Welcome to Edison Middle School
This handbook has been prepared to give you some information about Edison Middle School to help you be successful. These rules, regulations, and procedures had been established to help create the best possible atmosphere for the learning environment of all students and are intended to protect your rights and the rights of others. Your use of this information will help maintain the high standards we have set here at Edison.

Principal: Mrs. Amber Blume
Assistant Principal: Dr. Rachael Eggers-Ferry

Counselors: Mr. Phil Biteler, Mrs. Alyssa Murphy, Mrs. Carrie Plaine

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Relay Services: Dial 711, then desired number
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I. **Academic Information**

1. **Academic Progress**

   Parents/guardians are encouraged to access Infinite Campus through the internet to view their student’s academic progress ([www.sf.k12.sd.us](http://www.sf.k12.sd.us)). Parents/guardians can view grades, assignment information, schedule, attendance, discipline report, assessment results, lunch account information, library charges, and faculty email list. Teachers update online information every two weeks. *If a parent/guardian needs a password reset they should contact the office at 605-367-7643.*

2. **Grading**

   All Sioux Falls middle schools assess progress on state standards using the following grading scale. Grades are reported by learning topics in each subject.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90% - 100%</td>
</tr>
<tr>
<td>B</td>
<td>80% - 89%</td>
</tr>
<tr>
<td>C</td>
<td>70% - 79%</td>
</tr>
<tr>
<td>D</td>
<td>60% - 69%</td>
</tr>
<tr>
<td>F</td>
<td>55.9% and below</td>
</tr>
</tbody>
</table>

Grades are routinely reported through Infinite Campus. Parents/guardians can check student grades at any time through the Campus Portal. Parents/guardians will be contacted by the school when a student is experiencing a significant decline in achievement.

Report card grades are issued at the end of each semester and available for viewing on Infinite Campus. A printed copy may be printed at the end of the semester upon parent/guardian request.

3. **Schedule Changes**

   Students who feel their schedule contains an error or wishes to make a change to their schedule, should continue to follow their current schedule and attend all classes listed until they are able to meet with a counselor and a formal change is made and teachers are notified.

4. **School Records**

   The school has on file a student’s grade, attendance, standardized test scores and discipline. Parents/guardians may see the contents of these records by making an appointment with the principal or counselor. Copies of school records can be made for a nominal fee. Records cannot be transferred, in writing or orally, to any other place without the written consent of
the parent/guardian, with the exception of a transfer to another public school. Student records are released when all financial and disciplinary obligations are met.

5. Withdrawal or Transfer

If it is necessary for a student to transfer to another school, the parent/guardian must notify the counselor’s office by note or telephone (605-367-7643) the morning before the last day of attendance at Edison. The necessary forms will be provided to ensure a smooth transition to the new school.

6. Chromebooks

A Chromebook has been provided to each student as a learning tool and should be used for educational purposes only. Students are fully responsible for their Chromebook, its general handling, care, cleaning, power cable, and fees. When using the Chromebook at home, school, and anywhere else, students are expected to follow the policies of the Sioux Falls School District Acceptable and Ethical Use of Technology Policy (IJNDC/IJNDC-R) and abide by all local, state, and federal laws. Use of obscene, profane, threatening, or disrespectful language is prohibited. In such cases, the alleged violation will be referred to administration for further investigation and application of necessary consequences as indicated in the Student Discipline, Suspension, and Expulsion policy (JK/JK-R).

Access to and the use of the internet and Apps for education is considered a privilege and access is provided at the discretion of the Sioux Falls School District.

Follow these helpful guidelines to ensure proper care of your Chromebook:

● Treat your Chromebook with care.
● Keep your Chromebook dry.
● Avoid eating and drinking near your Chromebook.
● Close the top of the Chromebook softly before carrying it to another location.
● Do not insert any objects, especially metal objects, into the opening of the Chromebook.
● The power cable should be lined up straight with the connector when inserting and removing. Be careful not to pull or twist the cables attached to the Chromebook.
● Do not modify or add any software to the Chromebook.
● Do not share personal information with others, including passwords and usernames.
● Students and parents can participate in the SFSD’s Computer Damage/Loss Insurance Program to avoid fees for repairs and damage.

II. Attendance

1. Student Attendance

Attending school regularly has many benefits and helps students develop habits as they prepare for high school, post-high school, and the workplace. Consistent school attendance
has an extremely high positive correlation to academic success and school completion. A student’s contribution and achievement in class are directly linked to their attendance. When students miss school, they miss engagement with others, important discussions and lessons, and essential soft skills they need to develop. Students and parents/guardians need to understand that students miss a vital portion of their education when they are absent from class.

Ten (10) or more absences a year is considered to be excess by the Sioux Falls School District. It is the parents responsibility to ensure that school age students attend school regularly.

Attending class every period, every day is critical to a student’s academic success. EMS values student attendance and strives to preserve the academic time of students.

**South Dakota’s compulsory attendance law requires children to attend school regularly. The Sioux Falls School District will take all actions available when students are truant or habitually absent. Please refer to School Board Policy JH/JH-R.**

2. **Attendance Reporting and Notification Procedure**

Parent(s)/guardian(s) are expected to notify the school regarding a student’s absence on the day of the absence. An absence must be reported either by note, email or phone call.

Ten or more absences in a school year is considered to be excessive by the Sioux Falls School District.

Parents/guardians/students are encouraged to provide professional medical documentation when absent for medically related absences. If requested, students who were absent from school for any reason shall submit in written form the specific reasons for their absence, the specific days or times they were absent and a signature of the parent/guardian. When the students’ absences are deemed excessive, 10 or more days, schools will require verification of absences from a doctor, dentist or other medical professional.

During the school day an automated system calls the parents/guardians of students who have not notified the school regarding a student’s absence that day. This procedure is intended to notify parents/guardians who may be unaware of the student’s absence and to remind others of their responsibility to provide notification when a student will be absent.
Classes missed because of attendance at a school sponsored trip or activity will not be considered an absence. However, the student will be required to make up the missed work.

3. Attendance Issues and Interventions

Skipping a class will be dealt with according to Policy/Regulation JK/JK/R - Student Discipline, Class II.

Recognizing the importance of school attendance, staff members shall work to improve attendance at each school by:

Schools will verbally notify students and/or parents/guardians of attendance records, go over the consequences of excessive absences, and encourage attendance. At five and eight days of absence an attendance letter and/or other communication will be sent to the parents/guardians informing them of their student’s attendance concerns unless extenuating circumstances apply. Additional letters will be sent for those students whose absences are excessive.

The District will implement an intervention pyramid to individually support students with barriers to attending school.

A District Attendance Council will meet quarterly to develop/implement District attendance initiatives. Building attendance teams will work regularly each month to address building attendance initiatives and interventions.

Truancy citations or violations may be issued to students with excessive absences in cooperation with law enforcement and the judicial system. The District’s Social Workers are appointed as the District’s Truancy Officers.

4. Making up missed work due to absences

If requested, teachers are expected to provide up to five days of assignments in advance of a planned absence. Assignments for planned absences that extend beyond five days will be available upon the student’s return to school. Tests, speeches, or special projects must be completed and submitted on the first day following an absence. Schoolwork missed must be made up within two times the number of days absent not to exceed six days. The time allowed for the makeup work may be extended at the discretion of the classroom teacher.
When a student’s attendance impacts academic performance, the student’s schedule may be modified, or the student may be placed in a support class.

These options may not be available if the absence is for skipping or not attending OSS Alternative, depending on the individual student’s behavior or attendance plan.

5. Marking Attendance

Middle school students will be marked ½ day absent for every five cumulative periods of absences, Students will be marked one day absent for every 8 cumulative periods of absences missed.

When a student has been absent for fifteen (15) consecutive days, the student will be dropped from enrollment. The student may subsequently re-enroll at any time at the school in their home attendance center.

6. Tardy and Leaving Early

Tardiness is defined as a student’s initial appearance to an assigned area at any time after the designated starting time.

Leaving early is defined as the departure from an assigned area at any time before the designated ending time.

A student who is tardy, or leaves early, should report to the administrative/attendance office.

Teachers will emphasize the importance of being on time and explain the classroom rules and procedures for tardiness. Tardiness sanctions should be consistently applied and should be sequential.

III. Student expectations & conduct

1. Student Dress Code

Students have a right to choose their own style of dress and personal appearance, as long as it does not interfere with the educational process or learning environment, endanger student health and safety, disrupt school, offend other students/staff, or relate to gangs, drugs, sex, violence, or alcohol. Students are encouraged to “dress for success” as mature, young adults and make clothing choices consistent with a positive and safe learning environment. To ensure effective and equitable enforcement of this dress code, school staff shall apply the dress code consistently and in a manner that does not discriminate against any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.
The highlighted changes below have been established to maintain an appropriate balance to promote learning, maintain safety, and recognize the need for culturally responsive practices. Additions to the head coverings category allow students to wear appropriate hair coverings that do not hinder an individual’s identification, which is paramount to maintaining safety in our schools and recognizes the changes over time of socially acceptable clothing attire.

The purpose of Edison Middle School’s dress code is:

● To ensure the safety, health, and well-being of all students and staff.

● To further the school’s mission by providing a positive learning environment.

● To ensure that clothing and personal appearance do not distract others from the pursuit of their academic goals.

● To discourage the endorsement of alcohol, tobacco, drugs, and disruptive behaviors.

In order to promote a positive and safe learning environment, all students need to follow these guidelines:

● Students are expected to wear shirts that have fabric in the front, back, sides, and under the arms which do not inappropriately expose undergarments or the body. (Examples include but are not limited to the following items: spaghetti strap tops, tube tops, halter tops, midriff tops, backless tops, and muscle t-shirts.

● Students are expected to wear pants, dresses, skirts, shorts, sweatpants, or leggings that do not inappropriately expose undergarments or the body.

● Students may not wear clothing with writing, slogans, pictures, or symbols that depict alcohol, tobacco, or drugs (or their manufacturers), obscenities, vulgarity, racism, sex, sexual innuendo, violence, or gang affiliation.

● Students may not wear slippers or pajama pants. Shoes shall be worn at all times.

● Students may NOT wear, carry, hang, or display hats, caps, beanies, stocking caps and bandanas during the school day; and must also have their hoods down during the school day. Students may wear headbands, headwraps, bonnets, durags, skull caps or scarves for the purposes of covering their hair. Principal approved exceptions can apply.

● Students may NOT wear or carry blankets.

● Students may not wear chains that hang down or are used as belts.
• Students may not wear clothing or accessories with spikes.

• Students may not wear sunglasses during the school day.

Violations of the dress code shall be handled in accordance with the District’s Progressive Discipline Plan:

• Students must put away or remove the offending item. It may be necessary to call a parent/guardian to provide alternate clothing items.

• Students may be given an alternate item of clothing to wear for the day.

• Multiple violations shall be handled as insubordination.

Exceptions to this dress code may be made by principals or their designees to address a specific student’s medical, religious, or other similar needs.

2. Electronic Devices

Devices such as, but not limited to, cellphones, ipods, airpods, headphones, laser pointers, devices that shock, noise makers are not allowed while school is in session. Students may bring a cellphone to school; however the device must be turned completely off and stored in the student’s locked locker during the day or stored inside of the student’s backpack. It is expected that students will not have their cellphones on them during the school day.

If students are found to be using their phone or if a student’s phone makes noises during class, the student will have their device confiscated and taken to the office for the remainder of the day.

Students may use their device/cellphone before and after school.

Students are not allowed to take pictures or take video recordings while on school grounds or the school bus.

3. Student ID Badges

ID Badges may not be altered or defaced in any way (i.e. stickers, written markings, photo alterations, mutilation, etc.)

Students will need their ID Badge to ride the bus.

4. Hall Passes

Each student is expected to be respectful in the hallway and have a pass or a pass log in their planner signed by a staff member during class time.
5. **Food & Beverages**

Food and beverage (except for water) are not to be consumed outside of the Cafe. This includes classrooms and hallways.

6. **The Cafe**

Students will have access to one free breakfast and one free lunch each day during the 2021-2022 school year. The cafeteria system allows students to have an account where money can be deposited for extra items at lunch such as cookies, chips, and rice krispie treats. You can deposit money using the online deposit system at www.myschoolbucks.com/ver2/login/getmain?requestAction=home.

Students are expected to be respectful while in the cafeteria. Students will be expected to remain in their assigned seats, and clean up after themselves.

Students are not allowed to have parties for their lunch tables or friends. Students are not allowed to bring outside food (home or commercial food) to share with others during lunch periods. Students are not allowed to bring commercial food into the cafeteria.

7. **Medication Administration**

The District’s Medication Administration Policy/Regulation JLCD/JLCD-R can be found on the District’s website www.sf.k12.sd.us.

8. **Misuse of All Medications**

Students are prohibited from transferring, delivering, or receiving any medication to or from another student. All violations will result in confiscation of the medication and students will be subject to discipline in accordance with the District’s progressive discipline policy. Students who use medication for purposes other than for its intended use will be disciplined.

Students who need medication administered while at school should have their parent/guardian drop it off with the nurse.

9. **Alcohol & Other Drugs**

Students who use, possess, distribute, or sell alcohol, tobacco, vape, drugs, or other dangerous, illegal, or controlled drugs or drug paraphernalia is prohibited in all schools, on school grounds, at school sponsored activities, on student trips, or when students are being transported in vehicles dispatched by the District. Students selling, possessing, or under the
influence of any of the above will be subject to immediate suspension and immediate arrest. This activity may also lead to expulsion from school.

10. Harassment & Discrimination Policy

The Sioux Falls School District is committed to providing a learning environment free of discrimination and harassment. The District prohibits discrimination/harassment on the basis of race, color, creed, religion, age, gender (including pregnancy), sexual orientation, disability, national origin or ancestry, military/veteran status, genetic information, or any other category protected by law. Additionally the District provides equal access to the Boy Scouts and other designated youth groups.

The District will investigate all reports of harassment/discrimination, and will discipline, or take appropriate action, against any student or employee who is found to have violated the Harassment and/or Discrimination Policies Regulations:

- Students should report complaints of harassment to a building administrator.
- If a student prefers, the student may first report any concerns to a counselor, or other trusted adult. The staff member will report the concern to the administrator.
- Parents/guardians are encouraged to call an administrator if they are concerned about harassment or intimidation issues.
- An administrator will investigate all complaints and determine an appropriate course of action.
- Submission of a complaint or report of harassment will not affect the student’s status with the District. The District prohibits retaliation against any individual who reports a claim under this policy or participates in an investigation of any such claim.


IV. **Student Interventions**

1. SAT (Student Assistance Team) Referral

   The purpose of the EMS Student Assistance Team is to identify and help students who may be experiencing personal or school-related problems that appear to affect the student’s ability to perform at school. Students, staff members, or parents/guardians can make referrals to the SAT.

2. Detention

   Detention is held every day from 8:00 am - 8:45 am and from 3:50 pm - 4:30 pm. Students may be assigned to detention to address specific behaviors such as excessive tardies or acts of misconduct. Students who are assigned detention are expected to:

   - Arrive on time.
• Bring homework/study materials or a book to read.
• Remain quiet and work during the assigned time.
• Two detentions may be assigned for every detention that is missed or skipped.
• Students may be assigned ISS the next school day if the student is asked to leave a detention session due to negative behaviors.
• Students may be assigned ISS due to repeatedly skipping detentions

Some Teams may have a “team detention” which will be determined at the discretion of the student’s team of teachers. These times and days of team detention vary from team to team.

3. ISS (In-School Suspension)

ISS is assigned to students according to the consequences outlined in the District’s Discipline Plan. When placed in ISS, students may be given assignments from their classroom teachers and students have the opportunity to earn credit for completed work while in ISS. Students are not allowed to sleep, distract others, watch videos, play games, or other non-academic activities.

If a student is removed from ISS due to misconduct, the student may be suspended from school. Students who are assigned to ISS may not participate in activity or athletic practices, performances, or games that are scheduled/served on the same day of ISS in accordance with the SFSD Policy.

4. OSS (Out-of-School Suspensions)

Students may receive short-term or long-term suspension or expulsion for severe and/or habitual misconduct. Procedures for suspension and expulsion are outlined in District Policy JK-R, which is available online at www.sf.k12.sd.us. A copy of the District’s Discipline Plan is given to all Edison students and is also located in this handbook. Additional copies are available in the office upon request.

5. OSSA (Out-of-School Suspension Alternative Program)

The Sioux Falls School District offers the OSS Alternative Program, which is located in the Axtell Park Building, as an opportunity for students to learn and recover from their mistakes. The OSS Alternative Program (OSSA) provides a structured environment where students are supervised in a school setting and may complete and earn credit for assigned schoolwork during their suspension. Students who do not attend the OSS Alternative Program when provided the opportunity may receive a “zero” for the work they missed.

While attending the OSS Alternative Program students are expected to follow the rules of the student conduct and discipline as outlined in Policy JK-R, complete assigned school work, and treat staff members and other students with respect.
V. **Services Available to Students**

1. **Counseling**

A variety of services are available to students in the counseling office. Counselors provide confidential assistance for personal and academic problems, social and emotional needs, and educational planning. Counselors have access to many agencies for services in addition to those available through the school system. Students should stop by the Counseling Office before school or after school to make an appointment with their counselor.

2. **Library Media Center**

Library Hours are  
Monday, Tuesday, Thursday, Friday 8:00 am - 4:00 pm  
Wednesday 8:45 am - 4:00 pm

The school library serves as a point of voluntary access to information and ideas and as a learning laboratory for students as they acquire critical thinking and problem-solving skills. School librarians select materials in consultation with teachers using standard progressive school library review sources to identify resources that are appropriate for the varied interests, abilities, learning staples, and maturity levels of the students served. Materials are intended to stimulate growth in factual knowledge, literary appreciation, aesthetic values and to promote reading for enjoyment. To encourage students to develop the practice of critical analysis to make informed decisions in their daily lives, materials representing more than one point of view are available. Considering the diverse backgrounds and points of view represented in the pluralistic society served by the public school, individuals may occasionally object to materials available through the school library. Upon the request of the parent/guardian the school librarian will work with individual parents to guide their children to books and resources that align with their family values. In the event a parent believes a specific title should be removed from circulation for all students, the parent should contact the librarian and/or school principal according to Policy KEC-KEC-R Concerns/Complaints about Programs or Instructional Materials.

The mission of the Edison Middle School Library Program is to assist in the learning process and assist students in developing the necessary skills to use information effectively.

- Contribute to the development of lifelong learners.
- Provide materials, instruction, and services that meet the information literacy needs of middle-level learners.
- Emphasize the love of reading and learning.

Library Policies:
● All print materials and equipment, with a few exceptions, may be checked out for two weeks.

● Students are responsible for returning checked out materials on time.

● Students will be charged fines only in the event the library material is lost or damaged.

● Behavior in the library is based on courtesy and consideration of others and of library materials.

● Edison Library website: [http://libcat.sf.k12.sd.us](http://libcat.sf.k12.sd.us)
  ○ Select Edison Middle School

3. After School Program

The YMCA runs the after-school program, which is open Monday through Friday from 3:48 pm - 5:45 pm. The YMCA AAfter School Program (ASP) is a fee based program. No child is ever turned away because of the inability to pay. If your family is unable to pay the requested amount, you are encouraged to apply for financial assistance/scholarships through the YMCA. Students must get a pass from a teacher or the office when they will be more than 15 minutes late for the program. Please be aware that all school rules and the District’s discipline plan apply to the After-School Program.

VI. School Information

1. School Hours

School hours are 8:55 am - 3:48 pm. The school building will open for students at 8:40 am, unless a student is eating breakfast. The Cafe will serve breakfast from 8:30 am - 8:50 am. Morning supervision begins outside at 7:45 am, and students may wait outside if they are dropped off prior to 8:40 am. Students are expected to be off school grounds by 4:15, unless they are in a supervised after school activity.

The Sioux Falls School District School Board has determined that all middle schools will operate as a closed campus. That means that a student may not leave school grounds without the permission of the administration or parent from the time of arrival until the time of dismissal.

2. After School Expectation

Students who are not participating in an after school program or after school activity are expected to leave school grounds by 4:15 pm.
3. Health Services

South Dakota Codified Law (SDCL 13-28-7.1) requires that any pupil entering school or an early childhood program, shall, prior to admission, be required to present certification from a licensed physician that the child has received or is in the process of receiving adequate immunization against poliomyelitis, diphtheria, pertussis, rubeola (measles), rubella, mumps, tetanus, meningitis and varicella (chickenpox), according to the recommendations of the State Department of Health. The Department of Health may modify or delete any of the required immunizations. Failure to have an up-to-date immunization record may exclude you from school until the requirement is met. Exclusion from school for failure to complete health requirements does not exempt a child from mandatory school attendance. Truancy procedures will be followed.

If you become ill during the school day, obtain a pass from your teacher and report to the health office. The health secretary or nurse will contact your parent/guardian to inform them of your illness. It is necessary for you to check out with the health office if you leave.

A doctor’s statement is required if you are unable to participate in physical education due to a health condition.

4. Lockers

Each student will be provided with a general locker. These lockers are the property of the school and can be subject to periodic inspection by personnel. Non-school issued locks may not be placed on the general locker without the permission of the school administration.

The school is not responsible for lost or stolen items. Students are encouraged not to bring valuable items or large sums of money to school.

Students may request a lock from the PE staff for their PE locker.

5. School Resource Officer

Edison Middle School has a School Resource Officer (SRO) in the building. Students and parents/guardians are welcome to visit with the SRO regarding safety concerns or to discuss a personal matter. The SRO will frequently be invited into classes to teach and build relationships with students.

6. Emergency Drills

When the alarm sounds, students are to walk rapidly and immediately to the proper exit, then move to the designated area. The exit to be used is posted in each room and explained by the teacher in that room. For evacuation drills, students are expected to follow the instructions of the teacher.
7. **Personal Property**

Students assume sole responsibility for loss or damage to any personal property, such as garments, electronic equipment, or musical instruments. Edison Middle School and the Sioux Falls School District are not responsible for any lost, stolen, or missing items. Large sums of money or jewelry of either real or “keepsake” value should not be brought to school. ***Authorized school personnel may search personal property with reasonable suspicion. Students should not expect an assumption of privacy. School district officials only need “reasonable suspicion in order to search lockers, bags, or personal property.***

8. **Visitors**

Students are not allowed to bring visitors to school. Parents/guardians and all other visitors must use the front doors of the school and check in at the Office. Visitors will need to present a picture ID.

9. **Transportation**

Students who ride bikes to school must lock them in the racks outside the northeast entrance. Skateboards are not to be ridden on school property, including before and after school. If a student drives to school, a completed vehicle registration form must be on file in the office.

Students who ride the bus home, need to ride their assigned bus. Students are expected to comply with the bus driver and bus aides instructions.

**VII. Activity Information**

1. **7th & 8th Grade Participation Packets**

Any student participating in 7th or 8th grade athletics must have a completed Sioux Falls Public Schools Activities Participation Packet on record and a preparticipation Physical Evaluation Form before they will be permitted to practice or compete in any middle school activities. To complete the online Activity PArticipation Packet, please sign into your Parent Portal in Infinite Campus. The preparticipation Physical Evaluation must be completed by a licensed medical professional. Please refer to the link below for more information regarding middle school activity requirements and forms. If a 7th or 8th grade student is participating in High School athletics, please refer to the high School participation information.

[https://drive.google.com/file/d/11zFiQGfk63NFw61JBCCfjOVJF_KvauZt/view](https://drive.google.com/file/d/11zFiQGfk63NFw61JBCCfjOVJF_KvauZt/view)

2. **7th & 8th Grade Co-Curricular Activities**

- Band
- Gymnastics
- Student Council
- Basketball
- Improv
- Track
Brio (orchestra)    Inventions (vocal)    Variety Show / Musical
Chorus             Jazz Band              W.E.B. Leaders
Cross Country      Musical                Wrestling
Football           Orchestra              Volleyball

3. Activity Rules

When a student participates in athletics, music, and other co-curricular activities, they will be required to follow the activity rules which are distributed to all students who are involved in any activity.

Students are expected to be ambassadors for Edison Middle School and exhibit good sportsmanship and respect at all times. If a student is exhibiting poor sportsmanship or disrespect, and/or failing classes, they may face the possibility of not being allowed to participate in co-curricular activities. If a student is suspended (ISS or OSS) they are not allowed to participate in co-curricular activities during their suspension.

In order to participate or compete on a given day, participants must be present in school three consecutive periods prior to dismissal or at the discretion of the administration.

VIII. Calendar of Events

* These dates are subject to change

Aug. 23   CAT-apult Day                    3:00 pm - 7:00 pm
Aug. 26   First Day of School (modified schedule - kids start in PRO)
Aug. 30   School Pictures
Aug. 30   Cross Country, Football, & Volleyball practices begins
Sept. 2   School Picture Make-Ups
Sept. 3 & 6   NO SCHOOL
Sept. 10   Color-a-thon Kickoff Assembly (modified schedule - kids start in PRO)
Sept. 13-15  MAP Testing (modified schedule - kids start in PRO)
Sept. 21-23  Inventions Auditions in Choir room  4:00 pm - 6:00 pm
Sept. 24   Color Run donations due
Oct. 5 & 7   Conferences  4:00 pm - 8:00 pm
Oct. 11 & 12  NO SCHOOL
Oct. 14   Metro CrossCountry Meet @ Yankton Trails
Oct. 15   Color Run
Oct. 20   PTO Fundraiser Kickoff (modified schedule - kids start in PRO)
Oct. 19 - 21  BRIO Auditions in Orchestra Room  4:00 pm - 5:30 pm
Nov. 5      School Picture Retakes
Nov. 5      Early Dismissal @ 2:00 pm
Nov. 11     NO SCHOOL
Nov. 18     Orchestra Concert  6:00 pm - 8:00 pm
Nov. 24 - 26 NO SCHOOL
Dec. 7      Band Concert  6:00 pm - 8:00 pm
Dec. 9-10   Variety Show  7:00 pm
Dec. 13-15  MAP Testing
Dec. 14     Chorus Concert  6:30 pm - 8:00 pm
Dec. 22-31  NO SCHOOL
Jan. 3      School Resumes
Jan. 11-13  MS Semester Tests for H.S. credit classes
Jan. 14-17  NO SCHOOL
Jan. 20     Student of the Month Breakfast  8:00 am
Feb. 10 & 15 Conferences  4:00 pm - 8:00 pm
Feb. 15     Junior Achievement (modified schedule - kids start in PRO)
Feb. 21 & 22 NO SCHOOL
Mar. 18     NO SCHOOL
Mar. 21     Track practice begins
Mar. 24     Elementary Orchestra Festival  7:00 pm
Mar. 31     Orchestra Concert  6:00 pm - 8:00 pm
Apr. 1      Early dismissal 2:00 pm
Apr. 11     5th grade Area Band Festival  7:00 pm
Apr. 15 & 18 NO SCHOOL
Apr. 21     Band Concert  6:00 pm - 8:00 pm
Apr. 25-29  SD Assessment Testing (modified schedule - kids start in PRO)
Apr. 29     Inventions Final Concert  7:00 pm
# 2021-2022 Sioux Falls School District Calendar - EMS Staff A/B Day

<table>
<thead>
<tr>
<th>AUG</th>
<th>AUGUST</th>
<th>SEPTEMBER</th>
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<tbody>
<tr>
<td>26</td>
<td>First Day of School</td>
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<td>SEPT</td>
<td>3, 6</td>
<td>2, 3</td>
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<tr>
<td>13-15</td>
<td>No Classes - Holiday - Labor Day Break</td>
<td>No Classes - Holiday - Veterans' Day Observance</td>
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<tr>
<td>24</td>
<td>MAP Assessment - 2-hour Late Start Schedule</td>
<td>No Classes - Compensatory Day</td>
</tr>
<tr>
<td>OCT</td>
<td>Fall Parent Teacher Conferences</td>
<td>District Collaboration Day - 2-hour Late Start Schedule</td>
</tr>
<tr>
<td>NOV</td>
<td>Elementary and Middle School - Early Dismissal Schedule</td>
<td>District Collaboration Day - 2-hour Late Start Schedule</td>
</tr>
<tr>
<td>DEC</td>
<td>11</td>
<td>No Classes - Holiday - Thanksgiving Break</td>
</tr>
<tr>
<td>JAN</td>
<td>JANUARY</td>
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<td>FEB</td>
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<td>MAR</td>
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<td>MAY</td>
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### Calendar Key
- **O**: Noted day - See description in column to the right of the date
- **☐**: Noted day - No Classes all levels
- **★**: End of Quarter

- **Maroon Day (A Day)**
- **Grey Day (B Day)**

Schedule for Early Dismissal:
- Elementary: 8:00 am to 1:00 pm
- Middle School: 8:55 am to 2:00 pm

If weather causes school closing, days will be made up at the end of the school year.
IX. **Sioux Falls Annual Notifications**

Sioux Falls School District Annual Notifications

All current official notices and District policies can be found on the District’s website at [http://www.sf.k12.sd.us/our-district/district-policies](http://www.sf.k12.sd.us/our-district/district-policies), or can be obtained from any school office or the Instructional Planning Center.

1. **Discrimination and Harassment:**

The Sioux Falls School District is committed to providing a learning environment free of discrimination and harassment. The District prohibits discrimination/harassment on the basis of race, color, creed, religion, age, gender (including pregnancy), sexual orientation, disability, national origin or ancestry, military/veteran status, genetic information, or any other category protected by law. Additionally, the District provides equal access to the Boy Scouts and other designated youth groups. The District will investigate all reports of harassment/discrimination, and will discipline, or take appropriate action, against any student or employee who is found to have violated the Harassment and/or Discrimination Policies and Regulations:

   (1) Students should report complaints of harassment to a building administrator.
   (2) If a student prefers, the student may first report a concern to a counselor, or other trusted adult. That staff member will report the concern to the administrator.
   (3) Parents/guardians are encouraged to call an administrator if they are concerned about harassment or intimidation issues.
   (4) An administrator will investigate all complaints and determine an appropriate course of action.
   (5) Submission of a complaint or report of harassment will not affect the student’s status with the District. The District prohibits retaliation against any individual who reports a claim under this policy or participates in an investigation of any such claim.


2. **NOTICE: FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) ANNUAL NOTIFICATION** - Policy Regulation JRA/JRA-R
The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 45 days of the day the School receives a request for access. Parents/guardians or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notification of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent/guardian or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA. This does not include the right to request a change to any specific grade. Parents/guardians or eligible students who wish to ask the school to amend a record should write to the school principal, clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested, the school will notify the parent/guardian or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. The right to privacy of personally identifiable information (PII) in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel), or a person serving on the School Board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from
education records, such as an attorney, auditor, medical consultant, or therapist, a parent/guardian or student volunteering to serve on an official committee, a parent/guardian, student, or other volunteer assisting another school official in performing his or her tasks, or a service provider or vendor providing the District with online educational services or applications. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses educational records without consent to officials of another school district in which a student seeks to enroll if the disclosure is for the purposes of the student’s enrollment or transfer.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office, U.S. Dept. of Education, 400 Maryland Ave., SW, Washington, DC 20202.

3. NOTICE: DIRECTORY INFORMATION

FERPA requires that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information (PII) from your child’s education records. However, the District may disclose appropriately designated “directory information” (information that is generally not considered harmful or an invasion of privacy if released without written consent), unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include this type of information in certain school publications. Directory information may also be provided to outside organizations. The District classifies and identifies directory information as follows:

A. Directory Information for Use in School Publications:

The District designates the following as directory information for use by the District in school publications without prior parental written consent:

(1) Student’s name;
(2) Grade level;
(3) Student’s participation in officially recognized activities or sports;
(4) Weight and height of athletes;
(5) Honors, awards, and degrees;
(6) Information which denotes accomplishments and achievements;
(7) Individual and group photographs;
(8) Dates of attendance;
(9) School attending; and
(10) Parent/Guardian name.

Examples of the use of the above information in school publications by the District include, but are not limited to: class rosters posted inside school buildings; a program showing a student’s role in a music or drama production; the annual yearbook; school newspaper; honor roll or other recognition lists; graduation programs; and sports activity programs, such as for wrestling, showing weight and height of team members.

B. Directory Information for Student Contact Lists and Public Requests (Outside Organizations): The District designates the following as directory information that may be disclosed by the District without prior written parental consent to outside organizations:

(1) Student’s name;
(2) Address;
(3) Telephone number;
(4) School attending; and
(5) Grade level.

Examples of the use of outside organization directory information include, but are not limited to: use in a parent/student contact list (e.g. buzz book, school telephone directory, school contact list), providing information, upon request, to individuals, groups or organizations outside of school (e.g. parent groups [booster groups, PTA], outside organizations serving youth, companies that manufacture class rings or supply graduation items, photographers).
In addition, the District may provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents/guardians have advised the District that they do not want their student’s information disclosed without their prior written consent. This written notice must be given to the student's building principal/program administrator or the Director of Technology & Information Services/Student Records within fifteen (15) days after notice is given.

Upon directory information from either category A or B being made public by the District (e.g. a program distributed at school event or information provided to manufacturer of class rings), that specific information, unless excluded by law, may fall within the definition of a public record and be accessible to the citizens of South Dakota in accordance with South Dakota’s open record laws.

4. Right of Parent/Guardian or Eligible Student to Opt-Out of Disclosure of Directory Information
   The District will disclose the above identified directory information without written consent unless a parent or an eligible student “opts-out.” Parents or an eligible student may elect to “opt-out” of one or both categories of directory information (Directory Information for Use in School Publications and/or Directory Information for Student Contact Lists and Public Requests (Outside Organizations)). Any such “opt-out” must be made, in writing, to the building principal within fifteen 15 days after the notice is given. Policy/Regulation JRA/JRA-R can be found on the District’s website at www.sf.k12.sd.us or can be obtained from any school office or the Instructional Planning Center.

5. NOTICE: INFORMATION NOT SUBJECT TO SURVEY, ANALYSIS, OR EVALUATION WITHOUT CONSENT/ PROTECTION OF PUPIL RIGHTS AMENDMENT AND CONSENT/OPT-OUT FOR SPECIFIC ACTIVITIES ANNUAL NOTIFICATION – POLICY ILD
   The Protection of Pupil Rights Amendment (PPRA) affords parents/guardians certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and
certain physical exams. South Dakota Codified Law 13-3-51.2 provides greater rights to parents/guardians. These include the right to:

- **Consent** before students are required to submit to a survey, analysis, or evaluation that concerns one or more of the following protected areas (“protected information survey”):
  1. Political affiliations or beliefs of the student or student’s parent;
  2. Mental or psychological problems of the student or student’s family;
  3. Sex behavior or attitudes;
  4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  5. Critical appraisals of others with whom respondents have close family relationships;
  6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  7. Religious practices, affiliations, or beliefs of the student or parents;
  8. Personal or family gun ownership; or,
  9. Income, other than as required by law to determine program eligibility.

- **Receive notice and an opportunity to opt a student out of** –
  1. Certain non-emergency medical examinations required for school attendance; and
  2. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

- **Inspect, upon request and before administration or use** –
  1. Protected information surveys of students;
  2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

The District has adopted a procedure regarding the above rights and to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales or other distribution purposes. The District will notify
parents/guardians at the beginning of the school year if the District has identified the specific or approximate dates of surveys for which consent is required. For surveys and activities scheduled after the school year starts, parents/guardians will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to consent (protected information surveys) or opt their child out (marketing activities and certain non-emergency medical examinations) as required by the PPRA and state law. Parents/guardians will also be provided an opportunity to review any pertinent surveys. Parents/guardians who believe their rights have been violated may file a complaint with the Family Policy Compliance Office, U.S. Dept. of Education, 400 Maryland Ave., SW, Washington, DC 20202. Policy ILD can be found on the District’s website at www.sf.k12.sd.us or can be obtained from any school office or the Instructional Planning Center.

6. NOTICE OF NON-DISCRIMINATION – POLICY/REGULATION AC/AC-R

In an effort to provide a safe, respectful educational environment, the District prohibits discrimination in its policies, employment practices, and programs on the basis of race, color, creed, religion, age, gender (including pregnancy), sexual orientation, disability, national origin or ancestry, military/veteran status, genetic information or any other category protected by law. In addition, the District shall not discriminate in the opportunities for students on the basis of parental status, marital status, or pregnancy, nor shall such students be excluded from any program or activity, including any class or any extracurricular activity. Additionally, the District provides equal access to the Boy Scouts and other designated youth groups. Prohibited acts of discrimination include racial, sexual, ethnic or other types of slurs, insults, intimidation, harassment, and other conduct directed toward another person in accordance with Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 (discrimination based on disability); Title VI of the Civil Rights Act of 1964 (discrimination based on national origin or race); Title IX of the Education Amendments of 1972 (discrimination based on gender); the Age Discrimination Act of 1975 (discrimination based on age.); and the Boy Scouts of America Equal Access Act of 2001 (equal access to public school facilities for the Boy
Scouts and other designated youth groups). In addition, the District provides equal access/equal opportunity for students, employees, and the public, to District programs and activities.

7. COMPLAINT PROCEDURE – RESOLUTION OF DISCRIMINATION COMPLAINTS

Individuals with concerns or inquiries about discrimination are encouraged to attempt to resolve the concern informally by working with the administrator most directly involved in the situation. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

- Discrimination based on a student’s disability: Section 504 Coordinator: Health Services Coordinator, 201 East 38th St., Sioux Falls, SD 57105-5898, Ph. (605)367-7933.
- All other forms of discrimination: Civil Rights Officer/Title IX Coordinator (CRO/IX), In-House Counsel, 201 East 38th St., Sioux Falls, SD 57105-5898 Ph. (605)367-4670.

A complaint may be filed by a student, parent/guardian, employee or other citizen when it is felt that a violation of Policy AC Nondiscrimination/Equal Opportunity has occurred. Formal complaints are filed with the persons named above.

(1) The Complaint Investigation Form should be completed by the person filing the complaint or the designated administrator. The form includes the following:

- Complainant’s name and address;
- Date(s) of the incident(s);
- Description of the incident(s);
- Name(s) of the person(s) involved in the incident(s);
- Name(s) of any witness(es) to the incident(s);
- What action, if any, has been taken;
- Requested resolution of the complaint; and
- Signature of the complainant will be requested, but not required

(2) An investigation will be initiated. This investigation may be conducted by District officials or by a third party designated by the District. The investigating party shall provide a
written report of the status of the investigation within ten (10) working days to the Superintendent and the CRO/IX.

(3) If the complainant is not satisfied with the decision rendered by the designated administrator, he/she may appeal the decision to the Superintendent within ten (10) working days following receipt of the decision. The appeal must include the original Complaint Investigation Form, a copy of the decision from the designated administrator and a written statement as to a reason for the appeal.

(4) The Superintendent or designee will review the materials submitted, investigate the circumstances and respond in writing within fourteen (14) working days from the appeal. At the Superintendent’s level, the appeal process may or may not include a conference with the parties involved.

(5) If the complainant is not satisfied with the decision rendered by the Superintendent, he/she may request a hearing in executive session with the School Board. The request for hearing must be submitted in writing within ten (10) working days through the Superintendent’s Office. The hearing will be scheduled within thirty (30) working days from the request for hearing. The involved parties will be notified in writing of the date and time of the scheduled hearing.

(6) The School Board will render a decision in writing within ten (10) working days of the hearing.

(7) During the investigation all parties directly involved in the complaint may have legal or other representation. If any party elects to be represented at any step of the complaint procedure, the name of the representative must be declared in writing to the Civil Rights Officer within two (2) days of the filing of the complaint, notification of any investigation, or the filing of any appeal. The District prohibits retaliation against any individual who reports a claim under this policy or participates in an investigation of any such claim.

Policy/Regulation AC/AC-R can be found on the District’s website at www.sf.k12.sd.us or can be obtained from any school office or the Instructional Planning Center. Concerns
and inquiries regarding discrimination rights may be directed to the Office of Civil Rights/Kansas City Office, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, Telephone: (816) 268-0550, Fax: (816) 268-0559, Email: OCR.KansasCity@ed.gov.


DISABILITY DISCRIMINATION IN PROGRAMS/SERVICES

Section 504 of the Rehabilitation Act of 1973 (Section 504) is designed to eliminate discrimination on the basis of disability and requires that qualified individuals be provided equal access to educational programs and services.

ACCESS - Persons with disabilities may contact the building principal or site administrator before the event to obtain reasonable accommodations needed to participate in District programs or activities. If the principal or site administrator is unable to address the request, concerns should be referred to the District’s Section 504 Coordinator - Health Services Coordinator; 201 East 38th St., Sioux Falls, SD 57105-5898, Ph. (605)367-7933.

STUDENTS - Policy/Regulation KED/KED-R, Concerns and Complaints about Educational Programs for Students with Disabilities or Students with Substantially Limiting Health Conditions, outlines the District’s procedure relating to the identification, evaluation or educational placement of a student under Section 504. Concerns/Complaints relating to the identification, evaluation or educational placement of a student under Section 504 should be referred to the District’s Section 504 Coordinator - Health Services Coordinator, 201 East 38th St., Sioux Falls, SD 57105-5898; Ph. (605)367-7933.

9. PARENTAL RIGHTS - You have the right to: (1) Have your child take part in and receive benefits from public education programs without discrimination because of his/her disability; (2) Have your child receive a free appropriate public education; (3) Have your child educated in facilities and receive services comparable to those provided nondisabled students; (4) Have your child have an equal opportunity to participate in nonacademic and extracurricular activities provided by the District; (5) Receive notice with respect to the identification, evaluation or placement (including a substantial change in placement) of your
child; (6) Have the identification, evaluation and placement decisions based upon a variety of information sources and by persons who know the student, the evaluation data, and placement options; (7) Have your child receive appropriate educational and related services when eligible and necessary under Section 504; (8) Examine all relevant records relating to decisions regarding your child’s educational records, including records related to the identification, evaluation, educational program and placement; (9) Request a review of a Section 504 Team decision relating to the evaluation, educational program and placement (including any substantial change in placement) of your child; (10) Request an impartial due process hearing relating to the evaluation, educational and placement decisions (including any substantial change in placement); (11) Appeal the decision of the impartial hearing officer to a court of competent jurisdiction; (12) Have the District advise you of these rights under the federal law.

The Sioux Falls School District must identify and evaluate students who may be eligible for services under Section 504 due to the following conditions:

1. A physical or mental impairment that substantially limits one or more major life activities (including major bodily functions); or
2. A record of having an impairment that substantially limits one or more major life activities, or
3. An impairment that substantially limits one or more major life activities.

The District will provide prior written notice to parents/guardians before initiating or changing or refusing to initiate or change the identification, evaluation or educational placement of a student under Section 504. Parent/guardian consent is required for all initial evaluations.

10. REVIEW AND IMPARTIAL DUE PROCESS HEARING PROCEDURE - The parent/guardian of a child with a disability who disagrees with any decision regarding the identification, evaluation or educational placement of a student by the 504 Team may request a review by the District’s Section 504 Coordinator - Health Services Coordinator or file a Due Process
Complaint. Request for review: The District’s 504 Coordinator will send a written response to the parent/guardian within ten (10) working days of receiving the request for review. That written response will specifically address the issues raised by the parent/guardian.

Impartial Due Process Hearing: A parent/guardian may file a Due Process Complaint at the Instructional Planning Center addressed to the District’s 504 Coordinator. Prior to the initiation of a Due Process Hearing, the Section 504 Coordinator will offer to convene a meeting with the parents/guardians and the relevant member or members of the 504 Team and a representative of the District who has decision-making authority on behalf of the District. The purpose of the meeting is for the parents/guardians to discuss their Due Process Complaint and the facts that form the basis of the Complaint so that the District has the opportunity to resolve the dispute. If the issues raised in the Due Process Complaint are not resolved to the satisfaction of the parent/guardian within 30 days of the receipt of the Due Process Complaint, a Due Process Hearing will be scheduled. An impartial Hearing Officer will be retained to conduct a hearing. Any party to a hearing has the right to:

1. Be accompanied and advised by counsel - neither party has the right to be represented by a non-attorney at a hearing;
2. Present evidence and confront, cross-examine, and compel the attendance of witnesses;
3. Introduce evidence that has been disclosed to the other party at least 5 business days before the hearing;
4. Obtain a written, or, at the option of the parent/guardian, electronic, verbatim record of the hearing; and
5. Obtain written, or, at the option of the parents/guardian, electronic findings of fact and decisions.

A complete copy of Policy/Regulation KED/KED-R can be accessed at www.sf.k12.sd.us/schoolboard/policies or obtained from any school office.

Concerns and inquiries regarding Section 504 may be directed to the Office of Civil Rights, U.S. Dept. of Education, Kansas City Office, One Petticoat Lane, 1010 Walnut Street, Suite
11. INDIVIDUALS WITH DISABILITIES EDUCATION ACT: CHILD IDENTIFICATION

The District provides free appropriate public education for all children with disabilities from birth through age 21. Any eligible child within the jurisdiction of the District, including those enrolled in any public or private agency or school located in the District, should be referred to the Office of Special Services, Ph. (605)367-7689.

Documents for Public Inspection: The District is operating a project in compliance with the Individuals with Disabilities Education Act. Any funding applications, evaluation, or reports required by the State for operation of the project are available for public inspection. Documents are maintained in the Special Services Office of the Instructional Planning Center, 201 East 38th St., and are available during business hours.

X. DISCIPLINE MATRIX
<table>
<thead>
<tr>
<th>Class 1, 2, 3, 4, 5, 6, 7: Per Year</th>
<th>Class 4, 5, 6, 7: Per Year</th>
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**Suspension (30 Days)**: A team of school officials will conduct an on-site investigation to determine the severity of the situation, and/or provide for the safety and security of all students and staff. The student's name will be placed on the school's suspension list. The student will be suspended from school for the remainder of the school year and will not be allowed to return until the appropriate administrative officials determine that the student is no longer a threat to the school community.

**Expulsion (60 Days)**: A team of school officials will conduct an on-site investigation to determine the severity of the situation, and/or provide for the safety and security of all students and staff. The student's name will be placed on the school's expulsion list. The student will be expelled from school for the remainder of the school year and will not be allowed to return until the appropriate administrative officials determine that the student is no longer a threat to the school community.

**In-school Suspension**: A student will be placed in an in-school suspension for a specified period of time. During this period, the student will be required to complete their regular coursework and attend all required activities.

**Out-of-school Suspension**: A student will be placed in an out-of-school suspension for a specified period of time. During this period, the student will not be allowed to attend school and will be required to complete all required coursework and attend all required activities.

**Referral to Law Enforcement**: A student will be referred to law enforcement for further investigation and/or action.

**Referral to External Agency**: A student will be referred to an external agency for further investigation and/or action.

**Consequences for Violation**: The consequences for violation are as follows:

- 1st Violation: Minimum Consequences (1st year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.
- 2nd Violation: Minimum Consequences (2nd year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.
- 3rd Violation: Minimum Consequences (3rd year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.

**Due Process**: Students shall be advised of the process rights. This includes the rights to (1) be informed of the charges against the student, (2) present evidence in support of the charges, (3) present evidence opposing the charges, (4) an opportunity to present the student's case, and (5) a hearing conducted by a neutral party, who is impartial to the violation.

**Consequences for Violation**: The consequences for violation are as follows:

- 1st Violation: Minimum Consequences (1st year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.
- 2nd Violation: Minimum Consequences (2nd year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.
- 3rd Violation: Minimum Consequences (3rd year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.

**Due Process**: Students shall be advised of the process rights. This includes the rights to (1) be informed of the charges against the student, (2) present evidence in support of the charges, (3) present evidence opposing the charges, (4) an opportunity to present the student's case, and (5) a hearing conducted by a neutral party, who is impartial to the violation.

**Consequences for Violation**: The consequences for violation are as follows:

- 1st Violation: Minimum Consequences (1st year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.
- 2nd Violation: Minimum Consequences (2nd year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.
- 3rd Violation: Minimum Consequences (3rd year): 3 suspension visits to another school during the school year without permission issued by the Assistant Principal.
<table>
<thead>
<tr>
<th>Class</th>
<th>Definition</th>
<th>Minimum Consequences</th>
<th>Infraction</th>
<th>Class Action</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Inappropriate dress: Violation of the school’s dress code including but not limited to wearing clothing with profanity or pictures that are offensive or violent.</td>
<td>1st Violation</td>
<td>3</td>
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<tr>
<td>2</td>
<td>School disruption: Behaving or contributing to a disruptive disturbance that disrupts the normal operation of the school environment or poses a threat to the health or safety of others.</td>
<td>1st Violation</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Disrupt and disrupts: A student who engages in behavior that creates a hostile environment or engages in harassment.</td>
<td>1st Violation</td>
<td>3</td>
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<tr>
<td>4</td>
<td>False to comply with instructions: Failing to comply with a request makes a threat to the student's safety.</td>
<td>1st Violation</td>
<td>3</td>
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**Infraction Definition**
- **Technology misuse**: Unauthorized use of electronic devices/technology. Use of district technology is permitted only in specific areas designated by the administrator.
- **Dress Code**: Violation of the school’s dress code including but not limited to wearing clothing with profanity or pictures that are offensive or violent.
- **School Disruption**: Behaving or contributing to a disruption that disrupts the normal operation of the school environment or poses a threat to the health or safety of others.
- **Disrupt and disrupts**: A student who engages in behavior that creates a hostile environment or engages in harassment.
- **Fail to comply with instructions**: Failing to comply with a request makes a threat to the student's safety.

**Infraction Consequences**
- 1st Violation
- 2nd Violation
- 3rd Violation
- 4th Violation
- All or more
<table>
<thead>
<tr>
<th>Class</th>
<th>Infraction</th>
<th>Infraction Definition</th>
<th>Minimum Consequences</th>
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</thead>
<tbody>
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</tbody>
</table>

### Infraction: Possession of Drugs, Alcohol, and Tobacco

#### Minimum Consequences

- **3-5 Days Suspension or Expulsion**: Any student who possesses a drug, alcohol, or tobacco without a valid prescription or permit.

#### Infraction Definition

- **Distribution and Possession**: Selling, dispensing, or offering for sale any substance, minor or controlled, in a manner that suggests the distribution of a mood-altering chemical.

#### Substantial Disruption

- **Carrying districts**: Substantial disruption of the school environment.
- **Tobacco**: Sale or use of tobacco products on school premises.
- **Alcohol**: Possession or consumption of alcohol on school premises.
- **Drugs**: Possession or distribution of any drug on school premises.

#### Action

- **Warning**: First offense.
- **Suspension**: Second offense.
- **Expulsion**: Third offense.
### ADDITIONAL INSTRUCTIONS

<table>
<thead>
<tr>
<th>Violation</th>
<th>Punishment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Possession of any weapon or firearm</td>
<td>Suspension from school</td>
</tr>
<tr>
<td>Harassment or bullying</td>
<td>Suspension from school</td>
</tr>
<tr>
<td>Theft or vandalism</td>
<td>Suspension from school</td>
</tr>
<tr>
<td>Drug use or possession</td>
<td>Suspension from school</td>
</tr>
<tr>
<td>Cheating or academic dishonesty</td>
<td>Suspension from school</td>
</tr>
<tr>
<td>Disobeying school rules</td>
<td>Suspension from school</td>
</tr>
</tbody>
</table>

**Additional Information:**

- Students who engage in any of the above violations may be subject to additional consequences as determined by the administration.
- All students are required to comply with school rules and regulations.
- Students who engage in any of the above violations will be subject to suspension from school.

**Classes:**

- Class 1: 1st and 2nd offenses
- Class 2: 3rd and 4th offenses
- Class 3: 5th and 6th offenses
- Class 4: 7th and 8th offenses
- Class 5: 9th and 10th offenses
- Class 6: 11th and 12th offenses

**Violations:**

- Possession of weapons
- Harassment
- Theft
- Vandalism
- Drug use
- Cheating
- Disobeying rules

**Consequences:**

- Suspension
- Expulsion

**Classes:**

- Class 1: 1st offense
- Class 2: 2nd offense
- Class 3: 3rd offense
- Class 4: 4th offense
- Class 5: 5th offense
- Class 6: 6th offense
- Class 7: 7th offense
- Class 8: 8th offense
- Class 9: 9th offense
- Class 10: 10th offense
- Class 11: 11th offense
- Class 12: 12th offense

**Institutional Consequences:**

- Expulsion
- Legal action
- Other consequences

**Additional Information:**

- All students are required to comply with school rules and regulations.
- Students who engage in any of the above violations will be subject to suspension from school.

**Classes:**

- Class 1: 1st offense
- Class 2: 2nd offense
- Class 3: 3rd offense
- Class 4: 4th offense
- Class 5: 5th offense
- Class 6: 6th offense
- Class 7: 7th offense
- Class 8: 8th offense
- Class 9: 9th offense
- Class 10: 10th offense
- Class 11: 11th offense
- Class 12: 12th offense

**Institutional Consequences:**

- Expulsion
- Legal action
- Other consequences