Parent & Student Handbook

2026-2027

Milbank Elementary School

507 S 9th Street| Milbank, SD | 57252

District Office: 605.432.5579

Elementary Office: 605.432.6615

Transportation (Pat DeFea): 605.432.4836

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MILBANK SCHOOL DISTRICT

www.milbankschooldistrict.com | 605.432.6615

Welcome to Milbank Elementary

Welcome to Milbank Elementary School. I am very honored to be able to serve the students and parents of this school. Milbank Elementary has a long and proud tradition of high expectations and achievement. We have an outstanding staff who is committed to our school's mission of *Empowering All Students to Meet Life's Transitions and Future Challenges* by providing a well-rounded educational experience for all students.

At Milbank Elementary, we strive to create a nurturing, safe and welcoming environment for our students and their families. Additionally, we encourage family involvement and look forward to teaming up with you to provide the best educational experience for your children.

We, at Milbank Elementary School, look forward to filling the classrooms with students and the day to day activities within the school. We expect all students to *Be Safe, Be Respectful,* and *Be Responsible* each and every day in order for all students to grow and be successful.

If you ever have any questions or concerns, please feel free to give me a call, send an email, or stop by. Thank you for choosing Milbank Elementary School and the Milbank School District!

Go Bulldogs!

Dave Graf
Principal

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Our Bulldog Staff

SUPERINTENDENT:	Justin Downes
ELEMENTARY PRINCIPAL:	David Graf
SPECIAL SERVICES DIRECTOR:	Andrea Hagen
OFFICE I NURSE:	Kelsey Peery I Lauren Hill
COUNSELOR:	Jackie Hendricks
SCHOOL PSYCHOLOGIST:	Jay Trenhaile
PRESCHOOL / JK:	Rachel Kellen I Nicole Scott
KINDERGARTEN:	Anne Lester I Janelle Huber I Hayley Brown I Riley McCoy
GRADE 1:	Becky Johnson I Elisabeth Gauer I Makayla Johnson
GRADE 2:	Maren Davis I Hether Voeltz I Reeba Sullivan I Karissa Johnson
GRADE 3:	Sara Johnson I Jena Schulte I Emily Thompson
GRADE 4:	Sara VanMeter I Brenna Fredrichsen I Emma Anderson I McKenna Van Zee
GRADE 5:	Sue Cantine I Katie Riley I Renae Hanson
SPECIAL EDUCATION:	Melanie Schwandt I Karen Zagami I Ashlee Hausmann
	Kellie Christians I Mariah Snaza
PARAPROFESSIONALS:	Kody Johnson I Heidi Mullenbach I I Cody Stokesbary I Nora Escudero Quintero
	Herminia Ramirez Salvador I Ashley Kohn I Christian Peery I Erica Johnson I Jadyn Krier
	Dolly Madsen I Amelia Pederson
ELL EDUCATOR:	Christine Townsend I Janell Reyelts I Endi Salazar
TITLE Staff:	Tammy Mielitz I Karen Loeschke I Julie Haltquist
LIBRARY I ART:	Teresa Adolph I Noelle Korth
MUSIC I Band:	Karleen Thomas
PE	Ryan Conrad I Brady Femling
OT/PT/SPEECH:	Kelley Peters (OT) I Rachel Zinski (PT) I Kate Endres & Chad Nolz (Speech)
BLUE SKY COLONY:	Kari Schmeichel I Laurie Wollschlager

Federal Educational Rights and Privacy Act (FERPA)

Milbank Elementary School and the Milbank School District follow all of the rules and regulations required from FERPA. These rights allow parents and eligible students to examine and control students' records.

Non-Discrimination Statement

Milbank School District does not discriminate on the basis of race, color, national origin, sex, religion, age, creed, ancestry, or disability in employment or the provision of services.

Milbank School District provides equal opportunities with services to all individuals, including those individuals with disabilities.

Inquiries concerning the application of Title VI, Title IX, Section 504, or any other antidiscrimination law may be referred to Marie Ivers, Director of Federal Programs, at 605-432-5579 or 1001 East Park Avenue, Milbank, South Dakota 57252; or to the Regional Director, US Department of Education, Office for Civil Rights, 10220 North Executive Hills Boulevard, 8th Floor, Kansas City, Missouri 64153-1367 or at 1-816-880-4201.

Title IX

Please go to Milbankschooldistrict.com and click on the Title IX link under the Menu option for the Title IX Policy, Student and Employee Notice, and Training Slides.

MILBANK
SCHOOL DISTRICT

Parent/Guardian/Student Handbook

Milbank Elementary School

ARRIVAL/DISMISSAL

The school day begins at 8:15. Please do not send your children to school prior to **7:30** due to the availability of staff supervision.

Breakfast starts at 7:30. All students in grades 1-5 arriving prior to 8:05 AM will go outside for a morning recess from 7:50—8:05. Any students arriving to school after 8:05 AM can report to their classroom.

K-5 Dismissal: 3:10 PM

RECESS

All students have supervised recess everyday! The playground is an extension of the classroom and school rules are expected to be followed on the playground as well. Have Fun!!

Retention

Retention is considered when students are functioning at a level significantly below grade level expectations. Criteria used to consider retention: a) math and reading skills b) physical, emotional, and mental maturity, and c) work habits and attitude. No child will be retained until such a decision is considered by parents, teacher, and principal. The principal will make the final retention decision about a student.

REPORT CARDS

Report cards are issued at the end of every quarter by sending home with the student or through parent-teacher conferences.

Boys and Girls Club of Milbank

An after school opportunity to work on homework and participate in guided activities with staff and peers.

STAYING AFTER SCHOOL

Occasionally students are asked to stay after school because of poor behavior or to complete assignments. Teachers/administration will inform parents of such action prior to keeping a student after school.

Student Safety

Walkers/Bikers

Students who are riding bike to school, please park bikes on the rack by the bus loop.

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When leaving school, bikers will be dismissed before the busses and should proceed down Bulldog Avenue.

Records

State law requires all students to have a certified copy of their birth certificate and immunization records on file at school. Students will not be allowed to start school if either the birth certificate or immunization records are not on file. There will be no exceptions from this law.

Practice drills

The Milbank School District has developed a plan to implement in the event of emergency situations. Drills are held periodically to educate children on safe and effective procedures for things like fires, tornados, lockdowns or evacuations.

Child Abuse and Neglect

The South Dakota Codified Law requires school personnel to report if they know or have reason to believe a child is being or has been abused or neglected. Failure to report child abuse is a misdemeanor and punishable by law. All school personnel are required to report known or suspected cases of child abuse and/or neglect.

Cold Weather Safety

Students will not go outside for recess or gym classes during cold weather conditions, which is typically around zero degree windchill or below. These guidelines are general and subject to change at administrative discretion.

LOCKERS

Use only the locker assigned to you! The school assumes no responsibility for any loss of property belonging to students. If you have locker problems, report it to the office. Lockers are property of the school district and therefore subject to searches and inspections by school personnel at any time.

Discipline and Code of Conduct

Effective classroom management is a requirement for an optimum learning environment. Each teacher within the school has a list of expectations for their classroom. Children will be informed of and taught those expectations at the beginning of the year. Those expectations will be reinforced throughout the school year. If any child chooses not to follow those expectations, the can expect to receive a consequence for the misbehavior. Each situation will be handled on an individual basis and some cases may get referred on to administration, if needed.

Milbank Elementary expects all students to ***Be Safe***, ***Be Respectful***, and ***Be Responsible*** in all areas of the school every day. Please see our matrix located on page 22.

Dress Code

Students should be dressed appropriately so they are comfortable and safe in the classroom as well as outside at recess. Please refrain from sending your child in clothes that depict drugs, alcohol, or vulgar language. Additionally, we ask that students not wear flip flops, opened-toed shoes or backless shoes; it is a matter of safety.

Any clothing, dress, or attire that disrupts the general learning process or causes a disruption towards the school culture and climate is prohibited.

Students are not allowed to wear shorts from September 1 through May 1, unless administration provides notification otherwise.

All students have the responsibility:

- For their behavior and for knowing and obeying all school rules, regulations, policies and procedures;
- To attend school daily, except when excused, and to be on time to all classes and other school functions;
- To make necessary arrangements for making up work when absent from school;
- To assist the school staff in maintaining a safe school for all students;
- To be aware of all school rules, regulations, policies and procedures, including those in this policy, and to conduct themselves in accord with them;
- To respect and maintain the school's property and the property of others;
- To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- To conduct themselves in an appropriate physical or verbal manner;
- To recognize and respect the rights of others.

Transportation

Expectations for Student Drop Off: Parents should use the loop. The outer lane will be used as a parking and drop off lane. There is a sidewalk the entire length of the loop. The inside lane will be for through traffic. All cars will enter the South entrance of the loop and exit to the North.

Expectations for Student Pick Up: Parents will be allowed to park along the outside of the loop. Please be respectful of others and park as far north as you can filling the loop from north to south. Again, the outer lane is for parking and the inner lane is for through traffic. Enter through the South entrance and exit through the North.

Expectations for Bus Riders: All students must remain seated for their safety throughout the bus ride. Younger students should sit at the front of the bus.

Property Damage

Children will be fined for damaged textbooks and library books. Lost library books will be paid for, subject to the condition of the book prior to the loss.

Parent Access to Records

Parents have access to school district records pertaining to their child according to district, state, and federal guidelines. Confidentiality of student records will be maintained. The Federal Educational Rights and Privacy Act (FERPA) provides parents the right to examine and control the student's records.

Child Custody

If any parent has a court order that limits the right of one parent, please bring a copy to the office. Unless a court order is on file in the office, we must provide equal rights to both natural parents.

Attendance Matters!

We are required to document the reason for every student absence; therefore, calls will be made to homes of those who did not call regarding their child's absence. Students are allowed a maximum of ***8 absences per semester***; upon reaching 8 absences the school will send an attendance letter. Any subsequent absences will be considered unexcused. Once a student reaches 12 absences, the attendance record will be turned over to the truancy officer and/or State's attorney.

South Dakota statute requires compulsory school attendance for all children between the ages of six (6) and eighteen (18), as well as Kindergarten students who are 5.

When absenteeism has become detrimental to student achievement and the student/parent/guardian has ignored every effort by the district to gain compulsory attendance, the principal may begin truancy proceedings. Prior to such actions the principal shall have: communicated with parents to discuss truancy and offered an opportunity for educational counseling with school personnel and the student/parent/guardian.

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Regular attendance is very important to be successful in school and the workplace. The Milbank School District will reach out to families if there are more than 8 absences per semester.

Please call the office to report a child's absence. 432.6615

Every School Day Counts!

Student Health

The school nurse is at Milbank Elementary from 7:45 am to 3:15 pm each school day. She is responsible for providing health care services for your child, including first aid, health assessments, emergency care and the administration of medications. Additionally, she also assumes the responsibilities for student attendance, immunization records, and health screenings.

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Any medication to be administered to students will be done by the School Nurse or authorized personnel. A medication consent form must be completed, signed and dated by the parent or guardian. NO medication will be dispensed without having a completed consent form on file. If it is necessary for your child to carry their medication at all times, special arrangements can be made by contacting the School Nurse, otherwise all other medications must be dispensed from the nurse's office only.

Screening Tests

Vision: K, 2, & 4
Hearing: 1, 3, & 5
Height/weight: K-5
Blood Pressure: 2 & 4
Head lice: K-5

! ! ! Parents/ Guardians are asked to notify the Nurse anytime a student will be absent for school ! ! !

At registration you will be given an emergency card to fill out. Please indicate any health problems your child has on this form.

Leaving School Early

For the protection of your child, no student is permitted to leave the school at any time during school hours without permission from the office. All students are to be picked up from the secretary's office and will be released only to parents, guardians, or other authorized persons.

Grading

K-1 Grading

Standard Based report cards are used for all students in grades K-2. Each subject area is divided into a list of skills/standards the students are responsible for learning. Students will receive a proficiency mark indicating their performance on each skill.

Grades 2-5 Grading

Traditional report cards will be sent home for students in grade 2-5 using the following grading scale.

A	100-94	The student is more than meeting the demands of the teacher and has their work in on time. The work is superior quality. It shows mastery of the subject matter.
A-	93-92	
B+	91-90	The work is of superior nature and the required work is well done. The student meets the demands of the teacher and contributes positively to the class.
B	89-84	
B-	83-82	
C+	81-80	The student completes the required work in a satisfactory manner. The work is on and is average in quality.
C	79-74	
C-	73-72	
D+	71-70	The student is not doing the assigned work, is dependent on others, is inconsistent, uncertain, and not understanding the material. Work is below average, but does show some growth.
D	69-66	
D-	65-64	
F	Below 64	The student is doing unsatisfactory work.

In grades 2-5, the H, S, N, U systems of reporting will be used in Study/Work Habits and Citizenship. (Highly Satisfactory, Satisfactory, Needs Improvement, Unsatisfactory)

Reporting Progress

Parent/Teacher conferences will be held in October and February each year. Whenever there are concerns with a student's academic progress, the school encourages parents to contact the teacher.

Breakfast and Lunch Program

Breakfast and hot lunches are served daily. Breakfast begins at 7:30 AM each morning.

- Meals should be paid for in advance
- All cash should be submitted in an envelope addressed to the lunch department
- Checks must have the full name of the student in the memo area
- Parents and grandparents are welcome to eat with students; please call by 8:30 am that day.
- We encourage all families to look into National School Lunch and Breakfast Programs; detailed packet were given at registration and mailed to every parent who did not get one at registration. Please contact the Central Office at 432-5579 if you did not receive the information.
- Money left in the account at the end of the year will automatically be carried over to the next school year
- Set your own account notification preferences in the parent portal app.

Diet adaptations will be accommodated with a statement of need signed by the child's physician. Please contact Lunchtime Solutions Director, Amy Untereiner, at 605-380-9588 if your child requires a special diet.

PAYMENT

If you prefer to pay online, you can pay through Infinite Campus.

Parent Portal Link:

https://sis1.ddncampus.net/campus/portal/milbank.jsp

Special Assistance Programs

Special education, speech therapy and learning disability programs are available to students with special needs. No student is placed in any special program without the consultation of parents.

A full range of special programs for students with disabilities are available. Some programs include special education, Section 504 Plans, instructional accommodations, speech and language services, education/psychological evaluation, and any other programs mandated by the school district, the SD Division of Education, PL 94-142, PL 99-457 and any other required programs. Special Education Director, Marie Ivers, is responsible for student evaluations, special student placements, and all other special service programs. Milbank School District will follow the rules, procedures, and guidelines and policies of the school district, the state and federal governments. Parent rights and due process procedures are implemented in accordance with local, state, or federal guidelines and laws. Any student or parent may contact Mrs. Hagen or Mr. Graf to learn about laws, programs and procedures or to request special services evaluation and/or programs. A copy of the school district's comprehensive special education plan is available for examination in the offices of the superintendent and special services director.

All referrals must go through the Principal's or Special Services Director's office for any of the special assistance programs. The following should be noted when making a referral:

1) A referral form can be obtained from the Special Services Department
2) 2) The referral form should be completed and show, or have documentation attached, that interventions have taken place
3) 3) The referral is given to the Principal/Special Education Director
4) 4) A letter is sent home to the parents to receive permission for testing to take place
5) 5) Once the letter is signed by the parent and returned to the school, the school has 25 school days to complete the testing. If the parent does not sign the referral, no testing will take place. After the testing is complete, a meeting will be held within 30 calendar days with the parents, staff, and possibly the student. At this meeting the decision is made as to whether the child meets guidelines to be placed in a special services program. If guidelines are not met, then the staffing team will make a decision on an appropriate program.

There is also a Title I program for educationally disadvantaged at Milbank Elementary School. The program is for those students needing extra help in reading and math.

School Counseling Program / Elementary Counseling Services

The Milbank School District provides counseling services to support the instruction of students so they will be confident of their ability to learn, work, and relate to others. The counseling program is designed to serve all K-12 students. Counselors assist students with developing skills to make life-long educational choices and career decisions. Counselors help students develop relationship skills and gain an understanding of self and others. Consultation and coordination services are provided to teachers, parents and local resource persons to actively participate in the education of students.

Elementary Classroom Lessons—As part of the education team, the elementary school counselors foster development in career, academic, and social/emotional areas for ALL students by implementing a comprehensive school counseling program. Classroom lessons are part of the overall elementary curriculum that ALL students have equal access to and participate in. Classroom lessons support age-appropriate skill development in self-awareness, self-management, social awareness, relationship skills, personal safety, and responsible decision-making. Lessons are designed to prepare students with the knowledge, skills, and disposition to be successful in school and life beyond graduation.

Small Group—Depending on students' needs, various small group counseling/learning opportunities will be offered throughout the school year. Small groups allow students struggling with similar challenges to work together while they explore, address, and learn about the specific struggle in a safe setting. If a student is identified as needing this support and participation in a small group would be appropriate, families will be contacted by the school counselor.

Individual Counseling—In addition to classroom counseling lessons and small group opportunities, elementary school counselors provided individual (one-on-one) counseling sessions. Individual counseling services in the school setting are intended to be a brief solution focused intervention addressing the social and/or emotional challenges that are interfering with a child's ability to do their best in the school setting. The school setting is not the appropriate place to address some social/emotional/family challenges and referrals to out of school agencies and resources can be provided. Common challenges that are appropriate for the school counselor to address include but are not limited to:

- Social problem-solving challenges/conflict resolution
- Anxiety and fear related to school attendance/performance
- Building self-esteem/positive thinking for a growth mindset
- Anger management/frustration control in the school setting
- Adjusting to newly changing family situations (moving, divorce, remarriage, blended families, deployment, etc.)
- Grief/loss of loved one or family pet
- Bullying behavior investigations and resolutions
- Behavior challenges explorations and referrals
- Parenting consultations

Counseling sessions are confidential between the student and the school counselor, however, with student's permission every effort will be made to include and/or inform the family and appropriate school staff when disclosure would support the student's social and/or emotional growth. Students may self-refer, be referred by a staff member, or be referred by a family member. Because students can self-refer or drop-in for support, advanced family permission will not be possible in these situations. This type of support is part of the overall educational support offered to ALL students. When students, staff, or families are requesting on-going multiple sessions to focus on a specific challenge, communication will be made with the family by the school counselor.

Confidentiality Statement: The counseling relationship between students and their school counselor requires an atmosphere of trust and confidence. Students must trust the school counselor in order to be able to enter into a meaningful and honest dialogue with the school counselor. Out of respect and support for this type of relationship, South Dakota law requires that communication between students and school counselors be kept confidential except:

- *if the student discloses information that there is a clear & imminent danger to the student or another person.*
- *if the student discloses information that meets the criteria for a suspicion of child neglect and/or abuse.*
- *If the school counselor is ordered by a judge to release information.*

School counselors do not take sides in custody cases. They are mutual support people for students.



SCHOOL CLOSINGS

Announcements concerning school closings will be carried over radio stations KMSD - 1510, KPHR 104.3, KCGN - 101.5 in Milbank and KDIO - 1350 in Ortonville.

The closeline at KELOland and KSFY will be notified and messages will be sent through School Messenger phone calls and Milbank School District app notifications.



Visitors

Your Child's safety is our priority. If you are visiting the school between the hours of 8:15AM-3:10 PM, please use the main elementary doors to check in and check out at the Elementary Office.



LOST AND FOUND

Items found on the school property are available at lost and found. Please encourage your child to check this area regularly if they are missing an item.

FIELD TRIPS

Field trips are a fantastic opportunity to enhance student learning. Students participating in school activity trips must leave and return with the group. Any other type of arrangements for transportation must be made by personal contact, in written form, by the parent in advance of the trip. All school trips and activities will be chaperoned by a designated school employee.

Student Behavior Expectations

FOOTBALL GAME EXPECTATIONS

Milbank Elementary School students are to follow the expectations below when attending football games in Milbank:

- Students should be sitting with their parents, another adult, or the elementary section of bleachers located South of the main grandstand
- Students may leave the bleachers 2 minutes before half time, but must return by the start of the second half
- Appropriate language and school spirit is expected. Inappropriate language will not be tolerated
- Students are expected to watch the game; playing behind the bleachers or outside the fence should not take place during the game
- Failure to follow these rules will result in the student's parent being called and the student having to leave the game

Be Safe — Be Respectful — Be Responsible

BOYS AND GIRLS BASKETBALL GAME EXPECTATIONS

Students attending the basketball games in the gym are to follow the expectations below when attending an event:

- Students should sit in the South bleachers during the games, if not sitting with an adult
- Students may leave the gym during half times and between games only
- Students are not allowed to leave the building and then return
- Failure to follow these rules will result in the student's parent being called and the student having to leave the game

GO BULLDOGS!

Milbank School District Transportation Plan for Students in Foster Care under Every Student Succeeds Act of 2015

Under ESSA, transportation procedures for children in foster care must:

· Ensure that children in foster care needing transportation to the school of origin (SOO) will promptly receive transportation in a cost-effective manner and in accordance with the CPS's authority to use child welfare funding for SOO transportation.

· Ensure that, if there are additional costs incurred in providing transportation to maintain children in foster care in their SOO, the district will provide transportation to the SOO if the local CPS office agrees to reimburse the LEA for the cost of such transportation.

· the district agrees to pay for the cost of such transportation; or

· the district and the local CPS office agree to share the cost of such

transportation.

District Point of Contact:

Andrea Hagen, Special Services Director/Federal Programs Coordinator

andrea.hagen@k12.sd.us —1001 East Part Ave Milbank, SD 57252

CPS Point of Contact:

DSSRegion5EA@state.sd.us (605) 432-9588

Sequence and Procedure:

1. When a student is placed in foster care or changes residence while in foster care, the CPS worker must notify the school district contact person. If the new residence is not in the same school district, the district's Point of Contact (POC) must be notified.

2. If necessary, the district's POC can notify the School of Origin's transportation designee.

a.) The POC should provide the student's name, current school, new residence address, and whether the student has an IEP with specialized transportation.

b.) The POC or the transportation designee identifies potential ways that the child could be transported to the School of Origin if that is in the best interest of the child.

Milbank School District Transportation Plan for Students in Foster Care under Every Student Succeeds Act of 2015

Options:

Multiple factors will be considered and addressed when determining transportation options for these students, including: safety for the student and other students being transported; student age; length of commute; and distance. Information from the POC and/or transportation designee about these factors will be provided so that the plan will be in the best interest of the child and include consideration of cost-effective measures.

The following options can be considered to provide transportation:

1. Existing transportation can be modified slightly to accommodate the new address such as:

a.) An existing bus route can be used.

b.) An existing bus route can be modified slightly to accommodate the new address.

c.) Specialized transportation offered to other students can be accessed, such as:

I. School district car;

II. Public transportation;

2. The CPS worker also should explore options outside of those provided by the school district, such as reimbursing the foster parents for transportation costs, or including transport in contracts with licensed child placing agencies or group homes.

Funding:

If the Milbank School District can offer an existing means of transportation at no additional cost, CPS will not be charged.

CPS and the Milbank District can work together, as described above, to provide a form of transportation that best meets the child's needs. CPS will explore different funding sources to assist with transportation. The school district's Title I, Part A funds may be used to assist with excess transportation costs if funds exist after mandated responsibilities (such as transportation for students experiencing homelessness).

If the student has an IEP that includes provisions for specialized transportation, transportation must be provided by the school district responsible for the student's Free Appropriate Public Education (FAPE). Based on South Dakota's special education regulations, any alternative special education placement, whether public or private, assumes specialized transportation is part of the IEP and must be provided for the student to receive FAPE.

Title One Parent Involvement Policy

The Milbank Elementary staff and administration recognizes and values the involvement of parents in their child's education. In order to promote parental involvement, the Milbank Elementary staff and administration will provide the following opportunities:

- An annual Title One meeting. At this meeting, parents will have the opportunity to provide input in the Title One program, learn more about the Title One program at Milbank Elementary and participate in reading or math activities with their child.

- Parent Teacher Conferences: Parents will have the opportunity to conference with their child's teacher twice a year: in the fall and late winter. The conferences will be set up at a time that is convenient for the parent to attend. If the parent requires transportation or child care in order to attend the conference, the Milbank Elementary administration will provide transportation and/or child care.

- Consolidated Application Committee: Parents will be included as members of the Consolidated Application Committee. The Consolidated Application Committee meets on an annual basis in the spring to review the Title One program for the current school year and plan for the Title One program for the upcoming school year.

- Explanation of Curriculum and Assessments: Individual student state assessment reports will be distributed to parents at fall conferences. In addition, parents will have the opportunity to receive the Milbank Elementary report card at that time. Parents will be encouraged to ask questions concerning curriculum assessments and standards at the fall conferences. In addition, Milbank Elementary teachers are willing to address questions concerning curriculum assessments and standards at any point during the school year either in person, via phone or through email.

- Literacy and Math Home Activities: Parents are encouraged to engage in literacy and math activities at home. Teachers may provide reading/learning bags for students in the primary grades. In addition, teachers of all grade levels may provide websites to parents in order that parents and students can learn together through electronic media.

- Volunteering in Classrooms: Parents are encouraged to volunteer in classrooms at Milbank Elementary. Parents can volunteer on a weekly basis, a monthly basis or on an as needed basis.

- Transition to Kindergarten: Milbank Elementary School staff will involve parents and early childhood providers such as Head Start and preschool teachers in their annual kindergarten round up planning and activity.

- Native Language of Parents: An interpreter will be provided for parents whose native language is not English during conferences and individual parent meetings. In addition, Milbank Elementary staff will send home written communication in the parent's native language if possible.

- Professional Development: Teachers will be provided with professional development activities to assist them in communicating and working with parents

Grievance Procedure / Concerns & Feedback

If a student feels that he/she has been discriminated against, the student needs to present it in writing to:

Level 1: The Special Services Director will schedule an informal discussion of said grievance. It is expected that many grievances be resolved at this level. The Special Services Director must hold a conference within 5 days from the date of filing.

Level 2: If the student is not satisfied with the resolution made at level 1, he/she may appeal in writing to the principal for an informal conference and discussion of said grievance.

Level 3: If a student is not satisfied with the resolution made at level 2, he/she may appeal to the superintendent for an informal conference and discussion of said grievance. The decision at this level is binding and cannot be appealed unless he superintendent so indicates.

Complaint Procedure

Complaint Procedure Pertaining to ESSA and McKinney-Vento

A parent, student, employee, or district stakeholder who has a complaint regarding the use of federal funds and is unable to solve the issue, may address the complaint in writing to the district's superintendent.

Disputes addressing enrollment, transportations, and other barriers to the education of children and youth experiencing homelessness are also addressed under this procedure.

The superintendent will investigate, within one week, the circumstances of the complaint and render a decision, within two weeks, after receipt of the complaint. The superintendent will notify the complainant of the decision in writing. The complainant will be allowed one week to react to the decision before it becomes final.

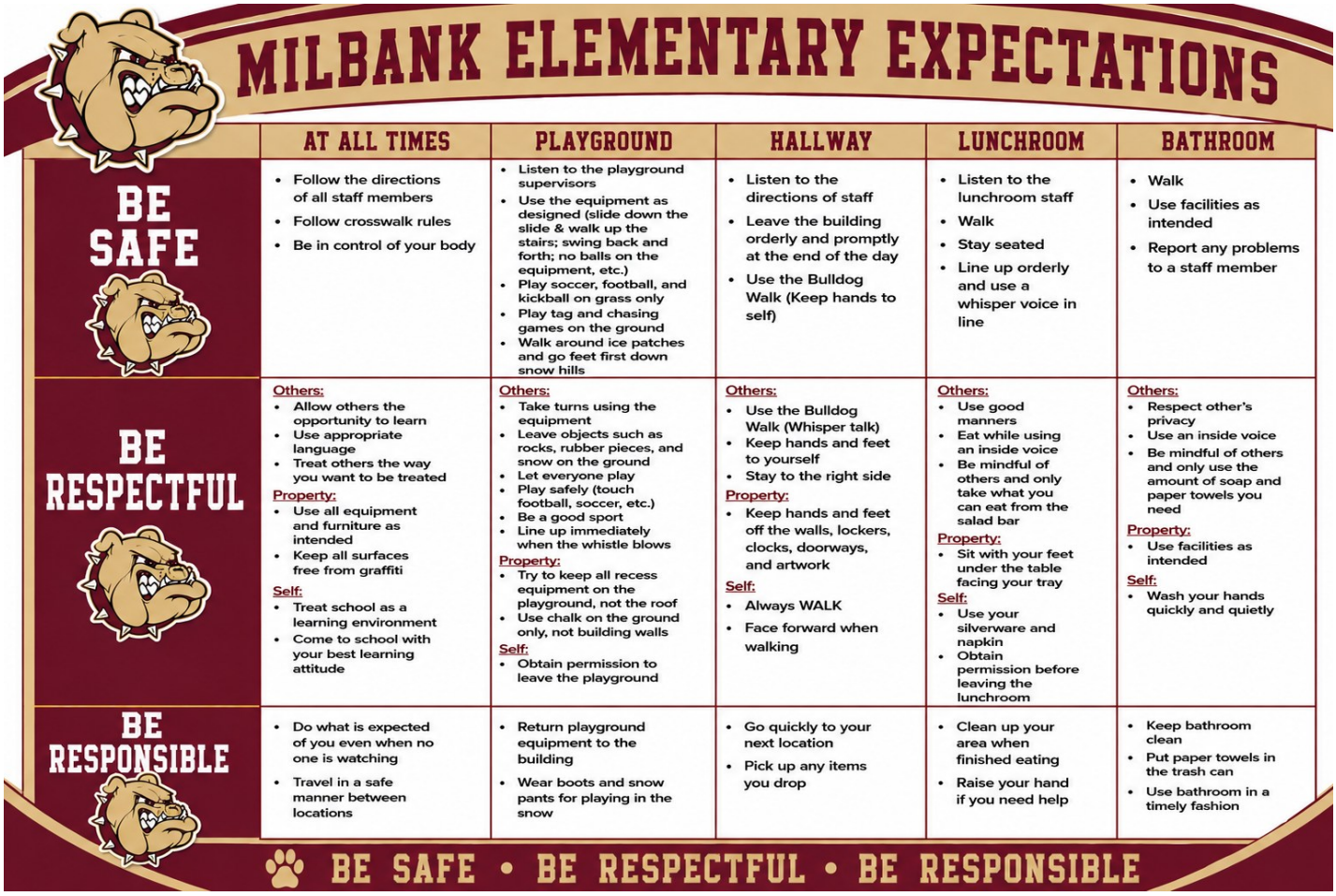
Concerns and Feedback

We recognize that there are times in which you may have questions. We welcome your feedback and encourage you to let us know if you have concerns.

- Share your concerns with the person most directly involved (classroom teacher, coach/activity advisor, etc.). Many times a concern is a result of misinformation or a misunderstanding and can be solved at the classroom or building level.
- If after that meeting there is still an issue, bring your concerns to the building principal.
- If an issue remains, you may direct your concerns to the superintendent.

THE BULLDOG WAY

Milbank Elementary



MILBANK ELEMENTARY EXPECTATIONS

	AT ALL TIMES	PLAYGROUND	HALLWAY	LUNCHROOM	BATHROOM
BE SAFE	• Follow the directions of all staff members • Follow crosswalk rules • Be in control of your body	• Listen to the playground supervisors • Use the equipment as designed (slide down the slide & walk up the stairs; swing back and forth; no balls on the equipment, etc.) • Play soccer, football, and kickball on grass only • Play tag and chasing games on the ground • Walk around ice patches and go feet first down snow hills	• Listen to the directions of staff • Leave the building orderly and promptly at the end of the day • Use the Bulldog Walk (Keep hands to self)	• Listen to the lunchroom staff • Walk • Stay seated • Line up orderly and use a whisper voice in line	• Walk • Use facilities as intended • Report any problems to a staff member
BE RESPECTFUL	Others: • Allow others the opportunity to learn • Use appropriate language • Treat others the way you want to be treated Property: • Use all equipment and furniture as intended • Keep all surfaces free from graffiti Self: • Treat school as a learning environment • Come to school with your best learning attitude	Others: • Take turns using the equipment • Leave objects such as rocks, rubber pieces, and snow on the ground • Let everyone play • Play safely (touch football, soccer, etc.) • Be a good sport • Line up immediately when the whistle blows Property: • Try to keep all recess equipment on the playground, not the roof • Use chalk on the ground only, not building walls Self: • Obtain permission to leave the playground	Others: • Use the Bulldog Walk (Whisper talk) • Keep hands and feet to yourself • Stay to the right side Property: • Keep hands and feet off the walls, lockers, clocks, doorways, and artwork Self: • Always WALK • Face forward when walking	Others: • Use good manners • Eat while using an inside voice • Be mindful of others and only take what you can eat from the salad bar Property: • Sit with your feet under the table facing your tray Self: • Use your silverware and napkin • Obtain permission before leaving the lunchroom	Others: • Respect other's privacy • Use an inside voice • Be mindful of others and only use the amount of soap and paper towels you need Property: • Use facilities as intended Self: • Wash your hands quickly and quietly
BE RESPONSIBLE	• Do what is expected of you even when no one is watching • Travel in a safe manner between locations	• Return playground equipment to the building • Wear boots and snow pants for playing in the snow	• Go quickly to your next location • Pick up any items you drop	• Clean up your area when finished eating • Raise your hand if you need help	• Keep bathroom clean • Put paper towels in the trash can • Use bathroom in a timely fashion

BE SAFE • BE RESPECTFUL • BE RESPONSIBLE

District Calendar – 2026-2027

2026/27 School Calendar - Milbank School District

Calendarpedia
Your source for calendars

August 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 10 & 11: Registration (Aug. 10 = 8 am to 6 pm; Aug. 11 = 8 am to 1 pm)

August 12 & 13: Teacher Inservice

August 14: New Teacher Inservice

August 18: First Day of School May 18: Last Day of School

October 19 & 21: Fall P-T Conferences (Early Dismissals) @ 1:30 pm

February 8 & 10: Spring P-T Conferences (Early Dismissals) @ 1:30 pm

*All days highlighted in green color boxes are school days.

*All days highlighted in blue color boxes-NO SCHOOL (Teacher Inservice)

*All days highlighted in white color boxes are NO SCHOOL days

Terms: Quarter 1 = 08/18/2026 - 10/16/2026 Quarter 2 = 10/19/2026 - 12/22/2026

Terms: Quarter 3 = 01/04/2027 - 03/05/2027 Quarter 4 = 03/08/2027 - 05/18/2027

Federal holidays 2026/27

Sep 7, 2026	Labor Day	Jan 1, 2027	New Year's Day	Jun 19, 2027	Juneteenth
Oct 12, 2026	Columbus Day	Jan 18, 2027	Martin L. King Day	Jul 4, 2027	Independence Day
Nov 11, 2026	Veterans Day	Feb 15, 2027	Presidents' Day	Jul 5, 2027	Indepen. Day (obs.)
Nov 26, 2026	Thanksgiving Day	May 31, 2027	Memorial Day		
Dec 25, 2026	Christmas Day	Jun 18, 2027	Juneteenth (obs.)		

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