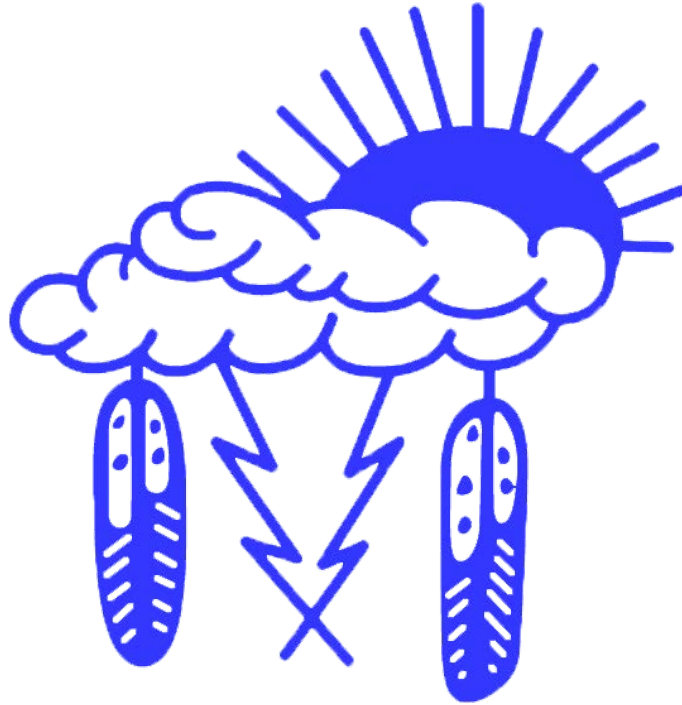


BUGONAYGESHIG SCHOOL
STUDENT AND FAMILY HANDBOOK



LEECH LAKE BAND OF OJIBWE

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SCHOOL INFORMATION

The Mission of Bugonaygeshig School is *“to provide students with foundations of Anishinaabe language and teachings; to integrate education with the lifeways of the Leech Lake Ojibwe Community; and to enhance their lifelong learning for post-secondary education.”*

DISTRICT MOTTO: *Minjimendamang gaa-inakamigiziwaad mewinzha, niwii-pimiwidoomin anishinaabe-izhitwaawin gaa-mini goyang.*

“Preserving the Past, Embracing the Future”

VALUES:

Zaagi’idiwin	Love
Manaaji’idiwin	Respect
Nibwaakaawin	Wisdom
Dabasendizowin	Humility
Zoongide’iwin	Bravery
Gwayakwaadiziwin	Honesty
Debwewin	Truth

STAKEHOLDERS:

Students & Families
School Staff
School Board
Leech Lake Band of Ojibwe

SCHOOL PRIDE:

Motto: Preserving the Past, Embracing the Future
Symbol: Silver Eagle
Colors: Silver and Blue

OPENING & CLOSING CEREMONY

To prepare children to carry on the legacy of the Anishinaabeg, rich in culture and spirituality, our students and staff gather together at the opening and closing of each academic week. Being part of the circle is an honor.

1. All staff and students will report to the elementary gym at the designated time.
2. Students sit on the floor with their class to form a circle.
3. Announcements are given.
4. Students & Staff are to remain silent as the tobacco is offered and spoken for.
5. A song by the drum group will follow the offering of tobacco.
6. Students will dance or remain seated until the song is finished.
7. Elders and elementary students will exit through the elementary wing doors and the high school students through the middle school doors.
8. Young women are excused when necessary according to our traditions.
9. Individuals who need a chair will be given one.
10. No electronics during our ceremonies, including cell phones.

GENERAL ENROLLMENT & ADMISSIONS

The school is a tuition free school for all children. The school shall enroll any eligible student who completes the Admissions Procedure and if the school does not exceed the capacity of a program, class, grade level, or building. The Bugonaygeshig School shall give preference for enrollment to Leech Lake Band members, qualified other Minnesota Chippewa Tribe enrollees, other federally recognized tribal enrollees, and non-tribally enrolled children.

All currently enrolled students do not need to reapply for admissions. Parents will be asked to update contact information and other educational forms. New/transfer students will *only* be admitted first semester through the end of the second week of the semester and second semester, during the first 5 school days, unless the student has moved into our service area during the school year.

Students must be 5 years of age by September 1 of the current school year in order to enroll. The school will request early childhood records and conduct an assessment to inform initial placement. Entry assessments will be requested for all new/ transfer 5th-12th grade students. All new students in 5th-12th grade must sign a Bugonaygeshig School Contract prior to their start date. Parents/Guardians must also sign the Contract. All students including students 18 or older are subject to the school policies. Students expelled from another school will be denied admission until the end of the expulsion term. The Admission Team's decisions will be made throughout the academic year, as spaces and resources are available.

ADMISSIONS PROCEDURE

A complete Application Packet must be submitted before the student will be considered for enrollment:

- Standard School Application;
- Certificate of Degree of Indian or Alaska Native Blood (CDIB), if applicable;
- Free and/or Reduced Lunch application (G0-G12);
- Release of Information Form (G1-G12); and
- Teacher/School Recommendation Form (G1-G12).

Once a complete Application Packet has been received, a Family Meeting may be scheduled, to include the student, Parent/Guardian, and members of the Admission Team. The Family Meeting will be an opportunity for the student and family to meet school staff, and to learn about the program, goals and expectations of the school. The Admission Team will notify parents/students of the decision within 2 weeks after a Family Meeting has taken place. Applications will be processed by order of date of completed application, and will be reviewed by the Admissions Team. The Admissions Team will accept or deny admissions based on program capacity and student academic and behavioral records.

ADMISSIONS APPEAL PROCESS

Parents or students (18-21 years) may appeal the Admissions Team decision. Appeals must be submitted to School Administration in written form within 5 school days. Upon receipt of the Appeal Letter, the School Administration will send the letter to the Admissions Team. The Admissions Team will convene within 5 days of receipt. The Admissions Team will make a decision within 2 school days. The parents or student (18 or older) will be notified by phone and with a mailed letter. If the parents do not agree with the Admissions Team's decision, an appeal to the School Board may be made within 5 days of receipt. The School Board's decision is final and is not subject to further appeal.

TRANSFER STUDENTS

New or transfer students will be admitted first semester through the end of the second week of September and second semester, during the first 5 days, unless the family moved into our service area. No more than 5 days should lapse between withdrawal from a previous school and registration at Bug-O-Nay-Ge-Shig School. Acceptance is subject to approval of the Admission Team. The Admissions team may waive any of the requirements, depending upon extenuating circumstances of each transfer student.

WITHDRAWING STUDENTS

Parents wishing to withdraw their child should a) notify the school 2 weeks in advance of a student's impending withdrawal, b) return all technology, textbooks, library books, combination locks and any other school equipment.

ATTENDANCE

The single biggest factor that determines a student's success in school is attendance. Students who attend regularly (greater than 90%) are much more likely to graduate from high school and to be successful beyond high school. The Bugonaygeshig Attendance Policy reflects the high value our community places on education, and all enrolled Bugonaygeshig School students are expected to attend school every day on time unless lawfully excused by the school. The students are subject to Compulsory Attendance, Leech Lake Band of Ojibwe Judicial Code Title 4: Juvenile Justice Code (2010) and Minnesota Compulsory Law 120A.05. The Bugonaygeshig School has a Student Support Team and Home-School Liaisons that monitor student attendance. This committee meets weekly.

BUGONAYGESHIG ATTENDANCE POLICY

This policy is posted on the Bugonaygeshig website and is updated in the Student & Parent Handbook. It will be reviewed with students on the first day of school, and, together with their student, parents and/or guardians will agree to follow this policy when they sign the Bugonaygeshig Contract.

At the Middle School and High School levels, to receive credit for any Bugonaygeshig course, a student may not exceed **10 absences EXCUSED OR UNEXCUSED per quarter per class**. This policy is based on a quarter term system, with the average quarter-term having 42 days. A student who misses a class 10 times in one quarter is missing 24% of class. (This paragraph of the policy has been paused due to the COVID-19 Pandemic, and will be reinstated at a future date.)

Furthermore, according to Code of Federal Regulations CFR 39.210- "If a student is absent for 10

consecutive days, the school must drop that student from membership for ISEP (Indian Student Equalization Program) purposes of that school on the 11th day. Students dropped for 10 consecutive school days absent may reapply for admittance and their application will be reviewed by the Bugonaygeshig Admissions Team.

I. RESPONSIBILITIES: Attendance responsibilities are shared by students, parents, and the school staff.

A. STUDENT RESPONSIBILITY:

Attend all assigned classes on time, every day that school is in session.

B. PARENT/GUARDIAN RESPONSIBILITIES:

Encourage and require your student to attend school every day on time as you would expect them to attend a job. School is training for the future.

Inform the school by telephone (218-665-3000, Dial 1), in person or via email (petra.rodriguez@bugschool.k12.mn.us), of a student absence no later than 9:00AM the day of absence.

Inform the school if something is occurring that is preventing your student from attending school regularly.

Work cooperatively with school personnel to solve any attendance problems that may arise.

C. TEACHER RESPONSIBILITIES:

Take accurate daily attendance by 9:00am and maintain accurate attendance records for each assigned class.

Communicate makeup work policies to students and apply those procedures uniformly.

Report any attendance problems that may arise to the Student Support Team and work constructively with administration, parent/guardian, and the student to help the student get back on track.

D. ADMINISTRATION RESPONSIBILITIES:

Inform parents, students, and staff of school attendance regulations.

Supervise and administer the attendance policy and regulations.

Maintain accurate records on student attendance.

Inform students and their parent/guardian of student's absences through use of Infinite Campus, telephone, personal conference, e-mail, or mail.

Work constructively with the student and parent/guardian to achieve regular attendance.

Report cases of habitual truancy to the appropriate Tribal or County Agency.

II. ATTENDANCE PROCEDURES

A. Absences: A student will be considered absent when he/she is not in school or class

1. Reporting Absences: Absences shall be reported and records of absences kept in accordance with regulations adopted to implement this policy.

2. Special Absences: Special absences are not counted in the maximum absence rule. Students are granted special absences for the following reasons:

- Cultural instruction (have this defined by tribal education dept and legal dept).
- Students who are assigned to ISS (In-School Suspension) for disciplinary purposes.
- Students placed on OSS (Out-of-School Suspension) for disciplinary purposes in accordance with Minnesota Statutes 121A.41, Subd. 10 and 121A.46.
- School sponsored activities.
- Medical verification from a doctor stating the student requires homebound instruction.
- An Individual Education Plan or 504 plan that amends the attendance expectation.
- Students who are engaged in Seasonal Activities and submit the appropriate paperwork will not have absences due to these activities counted against them. Also included are absences for funerals.

3. The following absences are **excused** but **DO count towards the maximum absence rule**. NOTE: All excused absences must be verified by parent/guardian by phone call before 10:00AM the day of the absence. Failure to do so may result in the absence being counted as unexcused.

- Illness of pupil.
- Serious illness in the immediate family (mother, father, step-parent, guardian, brother, sister, grandparents).
- Attendance at a court or other judicial proceeding upon written verification by the court or hearing officer of the specific date and time.
- Family vacation subject to prior approval of the School Administration.
- Important events requiring student participation. Requires pre-approval from Administration

Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as determined by the classroom teacher. Work missed because of excused absence must be completed within a time limit decided by the teacher of the missed course(s). Any work not completed within this period shall result in “no credit” for the missed assignment. However, the Bugonaygeshig Administration or the classroom teacher may extend the time allowed for completion of makeup work in the case of an extended illness or other extenuating circumstance. **Excused absences count towards the maximum absence rule for a quarter long class. Ten absences in a quarter long class will result in a loss of credit.**

4. The following are considered **unexcused absences that count toward the maximum absence rule**:

- Any absence that is not excused by the parent or guardian
- Absences that do not fit into one of the above excused categories.

B. Tardiness: tardiness is disruptive to the learning of other students and the student who is tardy.

Being tardy to class is arriving after the bell rings. Arriving more than 5 minutes after

the start of class without a pass will be considered an unexcused absence.

- **1st and 2nd Tardy:** Teacher uses discretion in deciding consequences
- **3rd Tardy:** When a student is tardy to a class three or more times in one quarter the student will conference with Bugonaygeshig Administration to determine consequences. Habitual tardiness will result in a phone call home to parents, in-person meeting, in-school suspension, or other consequence determined by the administrator.

C. Truancy: the willful missing of a school day or class period (i.e. “skipping class)

Truancy is an unexcused absence, and the protocol for unexcused absences will apply.

After the first incident of truancy, students will be assigned to In School Suspension until all the work missed because of the truancy is completed.

Work missed because of truancy will be given credit only at the discretion of the teacher

If the behavior reoccurs, the student will be assigned to In School Suspension for one full day, or until all of their missed work is completed, whichever is longer.

D. Loss of credit

At the high school level, ten (10) absences in a quarter long class will result in a loss of credit for that class. (See the second paragraph of this policy). **Both excused and unexcused absences will accumulate towards the loss of credit.** When a student reaches the eighth absence, a meeting will be held with the student to explain the loss of credit and the appeal process. The school will notify the parent/guardian about the loss of credit and to discuss whether the student intends to appeal the decision. If the student wishes to contest the loss of credit, the request for appeal should be addressed to the Bugonaygeshig Administration and submitted in writing to the School Counselor within three (3) days of notification of the loss of credit. If no appeal is being sought, the student will remain in the class, but will not be eligible for credit. At the middle school level, 10 or more absences may result in the student repeating their current grade level.

III. GENERAL PROCEDURES REGARDING ABSENTEEISM

- Bugonaygeshig will communicate with parents when their student is missing from school. If there has not been a phone call to the attendance hotline from a parent or guardian by 9:00, Bugonaygeshig will attempt to call parents to determine the reason the student is absent.
- When a student reaches 3 absences, excused or unexcused, Bugonaygeshig Staff will call to inform parents of the Bugonaygeshig attendance policy. The point of this phone call is to strategize about ways to improve attendance.
- When a student reaches 5 absences, excused or unexcused, Bugonaygeshig Staff will mail an Attendance Reminder letter that asks parents/guardians to call a designated family liaison to set up a home visit or conference call to further discuss the attendance policy and strategize ways to improve attendance.
- When a student reaches 8 absences, excused or unexcused, Bugonaygeshig staff will mail an Attendance Warning letter that notifies parents/guardians of potential credit loss and offers a family meeting to strategize ways to improve attendance.

- When a student reaches 10 absences, excused or unexcused, Bugonaygeshig staff will mail a Notice of Credit Loss letter that makes parents/guardians aware of credit loss and options for credit recovery.

TRUANCY CONCERNS & PROCEDURES

Students who have missed five (5) days or individual class periods on consecutive days unexcused are considered continuing truants under the law and will receive a letter from Bugonaygeshig informing them of their legal obligation to attend school.

Students who have missed seven (7) days or class periods on consecutive days unexcused are considered habitual truants under Minnesota law and will receive a letter inviting the student and a parent or guardian to attend a meeting with Bugonaygeshig Administration to work together on a truancy prevention plan. If the student is unable to follow the plan, Bugonaygeshig is obligated to report the truancy to the appropriate Tribal or County Agency.

For students who are absent 10 consecutive days, the BIE requires they be dropped from attendance. In these cases, the school will offer a meeting with parents/guardians to discuss school placement and whether re-enrollment at Bugonaygeshig is an option.

School Administration shall determine whether there are extenuating circumstances affecting a student which justify waiving this policy on an individual, case-by-case basis. Administration may conduct the review without request from the parents. It is the intent of this provision to prevent parents from having to appeal the loss of credit for situations involving extenuating circumstances.

ABSENCE REPORTING PROCEDURES

Student attendance is monitored daily and hourly, depending on the age of the student. All attendance concerns will be referred to the Student Support Team. The school's Home-School Liaison will process referrals for absences/truancy for immediate follow-up.

ELEMENTARY ATTENDANCE

The following guidelines regarding elementary tardies and absences:

- Tardy: Student who arrives at school after the 8:30 a.m. bell.
- Unexcused Tardy: Students late to school without a parent contact.
- A.M. Absence: Students after 10:00 a.m. are considered absent for the A.M.
- P.M. Absence: Students leaving before 2:00 p.m. are considered absent for the P.M. Students arriving after 1:00 pm will be considered a whole day absent.

DROPPING A STUDENT FROM ENROLLMENT

According to Code of Federal Regulations CFR 39.210 - "If a student is absent for 10 consecutive days, the school must drop that student from membership for ISEP (Indian Student Equalization Program) purposes of that school on the 11th day.

Students dropped for 10 consecutive school days absent may reapply for admittance and their application will be reviewed by the Bugonaygeshig Admissions Team.

SCHOOL HOURS

Teachers are on duty at 8:00 a.m. Children should not arrive earlier than 8:10 a.m. Instructional hours are from 8:15 a.m. to 3:20 p.m. Early release days are from 8:15 a.m. to 1:45 p.m. Refer to School Calendar for early release days.

CHECK IN/OUT PROCEDURES

For K-12 students arriving at school late or checking out, parents must sign students in/out at the Main Office. No one other than the parent/guardian will be allowed to sign a student in/out without prior notification to school from the parent. High School students who leave the campus during the school day must obtain a **Permit** to leave campus, regardless of age.

EDUCATIONAL PROGRAM

MIDDLE SCHOOL/HIGH SCHOOL GRADE POINT SYSTEM

The Middle/High School use the following 4.0 grading system to establish GPAs:

4.0 = A	3.7 = A-	3.3 = B+	3.0 = B
2.7 = B-	2.3 = C+	2.0 = C	1.7 = C-
1.3 = D+	1.0 = D	0.7 = D-	0 = F

MIDDLE SCHOOL/HIGH SCHOOL GRADING CRITERIA

The Middle/ High School use the following grading criteria in each class:

99-100% = A+	88 - 89% = B+	78 - 79% = C+	68 - 69% = D+	0 - 59% = F
92 - 98% = A	82 - 87% = B	72 - 77% = C	62 - 67% = D	
90 - 91% = A-	80 - 81% = B-	70 - 71% = C-	60 - 61% = D-	

School Administration may approve an “incomplete” grade for extenuating circumstances. Students will have 2 weeks from the end of the quarter to complete class work or the final grade will be an “F”. Students are encouraged to work with the School Counselor for credit recovery.

MIDDLE SCHOOL COURSE REQUIREMENTS

Middle School students are required to pass the core content classes (Language Arts, Math, Science, Social Studies, and Physical Education). Students must pass Culture and Language classes and Elective courses in order to be promoted to High School. Middle School students who fail 2 or more classes during any quarter of the 8th grade year will be referred to the Placement Committee and considered for retention in 8th grade.

HIGH SCHOOL GRADUATION REQUIREMENTS

Credits will be earned in Grades 9 – 12. A minimum of 22 credits are required. See below:

Class of 2018 and beyond requirements	
Cr.	Subject Area
4.0	Language Arts
3.0	Ojibwe Language/Culture
3.0	Social Studies
3.0	Math
3.0	Science
1.5	Physical Education
0.5	Health/Wellness
1.0	Art - Choose Visual, Media, Dance, Music, or Theatre
3.0	Electives
22	Total Credits

MIDTERM AND REPORT CARDS (K-12)

All students will receive a midterm report informing them and their parents of class work progress at the midpoint of each quarter. Students are recognized quarterly for their achievement in academics, attendance, and behavior. Report cards will be issued within 1 week of the end of each grading period.

MIDDLE SCHOOL/HIGH SCHOOL GRADE CHANGE

Middle School/High School students may repeat a course to improve a previously earned grade or to replace a low, failing, or incomplete grade.

MIDDLE SCHOOL/HIGH SCHOOL CLASS SCHEDULE CHANGE

Class schedules may be changed with the permission of the student's advisor and School Counselor. Schedules may be adjusted 3 days into each quarter, upon approval. All class changes must be processed with a complete add/drop form and submitted to the High School Counselor. Incomplete add/drop forms will not result in official class change.

STUDENT PROMOTION, RETENTION, & PLACEMENT (K-12)

Student promotion, retention, and placement shall be made by a Placement Committee composed of teachers and administrators. The Placement Committee will review recommendations from teachers, parents, and other resource persons. The Placement Committee will review all available data and classwork prior to making placement decisions. Placement decisions will be made by mid April. Parents may appeal the decision.

- Step 1: Parent writes appeal letter to School Administration, who refers to Placement Committee. (PC).
- Step 2: PC sets date for hearing. Parents are encouraged to attend.
- Step 3: PC makes a decision. If parents are not satisfied, Parents request an appeal to the School Board in writing. School Administration works with the Chairperson to add to the School Board agenda.
- Step 4: School Board hears appeal. Board makes a decision. The School Board decision is final with no further appeal.

POST-SECONDARY ENROLLMENT OPTION (PSEO)

Students who have earned junior or senior status and who maintain a GPA of at least 3.0 may participate in PSEO at a college or technical college. A student may enroll in academic course work as part of the student's full time high school enrollment. Earned college credit may substitute high school credits needed for graduation.

PSEO Criteria include:

- Record of 90% attendance;
- Complete career plan with class advisor and/or School Counselor;
- Parent approval;
- Complete PSEO application; and

- College or technical school acceptance letter.

High school credit will be issued based on the college credits earned for each course. Students have primary responsibility for transportation to college courses. The School will provide transportation when possible.

STUDENT RIGHTS & RESPONSIBILITIES

STUDENT RIGHTS

Right to Seek Change

Students and parents are encouraged to participate in or seek change in the operation of Bugonaygeshig in a variety of ways. Parent Partner Meetings, Parent Conferences, and other events are held during the year to both provide information and seek input from parents. Parents may also serve on committees formed to provide advice to the Administration or the Board of Directors. Individuals may also provide direct input to staff members. It is Bugonaygeshig policy to attempt to resolve situations at the lowest level. Therefore, if a situation involves an individual teacher or staff member, that person should be contacted first before elevating the issue to the school's School Administration and/or the Bugonaygeshig Board of Directors.

Right to Be Free From Discrimination

Bugonaygeshig policies are designed to prevent students from being discriminated against, or denied the benefits of educational programs or activities based on your race, gender, religion, ethnicity, sexual preference, national origin, age, or disability in any Bugonaygeshig program or activity. If you believe that you have been discriminated against notify the School Administration, or, if you feel the School Administration is the source of the discrimination, please notify the Board of Directors. If the issue has to do with a disability, also notify a member of the Special Education Department.

Right to Free Expression

Students have a limited right to free expression. This right is found in the First Amendment to the United States Constitution. In the classroom, this means that you may express your opinions orally or in writing. Outside of the classroom, at school, on the bus, or at school activities you also have a limited right of free speech. The limitation on your right to speak is that your speech must not create a material and substantial disruption to the educational process, or harm someone's reputation, or create a clear and present danger to others. In addition, the First Amendment does not protect speech that leads to unlawful action; nor does it protect obscenities. These legal requirements apply to whatever you write or say when you come to school or school activities. If you cross the line from protected speech, where you are expressing your point of view or opinion, to the speech that creates a material and/or substantial disruption, you can face disciplinary consequences.

Right to Free Association

You are generally free to associate with, join, and participate in groups of your own choosing. However, any group, whether school-sponsored or not, that engages in activities which interfere with the rights of others, or which disrupt the educational environment or the educational process, may be subject to disciplinary actions by the school officials or appropriate law enforcement agencies. A significant exception to the right to freely

associate is gang related activity. Policy prohibits gangs at school or at school-sponsored events. A "gang" is defined as any group of three or more individuals who share a common interest, bond or activity that is characterized by criminal, delinquent, or otherwise disruptive conduct. This conduct may be individual or collective. Student dress and appearance that is related to gang activity is also prohibited. Likewise, gestures, signals or graffiti related to gang activity, including initiations and hazing, will not be tolerated. Individuals violating the provisions of this policy are subject to suspension and expulsion. In addition the appropriate law enforcement agency may become involved.

Right to Peaceful Assembly

The First Amendment to the United States Constitution allows students of a school to peacefully assemble on the school grounds. However, such assemblies must comply with attendance rules and procedures as well as building regulations.

Right to Individual Dignity

Each and every person is entitled to be treated with respect and dignity regardless of his or her race, color, ethnicity, religion, gender, social status, disability or age. The dignity of each individual is best served when all concerned-students and school personnel alike—treat one another as they would like to be treated. In particular, sexual harassment and bullying behavior are not tolerated at Bugonaygeshig or at school activities; nor, is such behavior tolerated on buses or at bus stops.

Right to be Free from Sexual Harassment

Sexual harassment is defined as sexually oriented remarks, behavior or jokes that make you so uncomfortable for a significant period of time that you consider not coming to school, or a particular class or activity. If you experience this type of harassment, please speak with a trusted adult at the school.

Right Not to Be Bullied

Bullying is any written or verbal expression, physical act or gesture that is intended to cause you distress. It can be direct or indirect. Direct bullying can be physical in nature, such as hitting, kicking, pushing, or choking. Or, it can be verbal, such as name-calling, threatening, teasing, posting hurtful comments or video on social media, etc. Indirect bullying is subtle and may be difficult to detect. It can take many forms such as social isolation, intentional exclusion, making faces, staring, obscene gestures, manipulating friendships, etc. You need to report any bullying actions to your advisor or another staff person.

Rights Relating to Search and Seizure

The Fourth Amendment to the Constitution of the United States protects citizens from "unreasonable" searches of their persons or property by the government, and against "unreasonable" seizures of their property. Remember however, that student desks and lockers are school property, not yours. Therefore, such desks and lockers may be searched by school officials and contraband material seized at any time.

When there is "reasonable suspicion" that a particular student has violated school rules or a law, a search of a student's person or property can legally be initiated by school authorities. If staff members suspect a student may be in violation of a law because of the way a student behaves or because they have a physical

appearance or odor associated with unlawful activities, that student, as well as that student's property, will be searched by school staff and/or officers of the law.

Right to Privacy in Your Student Records

The school maintains important files of information on each student. You and your parents or guardians may review those records with reasonable advance notice to the school. Parents and students over 18 years of age have the right to challenge any educational record on the grounds that it is inaccurate or misleading. School officials may obtain access to your records for educational purposes. All individually identifiable educational information is private as defined by FERPA and the Minnesota Government Data Practices Act, and may not be released without the consent of a student's parent, or, in the case of an 18-year old student, by the student themselves.

STUDENT RESPONSIBILITIES

Your Responsibility to Respect Property

Students are expected to treat all property with care and respect. This applies not only to property of the school, but also to private property brought to school by school staff, other students, or visitors. This also applies to property surrounding the school, whether owned by businesses or the homes of individuals.

Your Responsibility to Keep Your School Free of Weapons

Board policy provides that any student carrying, bringing, using, or possessing any dangerous or deadly weapon in any school building, on school grounds or at any school sponsored event shall be recommended for expulsion.

No student or non-student, including adults and visitors, shall possess, use or distribute a weapon when in a school location. A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded, operable or inoperable; air guns; pellet guns; BB guns; firearm facsimiles; all knives; blades; clubs; metal knuckles; nunchucks; throwing stars; explosives; fireworks; mace and other propellants; stun-guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon. Also, no person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

A student who finds a weapon on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon discreetly and immediately to School Administration office or notifies an administrator, teacher, other staff member, shall not be considered to possess a weapon.

There will be times when staff members will need to use items such as a knife for cutting food, at school or for a seasonal activity, and they will not be considered in possession of a weapon. Staff members are expected to exercise discretion and sound judgment when using something that could be construed as a

weapon. Additionally, there will be times when students will be using items, such as an exacto knife, under the supervision of a staff member. When a student uses an item in this manner, so long as they follow the instructions given to them by the staff member, that student will not be considered to be in possession of a weapon.

Your Responsibility to Keep Your School Drug and Alcohol Free

The Board policy on Substance Abuse by Students prohibits the use, possession, sale or distribution of alcohol or any controlled substance (or any substance represented as alcohol or a controlled substance) on school property, or in connection with any school sponsored activity (on or off school property). Expulsion is mandatory for the sale (including giving as a gift) of controlled substances. Note also, that if the use or possession of alcohol or controlled substances off school property is detrimental to the health, safety or welfare of students or staff, it may also be a punishable offense pursuant by Minnesota state statute.

Your Responsibility to Keep Your School Tobacco-Free

In order to promote the general health, welfare and well-being of students and staff, board policy—and state law forbids smoking, chewing or other use of any tobacco product on school property or at school activities at any time. The state law also forbids possession of tobacco by students on campus and by minors anywhere. The Bugonaygeshig School recognizes the use of tobacco in cultural ceremonies.

Your Responsibility to Keep Your School Free of Violence and Bullying

In order to promote an academic and safe environment, Bugonaygeshig forbids any physical violence or bully behavior. Bugonaygeshig is a safe community and does not tolerate bully behavior of any kind. Bullying is any written or verbal expression, physical act or gesture that is intended to cause someone distress. It can be direct or indirect. Direct bullying can be physical in nature, such as hitting, kicking, pushing, or choking. Or, it can be verbal, such as name-calling, threatening, teasing, posting on social media, etc. Indirect bullying is subtle and may be difficult to detect. It can take many forms such as social isolation, intentional exclusion, making faces, staring, obscene gestures, manipulating friendships, etc. Any student who makes a verbal threat to another student or staff, and any student who uses physical intimidation on another student or staff, or any student who uses abusive language directed towards another student or staff member, may be suspended and the police may be notified. Please refer to the Bugonaygeshig Bullying Policy in this document.

STUDENT SERVICES

The Bugonaygeshig School recognizes the need to surround students with additional support and services in order to meet their basic needs and to support their academic and personal growth. The school employs a full time School Nurse and has agreements with LLBO to provide behavioral health support for students in need. The school maintains a Student Wellness Team, which meets weekly to discuss academic, behavioral and emotional needs of students. Students can be referred to this team by staff or parents/guardians. Please speak with the School Counselor if you have questions.

STUDENT SUPPORT TEAM (SST)

Students having difficulty in school, whether academic, physical, or socio-emotional, may be referred to the

SST. The purpose of the SST is to take a comprehensive look at what is causing problems and to determine a need for additional school and/or community services. School services may include a referral to the Child Study Team.

HOMEBOUND INSTRUCTION

Students may be eligible for assigned homebound placement due to medical considerations. These placements are made at the discretion of the School Administration. If homebound status is a result of illness, the student/parent must provide a doctor's statement regarding the student's condition. If a student has an IEP, the team will determine homebound needs. It is the responsibility of the student or parent to call for an appointment with the case manager to arrange for the weekly visit.

SCHOOL EXPECTATIONS

STUDENT RESPONSIBILITIES:

- Attend school regularly and come prepared.
- Complete homework assignments neatly and on time.
- Schedule time wisely to meet assignment deadlines.
- Get assignments when absent and complete any make-up work within specified teacher timelines.
- Come to classes adequately prepared with materials for participating in class.
- Contribute positively to the unique Bugonaygeshig community.
- Participate in any necessary academic or behavioral problem-solving with school staff.

TEACHER RESPONSIBILITIES:

- Assign work for academic reasons to practice, reinforce, and master skills.
- Provide clear directions for assignment, format, and due date.
- Provide checkpoints for long-term assignments.
- Provide in-class time for students to begin their homework.
- Participate in any necessary academic or behavioral problem-solving for individual students.

PARENT/GUARDIAN RESPONSIBILITIES:

- See that your child is punctual and attends school regularly.
- Provide an appropriate place and atmosphere for homework.
- Set aside homework/reading time at night.
- Contact teachers with questions regarding homework.
- Participate in any necessary academic or behavioral problem-solving with school staff.

OPENING AND CLOSING

Education is a ceremony. To prepare children to carry on the legacy of the Anishinaabeg that is rich in culture and spirituality, our school is responsible for encouraging our students and staff to gather as a family at the

opening and closing of each academic week. Being part of the circle is an honor, and students are expected to treat these ceremonies with respect. (See page 5 for details).

HALLWAY CONDUCT

Students are not permitted in the halls during class time unless accompanied by a teacher or possessing a hall pass from an authorized staff person.

STUDENT FUNDRAISING

All fundraising must be submitted to the School Administration for approval in advance. Staff member responsible for the fundraising assumes fiscal responsibility. Funds collected during school hours must be turned into the Business Office immediately following the fundraiser.

STUDENT TELEPHONE USE

Use of office phones by students is limited to emergency calls only for school business (i.e., to confirm field trips, parents meetings). Students are encouraged to leave cell phones at home. Cell phones are not to be used from 8:30-3:10 except during lunch. Other devices, including music devices and headphones, speakers, iPods, iPads, and handheld games may be used on buses and during lunch. Any use of digital devices during class time will result in the confiscation of the device which will be returned to the student or parent. The school board and/or administration is not responsible for lost or stolen devices.

CONSEQUENCES FOR INAPPROPRIATE USE OF CELL PHONES & OTHER ELECTRONIC DEVICES

Violation of the appropriate use of electronic devices may result in, (1) in school suspension, out of school suspension; and (2) student may be required to turn the device over to school personnel and the student and/or parent may pick up the device from the Main Office at the end of the school day.

STUDENT ATTIRE

Students are expected to dress according to the weather. Student attire should be neat, clean, safe and appropriate to the school setting. Apparel should not disrupt or distract from the instructional or learning processes. Sexually explicit clothing, gang related apparel, or offensive messaging such as, but not limited to, alcohol and tobacco logos, drug imagery, and vulgar language is not allowed. Hats, headgear, or hoods are allowed inside the school building; however, a student who uses headwear to disengage from teaching and learning will be expected to remove whatever is causing the distraction.

BEVERAGES AND SNACKS

Each classroom teacher will have their own set of expectations regarding food and beverages in the classroom. Students are expected to abide by these expectations, and to not let food or beverages negatively impact teaching and learning. Energy drinks and hard-shelled seeds are not allowed in the school.

SCHOOL BOUNDARIES

The school boundary is posted with “**out of bounds**” signs. General boundaries--High School boundaries are lined by the tree line, parking lot and cars. Students who extend out of bounds will be considered off school grounds and subject to disciplinary action.

SCHOOL SPONSORED TRIPS

Day and overnight school sponsored trips are part of the general curriculum. Teachers will inform parents of all trips. It is expected that all students follow school policies while on school sponsored trips. All trips will be chaperoned by school staff. An appropriate staff to student ratio will be determined by trip leaders and school administration, including consideration of individual student needs.

GUIDELINES FOR VOLUNTEERS/ CHAPERONES (OVERNIGHT TRIPS)

Chaperones are expected to monitor students in shifts during the night, as designated by the trip supervisor. Chaperones need to know what to do in an emergency (medical emergency, natural emergency, lost child, serious breach of rule, etc.). Chaperones may or may not be trained in first aid. Chaperones need to access parental permission slips for emergency contact numbers and medical information, if needed.

EXTRACURRICULAR ACTIVITIES

Several co-curricular sports are offered to students. Parent permission slips and schedules will be sent home. For more information contact the Athletic Director.

STUDENT VEHICLES

Students who drive personal vehicles to school are expected to follow all laws and regulations regarding motor vehicle use. Vehicles should be parked appropriately in the school parking lot. All vehicles on school grounds are subject to search by trained police narcotics dogs at any time.

ELEMENTARY RECESS

Students are asked to dress according to the weather conditions. Suggested winter wear for children during cold weather months are a warm coat, hat, mittens, snow pants, and winter boots. All children are expected to go out for recess with weather temperatures at or above 0 degrees.

PLAYGROUND RULES

- Stay “inbounds”. The roads, parking lots, woods, and grass by the windows are “out of bounds”.
- Stay outside unless given permission by an adult on recess duty.
- Use appropriate touch and kind words when playing.
- Use playground equipment properly.
- Keep wood chips, rocks, and snow on the ground.
- Report unsafe or disrespectful behavior to recess attendant.

TECHNOLOGY AND INTERNET USE

Students have access to computers and the internet while at school. All students and parents must complete the Acceptable Use Policy before use of school technology. Technology tools and access are a privilege and not a right. Noncompliance of Acceptable Use Policy may result in loss of access.

LIBRARY MEDIA CENTER

The library media center is for use by students and staff. Students coming from a class must have a pass signed by the classroom teacher. Students will be charged for the cost of replacement for unreturned books checked out in their name. Charges will be assigned at the end of each semester.

SCHOOL SAFETY

STUDENT SUPERVISION AND LIABILITY

Students are generally supervised by school personnel from the time they load the bus in the morning until the time they leave school in the afternoon to return home at the end of the school day. School personnel will be available to supervise students during school-sponsored events.

SAFETY DRILLS

Safety drills, which include fire, shelter-in-place, and lockdowns, will be conducted randomly throughout the year. The school will participate in the State Tornado Drill annually. All drills are planned, evaluated and documented.

RULES: Students conduct drills quietly and in an orderly manner. Students listen for emergency directions. Students refrain from talking during drills. Students stay with class throughout the drill. Cellular and/or electronic use is strictly prohibited during safety drills.

LOCKDOWN LEVELS

CODE YELLOW: Students are secured in rooms with a suspension of regular school functions. Teacher continues to instruct throughout a Code Yellow lockdown. When this type of lockdown is called, students go into the nearest classroom promptly and stay until the lockdown is lifted. A Code Yellow may be used for a variety of situations, such as a medical emergency.

CODE RED: Students and staff must take shelter in a room immediately. It is an unstable and dangerous situation that will stop all functions and involve law enforcement. A Code Red means students and staff go to the nearest safe place immediately. School enacts the Emergency Procedure.

SCHOOL CLOSURE

Inclement weather may result in a decision to start late, dismiss early, or to cancel classes for the school day. Official announcements will be made on bugonaygeshig.org as well as over radio stations: KB101.1, KLLZ 99.1, KBUN 1450, KKZY 95.5, and KKBK 1360, MIX 103.7, KAXE 91.7, KOJB 90.1, and KMFY 96.9 and over television stations: WCCO, KSAX, KSTP, KARE, and WDIO. Instant calls will be sent out via phone lines. It is important that parents keep the school informed of phone number changes.

SCHOOL CANCELLATION/LATE START

School may be cancelled or delayed based on the Cold/Inclement Weather Policy. All weather related decisions will be made based on temperature, visibility, snowfall, and road conditions.

CHILD ABUSE/ NEGLECT POLICY & PROCEDURES

The school serves to protect children whose health or welfare may be compromised due to physical, sexual

abuse or conditions of neglect, including educational neglect. All school staff members are mandatory reporters and must report all suspected physical or sexual abuse or conditions of neglect involving children. Reports are made to the Leech Lake Social Services.

SURVEILLANCE & PATROL

The school is equipped with video cameras throughout the schools, campus, and buses. The School's Resource Officer (SRO) and Security Officer patrol the school grounds daily. The school is canine patrolled on a regular basis.

SEARCHES

The School reserves the right to search school lockers, desks, personal possessions of students, and a student's person. School lockers and desks are school property. Inspection of lockers and desks may be conducted by school officials based on reasonable suspicion at any time, without notice, without student consent, and without a search warrant.

Personal possessions of a student and/or student's person (including, but not limited to purses, backpacks, book bags, packages, and clothing) may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules during school, on school premise, or during a school sponsored function. The search will be reasonable in its scope.

The school reserves the right to use contraband-sniffing animals through law enforcement or private contractors to conduct a general search of the hallways, common areas, gym areas, and parking lots. The school reserves the right to use a metal detector if there is reasonable suspicion on the school grounds or on a bus for the safety of all students and staff.

ALCOHOL, TOBACCO, & OTHER DRUGS

The building and grounds of Bugonaygeshig School are drug and alcohol free. Students are not to have tobacco products (cigarettes, vaping equipment, cigars, e-cigarettes, chewing tobacco, snuff, lighters, or matches) in their possession. A tobacco violation includes the possession of, use, transfer, distribution, or sale of tobacco products on school grounds, in school buildings, at school-sponsored transportation and field trips. In addition, students ARE NOT allowed to smoke on school grounds. Teachers are expected to follow the Tobacco Use Protocol to assure that proper documentation is on file in the Dean of Students office.

When a student is suspected of using alcohol, other drugs, or inhalants, the student will be referred to the Dean of Students and the school's nurse. An initial screening will be completed at the school site and will determine if a 911 contact, Health Care, or Law Enforcement should be called. There will be required documentation completed at this time of the initial contact with the student. The initial assessment and the required attachment information and parent notification must be completed.

Students who are struggling with chemical dependency will be referred to the Leech Lake Band of Ojibwe Addictions & Dependencies team, and their continued enrollment at the school will be contingent upon their adherence to the recommendations of that team.

REASONABLE FORCE

School officials may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another or self.

SEXUAL HARASSMENT

Sexual harassment is a form of sex discrimination that violates section 703 of Title VII of the Civil Rights Act of 1964, as amended, 42 USC 2000e, et seq., and Minn. Stat. 363.01-14, the Minnesota Human Rights Act. Sexual violence is a physical act of aggression that includes a sexual act or sexual purpose.

The School seeks to maintain a learning environment free from sexual harassment and sexual violence. Therefore, it shall be a violation of this policy for any student or employee to harass a student or employee through conduct or communication of a sexual nature as defined by this policy. It shall be a violation of this policy for any student or employee to be sexually violent to a student or employee. The school will act to investigate all complaints, formal or informal, verbal or written, regarding sexual harassment or sexual violence. The school will discipline any student or employee who sexually harasses or is sexually violent to a student or employee of the school.

PARENTS & VOLUNTEERS

SCHOOL WEBPAGE

The school webpage can be accessed at www.bugonaygeshig.com. Parents, students, and community can stay in touch with the school happenings.

CUSTODY ARRANGEMENT & SCHOOL NOTIFICATION

Legal documentation must be on file with the school for any child whose custody has been assigned to a specific person. Without a court order, the school is unable to respond to a custodial situation. Contact the school and provide the necessary documentation should the status of your child's custody change.

VISITOR POLICY

All visitors are to check in the Main Office for security reasons. You will receive a "Visitor" badge when you sign in. Please wear the badge at all times while visiting the school. It is advised that you prearrange the visit with your child's teacher. Non-Bugonaygeshig students are not allowed to visit the school unless accompanied by an adult or unless arrangements have been made with the teacher and/or the School Administration. All doors except the main doors are locked for security during regular school hours. School age friends and relatives of enrolled students are not allowed to spend the day at the school.

Any individual may be denied permission to visit the school if the visitor does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees, or the school district. Any individual who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and subject to criminal penalty.

BACKGROUND CHECKS

The School is subject to Public law 101-630, PL 101-647, and 25 CFR 63. All individuals who provide services to the school district or work directly with children, regardless of whether compensation is paid, are subject to these laws. The school may elect background checks for volunteers, independent contractors, and student employees. Guests who are under the supervision of a licensed teacher and do not exceed 1 instructional day are not subject to background checks or UA's. All guests must be pre approved by the School Administration.

TRANSPORTATION

TRANSPORTATION CHANGE REQUESTS

Requests for permanent or temporary transportation changes to and from a location such as home, childcare facilities, and babysitters must be made to the Transportation Office by contacting the Transportation Director.

PERMANENT CHANGES: The Transportation Director and /or designee shall have the authority to add or transfer a student to an existing run/stop and to add/delete a run/stop. Such authorization must be in writing before the change is instituted.

TEMPORARY CHANGES: The Transportation Director, the School Administration or her designee shall have authority to temporarily add or transfer a student to an existing stop and/or run. Such authority will be given upon written or verbal request of the parent of the student involved by 2:30 p.m. on regular release days and 11:30 a.m. on early release days. Changes authorized under this procedure for usual circumstances are valid only for a period of 1 day. The bus driver shall be given written permission for the change by the above mentioned school or transportation official. Bus passes will not be given out after 2:30 p.m. without any exceptions.

Kindergarten through Grade 5 students will not be dropped off at designated locations without an adult present. If no adult is at the drop-off point, the student will be brought back to the school. Leech Lake Police will be called. Students in grades 6-12 will be dropped off at home if the door is unlocked.

BUS RULES & PROCEDURES

The driver is in charge of the bus. Students who risk the safety of others by misbehavior may lose the privilege to ride the bus. Always listen to the bus driver. In the event of an emergency remain in the bus unless instructed by the individual in authority. The School Rules apply to the Bus.

RULES:

- Keep the bus clean.
- Be respectful to everyone on the bus.
- Keep hands, arms, other parts of the body, or objects in the bus. Do not tamper with the bus or any of its equipment.
- Keep noise at a minimum, especially at railroad crossings. Roughhousing or throwing objects is prohibited.

- Electronic devices are permitted at the discretion of the bus driver. Obscene language is not permitted.
- No food, beverages unless authorized by the Bus Driver. Pets are not allowed.
- No smoking or lighting matches.
- No alcohol or substances on the bus at any time.

PROCEDURE:

- Be at the bus stop 5 minutes prior to scheduled pick-up time.
- Wait until the bus is at a complete stop before boarding/departing. Board/depart bus orderly and safely.
- Remain off the road at all times.
- Cross road 12 feet in front of the bus.
- Remain in assigned seats while the bus is in motion.
- Board and ride *only* the assigned bus, unless notified by the School. Take all belongings off the bus after each ride.

BUS CONSEQUENCES

Violations of the Bus Rules may result in the loss of bus privilege. Parents will be responsible to provide transportation for their child, if bus privileges are lost. Major misbehavior may result in formal charges of disorderly conduct, criminal mischief, and/or criminal trespass against the student and/or parents.

Depending on the severity of the offense and number of referrals, consequences may include a reprimand, loss of privileges, conference, or suspension from the bus. Parents and/or students are required to pay, replace, or repair for intentional damages to the bus.

- **Verbal Warning:** Bus driver will review rules and bus expectations with students.
- **1st Report:** Bus driver writes a bus referral, which is sent to the Transportation Director. Parents will be called.
- **2nd Report:** Parent Meeting scheduled with the Transportation Director, Bus Driver, and School Administration. Students will lose extra-curricular bus privileges not to exceed 60 days.
- **3rd Report:** Students are suspended from all bus privileges for a period of time.

SCHOOL BUS VIDEO CAMERAS

Video cameras may be placed on any bus at the discretion of the school. The cameras may capture both video and audio recording. The use of cameras on the school bus may be used to aid monitoring the bus behavior and discipline.

FIELD TRIPS

Bugonaygeshig students will be chaperoned on scheduled field trips to ensure students safety. Chaperones will ride on the bus with students and not travel to the field trip destination in private vehicles. A designated chaperone will exit the bus prior to students and one chaperone will remain on for supervision. Students will be chaperoned at all times from the time they leave the school until they return to the school or dropped off at their homes. Chaperones will take attendance prior to bus departure.

EXTRA-CURRICULAR ACTIVITIES BUS

Throughout the school year, the school offers after school and extracurricular activities. The Activity Bus is available to transport students enrolled in an afterschool or extra-curricular program/activity/field trip. Students not enrolled in an after-school activity or program will not be allowed to ride the activity bus. Students will follow consequences for misbehavior occurring during extra-curricular programs, after school activities, or during field trips listed under 'Bus Consequences'. (See Addendum pp. 36-37 for Transportation/Student Discipline).

MEDICAL

ILLNESS /ACCIDENTS

Students who do not feel well or are injured will be sent to the Nurse. The child may be sent home for the following reasons: fever, vomiting, diarrhea, head lice, impetigo, pink eye, chicken pox, measles, or any other infectious diseases. Complaints of stomachaches and headaches will be treated as follows: children will be allowed to rest in a sick bay area until they feel better. If a child begins to feel better he/she will be sent back to class. If they do not feel better after a period of time, the parents will be notified.

Students will be transferred home or parents may pick up the child. It is recommended for ill children to stay home. Students should not attend school with a fever. Parents follow school checkout procedures when taking their child out of school.

MEDICAL EMERGENCIES

In the event of an emergency, the school will respond according to the School Safety Emergency Response plan. Parents are responsible to meet the student at the health facility, if a student is transported out of school.

MEDICATIONS

Students requiring medication during school hours must leave all medication with the school nurse. Medications must be brought in a pharmacy-labeled container. The school may refuse to give the medication that is unidentified or those not contained in a proper container. All medication must include: a written request to administer medication to the student, written order from the doctor, student name, and name of medication with amount of dosage, time to be given, possible side effects, duration of time medication should be taken, and diagnosis (optional). Over the counter medications may be only given with written consent from the parent and must be provided in the original container.

LICE POLICY

Students will be sent to the School Nurse, if lice or nits are suspected/ observed. The nurse will contact the parents. Parents will be asked to pick up students, school transportation may be available. Students will receive 2 days of Excused Absence. Parents must bring the child back to the school nurse for entry into School. If lice/nit infestation is not cleared by School Nurse, students will be sent back home with their parents for 1 additional Excused Absence. The School Nurse will monitor student infestations. If a student continues to have lice/nits, the school nurse may refer to Case Management team and/or Indian Health Services.

IMMUNIZATIONS

Minnesota law requires that all students be protected against Rubella, Diphtheria, Tetanus, Pertussis, Polio, Mumps, and Hepatitis B before starting school. Students not protected must be, by law, excluded from school. We will contact the parents of children not in compliance. Parents will have 30 days in which to comply with the law by obtaining the necessary immunizations from your doctor.

Exceptions: Parents who object to immunizations on religious grounds may present the school School Administration with a signed statement attesting to this. Parents of children whose health may be jeopardized by immunizations must present a signed statement from their doctor.

DISABILITIES ACT NOTICE

Section 504 is an Act which prohibits discrimination against a person with disabilities in any program or activities that receives benefit from Federal Financial Assistance. The Act defines a person with a disability as anyone whom a) has a physical or mental impairment which substantially limits one or more life activities including caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working, b) has a record of such an impairment, or c) is regarded as having such an impairment (34 CFR 104.3).

The school recognizes the responsibility to ensure no students are discriminated against. The school has specific responsibilities to identify, evaluate, and determine if a child is eligible under Section 504. If a parent disagrees with the determination made by the school, they have the right to a hearing with an impartial hearing officer.

FAMILY EDUCATIONAL RIGHTS & PRIVACY (FERPA)

Family Educational Rights and Privacy Act (FERPA) specifies the related rights to educational records. The Act allows parents the right to:

- inspect and review their child's educational records,
- make copies of these records,
- receive a list of all individuals having access to these records,
- ask for an explanation of any item in the records,
- ask for amendment to any report on the grounds it is inaccurate, misleading, or violates the child's right; and
- a hearing on the issue if the school refuses to make the amendment.

CHEMICALS/PEST CONTROL MATERIALS NOTIFICATION

The School contracts with a licensed, professional pest control service firm for the prevention and control of rodents, insects and other pests in and around the school building. The long-term health effects of such pest control materials may not be fully understood. The School carefully selects and uses pest control materials according to label directions per federal law. The School inspects and monitors for pests and determines whether treatment is necessary. Routine maintenance and proper sanitation help eliminate pests without the need for pest control materials.

An estimated schedule of interior pest control inspections and possible treatments is available for review or

copying at the school's O&M office. A similar estimated schedule is available for applications of herbicides and other materials to school grounds. Parents of students may request to receive prior notification of any application of a pest control material, should such an application be deemed necessary on a day different from the days specified in the schedule.

ASBESTOS NOTIFICATION

As a result of recent federal Legislation (asbestos Hazard Emergency response Act- AHERA), each school in the nation is required to have a stringent inspection for asbestos and to develop a plan of management for all asbestos-containing building materials. The Bugonaygeshig School has a goal to be in full compliance with the law. The school completes a 3-year Re-Inspection and requires a 6 month period by AHERA. Our school has removed the asbestos containing materials if located. The copy of our Asbestos Management Plan is located at our school for review by calling 1-800-265-5576, ext. 3020 or 3014.

INDOOR AIR QUALITY NOTICE

The Bugonaygeshig School is proud to be taking a leadership role in providing a safe, comfortable and productive environment for our students and staff. Our school will follow the EPA guidance to improve the indoor quality by preventing IAQ problems and responding quickly to IAQ reports. The school staff is trained to report concerns for their instructional areas. These areas include, cleanliness, drain taps, moisture, thermal comfort, exhaust fans, ventilation and/printing duplicating equipment. Staff and parents can obtain information on our IAQ on construction, maintenance, IAQ testing and housekeeping practices, chemicals, mold, HVAC related information, pesticides and herbicide applications. To acquire IAQ information call 1-800-265-5576, ext. 3020 or 3014.

DISCIPLINE PROGRAM

SCHOOL ETIQUETTE

The Bugonaygeshig School places a great deal of emphasis on the character development of each student. Wisdom, Love, Respect, Bravery, Honesty, Humility and Truth are primary areas of focus. Progress is most often recognized by outward actions toward others and towards the policies, procedures, and expectations of the school. With this in mind, students are expected to demonstrate an attitude of respect for themselves, their peers, and adults, whether teachers, school staff, or visitors. In addition, respect for the property of Bugonaygeshig and others is expected.

BUGONAYGESHIG CONTRACT

Each 7th-12th grade student attending Bugonaygeshig must have a signed Bugonaygeshig Handbook Signature Page on file with the school.

BUGONAYGESHIG DISCIPLINE PHILOSOPHY

The mission of the Discipline Program at Bugonaygeshig is to develop autonomy, self-discipline, and compassion within individual students. We believe in a restorative approach instead of a punitive approach. The Discipline Program aims to

- be restorative in nature

- be behaviorally formative
- be considerate of the individual
- contribute to the academic success of the student
- contribute to the overall mission of the school
- operate primarily concerned with prevention and pro-action

Bugonaygeshig has at its core the goal of using Restorative Philosophies and Practices to deal with harm when it occurs at school. The goal of Restorative Practices is to “restore” the community after an incident or harm has been committed, giving students an opportunity to correct and learn from any wrongdoings they may have done rather than just assigning a punitive consequence. For this reason, the discipline process will at times be very individualized and the offender will be held accountable under a plan devised by the School Administration. Bugonaygeshig staff desire to be fair, concerned, and caring about the welfare of all of our students.

The level of severity of the discipline will be determined by the Administration, and, in some cases, the individuals involved. Common sense being the rule, teachers are expected to uphold the spirit of Bugonaygeshig’s discipline policy. The discipline will be administered in consideration of the individual student, pattern of behavior, and severity of incident. The vast majority of discipline problems are to be dealt with at the classroom level. It is vital for parents and students to realize that maintaining an orderly atmosphere in the school and the classroom is critical to the learning process. As in all other areas of education at Bugonaygeshig, caring and forgiveness will be an integral part of the discipline of a student. Any student who consistently possesses and shares with others a negative attitude toward Bugonaygeshig, faculty, or fellow students may be called on to meet with parents and administration.

Bugonaygeshig does not tolerate the following behaviors. Individuals who commit one of the following offenses will be subject to disciplinary action.

- **Physical Violence & Weapons**
- **Alcohol/Drugs**
- **Stealing**
- **Vandalism**
- **Smoking**
- **Bus Behavior**
- **Harassment/ Bully Behavior: physically or verbally threatening or aggressive behavior**
- **Terroristic Threats**

BUGONAYGESHIG BULLYING POLICY

PURPOSE

Bugonaygeshig strives to provide safe, secure, and respectful learning environments for all students in school buildings, on school grounds, on school buses, and at school-sponsored activities. Bullying is conduct that

interferes with a student's ability to learn and a teacher's ability to educate. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

This policy protects students against bullying and retaliation by other students. This policy also protects any student who voluntarily participates in any district function or activity from prohibited conduct, whether the student is enrolled in the district or not. This policy can be found in the school's student handbook, within the school and district administrative offices, and electronically at bugonaygeshig.org. The policy is also provided to all school employees, independent contractors, and volunteers who interact with students.

DEFINITIONS

"Bullying" is objectively offensive intimidating, threatening, abusive or harmful conduct directed by a student toward one or more students when either (1) there is a real or perceived imbalance of power between those involved and the conduct reoccurs or forms a pattern; or, (2) the conduct repeatedly, materially and substantially interferes with the student's educational opportunities, performance, or ability to participate in school functions, activities or programs. Bullying can be, but need not be, based on an individual's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation, including gender identity and expression, academic status related to student performance, disability, status with regard to public assistance, age, or any additional characteristic defined in Minnesota Statutes, Chapter 363A (commonly referred to as the Minnesota Human Rights Act). Bullying in this policy includes "cyber bullying," as defined below.

"Cyber bullying" is bullying that occurs when an electronic device, including, but not limited to, a computer or cell phone, is used to transfer a sign, signal, writing, image, sound or data and includes a post to a social network, Internet website or forum.

"Intimidating, threatening, abusive, or harming conduct" may involve, but is not limited to, conduct that causes physical harm or reasonable fear of harm to a student or a student's property, violates a student's reasonable expectation of privacy under Minnesota common law, defames a student, or constitutes intentional infliction of emotional distress against a student or retaliation for, or knowingly making a false report.

"Prohibited conduct" means bullying or cyberbullying as defined under this subdivision or retaliation for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about bullying.

"Remedial response" is appropriately prompt action taken to intervene, investigate, correct and prevent bullying from recurring, including protecting and supporting a student subjected to bullying and those who

provided aid and support to the student.

PROHIBITED CONDUCT

Bullying is prohibited:

- On school property, school district-provided transportation, or at designated locations for students to wait for school district-provided transportation.
- During any school-sponsored or school-sanctioned program, activity, event or trip.
- Using school computers, electronic technology, networks, forums or mailing lists.
- Using electronic technology off the school premises that materially and substantially disrupts a student's learning or school environment.

A parent permission or consent by a student does not mean that bullying should be tolerated or allowed. Retaliation is prohibited, by any student or district employee, against anyone who in good faith asserts, alleges, reports, or provides information pertaining to an alleged incident of prohibited conduct. Bugonaygeshig will take appropriate action against any student or district employee who engages in retaliation. Filing a false accusation of bullying is also prohibited.

INITIAL RESPONSE AND REPORTING

The Dean of Students and School Guidance Counselor are the people responsible for receiving reports of bullying at Bugonaygeshig. These designees will ensure this policy and its procedures are fairly and fully implemented and serve as the primary persons to address policy and procedural matters. If the complaint involves or is a conflict of interest for either of these staff members, the complaint shall be made to other School Administration.

Students: Students who believe that they have been bullied or have witnessed bullying are strongly encouraged to bring their concerns as soon as possible to the Dean of Students or School Guidance Counselor but may bring their concerns to any school employee.

School Employees: Any employee who witnesses an incident or who possesses reliable information that would lead a reasonable person to believe that bullying has occurred shall:

- Immediately intervene to protect the safety of the student subjected to the incident and other students involved, as appropriate to the context.
- Make reasonable efforts to address and resolve the incident, including reporting the incident to the Dean of Students, as deemed appropriate.
- Cooperate fully in any investigation and resolution of the bullying incident.

Independent Contractors/Volunteers: Any independent contractor or volunteer who witnesses bullying or who possesses reliable information that would lead a reasonable person to believe that bullying has occurred is strongly encouraged to report the bullying incident to the Dean of Students or any school employee and cooperate fully in any investigation and resolution of the bullying incident. Anonymous reports will be

accepted, however, no disciplinary action will be determined solely on the basis of an anonymous report.

INVESTIGATION

INFORMATION PERTAINING TO BULLYING INCIDENTS:

The use of, access to, and disclosure of information pertaining to reports and investigations of prohibited conduct are subject to state and federal data practices laws. Bugonaygeshig will notify affected individuals, including students and parents, of their rights related to information provided to and obtained by the school, in accordance with the school's legal obligations. Information provided to Bugonaygeshig is subject to the Minnesota Government Data Practices Act. This law classifies certain information as available to the public on request.

PROCEDURE:

Investigation of an alleged bullying incident shall be initiated as soon as possible, but in no instance after more than three school days of receipt of a report, and completed in a timely manner. Investigative records shall be maintained and regulated by the Dean of Students. The investigation should determine whether the reported incident constitutes a case of bullying. The determination should take into consideration the totality of the facts and circumstances surrounding the incident, including, but not limited to:

- The developmental ages and maturity levels of the parties involved.
- The level of harm, surrounding circumstances, and nature of the behavior.
- Past incidences and/or previous or continuing patterns of behavior.
- The relationship between the parties involved.
- The context in which the alleged incidents occurred.

In all cases, the alleged actor will be entitled to raise a defense and any other recourse in the district discipline policy.

REMEDIAL RESPONSE

Administration shall design and implement remedial measures to correct and prevent further prohibited conduct, protect and provide support for the target of the bullying, and take corrective action for documented systemic problems related to bullying. When possible, Bugonaygeshig will encourage and support a Restorative Justice approach to providing avenues to restore damaged relationships within the school community.

Many student conflicts can be resolved immediately and do not require reporting or creation of an incident report. Bugonaygeshig will respond to bullying in a manner tailored to the individual incident, considering the nature of the behavior, the developmental age of the student, and the student's history of prohibited conduct and performance.

When a student engages in bullying, Bugonaygeshig will respond in an individualized, consistent, reasonable, fair, age-appropriate manner ensuring consequences match the severity of the student's behavior and developmental age. When appropriate, Bugonaygeshig shall provide the target, actor, and other affected

individuals with information about available community resources to aid in the remedial process.

PHYSICAL INTERVENTION

In dealing with disruptive students, any person employed by Bugonaygeshig may, within the scope of her/his employment, and without it being child abuse, use reasonable and appropriate physical intervention or force as necessary for the following purposes:

- To restrain a student from an act of wrongdoing;
- To quell a disturbance threatening physical injury to others;
- To obtain possession of weapons or other dangerous objects upon a student or within the control of a student;
- For the purpose of self-defense;
- For the protection of persons or property;
- For the preservation of order.

CONSEQUENCES FOR BREAKING SCHOOL RULES

If you violate the school rules or laws of the state or nation, you can be subject to some type of disciplinary action. Disciplinary actions encompass a variety of activities such as Restorative Justice, counseling, suspension, and/or expulsion.

The staff may use these or other actions as deemed appropriate to promote expected discipline standards within the school.

1. RESTORATIVE COMMUNITY SERVICE

Students who have committed some type of harm against the community may be assigned some sort of supervised service project as a way to pay-back the community for their behavior.

2. REMOVAL FROM CLASS

Student behavior that interferes with the ability of the teacher to teach effectively or the ability of other students to participate in classroom learning activities may result in removal from the classroom. If a teacher decides that removal is necessary, he/she will document the behavior leading up to the removal and send the student to School Administration. School Administration will review the circumstances and determine appropriate consequences up to and including expulsion.

3. IN SCHOOL OR OUT OF SCHOOL SUSPENSION

Generally, only major, serious, or repeat offenses are handled with suspension. The most common reasons for suspension are disruptive or disorderly conduct, fighting, assault, verbal abuse, threats/intimidation, harassment, and bullying. When a student is suspended, School Administration will make a determination regarding whether the suspension should be served in school or out of school. All suspensions require the staff to contact the parents by phone or mail and parents/students be given a copy of the Pupil Fair Dismissal Act. <http://education.state.mn.us/MDE/StuSuc/StuRight/StuDisc/StuFairDisAct/index.html>

Generally, a student receives discipline from the School Administration, including the Dean of Students, who will make the determination about the type and severity of the consequences. However, some student actions of a dangerous or severely disruptive nature may result in suspension or consideration for expulsion for a first offense.

Following an incident, the student's parents will be contacted and given the details of the incident. The parents' assistance and support in averting further problems will be sought, as outlined in the Bugonaygeshig Contract. The Student may be referred to the restorative learning process to resolve the problem, or, in some cases the student may be subject to more traditional disciplinary action.

Students with ongoing behavioral issues may be placed on a behavior contract, requiring their parents to attend regular meetings.

Any student who is suspended from school may need to have a readmission meeting with School Administration and a parent/guardian before being readmitted to school. In the event of a subsequent referral, the student is subject to a longer out-of-school suspension and/or expulsion may be considered for the student. Incidents of student misconduct will usually require a restorative learning response and plan on the part of the offender. The degree of formality incorporated into the restorative process will escalate with the severity of the offense. The school may require restitution, community service, circles, or other measures consistent with the Bugonaygeshig restorative learning philosophy.

SERIOUS MISCONDUCT & SUSPENSIONS

Suspension, whether In School or Out of School Suspension, is a serious step in the discipline procedure of Bugonaygeshig. It is used when restorative attempts to remediate a problem have been unsuccessful, or when the behavior is one considered by the Administration to require traditional discipline. Suspension may result from repeat violations of school rules or a single serious violation of school rules. The length of suspension is determined by the frequency or severity of the offense(s), and is usually from a half day to five days in duration. For any suspension, the school will make every attempt to contact parents to apprise them of the incident. If a student commits a severe act of misconduct, the referral process may be bypassed and suspension or expulsion proceedings imposed immediately. Examples of such serious misconduct could include acts endangering the lives of other students or staff members, gross violence, vandalism to school facilities/property, violations of law, Harassment/ Bullying, or any act in clear contradiction of Bugonaygeshig policies. Suspended students may be required to have a readmission Meeting before they are allowed back on the school's campus. The meeting must be attended by the student, a parent or guardian, School Administration, any other relevant school staff, and, if appropriate, a Special Education teacher and/or the School Guidance Counselor.

Students may be suspended for no more than five consecutive school days on the grounds outlined above, except in the case of a serious violation in a school building, on school grounds, or at school activities in which case the suspension can be up to 10 consecutive school days. The Bugonaygeshig School Board can extend the suspension of students who are being recommended for expulsion so that the student can appeal the recommendation to a hearing officer, and if necessary to the Board of Directors. The hearing and any

appeal to the Board of Directors all must take place within a total suspension period of 25 school days. In a hearing before a hearing officer, or the Bugonaygeshig Board, evidence and argument may be presented on the student's behalf by the parents, the student, or a representative for the student.

Habitually Disruptive students are a subsection of the above. A "habitually disruptive" student is defined as one who has been suspended on two or more occasions for disruptive behavior. The policy, which is based on state statute, requires that the student and her/his parents sign a "Behavior Plan" after the second suspension. This protocol may be initiated after the first or second suspension. Special education students with an Individualized Education Plan may only be expelled if their disruptive behavior is not related to their disability.

EXPULSION

Bugonaygeshig will follow the expulsion policies and procedures for expulsion in the Pupil Fair Dismissal Act. Expulsion means a school board action to prohibit an enrolled student from further attendance for up to 12 months from the date the student is expelled or an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. Student rights are outlined in the Pupil Fair Dismissal Act,

<http://education.state.mn.us/MDE/StuSuc/StuRight/StuDisc/StuFairDisAct/index.html>

CONFLICT RESOLUTION

As parents, students, and school personnel, we need to commit ourselves to seek reconciliation with others when a wrong, perceived or real, has occurred. Specifically, if a parent has a concern about a class or teacher, the parent should meet with the teacher first. If this first meeting does not resolve the issue, a conference with the parent, teacher, and administration can be scheduled. If the conflict is still not resolved, the parent may meet with the staff member and the School Director, and, if necessary as a final step, the Bugonaygeshig School Board. The final level for resolution is the School Board. If a parent/student has a conflict with another parent/student the parents and students should meet to resolve any differences or concerns.

TRESPASSING

Expelled or suspended students are not allowed on school grounds or allowed to attend school sponsored events.

Bugonaygeshig School District Support Services K-12 (Revised 2021)

Name/Type of Program

The Strategies below will be used to increase student attendance, reduce suspensions, and improve academic proficiency Levels:

Morning Meetings
Advisories
Bully Prevention
Check and Connect
Staying Above the Line
Social Emotional Learning
Restorative Practices

Student Support:

Student Support
Team(SST)
Attendance Team
Grade Level Team
Meeting
Mental Health Program
Site Leadership Team
Cultural Staff
Suicide Prevention

Resources:

Leech Lake Behavioral
Health
(218-335-3050)
Family Preservation
Program
(218-335-4448)
Family Violence Prevention
(218-335-3560)
Outpatient Treatment Program
(218-335-8324)

Description of Programs

Morning Meetings: Morning Meetings are daily gatherings that mark the start of the school day. A good Morning Meeting is an engaging way to start each day, builds a strong sense of community over time, and helps set students up for academic and social success. Morning Meetings usually take 15-30 minutes, and include the routines of greeting each other, sharing important events, and discussion on an important message, usually one that connects to the lessons that will come later in the day. All elementary classrooms at Bugonaygeshig School use Morning Meeting as a way to start the school day, and elementary teachers meet frequently to share ideas and topics for meetings.

Advisory Meetings: Advisory Meetings are a time during the school day when teachers meet with small groups of students for the purpose of advising them on academics, social issues, and future planning. A good Advisory Meeting helps create an intentional school culture, helps students feel safe and noticed by their peers and teacher, creates a place for facilitated discussions around social issues and current events, and promotes academic success by helping students stay focused and organized. All 7th-12th grade students at Bugonaygeshig School are enrolled in an Advisory with their peers, and teachers meet frequently to share ideas and topics for meetings.

Bullying Prevention: Will be led by Elders, Teachers, Student Support staff and the SRO of the school. Resources for prevention will come from Ojibwe teachings,LLPD, SEL, and Restorative Practices. This programming will be taught throughout the school year in classrooms during morning meetings or Advisory depending on the grade level as well being taught in special settings. Along with our Bully Policy, these lessons will be the daily practice of the Bugonaygeshig and Niigaane schools.

Check and Connect: is an intervention used with K-12 students who show warning signs of disengagement with school and who are at risk of dropping out. At the core of *Check & Connect* is a trusting relationship between the student and a caring, trained mentor who both advocates for and challenges the student to keep education salient. Students are referred to *Check & Connect* when they show warning signs of disengaging from school, such as poor attendance, behavioral issues, and/or low grades.

Staying Above the Line: This Social skills program is designed to assist students to know and understand their behavior and how to solve their problems with assistance from their teacher as indicated. The program is based on four **Be Attitudes: Be Respectful; Be Responsible; Be Safe; Be Productive.** Its underpinnings are similar to many strategies found in PBIS, but the outcome is to help students be responsible for their behavior. Students will learn about how to identify behavior that **is Above the Line, below the Line and behavior that is Bottom Line.** (Grades K-6)

Social Emotional Learning (SEL): is the process through which all young people and adults acquire and apply the knowledge, skills, and attitudes to develop healthy identities, manage emotions and achieve personal and collective goals, feel and show empathy for others, establish and maintain supportive relationships, and make responsible and caring decisions. (K-12)

Restorative Practices: focuses on strengthening the community through an understanding of harmful behavior which establishes the need for a different response from students, school staff, and parents. These different responses are critical to creating a comprehensive school approach that will deal with underlying issues of behavior.

Did You Know?

According to Public Law 107-110 (No Child Left Behind Act of 2001) under section 1111, (6), Parents Right-To-Know:

You have the right to know the qualifications of each of your student(s) classroom teachers and paraprofessionals. As a parent / guardian of a student at the Bugonaygeshig School, you may request, and the school will provide the parents in a timely manner, information regarding the professional qualifications of the student's classroom teachers, including, at a minimum the following:

1. Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree; and
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

You may also request: the level of achievement of your child in each of the state academic assessments. You may be notified if your child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records . These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

* Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

* Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

* Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

* School officials with legitimate educational interest; Other schools to which a student is transferring; Specified officials for audit or evaluation purposes;

* Appropriate parties in connection with financial aid to a student; Organizations conducting certain studies for or on behalf of the school; Accrediting organizations;

* To comply with a judicial order or lawfully issued subpoena; Appropriate officials in cases of health and safety emergencies; and

* State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them . Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the Federal Relay Service.

Or you may contact us at the following address:

Family Policy

Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW Washington, D.C. 20202-8520

Bugonaygeshig Parent & Student Handbook Signature Page

The Bugonaygeshig School is important to the Leech Lake Band of Ojibwe. Families choose the school because an education that prioritizes Ojibwe language and culture is important to them, and they want their children to be in a school where their heritage is valued, and where their children feel safe, challenged, and happy.

As a student at the Bugonaygeshig School, your contribution to creating a safe and healthy school is important. Please take the time to review this Handbook. Your signature indicates that you agree to follow the rules and expectations.

Let's make it a good year. Miigwech.

Student Name	Student Signature	Date
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Parent/Guardian Name	Parent/Guardian Signature	Date
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