



Mitchell Middle School
800 W. 10th Avenue
Mitchell, SD 57301
605-995-3051
www.mitchell.k12.sd.us/mms

Administrators
 Brad Berens-Principal
 Lisa Heckenlaible-Assistant Principal

Administrative Assistants
 Debbie Garton
 Cindy Symes

Traci Moore-Counselor
 Karen Allen- Prevention Specialist
 MaryLiz Crockett-Nurse

2011-2012 School Calendar

- Aug.17 School Starts
- Sept.5 No School (Labor Day)
- Oct.13 MMS Parent/Teacher Conferences
- Oct.14 No School (Staff Development)
- Oct. 28 No School
- Nov. 11 No School (Veteran's Day)
- Nov.24,25 No School (Thanksgiving Break)
- Dec. 23 Winter Break begins
- Jan. 3 School Resumes
- Jan. 16 No School (Staff Development)
- Feb. 2 Parent/Teacher conferences
- Feb. 17 No School
- Feb. 20 No School (President's Day)
- Mar.15,16 No School (Spring Break)
- Apr. 6 No School (Good Friday)
- Apr. 9 No School (Easter Monday)
- May 16 Last Day of school

All snow days will be added to the end of the calendar in May

QUARTERS MIDTERMS

1 st	Aug. 17 –Oct.18	Sept 16
2 nd	Oct. 19 –Dec. 22	Nov 18
3 rd	Jan. 3 –Mar. 9	Feb 1
4 th	Mar. 12- May 16	Apr 13

Mitchell School District Philosophy: The Mitchell School District No. 17-2 believes that people are our society's most valuable resource. We further believe in the supreme worth, dignity, and uniqueness of each individual.

It is the responsibility of the Mitchell School District to provide academic, vocational, and activity programs which will give each student the opportunity to attain full potential in academic achievement, intellectual development, economic understanding, positive relationships, social responsibility, aesthetic appreciation, and physical development.

The ultimate purpose of the educational process in the Mitchell School District is to prepare each student to accept responsibility to self, family, community, country, and thus to become a contributing member in our changing society.

These educational responsibilities and purposes can best be attained through a joint effort of students, parents, staff and the community as they work together to motivate students to achieve their individual potential. These groups also must work together to encourage all citizens to understand the need for life-long learning.

Mitchell School District Mission Statement:
To empower all students to succeed as responsible, contributing members of a global society.

ICU Program

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

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ACTIVITIES Eligibility and conduct

School-sponsored extracurricular activities start in the 7th grade (with the exception of wrestling which starts in the sixth grade). The Mitchell Park and Recreation Center and other community agencies sponsor some sixth grade activities. Seventh and eighth graders must have a physical each year to participate in athletic activities. Student activity tickets for high school activities are available at Mitchell High School.

Eligibility and conduct: Participation in the various activity programs is predicated upon successful work in the academic classroom. Your son/daughter, grades 7 through 12, **MUST** always be passing at least five (5) classes to maintain their eligibility to participate in an event. A Failing List check is done weekly at the Middle School on Mondays. If a student is on that list with at least one (1) F letter grade, they are ineligible to compete in an event until the following Monday. The student will still be allowed to practice if deemed appropriate by the coaching staff and building principal. If a student is on that list with at least one (1) F letter grade, that student **WILL NOT** be permitted to travel if it means lost school time. A student may still participate in a home event after school or on Saturday if they are only failing one class. Any student grades 7-12 failing three (3) or more classes at any time during the school year is automatically ineligible to practice or compete. Should this occur a meeting would be held with the Head Coach, Parent(s), Principal, Activities Director, and Guidance Counselor to establish a plan of improvement and retain eligibility. Should you as a parent have ANY questions regarding your son/daughter, please contact the Activities Director. It is the policy of the school district that participation in any extra-curricular activity is a privilege. The participation privilege carries the responsibility of adherence to a code of conduct, which reflects the role model status of extra-curricular participants. Individual coaches may have additional requirements.

ALCOHOL/TOBACCO/DRUGS

We expect to have a safe and drug free school. Illegal drugs, which include tobacco, nicotine not approved by the FDA, and alcohol, are

prohibited in school, on school grounds, at school-sponsored activities, on student trips, or when students are being transported in a district vehicle.

ATTENDANCE (995-3013)

Regular attendance directly relates to a student's ability to achieve in school. A student that is absent misses class instruction, presentations, discussions, audio-visual material, and student-teacher contact-all difficult to make-up after the absence. In order to encourage regular attendance, the following procedures will be in place each year:

1. If a student is absent for five days of school per semester, the parents will receive a written first notice.
2. If a student is absent for eight days of school per semester, the parents will receive a written second notice.
3. If a student is absent for ten days of school per semester, the school resource officer will be notified and a truancy petition may be filed with the State's Attorney.

Other notes:

1. If a student is absent from school, phone contact or written notification to the school is required within 24 hours of the student returning to school.
2. If a student is more than 30 minutes late for the morning he or she is considered absent for one half day.
3. If a student misses more than 30 minutes during the school day he or she is considered absent for one half day.
4. If a student leaves for the afternoon more than 30 minutes before class is dismissed for the day he or she is considered absent for one half day.
5. Continuous absence for prolonged illness or a series of medical treatments will be counted as one absence per day unless a note from the physician is provided.
6. Continuous absence due to bereavement or serious illness of the student's immediate family may be counted as one absence. A note from the parent/guardian or physician will be required.
7. Absence due to vacation will be counted one absence per day unless the parent has contacted the administration prior to the

vacation.

8. Absence for school activities will not count as an absence.
9. Students may be excused for other exceptional reasons with approval of the principal.
10. Attendance will be counted on a semester basis.

Excused Absences:

- A student, who has been absent, on returning to school, must present an excuse (if telephone contact has not been made) stating the reason for the absence. The student is to get all missed assignments from his/her teacher(s) and make-up all work promptly. Parents/guardians or an adult relative must accompany students on family trips to have these considered excused absences. In special cases a student may be excused from a special outing if "parents" accompany the student. Absences for reasons other than school-sponsored activities will be counted as a day of absence. In all cases, the parent must contact the attendance secretary (995-3013) or principal (995-3051) by a written note or telephone. It is the student's responsibility to have assignments for class upon returning.

*This is the current policy, but it is subject to change.

BEFORE AND AFTER SCHOOL

School starts at 8:15 a.m. and ends at 3:15 p.m. If students enter the building before 8:05 a.m., they must report to the cafeteria or East front lobby. Students are encouraged to meet with teachers at this time but must have written permission. After school, they can work with a teacher, participate in school-sponsored activities, or study in the library. If they are not involved in one of these activities or working with a staff member, they should exit the building and students should be off the school grounds by 3:30 p.m.

BUSSING

Inappropriate bus behavior is referred to the principal who may apply school consequences. In some circumstances, students may be denied bus privileges. Call Deitrich Bus Service at 996-

2440 for information.

COMPLAINTS AND APPEAL PROCEDURE

Student complaints are, if possible, resolved between the student and the teacher. If the complaint is not resolved, the decision can be appealed by the student to the principal using the Student Complaints and Appeal Policy 1045. Refer to Board Policy 1045 for the complete policy. Board policies can be obtained from the superintendent or principal's offices.

COUNSELING

Counseling at the middle school is a normal need for adolescent students. School counselors work with the concerns that may get in the way of academic progress. This includes personal, academic and career counseling. Individual counseling sessions are during study halls when possible. Counselors do not offer long term personal counseling or family counseling, but can help find resources available in the community. Counselors have other duties including groups, making schedule changes, checking on failing students, special services needs, registration, standardized testing, enrolling new students, etc.

To access a counselor, students can come in before or after school or they can ask a teacher for a hall pass to see a counselor. In the case of an emergency, students can come directly to the office and say they have an emergency.

DANCE RULES

- Middle school evening dances are restricted to seventh & eighth graders who attend the Mitchell Middle School.
- Dance times are from 7-10 p.m.
- Students cannot leave and return to the dance (one time entry rule).
- Students who wish to leave before 10:00 p.m. will need to contact parents by phone.
- Students who are discourteous to chaperones will be asked to leave and their parents will be contacted.
- Students suspected of any chemical use (drugs or alcohol) will be reported to parents.

- Students are restricted to the dance area, which includes the cafeteria, bathrooms and immediate hallway.
- The School Dress Code is in force.

DISCIPLINE PLAN

The school discipline plan is in force.

- Behavioral infractions will be recorded in student planners on the behavior log in the front of the planner. A personal ICU log is available to record when a student has an incomplete assignment, non-passing quiz or test grade, a project that is not completed, or any other assignment that is not completed with quality or done in a way that demonstrated an understanding of the material. Please review this log in the evenings with your child.
 - a. Minor behavior infractions will be handled by the team. On the 6th infraction students will be referred to the office.
 - b. Major behavioral infractions are still office referrals.(see discipline attachment)
1. **Planners:** Students will be expected to carry planners at all times, except lunch. When using the restroom, documentation will be recorded in the planner and the planner will remain in the classroom. If your child has lost his/her planner, new planners are available for purchase in the office. If your child has misplaced a planner and purchasing a new one is a hardship, please call us and make arrangements. Academic infractions, behavioral infractions, tardies, hall passes, and computer repair are all documented on the log pages. Students start fresh with a new log the first day of each quarter.
2. **Behavior Infractions:** Minor behavior infractions will be recorded in student planners on an Academic/Behavior Log in the front of the planner. **Please review this log in the evenings with your child.** Behavior infractions are handled the same at all grade levels. Behavior infractions include inappropriate language and other classroom management concerns. On the 6th behavior infraction per quarter and each infraction after, students will be referred to the office. Detentions, ISS lunch (students eat in an alternative supervised setting), in school suspension, or out of school suspension will be

assigned. Major behavior concerns are always office referrals. (See discipline plan attachment)

DISTURBANCE OF SCHOOL

A person whether pupil or not who intentionally disturbs the proper order or management of public or nonpublic school by acts of violence, boisterous conduct, or threatening language so as to prevent the teacher or any pupil from performing his duty, is guilty of a Class 2 misdemeanor. *(As quoted by SDCL 13-26-6) Superintendents, principals, supervisors, teachers and their aides, and assistants have the authority to use the physical force that is reasonable and necessary for supervisory control over students. (As quoted by SDCL 13-32-2)

DRESS CODE

In the interests of cleanliness, decency, and good taste, Mitchell Middle School reserves the right to place restrictions on a student's dress and grooming when they create a danger to the student's health and safety, interfere with the educational process, or cause a disruption in school.

The following are guidelines:

1. Students may not wear clothing that is revealing. Shorts and skirts must reach mid-thigh and not be shorter than the student's extended fingertips.
2. Garments that are cut low, expose one's midriff, or expose undergarments are not permitted.
3. No hats, caps, or hoods covering the head will be worn during school.
4. Clothing that is shredded or full of holes in a way that makes it revealing are not allowed.
5. No apparel or articles that promote or suggest alcohol, tobacco, drugs, sex, racism, gangs, cults or violence are allowed in school. (This includes some brand name apparel.)
6. Shoes are to be worn in the building

The school staff reserves the right to prohibit other forms of dress that may not be appropriate. Students who do not comply with the dress code may be asked to change, and parents may be contacted. Violations may result in detentions or suspensions.

HARASSMENT

Actions that are meant to intimidate and embarrass others are very harmful in a school environment because they often result in students not engaging in education. It is a type of bullying and a form of violence.

Bullying - Intimidating actions will not be tolerated. Students should report bullying to teachers, counselors, and administrators so the bullying can be stopped. Continued bullying is harmful to a whole classroom. Students who laugh at it, go along with it, or fail to report it become part of the problem.

Sexual Harassment in any form will not be tolerated. It is the policy of the school district that no administrator, faculty member, staff member or student shall be subject to sexual harassment by others. This policy (#115) is available in full at the Central Administration Office or the Middle School library and is also posted by the middle school auxiliary gym. Please report harassment to a counselor or administrator.

HOMEWORK

Homework information is maintained at our web site; click on homework information at www.mitchell.k12.sd.us/mms.

HONOR ROLLS

To be listed on the Honor Roll, students must have at least a "B" average. The grade point average can be figured as follows: A's=4, B's=3, C's=2, and D's=1. Add total points. Divide by the number of classes taken (A half-period class such as band counts one half the points and one half the time). The three honor rolls are Bronze (3.0-3.59), Silver (3.60-3.99), and Gold (4.0). These honor rolls are published and sent to the newspaper approximately 2 weeks after a quarter ends. A uniform grading policy has been established for the school. It is available in the school office.

INCOMPLETE GRADES

If an incomplete is recorded on a report card, the student must consult with the teacher involved.

INTERNET ACCESS

A signed Internet Access Form allows students to use the Internet under supervision of school personnel.

LIBRARY

The library is a place intended to provide magazines, books, and technology needed for class work and leisure reading. Remember that library materials belong to all students and need to be treated properly.

LOCKERS

The locker is the property of the school and may be checked for physical condition and contents. For security and safety reasons, we ask that students not share lockers or locker combinations.

LOST AND FOUND

Check the office for all lost and found articles. All articles are disposed of if unclaimed.

LUNCH

Lunch options include choosing a lunch line offering with a salad bar or bringing a lunch from home. Money for lunch can be left in the hallway window slot by the cafeteria. We have a closed campus and students are not allowed to leave the building without parents or school personnel. A parent who wishes to take his/her child out of school for lunch should send a note to the office. Students must be back in school in time for class. Absolutely no food or drink may leave the lunchroom, this includes bottles of water.

*Personal water bottles may be permitted in some of the classrooms, however all bottles need to be clear and have a twist on lid.

MAKE-UP WORK

Schoolwork missed when a student is absent must be made up. Upon returning to school, the student is responsible for completing make-up work. Generally, one day for each day of an absence to complete missed assignments (one gold day for a missed gold day, etc.) is recommended. Absences due to school and pre-planned activities should be made up in advance,

and teachers expect students to be prepared for the following day's work.

MEDICAL

A school nurse is scheduled to be in the building for part of the time. Call the school if you need to know when she will be in. Students can see her about health concerns.

Injuries - If a student is injured while participating in any school activity, the student must notify the instructor immediately. Any first aid that is necessary to meet an immediate emergency will be done. After this, we will attempt to contact parents. If we are unable to reach parents and emergency care is needed, the student's medical card will be consulted. The school is not liable for doctor and hospital bills. The school does not insure students. Students have insurance only if they have student coverage (forms available in the school registration packet) or a policy at home.

MEDICATION

Prescription Medication - The office staff, in the nurse's absence, dispenses prescription medication. Parents must sign a consent form that is available in the office. The form will specify what dose the school personnel are responsible for administering. If the school does not have permission the dose must be given by the parent/guardian (This includes morning doses). The medication must be brought in by the parent in the original container from the pharmacy.

Non-prescription Medication - Students may have, in their possession, a daily dose of non-prescription medication, such as aspirin, decongestant, etc. The medication should be in the original container and labeled with the student's name.

Inhalers - If a student needs to carry an inhaler(s), a consent form must be completed with the parent indicating approval of self-administering the medication. The inhaler must be labeled with the student's name.

PERSONAL ELECTRONICS

Cell phones, iPods, MP3 players, etc.

Use of electronic devices is prohibited during educational time (ie class, Power Hour, SPARC,

etc). Students caught breaking the rule will have their item confiscated and **parents will be required to pick them up in the middle school office after the assigned detentions have been served.** A third offense will warrant the item to be held until the end of the semester.

PROFANITY

We are proud of our facilities and our students. Profanity is one area that we have worked hard to improve. In general, profanity and swearing is not allowed.

REPORT CARDS

Report cards will be issued following the close of each nine-week period. Final report cards will be mailed home.

RETENTION/PROMOTION

We believe that every attempt should be made to provide each student with the maximum opportunity to succeed in school. The professional staff is expected to place students at the grade level best suited to their academic ability and social and emotional needs.

Students failing two or more core classes will be considered for retention. Every effort is made to reach common agreement on student promotion or retention; however, the final decision rests with the administration.

SCHEDULE CHANGES

Schedule changes are made by the school counselor and are rare in occurrence.

SCHOOL INSURANCE

In the registration materials, limited insurance coverage is available on a voluntary basis. This is accident insurance and is helpful to those who do not have other insurance. We simply make the insurance available and it is at the expense of individual families.

SCHOOL CANCELLATION

If you are wondering if school is going to be cancelled on a day when the weather is bad, listen to one of the following radio stations. KORN (1490 AM), KMIT (105.9 FM), Q107 (107.3 FM), or KUQL (98.3)

SRB- (Student Responsibility Block)

This is a teacher directed study hall.

TARDY POLICY

Students coming to class up to 15 minutes late will be considered tardy to class. After earning six or more tardies in one quarter will result in being assigned detention or ISS lunch.

TELEPHONES

There is a student use telephone in the office after 7:30 a.m. A telephone is made available from 3:15 to 3:30 p.m. in the cafeteria. After 3:30 p.m. until the office is closed, the student phone is available to call parents. The school expects conversations to be respectful, courteous, and quick. Failure to follow those guidelines can result in restricted use.

TOBACCO FREE SCHOOLS (article 518)

The negative effects of tobacco on persons who use tobacco and persons exposed to environmental smoke are well documented. The Mitchell School District is committed to encouraging healthy living styles and healthy working environments. Because of this commitment, the following policy will apply to all schools in the Mitchell School District.

All K-12 Mitchell School District facilities and grounds will be tobacco free in all areas.

Tobacco use is prohibited in all K-12 schools and vehicles.

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

For the purpose of this policy:

1. "Tobacco" means any substance or item, in any form, containing tobacco and or nicotine and not regulated by the Food and Drug Administration;
2. "School property" means all district-owned, rented or leased buildings, stadiums, grounds and vehicles;
3. "School-sponsored activity" means any planned, organized, endorsed, or supervised activity involving district students or staff that occurs either before, during or after regular school hours;
4. "Promotions" means the use or display of

Directory Notification The School District designates the following personally identifiable information about its students as Directory Information:

Name, address, phone number, date of birth, school attended, grade, and dates of attendance, parents or guardian of student, participation in school-recognized activities, weight, height, age and grade of members of athletic teams, individual and group photographs taken in school or in school activities.

The school may release this information unless the school receives a written request from a parent to withhold it. This information is only released for legitimate school purposes.

Model Notification of Rights for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. 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 or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal [or appropriate official], clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent 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 or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, 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); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. 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. [Optional] Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

[NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or eligible student of the records re-quest unless it states in its annual notification that it intends to forward records on request.]

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. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-5901**

FERPA/Student Records Notification:

Your School Records/Family Educational Rights and Privacy Act:

The school has on file grades, attendance records, standardized test scores and other education records that have resulted from your work since you began school. If you have attended several different schools, these records have followed you to your current school and are on file.

Students who are 18 years old or who are otherwise emancipated as well as parents and guardians may see the contents of these records by making an appointment with the principal or counselor. Students may have copies made of anything in the school record. There may be a charge for the copies. The original record may not be taken out of the office. The student, parents, or guardians may place any statements or items in the school record that they wish if it pertains to schoolwork, or they may request that items be removed from the file. In the event the student, parent, or guardian makes such a request, the person in charge of the record may or may not grant the request. In the event the request is denied, an appeal of the decision may be made to the next highest school official, and ultimately to the school board.

Student records, or any part thereof, cannot be transferred in writing or orally to any other place without your written consent and the consent of the parent or guardian, with the exception of another accredited school in which you have already enrolled after transferring from your current school. This means the school will not and cannot, without first receiving written consent from the student and the parent or guardian (1) send a transcript of your school record to a college, vocational school, or university, or (2) give information from your record to a prospective employer.

Written consent can be given by using a form available in the office or by writing a letter to the office requesting the transfer of such records. Students who are 18 years of age or older need not seek consent of their parents or guardian to exercise their rights of access or control of transfer of such records. Students who are 18 years of age or older need not seek consent of their parents or guardian to exercise their rights of access or control of transfer of their records.

All student records will be treated in accordance with the provisions of Public Law 93-380 (Family Educational Rights and Privacy Act), passed by Congress in 1974. These laws and the resulting procedures described also apply to records of all graduates of this school.

The Mitchell School District designates the following personally identifiable information about its students as Directory Information:

Name, Address, phone number, date of birth, school attended, grade, and dates of attendance, parents or guardians of student, participation in school-recognized activities, weight, height, age and grade of members of athletic teams, individual and group photographs taken in school or in school activities.

The school may release this information unless the school receives a written request from a parent to withhold it. This information is only released for legitimate school purposes.

NCLB Notification

The federal educational law, No Child Left Behind, requires that all parents be notified and given the opportunity to request information about the professional qualifications of classroom teachers instructing the child. If you are interested in this information, you may contact your building principal or the superintendent of schools who will provide a written response to the parent with a copy going to the teacher.

Local Education Agencies (LEA) must

- disseminate to parents, teachers, and staff and members of the community the results of its Adequate Yearly Progress (AYP) and assessment results for each school annually.

- disseminate to parents the written complaint procedures for filing complaints about the implementation of federal programs.

- inform parents of each child in a Title I school of their right to request information on the professional qualifications of their children's classroom teachers and paraprofessionals providing instructional support. Parents Right to Know example: <http://doe.sd.gov/oess/title/1Abasic/sec1119.asp>

Schools must notify parents if a child is taught for four consecutive weeks by a teacher who is not highly qualified.

Title I schools must hold an annual meeting to disseminate information about the Title I program, notify parents of the required annual meeting, and inform them of their right to request additional meetings.

Parent Notification for districts with schools in school improvement must include the following. Local education Agencies (LEA) must provide to parents of every student enrolled in an identified school an explanation of what that improvement means; how the school compares in the terms of academic achievement to other schools in the district and the state; the reasons for the identification; and explanation of what the school, the LEA and the State Education Agency (SEA) are doing to help the school address low achievement; and an explanation of how parents can become involved. Parents of students enrolled in identified schools must be notified of their right to transfer their child to a higher performing school in the district. This notice should state that transportation to the new school will be provided free of charge; identify each public school, including any charter schools, the parent can select; and include information on the academic achievement of those schools, including a comparison to the child's current school.

<http://doe.sd.gov/oess/title/1Abasic/SES.asp>

Supplemental Educational Services (SES) for schools identified for years 2 or later in improvement, the LEA must provide parents with notice of the availability of SES, including information about enrollment and the choice of providers.

<http://doe.sd.gov/oess/title/1Abasic/SES.asp>

LEAs must notify parents and teachers of their right to comment and participate in the development of a restructuring plan for schools identified for restructuring.

Section 504

Section 504 is part of the Rehabilitation Act of 1973 that applies to persons with disabilities. Section 504 is a civil rights act that protects the civil and constitutional rights of persons with disabilities. It states that no person with a disability can be excluded from or denied benefits of any program receiving federal financial assistance. Section 504 and special education are two separate services. Contact the Administration Center, 995-3000, to answer your questions.

Title IX

Students, their parents, and employees of Mitchell Middle School, Mitchell School District 17-2, are hereby notified that this school district does not discriminate on the basis of sex, race, color, national origin, disability, or creed in its educational activities and employment practices." Any person having inquiries concerning the Mitchell School District compliance with Title IX is directed to contact Vicki Wiese 995-3023.

Student Complaints and Appeal Procedures:

Students who wish to file complaints or appeal decisions of school officials, or parents who wish to do so on their child's behalf, may do so through the process outlined in Board Policy #1045, available in school libraries and administrative offices. The primary purpose of the procedure outlined in this policy is to secure, at the earliest level possible, equitable solutions to a complaint or appeal, if justifiable. The proceedings at each level of this procedure shall be kept confidential by school officials. The process begins with the student/parent and teacher. IF the problem is not resolved, the teacher's decision can be appealed by the student/parent to the principal using the Appeal Filing Form as part of the same policy.