

**IRENE-WAKONDA  
SR/JR HIGH SCHOOL  
2021-2022 STUDENT HANDBOOK**



***“The Eagle Way”***

**NAME:** \_\_\_\_\_

**Due to the impact COVID-19 may have on the 2021-2022 school year, updates to this handbook will be made as deemed necessary by the administration and school board of the Irene-Wakonda School District.**

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## **THE MISSION STATEMENT**

In the Irene/Wakonda School District, we as educators, parents, students, and community are committed to providing educational opportunities in a supporting environment, so that all students may strive to achieve their fullest potential in society.

We Believe.....

- Every child has self-worth and can learn.
- Education is a life-long process which engages parents, community, students, and staff.
- A safe, positive, and respectful learning environment is necessary for students to grow and develop beyond their present level.
- Student centered instruction should be challenging and applicable with a variety of methods being used to meet the uniqueness of each individual.
- That an inviting and optimistic school climate plays an integral role in the everyday success of all students.

## **IRENE-WAKONDA SCHOOL PHILOSOPHY AND OBJECTIVES**

The Irene/Wakonda School District 13-3 is an integral part of the community and should reflect the continuing commitment of the community to provide an excellent education; to help students acquire the knowledge, attitudes, and skills necessary to become healthy, happy and productive adults; to become enthusiastic, life-long learners who are able to manage change; and to help students to uphold and improve the democratic process and have a positive impact on their communities, their country, and the world.

In keeping with this philosophy, the following objectives are offered:

1. To develop sound educational programs which provide patterns for the various interest, abilities, talents, and needs of students.
2. To coordinate elementary, junior high and high school programs in order to facilitate an organized learning progression of students.
3. To provide guidance and assistance to students in developing positive attitudes and respect toward themselves/others and their surroundings.
4. To present opportunities for students to develop communication skills in reading, writing, speaking, and listening.
5. To stress the importance and interrelationship of mental and physical well-being.
6. To familiarize students with their natural environment, their involvement in it, and their responsibilities to it.
7. To present opportunities for students to develop a competency in mathematics so as to meet the needs of everyday management and/or some form of continued education.
8. To acquaint students with the economic, social, political, historical, and geographic concepts of communities, states, and nations.
9. To create an appreciation of, stress the importance of, and provide opportunities for continuing education.
10. To provide opportunities for exploration and specialization in the fine and practical arts.
11. To help each student become aware of and take advantage of career opportunities.
12. To create an appreciation for the dignity and importance of work, and to provide opportunities for the development of skills and the competency necessary for entry into and advancement in the world of work.
13. To promote computer literacy, introduce elementary programming skills and proficiency of application, and to integrate computer skills into various subject areas.
14. To provide opportunities for social, recreational, and cultural enrichment in curricular and extracurricular activities.
15. To provide updated materials and curriculum with technology being incorporated into both learning and teaching.

## SCHOOL HOURS AND SCHEDULE

Breakfast will be served in the cafeteria from 8:00 to 8:12 a.m. Students not enrolled in LDL classes will not be in the school before 7:50 a.m. without permission of a teacher and should leave the building at the 3:32 p.m. dismissal time unless under the supervision of a teacher. The main building, including the double doors on the ramp, will be locked at 4:45 p.m. each day. Unsupervised students will be asked to leave.

Seven regular class periods have been scheduled. Students will be assigned to either "A" lunch, at the beginning of fourth period, or "B" lunch, at the end of fourth period. "A" lunch will be from 11:12 – 11:35 and "B" lunch will be from 12:12 – 12:35.

LDL Class Period	6:50	-	8:00
1 <sup>st</sup> Period	8:15	-	9:12
2 <sup>nd</sup> Period	9:15	-	10:12
3 <sup>rd</sup> Period	10:15	-	11:12
4 <sup>th</sup> Period	11:15	-	12:32
(A Lunch)	11:12	-	11:35
(B Lunch)	12:12	-	12:35
5 <sup>th</sup> Period	12:35	-	1:32
6 <sup>th</sup> Period	1:35	-	2:32
7 <sup>th</sup> Period	2:35	-	3:32

## REQUIREMENTS FOR AP/COLLEGE COURSE OFFERINGS

Irene-Wakonda High School's Requirements for enrollment into College course offerings:

1. High school *junior* eligible to enroll in a high school in South Dakota who meets one of the following requirements:
  - a. ACT composite score of 24 reflective of the 70th percentile; or
  - b. Rank in upper one-third of graduating class; or
  - c. Earn a cumulative GPA of at least 3.50 on a 4.0 scale
2. High school *senior* eligible to enroll in a high school in South Dakota who meets one of the following requirements:
  - a. ACT composite score of 21 reflective of the 50th percentile; or
  - b. Rank in the upper one-half of graduating class; or
  - c. Earn a cumulative GPA of at least 3.25 on a 4.0 scale
3. Take one of the assessments below and meet required score(s):
  - a. 10th grade ACT Aspire Summative Assessment – (Score 434 or higher)
  - b. Accuplacer (sentence skills – Score 86 or higher AND elementary algebra – score 76 or higher)

## GRADING SYSTEM

Grade point averages are calculated by the counselor's office to be used for various purposes. Irene-Wakonda Junior/Senior High School will use a 4.00 system for recording grades:

A (4.0 pts)	Superior (100% - 94%)
B (3.0 pts)	Excellent (93% - 86%)
C (2.0 pts)	Average (85% - 78%)
D (1.0 pt.)	Below Average (77% - 70%)
F (0.0 pts)	Below Average (69% and below)

## REGISTRATION REQUIREMENTS

All students are required to be enrolled in at least six classes. All schedule changes must be made within five days after the beginning of the semester. Schedule changes are made only with permission of the principal after consultation with the guidance counselor.

## GRADUATION REQUIREMENTS

Except where otherwise noted, The Irene-Wakonda School District will follow the graduation requirements set forth by the State of South Dakota, beginning with the graduating class of 2020. Each student's Personal Learning Plan must document a minimum of 22 credits that include the following:

South Dakota and Irene-Wakonda School District graduation requirements for the Classes of 2020 and beyond

Four Units of Language Arts - must include:

- a. Writing - 1 units
- b. Literature - 1 units
- (must include .5 unit of American Literature)
- c. Speech or Debate - .5 unit
- d. Language Arts elective - 1.5 unit

Three Units of Social Studies - must include:

- a. U.S. History - 1 unit
- b. U.S. Government - 1 unit
- (I-W requires 1 unit in Government)
- c. Social Studies electives - 1.5 unit

Three Units of Mathematics - must include:

- a. Algebra I - 1 unit
- b. Mathematics Electives – 2 units

Three Units of Science - must include:

- a. Biology - 1 unit
- b. Science Electives - 2 unit

Fine Arts - 1 unit

Physical Education - .5 unit

Health - .5 unit

Economics or Personal Finance - .5 unit

One unit of the following - any combination:

- a. Approved Career and Technical Education
- b. Capstone Experience or Service Learning
- c. World Language

Electives – 5.5 units

**Total Credits**

**(22 units)**

**In addition to the base requirements for the High School Diploma, students may earn endorsements that are in alignment with the student's personal learning plan. Advanced endorsements outline specific coursework within the base diploma requirements to denote specific emphases. Students may earn one or more of the three advanced endorsements: Advanced Endorsement, Advanced Career Endorsement and Advanced Honors Endorsement. Additional information on each of these endorsements can be found at <https://doe.sd.gov/gradrequirements/>**

## SOUTH DAKOTA OPPORTUNITY SCHOLARSHIP

Questions related to the South Dakota Opportunity Scholarship should be directed to the South Dakota Board of Regents website <http://www.sdbor.edu> or the guidance counselor.

1. Fine Arts credit is earned through participation in music and other fine art courses.
2. Students should check with the principal or guidance counselor for information regarding requirements for entrance into South Dakota colleges and universities.
3. For promotion to the tenth grade, students must have earned a minimum of 5 credits, 0.5 of which must be in English. For promotion to the eleventh grade, students must have earned a minimum of 10 credits, 1.5

of which must be in English. For promotion to the twelfth grade, students must have earned a minimum of 15 credits, 2.5 of which must be in English.

4. Students will not be permitted to participate in IWHS graduation ceremonies until all State and local graduation requirements are fulfilled.

## **DUAL CREDIT COURSES**

Upon successful completion of a dual credit course students will be awarded credit based on the number of credits assigned to the course by the delivering institution. **Students will be awarded .5 credits for every one or two credit hour post-secondary course and 1 credit for every three or four credit hour post-secondary course passed.**

Students who withdraw from a dual credit course after the drop/add date established by learning institution will receive a W for the course on their high school transcript.

## **TEXTBOOKS**

All textbooks and reference books are loaned to students without charge. Charges for lost or damaged books will be pro-rated based on years of expected use.

## **INCOMPLETE GRADES**

All grades reported to the principal's office as incomplete must be removed within one week after the report card is issued or the grade will be recorded as an "F". Make-up work is the complete responsibility of the student.

## **SEMESTER TESTS**

Comprehensive semester tests will be given in each class during the final week of each semester. The test schedule will be announced one week in advance. Students in grades 7 – 12 may earn a semester test exemption in each of these two ways:

1. During the semester, be absent less than 7 class periods. This exemption may not be used for a class with a "D" average or below.
2. Have a "B" average for the semester in all classes.

Students who qualify for semester test exemption may take semester test in any class to improve their semester grade. Students cannot opt out of the semester test for the same course more than once.

## **REPORT CARDS AND PARENT REPORTS**

Report cards are issued at the end of each nine-week term. Report cards will be handed out to the students after each grading period and mailed to parents after the fourth quarter. Reports of unsatisfactory work will be mailed to parents at the mid-term of each nine-week period. Please contact your student's teacher if you have any questions.

## **EAGLE FRIDAYS**

There will be twenty Eagle Fridays available to students throughout the school year. On Eagle Fridays, teachers will be available from 8:00 – 12:00 to provide extra help/tutoring for all students. Students will also be able to attend review sessions, work on class projects, do homework, and study. This is a great opportunity for all students to increase academic success.



## **FAILING STUDENTS**

Student academic progress is evaluated each week with an academic progress report of students with grades of 69.5% or lower being sent to the office Monday morning. Any student on the academic progress report for that week will have mandatory Eagle Friday from 8:00 – 11:00 or mandatory after school study period Monday thru Thursday from 3:35 – 4:15 to receive the extra help/tutoring needed to attain and maintain passing grades. If there is not an Eagle Friday scheduled students will be required to stay from 3:35 – 4:15 each day of the week.

## **HOMEWORK POLICY**

It is important that all student homework be turned in on the time/day that it is due. To help any student that was not able to complete his/her homework by the due date, the student will be required to report to the homework room after school until 4:15 on the same day to complete the late homework. If the homework room teacher is not available, the student will report to the principal's office. If late homework is a continuous problem, the student will be referred to the principal for further disciplinary action.

## **HONOR ROLLS**

The Honor Roll will be tabulated and published at the end of each quarter based on the following criteria:

"A" Honor Roll-- Grade point average of 3.50 or better with no grade below a "B".

"B" Honor Roll-- Grade point average of 3.00 or better with no grade below a "C".

## **GUIDANCE AND COUNSELING**

Guidance services are available for every student in school. The purpose of the guidance program is to be of assistance to students, families, and teachers and to assist in making the educational process as effective as possible.

Junior high and high school counseling services include academic and personal counseling, crisis intervention, referrals and coordination with agencies and professionals outside the school setting, school testing program, career exploration, and post graduate planning.

## **COMPUTER NETWORK**

Computers in the classroom are used to support learning and to enhance instruction. Computer information networks allow people to interact with many other computers and networks. It is a general policy that all computers are to be used in a responsible, efficient, ethical and legal manner.

The policy detailing acceptable use of computers, the local network and the Internet is located at the end of the handbook. This will also explain the consequences of a violation. **When signing the handbook, the parent and student are also signing a consent and waiver form for the usage of computers and the network.**

## **LIBRARY**

The library is open each day from 8:15 a.m. to 3:32 p.m. The following library rules have been adopted:

- Books, periodicals, and other library materials will not be taken from the library without being properly checked out.  
Periodicals and reference books may be checked out of the library only after the librarian has granted special permission.
- No more than two students from one study hall are to be in the library at one time.
- Unless special permission has been granted, students are limited to 15 minutes in the library.
- Students may check out no more than two books at one time.

- Students with overdue books may not check out additional books until the overdue books are returned and fines are paid.
- Borrowers must assume financial responsibility for any damage to or loss of library materials. The librarian will determine the value assessment of books or reference materials.
- Fines and overdue books are \$.03 a day. One due date will be posted each month.
- Students abusing library privileges will not be allowed in the library during study hall periods for a period of two weeks.

## **INSURANCE**

School accident and dental insurance is voluntary. Application forms will be given to each student at the beginning of the school year. Group accident and dental insurance offered through the school will help defray the expenses of most injuries sustained during school hours.

## **SCHOOL CANCELLATION**

In case of school cancellations or early dismissal of school because of weather or other conditions, radio stations WNAX, KVHT, and KYNT will carry the announcement. If a school cancellation decision is made a day in advance, KELO and KSFY television will carry the announcement that evening. When school is canceled or dismissed because of inclement weather all activities will be canceled.

## **LOCKERS**

Lockers are provided for books, coats and supplies. The principal will make locker assignments at registration time. Failure to uphold the following rules and responsibilities regarding lockers could result in the loss of locker privileges.

1. Students are responsible for items kept in their lockers. Do not leave money or other valuable items in a locker. Such items may be turned in to the office secretary for safekeeping.
2. Each student is responsible for keeping their locker clean on the inside and outside.
3. Lockers should be used only between classes. Passes to get something from a locker will not be issued during class or study hall.
4. Locker doors should not be left open.
5. The right of inspection of students' lockers is inherent in the authority granted school boards and administrators. This authority may be exercised as needed in the interest of safeguarding student and school property.

## **DUPLICATING MACHINES**

Students are not permitted to operate any of the duplicating machines located within the school. Copies may be made for personal use by contacting the school secretary. A charge of \$.10 per sheet will be assessed.

## **LOST AND FOUND**

Articles found in and around the school should be turned in to the secretary's office.

## **FIRE AND TORNADO DRILLS**

Fire and tornado drills are held at irregular intervals throughout the school year. Instructions are posted in each classroom on how to leave the building in case of fire or where to go in case of tornado. Move quickly and quietly to designated areas.

## **ANNOUNCEMENTS**

A daily bulletin will be posted each school day on the school website and on hallway bulletin boards. The intercom will be used for urgent messages.

## **ADMINISTERING MEDICINES TO STUDENTS**

Medication, prescription or non-prescription, will not be administered to students unless the superintendent receives a written request from the parent or guardian. Such requests must contain written instructions from the student's physician. When a parent or guardian makes such a request, a full release from responsibilities pertaining to the administration and consequences of such medication must also be presented to the superintendent by the student's parent or guardian.

## **COMMUNICABLE DISEASES**

Students who are afflicted with communicable, contagious and/or infectious disease may be excluded from school attendance. The board of education recognizes the need and right of all children to receive free and appropriate education. The board further recognizes its responsibility to provide a healthy environment for all students and school employees. A complete copy of the school's communicable disease policy is available for review by students and parents in the superintendent's office.

## **ATTENDANCE POLICY(Adopted 8-13-08)**

It is important for both students and parents to understand that students miss an essential portion of their education when they are absent from classes. The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences, and individual study in order to reach the goal of maximum educational benefits for each student. While it is true that written work can be completed despite a student's absence from class, class instruction and presentation, discussions, audio-visual presentations and student-teacher interaction can never be made up for an individual student who has missed them. This is the essence of schooling. Furthermore, South Dakota statutes require the Board of Education to enforce definite standards of attendance with few valid excuses for absence.

With these educational and legal requirements in mind, the following requirements for attendance covering all regularly enrolled students in grades seven through twelve will be enforced:

- A. The Irene-Wakonda School District will excuse any absence that the student's parent is aware of and approves. However, after the fifth absence per semester, all absences (excused or unexcused unless categorized in our \*extenuating circumstances) will have to be made up. This means the student must make up the time and work missed before we will calculate the student's grades, grade point average, qualify them for honor roll, grant credit, and etc. Also, any extenuating circumstances absence will not be counted towards the five absences per semester policy.

### **\*Extenuating Circumstances:**

1. Any absence for a medical reason would not be counted as long as the student brought an appointment notice or brought something from the doctor that says he/she was seen that day.
  2. Time that a student spends in the hospital as long as notification was received by the attending physician.
  3. Time that a student must spend at home for a period of recovery from an illness. This would have to be doctor ordered with the time specified.
  4. Bereavement in the student's immediate family.
- B. Student absence from school without knowledge of parents or for an invalid reason will be an unexcused absence. With any unexcused absence, the student is required to make up all work and time missed after school and during Friday Detention.

- C. After an absence, a student must report to the office to receive an admit slip before returning to class. If parent or guardian has provided proper notification of the absence, and the absence has been excused, the student will be permitted to make up all work and receive full credit. Two days for each day of absence will be allowed for completion of this work.
- D. Students planning to be absent from classes as the result of a school sponsored activity or field trip must have work completed in advance. Under these circumstances students will not be recorded as absent from school.
- E. A student shall not leave school during the school day without reporting to the principal, guidance counselor, or superintendent's office. Failure to report shall result in being charged with an unexcused absence and a violation of skipping class/leaving school without permission.
- F. The following process will be adhered to covering all absences excluding absences that are categorized under extenuating circumstances:
  - 1. After a student has been absent from school for three days during a semester, a letter will be sent to notify the parents of the number of absences and as a reminder that after five absences the time missed for any portions of the day will have to be made up.
  - 2. After a student has been absent from school for five days or the same class for five periods during a semester, he or she will have to make up the work and the time missed for any portion of the day missed after five days or five class periods. If a student is not making progress towards making up the time, he or she will be assigned times to make up the time by the Principal.
    - a. This can be before school, after school, or during Friday detention. If a student has not made up his or her hours by the end of the semester, the following will happen:
      - 1. No credit will be granted for any class for that semester
      - 2. Your GPA will not be figured.
      - 3. You will not be on any Honor Roll.
    - b. It is your responsibility to:
      - 1. Make sure you let the teacher know you are making up the time.
      - 2. Be on time when meeting with the teacher.
      - 3. Get the teacher's approval at the end of the make-up period.
    - c. Rules concerning make up time:
      - 1. Normal make up time is scheduled for either 7:45-8:15 a.m. or 3:32-4:30 p.m. If you wish to stay at a time other than this, you may make arrangements with your teachers or the Principal.
      - 2. Make up time will be scheduled with the staff during the school term. If you desire to make up time with a teacher other than the one assigned, you must talk to the Principal.
      - 3. You must be working on academic subjects during the make-up time.
      - 4. You may make up time during Friday Detention if there is Friday Detention scheduled. If you do this, you need to notify the Friday Detention Supervisor.
- G. Students who are absent from school due to illness or an unexcused absence will **not** be permitted to participate in, or attend, a school activity (including practice) during that day. Students who are in attendance by 12:00 and remain in school throughout the remainder of the day will be permitted to participate in school activities. Exceptions to this attendance rule may be made for medical appointments, family emergencies and other **excused** absences arranged in advance.

## TARDINESS

A student tardy for the school day must report to the office for an admit slip to enter class or study hall. If a student is tardy at any other time, the student is to report to the regular teacher, who has the option of requesting an admit slip signed by the principal. A student who reports to class more than twenty (20) minutes tardy will be counted absent. Any unexcused tardy is a mandatory after school detention from 3:35 – 4:15 on the day the tardy occurs. Refer to the 7-12 discipline grid in reference to the consequences for violations of habitual unexcused tardies.

## **STUDY HALLS**

The following rules will be observed in all study halls:

1. All students must be in their assigned seats when the bell rings.
2. Slips for signing out should be presented to the study hall teacher after roll has been taken.
3. Permission may be granted to go to the bathroom but not to the lockers.
4. Everyone who signs out must sign in again upon return before the end of the class period.
5. Study halls should be kept quiet. Permission is required for speaking.
6. Study hall teachers may establish additional rules if they deem necessary.

## **TELEPHONE USE**

Students will be permitted to use the telephone for non-emergency calls only before school, during lunch break, and after school. Permission must be obtained before using the phone. Students will use the telephone located by the office. Messages will be posted by the secretaries' office window. The students are responsible to check for messages. Emergency phone calls will be delivered to the student immediately.

## **POP, CANDY AND SNACKS**

Students are not allowed to consume candy, snacks or food items in class or study hall unless authorized by the principal.

A pop/juice machine for students and staff are provided. Students may be permitted to purchase and consume pop/juice before and after school and during study halls if the student is not on the deficiency list. In all cases the supervising teacher must grant pop/juice privileges. Students are prohibited from bringing pop or juice to school. Pop and juice are also prohibited in student's lockers. The pop/juice machine is prohibited during the lunch periods.

## **BREAKFAST/LUNCH POLICY**

The cafeteria is open to all students for breakfast and noon lunch. All students must report to the cafeteria during the assigned lunch period. Students who bring lunches from home are required to eat in the cafeteria during the assigned lunch period. While in the cafeteria the following rules will be observed:

1. Walk at all times.
2. Remain in single file in the lunch line and do not "cut in".
3. Return trays and deposit all litter in proper containers.
4. All food is to be eaten in the cafeteria.
5. Refrain from loud talk, yelling, or horseplay.

## **VEHICLES AND PARKING**

1. Students driving cars or motorcycles to school must park them in the main parking lot facing north.
2. Space for cars and buses entering and leaving must be left at the east and west end of the parking lot.
3. Driving during the school day is not permitted unless the principal or superintendent grants permission.
4. Speed limit in the parking lot is 10 m.p.h. All traffic laws must be obeyed.
5. Parking lot and cars are off limits during the day.

## **DANGEROUS WEAPONS/ITEMS**

State law and local board policy forbids the bringing of dangerous and/or illegal weapons to school, school sponsored activities, and on school property.

A dangerous and/or deadly weapon is defined as any firearm, 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(including air guns, bb/pellet guns, paintball guns, and etc.) are permitted on any school premises, school vehicle, or any vehicle used for school functions. An exception would be weapons under the control of the law enforcement personnel, starting guns while in use at athletic events, firearms or air guns at fire ranges, gun shows, and supervised school training sessions for the use of firearms.

**Any student bringing a firearm to school shall be expelled for not less than one year and referred to law enforcement authorities.**

## **UNAUTHORIZED ITEMS**

Laser pointers and any other devices the administration feels inappropriate are not to be brought to school. Cellular phones may not be used during instructional periods or study halls. Teachers have the right to restrict cell phones from their classroom. Students referred to the office for a violation of these conditions will result in disciplinary action in accordance with a Class 2 Offense.

## **ALCOHOL AND OTHER DRUGS**

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

A student shall not possess, use, distribute, transfer, conceal, sell, or attempt to sell or deliver, nor be under the influence of alcohol and/or other drugs that affect the educational process of the school. 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 who use prescription drugs authorized by a licensed physician do not violate this policy if the students conform to the prescription and appropriate school policies.

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

- Refer to the 7-12 discipline grid in reference to the consequences for violation of this policy.

- \* Students whose observed behavior indicates possible use of alcohol and/or drugs will be referred to the administration.

## **USE OF TOBACCO**

The Irene-Wakonda School is a tobacco free school. The sale, possession, or use of any tobacco by students or adults is prohibited at school and at all school sponsored events. The use of tobacco includes, but is not limited to smoking, chewing tobacco, hookah pens and electronic cigarettes (E-cigs). Refer to the 7-12 discipline grid in reference to the consequences for violation of this policy.

## **SEXUAL HARASSMENT**

Sexual harassment is illegal, unacceptable and shall not be tolerated. 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, suspension or expulsion for violation of this policy. Students should report violations of this policy to any classroom teacher, the guidance counselor, the principal, or the superintendent.

*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.

## **HAZING**

All forms of hazing as initiation into any class, group, club, organization or a team supported by the Irene-Wakonda School District are prohibited. Hazing is defined as "harassment of an individual with humiliating, degrading, silly, or unpleasant tasks." Hazing activities such as these will not be tolerated. First offenders of this policy will be suspended from school for three (3) days with zeros given for all class work after it is made up. A second offense will result in expulsion from school.

## **DRESS POLICY**

Restrictions will be enforced when a student's dress and/or grooming create a health or safety hazard, invade the rights of others, and are disruptive to the educational environment. With this in mind, the following guidelines shall be followed:

1. Head coverings, including bandannas, caps, hats, scarves and headbands worn around the forehead are not acceptable attire and must be removed during regular school hours.
2. Clothing that contains obscene language, graphics or symbols; contains lewd, suggestive or objectionable sexual material; advertises illegal activities such as tobacco, alcohol, or drugs will not be permitted at school and at school activities that are home/away.
3. Halter tops, spaghetti strap tops, and midriff tops are not permissible attire for school. Attire which is excessively revealing or allows underwear or bras or excessive skin to be seen is not acceptable.
4. Shorts and skorts that are worn to school must have a four inch inseam. All skirts and dresses must be mid-thigh in length.
5. Pajamas and slippers are not acceptable attire for school.
6. Any other apparel that the administration or staff deems unacceptable is subject to disciplinary action.

A first violation of this policy will result in a warning and the student will change into appropriate clothing. Any other violations will be referred to the 7-12 discipline grid under insubordination in reference to the consequences for violation of this policy and the student will change into appropriate clothing.

## **OBSCENITY**

The act of using obscene or vulgar language in verbal or written form or in pictures or caricature in or on school property is prohibited. Violators of this rule will be subject to disciplinary action. Refer to the 7-12 discipline grid in reference to the consequences for violation of this policy.

## **BUS RULES**

The bus driver is fully responsible for the bus and its riders. The safety of the bus and passengers demands complete cooperation from the students.

It is the duty of the bus driver to report the names of students who persist in violating, rules and regulations. The superintendent has the right to deny bus transportation and utilize the 7-12 student discipline grid for a student who violates one or more of the rules. The following rules apply at all times, to all bus riders:

1. **Students shall obey all instructions from the bus driver and/or chaperone.**
2. Rules of conduct and courtesy expected in school are also to be observed while riding the school bus.

3. Students must be on time at the designated stop. The bus cannot wait beyond its regular time schedule for tardy riders.
4. Students must stand in a safe place away from traffic while waiting for the bus.
5. Students will remain seated while the bus is in motion.
6. Hands, arms, heads, and other objects are not to be extended out of the bus windows.
7. Students must follow the instructions of the driver while entering or leaving the bus. They will await the signal from the driver to cross the road or highway. The crossing should be made approximately 10 feet in front of the bus, in full view of the driver.
8. Students will open and close windows only with the permission from the driver.
9. Students have the responsibility to assist the driver in keeping the interior of the bus clean and orderly. Paper or rubbish will be collected and disposed of properly.
10. If a student desires to leave the bus anywhere other than the designated stop, written permission from the parent or guardian is needed.
11. Students who do not regularly ride the bus need prior permission from the driver.
12. When seats are assigned, students must occupy those seats.
13. Students who ride the bus for an out-of-town activity must return on the same bus, unless the chaperone receives advance permission from the parent or guardian.
14. Damage that occurs to the bus is to be reported to the bus driver immediately. Damages will be paid by the rider inflicting the damage and will be subject to suspension or expulsion from school.

## **STUDENT, PARENTAL AND PUBLIC COMPLAINTS**

Constructive criticism of the schools is welcomed by the Irene-Wakonda School District when it is motivated by a sincere desire to improve the quality of the education program and to help the school personnel in performing their tasks more efficiently. The Board places trust in its employees and desires to support their actions in such a manner that employees are freed from unnecessary, spiteful, or negative criticism and complaints. If a parent has a complaint or grievance regarding an individual teacher/coach the following procedure will be followed:

Parents bring the complaint or grievance to the teacher/coach first. If the problem cannot be taken care of at the teacher/coach level, then the parents approach the respective principal, who in turn, may set up a meeting with parents and teacher/coach.

If the problem cannot be resolved at the principal level, the complaint or grievance is taken to the superintendent.

If the problem is not resolved at the Superintendent level, the complaint is taken to the School Board for final solution.

\*If a parent fails to follow this procedure, by bypassing the teacher and coming to the principal first, the principal will direct the parent back to the teacher/coach. This policy will be followed by all levels of the administration.

\*\*Contact via texting, email, social media sites and/or similar avenues will be considered informal and will not be considered as part of this official process. Only contact in person or by telephone will be considered as formal contact.

\*\*\*All meetings will occur at one of the school locations and within the normal operating day of the school.

## **SEARCHES AND INTERROGATIONS BY POLICE**

A proper search warrant is required for any search of a student's personal property kept on school premises; however, if the police have reason to believe any item that might pose an immediate threat to the safety or security of others is kept in a student locker, desk, or other storage space, searches may be conducted without a previously issued warrant.



The school district has legal custody of students during the school day and during hours of approved school activities. It is the responsibility of the school administration to make an effort to protect each student's rights with respect to interrogations by law enforcement officials. Therefore:

1. When law enforcement officials find it necessary to question students during the school day or periods of school activities, the school superintendent or designee will be present when possible. An effort will be made to notify the student's parent or guardian of the situation.
2. If custody and/or arrest are involved, the superintendent will request that all procedural safeguards, as prescribed by law, be observed by the law enforcement officials.

## STUDENT DISCIPLINE POLICY

The purpose of this policy is to assure that the Irene-Wakonda School provides an effective and orderly learning environment and at the same time assures all students the right to due process and fundamental fairness. The Board of Education has the responsibility for establishing rules which will assist in (1) avoiding disruption of the school program; (2) preventing the invasion of the rights of others; (3) protecting school property; and, (4) alleviating any clear and present danger to the health, safety, and welfare of the students and staff of the school.

## GUIDE TO DISCIPLINE

In administering discipline to a student, the following guidelines shall be followed: (1) the student and the person reporting the offense shall be allowed to state the facts as they know them, either in writing or orally; (2) the severity of the discipline shall correlate to the offense and to the past record of the offender; and, (3) discipline shall be rehabilitative, not punitive.

Refer to the 7-12 discipline grid in reference to the consequences for violation of school rules.

## DEFINITIONS OF DISCIPLINARY ACTIONS

**REPRIMAND:** Oral or written notice to a student that the student has violated acceptable behavior practices.

**REMOVAL FROM CLASS:** If a teacher removes a student from class, the student will report immediately to the principal's office.

**DETENTION:** During a semester, the assignment of detention for violation of the 7-12 discipline grid or for violation of teacher's rules will be served after school, in a designated classroom, from 3:35 PM to 4:15 PM.

**FRIDAY DETENTION:** During a semester, the assignment of Friday detention for violation of the 7-12 discipline grid will be served on Friday morning from 8:00 am to 11:00 am. A student assigned to Friday detention more than three times during a semester for violations or infractions of rules or policies will be recommended for long term suspension or expulsion.

The following rules will apply to *FRIDAY DETENTION*:

1. A student receiving Friday detention will have the option of serving on either one of the next two consecutive Fridays.
2. Detention will be held from 8:00 am to 11:00 am in the principal's office.
3. A bathroom break will be allowed between 9:30 am and 9:35 am.
4. Food, beverages, candy, or snacks will not be allowed during the detention period.
5. Students will be allowed to work only on school assignments or assignments given by the supervising teacher during the detention period. Newspapers, magazines, comics, pleasure reading, recreational computer use, or sleeping will not be allowed.
6. Failure to follow the directions of the supervising teacher will result in dismissal of the detention that day and the assignment of two (2) Friday detentions to be served on the following consecutive Fridays.
7. Failure to report to an assigned Friday detention will be dealt with in the following manner:

*First time:* Student will be given two (2) Friday detentions to be served on the following consecutive Fridays.

*Second time:* Student will be given a three (3) day out of school suspension.

*Third time:* Recommendation will be made to Irene-Wakonda Board of Education for long term suspension or expulsion.

**IN-SCHOOL SUSPENSION(ISS):** The exclusion of a student by the principal or superintendent from a class or activity but remains in the ISS room for the day. ISS starts at 8:15 and ends at 4:15. Students receive zero credit for all **formative assessments** during ISS, but are permitted to make-up all **summative assessments**.

**SHORT TERM SUSPENSION(OSS):** The exclusion of a student by the principal or superintendent from a class or activity, or from school, for not more than ten consecutive days. Students receive zero credit for all **formative assessments** during OS,S but are permitted to make-up all **summative assessments**.

**LONG TERM SUSPENSION(OSS):** The exclusion of a student by the school board from a class or activity, or from school, for more than ten consecutive days. Students receive zero credit **for all formative and summative assessments** during OSS.

**EXPULSION:** The termination of a student's membership in school by the school board for a period of time not to exceed one calendar year.

Definitions:

**Formative assessment** refers to a wide variety of methods that teachers use to conduct in-process evaluations of student comprehension, learning needs, and academic progress during a lesson, unit, or course.

**Summative assessments** are used to evaluate student learning, skill acquisition, and academic achievement at the conclusion of a defined instructional period—typically at the end of a project, unit, course, semester, program, or school year.

## **HEARING PROCEDURES AND STUDENT DUE PROCESS RIGHTS**

Teachers and administrators shall reprimand students when they violate acceptable behavior practices, and, if necessary, assign detention. Contemplated disciplinary action involving a short term suspension, a long term suspension, or expulsion shall consist of the following procedures:

***SHORT TERM SUSPENSION:*** If a short term suspension from an activity, a class, classes, or school is anticipated because of a student's violation of a rule, regulation or policy, the principal shall give oral or written notice to the student as soon as possible after the discovery of the alleged violation, stating the basis for the suspension. The student shall be given the opportunity to answer the charges. If the student is suspended following the hearing, the parent shall be given oral notice, if possible, and sent a written notice; however, a student shall not be removed from the school premises before the end of the school day without contacting a parent.

***LONG TERM SUSPENSION OR EXPULSION:*** If a long term suspension or expulsion is anticipated because of a student's violation of a rule, regulation or policy, the principal shall file a written report with the superintendent by the end of the school day following the day of discovery of the alleged violation. If the superintendent deems that there are grounds for a long-term suspension from a class, classes, or expulsion from school, the superintendent may exclude the student from class or classes before the hearing by using the short term suspension procedure. The superintendent shall give notice of the necessity for the hearing in writing to each school board member. A written notice shall be given to the student's parents. The parent's notice shall contain the following information:

1. The rule, regulation, or policy allegedly violated.
2. The reason for the disciplinary proceedings.

3. A description of the hearing procedure.
4. The date, time and place for the hearing.
5. A statement that the student's records are available at the school for examination by the student's parents, or their authorized representative.
6. A statement that the student may present witnesses.

The student, if of the age of majority or emancipation, or the student's parents may waive the right to a hearing in writing to the superintendent. If the hearing is not waived, the hearing shall be held on the date, time, and place agreed to by the parties. The school board shall constitute the hearing board and shall conduct the hearing according to rules set by the South Dakota Department of Education.

**IRENE-WAKONDA HIGH SCHOOL/JUNIOR HIGH STUDENT DISCIPLINE GRID**

<b>Offenses</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>	<b>4<sup>th</sup> Offense</b>	<b>Habitual Offender</b>
<b>Class 1</b>					
Unexcused Tardies	After School Detention	After School Detention	After School Detention Parental Contact	After School Detention Parental Contact	Friday Detention <sup>I</sup>
<b>Class 2</b>					
Insubordination, Poor behavior, Disruptive behavior,	After School Detention	Friday Detention <sup>I</sup>	ISS—1 day	OSS—3 days	OSS—6 days
On the bus (in addition to above)	Letter to parent	3 days off bus	6 days off bus	9 days off bus	12 days off bus & hearing w/the supt.
<b>Class 3</b>					
Unexcused Absence <sup>v</sup> , Inappropriate language, Academic dishonesty, Skipping class, Leaving without permission, Matches/lighter	Friday Detention <sup>I</sup>	Parental Contact ISS—1 day	Parental Contact Counselor Referral OSS—2 days	Parental Contact OSS—4 days	Parental Contact OSS—6 days
<b>Class 4</b> <u>Stealing</u>					
Under \$50	Friday Detention <sup>I</sup> With Restitution <sup>III</sup>	Parental Contact With Restitution <sup>III</sup> OSS—4 days	Parental Contact With Restitution <sup>III</sup> OSS—6 days	Parental Contact With Restitution <sup>III</sup> OSS—8 days	Parental Contact With Restitution OSS—10 days
\$51-\$250	Parental Contact With Restitution <sup>III</sup> OSS— 5 days	Parental Contact With Restitution <sup>III</sup> OSS—10 days	OSS 10 days, with restitution <sup>III</sup> , referral for long term suspension or expulsion		
Over \$251	Parental Contact With restitution <sup>III</sup> OSS—10 days	OSS 10 days, contact parents, with restitution <sup>III</sup> , referral for long term suspension or expulsion			
<b>Class 5</b>					
Violence, Fighting , Intimidation, Destruction of property, Bullying, Cyber bullying, Harassment(any), Blatant disrespect for staff, Tobacco use or possession	Parental Contact With restitution <sup>III</sup> OSS—2-4 days	Parental Contact With restitution <sup>III</sup> Counselor Referral OSS—10 days	OSS 10 days, contact parents, with restitution <sup>III</sup> , referral for long term suspension or expulsion.		
An Attack	Parental Contact OSS—10 days	OSS 10 days, contact parents, referral for long term suspension or expulsion			
<b>Class 6</b>					
Alcohol use or Possession	Parental Contact OSS—10 day <sup>II</sup> Contact police	OSS 10 days, contact parent, contact police, referral for expulsion-			
<b>Class 7</b>					
Drug use or Possession	Parental Contact Contact Police OSS—10 days Referral for expulsion <sup>IV</sup>	OSS 10 days, contact parent, contact police, referral for expulsion			
<b>Class 8</b>					
Selling or distribution of Drugs, Bomb threat, Endangering the life of others, Weapons, Assaulting staff	OSS 10 days, contact parent, contact police, referral for expulsion				

I - If a student already has a Friday Detention and receives an additional Friday Detention, the student will have to make up the two Friday Detentions within a three week time period. If the two Friday Detentions are not made up within the three week time period, the student will be suspended out of school for 3 days.

II - This time could be cut in half if student seeks a dependency assessment & treatment from a certified chemical dependency counselor within those 5 days at the cost to the student.

III - Without restitution student may be referred to the School Board for further action.

IV - Referral for long-term suspension will be made if student seeks a dependency assessment & treatment from a certified chemical dependency counselor within 10 days at student cost.

V - Additional to any consequences for unexcused absence, students will be required to make up 2 hours for every hour of unexcused absence.

Classes 1, 2, & 3 are recorded by the semester C classes 4 – 7 are recorded by the yea

ISS & OSS-- Students will receive zero credit on all homework during their suspension. Students will receive credit for made-up tests and quizzes. ISS will run from 8:00 – 4:00.

**Any action that requires discipline that is not on the discipline grid will be handled on an individual basis by the administration.**

## ACTIVITIES

Students are encouraged to attend and support all school-sponsored activities. Activities are an important part of the educational program. All rules governing student conduct will be enforced at school activities, home and away.

## ACTIVITIES ELIGIBILITY POLICY

To be eligible to participate in an interscholastic activity, 7-12 students shall meet all requirements established by the S.D.H.S.A.A. The rules governing eligibility can be obtained from the high school athletic director, principal, superintendent, or the director of the activity.

**A. Rules and Responsibilities: After the first day of fall practice to the last day of the spring activity and during the summer interim when a student is involved with a school approved team camp, open gym, practice, or any other school activity, any student who is, or will be, participating in an interscholastic activity shall:**

1. not use or possess beverage containing alcohol,
2. not use or possess any tobacco products,
3. not use or consume, have in possession, buy, sell or give away marijuana, or any other controlled substance or drug.
4. also comply with reasonable rules, regulations, policies, orders or instruction given by the school board or school staff to be disciplined at the school's discretion.

**B. Penalties:**

1. *First Violation:* After confirmation of the violation, the student will lose eligibility for the next two (2) consecutive interscholastic events or two (2) weeks of a season in which the student is a participant, whichever is greater. For alcohol/drug violations, the student must complete an intervention course before the student can be reinstated. Intervention courses are provided by 3<sup>rd</sup> Millennium Classrooms at a cost of \$60 per incident payable by the parent.
2. *Second Violation:* After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic events, or six (6) weeks of the season in which the student is a participant, whichever is greater. **The student must also show evidence that he/she has sought and received counseling from a professional alcohol/drug counseling agency or professional individual, such as a certified/licensed alcohol/drug counselor, medical doctor, or psychiatrist.** The student must be involved in counseling for a minimum of four (4) weeks, and a minimum of three hours per week, before certification may be issued and the student can be reinstated.
3. *Third Violation:* After confirmation of the third violation, the student shall lose eligibility for the next twelve (12) consecutive interscholastic events or twelve weeks of the season which the student is a participant, whichever is longer. **The student must also show evidence that he/she has become a participant in a chemical dependency program or treatment program.** Written certification must be issued by the director or counselor of the chemical dependency treatment center before the student will be reinstated.
4. *Fourth Violation:* After confirmation of the fourth violation and thereafter the student will be ineligible to participate in any interscholastic activity for one full year from the date of the violation.

**C. General Information:**

1. Penalties shall be accumulative beginning with and throughout the student's participation in school activities. The length of time that a student would not participate in games or contests shall extend beyond one activity during the school year and will carry over from one year to the next.
2. If a violation occurs when a student is in between seasons or before or after their season of play, the violation will be carried to their next activity. That activity could be in that same year or carried over to the next year's activity.

3. For the violation to be fulfilled the student must be a participant in the activity for the entire season. If the student should quit the sport before or after the fulfillment of the penalty, the student would lose eligibility in his/her next interscholastic activity.
4. School personnel shall report the violation of training rules or regulations while the students are under the jurisdiction of the school district, during school hours, at school sponsored activities, or on school property.
5. Violation of training rules or regulations occurring outside of school personnel's jurisdiction must be reported by members of the Irene-Wakonda community in writing, signed and submitted to school officials, in order for the complaint to be given consideration within established procedures.
6. A student charged by police and convicted of a violation of any alcohol, tobacco or drug law will be penalized for violation of the school activities eligibility policy.
7. Any suspended student may practice for an activity but cannot dress for or participate in interscholastic competition or perform at any activity during the suspension period.

**D. Hearing Procedure:**

1. If a suspension or expulsion from an activity anticipated because of a student's violation of a rule, regulation, or policy, the principal or superintendent shall give oral or written notice to the student as soon as possible after the discovery of the alleged violation, stating the basis for such suspension.
2. The student shall be given the opportunity to answer the charge during a hearing.
3. When a student is suspended following a hearing, the parent shall be given oral notice of the decision and the rule or regulation violated. A written notice shall be sent to the parents confirming such action.

**E. Exception:**

As per SDCL 13-32-9, 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 in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances 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 licensed addiction counselor. If the assessment indicates the need for a higher level of care, the student is required to complete the prescribed program before becoming eligible to participate in extracurricular activities.

**ACTIVITY PARTICIPATION DRUG-SCREENING POLICY**

**A. Policy Statement:** The Irene-Wakonda School District 13-3 is conducting a random drug-screening program for grades 7 – 12 interscholastic activity participants. The focus and intent of the policy is as follows:

1. To provide for the health and safety of all activity participants.
2. To undermine the effects of peer pressure by providing a legitimate reason for activity participants to refuse to use illegal drugs.
3. To deter students from drug use.
4. To encourage students who use illegal drugs to become drug-free.
5. To encourage activity participants who use drugs to participate in drug treatment programs.

**B. Definitions:**

1. Drug: Any substance considered illegal by South Dakota Statute.

**2. Activity Participant:** Any student participating in a competitive interscholastic activity sanctioned by the South Dakota High School Activities Association and sponsored by the Irene-Wakonda School District 13-3.

**3. Activity Season:** The first day of fall practice allowed by the South Dakota High School Activities Association to the last day of the spring activity and during the summer interim when a student is involved with a school approved team camp, open gym, practice, or any other school activity.

**4. Interscholastic Activity:** All activities of the school including but not limited to athletics, cheerleading, music (band and vocal), student council, oral interp, one-act play, FCCLA, honor society, quiz bowl, and class officers.

**5. Sample:** Urine sample provided by the student at testing site.

**C. Procedures for Activities Participant:**

**1. Consent:** Each student wishing to participate in any competitive interscholastic program will be required to have legal parent/guardian consent in writing for drug screening. No student shall be allowed to participate in any interscholastic program absent such consent.

\*Parents may also consent to drug screening for students who do not participate in extracurricular activities on a voluntary basis.

**2. Student Selection:** Random screening will be conducted on a regular basis during the school year and will consist of at least three (3) students per screening. Selection for random screening will be from a "pool" of all activity participants who have consented to the voluntary screenings. Selection will be done by the Principal or designee. All activity participants will be in the random "pool" for the entire school year. The director of activities shall take all reasonable steps to assure the integrity, confidentiality, and random nature of the selective process.

\*Any student(s) who screen(s) positive for drugs can be re-screened at any time during the remainder of the school year.

**D. Sample Collection:** The school nurse or school official will be responsible for sample collection. Samples will be collected at an assigned time on the same day the student is selected for screening. Students will be tested in an isolated facility under the supervision of a school official of the same sex. Students will provide a urine sample in a restroom behind a closed stall. The supervising school official will not directly observe the students providing their urine sample. Facilities are secure with only one student testing at a time to assure security and confidentiality of each individual. If a student is unable to produce a sample at any particular time, the student will be given time up to two (2) hours to provide the sample.

\*If the student refuses to participate, does not complete the test as instructed, or attempts to alter the sample collection process, the student will be considered in violation of this policy and constitute the sample positive.

**E. Prescription Medication:** Students who are taking prescription medication may have 24 hours to provide a copy of the prescription or a doctor's verification in a sealed envelope to the school nurse once a sample is collected. Students who refuse to provide verification and screen positive will be subject to the actions specified below for "positive screens."

**F. Procedures in the Event of a Positive Result:** A student with a positive screen will be subjected to the Irene-Wakonda Activities Eligibility Policy and will follow the penalties associated with the policy. \*If a parent chooses, they may provide written proof of a negative test result by an independent lab paid for at their own expense and completed within 24 hours of the original positive screen. Students with a positive screen will be allowed to practice but will not be allowed to suit up at home/away activities. Once the student fulfills the penalty, the student must submit a negative drug screen/test to be reinstated for full participation. If a parent chooses, they may provide written proof of a negative test result by an independent lab paid for at their own expense.

Students or parents may request additional drug screenings from the school nurse at a cost of \$10.00/screen.

**G. Non-Punitive Nature Policy:** No activity participant shall be penalized academically for testing positive for illegal drugs. The results of drug screening pursuant to this policy will not be documented in any student's academic records. Information regarding the results on positive drug screening will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the

District shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's parents/guardians will be notified at least 24 hours before response is made by the District.

**H. Exception:** South Dakota Codified Law 13-32-9 supersedes the above policy.

Legal References: SDCL 13-32-4.3; 13-32-9;

SDCL 13-55-29;

SDCL 22-42-15; 22-42-19;

SDCL 26-11-5.1

Adopted: July 8, 2015



**Irene-Wakonda School District Activity Policies Agreement Signatures**

I have read the Irene-Wakonda School District Activity Eligibility Policy and Activity Participation Drug-Screening Policy. I understand and agree to help the Irene-Wakonda School District in maintaining a positive school activity climate that promotes student well-being and success. I further agree to accept the penalties of these policies should any violations occur. I agree to the random drug-screening policy and allow testing if randomly selected for the duration of my enrollment in the Irene-Wakonda School District. In signing this authorization, I agree to the terms and conditions of Activity Drug Screening Policy for the entirety of my/my student's enrollment in the Irene-Wakonda School District.

A digital version of the handbook is available at <https://www.irene-wakonda.k12.sd.us/>. Printed copies are available at the school office at the Irene-Wakonda Junior/Senior High School.

\_\_\_\_\_  
Student Name-Print                      Student-Signature                      Date                      Grad Year

\_\_\_\_\_  
Parent/Guardian-Print                      Parent/Guardian-Signature                      Date

## **ACADEMIC ELIGIBILITY POLICY (Adopted 8-13-08)**

A student must be passing in all his/her classes to be considered eligible for extra-curricular participation in a SDHSAA sponsored or other competitive events. In the event the student is not passing in one or more classes, the following procedures will be in effect:

- A. Student academic progress is evaluated each week with an academic progress report of students with grades of 69.5% or lower being sent to the office Monday morning. Eligibility will run from Monday noon to Monday noon beginning after the 3<sup>rd</sup> week of the 1<sup>st</sup> nine weeks and 3<sup>rd</sup> week of the 3<sup>rd</sup> nine weeks.
- B. During a week of ineligibility, the student may continue to practice but will not be allowed to participate. The student may not leave school early to attend a function sponsored by SDHSAA or other competitive events.
- C. During a week of ineligibility, the student must attend a mandatory Eagle Friday from 8:00 – 11:00 or mandatory after school study period on Monday thru Thursday from 3:35 – 4:15 with the staff member of the failing subject area or with the administration if that staff member is unavailable. Non-compliance with the mandatory Eagle Friday or mandatory after school study period will result in the student remaining ineligible to participate in SDHSAA sponsored or other competitive events for the following week.
- D. The student will be allowed to resume participation in SDHSAA sponsored or other competitive events when the grade is passing (70% or higher) on Monday's report provided the student has regularly attended practices.
- E. Students ineligible at the end of the semester will remain so until the beginning of the next semester.
- F. The first 3 weeks of each new semester will be exempt from new eligibility reports.
- G. Anyone participating in Junior High activities/athletics will follow the same Eligibility Policy.
- H. If an activity is scheduled that causes a team or group to leave prior to Monday noon, eligibility for that activity will be determined from the previous week's report.
- I. If a student is not passing at least 4 classes at semester's end, he/she will be ineligible for the following semester in compliance with SDHSAA eligibility rules.

## **DANCES AND PARTIES**

The following rules apply to all school sponsored parties and dances:

- 1. All school parties and dances must be approved in advance by the principal and faculty advisor(s).
- 2. Parties and dances may continue until 11:00 p.m. However, Junior-Senior Prom and Homecoming dances may continue until midnight.
- 3. Out-of-school dates must be signed up in the principal's office in advance of the party or dance.
- 4. The faculty advisor must supervise all school parties. Other chaperones may include other faculty members, administration, school board members and parents.
- 5. Any violation of rules will be reported to the faculty advisor and the principal. Any student ejected for misbehavior may be excluded from future school parties or dances for as long as the remainder of the school year.
- 6. No one will be allowed to re-enter the dance or party after having once left.
- 7. The Junior-Senior Prom is a high school event and attendance is restricted to Irene-Wakonda students and their out-of-school dates. Dates must be in at least grade nine and must not have had their 21<sup>st</sup> birthday.
- 8. Alumni are welcome to attend the Homecoming Dance provided they abide by all school rules and regulations.

9. All faculty and school board members, their spouse or escort, and parents are welcome to attend all dances.

## **HOMEcomings**

The Student Council is responsible for planning Homecoming Week activities. Classes will be dismissed to build floats on Thursday after 5th period and Friday morning after roll is taken. No evenings will be used for float building. Students will not be permitted to drive cars during times designated for float building.

## **STUDENT COUNCIL**

The Student Council consists of our Student Body President, President of each class, and two representatives of each class, 7-12. There may also be members at large which can vary year to year. The Council provides responsible leadership training for participants. Student opinion and sentiment are brought to the attention of the faculty and administration through meetings.

Students should look for the following qualifications when electing representatives and class officers; good scholastic standing, loyalty to the school, good character, and positive leadership ability. Students running for student council need to meet all requirements that have been set forth by the Irene-Wakonda Student Council. Those requirements are the following:

The student must have a 2.5 GPA, submit an essay stating their reasons for desiring to serve on the Student Council, perform and document 20 hours of community service, and obtain signatures of 20 students, 3 faculty members including the Principal.

## **IRENE-WAKONDA HONOR SOCIETY**

Students are eligible for membership in the Irene-Wakonda Honor Society at the beginning of the midterm of their Junior year. To qualify, a student must have accrued a grade point average of at least 3.40. If a student has less than 3.40, but at least a 3.20 GPA, eligibility may be achieved by obtaining a score of no less than 24 on the ACT.

\*Any student that meets that criteria through their senior year will be also be included in the Irene-Wakonda Honor Society

## **ACTIVITY FINANCE SYSTEM**

All money collected by each activity, club or class is to be turned over to the school secretary and placed in the proper account of the Irene-Wakonda School Activity Fund. A complete record of the finances of each group is kept showing cash taken in and cash paid out. All bills of every organization must be turned in to the business manager and approved bills will be paid by check.

## **BAND AND CHORUS**

Band and Chorus offer students an opportunity for self-expression. They create an interest in music, provide a worthwhile vocation and open the door to greater musical understanding. Concert Band, Pep Band, and Chorus are an elective to all students in grades 9-12. Vocal music and Concert Band is an elective for grades 7-8.

## **DRAMA AND ORAL INTERP**

Opportunities may be made available for students to participate in oral interpretation, one-act, and all-school plays.

## **FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA**

FCCLA (Family, Career and Community Leaders of America) is a national career and technical student organization for young men and women who have been or are enrolled in a FACS (Family and Consumer Sciences course) Family has served as the focus of this organization since its establishment in 1945. This organization prepares youth to assume their adult roles in society as wage earners, community leaders, and caring family members, by giving them the “life skills” they need to thrive in their communities, careers, and families.

## **CHEERLEADING**

Cheerleaders are chosen each year during the last quarter of the school year for the next season. The advisor handles selection of cheerleaders, and eligibility is based on the academic and activities eligibility policies.

## **BASKETBALL PARTICIPATION POLICY**

Girls and boys basketball at the Irene-Wakonda School is offered for student participation at two (2) levels-- 7th/8th Grade, and High School. In most instances, students will only be permitted to participate at their respective grade level. However, the following factors may allow a student(s) to be considered for participation at a higher level:

1. The lack of a sufficient number of players participating at the higher level.
2. An extraordinary talent or ability on the part of the athlete(s) that would justify competition at a higher level.

The decision to allow participation at a higher level would rest with the coaching staff and the parents of the student(s).

## **EAGLE LETTER AWARDS FOR ACTIVITIES**

Coaches and directors of co-curricular activities to determine “letter” winners currently use the criteria listed below. Student "letter" award winners will be honored at the annual awards program. Students in grades 7-12 are eligible to earn a varsity letter if earned while competing at the high school level.

## **EAGLE ACADEMIC LETTERING AND AWARDS POLICY**

### **ACADEMIC HONOR AWARDS**

Students in grades 9-12 with a semester grade point average of **3.25** or higher and no grades below a C will earn an Academic Honor Award. The first time winner will be presented with an "Honor Student" pin, a "star" and a certificate. Each additional semester that a student qualifies an additional "star" will be awarded. A chenille letter award will be presented to each student who earns the semester Academic Honor Award during two consecutive semesters. These two semesters need not be in the same school year. All awards will be presented at the annual awards program.

### **VALEDICTORIAN AND SALUTATORIAN AWARDS**

Similar to the honor awards except that it is given to the top two students in the senior class based on grade point averages of the first seven semesters of academic grades.

## PERFECT ATTENDANCE AWARDS

Given to students in grades 7-12 who have not been tardy to school or class and who have not been absent from school for any non-school reason.

## EAGLES FINE ARTS LETTERING POLICY

*BAND AND VOCAL MUSIC:* To letter in band and/or chorus, a student must earn a minimum of 80 points during the school year. The only participation points will carry over from one year to the next.

### BAND POINT SYSTEM:

Participation.....	20 pts
Jazz Band.....	20 pts
Solo/ensemble Contest .....	20 pts
"1" Rating at Contest .....	20 pts
Augustana Band Festival.....	40 pts
All-State Band Audition .....	40 pts
All-State Band Member.....	80 pts
All-State Jazz Band Member.....	80 pts

### CHORUS POINT SYSTEM:

Participation.....	20 pts
All-State Chorus Audition .....	10 pts
All-State Chorus Alternate .....	20 pts
All-State Chorus Member.....	40 pts
Honors Choir Audition .....	40 pts
Honors Choir Participant.....	80 pts
Solo/ensemble Contest .....	20 pts
"1" Rating at Contest .....	40 pts

*ORAL INTERPRETATION:* A student may letter using the following criteria:

1. Any participant who advances into the final round of any competition, such as the Mount Marty Seconds Competition, Regions, or State, is eligible for lettering and/or
2. Any participant who has participated in Oral Interpretation for three years is eligible for lettering.

*DRAMA:* A student may letter using the following criteria:

1. If any member of the cast of the One Act Play, All School Play, or All School Musical, receives an Outstanding or Best Supporting Actor or Actress Award, etc., is eligible for lettering and/or
2. Any cast or stage crew member that is part of a One Act Play or any competitive play/musical that receives an award, or advances to the State competition, is eligible for lettering.

Awards are also given to the best actor, actress, and best supporting actor and actress in each play presented during the year. The awards are based on delivery, ability, interpretation or character, and audience appeal.

*FCCLA:* A total of 100 points is necessary to letter.

- Attend chapter meetings – 5 pts per meeting
- Participate in 50% of chapter service projects – 25 pts
- Participate in 75% of chapter service projects – 50 pts
- Participate in 100% of chapter service projects – 75 pts
- Meet individual fund raising goal – 10 pts per fund raiser

Attend/participate in District Meeting – 5 pts  
Attend/participate at Fall Leadership Training – 10 pts  
Attend/participate in State Meeting – 5 pts.  
Prepare/present STAR event at State Meeting – 25 pts  
Complete 5 Power of One Modules – 15 pts  
Memorize Creed – 5 pts

## **EAGLES ATHLETIC LETTERING POLICY**

*FOOTBALL:* Participate in at least 16 quarters of varsity play.

*VOLLEYBALL:* Participate in an at least one game for every match of varsity play.

*BASKETBALL:* Participate in at least 20 quarters of varsity play.

*TRACK:* Participate in three-fourths (3/4) of all track meets and place in at least one event.

*GOLF:* Participate in one-half (1/2) of the varsity meets and place at one meet.

*CROSS COUNTRY:* Participate in three-fourths (3/4) of all cross country meets and place in at least one event.

*CHEERLEADERS:* Participate as a varsity cheerleader at three-fourths (3/4) of the games.

*STUDENT MANAGERS:* Attend each game and perform duties requested by the coaches in a satisfactory manner.

*\*Athletic coaches may award a letter to an athlete who was unable to participate during the entire season because of an injury or illness.*

## **INTERNET/NETWORK USE**

We are pleased to offer students of the Irene-Wakonda Public Schools access to the district computer network resources, electronic mail and the Internet. To use these resources, all students must sign and return this form, and those under age 18 must obtain parental permission. Parents, please read and complete this document carefully, review its contents with your son/daughter, and sign and initial where appropriate. Any questions or concerns about this permission form or any aspect of the computer network should be referred to your school's Technology Coordinator. A copy of Board policy regarding student access to networked information resources and this document are available on the Irene-Wakonda School District web site, [www.irene-wakonda.k12.sd.us](http://www.irene-wakonda.k12.sd.us).

### **General Network Use**

The network is provided for students to conduct research, complete assignments, and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Access is a privilege - not a right. As such, general school rules for behavior and communications apply and users must comply with district standards and honor the agreements they have signed. Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

Network storage areas may be treated like school lockers. Network administrators may review files and communications(email) to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private.

## Internet/World Wide Web/E-mail Access

Access to the Internet and e-mail will enable students to use thousands of libraries and databases. Within reason, freedom of speech and access to information will be honored. Families should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. Filtering software is in use, but no filtering system is capable of blocking 100% of the inappropriate material available on the Internet. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Irene-Wakonda Public Schools support and respect each family's right to decide whether or not to apply for access (see over).

Parents/guardians, your daughter's or son's work may be considered for publication on the World Wide Web, specifically on his/her school's web site. Such publishing requires parent/guardian permission. By signing the parent signature sheet in the back of this handbook you are giving permission for such publications. Any acknowledgement will be by using the student's first name only. Signing the parent signature sheet will also grant the student to use networked resources. The activities listed below are not permitted:

- Sending or displaying offensive messages or pictures
- Using obscene language
- Giving personal information, such as complete name, phone number, address or identifiable photo, without permission from teacher and parent or guardian
- Harassing, insulting or attacking others
- Damaging or modifying computers, computer systems or computer networks
- Violating copyright laws
- Using others' passwords
- Trespassing in others' folders, work or files
- Intentionally wasting limited resources
- Employing the network for commercial purposes, financial gain, or fraud.
- Downloading software to any computer without prior consent of the Technology Coordinator.
- Use of any software or hardware to gain access to information outside a users set of privileges ("hacking" software, network sniffers, etc.)

Violations may result in a loss of access as well as other disciplinary or legal action. (Board policy and procedures on student rights and responsibilities are outlined in the student handbook.)

