Elkton School District
JH/HS STUDENT HANDBOOK
2026-2027

Elkton School District Philosophy

The Elkton School District 5-3 believes in the worth, dignity, and uniqueness of each individual. We believe the purpose of the educational process is to prepare each student to accept responsibilities for self, family, community, country, and the changing global society and to empower students with a dedication to lifelong learning.

Therefore, the District will offer a broad curriculum to fit the needs and levels in the intellectual range of all students by providing academic, vocational, and activity programs which give each individual the opportunity to develop his/her potential.

We believe this can best be attained through the joint efforts of students, parents, staff, and community.

GENERAL POLICIES

The student handbook for the current school year includes school district policies of the Board of Education and other procedures to offer students an equal opportunity for a free and appropriate public education.

DISSEMINATION OF POLICIES

The school board shall provide for notice of all policies and regulations affecting student conduct, which could result in suspension to be given to the students or parents, and otherwise give general publicity. Publication in the student handbook shall be considered adequate notice.

TITLE IX COORDINATOR

The Elkton School District's Title IX Coordinator is Steve Erickson (Steve.Erickson@k12.sd.us).

ATTENDANCE

ATTENDANCE AND ABSENCES

When a student is absent from school, one of his/her parents/guardians should call the school (605-542-2541) on the day the student is absent for verification. Please call the office by 9:30 AM. If we receive no word, the school will attempt to call and verify.

The examples of excused absences honored by the school are illness, injury, medical, or dental appointments that cannot be scheduled outside of school hours; family situations, authorized school activities, and funerals. Students who have been absent from school for the entire day, except for an emergency or school-sponsored activity, shall not attend any school activity that evening.

Students who anticipate planned absences due to family or home situations (including vacations) should have their parents notify the school and have work completed before the time of the absence or as agreed upon with their teachers. Students involved in extra and co-curricular activities are expected to touch base with all their teachers before the scheduled event to communicate the upcoming absence and obtain work that will be missed. All work must be completed the next school day.

If the absence was not known in advance, upon returning after an absence, students must communicate with their teachers to determine what they missed and a plan for completion. Students will be given 2 days to make up schoolwork

in order to get credit following an unplanned absence. Subsequent days of absence allow 1 day of time for make-up for each day absent after the first day. Unplanned and unexcused absences must be made up to prevent a lapse in instructional areas.

ABSENCES PER SEMESTER

When a student misses the eleventh day of a class in a given semester, s/he is at risk of failing the course for that semester. Hardship cases may be appealed to a panel of the student's teacher(s) and principal. The teacher(s) and administrator(s) will make the recommendation on credits to the school board.

Please remember - the only absences that don't count toward students' 10 days are EXEMPT absences. Doctor visits, dentist appointments, and other similar appointments that are marked as "excused" absences still count towards the allowed 10 absences. Please do your best to have these appointments scheduled for Wednesday afternoons (after the 2:15 PM dismissal) and our planned days off. Getting a doctor's note and bringing it with students to school upon their return is always appreciated.

The South Dakota Department of Education defines chronic absenteeism as a student who misses 10% or more of the school year. That's only two days a month — and it adds up. Chronic absenteeism is proven to increase drop-out rates, hurt student grades, and can lead to juvenile delinquency. Please make every effort to promote positive student attendance.

COLLEGE VISITS

Junior and senior students are allowed 2 exempt absences each year for college/technical school visitations. These absences do not count against the student's 10 excused absences each semester, as long as the student follows the proper procedure, as outlined below.

Visitation arrangements need to be made through the counselor's office. Proof of attendance needs to be provided to the office upon return from the visit. Without proof, it will be considered an unexcused absence. Notification needs to be given in advance (through counselor and parent call/note to the school office), and the student must make arrangements for makeup work with his/her teachers at least a day in advance.

TARDIES

Students are given four minutes to pass between classes. Any student not in the room by the time the bell rings is tardy. If a student has been held by the instructor of a class, s/he needs an excuse from that instructor in order to be admitted to the next class. Upon receiving a 5th tardy for the nine weeks, students will be required to sit one hour of detention. Each additional 5 tardies will result in one hour of detention. Upon receiving the 11th tardy for the nine weeks, students will sit one day of ISS. Delays in the start of classes due to operations directives of the school will not count against any student (i.e. assemblies, late buses, weather restrictions, etc.).

INCLEMENT WEATHER

Parents will make the final decision regarding their K-12 student's school attendance. If you feel a dangerous weather condition exists, keep your children safely at home regardless if school is being held or not. This will be considered an exempt absence and will not count towards the students' attendance total for the semester. Students will still be required to make up the work missed.

ACADEMICS

GRADUATION REQUIREMENTS

Graduation requirements of the Elkton School District shall consist of the requirements as established by the State Board of Education and the Elkton School Board.

Students work on a learning plan in 8th grade with the school counselor. This plan is used as a student progresses through high school to determine course selection.

Elkton High School Diploma Requirements **(23.5 credits minimum)**	Additional Endorsements	**Advanced Endorsement** *(Indicates student has pursued coursework consistent with entrance requirements for postsecondary education at a university*	**Advanced Career Endorsement** *(Indicates student has career experience in concentrated area)*	**Advanced Honors Endorsement** *(Indicates student has pursued advanced rigorous academic coursework consistent with requirements for opportunity scholarship)* **All grades must be C or higher
ENGLISH = 4		ENGLISH = 4	ENGLISH = 4	ENGLISH = 4
1.0 English 1 1.0 English 2 1.0 English 3/Amer Lit .5 English 4 .5 Modern Communications		1.0 English 1 1.0 English 2 1.0 English 3/Amer Lit .5 English 4 .5 Modern Communications	1.0 English 1 1.0 English 2 1.0 English 3/Amer Lit .5 English 4 .5 Modern Communications	1.0 English 1 1.0 English 2 1.0 English 3/Amer Lit .5 English 4 .5 Modern Communications
MATHEMATICS = 3		MATHEMATICS = 3	MATHEMATICS = 3	MATHEMATICS = 4
1.0 Algebra 1 2.0 Math Electives		1.0 Algebra 1 1.0 Geometry 1.0 Algebra 2	1.0 Algebra 1 2.0 Math Electives	1.0 Algebra 1 1.0 Geometry 1.0 Algebra 2 1.0 Advanced Mathematics
SCIENCE = 3		SCIENCE = 3	SCIENCE = 3	SCIENCE = 4
1.0 Physical Science 1.0 Biology 1.0 Other Lab Science: Chemistry OR Physics OR Human Anatomy		1.0 Physical Science 1.0 Biology 1.0 Other Lab Science: Chemistry OR Physics OR Human Anatomy	1.0 Physical Science 1.0 Biology 1.0 Other Lab Science: Chemistry OR Physics OR Human Anatomy	1.0 Physical Science 1.0 Biology 1.0 Chemistry OR Physics 1.0 Science Elective
SOCIAL STUDIES = 3		SOCIAL STUDIES = 3	SOCIAL STUDIES = 3	SOCIAL STUDIES = 3
.5 World Geography 1.0 World History 1.0 US History .5 US Government		.5 World Geography 1.0 World History 1.0 US History .5 US Government	.5 World Geography 1.0 World History 1.0 US History .5 US Government	.5 World Geography 1.0 World History 1.0 US History .5 US Government
FINE ARTS = 1		FINE ARTS = 1	FINE ARTS = 1	FINE ARTS = 1
.5 Music Appreciation OR Band OR Chorus .5 Creative Art: Comprehensive		.5 Music Appreciation OR Band OR Chorus .5 Creative Art: Comprehensive	.5 Music Appreciation OR Band OR Chorus .5 Creative Art: Comprehensive	.5 Music Appreciation OR Band OR Chorus .5 Creative Art: Comprehensive
PHYSICAL EDUCATION = .5		PHYSICAL EDUCATION = .5	PHYSICAL EDUCATION = .5	PHYSICAL EDUCATION = .5
HEALTH = .5		HEALTH = .5	HEALTH = .5	HEALTH = .5
PERSONAL FINANCE OR ECONOMICS = .5		PERSONAL FINANCE OR ECONOMICS = .5	PERSONAL FINANCE OR ECONOMICS = .5	PERSONAL FINANCE OR ECONOMICS = .5
.5 Personal Finance		.5 Personal Finance	.5 Personal Finance	.5 Personal Finance
CTE OR WORLD LANGUAGE = 1		CTE OR WORLD LANGUAGE = 1	CTE = 2	CTE OR WORLD LANGUAGE = 2

			• 2.0 credits from the same CTE Career Cluster AND/OR Capstone Experience AND; • Attainment of Silver or higher on NCRC OR Industry Recognized Credential	• 2.0 credits CTE OR • 2.0 credits World Language (same language) OR • 2.0 credits any combination of CTE and World Language
COMPUTERS = .5		COMPUTERS = .5	COMPUTERS = .5	COMPUTERS = .5
.5 Computer Applications		.5 Computer Applications	.5 Computer Applications	.5 Computer Applications
ELECTIVES = 6.5		ELECTIVES = 6.5	ELECTIVES = 5.5	ELECTIVES = 3.5

POST SECONDARY ADMISSIONS

The SD Board of Regents requires that entering undergraduates meet the following criteria for admission to a baccalaureate degree program:

- Rank in the top 60% of high school class OR Achieve ACT of 18 or above OR Earn GPA of at least 2.6 in high school courses
- Complete the at least the criteria for the Advanced Pathway with a GPA of 2.0 or better (OR score high enough on the ACT subtests

Taking a foreign language in high school is recommended but not required for graduation from Elkton High School. At this time, SD post-secondary institutions are not requiring students to have foreign language for admission. However, many post-secondary schools outside of SD require foreign language for admission. For example, the MN State Colleges & Universities System requires that undergraduates applying for state universities have 2 years of a single world language. The University of MN campuses have the same requirement. Thus, it is important to check the admission requirements of the colleges, universities, or technical schools you are interested in to determine if you should take a foreign language in high school.

GRADING SCALE

Class grades are issued based on percentage ranges. Grading scale for classes is as follows:

%	Letter Grade
100	A+
99-96	A
95-92	A-
91-89	B+
88-86	B
85-83	B-
82-80	C+
79-77	C
76-74	C-
73-71	D+
70-68	D
67-65	D-
64 & below	F

WEIGHTED AVERAGES

Under the weighted average system, grade categories are assigned a weight as a percentage of the final grade. Different types of work performed by the student will be assigned a value that will help determine the final grade earned for the course. This concept of proportional relevance means that tests may carry more importance in making a good grade for the course, although the successful completion of other components will ensure earning the highest grade.

HONOR ROLL

The Elkton High School Honor Roll is computed each semester based on a student's grade point average for that semesters' courses (the students' "Term GPA"). Students on the "A" Honor Roll must achieve a Term GPA of 3.6-4.0. Students on the "B" Honor Roll must achieve a Term GPA of 3.0-3.599. In addition, no student on either honor roll may have a quarter grade of "D" or "F".

Honor Roll is published at the end of each semester.

INCOMPLETES

All incompletes not finished at the end of the semester will revert to a failing grade for the course. Hardship cases may be appealed to the Administration.

RETENTION

The decision to promote or retain a student is very complex, and the district will work with the parents/guardians of the student to determine what is best for the student who is being considered for retention.

A student will be promoted if s/he is passing the core courses, unless the parent and administration, because of physical, mental, social conditions, or attendance concerns want the child retained.

CLASS PROMOTION

Promotion to the next grade in high school is as follows:

- Freshmen: All first year students are considered freshmen.
- Sophomore: Second year students who have earned at least 5.5 or more credits.
- Juniors: Third year students who have earned at least 11 or more credits.
- Seniors: Students who have earned at least 16.5 or more credits.

A student's grade level placement can be adjusted at semester time. Responsibilities and privileges of class will follow these credit "milestones." Examples include, but are not limited to, Prom (Juniors and Seniors), Senior Privileges, locker location, and state assessments (Juniors).

LOSS OF CREDIT

Students in grades 9-12 who receive an F for a semester grade will receive no credit for that class in that semester. Loss of credit requires a course to be taken again and directly impacts graduation requirements.

HOMEWORK

Homework is recognized as an effective practice and teaches the skills of independent study and learning.

Unless prior arrangements have been made, work that is not completed on time will be penalized. Students have five days after an assignment has been assigned to turn the work in for credit. At that time, only a maximum of 80% can be earned on the assignment.

GRADUATION

Students who fail to meet the graduation requirements set forth by either the South Dakota Department of Education, or the Elkton School Board will be allowed to participate in the graduation ceremony **if** those students have at least 22 credits. Students will not receive a signed diploma until the requirements set forth by the state and school district have been met.

Honor students for graduation must have earned a 3.0 GPA every semester during high school through the fall semester of senior year and cannot have any quarter grades of D or F.

STUDENTS' RESPONSIBILITIES FOR SUCCESS

Students should come to class prepared to learn and bring absolutely all necessary materials. It is also important to be attentive in class to understand the objective of the lesson, be an engaged and active participant in class, and take notes as needed to prepare for homework and future learning. Students should prepare the assigned homework neatly and accurately and have it ready to hand in on the due date. Students are encouraged to set up a time with their teacher(s) to receive extra help when experiencing difficulty with assignments. It is also imperative students set priorities that put daily educational achievement ahead of other activities.

SENIOR PRIVILEGES

A senior must meet one of the following criteria in order to be exempt from study hall attendance during the second semester. In order to keep this privilege, be sure to adhere to the guidelines and responsibilities that accompany it.

- A senior with a GPA this year of at least 3.67
- A senior with a GPA this year of at least 2.67 and missing no more than eight (8) of the same class period for the school year.
- A senior with a GPA this year of at least 1.67 and missing no more than five (5) of the same class period for the school year.
- Students cannot have a "D" or an "F" in any class.

Guidelines to be followed:

1. The grades and attendance standards that allowed students to earn this privilege must be maintained.
2. Seniors must return a signed waiver from their parents.
3. Students are not allowed to drive or be in or on any motorized vehicle during regular school hours.
4. Seniors must stay in their assigned classroom.
5. Tardiness will not be accepted upon returning to class after study hall. If a student receives his/her (5th) tardy during either the 3rd or 4th nine weeks, it will result in a loss of the privilege.
6. Days absent will be counted as stated in the school attendance policy.

Seniors will have an open study hall when no scheduled activity is planned, if they have senior privileges.

GENERAL POLICIES

CARE OF SCHOOL PROPERTY

Students are expected to walk in the halls. All school property shall be treated with care. Students who maliciously or carelessly damage school property shall be required to reimburse the school district for the cost of replacing or repairing the property and shall be disciplined according to discipline policies. A referral to law enforcement may also result.

LOCKERS

Each secondary student is assigned a locker for storage of books, school supplies, and coats. It is the student's responsibility to see that his/her locker is kept tidy and in working order at all times. Students are responsible for all items left in their locker. Lockers are school property and subject to search at any time.

Students are discouraged from bringing large amounts of money or valuables to school. The school cannot be responsible for lost or stolen items.

Students are to use only the locker which has been assigned to them by the office. Any changes in your locker assignment must be approved by the office.

BUS PLAN

Riding the bus is a privilege. Students are expected to be ready once the bus arrives and share their seat when on the bus. Bus drivers shall have full authority to quell any disturbances that might arise while the bus is en route. All disturbances will be reported to the school principals for immediate action. Constant troublemakers and creators of misbehavior may be forbidden to ride on the bus in accordance with the transportation policy on file in the offices or with the bus drivers. Parents will be notified.

CLASS MEETINGS

All class or student organizational meetings must be cleared through the principal's office by the advisor or representative of the organization that is requesting the meeting. Class and student organization meetings shall not be held without the advisor being present.

HEADPHONES

Students can use headphones if given permission by their classroom teacher. The school is not responsible for lost or stolen items.

CELL PHONES

The following cell phone procedures will be upheld in every classroom by all staff and students. It is our hope that these procedures will minimize distractions and significantly reduce the loss of instructional time while students are in class.

Daily Procedures:

1. Students will be allowed to utilize their cell phones during lunch period and between classes.
2. Students will be assigned a numbered pouch in each class period.
3. Students will place their cell phone in the pouch at the beginning of each class period (including study hall).
4. Students will pick up their cell phone from the pouch at the end of each class period.

If a student does not follow this daily procedure, puts their phone case in the cell phone holder, brings another phone to put in the holder and keeps their cell phone, argues with a staff member during confiscation of the phone when procedures aren't being followed, or does some other action that does not align with the daily procedures outlined above, the following disciplinary guidelines will be utilized:

- 1st & 2nd offense - phone is held in the office for the student to pick up
- 3rd offense - phone is held in the office until a parent or guardian picks it up, lunch detention, and phone is turned into the office each school day for a week.
- These offenses accumulate per semester.

If a student takes another student's cell phone, that is considered stealing/theft. Theft defined: knowingly possessing stolen property and/or the unauthorized taking of property of another or possessing such property.

- 1st offense - detention as assigned by teacher or principal; student will go last to pick up his/her phone at the end of the class period for the next week; may be referred to law enforcement
- 2nd offense - referral to principal for appropriate discipline depending upon the severity and frequency of the behavior

BAGS, COATS, & BLANKETS

Students are not allowed to wear coats or blankets in school. These items must be kept in students' lockers. Sweatshirts and fleeces are acceptable to wear.

Due to safety issues within the classroom, bags, backpacks, and purses are not allowed in the classroom and must be kept in a student's locker. Students are able to use a school-issued carrying case for their laptop.

SECURITY CAMERAS

Security cameras are installed in high traffic areas within the school and around the premises. These cameras are to monitor the safety of our students and staff.

AUDIO RECORDING OF CONVERSATIONS

For the protection of all parties involved, the Elkton administration reserves the right to audio record any phone or personal conversation involving students, parents, etc., dealing with student or other school related issues. Notice may or may not be given.

LUNCH

Elkton school lunch hour is closed. Students may not leave the building or go home for lunch. Students who bring a sack lunch from home will eat in the lunchroom. Guests for lunch must be cleared a day in advance with the main office and the principal.

VEHICLES

Any student providing his/her own transportation shall be under the direct supervision of the school administration. There shall be no driving of vehicles during school hours without approval from administration. Extreme caution must be exercised by the student when approaching and leaving the school grounds. Students will not return to their vehicles during the school day without permission of the administration or classroom teacher.

TELEPHONE / TELEPHONE USAGE

There is local phone service available in the main office. The telephone may be used by the student in emergency situations with approval from a teacher, secretary, or administrator. Unless an emergency exists, messages will be taken for all incoming calls. We will not interrupt classes for incoming calls.

LEAVING OR RETURNING TO THE BUILDING OR GROUNDS

No student is allowed to leave the school grounds at any time during school hours for any reason without permission from the office and having signed out in the office. A student neglecting to do so will receive 1/2 day of unexcused absence.

All doors are locked until 8 AM. Any student who is tardy in the morning must enter door A2 and check in at the front office before going to class. Students who are returning to school following an appointment must also follow this same procedure.

If parents need to enter the school to drop off materials or for a meeting, they will need to enter A2 and follow check-in procedures with the front office.

DRESS CODE

The purpose of a dress code is to promote the best possible atmosphere for students to achieve their highest potential and safety. Students should at all times be dressed in a manner that is conducive to a business-like scholastic atmosphere and in a way as to reflect positively upon the school and community.

Students are expected to wear clothing in a neat, clean, and well-fitting manner while on school property and/or in attendance at school-sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a disruption in the school environment.

- Student dress (including accessories) may not advertise, promote, or depict alcoholic beverages/tobacco, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Student dress (including accessories) may not display, imply, or depict lewd, vulgar, obscene, or offensive language or symbols, including gang symbols, pornography, nudity, or sexual acts or innuendos.
- Hair styles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education.
- Clothing that is revealing, suggestive or otherwise distracting (such as showing excessive skin and/or undergarments) may not be worn at school.
- Appropriate footwear must be worn at all times.
- Clothing may not obstruct a student's head or face unless being worn for religious purposes.
- Hats may not be worn during the school day. Hats may be worn at school-sponsored activities outside of the regular school day.

If there is any doubt about dress and appearance, the building administrator(s) will make the final decision. Students whose dress does not meet the expectations as outlined above may be subject to disciplinary action and/or be asked to change into appropriate clothing.

VISITORS

We suggest visitors do not visit the first two weeks of school or the last two weeks. The first weeks of school are for getting organized and review; the last few weeks of school, much time is devoted to wrapping up the school year. The principal should be notified **before** any visit and visitors should report to the office the day of the visit. Additionally, guests should not enter the school before 8:30 AM or during dismissal at the end of the school day.

Visiting children who live elsewhere should **not** be sent to school with enrolled children before you have contacted and cleared it with the principal. All lunch visitors should receive administrative approval a day in advance and check in at the front office upon arrival.

VOLUNTEERS

There are many opportunities to volunteer and actively participate in our school which result in many positive outcomes for our children. We thank you for your willingness to partner with us in providing an excellent educational program for our students. As a volunteer, you provide enrichment opportunities that enhance the educational experience for students while supporting teachers and staff.

Guidelines for Volunteers:

- Volunteers are required to check in and out at the main office.
- Please be courteous and follow the rules and regulations of the school.
- Please set up a predetermined block of time with the teacher for volunteering. The suggested time is 60-90 minutes between the hours of 8:35 AM and 3:15 PM. If you are unable to attend your scheduled time, please let the teacher know.
- Please stay home if you are sick.
- Do not bring siblings to school when you are volunteering in the classroom.
- Do not take video or photographs of students.
- Any communication with, or information about, individual students (including their performance or actions in class) must be kept strictly confidential.
- Each teacher has a different set of volunteer needs and their own way of integrating parent volunteers into their classroom. Most teachers ask parents to volunteer in the classroom to assist the teacher and to help with tasks such as photocopying, hanging artwork or other things.
- Please respect that classes may be in session and should not be interrupted without prior notice from the front office.
- Teachers are responsible for discipline in the classroom.

Please contact your child's teacher directly if you are interested in volunteering in your child's classroom.

COMPUTER USAGE

Students are encouraged to utilize all available technology at school. Every student is required to have a signed Acceptable Use policy on file each year. Students who fail to abide by this policy may forfeit the use of the technology.

The use of a school-issued laptop in grades 7-12 is a privilege. Failure to use the laptop in an acceptable manner will result in the loss of this privilege.

FIRE DRILLS

In the case of a fire drill, or a real fire, students are to follow the instructions of the teacher in charge of the class or study hall in which they are participants. Speed is desirable during all fires and fire drills, but not to the point of throwing away caution. Every person walks to his/her station of safety.

Students gather in groups according to the class or study hall that they are in and retreat at least one hundred feet from the building. Students shall wait for the teacher in charge of their group until they are done taking roll. All students will remain in their groups until they are given instructions to leave them.

If the fire or drill occurs at noon, the students should leave the building by the fire exit which is posted in the room they are in. Students shall fall into groups, by classes, one hundred feet from the building for roll call.

DISCIPLINE

EXTRA AND CO-CURRICULAR ACTIVITIES GUIDELINES

The following guidelines are in effect for all extra and co-curricular activities offered by the Elkton School District. Activities that fall under the rules and guidelines set forth in this document are as follows: all athletic participation, FCCLA, FFA, student council, oral Interpretation, school play, all state choir, all state band, NHS, co-curricular activities not part of the curriculum (trips, contests, etc.) and other school-sponsored events and activities not associated with the curriculum. Items not included are: graduation, band and choir concerts that are included in the curriculum, field trips and contests that are part of a student's grade.

Academic Eligibility:
All students who are enrolled in the Elkton Public School shall be eligible to participate in school-sponsored activities under the following conditions:

- S/he must be passing all classes with no "F" grades in any subject.
- If the academic standing of a student is unsatisfactory, s/he becomes ineligible to participate in all extracurricular activities. Eligibility can be restored when satisfactory progress is documented by the classroom teacher(s) and administration at the proper grade check times. Grade checks will occur beginning the second week of each nine weeks and will occur weekly. Should a student have a failing grade at the end of the quarter, they will remain ineligible until the next scheduled grade check. Students will be notified of their eligibility on the first day of the school week. If they are deemed ineligible, students will be ineligible for any activities occurring from the second day of the school week until the first day of the following week. Eligibility will be determined week by week.
- Students who are deemed academically ineligible will be able to practice with the team and can sit on the bench. Students who are academically ineligible will not be allowed to leave school early to travel to events.
- Students must attend classes for a minimum of ½ day in order to participate in school-sponsored activities scheduled on the same day. The school encourages you to communicate with the administration (principal/athletic director) with any questions or special circumstances that you might have prior to the scheduled event.

Training Rules:
You, the students of our school, are expected to be an example for the young people of our community. It is impossible to do your best and look your best if you are not in your best physical condition. This cannot be accomplished without a training program.

It is understood and agreed that the use and/or possession of alcohol, tobacco, e-cigarettes, e-cigs, electronic nicotine delivery systems, vaporizer cigarettes, and vape pens, or the use, possession, purchase or distribution of any illegal substance is prohibited by age as well as law. It is the position of the Elkton School District that any student found in violation of law is also considered in violation of system policy concerning alcohol, tobacco, e-cigarettes, e-cigs, electronic nicotine delivery systems, vaporizer cigarettes, and vape pens, illegal drugs, and/or other products not used for their intended purpose. A student shall not be readily accessible to, possess, use, distribute, or be under the influence of tobacco, tobacco products, alcohol, e-cigarettes, e-cigs, electronic nicotine delivery systems, vaporizer cigarettes, and vape pens, illegal and controlled substances as in accordance with SDCL 13-32-9. Students who have been found to be in violation of this policy will have the consequences listed below.

Since consequences require that students serve penalties for violations in the next activity in which the students participates, a student will not be allowed to enter an activity for the purpose of serving a penalty unless that student has been involved in that activity at least one year previously.

> **1st offense:** Student will be suspended from participation in **all** activities the student is currently participating in for a period of **2 weeks**. Students will forfeit any special awards for those activities (including lettering). Students will be allowed to partake in practices, but will not suit up for games.

2nd offense: Student shall not participate in any school activity or event in which the student is a participant for **six calendar weeks** beginning with the next scheduled event for the student. Student will forfeit all special awards (including lettering) for all the activities the student is involved with. Students will not be allowed to be part of the team. This includes participating with them in practice or sitting on the sidelines with the team.

3rd offense: Student will be ineligible for all activities for **one full calendar year (12 months)** from the next scheduled event. Student will forfeit all special awards (including lettering) for all the activities the student is involved with. Student will not be allowed to be part of the team. This includes participating with them in practice or sitting on the sidelines with the team. The 12-month suspension may be reduced to 3 months if the person participates in an assessment with a certified or licensed addiction counselor. If the assessment indicates the need for a higher level of care, the student is required to complete the prescribed program before becoming eligible to participate in extracurricular activities. Upon completion of the program with the addiction counselor, and the 3 month suspension, the student would be allowed to return to activities.

4th offense: Student will be ineligible for all activities for one full calendar year (12 months) from the next scheduled event. Student will forfeit all special awards (including lettering) for all the activities the student is involved with. Students will not be allowed to be part of the team. This includes participating with them in practice or sitting on the sidelines with the team. The 12-month suspension may be reduced to 6 months if the person participates in an assessment with a certified or licensed addiction counselor. If the assessment indicates the need for a higher level of care, the student is required to complete the prescribed program before becoming eligible to participate in extracurricular activities. Upon completion of the program with the addiction counselor, and the 6 month suspension, the student would be allowed to return to activities.

5th offense: Student will be ineligible for all activities for the remainder of their junior high/ high school career. Student will forfeit all special awards (including lettering) for all the activities the student is involved with. Students will not be allowed to be part of the team. This includes participating with them in practice or sitting on the sidelines with the team.

As a secondary school, accredited by the South Dakota Department of Education, we also adhere to South Dakota Codified Law and SDHSAA Activities Policy, which does outline additional penalties for illegal drug use: Any person adjudicated, convicted, or the subject of a suspended imposition of sentence for possession, use, or distribution of controlled substances or marijuana as defined in Chapter 22-24, is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education and Cultural Affairs for six (6) months. Upon a subsequent adjudication, conviction, or suspended imposition of sentence for possession, use or distribution of controlled substances or marijuana by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity while that person is attending any school accredited by the Department of Education and Cultural Affairs.

These training rules will be enforced the entire year, which includes the summer months, regardless of whether or not the student is participating in an activity at the time of a violation. A student who violates these policies shall be ineligible to participate in activities according to the policy.

Training rules violations are cumulative. This means that starting their 7th grade year, any violations that a student would receive, will carry over and be with them throughout the course of their high school career.

If a student is involved in more than one activity at the time of a violation, the time period for the suspension as well as all other consequences will apply to all activities. The time period will begin whenever the next scheduled event (in any of the activities) for that student occurs.

Concerns or complaints may be addressed in writing to the athletic director or school administration. Due process rights are afforded every student at Elkton Public School.

STUDENT DISCIPLINE POLICY

The following discipline policy applies to all students, grades 7-12, in the Elkton School District. The consequences described apply regardless of whether the misbehavior took place in school, on district property, in a district vehicle, at a school or district activity, or at a school bus stop. The consequences may also apply for misbehaviors that took place at another location but directly affect school programs or activities. On a case-by-case basis, the principal may implement consequences other than those outlined herein where it is necessary to protect the safety of students and staff or as necessary to prevent disruption of the educational environment. Any behavior that may constitute a crime under state and federal law may be referred to law enforcement.

Legal Obligations of Administrators:

When a report of student discipline is made, school administrators follow up on the report as soon as possible. Parents/guardians are made aware of an investigation taking place within a reasonable timeframe depending on the verified facts of the situation. While communication is of utmost importance, often the investigation takes far longer to conduct than others realize. This is the nature of a due-process investigation: it is thorough and conducted in a way that encourages students to freely share what they saw or heard and respond to follow up questions. Sometimes, the assistance of our School Resource Officer (SRO) is required. Our SRO will never talk with your student(s) unless prior permission from a parent/guardian has been granted.

When the results of the investigation are ready to be communicated, the appropriate administrator(s) will follow up with you to provide more information. The Family Educational Rights and Privacy Act (FERPA) requires student records to remain confidential. This includes information pertaining to investigations of student disciplinary issues. Administrators, by law, are only allowed to discuss the details of the investigation that relate to your student; they are not allowed to provide any details that pertain to another students' actions in the incident or the disciplinary action taken as a result. Likewise, information pertaining to your student(s) will not be shared with anyone other than you (the parents/guardians), school administrators involved in the investigation, or the SRO, if necessary. Upholding FERPA in these situations can sometimes cause frustration. Please do not equate the inability to communicate with a lack of disciplinary action taken.

Definitions:

Detention means the action of a staff member or the principal that requires a student to spend a specified period of time before or after school with the individual who assigned the detention. The individual assigning the detention will determine the date, time, and location of the detention and will notify the student's parents of this information.

In-school Suspension means the exclusion of a student by the principal from a class or an entire school day where the student must be present in the school building but will work independently in an isolated location to be determined by the principal. A student assigned to in-school suspension will be allowed to complete all schoolwork assigned during the in-school suspension period, and he or she will receive credit for all work completed. The student may not participate in or attend extracurricular activities unless the activity is required for academic credit.

Short-term suspension means the exclusion of a student by a principal or superintendent from a class or from school for not more than 10 school days. During the short-term suspension period, the student may not be in the school building or on school or district property, and the student may not participate in or attend school or district events or activities. Each school day missed as a result of short-term suspension will be considered an unexcused absence, and no credit will be given for schoolwork assigned during the absence.

Long-term suspension means the exclusion of a student by the district superintendent or school board from a class or from school for more than 10 but not more than 90 school days. During the long-term suspension period, the student may not be in the school building or on school or district property, and the student may not participate in or attend school or district events or activities. Each school day missed as a result of long-term suspension will be considered an unexcused absence, and no credit will be given for schoolwork assigned during the absence.

Expulsion means the action of the school board that terminates a student's membership in school for not more than 12 consecutive months.

Misbehavior	First Offense	Second Offense	Third Offense
Abuse: verbal, written or otherwise expressed - arousing alarm in others through the use of language that is discriminatory, abusive, threatening, or obscene.	Detention as assigned by teacher or principal.	Referral to principal for detention or other appropriate discipline.	In-school or short-term suspension assigned by principal
Alcohol Possession or Use: possessing or being under the influence of alcohol.	Short-term suspension of three (3) to ten (10) days and referral to law enforcement.		
Arson: intentional destruction or damage to school or district buildings or property by means of fire.	Short-term suspension of three (3) to ten (10) days and referral to law enforcement. Depending on the severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Assault: physical or verbal - acting with intent to cause fear in another person of immediate bodily harm or death, bullying, or inflicting or attempting to inflict bodily harm upon another person.	Short-term suspension of three (3) to ten (10) days and referral to law enforcement. Depending on the severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Bomb Threat: intentionally giving a false alarm of a bomb.	Suspension of ten (10) days and referral to law enforcement. Depending on the severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Damage to Property: defacing, cutting, or otherwise damaging property that belongs to the school, district, other students, employees, or others.	Restitution must be paid for the damaged property and referral to the principal for appropriate discipline depending upon the severity and frequency of the behavior. A referral to law enforcement may also result.		
Dress: wearing or displaying clothing / accessories that do not meet the expectations as outlined in this student handbook.	Detention as assigned by teacher or principal.	Referral to principal for detention or other appropriate discipline.	In-school suspension assigned by principal.
Drugs: possessing, distributing, or being under the influence of any narcotic or controlled substance, or item purported or believed to be a narcotic or controlled substance, or possessing or distributing drug paraphernalia where possession or use is prohibited by state or federal law; or use of over-the-counter or prescription drugs for the purpose of mood alteration or intoxication, or inhaling the fumes of certain volatile substances for their mood-altering or intoxicating effect.	Short-term suspension of ten (10) days and referral to law enforcement. Depending on the frequency and severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Fighting: adversarial physical contact (differentiated from poking, pushing, shoving, or scuffling) in	Short-term suspension of three (3) days for all individuals involved and referral to law enforcement. Depending on the frequency and severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		

which one or the other parties or both contributed to the situation by verbally instigating a fight and/or physical contact.			
Harassment: including sexual and bullying - participating in or conspiring with others to engage in acts that injure, degrade, intimidate, or disgrace another individual, including indecent exposure, displaying pornography, and words or actions that negatively impact an individual or group based on their racial, cultural, or religious background, their sex, any disabilities they may have, or their color, creed, or national origin.	Short-term suspension of three (3) to ten (10) days and referral to law enforcement. Depending on the frequency and severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Hazing: committing an act against a student or coercing a student into committing an act that creates a substantial risk of harm or holds a student up to ridicule in order for the student to be initiated into or affiliated with a student organization, group, or club.	Short-term suspension of three (3) to ten (10) days and referral to law enforcement. Depending on the frequency and severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Horseplay: rough, rowdy, or boisterous play or pranks, such as pushing, shoving, putting someone in a headlock, jabs, pulling a chair out from someone, dunking, or other actions typically described as “just joking” or “messing around.”	Verbal warning & referral of incident to principal.	Referral to principal for detention.	In-school or short-term suspension assigned by principal.
Insubordination: willful refusal to follow an appropriate direction given by a staff member, or acting in a disrespectful manner toward staff.	Detention as assigned by teacher or principal.	Referral to principal for detention or other appropriate discipline.	In-school or short-term suspension assigned by principal.
Interference, disruption, or obstruction: any action taken to prevent a staff member or student from exercising their assigned duties, including but not limited to, talking, sleeping, not paying attention, or coming to class without necessary materials.	Detention as assigned by teacher or principal.	Referral to principal for detention or other appropriate discipline.	In-school or short-term suspension assigned by principal.
Forgery / misrepresentation: oral or written - falsifying signatures or data, or giving false information to a staff member.	Referral to principal for appropriate discipline depending upon the severity and frequency of the behavior.		
Leaving the school building without permission.	Detention as assigned by teacher or principal.	Referral to principal for detention or other appropriate discipline.	In-school or short-term suspension assigned by principal.

Missed Detention: not attending assigned detention.	Time doubled for each missed detention for a maximum detention time of three (3) hours. If the student does not report for detention after accumulating three (3) hours of detention, the student will be assigned to in-school or short-term suspension at the discretion of the principal.		
Plagiarism or Cheating: stealing or using the words, ideas, or work of another in daily work, tests, assignments, and other schoolwork.	Detention as assigned by teacher or principal. Teacher may deny credit for work.	Referral to principal for detention or other appropriate discipline. Teacher may deny credit for work.	In-school suspension assigned by principal. Teacher may deny credit for work.
Retaliation: harming someone because they have harmed you; revenge	Short-term suspension of up to three (3) days for all individuals involved and referral to law enforcement. Depending on the frequency and severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Robbery or extortion: obtaining property from another person without consent or where his or her consent was induced by use of force, threat of force, or under false pretenses.	Short-term suspension of three (3) to ten (10) days and referral to law enforcement. Depending on the frequency and severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Skipping class: in school or on school or district grounds but not attending class.	Detention as assigned by teacher or principal.	Referral to principal for detention or other appropriate discipline.	In-school suspension assigned by principal.
Serious Threat: threatening, directly or indirectly, to commit a crime of violence with the purpose to terrorize another or with reckless disregard of the risk of causing terror in another.	Short-term suspension of three (3) to ten (10) days and referral to law enforcement. Depending on the severity of the behavior, the principal may recommend other action including long-term suspension or expulsion.		
Theft or knowingly possessing stolen property: unauthorized taking of property of another or possessing such property.	Detention as assigned by teacher or principal.	Referral to principal for appropriate discipline depending upon the severity and frequency of the behavior.	
Tobacco: possessing or using tobacco in district buildings, on district grounds, in district vehicles, or at district events. This includes vaping, whether tobacco was in the vape or not.	Referral to principal for appropriate discipline depending upon the severity and frequency of the behavior.		
Weapon: possessing any firearm or any device intended to look like a firearm; any knife; or any other device, instrument, or substance, which, in the manner in which it is used or intended to be used may produce severe bodily harm.	Suspension of ten (10) days, referral to law enforcement, and recommendation for expulsion from school.		

Self-Defense vs. Retaliation:

Self-Defense: when an unprovoked attack threatens imminent injury or death or causes reasonable fear of injury or death and a reasonable degree of force is used. In court, self-defense has to be proven that you were alone - you had no help and violence was the only way of avoiding serious damage to yourself. Self-defense is used to escape harm or

protect yourself in order to get help. Examples may include yelling for help or to stop, deflecting a strike, or pushing out of the way to escape.

Retaliation: The action of harming someone because they have harmed you; revenge. Retaliation is used to return harm. Examples may include stating the other person started it, fighting back, or using mean words/gestures.

Mutual Combatants: two individuals intentionally and consensually engaging in a fight.

If you were alone at a park and this happened, of course, you would be defending yourself. On school grounds with adults available, you are expected to seek an adult for help. You have options that you do not have at the local park.

If someone hits you and you cannot escape or move freely to get help, you can use self-defense. If you can walk away and get help, it is not self-defense. Simply hitting back is not self-defense (not in school and not in court). It takes two to fight. If you fight, there are consequences no matter who starts it or finishes it.

Ask Yourself:

1. Was I at school?
2. Was there an adult nearby?
3. If I had yelled help or stop, would others have heard me?
4. Could I have escaped?
5. Could I have moved freely to get help?

If you answered yes to these questions, you were not using self-defense. You were acting out of retaliation.

Harassment and Bullying: The Elkton School District prohibits all forms of infringement of the rights of others between and among students and adults connected with the operation of the District. The District will enforce all state and federal laws prohibiting harassment and bullying, and any individual who believes s/he has been subjected to harassment or bullying may file a written Harassment/Bullying Report with the district superintendent.

While students may experience others being occasionally mean or rude, the following information will be used as a guide when reports of potential bullying are investigated.

Bullying is defined as repeated and/or severe behavior(s) that are (a) aggressive, (b) directed at a minor, and (c) intended or likely to hurt, control, or diminish the minor emotionally, physically, or sexually.

- Imbalance of Power: Bullying happens between peers, but a bully has more power than their target: physically, socially, or emotionally.
- Repetition: Typically, bullying is not a one-time incident. The behavior may not be severe but is repeated over and over. If severe enough, a single incident can also constitute bullying.
- A History of Conflict: If two students already have a relationship marked by conflict, the behavior probably isn't friendly bantering.

Types of Bullying: The Centers for Disease Control and Prevention (CDC) identifies four types of bullying: verbal, social, physical, & damage to property.

- Verbal: Using words, statements, or insults in a negative way, such as name-calling, teasing, intimidation, or threatening to cause harm
- Social: Harming others through the manipulation and damage of their peer relationship, such as spreading rumors, leaving out individuals, embarrassing someone, or ignoring a teammate
- Physical: Any type of unwanted physical force, such as hitting, kicking, tripping, or other forms of physical aggression

- Damage to Property: Damaging or threatening to damage an individual's personal belongings or property that does not belong to you

Cyberbullying: 24/7 connections to social media and text messaging make cyberbullying pervasive. Examples include verbal and social bullying listed above, as well as actions such as taking or circulating unwanted pictures of someone.

Preventing Bullying Behavior:

- Confront the bully in action: If you feel safe, speak up. Tell the bully their behavior is not acceptable. Stand up for your peers.
- Seek help from a teacher, coach, or another adult: Share what you witnessed privately to avoid escalating any conflict.
- Walk away: If it's not safe to intervene, walk away. Bullies like an audience for their behavior. Don't be part of it, and tell others to walk away, too. If possible, help the target of the bullying leave the situation.

Upon investigation of a written Harassment/Bullying Report, the principal or district superintendent may impose short-term suspension of three (3) to ten (10) days upon the individual(s) engaging in harassing or bullying behaviors and refer the matter to law enforcement. Depending upon the severity and frequency of the behavior, the principal or superintendent may also recommend long-term suspension or expulsion. Any individual who believes he or she has been subjected to physical or verbal harassment or bullying may also seek to resolve the matter through the grievance procedure outlined below.

Additional information regarding the District's policies against harassment and bullying and a Harassment/Bullying Report form may be found on the school website or provided by the administration upon request.

Due Process Procedures: Pursuant to South Dakota law and regulation, the following procedures will be followed when a student is disciplined through short-term suspension, long-term suspension, or expulsion.

1. Short-term Suspension: If a short-term suspension from a class, classes, or school is anticipated because of a student's behavior, the principal shall give oral or written notice to the student as soon as possible after discovery of the alleged behavior, stating the facts that form the basis for the suspension. The student must be given the opportunity to answer the charges. If a student is suspended, the principal must give the parent oral notice, if possible, and shall send the parent or a student who is 18 years of age or older or an emancipated minor a written notice that provides information regarding the student's due process rights. A student who is an unemancipated minor may not be removed from the school premises before the end of the school day without contacting a parent unless the student's presence poses a continuing threat or danger, in which case the student may be immediately removed from the school and transferred into the custody of a parent or law enforcement.

2. Long-term Suspension:

a. Written report required: If long-term suspension is anticipated because of a student's behavior, the superintendent must file a sealed, written report with the school board by the end of the fifth school day following the first day of the long-term suspension and may request that a hearing be held before the school board. The report must include the facts of the situation, the action taken, the reasons for the action, and the superintendent's decision or recommendation. The report must remain in the possession of the school board secretary or business manager, sealed and unavailable for review by individual school board members, until the time set for a hearing. The superintendent must send a copy of the report to the student's parent or to the student if the student is 18 years of age or older or an emancipated minor at the same time the report is filed with the school board's secretary or business manager.

b. Right to request hearing -- Notice of hearing. If the superintendent finds grounds for a long-term suspension from a class or classes, the superintendent may exclude the student from a class or classes by using the short-term suspension procedure set forth above. The superintendent shall give a written notice to the student's parent or to a student who is

18 years of age or older or an emancipated minor and may schedule a hearing. The notice shall contain the following minimum information:

- The policy allegedly violated;
- The reason for the disciplinary proceedings;
- Notice of the right to request a hearing or waive the right to a hearing.
- A description of the hearing procedure;
- A statement that the student's records are available at the school for examination by the student's parent or authorized representative; and
- A statement that the student may present witnesses.

  If a hearing is requested, the superintendent shall give notice to each school board member of an appeal to the board for a hearing. The superintendent shall set the date, time, and place for the hearing and send notice by first class mail to each school board member and by certified mail, return receipt requested, to the student's parent or to a student who is 18 years of age or older or an emancipated minor. If no hearing is requested or the hearing is waived, the action of the superintendent is final.

c. Right of waiver. The student, if of the age of majority or emancipated, or the student's parent may waive the right to a hearing in writing to the superintendent. If the hearing is not waived, the hearing shall be held on the date, time, and place set in the notice unless a different date, time, and place are agreed to by the parties.

d. Hearing procedure. The school board is the hearing board and shall conduct the hearing in the following manner:

- The school board shall appoint a school board member or a person who is not an employee of the school district as the hearing officer;
- Each party may make an opening statement;
- Each party may introduce evidence, present witnesses, and examine and cross-examine witnesses;
- Each party may be represented by an attorney;
- The school administration shall present its case first;
- The hearing is closed to the public. A verbatim record of the hearing will be made and will be sealed pending court order;
- Witnesses may be present only when testifying. All witnesses must take an oath or affirmation administered by the school board president or business manager;
- Each party may raise objections; however, objections are limited to relevancy and scope of the question;
- All relevant evidence must be admitted; however, unproductive or repetitious evidence may be limited by the hearing officer;
- The hearing officer may ask questions of witnesses and may allow other school board members to interrogate witnesses;
- Each party may make a closing statement;
- After the hearing, the school board shall continue to meet in executive session for deliberation. No one other than the hearing officer may meet with the school board during deliberation. The school board may seek advice during deliberation from an attorney. Consultation with any other person during deliberation may occur only if a representative of the student is present; and
- The decision of the school board must be based solely on the evidence presented at the hearing and must be formalized by a motion made in open meeting. The motion must omit the name of the student and must state the reason for the board's action. The school board shall notify the student or the student's parents in writing of the decision. The notice must state the length of the suspension or expulsion.

e. Right of appeal. The student may appeal an adverse decision by the school board to the circuit court.

f. Attendance policies. The attendance policy of a school district may not exclude a student from a class or from school for more than ten days without providing due process procedures outlined here.

g. Referral to the placement committee of students in need of special education. If a student identified as in need of special education or special education and related services pursuant to SDCL 13-37-1 is expelled or subjected to long-term suspension, the procedure in Section 24:05:26:09 applies.

3. Expulsion:

If expulsion is anticipated because of a student's behavior, the student will be afforded due process procedures substantially similar to those outlined above, including those governing written report by the superintendent, notice of hearing, right to waive hearing, hearing procedures, right to appeal, and referral to placement committee for students in need of special education and related services. As with long-term suspension, the Elkton School District may not expel a student from one or more classes or from a school for more than ten consecutive school days without providing the due process procedures described above.

Grievance Procedures: Students, parents, and employees are encouraged to use the following procedures if they believe they have been subject to unfair or discriminatory disciplinary action, or they have a specific complaint regarding the content or implementation of District's discipline policy. In addition, the following procedures may be used to resolve issues related to Harassment/Bullying Reports filed with the District. The burden of proof lies with the individual filing the grievance or report.

In order to ensure each grievance is addressed in a fair and equitable manner, it is important that the individual filing the grievance does not proceed to the next level until he or she has made a good faith attempt to resolve the matter at the lowest level. The same is true for Harassment/Bullying Reports. However, in the event the individual filing a Harassment/Bullying Report feels he or she has been subjected to verbal or physical harassment by a teacher or staff member, he or she may proceed to Level 2.

Level 1: The individual filing the grievance or Harassment/Bullying Report will have an opportunity to discuss the matter with a **teacher or staff member**.

Level 2: If the grievance or issues related to a Harassment/Bullying Report remain unresolved at Level 1, the individual filing the grievance or report may bring the matter to the **Principal** for his/her consideration.

Level 3: If the grievance or issues related to a Harassment/Bullying Report remain unresolved at Level 2, the individual filing the grievance or report may bring the matter to the **Superintendent of Schools/CEO** for his/her consideration.

Level 4: If the grievance or issues related to a Harassment/Bullying Report remain unresolved at Level 3 and all of the procedures outlined above have been exhausted, the individual filing the grievance or report may bring the matter to the **Elkton School Board** for consideration.

As stated above, Harassment/Bullying Reports must be filed in writing with the Superintendent's Office. Grievances regarding the content or implementation of the District's discipline policy may be made orally or in writing at Levels 1-3. However, any unresolved grievance brought to the Elkton School Board must be presented in writing. The School Board's decision is final unless the individual filing the grievance requests a hearing. If a hearing is requested, the School Board shall comply with the procedures outlined above.

PLEASE NOTE: Due to state and federal privacy laws, no district employee, administrator, or school board member will be permitted to discuss Harassment/Bullying Reports or disciplinary action or inaction regarding a specific student unless the grievance or report is filed by that student, his or her parent or guardian, or authorized representative.

Questions may be addressed to the Administration.