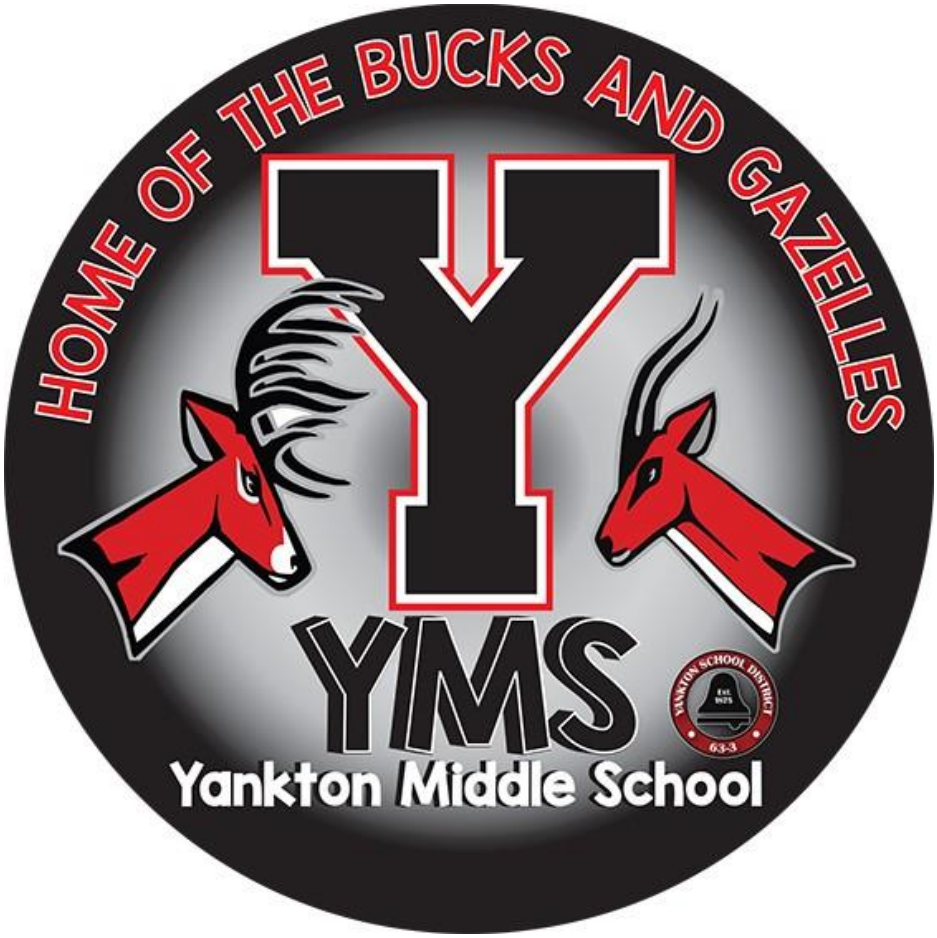
YANKTON MIDDLE SCHOOL
STUDENT HANDBOOK

2026-2027



Dr. Heather Olson, Principal
Mr. Matt Decker, Assistant Principal
2000 Mulberry Street
Yankton, SD 57078
(605) 665-2419

http://www.ysd.k12.sd.us

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Welcome from the Principals

The staff of YMS welcomes you to the 2026-2027 school year. We pride ourselves on having respect for others and ourselves. This respect enables students to enjoy school, become leaders, make friendships, learn new skills, work as a team, appreciate the differences and similarities of others, and participate in the life of our school.

Our school is committed to providing a safe and drug free environment, where expectations are clear and consistent. Our students, staff, parents, and administration do not accept violence as the norm for student behavior. "Violence" is any word, look, sign, or action that hurts a person's body, feelings or possessions.

This handbook is provided to help students and parents become familiar with the rules and procedures employed in our school. We are committed to providing a safe/orderly environment for students and staff in which the most effective teaching and learning can occur. Students will be expected to conform to reasonable expectations for situations not specifically addressed in this handbook.

Yankton Middle School, we believe it is important for all students to be aware of their responsibilities as a member of the school. We suggest that you read the Student Handbook with your parent(s) so that you all become familiar with student responsibilities and school policies. The student handbook is also available on-line at:

https://www.ysd.k12.sd.us/o/yms

Sincerely,

Dr. Heather Olson, Principal
Mr. Matt Decker, Assistant Principal

YANKTON SCHOOL DISTRICT NON-DISCRIMINATION STATEMENT

The Yankton School District #63-3 does not discriminate on the basis of race, national origin, sex, disability, age or religion in admission or access to or treatment or employment in its programs and activities. Any person having inquiries concerning the District's compliance with Title VI, Title IX, Section 504, or the Americans With Disabilities Act (ADA) is directed to contact Kathy Wagner, Director of Student Services, 2410 West City Limits Road Yankton, SD 57078, telephone number (605) 665-3999, who has been designated by the Yankton School District School Board to coordinate the District's efforts to comply with the regulations implementing these sections, or the U.S. Department of Education, Office for Civil Rights, 8930 Ward Parkway, Suite 2037, Kansas City, Missouri 64114, telephone number (816) 268-0550; TDD number; (800) 437-0833; E-mail OCR.KansasCity@ed.gov or fax number (816) 823-1404.

Yankton School District Mission Statement

To optimize student potential for success in a global society.

YANKTON SCHOOL DISTRICT BELIEF STATEMENTS

PARTNERSHIP

1. Education is a partnership among the community, parents, students and school personnel; high standards are essential for this partnership to be successful.

SAFE ENVIRONMENT

2. The school system provides a safe educational environment, which encourages physical, emotional, and academic growth in a culturally diverse society.

ATMOSPHERE POSITIVE AND SUPPORTIVE

3. Learning is enhanced by a positive and supportive atmosphere, which encourages creativity, builds self-esteem, and recognizes students' success.

INDIVIDUAL STUDENT FOCUS

4. Learning requires recognition of each student's instructional style and the use of effective methods, which make learning interesting and individualized.

VALUES INTEGRATION

5. Ethical values, including an appreciation of diversity, integrity, compassion, courage, commitment, and responsibility, are integral to the learning process.

STUDENT RESPONSIBILITY

6. With proper guidance, students are capable of making informed choices and are responsible for their actions.

LIFELONG LEARNING

7. Education must support life-long learning by teaching students to access and apply information for success in a global society.

Adopted by the Yankton School Board on June 14, 1993, Action #93-347
Revised February 9, 2004

YANKTON MIDDLE SCHOOL STAFF DIRECTORY

Administrators

Dr. Heather Olson, Principal
Matt Decker, Assistant Principal
Dr. Wayne Kindle, Superintendent
Jerome Klimisch, Director of Student Services

School Board Members

Justin Frick Sarah Brandt Kathy Greeneway Jacklyn Mueller Jordan Schild

Secretaries

Alane Todd	Principal's Office	Room 100
Brooke Kenney	Assistant Principal's Office	Room 110
Pauline Rhoades	Attendance Secretary	Room 114

Middle School Teaching Staff

Staff Member	Subject	Room	Staff Member	Subject	Room
Sydney Altenburg	Social Studies	224	Randi Kindle	Nurse	115
Beth Anderson	ELA	221	Carol Larrington	Science	103
Michelle Andrews	ELA	116	Nicole Mehlhaff	Science	201
Terry Beacom	PE/Computers	134	Kaycee Michael	Speech Therapist	163

Tessa Belgum	Band	150	Daniel Morrison	Special Education	131
Amber Beltrand	Spanish	123	Aimee Mors	PE	139
Kaitlyn Bergeson	ELA	218	Kellen Moser	ELA	118
Amanda Blaha	Social Studies/ELA	117	Skyler Mueller	Mathematics	200
Kacie Bray	Music/Computers	142	Drew Ohlendorf	Orchestra	150
Connie Bromley	SPED	125	Kim Olson	LCE	127
Morgan Buechler	ELA	223	Jeremy Olson	SRO	113
Rachel Carda	School Nurse	115	Lindsay Poeschl	ENL Teacher	204
Kylie Cwach	Mathematics	222	Kat Romero	Nurse	115
Jared Davis	Counselor	106	Allison Rous	Art	128
Elizabeth Dooley	Science	212	Stacy Ryken	Mathematics	122
Caden Feit	Science	205	Sydney Samudzi	Special Education	208
Lauren Feser	Science	107	Jason Savey	Social Studies	120
Carson Haak	Mathematics	211	Sarah Shortbull	Counselor	202
Angela Haffner	Special Education	206	Andrea Stanosheck	TCE	126
Ryan Hage	PE/Computers	157/219	Tyler Stuhaug	Social Studies	220
Jayden Hohn	Social Studies	210	Zack Sutera	Special Education	129
Teresa Janssen	Mathematics	217	Haleigh Vornhagen	Special Education	209
Angela Knodel	Mathematics	119	Kate Welter	School Psychologist	138

ATTENDANCE AND ABSENCES

1. GENERAL POLICIES FOR ATTENDANCE

a. Yankton Middle School expects students, parents and guardians to take responsibility for knowing, following, and supporting the Attendance Policy.
b. Yankton Middle School is a closed campus, which means that the students are not permitted to leave campus during the school day.

2. RESPONSIBILITIES OF STUDENT

a. It is the responsibility of each student to:
    1) Attend all classes on a daily basis;
    2) Monitor the total number of absences in each course;
    3) Follow all check-in and check-out procedures;
    4) Contact teacher(s) to arrange make-up work; and
    5) Complete the assigned consequence within the required timeframe for unexcused absences and unexcused tardies.

3. RESPONSIBILITIES OF PARENTS AND GUARDIANS

a. It is the responsibility of each parent and guardian to:
    1) Ensure that the student is attending school and arriving on time;
    2) Monitor the total number of absences and tardies in each course via PowerSchool or the Attendance Office and report any errors to the Attendance Office;
    3) Inform the Attendance Office of student absences. Parents or guardians must call in or provide a note for excused absences by the next school day after the student's return to school. Following the next school day, all absences will be unexcused;
    4) Monitor Power School for missed assignments;
    5) Schedule appointments before or after school;
    6) Schedule family vacations during official school breaks and summer vacation;
    7) Work cooperatively with the school and the student to resolve any attendance problems that may arise;
    8) Communicate and discuss with the student the Yankton Middle School Attendance Policy; and
    9) Contact Yankton Middle School Administration for assistance if the student has any long term or chronic health conditions that may result in frequent absences from school.

4. RESPONSIBILITIES OF TEACHERS

a. It is the responsibility of each teacher to:

    1) Take accurate, hourly attendance;
    2) Enforce all procedures governing the attendance policy; and
    3) Post weekly lesson plans to the district web site.

5. RESPONSIBILITIES OF ADMINISTRATOR

a. It is the responsibility of each administrator (or administrative designee) to:

1) Require students to attend all classes;
2) Enforce all procedures governing the attendance policy;
3) Maintain accurate records on student attendance;
4) Ensure that parents and guardians are sent an automated phone call after each 5 unexcused absences;
5) Ensure that parents, guardians and students are given timely communication of all unexcused absences;
6) Meet with the student and parents or guardians to discuss credit recovery options if so requested by parents, guardians or students; and
7) Approve and support established procedures for tardies.

6. POLICIES AND CATEGORIES FOR EXCUSED ABSENCES

a. The following absences will appear on the student's attendance record as an excused absence:
    1) Emergencies and funerals regarding immediate family members;
    2) Illness of a student as documented by a phone call or written note from parent or guardian;
    3) Attending health care or other similar appointments; however, those appointments must be documented by a note from the treating professional listing the date and time of the appointment;
    4) If the student is a spectator or participant at state/regional competitions, including attendance at the South Dakota State Fair (students must have the approval of a parent or guardian and follow all attendance policy procedures);
    5) Religious holidays of the student's established religious faith;
    6) Required court appearances;
    7) Absences approved by the school board pursuant to SDCL 13-27-6 because of a serious illness of an immediate family member, making the student's presence at home an actual necessity;
    8) Absences approved by the school board pursuant to SDCL 13-27-6 if the student's presence in school is a menace to the health of the other students; and
    9) Absences approved pursuant to SDCL 13-27-6.1 for the purpose of attending events of state or nationally recognized youth programs of educational value.

b. The School District shall provide a certificate of excuse to the Department of Education for all absences authorized pursuant to Sections 7, 8 and 9 above. Any parent or guardian of a student denied a certificate pursuant to Sections 7, 8 or 9 above may appeal the matter to the South Dakota Board of Education which shall conduct a hearing pursuant to SDCL Ch. 1-26.

7. POLICIES AND CATEGORIES FOR UNEXCUSED ABSENCES

a. The school shall determine whether an absence shall be unexcused. Examples of absences that will not be excused include, but are not limited to:
    1) Any absence in which a student, parent or guardian fails to comply with Yankton Middle School attendance reporting procedures;
    2) Transportation problems (i.e. missed bus, car wouldn't start, ride didn't come, etc.);
    3) Oversleeping;
    4) Truancy;
    5) Hair appointments; and
    6) Shopping trips.

8. POLICIES AND CATEGORIES FOR SCHOOL AUTHORIZED ABSENCES

a. The following will appear on the student's attendance record as school related activities and will not count toward unexcused absences. These include, but are not limited to:
    1) Ceremonies in which the student is being honored or presented with an award;
    2) Field trips conducted by the school;
    3) Interscholastic meets and events;
    4) Participation in school recognized club sports;
    5) Musical competitions;
    6) Student government and related activities;
    7) Verified meetings conducted with school personnel; and
    8) Absences resulting from suspensions or expulsions.

9. POLICIES FOR PARTICIPATION IN SCHOOL SPONSORED ACTIVITIES AND FUNCTIONS

a. Students wishing to participate in extracurricular activities, any function sponsored by the school, participation in school recognized club sports, or any other school sponsored organization activity held that day or evening must be in school the entire school day of the event. School Administration may excuse student absences and allow the student to participate in a school sponsored extracurricular activity or function despite the student's failure to be in school the entire day of the event upon a showing of exceptional circumstances or doctor note.
b. On the day of an event, a student who misses a period of class during which a test should have been taken or work turned in will not be allowed to participate on that day unless the test and/or work is made up prior to the start of or departure for the activity. School Administration may excuse student absences and allow the student to participate in a school sponsored extracurricular activity or function despite the student's failure to be in school the entire day of the event upon a showing of exceptional circumstances or doctor note. It is the responsibility of the student to make arrangements with the teacher to make up the work.

10. CONSEQUENCES FOR UNEXCUSED ABSENCES

a. The following steps may be taken for unexcused absences:
    1) Disciplinary action, such as detention, in school suspension and out of school suspension; and
    2) Following three unexcused absences, the Administration may require a meeting with a parent or guardian and the student.

11. CONSEQUENCES FOR UNEXCUSED TARDINESS

a. Students are expected to be in their assigned rooms at the designated starting times. Students who arrive to class after the second bell will be considered tardy.
b. Excessive tardiness will result in disciplinary action.
    1) The third time a student is tardy in any class the student will serve 30 minutes of detention. Each additional tardy will result in the same detention time.
    2) School Administration may excuse the consequences of being tardy in the event of special circumstances, such as illness, professional appointments and other similar circumstances.

12. ACTIONS TO RECTIFY ABSENTEEISM

a. **DEFINITION**. An absence includes both excused and unexcused absences, but does not include days absent due to short term suspensions, long term suspensions, or expulsions.

i. LEVEL 1

1) This procedure will be activated after 10 absences during the school year.
2) The administration office will review the student's absences. The attendance office will attempt to telephone a parent or guardian regarding the absences.
3) A letter will also be sent to the parent or guardian, explaining the concerns and consequences regarding the absenteeism.
4) School administrators will review the absences to see if further action needs to be taken. Further action may include a referral to the State's Attorney, who may, in his or her discretion, pursue juvenile proceedings to declare the student a Child in Need of Supervision pursuant to SDCL Ch. 26-8B, or criminal proceedings against the student's parent or guardian pursuant to SDCL Ch. 13-27.
5) School administrators, with law enforcement escort, may visit the student's living quarters to encourage attendance.

ii. LEVEL 2

1) This procedure will be activated after 15 absences during the school year.
2) The administration office will review the student's absences. The attendance office will attempt to telephone the parent or guardian regarding the absenteeism.

3) A letter will also be sent to the parent or guardian regarding the continued absenteeism.
4) A referral will be made to the State's Attorney, who may, in his or her discretion, pursue juvenile proceedings to declare the student a Child in Need of Supervision pursuant to SDCL Ch. 26-8B, or criminal proceedings against the student's parent or guardian pursuant to SDCL Ch. 13-27.
5) School Administrators, with law enforcement escort, may visit the student's living quarters to encourage attendance.
6) Additional action will be considered to determine the health and well-being of the student, including but not limited to, a referral to the Department of Social Services.

13. POLICIES FOR MAKE-UP WORK DUE TO EXCUSED ABSENCES NOT RELATED TO SCHOOL SPONSORED ACTIVITIES AND FUNCTIONS

a. The student will contact the teacher to arrange make up work.
b. Upon the student's return to school from an excused absence not related to a school sponsored activity or function, the student will receive one day to make up work for every one-day excused absence, to a maximum of five total school days.
c. Previously announced projects and/or assessments must be turned in or taken on the day of the student's return to school.
d. School Administration has the discretion of excusing student make-up work or extending make up time under exceptional circumstances.

Adopted: December 13, 2010, Action #2011-153

Permission to Leave the Building

To leave the building during the school day, the following procedure must be followed:

Bring a note from your parent or guardian to one of the respective offices that morning. The secretary will okay the note or give you an advance make-up slip depending on how long you will be out of the building. If it is a last minute appointment a phone call from the parent is acceptable but it must be verified through one of the respective offices. Be sure to sign out at the principal's office when you leave and sign back in when you return.

Once a student arrives on school grounds in the morning he/she is not allowed to leave school property without permission from the principal.

GENERAL INFORMATION

ACTIVITIES AND PHYSICAL FORMS

Activities are before and after school. Student spectators will not be excused from school to accompany athletic team or other teams on trips to other towns. Students will be required to complete all schoolwork satisfactorily before they will be dismissed to compete and participate in activities.

EXTRA CURRICULAR ACTIVITIES FOR 6TH GRADERS

Band	Newspaper/Yearbook	Track
Basketball	Orchestra	Volleyball
Cross Country	Science Olympiad	Wrestling
Gymnastics	Student Council	YMS Leadership

EXTRA CURRICULAR ACTIVITIES FOR 7TH & 8TH GRADERS

Band	Golf	Orchestra	Volleyball
Basketball	Gymnastics	Science Olympiad	Wrestling
Concert Choir	Jazz Band	Student Council	YMS Leadership
Cross Country	Newspaper/Yearbook	Tennis	
Football	Oral Interpretation	Track	

Anyone participating in athletics during the 2026-2027 school year must meet the following criteria before they may begin practice:

1. If the student will be in Grade 6, they must complete an Initial Pre-Participation form.
2. If the student will be in Grade 7, or has never participated in athletics in the Yankton School District but plans to participate in the 2026-2027 school year, they must:
    a. Fill out an Initial Pre-Participation form; and
    b. Have a physical exam taken at a licensed health care provider of your choice and have the provider fill out the physical part of the form.
3. If the student will be in Grade 8 and participated in athletics in the 2023-2024 school year, they must complete the Interim Recertification packet.

Forms must be completed and on file before any participation begins.

ACTIVITY TICKETS

Students may purchase an activity badge for $20.00 at registration time. The badge will admit the purchaser to regular season High School home athletic contests, plays, and musical programs.

BOOK FINES AND LOST BOOKS

The following formula will be used in assessing fines for lost and damaged books:

Hardcover Book age/years	% Factor
1	100
2	88
3	73
4	59
5	45

Paperback Book age/years	% Factor
1	100
2	88
3	36

6	27
7	12

CELL PHONES, MUSIC DEVICES, EARBUDS/HEADPHONES

Due to the problems of theft and disruptions to the educational process, students may not use cameras, cellphones, radios, stereos, MP3 Players, beepers, or similar items in the school building without permission.

Cell phone use is not allowed in school. Cell phones are to be left in a student's locker and turned off. Parents may contact students by calling the Yankton Middle School office at 665-2419.

The first time a cell phone or musical device is taken from a student, there will be a 60-minute detention assigned and the student's parent/guardian will need to pick up the phone at YMS between 8:00 a.m. and 4:30 p.m. Any further violations of the school policy related to cell phones or musical devices will result in parent/ guardian picking up the phone, and one day of in-school suspension will be assigned to the student.

Earbuds and Headphones are allowed in the classrooms. Student should not have them on in the hallways, entryways, gyms, and cafeteria.

E-READERS, PERSONAL ELECTRONIC DEVICES

Electronic readers, simply called "e-Readers", are digital devices that can store books, periodicals, magazines, and other electronic media. Parents must sign the agreement for the specific acceptable use of dedicated e-Readers. This e-Reader agreement will be revisited and revised over time as new developments in technology arise.

This opportunity is a privilege that requires extra caution and responsibility both on the part of the students and their parents. Therefore, any student who violates any portion of the e-Reader Acceptable Use Agreement may immediately lose the privilege to use his/her e-Reader at school.

E-Reader Acceptable Use Agreement

1. All e-Readers must be registered with the school and accompanied by the Acceptable Use Agreement Form signed both by the parents and the student.
2. e-Readers are to be used only for the reading of school appropriate material (books etc.) and not for other purposes such as communications, entertainment, music, gaming, browsing the web, etc.
3. All e-Readers must have cellular and network capabilities disabled (turned off or in "Airplane mode") while the device is at school.
4. e-Readers may only be used at appropriate times in accordance with teacher instructions. The device must not be a distraction for the student or other students nor should it be a source of any classroom disruption.
5. e-Readers are not to be used during lunch.
6. The student is responsible for knowing how to properly and effectively use, care for, and maintain his/her e-Reader.
7. Students will not leave the device unsupervised during the school day, unless it is kept secured in their student issued locker.

YANKTON MIDDLES SCHOOL/HIGH SCHOOL STUDENT DEVICE RESPONSIBILITY

To ensure that students at YMS/YHS have consistent access to technology, each student will be assigned a specific Chromebook for which they will be responsible. Homeroom teachers and the YSD technology department will track device assignments to ensure proper use and maintenance of the Chromebooks.

Per the YSD 63-3 AUP (Acceptable Use Policy) the following will apply to students' use of Chromebooks.

1. Regulations
    a. The use of the Yankton School District's technology resources is a privilege, not a right. The privilege of using the technology resources provided by the Yankton School District is not transferable to people or groups outside the district and terminates when a user is no longer enrolled in the Yankton School District.
    b. Each student will be required to follow the guidelines outlined in this document. These guidelines are provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources.
    c. If a person violates any of the User Terms and Conditions named in this document, privileges may be terminated, access to the school district technology resources may be denied, and the appropriate disciplinary action shall be applied.
2. Equipment Identification
    a. Equipment will be labeled in the manner specified by the school. Equipment can be identified by the serial number and/or asset tag. School district tags should not be altered or removed, and should remain visible.
    b. Please notify the Tech Department if these tags need to be replaced. Machines must remain free of any writing, drawing, stickers, or labels that are not the property of the Yankton School District.
3. Taking Care of the Equipment
    a. All students are responsible for the general care of the equipment they have. Machines that are broken or fail to work properly must be reported to the Technology Department. Lost or stolen equipment should be reported immediately to the Principal's Office.
4. Repairing and Replacing Computing Devices
    a. Students may be entirely responsible for the cost of repairs to computers or devices that are damaged intentionally or due to negligence. Continuous reports of damage will be logged and dealt with on an individual basis.
5. Negligence or Intentional Damage
    a. Attempting to repair, remove, or install hardware and software components is prohibited. Vandalizing or damaging the machine is prohibited, including but not limited to pencil marks, stickers, graffiti, carving, burning or other markings, broken screens, broken hinges, damaged cases or cords, or exposure to extreme temperatures. Disassembling machine in any form or fashion is prohibited.

b. The cost of repairs due to negligence or intentional damage will be the responsibility of the student, faculty, or employee. Examples of negligence could include but are not limited to: liquid spills on the keyboard, broken hinges or screen damage due to closing the computer with paper or objects inside, pulling the machine off a desk by catching the cord, dropping the computer, or disassembling any technology resources.

In the event of damage to a Chromebook, YMS/YHS Administrators will make a determination of responsibility for damages and repair costs. Example costs for repairs: Power Cord $40, Screen $70, Keyboard/Bottom Case $150, Full Replacement $275.

The full Yankton Acceptable User Policy can be found here: https://docs.google.com/document/d/11Zhk2yMQ38nli5zdzQG8xR74rN6hE63jNpUtc-hiprE/edit?usp=sharing

GIFTS

Collections from students to purchase gifts for any reason must have official approval from the principal. Donations must not be compulsory and should be in small amounts to avoid placing a burden on anyone.

LOCKERS

Lockers are provided for books, coats and school supplies and will be assigned at registration. Students will receive their locker combination in their registration packets. Lockers are the property of the school and provided for student use for school purposes. The locker is not the student's private property and may be opened by school authorities at any time. Lockers will be checked and inspected periodically during the school day by the principal or designees. The outside of lockers may not be decorated.

Students must be aware of the following practices:

- Students should keep their lockers locked at all times.
- Students should not keep money in their lockers.
- Students should practice good housekeeping by keeping their lockers neat. They should treat it as if it were their own.
- Students may be assessed fines for damages to lockers or locks.
- The school is not responsible for lost articles.
- Students may not use lockers that are not assigned to them.

School administrators may use dogs trained to detect contraband during student locker searches, other common areas of school buildings, and vehicles parked on school grounds at the Yankton Middle School and Yankton High School. A qualified and authorized trainer and a school administrator shall accompany the dogs. If a dog indicates that contraband is present on school property, school administrators can conduct a further search.

NETWORK AND INTERNET USER ACCESS, ACCEPTABLE USE

The purpose of Yankton School District network and internet is to provide additional educational resources and communication tools for students and teachers. Access to the internet allows users to explore an unlimited amount of information on a global electronic highway. Some materials available on the internet are not appropriate for students, but the benefits of such a system far outweigh the risk that users may access controversial information. The district will take reasonable steps to help prevent students from accessing inappropriate materials. However, complete denial of access to such material is impossible. This policy is designed to define acceptable use of any network and/or internet structure established by the school district.

The use of the network and internet is a privilege, not a right. Those accessing networks and internet are expected to demonstrate ethically and morally responsible behavior. If the use of these resources is inappropriate, persons using the internet will be denied access and their privileges revoked. The full acceptable use policy is located on the district website: www.ysd.k12.sd.us.

SOLICITING AND SALES

Students shall not solicit funds, sell novelties or other items, or take part in any money-making schemes without authorization from the principal.

TRANSPORTATION

Bicycles - Bicycles should be parked and locked in the bike racks upon arrival at school.

Buses - Riding a bus is a privilege. All rules apply regarding conduct on the bus as they do in school. Bus problems will result in consequences ranging from a warning to loss of riding privileges. Bus students will receive a copy of Yankton School Bus Discipline Policy that describes behavior guidelines and consequences. Any bus student who violates regulations will be referred to the school principal for disciplinary action.

If a bus student would like to have a friend ride home with him/her on a Yankton School District bus, a note from the bus student's parent as well as a note from the friend's parent stating that he/she has permission to ride is required.

VISITORS

Friends or relatives may visit Yankton Middle School only with prior approval from the principal. Student visitors are not encouraged, but may be permitted under certain circumstances. Your grades and behavior must be exemplary to be eligible to host a student visitor. All visitors must check in at the office. Parents and adults, including school officials, are invited to visit the school at any time and are always welcome.

EMERGENCY/SAFETY

BOMB THREAT PLAN

An announcement will be made if a bomb threat is received and the building will be cleared as quickly as possible.

FIRE DRILL

The Middle School building is equipped with a fire alarm system that may be sounded at any time. When the alarm sounds, ALL students should follow teacher directions and adhere to the fire evacuation procedures.

SCHOOL CLOSING OR INCLEMENT WEATHER

All decisions regarding school closing or early dismissal will be based upon the personal safety of students and employees. The superintendent, or designee, shall be responsible for dismissing school. An attempt will be made to announce school closings by 6:30 a.m. All inclement weather announcements concerning school closings, late starts, or early dismissals will be made through the following media: WNAX-570 AM, KYNT-1450 AM, KVHT-106.3 FM and KELO-TV.

YMS will also use the automated contact service with Infinite Campus. When an announcement regarding inclement weather is necessary Infinite Campus will contact parent/guardian via phone call, text message, and/or email using the student demographic information provided to the school. Please update any contact information that changes throughout the school year. Contact the school if you do not wish to receive Infinite Campus notifications.

TORNADO TAKE COVER PROCEDURES

An announcement will take place for inclement weather and the need to move students to safety locations within our building.

SCHOOL SECURITY/SURVEILLANCE CAMERAS

Surveillance cameras will be in use at all times for the protection and safety of students and staff at YMS. Only authorized district personnel will have access to security camera footage from cameras placed on school grounds.

BEHAVIOR EXPECTATIONS

ALCOHOL, DRUGS AND DANGEROUS WEAPONS IN SCHOOL

Alcohol and illicit drugs are not allowed on the school premises at any time. A student shall not possess, use, distribute, transfer, conceal, sell, attempt to sell, deliver, or be under the influence of alcohol and/or illicit drugs. This policy is in effect on premises owned, leased, or maintained by the school district, at all school related activities on and off campus, on vehicles used to transport students to and from school, at other activities, and in vehicles parked on school property. Violation of this policy may result in suspension, expulsion, and/or the referral for prosecution.

The possession of firearms and dangerous weapons in school buildings, vehicles or on school premises is a Class 1 misdemeanor and is strictly prohibited. This rule does not apply to law enforcement officers. A dangerous weapon is defined as any firearm or air-gun, knife or device, instrument, explosive, material or substance, whether animate or inanimate, which is calculated or designed to inflict death or serious bodily harm.

Any student who intentionally brings a firearm or dangerous weapon on to any elementary or secondary school premises, vehicle, or building used or leased for elementary or secondary school functions or activities shall be expelled for not less than twelve months and will be referred to law enforcement authorities. The superintendent shall have the authority to recommend to the school board that the expulsion requirement be modified on a case-by-case basis but may not increase the length of the period of expulsion.

DISCIPLINE

Occasionally a student will violate a school rule. Students may be assigned detention for three or more days of tardiness, truancy, or inappropriate behavior. Students are expected to be polite, considerate, respectful, and are to obey teachers, support staff, and administrators. Please be advised that not adhering to school regulations or not obeying staff members will be considered insubordination and proper action will be taken.

The following definitions of consequences may be administered to a student when expectations are not met on school grounds:

Detention - Detention for students is either 30 or 60 minutes based on factors surrounding the incident that occurred. Students will be supervised and expected to work diligently and obey the supervisor at all times. If the consequence of detention can't be satisfactorily completed by the student, then an increased consequence will be assigned.

In-School Suspension - In-school suspension (ISS) is a contained school environment to allow learning to continue to take place when a student's conduct prohibits them and/or other students from participating in the regular school setting. There is direct supervision of the student, and all assignments will be gathered and completed while in ISS. Assignments will be completed for full credit. ISS will take place during regular school hours.

Out-of-School Suspension - Out-of-school suspension (OSS) is the removal of a student from the school setting. A student will be placed in OSS when conduct prohibits them and/or other students from participating in the regular school setting. Assignments will be completed for full credit at administrator discretion. When a student is suspended out-of-school they are required to complete coursework under parental supervision. All suspensions will follow YSD Board Policy.

DRESS CODE

The only time when limitations on student dress are imposed is when a student's dress appearance disrupts the educational process. These guidelines are set to help prevent disruptions from the educational process, bullying, sexual harassment, inappropriate actions, and the safety of all children.

1. Students should dress in a proper manner for the classroom. Neatness is a quality that should be encouraged by all. Extreme styles of dress or persona unnatural appearance including writing on arms, legs or face, unnatural hair coloring, hairstyle etc. that interrupts the learning environment or process will not be allowed.
2. Students are expected to remove hoods, caps and hats when they enter the school building.
3. Clothing should be worn that is not offensive to others. If a student's attire is disruptive or interferes with proper educational opportunities, the offending student will be sent to change clothes.

   a. Clothing that advertises illegal activities such as tobacco, nicotine, drug/marijuana symbols, alcohol, contains obscene language, graphics, or symbols, or lewd, suggestive or objectionable sexual materials are not permitted at school.

   b. Clothes shall be sufficient to conceal undergarments. See-through tops, bare abdomens (stomachs), halter-tops, and strapless tops are prohibited in school. Spaghetti strap tops, tank tops, and midriff tops are to be worn with an over garment such as a cardigan, jacket, etc. Short skirts and short shorts are to reach mid-thigh length on an individual. Jeans containing rips must be below the inseam. Any exposure that extends below the armpits will be deemed inappropriate. All undergarments include underwear and excessive sight of the braw will result in a change of clothes.
4. Coats, pajama pants, and slippers are not to be worn during the school day unless special circumstances arise and permission is granted.
5. Students may be required to wear specific types of clothing for safety purposes in a lab class.
6. Students may not wear chains. Chains are not allowed on school property.
7. Jewelry worn by body piercing is not acceptable when it interferes with the health, safety, and welfare of the students**,** which includes but not limited to: nose rings, eyebrows, stomach, gage plugs with pointed edges, etc.)
8. Book bags of all types will be left in student lockers. No book bags of any type will be allowed in the classroom.
9. Clothing, jewelry, or accessories with spikes are not allowed.

BULLYING

Bullying is defined as intentional, repeated, aggressive behavior that involves unwanted, negative actions. Bullying involves an imbalance of power or strength. Bullying, in any form, will not be tolerated by students or employees of the district. Any person engaging in an act of bullying is subject to disciplinary action up to and including expulsion. The Yankton School District Anti-Bullying/Harassment policy can be found on the YSD website.

SEXUAL HARASSMENT

Definition of Sexual Harassment

Sexual harassment includes, but is not limited to unwelcome sexual advances, solicitation, and sexual activity by promise of rewards, coercion of sexual activity by threat of punishment, verbal and/or written sexist remarks, or physical sexual assaults.

Sexual Harassment Policy

School district officers, employees, and students are responsible for maintaining a working and learning environment free of sexual harassment. The district will promptly and thoroughly investigate all allegations of sexual harassment. Malicious and unsubstantiated complaints of sexual harassment may result in corrective or disciplinary action taken against the complainant.
A student who believes that he/she has been a subject of sexual harassment should report incidents to a teacher, guidance counselor, principal or the director of student services. The director of student services may be reached by calling (605) 665-3999 or by writing to the Director of Student Services, P.O. Box 738, Yankton, SD 57078. Complaints received by a teacher or counselor must be reported to a school administrator.

All reported incidents of sexual harassment will be thoroughly investigated and the harassing party is subject to disciplinary action. Confidentiality consistent with due process will be maintained. If an employee or student files a written complaint because of dissatisfaction with the handling of the complaint, he/she may utilize any applicable grievance procedure. This policy shall be published in the student handbooks and the elementary informational policies for parents. Yankton School District Title IX Nondiscrimination Policies and Procedures: Full policy is located at www.ysd.k12.sd.us.

TOBACCO FREE SCHOOL

The Yankton School District recognizes its duty to promote the health and safety of students, staff and citizens on district property and during school-sponsored activities. In accordance with this responsibility, it is the intent of the School Board to establish a tobacco-free school environment that demonstrates a commitment to helping students resist tobacco use.

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 purposes of this policy:
"Tobacco" means any substance or item, in any form, containing tobacco;
"School property" means all district-owned, rented or leased buildings, grounds and vehicles;
"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;
"Promotion" means the use or display of tobacco-related clothing, bags, lighters, or other material that is designed to encourage the acceptance or use of tobacco.

Students or district employees found in violation of this policy will be subject to appropriate consequences, which may involve a range of enforcement options including disciplinary action and educational alternatives to disciplinary action. Visitors in violation of this policy will result in

appropriate sanctions as determined and imposed by the administration, which may include direction to leave school property.

The superintendent shall provide reasonable public notification of the district's policy including, but not limited to, inclusion in the district policy book, student handbooks and signage posted in the buildings. The superintendent may develop administrative regulations as necessary to implement this policy.

HEALTH

COUNSELOR

The counselor is a person to whom you can talk about school, home situations, or any other matters of concern. When you wish to see a counselor, feel free to stop by the office to make an appointment. The entire Yankton Middle School faculty will take an active part in counseling throughout your school experience.

PRESCRIPTION DRUGS AND OVER-THE-COUNTER MEDICATION

Prescription drugs and over-the-counter medication brought to school must be taken to the office. A medication authorization form must be signed by the parent /doctor in order for the student to take the medication at school. This will be on file throughout the year or the date authorized by the doctor.

SCHOOL LUNCH PROGRAM

Students can buy lunch tickets before school in the school cafeteria. Checks should be made payable to Yankton Middle School. The Middle School lunch program uses "Lunchbox", a computerized cash register system that is installed in the lunch line. Lunchbox eliminates the need for students to carry lunch tickets. You may make deposits at any time and in any amount.
Prices are set by the Yankton School District and will be posted online.

Breakfast is served from 7:40 until 8:15 each morning. There will be more information in student registration packets. School lunch deposits can be made during registration. Confidential applications for free or reduced meals are available from the office secretaries.

Students will be permitted to bring their own sack lunch and purchase milk for lunch. Students are expected to:

1. Remain at your seat throughout the lunch period.
2. Clean up after yourself.
3. Cooperate with lunchroom staff.
4. Leave the lunchroom only when given permission.
5. Juice, pop, etc. brought for cold lunches must be brought in sealed containers and cannot be taken out of the lunchroom partially full.
6. Students will not be allowed to have restaurant food brought into school without prior permission from the administration.
7. Students may go home for lunch if it is approved by administration and within the allotted lunch time.

JUST A FEW REMINDERS

Keep to the right in the hallways.

Remove hoods, caps and hats upon entering the building.

No candy or beverages in school without permission.

Laser pointers are not allowed at YMS.

Skateboards and skateboarding are not allowed on school property.

Outward displays of affection are not allowed at YMS (i.e. hugging, kissing, etc.).

INSTRUCTION

Grading Standards for all curriculum areas:

A+	100	C+	85-86
A	96-99	C	81-84
A-	94-95	C-	78-80
B+	92-93	D+	76-77
B	89-91	D	72-75
B-	87-88	D-	70-71
		F	Below 70

Incomplete Grades

All grades reported to the office will reflect work completed at the time of grading. Students will have one day for each day missed to finish incomplete work with a maximum of five days and receive their earned grade. Incomplete work will be officially recorded with no credit.

Report Cards

Report cards will be distributed within a week following the end of each nine-week term. Students will receive their report cards from their SRB teacher or from one of their teachers during conferences. If parents do not receive the report card from their children, they may notify the school and a duplicate report card will be made available.

Mid-term Reports

Mid-term reports will be distributed to parents during the fifth week of each nine-week period when the student is failing a class, at parent request, or at the teacher or administrator's discretion. Online access to grades will be available during the school year.

Scholastic Honor Rolls

Three honor rolls recognize high scholastic achievement: Grade point averages are not rounded off (a 3.49 is not rounded off to a 3.50).

Merit Roll of Excellence	**Roll of Excellence**	**Honor Roll**
4.0 and up	3.5 – 3.99	3.0 – 3.499
All Grades are A's	No Grade below a C	No grade below a C-

A+ = 4.33	B+ = 3.33	C+ = 2.33	D+ = 1.33	F = 0
A= 4.00	B = 3.00	C = 2.00	D =1.00	
A- = 3.67	B- = 2.67	C- = 1.67	D- = 0.67	

HOMEWORK

The Yankton School District views the assignment of homework as an integral part of the educational process. Homework is a teaching-learning technique used to improve academic progress. In keeping with the district's educational goal of meeting each student's needs, the type or quantity of homework assignments will be individualized where appropriate.

Homework that is late due to absence or illness shall be completed in accordance with school board policy. Students who are absent from school on consecutive days may be required to attend study session, under teacher supervision, so that the homework may be satisfactorily completed.

Students with late or missing work will be placed in Infinite Campus. Infinite Campus is an accountability technique used by Yankton Middle School in order to motivate students to complete all of their assignments. Teachers are able to post missing assignments for each student. Once the assignment is posted, YMS teachers, staff, students, parents and administration are able to view the missing assignments for each student and then use a collaborative effort to assist each student in completing his/her missing work. Students who missing assignments may be required to stay after school for help in completing their school work. Students with a missing assignment in Infinite Campus may be prohibited from participating in certain school events (extracurricular activities, assemblies, dances, etc.). All consequences relating to the SRB Document will be at the discretion of YMS staff and administration.

SCHEDULES

An outside door to the building will be opened at **7:35 a.m.** Students are not to enter the building prior to **8:00 a.m.** unless they report directly to the cafeteria for breakfast. Exceptions will be made if the student has obtained a building pass from the principal or a teacher. Students with passes will remain in their respective classroom until the first bell rings at 8:12 a.m.

At 8:00 a.m. supervisors will remind students to go to their homeroom. When the first bell rings at 8:12 a.m. the students are expected to go directly to his/her first period class. The Pledge of Allegiance will begin at 8:18 a.m. with announcements to follow.

6th, 7th, and 8th GRADE STUDENT SCHEDULE: 8:20 a.m. – 3:25 p.m.

1ST PERIOD 8:20 – 9:10
2ND PERIOD 9:12 – 10:03
3RD PERIOD 10:05 – 10:56
4TH PERIOD 10:58 – 11:49 (6th Homeroom/Lunch)
5TH PERIOD 11:50 – 12:46 (7th Lunch/Homeroom and 8th Homeroom/Lunch)
6TH PERIOD 12:48 – 1:39
7TH PERIOD 1:41 – 2:32
8TH PERIOD 2:35 – 3:25

6th Grade Curriculum

Computers
Math
Social Studies
Science
Homeroom
English/Language Arts (ELA)
P.E.
Band, Orchestra, General Music,
Art, Exploring Language, Digital Art
Media Literacy, STEM (**S**cience, **T**echnology, **E**ngineering and **M**ath)

7th and 8th Grade Curriculum

Math/Algebra I(8th Grade)
Science
English/Language Arts (ELA)
Social Studies
Spanish I
Creative Writing
Homeroom
P.E.
Band, Music, Orchestra, Art, Concert Choir,
STEM, Drama, Intro to Spanish, Visual Media
Design, Design & Build (7th Grade)
Sports Statistics and Agri-Voyage (8th Grade)

ELA Plus, Math Plus and Study Skills are courses designed to provide instructional strategies and support in the content areas to reach learning targets. Students will set goals, have an engaged learning environment, and gain confidence and success in the content area.

Band, Orchestra, Music, and Art students who enroll in 6th, 7th and/or 8th Grade Band or Music must complete the first semester before they will be allowed to drop the course. A grade of "F" will result if the semester is not completed. **Students will not be allowed to drop Band, Orchestra or Music once they have started the second semester.**

Algebra I

Algebra I will be offered to 8th grade students for high school credit. The Yankton Middle School mathematics department will be recommending students to take Algebra I as 8th graders next fall. The recommendations will be based on district and state standardized test scores, 7th math grades, work habits, aptitude for mathematics, desire to be challenged, recommendation of the mathematics teacher, and parent consensus. The principal will make the final decision regarding a student being placed in the program.

After the criteria above is examined, letters will be sent home to parents of those students who are recommended. Parental permission is required for students to be placed in eighth grade algebra. The principal will make the final decision regarding a student being placed in the program.

Per South Dakota Administrative Rule 24:43:08:12, credit for the course shall appear on each student's high school transcript with the unit of credit and a letter grade upon meeting the criteria for passage applied to the high school level. The unit of credit must be included in the credits required for high school graduation and the letter grade must be calculated in the high school cumulative grade point average. Students who are enrolled in Algebra I must maintain a B- or higher each quarter. If a student's quarter grade falls below a B- in any quarter, the student may be rescheduled into Pre-Algebra for the remainder of the school term. Students are not allowed to drop Algebra I after January 1st of each school year.

Algebra I at Yankton Middle School is designed as a high school class. It is not intended or designed for a student to "practice" Algebra and then retake as a 9th grade student. A student placed in Algebra I at Yankton Middle School must be prepared to work hard, do daily work and be prepared for an accelerated pace of learning.

Spanish I

Spanish I course will be offered at the Yankton Middle School to 8th-grade students who have completed the Intro to Spanish course during their 7th-grade year. The curriculum would be identical to the Spanish I course offered at the High School level. The class would meet for 1 period each day for a full academic year.

Per South Dakota Administrative Rule 24:43:08:12, credit for the course shall appear on each student's high school transcript with the unit of credit and a letter grade upon meeting the criteria for passage applied to the high school level. The unit of credit must be included in the credits required for high school graduation, and the letter grade must be calculated in the high school cumulative grade point average.

Spanish I at Yankton Middle School would be designed as a high school class. It is not intended or designed for a student to "practice" Spanish and then retake as a 9th-grade student. A student placed in Spanish I at Yankton Middle School must be prepared to work hard, do daily work and be prepared for an accelerated pace of learning. Recommendations and registration would be based on a NWEA scores, state assessment scores, 7th English Language Arts grades, work habits, desire to be challenged, recommendation of the teachers, and parent consensus. The principal will make the final decision regarding a student being placed in the course.

HOMEROOM

Homeroom is a period in the day designated as the students' lunch period (approximately 25 minutes) and to receive direct help and instruction from teachers on all assignments and daily tasks (approximately 25 minutes). Students who frequently have late assignments and come unprepared for classes may be required to complete assignments with the homeroom teacher at a designated time set up by the homeroom Teacher (before or after school).

STANDARDIZED TESTING PROGRAM

State Summative Assessments are administered to students each year. The tests are designed to monitor student achievement and to help with curriculum design.

PARENT-TEACHER CONFERENCES

There will be parent-teacher conferences twice a year. The first conference will be held during the 2nd nine weeks and the second conference will be held during the 3rd nine weeks.