YANKTON HIGH SCHOOL
1801 Summit
Yankton, SD 57078

2026-2027 Student Handbook

High School Phone Numbers

Principal's Office	665-2073
Activities Office	665-8369
Attendance Office	665-2209
Counseling Office	665-7378

SCHOOL SONG

Cheer, cheer, cheer, for Yankton High
Raise your voices loud and clear.
Let's praise the team we want to win
As triumphantly we cheer.
Our faith is all in YHS
Our sportsmanship will never die.
Whether win or lose,
We'll always choose to yell for Yankton High.

SCHOOL COLORS: Red and Black

Statement of Non-Discrimination

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 Jerome Klimisch, 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, One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Ste 320, Kansas City, Missouri 64106, telephone number: (816) 268-0550; TDD number: (800) 877-8339; E-mail: OCR.KansasCity@ed.gov; or fax number: (816) 286-0599.

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ACADEMICS

GRADUATION REQUIREMENTS

In order to graduate with a diploma, students must meet the credit requirements listed in the YHS column on the chart below. In order to take part in graduation ceremonies, all students on a diploma track must complete these requirements. Evidence must be shown at the beginning of the last semester of the senior year that these requirements will be fulfilled. Seniors with more than 70 period absences during their final semesters must seek and obtain approval from the principal in order to participate in graduation ceremonies.

High School Graduation Requirements*

Please see: https://doe.sd.gov/gradrequirements/

It is the student's responsibility to know if all requirements for graduation and college admission are being met! It is also the student's responsibility to **register for the courses required for each grade level**. Your counselors, teachers, and principals are very willing to help you decide if your registration supports your career plans and graduation requirements.

* Subject to change by the SD Board of Education and/or the state legislature.

South Dakota Opportunity Scholarship Requirements

- ACT composite score of 24 or qualifying SAT score
- Cumulative GPA of 3.0 on a 4.0 scale with no final grade below a 2.0 or "C"
- 4 units of English
- 3 units of Social Studies
- 4 units of Algebra or Higher Mathematics
- 4 units of Science
- 1 unit of Fine Arts
- ½ unit of Personal Finance or Economics

- ½ unit of Physical Education
- ½ unit of Health
- 2 units of either of the following or combination of the two:
    - Career and Technical Education Courses
    - Spanish

These requirements are adopted by the South Dakota Board of Regents http://sdos.sdbor.edu/

The ultimate responsibility for a proper registration rests with you.

A student must be enrolled for at least 80 days of a semester in order to receive credit for successful completion of a course.

CREDIT FOR FINE ARTS ACTIVITIES

Credit may be earned for graduation in the fine arts activities designated below. Two units of credit in fine arts activities may be applied toward graduation upon student request. The chart below indicates the number of years a student must participate to earn each 1/2 unit of credit in the activity.

ACTIVITY	GRADE	# of Yrs FOR 1/2 CR.
Drama	9-12	2*
Oral Interpretation	9-12	3**
Color Guard	9-12	4

*Credit is earned in Drama for each 2 participations. If a student participates in two plays or a play and the musical, 1/2 unit of credit is awarded for successful participation.

**Credit is earned in Oral Interpretation for participating in a minimum of five tournaments per year for three years.

CREDIT FOR FINE ARTS CLASS

Students who have already received 2 credits for the same Fine Arts Class, must receive permission from instructor to register for an additional 3rd or 4th credit.

GRADING SYSTEM

A = 100-94
B = 93-87
C = 86-78
D = 77-70
F = Below 70
P = Pass in an extra-curricular fine arts activity for credit.
P/F = Pass or Fail will be given in some ALC classes.

GPA Calculation

Cumulative Non-weighted GPA

a. Grade point averages will be determined using a 4 point scale for all classes. The total number of points will be divided by the total number of full semester credit courses completed by a student.

Cumulative Weighted GPA

b. At the end of each semester, a factor of .025 will be added to the GPA calculated in the above procedure for successful completion of a semester course designated as Advanced Placement. Such credit will only be granted for courses that Yankton High School offers as an Advanced Placement course.

Class Rank

Class ranking for first through fifth semesters will be determined using cumulative non-weighted grade point average.

Class ranking following the sixth, seventh, and eighth semesters will be determined using cumulative weighted grade point average.

Graduation Honors Calculation

Graduation honors will be determined using cumulative weighted grade point average following the completion of the seventh semester.

Graduation honors shall be determined as follows:

Summa Cum Laude	*4.200 – 4.300*
Magna Cum Laude	*4.110 – 4.199*
Cum Laude	*4.000 – 4.109*

ACHIEVEMENT

Two Honor Roll lists will be determined at YHS following the conclusion of each quarter. A student's grade point average for placement on the honor roll will be based on the grade point average for quarter grades earned in all academic courses.

ROLL OF EXCELLENCE: Students achieving a quarter GPA of 3.50 or above.

HONOR ROLL: Students achieving a quarter GPA of 3.00 to 3.49.

All Courses

A----------4.00
B----------3.00
C----------2.00
D----------1.00
F----------0.00

YHS ACADEMIC LETTER

The academic letter at Yankton High School signifies attainment of academic excellence. A student will receive a letter, suitable for display on a letter jacket, upon initial qualification. Upon each subsequent qualification, a student will receive a bar to be displayed in conjunction with the letter. Determination of qualification will be made during the second semester of each school term and the letters will be awarded during the spring of the year.

Qualification for the academic letter will be based upon cumulative grade point average as shown below.

Grade Level	Qualification Requirements
10th Grade	3.75 cumulative GPA for 3 semesters
11th Grade	3.625 cumulative GPA for 5 semesters
12th Grade	3.50 cumulative GPA for 7 semesters

A student may not earn an academic letter during any school term in which he/she has earned a failing semester grade in any class. A student must have completed five classes or 2.5 credits of work in a semester for the semester's work to be considered for an academic letter.

REPORT CARDS

Report cards are issued following every nine-week grading period. Parents may contact the school if they do not receive their student's report card.

INFINITE CAMPUS

The YSD utilizes Infinite Campus to communicate with parents and students. Please contact the school for further information on how to access this resource.

COLLEGE ATTENDANCE

Any student in grades eleven and twelve may apply for enrollment in not more than two courses per fall or spring semester offered at an institution of higher education or post-secondary vocational institution. Such a course may not be a course that is currently offered at YHS during the time period that the student chooses to take that course from another educational institution. Applications for dual enrollment are available in the principal's office.

ALTERNATIVE LEARNING CENTER (ALC)

The ALC is open daily during regular school hours and after school. The ALC hours after school are posted during the school year. ALC offers a structured environment in which students work independently to earn credit. The mission of the ALC is to address the individual needs of each student in a flexible academic environment. Placement into the program is determined by the administration. Students may be terminated from the ALC program for cause at the discretion of the principal.

ATTENDANCE

SCHEDULE FOR THE SCHOOL DAY

The regular school day begins at 8:05 a.m. and ends at 3:10 p.m. with five minutes between classes.

YHS operates on a closed noon hour. Classes continue during the noon hour. Students may not leave school during lunch except for seniors who are approved for open lunch.

Bell Schedule is below.

HR	8:05 - 8:20
1	8:20 - 9:10
2	9:15 - 10:05
3	10:10 - 11:00
4	11:05 - 11:55
5A	12:23-1:15 Class 11:55-12:17 Lunch
5B	12:00-12:25 12:48-1:15 Class 12:25-12:47 Lunch
5C	12:00-12:52 Class 12:53-1:15 Lunch
6	1:20 - 2:10
7	2:15 - 3:10

ATTENDANCE POLICY Online – YSD Webpage

ATTENDANCE CHECK-IN/OUT PROCEDURES

1. Students leaving school during the class day must follow this procedure.
   a. A pass must be obtained from the attendance office.
   b. Contact with a parent or guardian by means of a note or phone call is necessary before a pass will be issued.
   c. Students must sign out at the attendance office at the time

they leave the building.

d. Failure to follow the correct procedure will result in an unexcused absence.

ANNUAL NOTIFICATION OF RIGHTS/DIRECTORY INFORMATION PUBLIC NOTICE (FERPA)

The superintendent of schools shall give parents of students currently in attendance and eligible students currently in attendance annual notice in writing of their rights under the Family Educational Rights and Privacy Act (FERPA). This notice is given to students and parents through a link on the Yankton School District website, copies are available upon request.

ANNUAL NOTIFICATION UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. This notice is given to students and parents through a link on the Yankton School District website, copies are available upon request.

SCHOOL RULES AND DISCIPLINE

DISCIPLINE

Suspension or Expulsion

1. Definitions
   a. **Lunch Detention** - Lunch detention is served during a student's lunch period. The student eats their lunch in the lunch detention room under direct supervision.
   b. **Detention** - Detention is assigned by a teacher or principal for an amount of time based on factors

surrounding the incident that occurred. Students will be supervised and expected to work diligently and obey the supervisor at all times. Failure to serve the assigned detention time will result in assignment of detention by the assistant principal for a duration that is longer than that originally assigned by the teacher.

c. **In-School Suspension (ISS) -** ISS is a temporary denial to a student of participation in the classroom setting. ISS will be served during the school day from 8:05am until 4:00pm or any portion of the school day. Full credit is granted for completed class work, quizzes, and tests. All quizzes and tests administered in class that day will be administered to the student in ISS. Class work must be completed by the time the student returns to the classroom.

d. **Out-of-School Suspension (OSS)** - 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 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.

e. **Short Term Suspension:** The exclusion of a student by a principal or superintendent of a student from a class or from school for not more than ten school days.

f. **Long Term Suspension:** The exclusion by the superintendent of a student from a class or classes for more than ten school days, but not more than ninety school days.

g. **Expulsion:** The action of the school board to terminate a student's membership in school as defined in SDCL 13-32-4.

h. **Threats of Violence:** Notification (electronic, written, or verbal) indicating the presence of a bomb or explosive, the use of weapons, or any threatening act of terrorism to

the school, school property, school activities, parking lot, and/or school busses. This will result in a 10 day out-of-school suspension with the consideration of a recommendation for long-term suspension.

i. **Insubordination:** Failure in a single instance to comply with reasonable rules, regulations, policies, orders or instructions given by the school board or school staff who act on behalf of the school board.

j. **Habitual Disobedience**: A repeated failure to comply on three (3) or more separate occasions with reasonable rules, regulations, policies, or instructions given by the school board or school staff who act on behalf of the school board.

k. **Habitual Unexcused Absences**: Five (5) or more unexcused absences from a class or classes which have occurred on separate days.

l. **Parent:** A parent, guardian, or person in charge of a student.

m. **Policy:** A rule, regulation, or standard enacted by a school district board.

n. **Plagiarizing:** The presentation of words, ideas, or techniques of another as one's own work. Reference to or appropriation of another's work by direct quotation or paraphrase must be acknowledged by proper citations.

o. **Academic Dishonesty /Cheating:** The use of unauthorized assistance to deceive an instructor or other such person who may be assigned to evaluate the student's work or the attempt to secure a grade by unethical means. Knowingly assisting someone to cheat is itself cheating.

GROUNDS FOR SHORT TERM SUSPENSION

If a student's misconduct presents a clear threat to the physical safety of himself/herself or others, or is so disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education, the principal may deny the student the right to attend school, ride the school bus, or take part in any school function for a

period of time not to exceed ten (10) days on the following grounds:

a. Fighting, physical altercations, or physical contact in the school or on school property, including parking lots.
b. Deliberate destruction of property.
c. Use of verbal, written, or electronic language that is obscene, threatening, racially demeaning, or flagrantly disrespectful.
d. Use or possession of tobacco, nicotine, or nicotine-dispensing devices in the school or on school property, including parking lots.
e. Coming to school or a school function under the influence of, or using or possessing in the school or at school functions including the parking lot, a controlled or mind-altering substance, such as glue for inhaling, drugs, and alcohol, wine, or beer etc.
f. Possession of pornographic matter in the school or on school property.
g. Conduct that interferes with another student's education.
h. An act deemed to be insubordinate by the building principal.
i. Unexcused absence from classes or school.
j. Violation of school bus and transportation rules and regulations.
k. Academic Dishonesty/Cheating.

GROUNDS FOR LONG TERM SUSPENSION OR EXPULSION

The following student misconduct shall constitute grounds for long term suspension or expulsion when such activity occurs on school grounds or during an educational function under the auspices of the school board.

a. Use of violence, force, coercion, threat, racial comments/actions, intimidation, or similar conduct in a manner that constitutes substantial interference with school purposes.
b. Willfully causing or attempting to cause substantial

damage to private or school property, stealing or attempting to steal private or school property of substantial value, or repeated damage or theft involving private or school property of small value.

c. Causing or attempting to cause physical injury to a school employee, any student, or visitor on school premises.
d. Threatening or intimidating any student, school system employee or visitor on school premises.
e. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon.
f. Engaging in the unlawful possession, selling, dispensing, use, or being under the influence of a controlled or mind-altering substance in the school, including parking lot, or at school functions.
g. Engaging in the unlawful possession, drinking, or being under the influence of alcohol in the school, including parking lot, or at school functions.
h. Possession of drug paraphernalia in school, on school grounds, or at school functions.
i. Being found to be habitually disobedient.
j. Engaging in any activity forbidden by the laws of the State of South Dakota which activity constitutes a danger to other students or interferes with school purposes.
k. Habitual unexcused absence from classes or school.
l. Habitual violation of school bus and transportation rules and regulations.
m. Possession of firearms and dangerous weapons in school.
n. Repeated academic dishonesty or cheating.
o. Excessive absences from classes or school.

PROCEDURE FOR SUSPENSION OR EXPULSION

The district shall adhere to the Student Due Process Administrative Rules as adopted by the State Board of Education, Article 24:07 and school board policy.

STUDENT GRIEVANCE PROCEDURE

A copy of the Student Grievance Procedure is available upon request or through the District website.

TOBACCO, ALCOHOL, NICOTINE, AND DRUGS

Tobacco, alcohol, nicotine, 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, nor be under the influence of alcohol, nicotine, illicit drugs, and/or mind-altering substances, nor possess paraphernalia specific to the use of alcohol, illicit drugs, nicotine, and/or mind-altering substances. 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.

SEXUAL HARASSMENT

The Yankton School District has a policy which states:

1. **Policy:**
    a. Sexual harassment is illegal, unacceptable, and shall not be tolerated in the school district
    b. No employee or student of the school district may sexually harass another.
    c. Any employee or student will be subject to disciplinary action, including possible termination, suspension, and/or expulsion for violation of this policy.
2. **Definition**
    a. Sexual harassment includes, but is not limited to: unwelcome sexual advances, solicitation, sexual activity by promise of rewards, coercion of sexual activity by threat of punishment, verbal and/or written sexual remarks, or physical sexual assaults constitute sexual harassment.
    b. This conduct has the effect of unreasonably interfering with an individual's academic or work performance or of

creating an intimidating, hostile, or offensive employment or educational environment regardless of intent.

3. **Responsibility**
   a. School district officers, employees, and students are responsible for maintaining a working and learning environment free of sexual harassment.
   b. The district will promptly and thoroughly investigate all allegations of sexual harassment.
   c. False or malicious complaints of sexual harassment may result in corrective or disciplinary action taken against the complainant.

4. **Complaints**
   a. An employee who believes that he/she has been a subject of sexual harassment by a district employee or officer should report the incident to his/her immediate supervisor, or the director of student services. The director of student services may be reached by calling 605-665-3999 or by writing P.O. Box 738, Yankton, SD 57078.
   b. 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 P.O. Box 738, Yankton, SD 57078. Complaints received by a teacher or counselor must be reported to a school administrator.
   c. All reported incidents of sexual harassment will be thoroughly investigated and the harassing party is subject to disciplinary action.
   d. Confidentiality consistent with due process will be maintained.
   e. 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.

f. 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 Jerome Klimisch, 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, One Petticoat Lane, 1010 Walnut Street, 3rd Floor, STE 32 Kansas City, Missouri 64106, telephone number: (816) 268-0550; TDD number: (800) 877-8339; E-mail: OCR.KansasCity@ed.gov; or fax number: (816) 823-1404.

5. 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

SCHOOL RULES

GENERAL

1. No beverage (other than water) or food may be consumed outside of the Commons w/o permission of the principal or designee.
2. Summit Center Facilities are off limits to students during school hours unless they are under the direct supervision of a school staff member.

3. All posters, signs, and informational announcements must be approved by the principal or designee prior to being posted. Approved materials may only be posted in the hallways on approved bulletin boards
4. Elevators in the building are for use by staff and students who are unable to use the stairs.
5. Sunflower seeds are not allowed.
6. Electronic Devices are allowed in school.

    a. Students are prohibited from using personal electronic devices which might disrupt or interfere with educational purposes. Students are prohibited from using electronic devices during any emergency drills that are conducted.
    b. Cell phones and other electronic devices may be used during a student's lunch, between classes, and during homeroom.
    c. Cell phone use is limited to the hallways, commons, library, and the classroom during homeroom. Exceptions may be made at the discretion of the teacher for academic purposes.
    d. Cell phone use is not permitted in restrooms and locker rooms.
    e. Students that are observed utilizing electronic devices without permission during class must give the device to a staff member when requested.
        - A parent/guardian may be required to pick up the device at YHS after 3:30pm if required by administration.
        - Consequences for violations of electronic devices will be determined by administration and may include ISS, OSS, and/or loss of all electronic devices for a length of time determined necessary by administration.
7. Public displays of affection other than hand-holding are not allowed.

8. Any form of academic dishonesty such as cheating, plagiarism, etc. is not allowed. Teachers will determine consequences for academic dishonesty, cheating, and/or plagiarism in their particular classes. Academic dishonesty, cheating, or plagiarism may result in short term suspension from school. Repeated academic dishonesty, cheating, or plagiarism may result in a recommendation for long term suspension from school.
9. Use of computers including email is for school purposes only. Use of computers including email for non-school purposes may result in the loss of email. Continued unacceptable or inappropriate use of the computer could result in the loss of all computer privileges.
10. Appropriate behavior is expected at all extracurricular events, including those held in other communities as well as those held in Yankton. Behaviors such as inappropriate language and gestures, harassing officials, opposing players and fans are not acceptable and may lead to suspension from attendance at activities and/or suspension from school.
11. The use of book bags are allowed to use appropriately throughout the school day. If students are using book bags inappropriately they will have consequences and the use of book bags will be limited.

Personal water bottles are available for use within the school building.,

DRESS CODE POLICY

The purpose of the Yankton High School dress code is to ensure the health, safety, and well-being of all students and staff. Students should dress in such a manner so as not to disrupt the educational process of the school. Students whose clothing is deemed as “unfit for school” will be subject to change into appropriate attire. The Yankton High School administration has the authority to request a change at any time for any reason. Violations shall be handled as insubordination. Exceptions to this dress code may be made by the administration to address specific students' needs.

1. Clothing should be neat, clean, and in good repair.
2. Appearance and Personal Hygiene is important to practice as it promotes health and safety standards.
3. Students must wear shoes or footwear at all times.
4. Students may be required to wear specific types of clothing for safety purposes in a lab class.
5. Hats, caps, head coverings, bandannas, and hoods are not acceptable attire in the building during the school day. These should be removed once students enter the building.
6. 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.
7. 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. See-through garments are not permissible attire for school. Any exposure that extends below the armpits will be deemed inappropriate. Crop tops are to be worn modestly and must not show the belly button. Any and all undergarments including underwear and excessive sight of the bra will result in a change of clothes.
8. Clothing, jewelry, or accessories with spikes are not allowed.
9. Clothing that is excessively revealing or permits excessive exposure is not allowed. Examples include, but are not limited to attire which reveals breasts, buttocks, belly buttons, bra straps, and underwear. School officials will determine whether attire is deemed inappropriate.

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 may be checked and inspected periodically during the school day by the principal or designees.

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 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.

The following regulations govern locker use:

1. Keep locker locked at all times.
2. Do not leave money in a locker.
3. Keep lockers clean. A fine may be assessed for damage to a locker. Lockers are not to be decorated except for activities approved by the administration.
4. Lockers remain the property of the Yankton School District.
5. Lockers may be inspected for damage at the conclusion of the school year. If damages occur to a locker the student assigned to the locker may be assessed for the cost of repairs.
6. Lockers should not be shared and combinations should not be given to other people.

PARKING LOT AND TRAFFIC REGULATIONS

The parking lot and traffic regulations are to be followed for all vehicles to include motorcycles and scooters.

1. Speed limit is 15 MPH in the parking lot.
2. Cars should be kept locked at all times.
3. Obey the traffic laws and signs while driving in the parking lot.
4. Exhibition driving in the lot will result in disciplinary action.
5. Students are not to go to their cars during the school day.
6. **DO NOT** park in the yellow or striped zones. Cars in

these areas may be ticketed or towed away at owner's expense.

7. The parking lot is school property. All rules and regulations are in effect.
8. Students must park in the designated lot. Vehicles parked in prohibited areas will be towed at the owner's expense.
9. The Summit Activities Center lot and faculty parking lot are not for student use during the school day.
10. **Visitor parking** and **reserved parking** are not for student use at any time.

SECURITY

Students are responsible for their personal belongings. Unattended purses and book bags and unlocked lockers encourage theft and/or vandalism.

SCHOOL SECURITY/SURVEILLANCE CAMERAS

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

VISITOR'S POLICY

The Yankton School District encourages parents to visit the Yankton Schools and believes that there are many potential benefits which can result from increased interaction with the public. At the same time, the District has a legitimate interest in avoiding disruption to the educational process, protecting the safety and welfare of the students and staff, and protecting the district's facilities and equipment from misuse or vandalism. Limitations may be placed on visitors to avoid disruption to school operations and to prevent visitors from receiving a distorted view of those operations. School administrators as well as building principals have the authority to determine which visits are to be permitted as well as the discretion to set any appropriate conditions on the nature and extent of such visits.

1. General Requirements. A “visitor” to the Yankton Schools is defined as any person seeking to enter a Yankton school building who is not an employee of the school district, a member of the school board, or a student currently enrolled in that building. All visitors must comply with the following general requirements as well as any more specific requirements contained in this policy:

    a. All visitors must report to the school office when arriving and leaving the school premises. Notices shall be displayed in each building indicating that all visitors are required to register with the school office and obtain authorization from the building principal to remain on the school premises.
    b. All visitors must wear an appropriate form of identification when on school premises. Any person found on school premises without appropriate identification shall be asked to leave.
    c. All visitors must obtain authorization from the building principal at least 24 hours in advance of the proposed visit. At the discretion of the building principal, more than 24 hours advance notice may be required.
    d. In the discretion of the building principal, visits may be prohibited at certain times of the school year, such as the first and last weeks of school, immediately before or after vacations or other breaks, and while standardized testing or other student assessments are being conducted.
    e. All visitors must comply at all times with District policies, administrative rules and school regulations.

2. Non-Parent Visitors: Non-parent visitors are generally not permitted in classrooms during school hours. Exceptions may be made for student teacher evaluators or for independent evaluators of students if it is determined that the third party’s presence in the classroom is necessary for evaluation purposes. Exceptions may also be made for third parties invited by a teacher or the District to the classroom for special events,

such as career day, Junior Achievement presentations or special parties. Requests by non-parents to visit a classroom or other school facility during school hours shall be granted or denied at the sole discretion of the administrator or building principal. Non-parents who are granted permission to visit classrooms during school hours must comply with all other requirements of this Visitor Policy.

3. Parent & Permitted Non-Parent Visitors to Classrooms or Other Instructional Areas. Because classrooms and other instructional areas are very vulnerable to disruption, certain conditions may be imposed on any visitors to these areas by the building principal or other school administrator. Those conditions may include, but are not limited to, the following:

   a. Restricting access to particular classrooms or other instructional areas of the school upon the recommendation of the teacher in charge or as otherwise deemed necessary by the building principal or administrator;
   b. Requiring visitors to remain in a designated place or seat;
   c. Requiring visitors to refrain from speaking to students while the class or activity is in session;
   d. Asking visitors to refrain from entering or leaving the area while an activity is underway;
   e. Requiring visitors to be dressed and groomed consistent with the dress code for the students and employees within the building;
   f. Requiring visitors to be chaperoned by an administrator or other district employee;
   g. Limiting the duration of the visit to particular times or length of time;
   h. Limiting the activities of the visitor to a particular purpose(s); and
   i. Designating particular routes of travel in the building or upon the school grounds.

4. College & University Students. Yankton School District receives

requests from many universities and colleges to allow post-secondary students access to school classrooms for internships, practicums, or other observations. In addition, the Yankton School District has contracts with several local universities and colleges permitting student teachers to train in classrooms. Access to the school district classrooms for student teachers shall be governed by the student teacher contracts in place. Access for other post-secondary students for internships, practicums, observations and the like shall be determined by the school administration in its sole and absolute discretion.

5. Student Visitors. Under most circumstances, student visitors are discouraged. If a student is granted permission to visit a classroom, the student must be age appropriate for the building they wish to visit. Under no circumstances shall such student over the age of 18 be permitted to visit. All requirements for visitors apply to students with additional considerations to be applied at the discretion of the building principal. In addition:
    a. Student visitors from other school districts must have written permission of both their own parent or guardian and the parent or guardian of any Yankton student they wish to accompany into a school;
    b. No student who is under suspension, expulsion or other form of discipline from this or any other school district shall be permitted to visit.
6. Building Principal Authority. Notwithstanding any other provision of this policy, the building principal has the authority to exclude from school premises any person who fails to comply with this policy, who disrupts or appears likely to disrupt the educational program, or who generally fails to comply with directions issued by the building principal. Any such individual shall be directed to leave the school premises immediately and law enforcement authorities shall be called if necessary.

Adopted April 21, 2008, Action #2008-189

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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 online at the YSD website.

STUDY HALL/COMMONS STUDY HALL

The following guidelines will be in effect for the operation of the study hall.

1. After roll has been taken, the supervising teachers will accept passes from students to leave the center.
2. Rest room and locker passes may be allowed at the teacher's discretion. These privileges may be revoked if abused.
3. Students are expected to bring schoolwork or reading materials to the study hall.
4. The supervisors may make or change guidelines to fit the needs of the situation.
5. Students must have a pass prior to the start of the period in order to leave to see a teacher. Students will not be allowed to leave without teacher permission, a pass, and signing out.
6. Commons Study Hall Privileges may be taken away at any time due to inappropriate behaviors, tardies, and grades determined by administration.

SERVICES

COMMONS

The cafeteria serves breakfast, lunch and snacks daily. All food and beverages are to be consumed in the Commons regardless of whether or not these items are purchased in the cafeteria or brought from

home. **Do not take food/beverage, except water, out of the commons at any time.**

1. Deposits may be made to lunch accounts beginning at 7:30 a.m. and during the lunch periods. Students will not be allowed out of classes to deposit money to their lunch account.
2. Do not run to the Commons. Always take your place at the end of the line. Do not cut the line.
3. Bus your own dishes and trash. Do not leave dishes or trash on the tables.
4. Students may use the rest rooms north of the Commons area. All other areas of the building are closed to students during the lunch periods.
5. Chairs are not to be moved from table to table.
6. Push chairs under the tables when leaving.
7. Students are not allowed to use the commons without administrative approval unless the student is assigned to the commons during the school day. A pass must be obtained from the administration.
8. Students are expected to clean up after themselves in the Commons.
9. Food service deliveries (Door Dash, etc...) are not allowed to be delivered to the office during the school day, unless approved by administration.

COUNSELING

Counseling services are available in the counseling office to help students in course planning, college selection, career and vocational choice, scholarships and financial aid, study habits, personal problems, or school problems.

MEDIA CENTER

The YHS Media Center is open from 8:00 a.m. to 4:00 p.m. Borrowers must assume financial responsibility for any damage to or loss of library materials. Most reference volumes may be checked out overnight or longer with the librarian's permission.

Specific rules for use of the Media Center are on file in the principal's office and posted in the Media Center.

Media Center privileges may be lost based upon academic standing.

ACCEPTABLE USE & INTERNET POLICY

The Yankton School District has a policy for acceptable network and Internet use. This policy is located online on the YSD website.

SENIOR OPEN LUNCH

All seniors have open lunch. Seniors with open lunch who choose to leave building for lunch may not come back to the commons upon their return to the building.

OPEN CAMPUS QUALIFICATIONS

1. Seniors may not have excessive tardies or absences,
2. Have earned at least 15 credits and,
3. Failed no classes the previous grading period, or currently failing any classes

OPEN CAMPUS REGULATIONS

1. A senior may be scheduled for a maximum of two (2) open campus periods per day.
   A. A senior on open campus must leave the building at the beginning of the period.
   B. A senior on open campus that returns before the end of the period should report to the main foyer or the senior lounge.

2. A senior who chooses to remain in the building during their open campus period must report to the senior lounge, the library, a classroom, which is supervised by a teacher, or the commons with permission from the commons supervisor.

A. Seniors must remain in their chosen area for the entire class period.

3. A senior may lose their open campus privileges if:
   A. Their average daily attendance falls below 94%.
      i. Average daily attendance will be calculated at the beginning of each quarter based on attendance during the previous quarter for quarters 2, 3, and 4.
      ii. Students that are absent (both excused and unexcused) more than three (3) days per quarter may not be eligible for open campus during the following quarter.
      iii. One (1) college visit per quarter will not be calculated in the three (3) days of absence per quarter.
   B. They are failing any class for the quarter or semester when grades are issued, or have any current failing classes
   C. They have any unexcused absences.
      i. A senior may lose open campus privileges for twenty (20) days for each unexcused absence.
   D. They have any unexcused tardies.
      i. A senior will lose open campus privileges for ten (10) days for each unexcused tardy.
      ii. **ALL** open lunch tardies are unexcused.
   E. They have excessive tardies.
   F. They are assigned detention.
      i. The privilege may be reinstated when all assigned detention is fulfilled.
   G. They leave the building with or provide transportation for another student who is not authorized to leave the building.
   H. They violate the school rules or for reasons deemed necessary by the principal or designee.

SCHOOL DANCES

1. Dances must be held on nights not followed by a school day. Dances must conclude no later than midnight.
2. All school dances will be chaperoned by faculty members as assigned by the principal and there will be police presence.
3. Inappropriate conduct by students at a dance will result in the chaperones excluding the offender(s) from further participation. The principal may exclude offenders from future dances.
    a. This includes inappropriate and sexually suggestive dancing such as *grinding* or *twerking.*
4. Any person admitted to a dance must remain in the school building until he or she goes home or leaves the function. No one, under any circumstances, is allowed to re-enter the dance after he or she has once left.
5. The only students who may attend school-sponsored dances (except Prom) are Yankton High School students. Student IDs may be required for admittance.
6. The Junior-Senior Prom is a school affair. All attending must abide by the established school rules and guidelines. The following individuals may attend the Junior-Senior Prom:
    a. Junior or Senior year high school students of Yankton High School
    b. Junior or Senior year high school student of another high school that is a date of a Junior or Senior year high school student at YHS
        1. These students must provide proof of enrollment at another high school.
        2. Proof of enrollment must be emailed by a school principal or school counselor at their enrolled school.
    c. A spouse of a Junior or Senior year high school student at YHS
    d. Students that graduated at the conclusion of the first semester of their Senior year of high school
7. Any student group or organization that desires to sponsor a

dance must make application to the high school principal at least seven days in advance to allow for proper planning.

TELEPHONE USE

No one will be called from class to answer the phone except for an emergency. Classroom phones are not for student use.

The phone in the attendance office is only for use when calling home as approved by office staff.

MESSAGES AND DELIVERIES

1. Only messages from parents/guardians will be taken.
2. Students will be paged during passing times.
3. Students may pick up their deliveries during study hall or passing times. Tardiness to class due to picking up deliveries will be considered unexcused.
4. Group deliveries may be processed if each item is not personalized.
5. Group deliveries that are personalized will not be processed. Personalized group deliveries that are school activity related will be given to the coach or advisor of the activity to distribute. Personalized group deliveries that are not school activity related will not be processed at the high school.

ELIGIBILITY

1. Unless exceptional circumstances exist, to be eligible for participation in co-curricular activities and all interscholastic contests, participants must, at a minimum, meet the current eligibility requirements of the South Dakota High School Activities Association (SDHSAA), maintain attendance at no greater than Level One of the District Attendance Policy, and be in compliance with the YSD Training Rules. Coaches and sponsors of any activity may impose additional requirements for participation at their discretion. School officials and

administration will retain the sole discretion to determine a student's eligibility.

2. The following are subject to item 1 for Student Activities Eligibility: Football, Soccer, Cross Country, Basketball, Wrestling, Gymnastics, Volleyball, Golf, Tennis, Track, Cross Country, Cheer, Dance, Colorguard, Band, Chorus, Orchestra, Yearbook, Debate, Oral Interp, Woksape, Drama, FFA, HOSA, Pioneer Days Royalty, Student Council, National Honor Society, as well as any school sponsored or recognized club/organization.

TRAINING RULES AND REGULATIONS

All participants in student activities governed by the YSD Training Rules shall receive a copy of the rules prior to the start of the activity. Pursuant to school board policy, each participant and his/her parent or guardian must sign the training rules and return it to the coach, instructor, advisor, or sponsor prior to participation. The training rules and regulations are also on file at the District office and a copy may be obtained upon request.

BAND AND ORCHESTRA

Band and Orchestra give an opportunity for self-expression through a musical instrument. Students may earn fine arts credit through these activities. Please consult the graduation requirements for an explanation of this credit. Letters are earned as follows:

Band_____Accumulation of 1400 points or Selection to All-State Band
Orchestra___Accumulation of 1050 points or Selection to All-State Orchestra

CHORUS

Students who are a member of a YHS Choir may be awarded a letter upon the accumulation of 1000 points. Once a letter is achieved, students may then work towards earning bars which are 400 points

apiece.

CHEERLEADING, DANCE TEAM, & COLOR GUARD

Tryouts are held in the spring to determine cheerleading squads, dance team members, and color guard team members for the following school year.

STUDENT COUNCIL

The YHS Student Council represents the voice of the student body in school affairs. Members of Student Council are elected to represent their class. These elections are held in homeroom. There is a possibility for two at-large members to be elected from the 10th, 11th, and 12th grades. The Student Council President is elected at large. The Student Council meets on a weekly or as needed basis.

NATIONAL HONOR SOCIETY

Arickara Chapter Bylaws are located at www.ysd.k12.sd.us

"Y" CLUB

“Y” Club is an organization of athletic letter winners and student managers. The "Y" Club promotes athletics, good health, and physical training.

ARICKARA

Students may become staff members on the yearbook by contacting the advisor and obtaining his/her permission. Students are assigned various tasks according to their skills and the jobs to be performed in publishing the yearbook.

WOKSAPE

The Woksape, a biweekly newspaper, invites students with an interest in writing, photography, advertising, and design to join the staff by contacting the editor or the adviser. The purpose of the Woksape is to inform, to interpret, and to entertain the students at Yankton High School.

DRAMA

Students interested in performance, set construction, lighting, stage management, publicity or other areas of drama may participate in various productions throughout the year.

DEBATE AND ORAL INTERPRETATION

Students who are interested in researching current events, constructing oral arguments, and presenting various modes of public speaking are encouraged to participate in debate and oral interpretation. Students will compete in contests at a variety of levels throughout the school year.

PIONEER CLUB

Students interested in the planning, organization, and management of homecoming activities may join the Pioneer Club.

CELLAR DOOR

The Cellar Door, Yankton High School's literary arts magazine, publishes the creative writing and artwork of our high school students in an annual publication. Students who are interested in creative writing, art, graphic arts, design, and magazine publication are invited to contact the adviser.

ARTICLES OF CLOTHING THAT REPRESENT YANKTON HIGH SCHOOL

Any T-shirt or article of clothing that uses the YHS name or logo will need to be approved by administration if the article of clothing will be worn at school sponsored events. This includes articles of clothing that is produced by any club, organization, athletic group or team, and students. The articles of clothing must be designed with school rules in mind. If approval is not secured, the articles of clothing will not be allowed to be worn in school or at school sponsored events (Ex. Track event t-shirts, band sectional t-shirts, and Spirit shirts that are worn at local and state events.

YHS STUDENT ISSUED DEVICES (CHROMEBOOKS)

To ensure that students at 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, YHS Administrators will make a determination of responsibility for damages and repair costs. Example costs for repairs: Power Cord $40,00, 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

YANKTON HIGH SCHOOL WRITING SKILLS

"I hear and I forget;
I see and I remember;
I write and I understand."
Chinese Proverb

Writing helps students to understand what they have learned. Yankton High School students, teachers, and administrators believe that writing in all subject areas improves learners. As a result, in the North Central School Improvement Plan, YHS has adopted the Six Traits of Writing to guide students, teachers, and administrators through the writing process. To improve writing skills across the curriculum, writers should consider the Six Traits. Whenever completing an assignment, writers can check themselves by reviewing the Six Traits and questioning their writing skills.

1. ***Stimulating Ideas:***
    a. Do I focus on the requirements of the assignment?
    b. Do I present a clearly expressed thesis statement and establish a clearly stated purpose or goal?
    c. Do I inform the reader?

2. ***Logical Organization:***
    a. Do I include a clear beginning, middle, and ending?
    b. Do I arrange details in a logical way?
    c. Do I use transitions to link the sentences and paragraph?

3. ***Engaging Voice:***
    a. Do I speak knowledgeably?
    b. Do I seem interested in the subject?

4. ***Original Word Choice:***
    a. Do I explain any unfamiliar terms?
    b. Do I use concrete nouns, action verbs, and vivid language?
    c. Do I use the appropriate level of language for the subject?

5. ***Effective Sentence Style:***
    a. Do I make each idea flow smoothly from one sentence to the next?
    b. Do I show variety in sentence length and sentence beginnings?

6. ***Conventions:***
    a. Do I observe the basic rules of grammar, capitalization, punctuation, and spelling?
    b. Do I follow the appropriate format for the assignment?
    c. Do I stick to the basic rules for writing?