall report annually to the Board on the educational activities undertaken to comply with this subsection.

VII. Definitions Used in this Policy:

A. *Minor*: The term “minor” means any individual who has not attained the age of 17 years.

B. *Obscene*: The term “obscene” is defined as material – (1) the dominant theme of which, taken as a whole, appeals to the prurient interest; (2) which is patently offensive because it affronts contemporary community standards relating to the description or representation of sado-masochistic abuse or sexual conduct; and (3) lacks serious literary, artistic, political, or scientific value.

C. *Child pornography*: The term “child pornography” is a visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means, of sexually explicit conduct, where the production of such visual depiction involves the use of a minor engaging in sexually explicit conduct; such visual depiction is a digital image, computer image, or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

D. *Harmful to minors*: The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that—(i) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (ii) 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, (iii) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

E. *Technology protection measure*: The term “technology protection measure” means a specific technology that blocks or filters Internet access to the material that is obscene, contains child pornography and/or is harmful to minors.

F. *Computer*: Any electronic device that has the ability to connect to the Internet including but not limited to desktop computers, laptop computers, tablet computers and electronic book readers.

As such the following list of activities will not be permitted while using the school network.

- Sending, viewing, or displaying offensive messages or pictures
- Using obscene language
- Using or engaging in chat line conversations
- Harassing, insulting, or attacking others

**Damaging computers, computer systems or computer networks**  
**Trespassing in another's folders, work or files - respect other privacy**  
**Intentionally wasting limited resources**  
**Use the network for commercial purposes**  
**Unauthorized copying of software**  
**No use of the network shall serve to disrupt the use of the network by others**  
**Hardware or software shall not be destroyed, modified, or abused in any way**  
**Harassment, hate mail, discriminatory remarks and other antisocial behavior**  
**Use of network to access or process pornographic materials**

Violations will result in a loss of access to the internet as well as other disciplinary or legal action. A user agreement and parent permission form must be signed and returned for a student to have access to the internet.

The administration will deem what is inappropriate use and this decision is final. The administration reserves the right to limit use to any person who violates any part of the policy. A committee of administration, board member, elementary and secondary staff, and the technology coordinator will review applications placed on all technological devices to deem that they are educational in nature. The only applications placed on electronic devices at the Gregory School District will have educational value.

As a representative of the Gregory Public School system I will accept personal responsibility for reporting any misuse of the network to the system supervisor (teacher or administrator) immediately. Misuse can come in many forms, but it is commonly viewed as any messages sent or received that indicate or suggest pornography and obscenity, unethical or illegal solicitation or activities, racism, sexism, inappropriate language, and other issues.

The Gregory Public School district makes no warranties of any kind, whether expressed or implied, for the service it is providing. The school district will not be responsible for any damages you suffer while on the system. These damages may include loss of data as a result of delays, non-deliveries, misdeliveries or service interruptions caused by the system or your errors or omissions. Use of any information obtained via the information system is at your own risk. The Gregory Public School system specifically denies any responsibility for the accuracy of information obtained through its services.

The following form must be signed by the parent/guardian and the student and then returned the district office.

**OPEN CAMPUS FOR SENIORS  
IS GRANTED BY THE ADMINISTRATION  
IF STUDENTS DO NOT VIOLATE  
THE ITEMS LISTED BELOW**

Lose free period for 4 1/2 weeks if:

1. Receive an F at midterm or 9 week time.
2. Receive an unexcused absence (skipping)
3. Receive 5 tardies in a 9 week period.
4. *Receive 10 limited absenses.*
5. Driving during 3<sup>rd</sup> period.
6. Leaving the building without a blue slip.
7. Using a controlled substance, smoking or chewing during the school day or at a school sponsored activities (home or away).
8. The principal reserves the right to remove a free period for disciplinary reasons.
9. Violation of dress code.

Open Campus is granted by the Gregory School and you must be responsible to receive open campus.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

The following form must be signed by the parent/guardian and the student and returned the district office.

**INTERNET USER AGREEMENT AND PARENT PERMISSION FORM**

**As a user of the Gregory Public Schools computer network, I have read and hereby agree to comply with the rules stated in the Acceptable Use Policy - communicating over the network in a reliable fashion while honoring all relevant laws and restrictions.**

**I agree not to participate in the transfer of inappropriate or illegal materials through the Gregory Public School internet connection. I realize that in some cases, the transfer of such material may result in legal action against me.**

**I realize that the use of the internet is a privilege, not a right. I accept the inappropriate behavior may lead to penalties including loss of internet access, disciplinary action (eg. suspension or expulsion from school, monetary damages).**

**Student signature \_\_\_\_\_**

**As the parent or legal guardian of the student signing above, I grant permission for my son/daughter to access networked computer services such as electronic mail and the internet according to the rules stated in the acceptable use policy. I realize that the Gregory School District has taken precautions to help eliminate controversial materials. However, I also recognize that it is impossible for the school district to restrict access to all controversial materials and will not hold them responsible for materials acquired on the internet.**

**Parent signature \_\_\_\_\_ Date \_\_\_\_\_**

The following form must be signed by the parent/guardian and the student and returned the district office.

**Gregory Middle & High School  
2018-2019  
Parent/Student Handbook**

I have read, and understand, the policies and procedures as set forth in the Gregory School District handbook.

Signed \_\_\_\_\_ Parent

\_\_\_\_\_ Student

\_\_\_\_\_ Dated