

322023-2024

Student Handbook

Newell School District 09-2

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The information in this booklet is compiled to give you a general idea of the policies and procedures that will be followed. Changes have been made for various reasons. Please look over the information carefully and make this available for reference during the school year. Please refer any questions to your teacher, the Principal, or the Superintendent. The teachers may also outline policies and procedures, not listed here, specific for their classrooms.

Approved 07/10/2023 Newell School District Board of Education

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STUDENT HANDBOOK

It is our pleasure to welcome all students and parents, new and old, back to another school year at Newell School District. The staff, faculty, and administration wish you a productive and successful school year. This school is dedicated to making the best possible use of the school's resources to provide the best possible educational experience for all students. The purpose of this handbook is to give you a better understanding of the rules, policies, and procedures that are a part of everyday life at Newell School. It will also help to explain our instructional program, school activities, and student expectations.

MISSION STATEMENT

The Newell School District will use all available resources to engage all students in the active pursuit of knowledge to help them reach their full potential now and in the future.

EDUCATIONAL PHILOSOPHY

Today, education is a continuous process of learning, not only for the present but for the future. Therefore, the Board will provide an educational environment that promotes and enhances learning as a life-long endeavor. In addition, the Board believes that education is not just the development and refinement of mental capacity but a process that assists the students in meeting their physical, social, aesthetic, and emotional requirements.

The Board believes that all students can learn but do so in their own way. The Board will strive to provide stimulation and assistance so that each child develops in accordance with their individual abilities, interests, and potential. The responsibility of the school, therefore, is to help guide the individual in the many and varied educational experiences so that they can develop into productive human beings.

Facilities, staff, and materials will be the best that can be provided by available resources. The staff will be energetic, enthusiastic, and dedicated to helping all students prepare for the challenges of the 21st Century.

The board recognizes the importance of the home as an influence upon the child and believes that a sympathetic, cooperative attitude between the teacher and the parent is necessary in a student's development.

The total staff of the school system constitutes an invaluable and lasting force in the development of the students. The teacher is the most significant influence in the school and must, therefore, possess and demonstrate dedication, enthusiasm, and sensitivity. It is primarily the teacher's responsibility to provide the learning environment in the school that fosters maximum student growth and reflects individual differences.

It is further realized that rapport among the home, students, staff, administration, school board, and total community is necessary to implement this policy.

ELASTIC CLAUSE

A handbook is a guide. The administration reserves the right to act accordingly to any act by any member of the school community that is not covered in this guide. The student will always be given the right of due process guaranteed by law to all citizens.

SCHOOL POLICY: RULES AND REGULATIONS

1119 ASSURANCE: The administration of Newell School District 09-2 assures that all staff at this district have met the requirements outlined in section 1119 of Title I Part A. All Title I paraprofessionals have met requirements of 1119 calling for an associate degree, 48 college credits, or passage of the state test. All Title I teachers are highly qualified. All teachers teaching core subject areas are highly qualified.

Sexual Harassment Policy: The Board and Association recognize the existence of the Newell School District 9-2 sexual harassment policy located on the following website:

https://coreocs.s3.amazonaws.com/documents/asset/uploaded_file/1547973/ACAA_Sexual_Harassment.pdf

ADMISSION TO NEWELL SCHOOL DISTRICT 09-2: Parents or guardians will need to enroll their students. Either office will have the appropriate forms that will be needed to enroll any student.

Age Requirement – A child enrolling in first grade must be six (6) years old before the first day of September of that year. A child enrolling in kindergarten must be five (5) years old before the first day of September of that year. All children must attend kindergarten before age seven (7).

Needed Forms – A certified birth certificate (not a hospital's record of birth), immunization records, and a social security number are needed to be enrolled for the first time. If immunization records are not up to date, you will have 60 days to complete the needed vaccinations.

Student Names – Students must use their legal names to register at Newell School District. Student legal names will be used on all reports and documents for the school.

High School Admission - Students must have successfully completed the eighth grade for admission to high school. Promotion from the eighth grade must be verified by the previous school's records. Newell School District reserves the right to place any incoming freshmen into the eighth grade if they do not meet the district's qualifications.

THE SCHOOL DAY STUDENT SUPERVISION: The high school & middle school days runs from 8:00 am to 3:45 pm. The elementary school day runs from 8:05 am to 3:40 pm. Students may not be in the school building before 7:30 am or after 4:00 pm unless under the supervision of an adult. No students are to be in the weight room, multipurpose room, or Austin Auditorium during the school day unless under the direct supervision of a teacher or approved adult.

BELL SCHEDULE: Bells will ring to signal the beginning and ending of class periods. However, students are not to leave a classroom until dismissed by the instructor or supervisor in that classroom.

ACADEMIC HONESTY: Students are expected to show us their best work on all assignments. To do so, all work must be their own. All forms of academic dishonesty will make a student subject to disciplinary action. Examples of academic dishonesty include, but are not limited to, the following:

- Plagiarize written, creative, or oral work.
- Submit work that is not original.
- Copying from another source and giving it as one's own work.
- Resubmitting work from another person or another class.
- Cutting and pasting from the internet.
- Give or receive unauthorized assistance on exams.
- Alter grades or other academic records.
- Submit identical work in more than one course without the prior approval of the teachers.
- Provide notes, signatures, or other documents that are forgeries to school officials or teachers.

ANIMALS: Due to allergy and hygiene concerns, we would prefer no animals at the school. Certain animals can be kept as classroom pets but must be approved by the Superintendent first. If you would like to bring an animal to show the class, please contact the Superintendent. Service animals will only be admitted if they are trained to perform a disability-

related task. The Superintendent will make admittance decisions based on documentation from a health care professional.

ATTENDANCE POLICY: Students in schools of South Dakota are required by state law to remain in school until they reach the age of 18. There are some exceptions to these rules that can be discussed with the Superintendent. If students are to learn, they need to be in attendance on a regular basis.

Parent Contact – Parents must contact the school in the event their child is gone. We prefer that the call comes before the day the student will be gone, even if it is just that morning. A note following an absence, while not preferred, can also be used as parent contact.

Absences – Excused absences include, but are not limited to, the following: illness, medical appointments, emergencies, death in the family, and other special circumstances as determined by the Principal. Unexcused absences include, but are not limited to, skipping school or no parent contact to discuss the absence.

Excessive Absences – Students that have excessive absences (3 consecutive days) may have to provide documentation on their absence. (i.e. doctors excuse). The type of documentation will be determined by the Principal.

Absences and Extra-Curricular Activities – In order to participate in a co-curricular contest, the student must be in school the three periods prior to the contest the day of the contest, unless prior administrative approval is given.

Tardies - Students will be counted tardy when they come to class after the bell for the start of class. When the student is more than 15 minutes late to class it will be counted as an absence. A student with 5 or more unexcused tardies in any period determined over a three-week period will lose their open campus privileges for 4 school days.

Make-Up Work – All make-up work shall be turned in at the appropriate times. It is the student's and/or parent's responsibility to plan with the teacher(s) for make-up work.

Makeup work due dates will be determined by the teachers, considering the type of work, when it was originally due, and other considerations. If a student knows they will be absent, makeup work for the day they will be gone should be done before the absence occurs. Students have the number of days they were gone to hand in work.

Homework. Homework is due to the teacher upon request based upon the curriculum assignments and syllabus. Grading of homework is based on the teachers' lesson plans and syllabus.

College Visits – All seniors are allowed two days of exempt absence for college visits/tours.

Educational Leave SDCL 13-27-6.1– Each student can receive five (5) days of educational leave per year. A request must be made with the Principal prior to the absence, all make-up work must be completed in advance of the leave, and the student must meet with the Principal upon return from the leave.

BEHAVIOR: (see Discipline) Students are responsible for their own behavior. Conduct that impedes teaching or learning and conduct that threatens the security, comfort, or welfare of others will not be tolerated.

This policy applies to any school related activity, classes, noon hour, extra-curricular activities, bus riding, and any other instructional or extracurricular activity associated with Newell School District.

The behaviors that cannot be tolerated and could result in detention, suspension, or expulsion include, but are not limited to, the following:

- Insubordination or defiance to school staff
- Use of alcohol, tobacco, or other illegal drugs
- Possession of weapons on school premises
- Causing or threatening physical harm to others
- Repeated disruptive behavior in classes or during the school day
- Chronic tardiness or truancy
- Destruction or theft of school property or of the property of persons within the school
- Unauthorized entry into the school
- Any other willful misconduct which disrupts the rights or access of others to an education
- Student conduct will be consistent with School policy JFC - https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/56/District/3014802/JFC_student_conduct.pdf

BICYCLES, SKATEBOARDS, SCOOTERS, & HOVERBOARDS: Bicycles and scooters are to be placed in the racks next to the school building – not on the sidewalk. Any bicycle or scooters that is in the way of common walking areas will be moved. If a bicycle or scooter must be moved a second time during the year, it will be placed in the bus barn and the parent will have to decide to pick it up. Place your skateboard/hoverboard in your locker immediately upon entering the building and do not remove it from the locker until dismissal. When on campus with a bike/skateboard/scooter/hoverboard, you must always walk it.

BOOKS: Books of all types, either classroom or library, should always be treated with respect. The student is responsible for the books issued to him/her. Books must be returned in good condition except for normal wear. The student will be responsible for replacement costs or depreciation value of the book if a book is damaged or lost and not returned by the end of the school year.

BUSING: Busing may be provided for students to and from school, to and from co-curricular activities, and to and from other school sponsored trips. The safety of the students is the main concern of the Board of Education, the bus drivers, and the parents of the students. Students are expected to maintain appropriate conduct while on the bus for any reason. Failure to do so will result in the suspension of bus privileges for that student. While on the bus, the bus driver is the ultimate authority.

Safety rules for students riding the bus for any reason include, but are not limited to, the following:

- Be courteous and obedient to the driver and his/her instructions.
- Be at the bus stop on time.
- Get in a line when the school bus is approaching and stand ten feet from the curb.
- Never cross or go behind a bus at any time.
- When getting on and off the bus, always use the steps and handrail, never jump.
- Bus drivers may assign seats as they deem necessary.
- Take your assigned seat quietly and quickly.
- Students must always sit facing forward.
- Talk in classroom voices.
- Do not act or behave in a manner that interferes with the safe operation of the bus.
- BULLYING WILL NOT BE TOLERATED.
- No pushing, shoving, touching, or spitting on the bus.
- DO NOT EAT ANY FOOD OR DRINK ANY LIQUID OTHER THAN WATER WHILE ON BUS.
- Always keep the aisle clear.
- Band instruments or athletic equipment shall be under the passenger's control at all times.
- Spraying perfume or other scented substances is not allowed while on the bus.
- Keep all parts of your body and all other objects inside the bus. DO NOT THROW ANYTHING FROM THE BUS.
- Never leave your seat while the bus is in motion.
- Remain seated until the bus comes to a complete stop.

- Keep the bus clean and sanitary by picking up after yourselves as you get off the bus.
- Never bring light emitting devices on the bus (laser lights, lighters, matches, noisemakers, etc.)
- Respect other people and their personal property on the bus and at the bus stops.
- Never talk to the bus driver while the bus is in motion.
- No foul language or improper hand gestures toward students, bus drivers or the public.
- Property damage to the school bus or other people's possessions will be reported to the police.
- After school, board the bus immediately upon being released from class.

Violations of the rules and regulations will result in the loss of bus privileges. Normally, bus privileges will be suspended for 1-2 weeks at a time depending on the violation. The district reserves the right to suspend privileges for the year if the severity of the case warrants such action.

CARE OF PROPERTY: Desks, books, computers, athletic jerseys, and all other school equipment that are loaned to students are school property. Any damage done to such articles will be assessed against the borrower.

Every student will do his/her best to help keep the building clean. We ask that you clean your shoes outside at the front door in wet weather and remove overshoes before entering the building. Wastebaskets are provided for all wastepaper and refuse. Do not mark or deface the buildings, walls, or school furniture.

We ask that all staff, faculty, administration, students, parents, and community members help keep the buildings in good shape. We ask that everyone pitch in to help make this a welcoming place to go to school.

CHAIN OF COMMAND: Communication is key to any organization's success. Communication requires openly discussing concerns, complaints, or other issues through the proper channels. Parents, students, and employees must follow a clear chain of command to facilitate communication and ensure amicable relationships within this school. The chain of command for requests, complaints, concerns, etc. would be: 1) The other person involved; 2) That person's supervisor; 3) The Principal; 4) The Superintendent; 5) The School Board Chairman. Please follow these steps to ensure a successful school year.

CHURCH NIGHT: No school sponsored activity will be allowed to take place after 6:30 pm each Wednesday night.

CLASS SCHEDULE CHANGES: Students in grades 6-12 will have five (5) school days at the beginning of each semester to request changes to their class schedules. All schedule changes must be made through the appropriate Principal or Student Success Coordinator and approved by a parent.

CLOSED CAMPUS: Students in grades PK-8 have a closed campus. Students in grades 6-8 may leave campus to go to designated places, such as their home, during their lunch time if it is cleared through the Principal's or Superintendent's office beforehand. A signed note or call from the parent must accompany the request to leave campus. The District reserves the right to deny any request by parents or students to leave campus.

CO-CURRICULAR ACTIVITY PASSES: Activity tickets are good for all high school athletic events that charge admission and are held at Newell School District, except tournaments. Activity tickets may need to be shown at away games to pay student price. Patrons 55 years of age or older will receive a free activity pass. The cost of activity tickets are as follows:

Single Game Admission:	\$3 for students K-12	\$4 for adults
Double Header Admission:	\$4 for students K-12	\$6 for adults
Activity Tickets:	\$30 for students K-12	\$50 for adults \$100 for families

CO-CURRICULAR MASCOT AND COLORS: The name of the Newell School District teams is the Irrigators. The school colors are Maroon and White.

CO-CURRICULAR TRANSPORTATION FEES: Transportation fees will be charged to all participants of co-curricular activities that use school transportation for contests. \$20 will be assessed for each activity a student takes part in, with a \$100 family maximum fee per year.

COMPUTER USAGE: Computers and other technology are provided to students for learning experiences and to use in the completion of assignments. It is the students' responsibility to make good judgment in using the services and software provided by the school. Students who use computer assets inappropriately may have their accounts disabled or all computer access denied as deemed appropriate by the Technology Coordinator and Principal.

Students are expected to log in and check their e-mail daily.

Computers are for educational purposes only. The district employs the use of filtering technology to limit student and faculty access to offensive or educationally inappropriate materials such as chat rooms, internet-based email sites, and hate sites. The Firewall/Filter is needed to protect our school against viruses, attacks, and inappropriate content.

The school administrators, network administrator, and staff consider some specific sites or categories that should not be used at school. Some sites such as instant messaging or Facebook are disruptive in the classroom. Other sites such as games, videos, and online radio stations use excessive bandwidth and slow our network traffic. Remember, our network is to be used for educational activities. Use of forbidden sites during school will result in disciplinary action. All Internet traffic is logged both on-site and off-site.

Bring Your Own Device (BYOD) –Students may not put their personal devices on the school network. Personal devices may not have current antivirus protection and teachers are not able to monitor usage with GoGuardian.

Disciplinary Action -- The use of computer technology is a privilege, not a right, and a violation of any policies will result in suspension or cancellation of your privileges.

First offense: student will lose Internet and/or computer for one week.

Second offense: student will lose Internet and/or computer for two weeks.

Third offense: student will lose Internet and/or computer for one month. If it happens within one month of the end of the school year, the student will be on probation for the first semester of the next school year. If a violation occurs in that first semester, they will lose Internet and/or computer privileges for the rest of that school year.

Use of student accounts should be in support of education and research, consistent with the educational objectives of the Newell School District.

Parents have every right to limit the use of computers at home even for high school students, though allowing students to use the computers for educational purposes will only help the student.

All parents and students should be familiar with the expectations of the Technology Handbook.

COMMUNICABLE DISEASES: Any child having any contagious or infectious disease may be sent home from school and not re-admitted without a physician's written statement that the child is free from contagion. The determination will be made on a case-by-case basis by the Superintendent.

Head Lice Policy – Students with confirmed visible head lice will be sent home for treatment. Students may be re-admitted after treatment and inspection by the appointed staff member. The student must be free of any nits to return to school. After the third infestation the student will not be re-admitted without a physician's written statement and Social Services will be notified. Any time there is a student that is sent home, a note will be sent home to all parents within the grade level building revealing an infestation. The student's name will not be mentioned by the District.

CONDUCT OF STUDENTS ON THE SCHOOL PREMISES: Student conduct should be courteous and helpful to all and should reflect positively on the student, their class, their parents, and the school.

Inside the Building – Students inside the building are asked to conduct themselves in a quiet, orderly manner so as not to disturb other classes in session. Students are not to loiter around in the halls or to chase back and forth from one room to the next. Students are not to loiter around or in the bathrooms and should use these facilities only for the purpose designed. Students are not to go to other rooms during class times.

Lunchroom – Students are expected to conduct themselves in a quiet, orderly manner always. Please follow the procedures as outlined by the teachers.

Playground – There is to be no tackle football, fighting, or activity so rough that there is extreme danger of someone being hurt. There is always to be no rock throwing or snowball throwing on the school grounds. Bad language and name-calling will not be tolerated. Students are not to enter the building or go after a ball off the playground without the supervisor's permission. No climbing the playground fence. Other conduct rules will be enforced by the recess supervisors on a case-by-case basis.

School Events – Students are encouraged to take part in all school activities but must display respect for the rights of others as well as for the property and buildings in which they attend school. Any students causing a disturbance or bothering other people by their behavior will be asked to leave. Other expectations include, but are not limited to, the following:

- Only participants, coaches, and officials are allowed in the playing area.
- Only participants and coaches are allowed in the locker rooms during the event.
- The west and east gym doors are to be used only for emergencies.
- Students are not to stand or play on the ends of the gym under the baskets.
- No loitering in the lobby or outside the building while the contests are in session.
- Report any problems or violations to the Activities Director or Superintendent.

DANCES: All school dances must be approved in advance by the administration. Rules for the dance, a list of chaperones, and other information will be required before approval is given. Other considerations that must be followed are:

- Dances must be held in the school building.
- Dances will end at or before 12:00 midnight.
- Dances must be chaperoned by at least three (3) adults, one of whom must be a staff member.
- Doors will be locked 30 minutes after the dance begins.
- Admittance will not be allowed after that time.
- Students who leave the building during the dance will not be allowed re-admittance.
- Students may bring guests, but a list of out-of-town guests must be given to the chaperone and an out-of-town guest form must be filled out and returned to the Chaperone 3 days prior to the dance. The form may be obtained from the appropriate office.
- Students suspected of consuming alcohol or other controlled substances will be denied entry to the dance and may be referred to legal authorities.
- Students in grades PK-5 & 9-12 will not be allowed at Middle School Dances.
- Students in grades PK-8 will not be allowed at High School Dances.
- No person over the age of 20 will be allowed to attend a school sponsored dance.

DISCIPLINE: When implementing student expectations, logical and realistic consequences are an important aspect of the process. Students who experience these consequences learn that they have positive control over their lives. They have a choice, can make decisions, and solve problems. The purpose of any discipline is to provide immediate and consistent consequences for irresponsible behavior.

A student who has not followed one of the student expectations has made a choice. We hope the student and his/her parents can accept the natural consequences of that decision. Each student has due process rights that will be observed in all cases. Each instance will be dealt with on a case-by-case basis and each student will be dealt with individually.

Consequences for any offense include, but may not be limited to, the following:

After School Detention – Teachers are authorized to assign detention to any student consequently for their behavior. Students will be notified of by the teacher and the teacher assigning the detention will notify parents of detentions awarded to the student. Detentions will be served at the discretion of the teacher. On rare occasions, Principal may consider extenuating circumstances. Detentions take precedence over practices for extra-curricular activities.

Transportation home after detention is the parent's responsibility.

With parent approval, students may be assigned to work with custodial staff during detention time.

In-School Suspension – In-school suspension will be used very judiciously. Students belong in class. In-school suspension will be served in an assigned room with a supervisor. Students will be responsible for all the work for that day and will not be allowed extended due dates for any assignment. Parents will be notified; a letter will be sent home, and a copy of the letter will be placed in the student's file identifying the handbook violations.

Out-of-School Suspension – Out-of-school suspension will only be used in extreme cases. Students will be sent home and will not be allowed on campus until after the suspension. Parents will be notified, a letter will be sent home, and a copy of the letter will be placed in the student's file identifying the handbook violations. The student will be responsible for all work during the suspension and will not be allowed extended due dates.

Expulsion – Expulsion will be considered in extreme cases. The School Board, upon recommendation from the Superintendent and after a hearing with the School Board, will determine expulsion.

Infractions such as violence or lude language directed towards a staff member, bullying, or vandalism constitute immediate suspension.

DRESS CODE: Students and parents have a right to choose a style of dress and personal appearance that they feel is appropriate. Newell School District supports these rights as long as it does not interfere with the educational process or learning environment, endanger student safety, disrupt school, offend other students/staff, or relate to gangs, drugs, sex, violence, alcohol, or tobacco.

All students' dress should be appropriate and neat. Students may not wear immodest clothing, which includes clothing that exposes undergarments or inappropriately exposes the body. Examples include (but are not limited to) spaghetti strap tops, tube tops, midriff tops, backless tops, sagging pants, and skirts/shorts that do not come to the mid-thigh. Tops must have a minimum 1-inch shoulder strap, and no muscle shirts. No Chains will be worn.

During the winter months, all students should wear weather appropriate clothing. Students in elementary should wear snow pants, boots or overshoes, hats, and gloves. Students without appropriate winter dress may not be allowed outside for recess.

Due to health issues, piercings of the face or tongue that contain chains or other objects that dangle will not be allowed. Any questionable items may be required to be removed.

Hats, caps, hoods, and other non-religious head coverings are not to be worn inside the school buildings. The exception to the above is during home sports events in the gymnasium.

If the way you dress offends someone else to the point where they inform you that it is offensive, find something different to wear. Students violating the dress code may be pulled out of class, be asked to change clothes, cover up with another

article of clothing, turn their shirts inside out, or contact their parents for a change of clothing. Students may be suspended for repeated offenses or refusal to comply with a teacher or administrator request.

DRIVERS: Students who drive will park in the school parking lot located north of Austin Auditorium. The speed limit on school grounds is 10 mph. Students are prohibited from visiting or driving their vehicles during the school day without permission from the principal. Parents can request permission for their students to use their vehicles during the day, but the district reserves the right to deny such requests.

DUAL CREDIT COURSES: Students may take college level courses for high school credit according to state and district guidelines. Other expectations for this are:

- Students taking such courses will be responsible for their own tuition, fees, books, and other costs related to the course. Students may use school resources such as laptops for these courses.
- Such courses must be taken from a fully accredited institution.
- Permission to take dual credit courses must be obtained in advance from the Director of Student Support or Principal.
- Students will only be able to take 3 dual credit courses per semester.
- Students leaving Newell School District to take such courses are responsible for their own transportation.
- Students and their parent/guardian assume all liability for the students' welfare while away from Newell School District.
- Students will follow Newell School District rules while away from campus.
- The decision whether to grant credit for any dual credit courses taken rests solely with the Newell School District Board of Education, acting upon the recommendation of the Superintendent.

EARLY DISMISSAL: If the school should have to dismiss early due to weather or mechanical problems notice will be announced over the West River Telephone Company Phone System. We will also contact local television and radio stations to announce the early dismissal. All students should have an inclement weather form filed with the school, so we know where to send them in case buses are not running. No practices or events will be held if school is cancelled. In the worst-case situation, students will be allowed to stay in the school building if there are no other options. Staff supervision will be provided.

ELECTRONIC DEVICES: Use of electronic devices (such as MP3 players, cell phones, pagers, IPODS, etc.) will be prohibited at school during instructional time unless such use is for a clearly defined educational purpose with the permission of the classroom teacher. The use of cameras and other recording devices is not permitted without prior administrative approval.

Violations will be dealt with as follows: The first offense will result in the device being confiscated and the student will be allowed to pick it up at the end of the day. The second offense will result in the device being confiscated and the parents will be able to pick it up at their earliest convenience. The third offense will result in the device being stored in the office during the school day for one week directly after the offense. Students are allowed the use of unobtrusive earbuds. Cell phones and earbud/headsets are not to be used for any purpose except when instructed by a staff member.

ELIGIBILITY: To be eligible for a middle school or high school, extra-curricular activity, a student meets academic eligibility status. Eligibility will be determined on a three-week basis. Any student with one or more F's will be declared ineligible within those three weeks. Any student with two or more Ds will be ineligible. Students will be notified of eligibility by their coach or extra-curricular mentor as soon as the list is posted. Eligibility will run from Wednesday to Wednesday. Students who are ineligible will have the opportunity to raise their grade in their failing classes within the first week of ineligibility; a student will be removed from all activities for week one, however, if grades are brought up to passing within that first week, they may resume participation for the remainder of the three-week period. There will be no eligibility list published until the 3rd Wednesday of each new quarter. Students' ineligible on the last day of the 1st and 3rd Quarter remain ineligible for the 1st week of the new quarter or thereafter until their grade is passing or until the next grade check. Students' ineligible on the last day of the 2nd (based on quarter grades) will be ineligible for the week

of games following the winter break. After 2nd quarter, the week starts the date of the first day of practice allowed or held following the state mandated practice moratorium. Students' ineligible after the 4th quarter (based on quarter grades) will miss the week of the events following the last day of school. For non-season activities, eligibility will be pulled two weeks prior to the event. Ineligible students will have 1 week to meet eligibility if after the first week they are still not eligible they will not be permitted to participate. Non-season activities include: Homecoming Royalty, All-State Chorus, All-State Orchestra, All-State Band, Theater Productions, NHS Blood Drives (day workers), any school organized group leaving school for more than 1 period of a school day (excluding course field trips). A coach or advisor can have a tougher eligibility policy if they have authorization, in writing from the Superintendent and the policy is published for all students and parents to see. At the discretion of the coach, ineligible students may participate in practice; however, they will not dress, participate in competition or ride to and from away matches/games with the team. Any high school or middle school student that is participating at the high school level will follow all eligibility rules as determined in the Cocurricular Section of this Handbook and any rules set by the SDHSAA. All ineligible students will be encouraged to seek tutoring from their teachers. Teacher hours are 7:30 a.m. to 4:00 p.m. Monday through Thursday.

EMERGENCY DRILLS: The school has procedure set in case of emergency. While drills are being conducted, it is important for the students to treat the situation with respect. These drills are in place to practice the procedure that we will need to follow if the real thing happens.

Bomb Threats – Your teacher will be notified by an Emergency Management Team member. Let your teacher know of any suspicious items or behaviors. Listen to and follow the teachers' directions during the evacuation. Do not leave your class until you have been given permission or until an all clear is sounded. If we need to move to another area in town, you must always stay with your class.

Fire – At the sound of the fire alarm, the students should observe the following rules. Stand up immediately and proceed to the door following the directions of Newell School Staff. Proceed out of the room through the halls in an orderly fashion, following all the teacher's directions. Proceed out of the building far enough so that the last person is at least 50 feet from the building. Stay with your class until an all-clear signal has been given by the Emergency Management Team.

Lockdown – At the sound of the lockdown signal, students should go to the designated location in the room and remain quiet. If a student is in the hallway, they should proceed to the nearest classroom with a teacher. If a student is in the bathroom, enter the stall, close the door, and remain there until a teacher, school official, or law enforcement officer comes and gets you. Stay where you are until you are told differently by a teacher, school official, or law enforcement officer.

Tornado – At the sound of the tornado signal, the students should observe the following rules. Stand up immediately and line up at the door. Proceed into the hallway and move quickly to the designated location. Assume the duck and cover position once you are there and stay in that position until you are told otherwise by a teacher or Emergency Management Team member.

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

1. The right to inspect and review the student's education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will plan for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the Newell School District to amend a record that they believe is inaccurate or misleading. They should write to the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the district will

notify the parent or eligible student of the decision and advise the individual of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedure will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official performing his/her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his/her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office

U.S. Department of Education 400 Maryland Avenue, SW, Washington, D.C. 20202-4605

NOTICE FOR DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act requires that the Newell School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the district to include this type of information from your child's education records in certain school publications. Examples include:

- a playbill, showing your student's role in a drama production.
- the annual yearbook.
- honor roll or other recognition lists.
- graduation programs.
- sports activity sheets, showing weight, height of players.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without prior written consent.

If you do not want Newell Schools to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing. The District has designated the following information as directory information: student's name, address, telephone number, electronic mail address, picture, parent or guardian, date and place of birth, major field of study (i.e. technology preparation program, honors program, etc.), dates of attendance, grade level, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent educational agency or school attended by the student. High school students and their parents/guardians may prevent disclosure of a student's name, address and telephone number to military recruiting representatives (who can only use that information to provide information to students concerning educational and career opportunities available in the U.S. Armed Forces or service academies) by submitting a signed written request to that effect to the school district.

TRANSFER OF STUDENT RECORDS

The transfer of student records in South Dakota requires that within 14 days after enrolling a transfer student, the school shall request in writing directly from the student's previous school a copy of his or her school record. Any school that compiles records for each student in the school and that is requested to forward a copy of a transferring student's record to the new school shall comply within 30 days after receipt of the request unless the record has been tagged pursuant to state regulations which may precludes a student disciplinary record, including any suspension or expulsion action against the student.

SCHOOL PUBLICATIONS, WEBSITE

Names and pictures of students may be used in district publications, building newsletters, slide show presentations, and on the web site. From time to time, a student's picture may also be released to local media when press releases are issued.

If you object to your student's image or name appearing in any of these publications, please send a written request to the Superintendent of Newell Schools, PO Box 99, Newell South Dakota 57760

FIELD TRIPS: During the course of the year, teachers may decide to take students on field trips. This could include walking somewhere in town or riding a bus out of town. In some cases, the students will be asked to contribute to the field trip, usually for entrance fees. Teachers will send notes home indicating where and when they are going, and any more information needed for the trip beforehand.

GRADING SCALE: Report cards will be given at the end of each nine (9) weeks.

Pre-school and kindergarten will use progress report style report cards.

Grades 1 & 2 will use the following: (E) = Excellent; (S) = Satisfactory; (I) = Shows Improvement; (N) = Needs Improvement; and (U) = Unsatisfactory.

Grades 3-12 will use letter grades on the following scale:

A+ 98 - 100%	B+ 90.5 - 92.49%	C+ 83 - 85.49%	D+ 75 - 77.49%
A 94 - 97.99%	B 87.5 - 90.49%	C 80 - 82.99%	D 72 - 74.99%
A- 92.5 - 93.99%	B- 85.5 - 87.49%	C- 77.5 - 79.99%	D- 69.5 - 71.99%
			F 0-69.49%

The only exceptions to grading are Art, music, and PE classes in all elementary grades will use the E, S, I, N, and U grades.

HEALTH POLICIES: Please inform the teacher and administrators of any health conditions that might influence your child's learning or physical activity.

If it is necessary for a student to take medications during the school day, they must leave it with the school in the original prescription/over-the-counter medication bottles. Parents must fill out the Medication form that states what the medication is for and the procedure for taking the medication. If requested, the school will contact the parent when the medication is dispensed. No medications will be dispensed without the proper form filled out by the parent. The form is presented at the end of this document.

HONOR ROLL: Honor roll will be determined after each nine-week period. Any students in grades 6-8 are eligible for Middle School Honor Roll and students in grades 9-12 are eligible for High School Honor Roll. Any student with a grade lower than a C- in any class will not be eligible for the Honor Roll at any level.

Advanced High Honor Roll: Student must have a GPA of 4.00 and cannot have a grade lower than an A in any class.

High Honor Roll: Students must have a GPA of 3.75 and cannot have a grade lower than a B in any class.

"A" Honor Roll: Students must have a GPA of 3.5 and cannot have more than one C in any class.

"B" Honor Roll: Students must have a GPA of 3.0 and cannot have a grade below a C- in any class.

SCHOOL MEAL PROGRAM: The Newell School District supplies a hot lunch for students. All lunch money can be paid at either office at any time. Students can bring their own lunches provided by parents and will be allowed to eat them in the multi-purpose room. Students are prohibited from bringing carbonated beverages into the lunchroom during lunch time.

Breakfast is also available starting at 7:30 am. Students who are eating breakfast must remain in the Multipurpose room until they can go to recess or their classrooms at 8:00 am.

Parents are asked to refrain from sending peanut butter for lunches because of the number of students we have with allergies. If students have peanut butter at any point during the day, they should wash their hands thoroughly with warm water and soap.

Meal prices for the 2023-2024 school year will be as follows:

Breakfast:	Grades K-12	\$2.25			Second Milk \$.0.65
	Adults	\$3.00			Second Milk \$.0.65
Lunch:	Grades K-5	\$3.00		Second Entrée - \$2.25	Second Milk \$.0.65
	Grades 6-12	\$3.50		Second Entrée - \$2.25	Second Milk \$.0.65
	Adults	\$4.75	Salad Bar only \$4.00	Second Entrée - \$2.25	Second Milk \$.0.65
Milk:	Single Milk	\$0.65			

***Students with a negative balance may not get a 2nd entrée or milk**

SCHOOL DISTRICT MEAL CHARGE POLICY: Newell School District recognizes the important link between proper nutrition and academic success. The purpose of this policy is to establish a consistent district procedure for charging meals when students do not have money to pay, preventing meal charges, and ensuring eligible children are certified for free and reduced-price school meals. Unpaid charges place a financial strain on the food service department.

Charging meals

Because hunger is an impediment to learning, no child shall be denied a school meal because of an inability to pay. Children will be served a meal that meets the U.S. Department of Agriculture nutrition standards for school meals.

Hand stamps, stickers, or any other means of overt identification of children with unpaid meal debt in the cafeteria or the classroom are prohibited. Additionally, children with unpaid meal debt shall not be required to work off their debt, including, but not limited to, wiping down tables or cleaning the cafeteria.

The school may limit the amount of funds that a student can use daily for a la carte purchases if they have a negative account balance. If a child has money to purchase a reduced price or paid meal at the time of the meal service, the child will be provided a meal. The school will not use the child's money to repay previously unpaid charges if the child intended to use the money to purchase that day's meal.

Preventing meal charges

To ensure that all eligible families are certified for free and reduced-price school meals, the school nutrition department shall:

- Provide all households with school meal applications prior to the start of the school year and/or include instructions for completing school meal applications; as well as aid with completing an application for any household that requests assistance.
- Families are encouraged to pre-pay for meals and money is accepted in the school office daily for payments on the day of service.
- Promptly utilize data provided by the state or other school district officials to certify eligible children without an application.
- Families will be notified of the school Unpaid Meal Charge Policy in writing before the school year begins, with each new transfer student and is included in the student handbook.
- Assure that any child for which the school district is not able to obtain a completed school meal application but becomes aware of their eligibility for free or reduced-price school meals shall be certified based on an application submitted by the appropriate school official, as permitted by USDA guidance.

To ensure that households are aware of negative account balances and the potential to accrue meal debt, the school nutrition department will:

- Send out low balance notices prior to students needing to charge meals; A letter is sent when balances are at \$5.00.
- notify and/or work with principals, school counselors, and/or teachers to understand the student and parent's situation and if a school meal application is needed.
- School Food Authorities may limit the amount of funds that a student can use daily for a la carte purchases. Families are notified of this option and how a family can select this option.
- alert letters are sent every two weeks to notify parents of negative balances, phone calls may be used, to try to collect payment.

Collecting unpaid meal debt

All communication regarding unpaid meal debt shall be directed at parents or guardians. Schools may send children home with a letter in an unmarked envelope if it is distributed discreetly through normal school communication channels with families.

Prior to contacting households regarding unpaid meal debt, the school district shall ensure that the student is not participating in the Supplemental Nutrition Assistance Program (SNAP), the Temporary Assistance for Needy Families (TANF) program, or other federal programs, which would confer categorical eligibility for free school meals, or is not homeless, migrant, or in foster care, and would allow them to be certified without an application.

Any household with a negative school lunch account balance shall be contacted by school staff by email, phone, or letter home to provide information on how to apply for free or reduced-price school meals or to add funds to the school nutrition account.

For households that cannot afford to pay their school meal charges, the school district will work with them to establish a payment plan. Households that are subsequently certified for free or reduced-price school meals at a point later in the school year shall not immediately be required to repay school meal debt accrued in that school year. The school district will submit claims for any meals charged to the household from the date of application to the date of certification, to the extent allowed by USDA guidance.

Prepared by the Food Research & Action Center© Updated January 3, 2018

ILLNESS: If your child will not be attending school due to illness, please call the school by 8:30 am and notify the office staff. If a child becomes ill during the school day, they will be sent to the office so that the parents can be contacted to determine whether they will be picked up for the day. If a student vomits during the day, they will be sent home.

INCLEMENT WEATHER: The school will use the West River Telephone Company Phone System to contact parents in the event the school will delay opening for the day or if school is cancelled. We will also contact local radio and television stations to announce the closings/delays. No practices or events will be held in the event of school closure due to inclement weather.

INDEPENDENT STUDY CLASSES: Students at Newell School District are allowed to take independent study offered through South Dakota Virtual School. Credits earned in such a manner will be added to the student's transcripts. These classes will be used to meet graduation and yearly class requirements for electives under the following guidelines:

- a) Students may not take Independent Study courses if the class is offered by the district.
- b) Parents will need to pay for credit recovery coursework.
- c) A faculty member will be assigned as a mentor to the student.
- d) Students wishing to take Independent Study courses must get prior approval from the Principal.
- e) Any exception to the above policy will be considered by the administration.

INJURIES: Students who are injured in school should report the injury at once to the teacher in charge who will then notify the school office. The school carries no insurance on students. Parents/guardians are responsible for student insurance.

INSURANCE: Parents can purchase accident and dental insurance. Information is available at the school offices. The school will not handle any of the paperwork for these programs.

LIBRARY: The library/media center is the learning center of the school system. The school system exists to serve student needs, and students need the resources of the library/media center. Students should use the library as a vital learning resource. Students must also recognize the library is a place serving the needs of many and should conduct themselves properly while using the library.

The librarian oversees the library. Students will be permitted to sign out from study hall or classrooms to the library for research work, library reading, or computer use.

Students in grades 9-12 will use the lower elementary doors to enter the band, Spanish and library.

LOCKERS: A locker will be assigned to students at the beginning of the school year. The student is responsible for the locker's care and cleanliness. The student will be responsible for the costs of any damage that occurs to the locker while it is assigned to them. If a lock is brought from home, the student must bring a spare key or the combination to the appropriate office.

Since a locker is school property, we reserve the right to search them with or without students' knowledge or permission.

Locker room lockers at the middle school and high school level are also available. Each student may have only one locker in these locker rooms. Locks are available for middle school students and are strongly recommended.

MENTORS: All students in grades 6-12 will be assigned to a staff mentor. Each student will be assigned to a study hall with their mentor teacher unless schedules do not allow. It will be the responsibility of the student and the mentor teacher to meet at least weekly to discuss progress and goals and other needs of students including the development and maintenance of Personal Learning Plans and graduation progress.

NEWS AND ANNOUNCEMENTS: School news and announcements will be read each day to the students over the intercom. Information can also be found on the school website, www.newell.k12.sd.us or Newell School District's Facebook page.

PASSES: Students may not leave a class or study hall without a pass from the supervisor in charge. To leave the building, a student must get a pass from the office and sign out. Parent permission and administrative approval must be obtained before leaving campus.

PERFORMANCE COURSES: Some courses are considered performance courses and require attendance outside of the school day. These include, but are not limited to: Band, Chorus, Drama, Journalism, and Photojournalism. Students may be expected to attend events to take pictures, pep band performances, concerts, or plays as a part of their grade. Unexcused absences to any performance by students in the corresponding course will result in a lower grade. For an absence to be excused, the parents must contact the teacher/director before the performance takes place.

RESTROOMS: Students in grades 9-12 must use the restrooms in the main high school building, ~~Austin Auditorium~~, or the Ag/Science Building only. Middle School students must use the restrooms attached to the Middle School Gym only. Elementary students must use the restrooms by the multi-purpose room and in the old elementary wing only. The only exception to this rule is for elementary students using the Middle School restrooms during their PE time.

SECURITY: For the safety of our students, we lock all doors during the day. All visitors must stop in the office and sign in. When entering the elementary/middle school, please use the west doors by the elementary/middle school office/gym. When entering the high school, please use either door on the main high school building and stop at the office before moving on to another part of the building.

SECURITY DOOR CARDS: I.D. badges/security door cards will be issued to students in grades 6-12 for admittance to school buildings. For security purposes, proximity readers will require that students wear their badge to enter the school. Students that lose or damage a card will be charged a \$10.00 replacement fee. (Damage fee to be determined by the principal). The cards must be returned to the school at the end of each school year, or the fee will be assessed as a lost card.

SIGNATURE PAGE: The Signature Page at the back of this handbook must be signed and returned to the office before the student(s) get access to their computers.

STUDENT PICK-UP AND DROP OFF: Students should be picked-up and dropped off in the parking lot of the middle school wing.

STUDENT VISITATION POLICY: Students not enrolled in Newell School District may visit the school for an amount of time agreed upon by the staff involved and the principal up to a maximum of two days. Before visitation takes place, the school office and teaching staff shall be contacted at least one day prior to visitation, and it must be approved by the Principal. All visitors must report to the office and follow the rules and regulations of Newell School District. If a visitor becomes disruptive to the education of Newell School District students, they will be asked to leave school property and their visitation rights will be terminated.

SUPERVISION OF STUDENTS: Students should not be dropped off at the school unless there is appropriate supervision present. The school breakfast program starts at 7:30 and is supervised. All students must stay in the multi-Purpose room until 8:00. Students not in extra-curricular activities after school should not be on school grounds after 4:00 pm. Please decide to have your child dropped off and picked up at the appropriate times.

Students are not allowed in the school unless supervised by teaching staff or an authorized adult.

SUPPLIES: Each student is to provide their own personal items for use in school, such as paper, pencils, color crayons, etc. Each teacher will indicate the items that will be needed for their class on a supply list that is available from each classroom teacher or school offices. We encourage the reuse of items that are not used up from year to year.

TELEPHONE: PreK-8 students are not allowed to have phones on their person during school hours. (must leave in their locker). Students will not use their phones during instructional times. Students may use the school phone after obtaining permission from their teacher or the office secretary. High School Students may have their cell phones on them during the school day, but they must have them shut off or on silent. Students **may not** use their cell phones during instructional times. High School Students **may** use cell phones during passing times. Phone must be put away prior to entering classrooms. Classroom teachers may authorize phone use for academic reasons only, no personal calls. Phone's ringing or in use during class time without teacher approval will be confiscated immediately and turned in to the principal. Under No circumstances will staff members look at contents of confiscated phones.

TITLE I DOCUMENTS: Newell School District receives federal funds through the Title I Part A program. There are documents available at the school offices including the state report card, parent/school compact, and school parental involvement policy. These documents will also be sent home at the beginning of each year.

An 1119 Assurance form is in the Superintendent's office that assures that all classes are taught by highly qualified teachers. Parents have the right to request a copy of this form at any time.

VALUABLE ITEMS: Students are encouraged to leave valuable items and cash at home whenever possible. If the student has valuables at school, they should carry them on their person whenever possible or put them in a locked locker. The school is not responsible for lost or stolen items but will make every attempt to recover them. The involvement of legal authorities may be necessary in some cases and must be initiated by the parent of the student who has incurred the loss.

VOLUNTEERS: Parents and community members are encouraged to volunteer in many ways. If you are interested in helping at the school, please contact the office. All volunteers that will be in direct contact with students need to have a background check on file. The cost of the background check is the responsibility of the volunteer as state law prohibits the school from reimbursing such costs.

Elementary Specific Policies

ATTENDANCE: Attendance is vital to student performance and effective learning. Students will be counted present for the number of minutes that they are in school. If they show up late to school, it will be the number of minutes from the time they come till the time they go to lunch. If they leave early for the day, it will be the number of minutes from the time they get back from lunch until they leave for the day.

CONTESTS: Elementary students can be involved in several different contests. These include, but are not limited to, the following: Spelling Bee, Science Fair, Civic Oration, and Music Solo Contests. More information on each will be available as they approach.

CURRICULUM: All elementary classes will have a balanced academic program that is developmentally appropriate for each grade level. The focus of the curriculum will be reading (reading, phonics, spelling, language skills, and handwriting) and mathematics. Other subjects that will be covered include science, social studies, health, art, music, physical education, and technology.

ELEMENTARY SPORTS: Elementary students may have the opportunity to play sports during the year. All sports are scheduled and run by community volunteers. All practices and games must be scheduled through the Activities Director. Coaches need to contact the office if they want to give awards out at the Awards Day Program.

If there is a 6th grade community sport, the students may participate in both the community and school program. If they choose to do so, the school program will take priority over the community program.

PROMOTION AND RETENTION: Promotion to the next grade will be based on academic progress, daily work, test scores, maturity, and attendance. The teacher will determine whether to retain or promote each child. A recommendation for retention will be given to the parents during third quarter conferences. Discussion will continue to take place throughout the rest of the year. The parents must agree or disagree with the retention and sign the form. If the parent does not sign or return the form by the specified date, the school will assume that they agree with the retention recommendation. The Principal will have final say in all retentions but will take the parents' input into account. All documentation for retention will be placed in the student's file.

PRE-SCHOOL REQUIREMENTS:

Age Requirement:

- A child enrolling in preschool must be three (3) years old before the first day of September of that year.

Restroom Use:

- Children enrolled in PK3 and PK4 at Newell School District must be potty trained before attending preschool. Children must be wearing underwear with very few accidents. A child having accidents daily would not be considered potty trained. Please note that wearing pull ups is not considered potty trained.
- There are strict standards for changing and disposing of wet or soiled diapers. The classrooms are not equipped for diaper changing.
- When an adult is busy changing a child's diaper or soiled clothing, it is taking away from learning time for all students, and it removes one adult from the direct supervision of and interaction with the rest of the class.
- We do understand that even potty-trained children will occasionally have toileting accidents. By definition, "accidents" are unusual incidents and should happen infrequently.
- In these instances, the teachers will help children to change their clothes, encouraging independence as much as possible.
- A potty-trained child is a child who can do the following:
 1. Communicate to the teachers that he/she needs to go to the restroom before they need to go.
 2. Alert him/herself to stop what he/she is doing, to go and use the bathroom.
 3. Pull down his/her clothes and get them back up without assistance.
 4. Wipe him/herself after using the toilet. (With minimal assistance for 3-year old's.)
 5. Get on/off the toilet by him/herself.
 6. Wash and dry hands.
 7. Postpone going if they must wait for someone who is in the bathroom or if we are away from the classroom.
- We certainly will ask your child many times throughout the day and always before nap time if they need to use the bathroom. A teacher will assist children as needed, but children should be able to complete toileting activities independently.
- This is an issue which protects all concerned. It is not uncommon for a child who is fully toilet trained to have a setback when he/she is in a new environment. Preschool Staff are aware of this and will assist the children when necessary.
- Please dress your child in clothing that can be undone and changed easily.
- We understand that each child arrives at this milestone differently, therefore we will allow 6 weeks from the first day of school for your child to demonstrate accomplishment of this goal. However, if the situation is not manageable within the classroom environment, we will discuss the issue with the parents and reserve the right to suspend attendance of the child at such time.

- If your child is not completely potty trained as described above when preschool starts, the following options are available:
 - You may withdraw your child from preschool and place their name at the top of our waiting list.
 - A child will not be considered toilet trained for our preschool program if the child continues to consistently have toileting accidents after the first 6 weeks of school. After the first 6 weeks of school, the following policies will be in place for children who have accidents.

Exceptions will be made for medical purposes only and must have a doctor's note.

- **Attendance:** It is very important that pre-school students get in a routine like what is expected when they enter kindergarten. We want your child to fully experience a consistent structure of activities that will enhance their academic and social readiness. With that said, we expect that your child be in attendance every day that they are scheduled for. As well as be on time days that they are scheduled for. If your child has excessive absenteeism you risk that the school district will discontinue their enrollment in the program. However, if your child is sick please do not send them to school. If they are running a fever, before they can return to school, they need to be fever free for 24 hours.

We want to remind you that this preschool program is a federally funded program with primary focus on educating students with Developmental Delays. At some point in the future the number of students may become too large to continue to offer spots for students without these Development Delays. If this were to happen, we would assist you in finding another preschool provider in the area.

Class size:

AM (PK 3&4)- Max 10 students

PM (PK 4&5) – Max 12 students

Middle School Specific Policies

ATTENDANCE: Middle School students are counted absent if they are more than fifteen (15) minutes late for class. If a student is absent for more than 10 days in a semester, a truancy report will be filed with the State's Attorney office. A student may be turned over to the District States Attorney for truancy if they have 5 unexcused or 7 excused/unexcused absences per semester.

CO-CURRICULAR ACTIVITIES: All students in grades 6-8 are eligible to play in middle school sports. Practices will be after school and are mandatory for participation. Middle school students may be brought up to the high school level for any activity. This process is outlined by the Athletic Handbook and must be done through the Activities Director.

CONTESTS: Middle School students can be involved in several different contests. These include, but are not limited to, the following: Spelling Bee, Science Fair (required for all students), Civic Oration, Geography Bee, Online Academic Challenge, and Music Solo Contests. More information on each will be available as they approach.

PROMOTION AND RETENTION: Students must pass all their Language Arts, Mathematics, Social Studies, and Science courses while in middle school. A student may be retained by the Principal if it is determined that it is in the best interest of the student. Parent input will be allowed, but the Principal has the final say on retentions.

High School Specific Policies

ATTENDANCE: In order to receive credit from Newell High School, a student must be in attendance either at Newell High School or another accredited high school for at least 85% of the days within the semester. This means that students that are absent (excused or unexcused) for more than 11 or more days will not receive credit for that class. School sponsored activities, educational leave, and Legislative Pages do not count as absent. Special circumstances for absences must be discussed with the Principal. Documentation from a doctor or other professional must be brought in for the

Principal to determine whether to waive this policy. The Principal will make the decision on the credit. Parents can appeal to the Superintendent, then school board, if they do not agree with the Principals decision. A student may be turned over to the District States Attorney for truancy if they have 5 unexcused or 7 excused/unexcused absences per semester.

CREDIT RECOVERY: Credit recovery is available to all students that fail to earn credit for whatever reason. Most credit recovery classes have a fee that will be paid by the student. No credit recovery course will be started until the course a student is currently in has been completed.

GRADUATION CEREMONY: Only students that have met the Newell High School graduation requirements will be allowed to walk through the graduation ceremony. Students who are short credits may still earn a diploma by completing summer courses for credit recovery, but they will not be allowed to walk.

GRADUATION HONORS: Students that graduate with a cumulative GPA of 3.75 or above will be named Sum Cum Laude. Students that graduate with a cumulative GPA of 3.5 or above will be named Magna Cum Laude. Students that graduate with a cumulative GPA of 3.25 or above will be named Cum Laude.

The student with the highest GPA will be named Valedictorian. The student with the second highest GPA will be named Salutatorian. A Salutatorian will not be named if two or more students are tied for highest GPA.

WEIGHTED CLASSES: Certain classes require extra work and diligence from students. These classes will be based on a 5-point scale vice a 4-point scale for GPA purposes. The following classes will qualify: All AP classes, All dual credit classes, Calculus, Pre-Calc, Trigonometry, Anatomy, Zoology, Environmental Science, Spanish III, and Astronomy.

GRADUATION REQUIREMENTS: All students must earn a **minimum of 22 credits for graduation**. The following are the state and local requirements for graduation: With flexibility to use 2021 requirements if appropriate for the student.

<https://doe.sd.gov/gradrequirements/documents/1118-Infographic.pdf>

Refer to page 31 and 32 for a full description of the different diplomas and requirements set by the South Dakota Department of Education.

SEMESTER TESTS: (Semester tests will be 15% of your semester grade)

All students, 9-12, are required to take semester tests for all classes. Each teacher is responsible for giving an appropriate semester test for their class. It may be in a format that is best suited for the class (paper pencil, project based, demonstration, etc.).

STUDENT CLASSIFICATION: Student classification will be determined the number of credits the student has earned.

- Freshman – 0 – 5.5 credits
- Sophomore – 5.51 – 11.00 credits
- Junior – 11.01 – 16.5 credits
- Senior – 16.51 credits and above

STUDENTS AS TEACHER AIDES: Junior and Senior students may become teacher aides during a period if their transcript shows they have taken all offered courses offered that period. Students **will** receive credit for being a teacher's aide. Students who participate as teacher's aide must maintain a C average, with no failing marks, to remain a teacher aide.

SENIOR RELEASE: Students who are classified as senior (16.51 credits and above) will be able to apply for senior release privileges. To be eligible for senior release, a student must have a cumulative GPA of 3.00 at the end of their junior year. If the GPA falls below a 3.00, senior release will be revoked. Applications may be obtained from the high school office. Privileges may be revoked by the school administration at any time.

LUNCH OPTION:

Newell Lunch Procedures:

Newell High School lunch procedures are like many schools in South Dakota that have this option to leave campus for lunch. Our purpose is to inform and explain these rules so lunch procedures will be a positive and safe experience for everyone. This includes students, staff, parents, merchants, and the community. The privilege of leaving campus during lunch will be revoked from students who do not adhere to the following rules:

What is Newell lunch procedures?

It is the school's procedures that allows 12th, 11th, 10th and 9th graders to leave campus during lunch time.

Under what circumstances will a student lose the privilege to leave the campus for lunch?

Students may lose the lunch option privileges because of disciplinary, attendance, or academic infractions in the sole discretion of the administration. Students must be aware that when they leave school grounds they are required to be back in school in time for their next class.

What happens if a student does not get back to campus on time or skips a class entirely?

It is considered an unexcused tardy or unexcused absence. Students are responsible for missed work and course credit may be in jeopardy.

Can off campus privileges be revoked?

The students must leave school grounds in a safe, orderly manner and return to school prior to the start of the next period. The district will not supervise a student once he or she leaves campus. The district does not assume any liability for any actions by a student who has left campus. However, the District requires that students exhibit appropriate and legal behavior while the student is off campus. If the administration in its sole discretion determines a student's actions are a problem, the administration may revoke that student's privilege of leaving campus for lunch.

How long do students have for lunch?

The schedule will allow twenty-five minutes for lunch.

What options exist for lunches if a student chooses to remain on the campus for lunch?

Students choosing to stay on campus during lunch can report to the cafeteria.
After eating lunch in cafeteria, students will be allowed to leave cafeteria.

Can Students drive off campus?

All driving laws will be strictly enforced by local law enforcement or administration while the student is on campus. Please be aware that off lunch privileges may be revoked, if Transportation or other public safety laws are not followed.

What happens if a Parent or guardian does not want student to leave campus?

The parent or guardian of a student will assume all legal liability for the student's actions or inactions if student leaves campus during lunch.

I understand the above procedures for lunch.

Parent / Guardian

Date

Grades 9-12 Student Name (s): _____

Co-Curricular Specific Policies

ACTIVITIES: The following is a list of the various activities that exist at Newell School. This list up-to date as of the 2021-2022 school year. It is recommended that each student participate in at least one extracurricular activity.

Homecoming	Football	Basketball	FFA
Nat. Honor Society	Wrestling	Oral Interp	Golf
Student Council	Band	Chorus	Drama
One Act Plays	Knowledge Bowl	Volleyball	Rodeo Club
Cheerleading	Dance	Track	

HOMESCHOOL PARTICIPANTS: Students who are homeschooled are welcome to participate in Newell Co-curricular activities if they follow the rules established by the SDHSAA. Students are highly encouraged to participate in at least one or two academic courses at Newell School District. At the discretion of the local, member school, alternative instruction students, under SDCL 13-27-3, may be granted permission by an accredited member school to participate in interscholastic contests by annually fulfilling the following conditions.:

1. Demonstrate compliance with CHAPTER I, PART IV - STUDENT ELIGIBILITY and CHAPTER II, PART I - FURTHER ELIGIBILITY REQUIREMENTS FOR ATHLETIC CONTESTS (as applicable) by submitting the SDHSAA Eligibility Checklist for Alternative Instruction Students.
2. Providing documentation of the SDCL 13-27-3 APPLICATION FOR PUBLIC SCHOOL EXEMPTION CERTIFICATE REQUEST and nationally standardized achievement tests in grades tested under the state testing program.
3. Complying with all member school eligibility requirements except for attendance requirements. Scholastic/academic eligibility shall be verified per local school administrative policy following the same procedure used to accept credits towards graduation when an alternative instruction student requests a transfer to the local school district.
4. Any student, who was unable to maintain academic eligibility in an accredited school, shall be ineligible to participate as an alternative instruction student for a period of one year. After one year, the student may regain eligibility per local school administrative policy.
5. Satisfying the responsibilities and standards of behavior and performance, including related class or practice requirements, as expected of other student participants as a condition for both the initial acceptance and continued membership in the activity including but not limited to:
 - All local school training rules and/or codes of conduct will be applicable.
 - In order to be eligible to audition for and /or participate in Region Music Contests, All-State Chorus, All State Orchestra or All-State Band, the student must be currently enrolled and attending the local school's parallel

musical organization (if one exists) i.e. vocal music, instrumental music, orchestra. (This is the same rule that applies to students attending a member school.)

- A student who is a member of a high school team may not participate in games, practice, tryouts, etc. in that particular sport during the same season on an independent or non-high school team or as a member of any "all-star" team, or completely unattached on an individual basis. (This is the same rule that applies to students attending a member school.)
- All references to calendar shall refer to the calendar of the member school where the alternative instruction student is participating.

6. Alternative School Student's Local District: The local district of an alternatively educated student (i.e. home schooled) shall be the district in which the parent or guardian filed the Certificate of Excuse (13-277). This certificate, once filed in the district of residence (13-28-9), shall establish their district of residency for athletic eligibility pursuant to the local school district policy.
7. The student may transfer their eligibility one time to another member school. If this occurs at the beginning of the school year, the student will become eligible immediately. If the transfer occurs after the first day of school, the student will become eligible following 45 school days.
NOTE: This would be consistent with the current by-law applicable to open enrollment students.
8. A student who leaves an accredited school for any reason to enter an alternative instruction program, shall be ineligible for interscholastic competition for a period of one year, beginning on the date the student enters the alternative instruction program. Re-enrollment in a member school shall not nullify the year of ineligibility.

They are subject to all rules and regulations that pertain to enrolled students.

ACTIVITY TRIPS: The Newell School District is proud of the students who represent the school in any activity. The high standards established shall be continued by setting proper goals and codes of conduct for out of town trips. Students are representatives of their community and school and are judged by dress, manners, conduct, and sportsmanship as well as their individual skills.

ATHLETIC PHYSICAL: Athletic physical will be required for all students participating in athletics in grades 6-12. A physical form signed by both the parent and the physician must be on file in the athletic director's office before the student can practice.

CO-CURRICULAR FINANCIALS: A co-curricular transportation fee will be assessed for each activity a student takes part in. The fee will be determined at the July Board Meeting each year and will include a family maximum payment that will not exceed five events. School sponsored activities will not be supported beyond the state level. Activities that are expected to be funded by the school will present their financial requests to the budget committee prior to May 1 for the following school term.

EVENT TRANSPORTATION: All students must travel to and from events for their activity with the entire group, either by bus or school vehicle. A supervisor for that activity must also ride to and from the event on the bus or school vehicle. Coaches/Advisors may be asked to drive to events as needed.

If a situation arises where it would be more convenient for the parents to pick the student up from an event, the parent must contact the Activities Director, Coach, Principal, or Superintendent to gain permission to do so. The student may only travel with a parent or legal guardian if they are not riding the school vehicle and permission must be given before the school vehicle leaves for the event. The Activities Director, Principal, or Superintendent will inform the coach/advisor

of students that can go to or from the event with their parents. Coaches/advisors will not allow students to leave unless they have received the permission from the Activities Director, Principal, or Superintendent.

Students that live out of town and are driving home on their own may be allowed to drop their car off along the way and get picked up from a designated spot. This must be arranged with the event driver and coach/advisor.

EXTRA-CURRICULAR SUSPENSION: - *Sd Codified Law 13-32-9: SUSPENSION FROM EXTRA-CURRICULAR ACTIVITIES For Controlled Substance Violations:* Any person adjudicated, convicted, or the subject of a suspended imposition of sentence for possession, use, or distribution of controlled substances or marijuana as defined in Chapter 22-42, is ineligible to participate in any extra-curricular activity at any secondary school accredited by the Department of Education and Cultural Affairs for one year. Upon a subsequent adjudication, conviction, or suspended imposition of sentence for possession, use, or distribution of controlled substances or marijuana by the court of competent jurisdiction, that person is ineligible to participate in any co-curricular activity while that person is attending any school accredited by the Department of Education and Cultural

Affairs. Upon such a determination in any juvenile proceeding the

Unified Judicial System shall give notice of that determination to the South Dakota High School Activities Association and the chief administrator of the school in which the person is enrolled.

Alcohol, Tobacco, or Drug Possession: At any time during the year, regardless of the quantity, an activity participant shall not be in possession of or using alcoholic beverages, illegal drugs, or tobacco products. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the participant's use by his/her doctor.

1) First Violation:

- A. After confirmation of the first violation, the student shall lose all participation in all activities for a period of 14 consecutive days.
- B. The school will recommend that the parent/guardian refer their child to a community agency or a professional individual outside the school for assessment of potential chemical abuse/misuse.

2) Second Violation

- A. After confirmation of the second violation, the student shall lose all participation in all activities for a period of 42 consecutive days, which shall be in addition to the penalty under subsection 1)
- B. Before the student is admitted to participate in activities, the student shall show evidence in writing that he has sought or has received counseling from a community agency or professional individual such as a drug counselor, medical doctor, psychiatrist, or psychologist.

3) Third Violation:

- A. After confirmation of the third or subsequent violation the student shall lose all participation in all activities for a period of 84 consecutive days, which in addition to the penalties under subsections 1) and 2).
- B. If, after the third or subsequent violation, the student on his own becomes a participant in a chemical dependency program or treatment program, the student may be certified for reinstatement for activity participation after a maximum period of 42 consecutive days of nonparticipation.

- 4) Penalties shall commence when the school official has completed his/her investigation.
- 5) Penalties shall be cumulative beginning with and throughout the student's high school career.
- 6) For the duration of the penalty, the penalized student is not allowed to participate in any activity. This includes practices and rehearsals. The student can participate in regular classroom activities such as band, chorus, and physical education classes. Regular classroom activities are defined as those activities during the regular seven period school day.
- 7) Accusations of offenses must be brought to the attention of the Principal/Activities Director no later than the fifth school day following the offense. Individuals making the accusation must be willing to sign a statement of the offense and back it up with details when the student involved is confronted.

In addition to the penalties set forth in subsections 1), 2), and 3), above, Newell School District will strictly adhere to SDCL 13-32-9, which provides for the mandatory ineligibility of a student in certain situations. The ineligibility pursuant to SDLC 13-32-9 will be in addition to the penalties set forth in subsections 1), 2), and 3), above.

STUDENT GRIEVANCE: A grievance is defined as a complaint lodged by a student with a member of the staff or administration alleging one or more of the following unfair practices:

- 1) That a school rule is unfair.
- 2) That a school rule or regulation discriminates between students on any basis.
- 3) That an unfair procedure has been used in arriving at the punishment.

Grievances should be dealt with at the base level. Students should attempt to resolve the conflict with the teacher/staff member directly. If they are not happy with the resolution to the conflict, they may speak with the Principal directly. The Principal will then see to the resolution of the conflict. If the student is unhappy with the resolution offered by the Principal, the student may appeal to the Superintendent. If the student is unhappy with the resolution from the Superintendent, they may appeal the resolution to the Board. The Board will hold a hearing at the next regular meeting and their decision is final.

SCHOOL POLICY MANUAL: The District's Policy Manual is available for all to access online. On the school's website – www.newell.k12.sd.us. We encourage you to spend some time looking over the policies and getting to know them, especially those that are connected to Instruction and Students. If you have any questions about any school policy or portion of this handbook, please contact the building principal or the school district superintendent.

STUDENT REGISTERED SEX OFFENDER POLICY: The Board and Association recognize the existence of the Newell School District 9-2 student registered sex offender policy located on the following website

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/2001798/Policy_KKB-student_as_registered_sex_offender.pdf

South Dakota High School Graduation Requirements

Approved by the South Dakota Board of Education Standards in July 2018

ADVANCED ENDORSEMENTS

In addition to the base requirements for the High School Diploma, students may earn advanced 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 three advanced endorsements: Advanced Endorsement, Advanced Career Endorsement and Advanced Honors Endorsement.

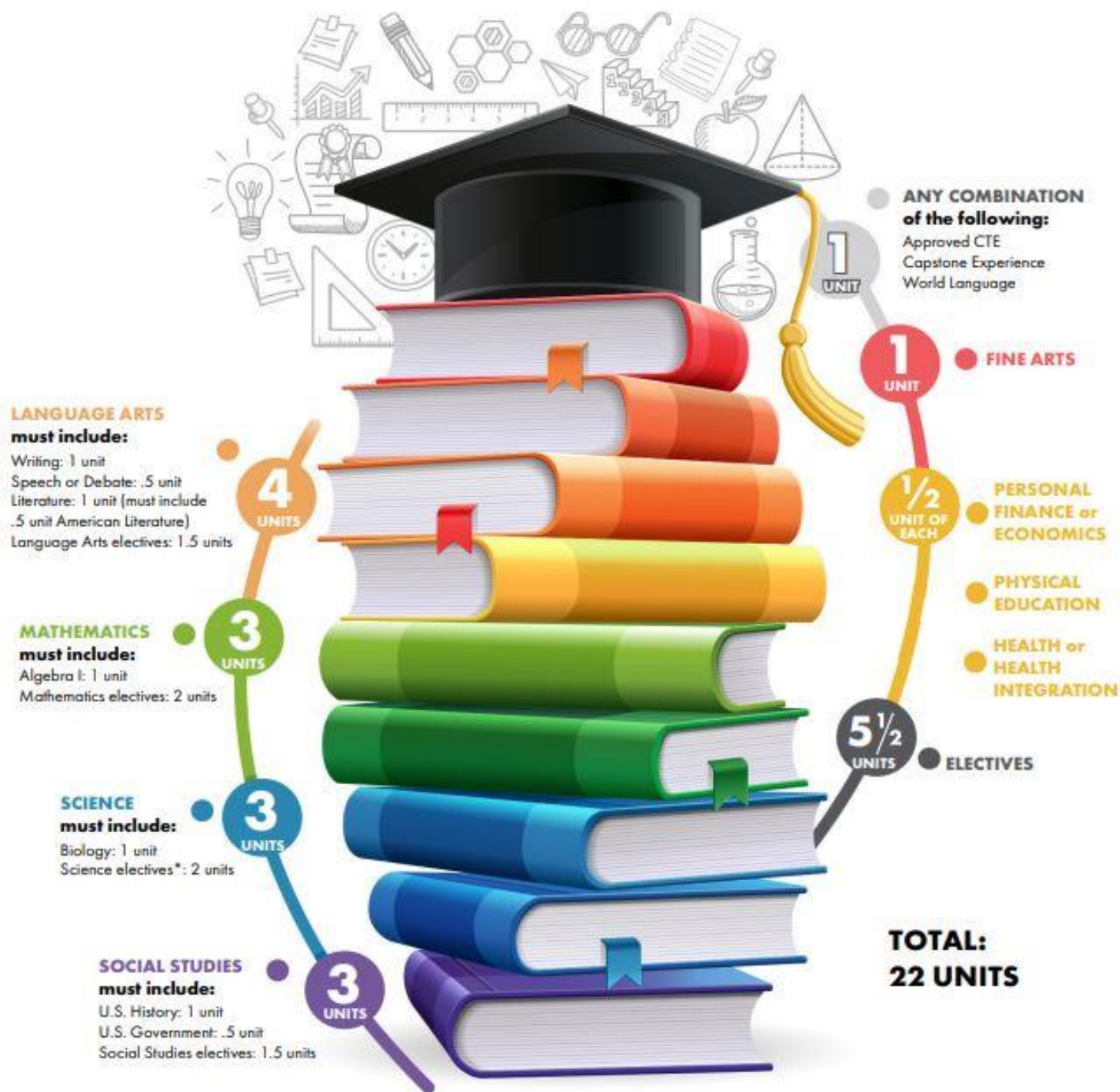
The requirements beyond the base high school diploma requirements are in red text in each advanced endorsement section below.

ADVANCED ENDORSEMENT REQUIREMENTS <i>Indicates a student has pursued coursework consistent with entrance requirements for postsecondary education at a university.</i>		ADVANCED CAREER ENDORSEMENT REQUIREMENTS <i>Indicates a student has career experience in a concentrated area, based on academic and/or workplace experience and a related credential.</i>	
4 UNITS OF LANGUAGE ARTS must include: • Writing: 1 unit • Speech or Debate: .5 unit • Literature: 1 unit (must include .5 unit American Literature) • Language Arts electives: 1.5 units	1 UNIT OF FINE ARTS	4 UNITS OF LANGUAGE ARTS must include: • Writing: 1 unit • Speech or Debate: .5 unit • Literature: 1 unit (must include .5 unit American Literature) • Language Arts electives: 1.5 units	1 UNIT OF FINE ARTS
3 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Geometry: 1 unit • Algebra II: 1 unit	½ UNIT OF PERSONAL FINANCE or ECONOMICS	3 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Mathematics electives: 2 units	½ UNIT OF PERSONAL FINANCE or ECONOMICS
3 UNITS OF SCIENCE must include: • Biology: 1 unit • Other Lab Sciences: 2 units	½ UNIT OF PHYSICAL EDUCATION	3 UNITS OF SCIENCE must include: • Biology: 1 unit • Science electives: 2 units (a state-approved computer science course may be used as 1 unit elective)	½ UNIT OF PHYSICAL EDUCATION
3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • Social Studies electives: 1.5 units	½ UNIT OF HEALTH or HEALTH INTEGRATION	3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • Social Studies electives: 1.5 units	½ UNIT OF HEALTH or HEALTH INTEGRATION
1 UNIT OF ANY COMBINATION of the following: • Approved Career & Technical Education • Capstone Experience • World Language	5 ½ UNITS OF ELECTIVES	2+ UNITS OF ANY COMBINATION of the following: • Approved Career & Technical Education units from the same career cluster OR • Capstone Experience AND Attainment of an industry-recognized credential or National Career Readiness Certificate of Silver or higher	4 ½ UNITS OF ELECTIVES

ADVANCED HONORS ENDORSEMENT REQUIREMENTS <i>Indicates a student has pursued advanced rigorous, academic coursework consistent with §13-55-3.1 (High school course requirements for opportunity scholarship eligibility).</i>			
All high school coursework completed with a "C" or higher			
4 UNITS OF LANGUAGE ARTS must include: • Writing: 1.5 units • Speech or Debate: .5 unit • Literature: 1.5 unit (must include .5 unit American Literature) • Language Arts electives: .5 unit	1 UNIT OF FINE ARTS	3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • World History: .5 unit • Geography: .5 unit • Social Studies electives: .5 unit	½ UNIT OF HEALTH or HEALTH INTEGRATION
4 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Geometry: 1 unit • Algebra II: 1 unit • Advanced Mathematics: 1 unit (details at sdos.sdbor.edu/require/require.html)	½ UNIT OF PERSONAL FINANCE or ECONOMICS	2 UNITS OF ANY COMBINATION of the following: • Approved Career & Technical Education OR • Modern or Classical Language (including American Sign Language); must be in the same language	2 ½ UNITS OF ELECTIVES
4 UNITS OF SCIENCE must include: • Biology: 1 unit • Any Physical Science: 1 unit • Chemistry or Physics: 1 unit • Science elective: 1 unit	½ UNIT OF PHYSICAL EDUCATION		

South Dakota High School Graduation Requirements

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*A state-approved advanced computer science course may be substituted for one unit of a science elective, but may not replace Biology. A list of approved courses is available at <http://doe.sd.gov/gradrequirements>.

Students are required to meet the above High School Diploma requirements, also known as the "base diploma". Students may earn advanced endorsements with their high school diploma. A student's personal learning plan must document a minimum of 22 credits that include the above requirements.

****Advanced Endorsements Available**

SIGNATURE PAGE

Please read the entire handbook with your child(ren). Fill out and sign this form and return it to the building offices by Friday, September 5th.

Parent(s)/Guardian(s) Name(s): _____

Student(s) Name(s): _____

_____ Initial next to the following that you agree to. Do NOT initial if you do not agree to the following:

_____ I have read this handbook fully and understand the policies. This does not indicate that I agree with all policies, just that I have read and understand them.

_____ I give permission for all my children to attend field trips with their class or other groups from the school.

_____ I give permission for all my children to be photographed and video-taped during the school year for school publications (yearbook) and the school website.

_____ I would like to be included in the daily announcement email list (add email):

_____ I understand that I need to contact the office in the event of any change in contact information as soon as possible.

_____ My child(ren) is/are eligible for Medicaid services. My signature below authorizes for the release of any medical information by the Newell School District and consent to process Medicaid claims and share Medicaid reports. I understand my participation is voluntary. Medicaid # _____

If school must be closed early due to weather or mechanical issues and the buses cannot run, the children above:

_____ Should be sent home with _____ Will be
picked up by one of the above named parents/guardians.

Parent Signature

Date

REQUEST AND AUTHORIZATION FOR MEDICATION/TREATMENT FORM

Parents are requested to give medication at home whenever possible. If it becomes necessary to administer medication to students during school hours the following regulations will be observed:

1. A parent/guardian or designated adult must deliver to the school all medications to be administered by school personnel.
2. Prescription medication to be administered must be prescribed by a licensed medical professional to the student and be in the original prescription container with the prescription attached. Medication improperly packaged or labeled will not be administered.
3. Non-prescription medication must be in the original packaging and provided by the parent/guardian. Non-prescription medication improperly packaged or labeled will not be administered.
4. Parents/Guardians must provide the information requested below and sign the form granting the school permission to administer the medication.

To be completed by the parent/guardian:

I request and authorize officials at Newell School District to supervise the below stated medication and dosage.

Student's name: _____

Medication name: _____

Dosage and time: _____

Method (oral, ear drops, etc.): _____

Possible side effects: _____

- I understand the medication shall be provided in a bottle labeled by the pharmacy to include the student's name, physician's name, medication and strength, dosage, and time the medication is to be taken.
- I understand that the district's personnel are rendering a service and will administer the medication only in accordance with the instructions on the label.
- I understand the district and individuals involved will not be liable from any possible adverse effects of the medication.
- I understand the school may contact the prescribing professional regarding the medication and/or its effects.

_____ Initial for consent to carry required self-administer medical devices.

_____ Initial if you want to be called each time the non-prescription medication is administered.

Signed (parent/guardian): _____ Date: _____



NEWELL SCHOOL BUS SLIP

Name _____ Grade _____ has been given permission to ride

Bus # _____ to (drop off point) _____ On this Date

_____ a.m. or p.m.

Date Approved _____ Signature _____

Parent's Phone numbers: #1 _____ #2 _____

All Bus Rules must be followed