

**Abinoojiiyag Elementary and
Pine Grove Learning Center**



Parent and Student Handbook

Abinoojiiyag School
Pine Grove Learning Center

320-532-4690
320-384-6236

**“Our Students Make a Difference”
“It’s Brave to be Different”**

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WELCOME TO NAY AH SHING SCHOOLS

The Mission of Nay Ah Shing Schools is to teach Ojibwe language, culture, tradition, history, and skill to live in two cultures by:

- Educating students academically, socially, emotionally, and physically in a safe and supportive environment
- Building relationships and socializing skills by teaching respect for themselves, for elders and for all individuals
- Creating strong partnerships with parents
- Accommodation of learning styles and teaching life skills
- Inspiring each other to do our best in service to all our relations

Purpose of this Handbook

This handbook is made available to Parent/Guardians and students to explain the operation of Abinoojiiyag and Pine Grove Learning Center so that we can all work together in providing the best education for our students. We take our responsibility for your child's education seriously and we want you to be knowledgeable of those responsibilities, but we cannot do it ourselves. We need your support and assistance as well. WE ALL HAVE TO WORK TOGETHER for our children's education.

Please review the entire contents of this handbook with your son or daughter. The handbook lists policies, procedures and guidelines necessary to ensure a safe, welcoming and positive learning environment in which everyone's rights are protected and guaranteed.

The handbook includes a school compact that outlines parent/guardian, school and student responsibilities. We ask that all parties sign the Partners in Education Compact and return to the school as soon as possible. A copy of the compact with all signatures will be placed in the child's folder.

Approved by School Board on September 26, 2018.

Kim Kegg
Chairperson

Administration

Commissioner of Education	Rick St. Germaine
Director of Education	Jocelyn Shingobe
Principal- Grades K-5	Lehtitia Weiss
Administrator	Julie Benjamin
Pine Grove Director	Karrie McCurdy
Niigaan/Extracurricular Director	Byron Ninham

School Board Members

Kimberly Keggs	Chairperson
Joseph Nayquonabe, Sr.	District I
Semira Kimpson	District I
Sami Thomas	District II
Richard Dunkley	District III

School Hours

Abinoojiiyag and Pine Grove schools are in session from 8:30 a.m. until 3:00p.m. Abinoojiiyag and Pine Grove Students are supervised by school personnel from the time they load the bus until they are returned home at the end of the school day. School personnel will be available to supervise students during all school-sponsored events.

School Enrollment Procedure

Common practice at Abinoojiiyag and Pine Grove allows any Indian child, eligible in a federally recognized tribe, a tuition free educational opportunity. Students expelled from another school may be denied admission based on administrative discretion. Abinoojiiyag and Pine Groves may require a waiting period for new and transfer students in order to establish schedules and secure records. The School Board has the right to limit enrollment of an individual student for the following reasons: overcrowding, student history, and impact on the school. All students who do not have a Certificate of Indian Blood (CIB) need to have prior approval of the School Board to enroll at Abinoojiiyag and Pine Grove.

A parent/guardian must accompany the prospective student (under 18 years of age) to the school office to complete registration materials. Upon returning completed registration materials, and being admitted into the school, parents and students will be given a copy of the handbook.

General School Policies

Visitors

- Parents or guardians are encouraged to be involved in the life of the school whenever possible.
- All visitors are required to sign in at the school office immediately upon arrival on the campus. Visitors are not permitted unless it is in the best interest of the students and the school.
- All visitors will be held accountable for school rules.
- Parents or guardians are welcome to visit the schools including classrooms with prior approval of the building administrators provided the visit is not disruptive to the overall learning environment.
- Children that are not accompanied by a parent/guardian/chaperone will not be permitted to visit during school hours.

Check out Procedure

Abinoojiiyag and Pine Groves schools are closed campuses. Students may be checked-out only by the adults listed on the enrollment form.

When picking up your child:

- Report to the front office and complete the checkout sheet.
- You must be here in person. No requests by telephone will be accepted.

School Closing

Our Schools utilize the *Bright Arrow* notification system; any school closing or late starts will be before 6:30 a.m. on the morning of any closing. Pine Grove will follow Nay Ah Shing schools, unless there are qualifying circumstances. School closings will also be announced on the television stations listed below. Please update the school with the desired phone number for this notification.

Television station
WCCO 4 KSTP 5
FOX 9 KARE 11

Transportation Guidelines for Inclement Weather

Wake Up Time Temperature: Bus Garage 5:00AM

- -20 degrees or -30 degrees Wind Chill= 2 hour later start

Actual Temperature:

- -25 degrees or -45 degrees Wind Chill= K-12 Cancellation

Field Trips/ After School Activities

- -20 degrees Actual Temperature or Wind Chill= Cancellation

Lockers

Students will be assigned lockers at the beginning of the year. The students are responsible for the upkeep of the lockers. If in the case where the number of students is greater than the number of lockers, the school will provide an alternative.

Locker and Desk Searches

School lockers and desks are the property of the school. At no time does the school relinquish its exclusive control of lockers or desks provided for the convenience of students. School personnel for any reason, may conduct inspection of the interior of lockers or desks and their contents at any time, without notice, without student consent, and without a search warrant. Any suspicious items, which warrant the school to search a locker, will be turned over to tribal police.

Student Use of School Phones

- Use of the school telephones by students is limited to emergency calls and school-related business calls only.
- Calls for permission to attend parties or to ride buses with friends, etc. will not be permitted. These matters should be taken care of before the student comes to school.
- Students will not be called out of class to answer phone calls. A message will be taken for the student.
- Inter-school phones (located in the classrooms) are to be used for official school communication only.

Communication with School Staff

Abinoojiiyag and Pine Grove welcomes input and feedback from parents and community members. Teachers believe open communication is essential to student success; you may call or email at any time to schedule a meeting. Parents and community members are encouraged to attend Parent Action Committee Meetings, which are held monthly. Any questions or concerns should be directed to the following persons:

Commissioner of Education

Rick St. Germaine (320) 532-4695 ex2301
Rick.StGermaine@millelacsband.com

Kim Kegg (320) 216-5419
kkegg@yahoo.com

School Board Chairman

Interim K-5 Principal

Lehtitia Weiss (320) 532-4690 ex 2208

lweiss@nas.k12.mn.us

Pine Grove Learning Center Director

Karrie McCurdy (320) 384-6236

Karrie.mccurdy@millelacsband.com

Parent Liaison

(320) 532-4690 ex 2160

Adrian Collie

acollie@nas.k12.mn.us

Ojibwe Language Coordinator

LeAnn Benjamin (320) 532-4690 ex 2101

bbenjamin@nas.k12.mn.us

Parent Portal Access

The Campus Community is another means of including parental involvement in your student's academics, behavior, and attendance. Your Parent Portal Access information can be found on the Nay Ah Shing School website. You will be given a user name and password by the office.

Grading and Assessments

Grading is one means of charting progress. The grade indicates the level of achievement the student has reached toward the mastery of course objectives. While grades are only one indication of what is being learned by the student, it continues to be the school's most reliable means of communicating achievement to parents, guardians and students. Based upon performance, grades attempt to describe the depth or quality of the learning that has taken place, as such, they should not merely indicate a student's progress as it relates to that of his/her peers but, rather, they should be as objective as possible in indicating the student's capabilities.

Official grade reports will be issued 3 times a year (after each 12 weeks). Parent/teacher conferences are held 2 times a year; however meetings can be scheduled at any time throughout the school year, upon parent/guardian request.

Standards-Based Report Cards

The new standard-based report card identifies the most important skills in each subject area at a particular grade level. Our standards-based report card identifies how well a child is progressing toward mastering each skill and achieving end-of-year grade-level expectations.

Teachers use standard-based grading rubrics to determine if the student is progressing toward each learning target, based on accepted academic standards used in Minnesota and the Bureau of Indian Education. These standards have been identified as being particularly important for students' success as they continue through school and become adult members of the Mille Lacs Community. Information on behavior, effort, and study skills is reported separately from the academic information in a section called "Characteristics of Successful Learners" There is also a place for teachers comments.

Ultimately, our standards-based report card will give students and families a more accurate and clearer picture of each student's learning.

Student progress is recorded using these categories:

- 4 EXCEEDS grade-level standards
- 3 SECURE. Meets grade-level standards
- 2 DEVELOPING. Partially meets grade-level standards
- 1 BEGINNING. Does not meet grade-level standards
- NA Not taught or assessed

Quarterly award ceremonies will be held to recognize student achievement, attendance, and behavior.

Assessments

Student progress is reported to the Bureau of Indian Education (BIE) and to the Minnesota Department of Education (MDE). This progress is shown by NWEA assessments which are either the Northwestern Educational Assessments (NWEA), or the Minnesota Comprehensive Assessments (MCA). These tests provide whole class and individualized instruction by providing information that helps us to provide a well-rounded and effective education for all students. The teachers will keep you updated on scores and RIT goals. Please talk to your child's teacher if you have any questions.

The Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Abinoojiiyag and Pine Grove, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Abinoojiiyag and Pine Grove may disclose appropriately designated "directory information" without written consent, unless you have requested the school not to. The primary purpose of directory information is to allow the Abinoojiiyag and Pine Grove to include this type of information in certain school publications. The following information has been designated as directory information:

Examples include:

- Student's name
- Honor roll or other recognition lists
- Graduation programs
- Degrees, honors, and awards received
- Grade level
- Participation in recognized activities
- A playbill, showing your student's role in a drama production
- The annual yearbook
- Sports activities
- Newspaper stories related to school functions and events
- Photographs
- School Sponsored Videos

Publicity or information regarding your child that you do not want Abinoojiiyag and Pine Grove to disclose the above information without your prior written consent, must be know by filling out the "Opt-out" Media Consent form and return it to school

Attendance Policy

In order to receive maximum benefit from classroom instruction and participation, it is important for students to attend school each day, on time. To ensure an adequate education and the required credit for promotion and graduation, students shall attend all classes and required school activities, unless properly excused by the office. Abinoojiiyag and Pine Grove will provide incentives and awards for students with perfect attendance and near perfect attendance.

Absences

1. Excused absences need both parent/guardian and school approval and will be granted for the following:
 - a. Illness: this applies to the student being ill as well as to the illness of an immediate family member when the family member's illness requires the student to miss school. Over 2 days absent will require a doctor's note.
 - b. Death of a relative or close friend, including the time necessary to travel to and from the place of the funeral
 - c. Medical and dental appointments (must be verified)
 - d. Cultural related activities (Prior Approval by Ojibwe Language Coordinator)
 - e. At the discretion of school administration.
 - f. Court ordered placement.
2. Students must attend classes regularly and on time. 7 unexcused class periods or 2 unexcused AM/PM sessions equals 1 full unexcused day. An "unexcused class period" will include Homeroom that starts at 8:30am. 7 unexcused class periods or 2 AM/PM sessions with result in a reentry meeting with the parent/ guardian.
3. Students who have family or personal business out of town for more than 3 days must arrange for make-up work before the absence or complete missing work within one week of returning in order to get credit for the quarter.

When Absent from School

Parents/caregivers need to call the school on or before the day of the absence in order to advise the school as to the reason for the absence. Otherwise the absence will be recorded as unexcused.

- If it is impossible to call on the day of the absence, the school needs to be notified on the morning the student returns. It would be appreciated if the student would bring a signed note stating the reason for absence. Notification as to reason for absence will not be accepted after 5 days.
- The school may accept an appointment card or letter from a hospital or clinic when the school has not been notified by the parent of an appointment.

Schools Response to Absenteeism

Below is a list of the steps school personnel will take in response to absenteeism.

Step One: Three (3) unexcused absences– Parent Involvement Coordinator will contact and inform the parent/guardian by telephone and/or email. A truancy brochure will be given at that time. A referral will then be made to the crisis management team.

Step Two: Five (5) unexcused absences – Parent Involvement Coordinator will send a certified letter to the parent or guardian requesting them to appear before the school board or a designated representative. (Notice #2) In addition, parents/guardians will be expected to attend a meeting with school crisis management team to develop a plan/contract designed to improve attendance.

- **Five classes/school days missed are considered excessive absenteeism under MN State Standards, Bureau of Indian Education standards and Mille Lacs Band Statute, therefore cannot be tolerated. Title 9 part 18c Mille Lacs Band Statute reads**

On the fifth unexcused absence from school the School Board shall by registered mail notify the parents or guardians to appear before the School Board for formal hearing into the matter.

Step Three: Seven (7) unexcused absences– Parent Involvement Coordinator will notify parent or guardian by certified letter (Notice #3). Truancy File opened

- **All documentation regarding absenteeism will be forwarded to Mille Lacs Band Health and Human Services, the county attorney’s office of the county in which the student resides. (Students with excessive absences are subject to mandated reporting requirements) This documentation will result in the creation of a truancy file.**
 - **Students must make up work outside of class that they have missed due to excessive absenteeism or they will not progress to the next level.**
 - **Students may face possible dis-enrollment from school or class**

Students who are unexcused absent 10 consecutive days during the school year will be automatically dis-enrolled and reported to proper authorities as per BIE policy.

If the student is dis-enrolled for any reason, the public schools in each student’s home district will be notified. In order to re-enroll at Nay Ah Shing, the parent and student must go before school board.

Tardy Policy

Definition of tardiness: A student will be marked tardy when not in the assigned classroom when the bell rings, (denoting the beginning of class) unless excused by the teacher.

It is important that students are taught the value of being punctual. The integrity of the classroom learning environment must be maintained at all times. Being tardy is not only disruptive to the educational setting for others, but, can become an undesirable habit in their own development.

K-5 Tardy Policy: A student will be marked unexcused tardy if they are less than 30 minutes late to the start of the AM or PM attendance unless excused by the teacher.

If arrivers later than 10:00 am to the start of the AM attendance, or after 1:00 for the PM attendance they will be considered unexcused absent for the AM/PM session of school that they are late to, unless a valid excuse is confirmed upon arrival.

Being unexcused tardy 5 times to an AM and/or PM session will be considered as ½ day unexcused absence.

The start of AM attendance is 8:30 AM.

The start of PM attendance is 12:15 PM.

Truancy

Abinoojiyag and Pine Grove will follow Mille Lacs Band and Minnesota State statutes regarding truancy. In an effort to combat truancy, the Mille Lacs Band of Ojibwe has strengthened truancy policy to increase student academic achievement. The newly adopted policy/model is available at www.nas.k12.mn.us or at the front desk of each school.

MLB Law under Title 9 part 18 Compulsory Attendance of school age pupils

- (a) Every child between the chronological age of six to sixteen years of age shall attend a Band School or Public School of the State of Minnesota, during the entire time that the school is in session during the school year. Nay Ah Shing shall be in session no more than one hundred and eighty (180) instructional days. 25 CFR, Part 36, Subpart C, Section 36.2 (b). Any student between the ages of sixteen and eighteen years of age who seeks to withdraw from school must have the student's parent or guardian (1) attend a meeting with school personnel to discuss the educational opportunities available to the student, including alternative educational opportunities, and (2) the student's parent or guardian must sign a written election to withdraw from school.
- (b) It shall be the duty of the School Board or its designee to determine the legitimacy of all absences from school for any pupil. Excuses for absence shall be determined from uniform standards promulgated by the School Board.
- (c) The School Board or its designee shall by registered mail notify the parents or guardians of any pupil who is unexpectedly absent from school. On the fifth unexcused absence from school the School Board shall by registered mail notify the parents or guardians to appear before the School Board for formal hearing into the matter. Upon the continuation of unexcused absences or upon failure of the parents or guardians to appear before the School

Board, the School Board shall request that the appropriate Social Services agency file a civil complaint (Child Protection Petition) in a court of competent jurisdiction.

- (d) Any person who is found guilty of civil violations of this section shall be subject to a fine not to exceed one hundred (100.00) dollars. Continued civil violation shall subject the person to contempt of court and an additional fine.
- (e) For the purposes of this section, parents or legal guardians shall be deemed liable for the truancy of minors under their direct supervision in any court of competent jurisdiction.
- (f) For the purpose of this section, parents or legal guardians shall be deemed liable for the acts of minors under their direct supervision in the Court of Central Jurisdiction

Perfect Attendance

Perfect attendance will be determined with the following criteria:

- Attend every day of scheduled school
- Students may have a maximum of 7 hours out of the classroom; this includes excused and unexcused absences and time spent in the behavior management rooms. Time out of class will be documented in the school reporting system (NASIS) by classroom teachers. NASIS will be used to verify information when determining perfect attendance.
- Only excused hours out of the classroom are funerals, medical appointments out of the immediate area and school sponsored events.
- Excused cultural absences must be approved by the Ojibwe Language Coordinator.

Near Perfect attendance will be determined by the following criteria:

- Two or less missed days of scheduled school.
- Any absences need to be excused.

Recommended Dress for students

The school recognizes that student dress and grooming practices are generally a matter of personal choice. However, the school also recognizes that there is a relationship between students' choices of dress and grooming practices and such things as school pride, self-esteem, and general welfare of the students.

The student shall assume the responsibility for dressing appropriately for all school occasions and weather. Suitable shoes must be worn in school for reasons of health and safety. Common sense should be followed in selecting appropriate dress.

Students who violate the school dress policy may be asked to do any of the following depending upon the specific circumstances:

- Turn inappropriate clothing inside out.
- Change into clothing that may be provided by the school
- Have other clothing brought to school
- Remove the accessory
- Student may be transported home

Any headgear must be stored in the student's locker throughout the school day, unless the student obtains permission from a school administrator.

Teachers may request that jacket/coat/hooded sweatshirts (including outerwear vests) be removed before entering their classroom.

Student Technology Policy

Abinoojiiyag and Pine Grove provide computers and Internet access to support students, faculty and staff as a resource and tool for the educational program. Our Wi-Fi has filters that meet federal laws as well as school and Band policies. To maintain the security and integrity of the school's computer network, all users must adhere to the guidelines and expectations for computer usage.

Abinoojiiyag and Pine Grove makes use of an Internet content filter to prevent access to sites with obscene, pornographic, or harmful content. Given the nature of the Internet and the limitations of content filtering systems, it is impossible to block all inappropriate sites. To remain eligible as users, students' use must be in support of and consistent with the educational objectives of the school. Access is a privilege, not a right.

Internet Safety, Privacy, and Security

- Students should only use appropriate websites and will notify personnel of inappropriate websites.
- Students should create and use strong passwords and adhere to privacy policies
- Students should not share personal passwords
- Students should not use the passwords of others

Digital Ethics

- Students should use appropriate language in the use of text messages, email, online discussions, and blogging.
- Do not send nor forward email that would be considered SPAM or chain emails.
- Do not provide personal contact information to strangers or persons that you do not know well.

Students shall not use school technology for:

- commercial uses, including offering to sell or purchase products or services;
- entertainment or personal non-education-related uses (downloading music or videos- may violate copyright laws)

- political campaigning, but may be used for communicating with elected representatives or expressing views on political issues
- illegal activities, such as arranging for a drug sale or the purchase of alcohol, engaging in gang activity, threatening the safety of a person, including cyber bullying
- harassment or personal attacks, including prejudicial or discriminatory attacks or statements
- posting false or defamatory information about a person or organization
- transmitting obscene, profane, lewd, vulgar, rude, inflammatory, threatening or disrespectful language or images
- transmitting content which is libelous or slanderous, creates a clear and present danger of inciting students or others to commit unlawful acts, violates school rules or disrupts the school's orderly operation
- attempting to gain unauthorized access to District computer technology, another person's folder or any other computers via the District's network
- attempting to read, delete, copy, modify or forge the content of other users' folders
- disclosing, using or disseminating personal identification information about one's self or others
- making deliberate attempts to disrupt network performance and/or destroy data

Credit and Copyright

- Students should not engage in plagiarism or self-plagiarism activities
Self-plagiarism occurs when an author reuses portions of his/her own published and copyrighted work in subsequent publications, but without attributing the previous publication.
- Students should not violate existing laws governing copyright
- Students should evaluate the quality, credibility, and validity of websites and provide proper credits and citing techniques.

Cell Phones

Cell phones are not allowed to be used during instructional hours. Students must put their cell phones in the phone holders located in each classroom, while classes are in session. Their lockers or the front office are other alternative options.

If a student does not comply, the following will occur:

Violation 1

- Student will be asked to hand the cell phone over to classroom teacher to be returned at the end of the class period

Violation 2

- If student refuses to hand the phone over, then administrative staff will confiscate the phone to be returned at the end of the school day

Violation 3

- After the third violation, the student's parent or guardian will need to pick up the phone in person

Violation 4

- Student will not be allowed to bring phone to school

Health and Medication Policies

Health Screenings

School-age hearing and vision screening is performed yearly according to guidelines by the Minnesota Department of Health. Hearing will be screened annually from kindergarten through third grade and in grades five, eight, and eleven. Vision will be screened in grades one, three, five, seven, and ten. Dental and diabetes screenings will be performed annually in grades kindergarten through twelve when clinic staffing is available. If it is determined a student needs to be referred to a health care professional, the parent/ caregiver of the student will be contacted and a referral letter will be sent home. Additional requests for hearing and vision screening may come from the parent, teacher, or other educational staff. If you would like your child's hearing or vision examined, please contact the health office.

Immunization

For the protection of all students, Minnesota State Law (M.S. 123.70) requires that all children who are enrolled in a Minnesota school be vaccinated against diphtheria, tetanus, pertussis, polio, measles, mumps, rubella, hepatitis B and varicella (chicken pox), allowing for certain exemptions.

Beginning the 2015-2016 school year it became mandatory for all students entering Kindergarten to receive the Hepatitis A immunization. 7th, 8th and 9th grade students must have received the Meningococcal and T-dap immunizations.

To reduce the occurrence of school absences from influenza, it is recommended that students receive a yearly influenza vaccine.

Before entering school, each student must provide proof that the immunization schedule is in process or has been completed. If a child has a medical reason or if parents conscientiously object to immunization, a notarized legal exemption form needs to be on file with the school.

Illness/ Injury/ Health Emergency

If a student is injured or becomes ill at school, they are to report to the teacher and ask to be escorted to the nurse's office when available, or to the behavior room. If necessary, the school will try to contact the parents. All students who are injured or become ill must check out through the office before leaving school. Students are encouraged to stay at home whenever they are ill.

In case of an accident or emergency during school or a school activity, students and staff are to notify school administration immediately. First aid supplies are kept in the nurse's office and in classrooms. A defibrillator is available in all schools.

Should the situation require medical attention, attempts to notify the parent or other emergency contact, as listed on the students enrollment form, will be made and the student will be taken to a medical facility for treatment. When a student is transported by school personnel or ambulance to the hospital or clinic, the parent is responsible to meet the driver and student at the health facility. Parent permission to receive medical attention in emergency situations must be kept on file at the schools.

Guidelines for Exclusion of Ill Children from school

There are times when keeping a student from school is necessary to promote a healthy school environment and to prevent the exposure and spread of illness or health conditions to others. It is the responsibility of the parent to make arrangements for the care of their children when they are ill. Parents/ Guardians are encouraged to contact their healthcare provider if their child is ill.

Students should remain home when any of the following symptoms arise:

- **Fever** - elevated temperature of 100 degrees or higher. The student may return to school after being fever free (without fever-reducing medication) for 24 hours.
- **Respiratory difficulties** - such as wheezing, sneezing, yellow-green nasal discharge, and prolonged or uncontrolled cough. The student may return after symptoms resolve and/or medical evaluation indicates the child is healthy and/or not contagious.
- **Vomiting** - The student should not return to school until the vomiting or urge to vomit stops for 24 hours.
- **Diarrhea** - increased number of stools compared to child's normal pattern, along with watery stools and/or decreased school form, which are not related to medications or food reactions. The child should not return to school until diarrhea stops.
- **Rash** - undiagnosed rash of unknown cause. See your healthcare provider before returning to school. The student may return to school if the rash is not contagious..
- **Sore throat** - sore throat that needs culturing because other signs are present.
- **Eye drainage** – Pink or red “whites” of the eye with purulent drainage that causes matting of the eye-lids; pain or redness of eyelids. See healthcare provider for diagnosis and treatment.

Specific Disease Exclusion Guidelines

Abinoojiiyag and Pine Groves follows guidelines from the Centers for Disease Control and the Minnesota Department of Health. The following are some requirements regarding some common communicable diseases and when the student may return to school:

- **Chicken pox** - all lesions are dry and crusted, usually about 6 days after rash appears.
- **Common Cold/ Respiratory Infections** – No fever for 24 hours without the use of fever-reducing medicine and child is well enough to participate in activities.
- **Fifth Disease** – No exclusion if other rash-causing illnesses are ruled out by provider.
- **Hand, Foot and Mouth Disease** – No fever for 24 hours and child is well enough to participate in routine activities.
- **Impetigo** (blisters covered with honey colored crust) - at least 24 hours after start of medication and sores are drying.
- **Influenza** – No fever for 24 hours (without use of fever-reducing medicine) and child is healthy enough to participate in routine activities.
- **Mononucleosis** – may remain in school if well enough to participate in typical school activity.
- **Pertussis**- until 5 days of antibiotic treatment has been received.
- **Pin worms** - until at least 24 hours after start of medication.
- **“Pink eye”**(Conjunctivitis) - until at least 24 hours after start of medication.
- **Scabies**- until at least 24 hours after start of treatment.
- **Shingles** – if blisters cannot be covered or stay covered, return to school once blisters have crusted. If blisters can be completely covered by clothing or bandage may remain in class.
- **Strep throat/ Scarlett fever** - until at least 24 hours after start of medication and child is without fever for at least 24 hours.

- **Ringworm** – Until treatment has been started.
- **Hepatitis** - Physician’s statement required for admittance.

Head Lice (pediculosis)

Head checks will be done at the beginning of the school year, monthly, or as needed throughout the year in Abinoojiiyag and Pine Grove schools by a designated staff member. If live head lice is discovered on a student during the school day, the student with live head lice does not need to be sent home early from school. They will be allowed to go home on the bus at the end of the school day, be treated, and return to class after appropriate treatment has begun. The student will be given an information sheet on how to treat. Students with live crawling head lice will not be allowed re-admittance to the school until treatment has been received. Once treatment has been received, the student may return the next school day with a parent or guardian and will be rechecked by a designated staff member. If there are no live head lice or live nits, the student may return to class.

Allergy Policy

According to the National School Lunch Program Act, the Food & Nutrition Department is required to adhere to specific regulations to accommodate special diets for students enrolled in Abinoojiiyag and Pine Grove.

Generally, children with food allergies or intolerances do not have a disability as defined in any of the Acts or laws, and the school food service may, but is not required to, make food substitutions for them. However, when food allergies result in severe, life-threatening (anaphylactic) reactions, the child’s condition would meet the definition of “disability” and the substitutions prescribed by the licensed, medical physician must be made.

If you are requesting any special dietary requests for your child for next school year, please get the appropriate forms from our Parent Involvement Coordinator and have your family physician fill them out. Often the physician will order tests to verify an allergy. These forms must be updated each school year. When you contact the Parent Involvement Coordinator, he will set up a meeting between the Nutrition Services Coordinator and yourself, at your convenience, to discuss your child’s special dietary needs. Please bring the completed forms to the meeting. Without the forms, the School Foodservice cannot provide any special foods for your child. If you have any questions, please contact Deb Foye (nutrition coordinator) or Ace Collie (Parent Involvement Coordinator) at 320-532-4690.

No products containing nuts can be brought into the schools due to known student allergies at this time. Please keep that in mind when providing your students with snacks or treats for school.

Medication and Prescriptions

In most cases, medication prescribed for three times a day does not need to be administered during school hours and can be given before school, after school and at bedtime. We encourage medication hours to be arranged outside the school hours if at all possible. Dispensing of medication is not the responsibility of the school. However, Abinoojiiyag and Pine Grove recognizes that some students may require medication during the school day.

Students are not to carry their own medication while in school unless there is a medical necessity; In these cases, the school nurse must be contacted and parent/ guardian must complete the school’s medication permission form.

The school district's licensed practical nurse (LPN) or other trained staff member will administer medication which has been requested by the parent/guardian following the school's policy. School staff may not distribute over-the-counter (OTC) or prescription medication to students without proper training and delegation by Licensed School Nurse. For the safety of your child, it is essential that the following be observed when a medication is to be given during normal school hours;

Two key factors must be present before medications will be administered:

1. Written permission authorizing school personnel to administer medications.
 - a. Parents' consent is needed for all medication;
 - b. Physician consent is needed in addition to parent's consent for all prescription medications.
 - c. Medication permission forms are available on the district website or can be picked up at the front desk, labeled "Medication Administration Request Form". The form must contain the following:
 - Student name
 - Name of Medication
 - Diagnosis
 - Time and direction of administration
 - Dosage and route of administration (ex. 1 teaspoon orally)
 - Possible side effects
 - Termination date of administration
 - Signature of a parent/guardian
 - Physician's name and office address
 - d. The school must be notified immediately by the parent/ guardian of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.
2. Medications given in school must be brought in an unopened original or pharmacy labeled container (labeled bottle identifying the child's name, dosage of medication, route, and physicians name for prescription medicine; sealed original labeled bottle for over-the-counter (OTC) medications).
 - a. Medications brought in in plastic bags or other containers will not be accepted.
 - b. Limited quantities of the medication should be brought to the school.
 - c. Should a parent in outlying areas be unable to bring the prescription medicine to the school, the prescription medication may be given to the student's bus driver, provided it is clearly labeled and has the necessary information.
 - d. Schools and school staff do not keep a "Stock supply" of over-the-counter (OTC) medications such as Tylenol, Benadryl, cough drops, etc. All OTC medications must be provided by parent/ caregiver if requested to be given during school hours.**

Note: It is a violation of the law for students to take medication during school hours without proper processing through the school health office and if required documentation/consent is not in place.

Medication forms are available from the school front office staff.

Medication administered by school personnel will be kept in the health office under lock and key. Special storage requests must be discussed in advance with the school nurse. It is the parent/guardian's responsibility to pick up any medication belonging to their child at the end of the school year. The health office will destroy unused medication not picked up by the end of the school year.

School health personnel do not routinely accompany students on field trips. A teacher or designated school employee may be responsible for medication administration during field trips. Please inform the school in writing if you do not want your child to receive medication in this manner. We will do anything that we can to accommodate your child

Students are permitted to carry prescribed inhalers with a physician's order and school nurse assessment.

Investigational Drugs and Complementary and Alternative Medicines requests should be evaluated on a case-by-case basis with the parent/ legal guardian, the prescribing physician or provider, and the licensed school nurse.

Abinoojiiyag and Pine Grove are not responsible regarding medication if the student or parent/guardian does not comply with this policy.

Medication information will be kept confidential according to state and federal regulations. Designated school staff and personnel may be notified of certain health information on a "need-to-know" basis in order to provide a safe environment for the student.

Suicide Prevention Services

Abinoojiiyag and Pine Grove will utilize qualified staff (school counselor, social worker, nurse, and other Mille Lacs Band Services to educate and provide treatment to students that may have attempted, contemplated, or have been exposed to suicide.

Student Services

Library

Student use of the Pine Grove library is encouraged. The following rules will be used to check out books:

- All books, except reference books, may be checked out for two weeks at a time and may be renewed as often as necessary.
- Reference books may be checked out overnight only.
- Any book damaged or checked out for more than two months without being renewed will be considered lost and the parent will be charged for the purchase price of the book.
- Any person with more than three lost books will lose the privilege of checking out more books.

Fieldtrips

Students must attend school and adhere to the requirements set forth by the teachers in order to be permitted to go on the trip. The school will arrange transportation and the following rules must be adhered to:

- Authorization for school field trips must be filled out as a part of the enrollment packet or,
- Students must obtain written permission from their parents/guardians to attend the field trip.
- All members of the group must travel to and from the event with coach, organization, advisor(s), or faculty representative(s).

- Any damages accrued while on a fieldtrip by a student will be billed to the parent/guardian
- Due to safety factors, students who are not able or willing to follow the rules will not be allowed to attend field trips
- Infractions of a serious nature may disqualify a student from all future field trips.
- School bus policies will be strictly enforced.

School Meals

Breakfast and lunch are provided free of charge to students of Abinoojiiyag and Pine Grove. Students are required to eat the meals in designated areas only.

- Students are not permitted behind the food serving line.
- All food will be placed only on food serving trays.

Nay Ah Shing will promote and protect students' health, well-being, and ability to learn by encouraging healthy eating and physical habits. Every effort will be made to notify staff about any special nutritional needs of students. Staff will receive training on how to respond to those needs. Students will have opportunities, support and encouragement to be physically active on a regular basis.

Upon approval by the building administrator, parents and/or guardians will be allowed to eat meals with their children at the school at a cost of \$3.00 for breakfast and \$4.00 for lunch. Tickets can be purchased at the front desk.

General Emergency Evacuation

Abinoojiiyag and Pine Grove have a Crisis Emergency Team to deal with general emergency evacuation situations. In such an emergency they will work with staff, administration, Tribal Police, and any necessary entities to resolve issues and provide student safety. Each of the following emergency evacuations will have plans and protocol that will be implemented.

It is the responsibility of staff to ensure students know the exit plan and the directions for leaving the building from each of the rooms in an emergency.

Tornado Evacuation:

Directions will be given by each instructor as to the procedure to be followed in case of a tornado warning. One tornado drill will be held over the course of the year.

Fire Drills:

Students are to evacuate the building quietly. No student is to return to the building until an "ALL CLEAR" message is given. Monthly fire drills will be held during the course of the year; which includes 2 in the first month.

ALICE Emergency Plan:

Abinoojiyag and Pine Grove employ emergency plans only as needed. This system works with tribal police and emergency responders. If you have any questions regarding this system, please see your school's administrators, tribal police, or tribal emergency service workers.

Monte Fronk, Emergency Management Coordinator: 320-362-0435

Sara Rice, Tribal Police Chief: 320-532-3430

Alert

Plain language, what is a threat, what is the location, number of suspects

Lockdown

Barricade your door with as much as you can

Inform

One person notifies "911" what you are observing in your areas. Inform school.

Counter

As a last resort throw, distract, take down subject. Never pick up weapon!

Evacuate

Get out of the building or area to a safe designated place!

Transportation Policy

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues. Our Transportation Coordinator is **Patti Wiersgalla**, and she can be reached at: (320) 674-0776

If she cannot be reached, please call the school Principals at their respective schools.

PLEASE NOTIFY THE OFFICE IF THERE IS TO BE A CHANGE IN TRANSPORTING YOUR CHILD. If there is no notification, your child will follow his/her regular method of getting home. **ALL BUS PASSES** must be called in **by 2:30pm.**

Bus Privileges

Transportation of students to and from school is a privilege. For safe transportation, the students must be aware of the rules for the bus. The student must also be aware of what will happen if he or she decides to violate the rules. The bus driver is in complete charge of the bus at all times and is responsible for the safety and discipline of the students.

School bus rules and regulations

- Students should be on time for their bus stop, drivers will wait a **maximum** of 1 minute per stop, please have your child ready on time for the convenience of the other passengers.
- Stay off the road while waiting for the bus.
- If student has to cross the road while loading, stay at least 10 feet in front of the bus.
- Keep hands, feet, and property inside of bus.

- Fighting, throwing items, teasing other children, and use of profane language will not be tolerated.
- Emergency exit doors are for emergency use only.
- Students will remain **seated** while bus is moving.
- Littering, smoking, drug use, animals, or weapons are not permitted on the bus.
- Parents will be allowed on the bus with school administration permission only.
- Parents must have indicated on the enrollment form alternative drop off destinations.
- Writing on or destruction of the school bus is prohibited. Fines will be administered.
- If the driver has reason to believe that no caregiver is home and child to be dropped off is under the age of 10 the driver will not let child off. The driver will contact the school, where they will try to contact the appropriate student contact. If no contact made the driver will return student to the school. As a last resort Tribal Police will be contacted.

The driver/bus monitor shall:

- Give a verbal warning to student concerning the violation and make use of the school discipline policy.
- Take appropriate action such as moving the student to the front seat, etc.

Students are expected to behave in an orderly manner at all times. Students who do not cooperate will be issued a Bus Violation:

- 1) Will be referred for disciplinary measures
- 2) May be denied the privilege of riding the bus.
- 3) In extreme cases local authorities may be notified.

If the student commits a major infraction that jeopardizes the safety of the student, other students, or the bus driver, the bus driver may assign a one-day suspension from the bus. A school administrator, if warranted, may assign a bus suspension for more than one day. The school may use videotape footage to review incidents.

Suspension of Bus Riding Privileges

Whenever a bus driver suspends a student, the student will be provided a copy of the suspension report. The Transportation Coordinator will notify the parent/guardian the same day, if possible. Whenever a student is suspended from bus riding privileges, the student is still obligated to attend school using an alternate form of transportation to and from school.

The duration of the suspension will be at the discretion of the Bus Driver and the Transportation Coordinator. Parents will be mailed, or hand delivered a copy of their child’s bus suspension. A signed copy of the bus suspension by the parent/guardian will be needed to be returned to the school, failure to do so, may result in loss of bus privileges. Multiple bus suspensions by a student(s) will result in a parent meeting with the Transportation Coordinator and other School Administration. Failure to show/come to the meeting will result in a continued bus suspension, and/or permanent loss of bus privileges.

Student Transportation Safety Training

Abinoojiiyag and Pine Grove shall provide students enrolled in grades kindergarten through 12 with age appropriate school bus safety training. The training shall be results-oriented and shall consist of both classroom instruction and practical training using a school bus. Upon completing the training, a

student shall be able to demonstrate knowledge and understanding of at least the following competencies and concepts:

- Transportation by school bus is a privilege, not a right.
- District policies for student conduct and school bus safety.
- Appropriate conduct while on the bus.
- The danger zones surrounding a school bus.
- Procedures for safely boarding and leaving a school bus.
- Procedures for safe vehicle lane crossing; and
- School bus evacuation and other emergency procedures.

Student school bus safety training shall commence at the beginning of the year. All students grades K-12 who are transported by school bus and are enrolled during the first or second week of school must demonstrate achievement of the school bus safety training competencies by the end of the third week of school. Students who enroll in a school after the second week of school and are transported by school bus shall undergo school bus safety training and demonstrate achievement of the school bus safety competencies within four weeks of the first day of attendance. The school district may deny transportation to a student who fails to demonstrate the competencies, unless the student is unable to achieve the competencies due to disability. The school district will make reasonable accommodations in training for students known to have limited English proficiencies and students with disabilities.

Discipline and Behavior Management Policy and Procedure

Positive Behavior Support Program

Abinoojiiyag and Pine Grove uses the Positive Behavior Intervention Support Program (PBIS) throughout the school. Rules and expectations are posted throughout the school buildings. Students are taught what is expected of them at the beginning of the year. Expectations are reviewed periodically as needed. We emphasize the positive and reward students for doing the ‘right thing’.

All school rules, policies, and expectations are in effect during school hours, while a student is on school grounds, or at any school function. Rules and policies are also in effect while students are traveling on school sponsored trips.

All students are responsible for knowing and obeying our school rules, policies, and expectations. The basic rules to follow at Nay Ah Shing are: **Be Safe, Be Responsible, Be Respective.**

School-wide Behavioral Expectations

Common Area	Be Safe	Be Responsible	Be Respectful
Cafeteria	Walk at all time Eat at tables with chair legs touching floor. Keep all food to self	Wait in line patiently All food and drink stays in food area. Wait to be excused	Clean up your area Treat self and other kindly And use good manners
Recess Area	Stay within designated boundaries Take care of equipment and grounds	Go directly to recess area Wait for dismissal instructions. Line up promptly when staff signals	Treat self and others kindly, play fair and use good manners. Tell adult/staff, if there is a problem.
Hallways	Walk at all times Use drinking fountains appropriately	Move to class on time Use hall pass or be escorted during non-transition	Quietly pass in hallways
Bathrooms	Wash hands before returning to class. Keep water in sink and put towels in garbage can	Use bathroom during break Return to class room promptly Inform adults of vandalism	Give people privacy
Arrival and dismissal areas	Enter and exit through designated doors When busses are present remain on sidewalk	Wait patiently in designated areas	Treat others and property with respect
Circle/Assemblies	Sit in designated area	Focus on presentation Wait for dismissal instructions Return to class promptly	Actively listen to the speaker Respect tobacco and offerings
Classroom	Stay in assigned areas Keep walkways clear Follow directions and safety procedures immediately	Be prepared and on time Use time wisely Treat school and other property with respect Clean up after self	Actively listen to the speaker Use appropriate voice and words.
Gym	Use equipment properly No food, drink, or gum	Show good sportsmanship Equipment must stay inside the gym and be returned to designated area	Be a team player, encourage others
Bus	Stay seated Wait a safe distance from the road	Use quiet voice Place litter in proper place	Be ready and on time Follow all directions of driver and bus monitor Treat school bus, property and others with respect
Nurse/Offices	Wait patiently in designated area	Wait quietly until addressed State your purpose politely	Bring hall pass

Consequences

The principals may use discretion in individual cases. Depending upon the nature and the severity of the offense and the number of prior offenses, consequences will be assigned. The possible consequences are not intended to be all-inclusive. Because it is not possible to list every inappropriate behavior that occurs, behaviors not specified will be responded to as necessary by staff. The list of possible behavioral consequences are presented as guidelines for staff, students, and parents. Except for serious offenses, the accumulation of consequences shall count for one school year only.

Initial Referral to the Child Study Team

Expulsion

A student may be expelled from school if it is shown that his/her conduct does in fact undermine good order, threatens the welfare of the school, disrupts the educational process or deprives other students of an opportunity to pursue their own education. Expulsion may be for a calendar school year or less depending upon the decision of the School Board. This decision on expulsion will be based on the recommendation from the Expulsion Hearing Committee in accordance with due process. The principal or the principal's designee will select members of the Expulsion Hearing Committee. That recommendation will be reviewed by school board members at a hearing/meeting held within 15 days of the notification to the parent/guardian of the student(s) to be expelled. Expelled students are not allowed on school grounds at any time without prearranged permission from the school principal. To be re-admitted to school after the expulsion period, students must demonstrate to school board that they have met all conditions of the expulsion. The school board makes the final decision on a student's reentry to school.

Due Process for Expulsion

In all disciplinary actions students will be afforded due process of law under the Constitution of the United States, and the regulations of the school district. Every student is entitled to due process of law before he/she is expelled.

- A. Written notice of charges within a reasonable time prior to a hearing. Notice of charges shall include reference to the regulation allegedly violated, the facts alleged to constitute the violation, and the notice of access to all statements of persons relating to the charge and to those parts of the student's school record which will be considered in rendering a disciplinary decision.
- B. A fair and impartial hearing to the imposition of disciplinary action (absent the actual existence of an emergency situation and immediate danger to the health and safety of the student and others). In an emergency situation the school official may impose disciplinary action not to exceed a temporary suspension, but shall immediately submit a report in writing the facts (not conclusions). The report shall indicate the reason for the emergency and shall afford the student a hearing that fully comports with due process as soon as practicable.
- C. The right to have present at the hearing the student's parents/guardian (or their designee) and to be presented by lay or legal counsel of the student's choice. Private attorney's fees are to be borne by the student.
- D. The right to produce, and have produced, witnesses on the student's behalf and to confront and examine all witnesses.
- E. The right to record of hearings of disciplinary actions including written findings of fact and conclusions in all cases of disciplinary action.
- F. The right to administrative review and appeal
- G. The student shall not be compelled to testify against himself.
- H. The right to have allegations of misconduct and information pertinent expunged from the student's record in the event the student is found not guilty to the charges.

Title IX: Know Your Rights

Title IX of the Education Amendments of 1972 (“Title IX”), 20 U.S.C. 1681 et.seq, is a Federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. All public and private elementary and secondary schools, school districts, colleges, and universities (hereinafter “schools”) receiving any Federal funds must comply with Title IX.

Under Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion.

Pursuant to Title IX of the Educational Amendments of 1972, Nay Ah Shing has designated two persons A Title IX coordinators for the schools. Please ask at the front desk for the Title IX coordinator. The coordinator’s responsibility includes coordinating and implementing the schools’ Title IX compliance efforts and to strengthen the college culture that supports a safe and respectful learning and working environment.

Information about Title IX:

Every Complainant has a right to present his or her case. The case rights include the following:

- 1) The right to adequate, reliable, and impartial investigation;
- 2) The right to have an equal opportunity to present witnesses and other evidences;
- 3) The right to the same appeal processes, for both parties.

Every Complainant has the right to be notified of the time frame of the following:

- 1) The school will conduct a full investigation of the complaint;
- 2) The parties will be notified of the complaint outcome;
- 3) The parties may file an appeal, if applicable.

The complainant has the right for the complaint to be decided using a preponderance of the evidence standard (i.e., it is more likely than not that sexual harassment or violence occurred).

Every Complainant has the right to be notified, in writing, of the outcome of the complaint.

The grievance procedures may include voluntary informal methods (i.e., mediation) for resolving some types of sexual harassment complaints. However, the complainant will be notified of the right to end the informal process at any time and begin the informal stage of the complaint process. In cases involving allegations of sexual assault, mediation is not appropriate.

Joycelyn M. Shingobe, Title IX Coordinator
Executive Director
MLB Department of Education
43408 Oodena Drive, Onamia, MN 56359
320-532-2153
Joyce.shingobe@millelacsband.com

Asbestos Management Plan

Although Nay Ah Shing is asbestos free, it is important to relay that on October 22, 1986, Congress promulgated the Asbestos Hazard Emergency Response Act (AHERA), Public Law 99-519 (40 CFR 763 Subpart E), which requires schools to annually notify parents, legal guardians, school staff, employees, and workers of the availability of the schools' Asbestos Management Plan which outlines the steps taken to eliminate exposure to asbestos hazards.

We here at Abinoojiiyag and Pine Grove willfully comply with the AHERA requirement because of our commitment to the well-being of your children, our employees and workers.

We have an Asbestos Management Plan available for review, which identifies all locations of asbestos containing building materials in each building and includes an Operations and Maintenance Plan to manage this asbestos. The Asbestos Management Plan is available for review during normal hours of school operations at the Administration Office.

Should you have any questions, please contact the Administration Office.

Principle Obligation:

“No Person in the United States shall, on the basis of sex,...be subjected to discrimination under any education program or activity receiving Federal financial assistance...” 20 U.S.C. §1681 (a).

“Though the statute does not mention sexual harassment, we have held that sexual harassment is intentional discrimination encompassed by Title IX.... Discrimination is a term that covers a wide range of intentional unequal treatment...” Jackson v. Birmingham Bd. Of Educ., U.S. 167, 174 (2005)

Pertinent Statutory and Secondary Authority:

2 MLBSA § 5(a)

8 MLBSA §§ 3103(b), 3243(b-c, f)

9MLBSA § 8(a), (c)(6)

MLB Pers. Policy and Procedures Manual (ed. Mar. 5, 2014) at 30, 69, 77-79, 98

United States Education Amendments of 1972, Pub. Law No. 92-318, 86 Stat. 235, 373 (“Title IX”) (codified at 20 U.S.C. §§ 1681-1688)

34 C.F.R. §§ 106.1-106.71

Office of Civil Rights, U.S. Dept. of Educ., Revised Sexual Harassment Guidance: Harassment of Students By School Employees, Other Students, or Third Parties (2001)

Questions regarding the applicability of Title IX Coordinator or the Assistant Secretary for Civil Rights, U.S. Department of Education, 400 Maryland Ave. S.W., Washington, D.C. 20202-1100

Parent Participation

Parental participation is necessary for student success. By signing the Abinoojiiyag and Pine Groves Student-Parent Compact, it is agreed that parents understand the importance of the roles of:

- Commissioner of Education
- Principals
- Teachers and support staff
- Parents/legal guardians
- Students

We **all** have important roles to play in the education of our students.

The Parent Coordinator will address attendance issues. **Parents are encouraged to participate in monthly parent action committee meetings (PAC).**

Abinoojiiyag and Pine Grove has been using a parent incentive program which encourages parents to get involved in school activities by committing to time of service within the school. We encourage parents to complete Volunteer Opportunities Form and pledge form and return it to the school as soon as possible. Parents employed by Mille Lacs Band will be able to use 3 hours a month per child and get paid to spend time in the schools. The Upper school has designated a parent/community members/elder room for meeting, signing up to volunteer, and relaxation. Parents will also receive “**parent bucks**” from the schools as another incentive. The parent store- elementary and business manager’s office-secondary will be available for redemption.

Partners in Education Compact

This compact is a commitment made by individuals to support your child's education

As the Commissioner of Education, the Nay Ah Shing School Board, and the Principals we will...

- Provide a school setting that allows for positive communication between the school and home
- Have high expectations for all our students and staff
- Expect and support community/parent involvement
- Accept the responsibility to provide a quality curriculum and opportunities for all students to learn and grow in a safe educational environment which promotes cultural awareness

As the Teachers we will...

Have high expectations for myself and my students every day

- Communicate and work with families to support student learning and parent involvement
- Show respect for each student and expect students to show respect for each other
- Accept the responsibility to provide a quality education with an emphasis on cultural awareness to enable each child to grow to his/her fullest potential

As a Parent/Guardian I will...

- Make education a priority in my household
- See that my child attends school regularly, on time, and prepared to learn
- Encourage my child to read daily at home and/or read to my child daily at home
- Insist that all homework is completed and returned to school on time
- Communicate with the school when my child is ill, changes in school routine, and/or when circumstances change at home that could affect my child's learning
- Take an active role in my child's education

As a Student I will...

- Attend school and all classes regularly, on time, and prepared to learn
- Demonstrate respect by listening to my Teachers and Nay Ah Shing Staff
- Take care to not interfere with other students learning in class and throughout the school
- Complete all class work and homework to the best of my abilities and on time

Signature Page

Partners in Education Compact

Student Parent Handbook

2018-2019

By signing this document I verify that I had read and have and understand the importance of the Abinoojiiyag and Pine Groves Student/Parent Handbook and the Student-Parent-School Compact. I also understand that this compact is not only between the Abinoojiiyag and Pine Grove and myself but is a commitment to my child, my child's academic success, and my child's future.

Parent/Guardian Signature _____ Date _____

By signing this document I verify that I have read and understand the importance of the Abinoojiiyag and Pine Groves Student/Parent Handbook and the Student-Parent-School Compact. I also understand that I will work hard to achieve my learning goals. I will be safe, responsible, and respectful each and every day.

Student Signature _____ Date _____

By signing this document I understand the significance of the Student-Parent-School Compact and that I have an obligation to the students, parents/guardians, and community to provide the highest level of education and to hold Abinoojiiyag and Pine Groves to the highest standards.

School Official _____ Date _____