

MENOMINEE TRIBAL SCHOOL

PARENT – STUDENT HANDBOOK
2021-2022



Menominee Tribal School
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INTRODUCTION

Posoh! Welcome to the Menominee Tribal School. We are excited to have you and your child/ren be a part of our school family! This is your school, as a member of the Menominee community. Together, we will make learning a positive educational experience for all children attending the Menominee Tribal School.

A safe return to school requires true partnership that considers all the educators and families together who are all charged or faced with in developing and fostering students. That includes full partnership in the intellectual, physical, social and emotional well being of the students we serve every day. This parent/student handbook was developed with educators, Tribal Leaders, Medical Professionals, Bureau of Indian Education (BIE), Centers for Disease Control and Prevention (CDC), and public health guidelines all at the table to offer students and staff the best and safest environment possible for returning to school without intended negative consequences stemming from school closing and loss of learning time.

This handbook is intended to serve as a reference manual that helps you become familiar with the expectations, policies, and procedures of the Menominee Tribal School.

MISSION STATEMENT

Menominee Tribal School is a family and community based K-8 Bureau of Indian Education school. The school integrates academics with Menominee language and culture through the teachings of the Seven Grandfathers to promote academic and behavioral success.

VISION STATEMENT

Menominee Tribal School guides students and families to nurture lifelong learning, driven by Menominee language and culture to embrace their responsibility to themselves, their communities, and the Menominee Nation.

PHILOSOPHY

The Menominee Tribal School is committed to educating young Native Americans to develop moral values and academic skills in an atmosphere of trust, encouragement, acceptance, and community. We believe that each student will experience:

- Personal self-worth
- Cultural pride
- His/her unique giftedness (the challenge to achieve according to his/her individual ability)
- Proficiency in the basic life skills
- Increased self-discipline
- A sense of belonging
- An appreciation of governmental responsibility and citizenship
- The benefits of family involvement in their education

GOALS OF THE MENOMINEE TRIBAL SCHOOL

This challenge has been set by the Menominee Tribal School Board to guide our efforts.

- Build pipelines with other local partners to increase student enrollment
- Develop a rigorous place-based curriculum
- Use culture to build a pathway to student success
- Reduce student and staff absenteeism (integrating the teachings of the Seven Grandfathers)
- Expand Menominee language opportunities for students and families
- Improve STAR and RIT scores to 70% proficient **ALIGN TO OUR SMART GOALS**

SCHOOL HOURS

Daily Schedule Monday through Friday:
7:40 – 7:55 – Breakfast is provided
8:00– Classes start
3:05 - K-2

Please note: Playground Supervision by staff begins at 7:40 a.m.

For safety reasons please ensure your child is at school no earlier than 7:40 a.m.

Students that are not signed up for an afterschool program will be required to leave school grounds at dismissal, unless a signed parent permission note has been provided to the office by 2:00 PM.

PARENT/GUARDIAN EXPECTATIONS

HEALTH PROTOCOL

- First and foremost, a symptom screening should be done at home, if your child/ren exhibits any of the COVID-19 symptoms, your child/ren must stay home.
- It is essential for MTS to work together to prevent the introduction and spread of COVID-19 in the school environment and in the community while still providing a quality education program.
- **Symptoms Impacting Consideration for Exclusion from School**

Students and employees will be trained to recognize the following COVID-19 related symptoms:

- ❖ A fever of 100.4 degrees fahrenheit or greater
- ❖ Cough
- ❖ Shortness of breath or difficulty breathing
- ❖ Chills
- ❖ Repeated shaking with chills
- ❖ Muscle pain
- ❖ Headache
- ❖ Sore throat
- ❖ New loss of taste or smell

Students and employees should be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance that is not otherwise explained.

- **Return to School After Exclusion**

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

- **Untested:** Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three conditions are met:
 - They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); and
 - Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
 - At least 10 calendar days have passed since your symptoms first appeared.
- **Tested Positive - Symptomatic:** Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:
 - The individual no longer has a fever (without the use of medicine that reduces fevers); and
 - Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
 - At least 10 calendar days have passed since symptoms first appeared; or
 - The individual has received two negative tests at least 24 hours apart.
- **Tested Positive - Asymptomatic:** Persons who have not had symptoms but test positive for COVID-19 may return when they have gone ten calendar days without symptoms and have been released by a healthcare provider. Students may also return if they are approved to do so in writing by the student's health care provider.
- **Tested Positive - Impact on School Operations:** Establish predetermined thresholds for mitigation strategies by local health department in following the CDC guidance "When a confirmed case has entered a school, regardless of community transmission."

- **Screening:** The current CDC guidelines recommend screening all students and employees for COVID-19 symptoms and history of exposure.
 - **Self-Screening:** at a minimum, MTS will communicate information to parents and employees about the symptoms of COVID-19 and require them to self-screen before coming to school. Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, they will be sent home immediately.
 - **School-Based Screening:**
 - *Temperature Screening:* Temperature checks for screening purposes will be available. Equipment to screen temperatures as students and staff are entering the building and/or loading buses. Touch-free thermometers and other medical devices to conduct the screenings are available. The school may take the temperature of students, employees and visitors on school property on a random basis or in situations where there is reason to believe that the person may be ill.
 - *Observational/Self-Reported Screening:* MTS will provide professional development regarding the recognition of COVID-19 symptoms and screening. Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, they will be sent home immediately.

- **Medical Inquiries**

Federal law typically limits the type of medical inquiries that can be made, but given the nature of the pandemic more leeway has been given to schools in this circumstance to make additional medical inquiries of staff and students than would otherwise be allowed.

- If a parent tells MTS that a student is ill, MTS may ask the parent whether the student is exhibiting any symptoms of COVID-19.
- If an employee calls in sick or appears ill, MTS can inquire as to whether the employee is experiencing any COVID-19 symptoms.
- If a person is obviously ill, MTS may make additional inquiries and may exclude the person from school property. Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, MTS may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days.

- **Wearing Masks and Other Personal Protective Equipment (PPE)**

- **Non-students:** Non-students will be required to follow The current CDC/MITW guidelines recommendations will be followed.
 - Non-students may be required to wear additional PPE (i.e. health-related, custodial staff, specialized positions, etc.) when directed to do so by MTS protocol or the employee’s supervisor.
 - The school will have masks available.
 - Additional accommodations may need to be made for staff based on their individual health plan.
- **Students:** Students will be required to follow the current CDC guidelines/MITW Ordinance that all students wear cloth face coverings on school property, buses, and all other school activities.
 - Some students may be required to wear additional PPE (i.e. health-related, special conditions, etc.) when directed to do so by student health plans.
 - It may be necessary for MTS to provide masks for those students.
 - Additional accommodations may need to be made for students based on their individual health plan.

- **Confirmed Case of COVID-19 on School Property**

When there is confirmation that a person infected with COVID-19 was on school property, MTS will contact the local health department immediately. MTS will work with the local health department to assess factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community, and other factors that will determine building closure. It is the responsibility of the local health department to contact the person confirmed with COVID-19, inform direct contacts of their possible exposure, and give instructions to those involved with the confirmed case, including siblings and other household members regarding self-quarantine and exclusions. The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified for contact tracing by the local health department.

If a closure is determined necessary, MTS will consult with the local health department to determine the status of school activities including extracurricular activities, co-curricular activities, and before and after-school programs.

As soon as MTS becomes aware of a student or employee who has been exposed to or has been diagnosed with COVID-19, the custodial staff will be informed, so that impacted building or bus areas, furnishings, and equipment are thoroughly disinfected. If possible, based upon student and staff presence, the custodial staff will wait 24 hours or as long as possible prior to disinfecting.

- **Preventative Measures**

The priority for preventing the spread of disease in the school setting is to insist that sick employees and students stay home. Additionally, students and employees should remain home if someone in the household has COVID-19 symptoms or is being tested for COVID-19. Parent(s)/Guardian will need to notify the school office by 8:30 a.m. when a student remains home.

Some people can be infected with COVID-19, but show no signs of illness even though they are contagious and can spread the disease to others. It is also unknown how contagious people are the day or two before they begin to exhibit illness symptoms. Thus, these employees or students may be present at school, will show no signs of illness, but be capable of transmitting the disease to others. In these situations, the three most important mitigation strategies are social distancing, frequent handwashing, and appropriate PPE.

Social distancing can be accomplished in many different ways and it is up to the school to determine which strategies would work best in each unique situation. Handwashing and avoiding touching your face, eyes, nose, or mouth are also important steps a person can take to avoid becoming sick or spreading germs to others. The school will insist that employees and students wash their hands often and if soap and water are not readily available, use a hand sanitizer that contains at least 60 percent alcohol. MTS will incorporate key times into the school day when all persons should wash their hands. Reinforcing healthy habits regarding handwashing is expected. These key times will be done in a staggered class pattern to maintain social distancing between students and include:

- Start of the school day
- Before eating
- After using the restroom
- After blowing nose, coughing, or sneezing
- After using shared equipment

Water fountains will not be utilized in schools until further notice. Water is accessible through water bottle fill-up stations.

- **Exchange of Resources to and from school**

Every effort will be made to reduce the amount of materials, supplies, and personal belongings going to and from school.

BE INVOLVED

- **Read this handbook with student/s.** Please sign and return the acknowledgement form.
- **Be a major supporter of your child's education.** Let your student know you care about their education by volunteering at school! The Menominee Tribal School supports the involvement of parents in their children's education. Volunteering may be in the form of helping children within the classroom of the child or other children in the building; helping with extracurricular activities (pow-wows, fundraisers, outdoor education, cultural events, etc.); parent dinners; game nights; or any other events that the school may hold. Parents are greatly appreciated and a necessary part of the students' education. Please support your child's teachers. Be positive on social media and refrain from making negative comments directed towards the school. **Due to the COVID-19 Pandemic volunteering will be limited.**
- **Attend Parent-Teacher Conferences.** Parent-Teacher Conferences (virtually or by appointment only) will be held twice per school year . A parent-teacher conference is a time to discuss how the student is doing in school. It's a chance to ask questions about the class as well as the student's progress. It is also a time to discuss ways to help the student be successful. All parents/guardians are required to be in attendance at both conference events. Report cards will be handed out at parent-teacher conferences. During all other reporting periods report cards/mid-quarter reports will be mailed out by the office staff.

Visitors Policy

For the safety of our students everyone must report to the Main Office to register and get a visitation pass.

All visitors will follow CDC/MITW guidelines for COVID-19 restrictions.

Menominee Tribal School is in compliance with The Crime Control Act of 1990, 25 CFP Part 63.3 and 63.14 for a federal agency (including BIE) or non-federal agency operated under contract with the federal government (including tribally run schools operated under grants agreements) . The Indian Child Protection and Family Violence Prevention Act prescribes that all individuals in contact with Indian Children will undergo a character investigation. This includes but is not limited to contractors, substitutes teachers and volunteers.

1. Definitions

1. A "school visitor" is any person seeking to enter the Menominee Tribal School who is not a School Board Member, employee, student teacher assigned to the school or a student enrolled in the school. The term school visitor includes contractors who perform routine maintenance or deliveries. i.e. dairy, food, pest control, copier maintenance, etc...
 2. An "unauthorized visitor" is any person who has been denied access to the school, or after being granted access to the school, has been asked to leave the school.
2. All school visitors shall secure a visitor's pass from the Main Office. The school visitor will be asked to present an ID, sign-in, given a badge, and escorted to their destination. After completion of business, the school visitor will be escorted back to the Main Office, turn in their badge, and sign-out prior to exiting the building.
 3. The Menominee Tribal School Principal may request and require that a visitor leave the premises if the visitor disrupts instruction or creates a disturbance in the school environment. If necessary, the Principal or his/her designee may request necessary assistance from the appropriate police department to remove an unauthorized visitor.

4. *Unless an exception provided by law exists, individuals required to register as sex offenders shall provide notification to the Menominee Tribal School prior to being on the school premises. After receiving such notification, the Principal, in consultation with the Human Resource Director shall determine whether the registered sex offender will be allowed to be present on the Menominee Tribal School premises for the proposed purpose or event and what, if any, conditions may be placed on the registered sex offender.*

Visitors that are subjected to a background investigation will be required to complete a questionnaire authorizing the Menominee Tribal School to perform a background check. The individual, must sign/date and certify, under penalty of perjury, a statement verifying the truth of all information provided in the questionnaire.

Menominee Tribal School will keep an active roster of all persons having regular contact with or control over Indian children per 25 CFR 63.13.

REGULAR SCHOOL ATTENDANCE IS IMPORTANT

- **Attend school regularly.** 92% Average daily attendance or better is expected for the school year. Please see attendance policy on page 10-11 for updated truancy procedures.
- **Call MTS to report student absences** @ 715-756-2354 or send a written excuse with your student upon his/her return to school.
- **Notify the school by writing** or calling at least two days in advance when your child is going to be absent for an extended period of time. Your child's teacher(s) will complete a missing work form so that he/she does not fall behind in classwork.
- **Dental/Vision services are provided on-site.** In order to alleviate time out of school, Menominee Tribal School and the Menominee Tribal Clinic have partnered in providing on-site dental/vision services to MTS students while at the school. A dental hygienist provides twice-yearly dental cleaning services to all students who have a signed permission slip to receive services on-site.

CALL IN EARLY FOR BUSSING CHANGES. BUS PASSES WILL NOT BE TAKEN AFTER 2:00.

- **Call the school early to make any transportation changes for the day.** In the event a student will need a temporary pick up/drop off change, parents need to notify the school **office no later than 2:00 PM** so the school can notify transportation and write out a bus pass which the student will present to the bus driver verifying his/her transportation change. When making transportation changes, parents are asked to abide by the following times:
 - AM bus passes: Call Transportation (715-799-3222) before 6:00 am.
 - PM bus passes: Call Tribal School (715-756-2354) before 2:00 pm.
 - ½ day bus passes: Call Tribal School before 10:00 am.

Keep emergency contact information updated: For safety reasons, bus drivers will not drop off a student age 10 and under unless there is someone home to supervise the child. If no one appears to be home, the school and/or transit will attempt to contact a person from the emergency contact sheet.

- Every attempt will be made to contact parents/guardians and/or emergency contacts. If our attempts are unsuccessful and there is no place to take the child, then we may have to notify the police and/or Social Services.

Remote Learning Days - Expectations for Staff/Students

1. Each teacher will be responsible for filling out and organizing the remote learning days templates. One template is for staff to plan and one template is for students to be organized during remote learning days.
2. Teachers will be responsible for organizing in the provided folder everything that the child will need during their remote learning practice days.

3. For K-5 the areas will include enrichment materials/activities Middle school will have the same template but they will google share it and each teacher will fill it out before giving it to the students. Middle school will have the same folder and same student template.
4. Teachers are responsible for grading and making sure the work is returned. If the student is not returning assignments and the teacher has reached out to the parent/s (twice) then families will be referred to the Dean of Students.
5. Homeroom teachers will communicate at least one time a week during the remote learning days.

PARENT INFORMATION

EMERGENCY CLOSINGS

Snow days or other emergencies will be announced via the following:

- NASIS (Native American Student Information System) telephone messenger. *Please keep your phone numbers updated with the school office staff so that you may receive telephone messages in the event of inclement weather and special events.*
- Menominee Tribal School Facebook page
- Television
 - WBAY – Channel 2
 - WFRV – Channel 5
 - WLUK – Channel 11
 - WGBA – Channel 26

In the event of an emergency closing during the day a NASIS (Native American Student Information System) telephone message will be sent out, a message will be posted to the Menominee Tribal School Facebook page, and the following offices will be notified via “All Group” email:

- Menominee Indian Tribe of Wisconsin All Group
- Menominee Tribal Clinic All Group
- Menominee Casino Resort
- Menominee Tribal Enterprise
- College of Menominee Nation
- Menominee County

FAMILY ASSISTANCE

Families that need assistance with family emotional, physical, or educational needs may request a referral from the school-counseling department. Administration also has areas where parents/guardians can meet with them to discuss issues, *and* can make arrangements for the parent/guardian to meet with teachers. All information from parents will be handled confidentially.

MEDICATION(S) AT SCHOOL:

A student can receive prescription or nonprescription medication provided by parent/guardian at school, as long as the Medication - Treatment Authorization Forms is completed and:

- For prescription medication, both the student’s physician and parent/guardian must sign the medication-treatment authorization form. For non prescription medication, only the parent/guardian need to sign the medication-treatment authorization form.
- All medication must be in the original pharmacy/manufacturer label container with the student's name on it, AND the parent/guardian must hand-deliver all medication to school or make arrangements for the school to pick it up.

For the safety of our students, no student may carry personal medication at school (except for inhalers and EpiPens).

HEAD LICE

In an effort to provide the best possible learning environment for our students, monthly head lice checks will be done. Students found with head lice will be sent home. Students will be rechecked upon returning to school. If the student is found to still have head lice or nits, the student will once again be sent home. ***One day of excused absence will be allowed to provide time for cleaning. Any additional days will be marked as unexcused. Notices will be sent home with the student/parent informing them of findings.***

HOMEWORK

Homework is an important part of learning. A child needs to be extending learning time into the home. Many opportunities will be made available for students to do work at home, after school or on a computer.

TELEPHONE USE

Use of the classroom telephones for personal phone calls is prohibited. If a student needs to call home in the event of an emergency, they must use the phone in the office.

CELL PHONES

School policy restricts student use of cell phones, electronic paging or other communication devices while on premises under the control of Menominee Tribal School. We acknowledge the possible value of such devices for use before or after school hours and will allow storage of such devices in lockers during the school day. However, cell phones, pagers, and other communication devices must be turned off and **will be confiscated if misused during school hours without permission from administration**. The school is not responsible for lost, stolen or damaged cellular phones.

ELECTRONICS (i.e., cellphones and/or other electronic devices, etc.)

These items must be stored in lockers during the school day and will be confiscated if used during school hours. If students are going on a field trip a note to families will be sent home, notifying them that these items will be allowed, however, the school is not responsible for lost, stolen or damaged electronics.

CONTRABAND ITEMS

The following contraband items are not to be brought to school at any time. If a student brings them to school, they will be reminded that they are not appropriate for school and be told to put them away. If the student chooses not to listen, the items will be confiscated.

- Toys
- Gum, food, candy, and soda, high caffeine energy drinks
- Lighters/matches for ceremonial and instructional purposes under adult supervision
- Any other items deemed unacceptable by staff will be referred to administration

All confiscated items, including cell phones and/or electronics, will be held in the school office until the parent/guardian comes to pick it up. It is the student's responsibility to notify their parent/guardian if an item has been confiscated. The parents/guardians can call the school office to arrange a pick up time.

CONCERNS

In the event of a concern, parents/guardians are asked to bring concerns forward in a manner which promotes positive conflict resolution.

- Concerns should be addressed in the proper chain of command
 - Parent/guardians should attempt to resolve issue with staff person involved
 - Parents/guardians should refrain from making negative comments about students including the format of social media.
 - If the issue is not resolved to satisfaction, the parent/guardian should bring the issue forward to the staff person's supervisor. In order to find the appropriate person to speak to please contact the office staff and they can refer you to the proper point of contact.
 - See complaint policy on p. 40-41

In the event that a meeting to resolve conflict leads to unprofessional behavior, the meeting will be adjourned until a later date, the school administrator will be asked to mediate, and/or the individual will be asked to leave the premises. Threatening behavior will be addressed by the Menominee Indian Tribe of Wisconsin *Violence in the Workplace* policy.

ATHLETIC CODE

All students participating in after-school activities are required to follow the rules set forth in the Menominee Tribal School Athletic Handbook. An Athletic Code Contract will be signed prior to participation in any sport. See Eligibility and General Rules of Conduct on page 39-41.

Menominee Tribal School

Athletic Academic Eligibility Policy

- The athlete “must” maintain a grade average of at least a “C-” or 1.67 and not have a failing grade (F) in any class in order to participate. An athlete will have the option to practice with the team while they are improving their grades in after school tutoring, but will not be able to play unless a teacher(s) signs a release.

The following policy/actions have been put into place.

1. If a student is failing, the student, parent, and athletic director will be notified by the teacher of the class in which the student is failing.
2. The student then has one school week (5 school days) to bring his/her grade up. The student will also attend after school tutoring or until 4:00 pm Monday and Wednesdays. They may then go to practice.
3. If the student brings his/her grade up during the 5 day period, the student may play/participate in any game or activity as normal and the parent and athletic director will be notified of the student’s eligibility.
4. If the student is not able to bring their grade up during the 5 day period, the student will not be allowed to participate in games/activities until a teacher has cleared them to participate. The student should continue to attend tutoring and strive to bring their grade up.
5. Student eligibility will be determined by 12:00pm on a game/activity day.

PROGRAMS

Menominee Tribal School follows the Common Core State Standards for English Language Arts and Math, the Next Generation Science Standards for Science, and the Wisconsin State Academic Standards for all other content areas.

Response to Intervention (RtI)

Menominee Tribal School has implemented a general education student intervention program called Response to Intervention or RtI. RtI provides academic, behavior and/or social intervention support within the general education setting to students that have been identified as at-risk of achieving and/or maintaining grade level expectations. Identifying those students that may be in need of RtI supports may come from the following areas of concern: academic grades; school wide assessments such as the DIBELS Reading Assessment, BIE state assessment, STAR; behavioral referrals; attendance/truancy issues; as well as other parent and/or teacher concerns.

RtI is a process that works on a 4-tiered integrated system.

- Tier 1 includes all school-wide programs that are provided to all students. Examples include the general curriculum, instruction and assessments. Students that are demonstrating difficulty or that are not making adequate progress may be referred for additional supports from Tier 2. Student Support Team (SST) Meetings may be scheduled (see below).
- Tier 2 provides a student plan that includes additional academic, behavioral or social intervention support. Interventions may include additional instructional time or small group instruction. Student progress is routinely and closely monitored. SST Meetings continue and if needed, a request for a Student Intervention Team (SIT) Meeting may be requested (see below).
- Tier 3 provides a student plan that includes highly individualized and intensive interventions and supports for those students who are not making adequate progress from Tier 2 interventions. Interventions at this level include more intensive, individualized instruction as well as continuous monitoring of student progress. Student Intervention Team (SIT) Meetings are scheduled and continue as needed.
- Tier 4 is for students who are not making adequate Tier 3 progress and includes a referral for a special education evaluation.

Included in the RtI process are two (2) types of student intervention meetings among school personnel, administration and parents. MTS considers parents as vital members of all student intervention meetings and are highly encouraged to attend and participate.

Student Support Team (SST) Meeting: SST Meetings are scheduled when a teacher or parent has a student academic, behavior or social concern. SST Meeting participants discuss area(s) of concern and develop a plan of interventions. Members monitor student progress and determine if continuing supports or interventions are needed. Parents/guardians that have student concerns should contact their child's teacher to request a SST Meeting.

Student Intervention Team (SIT) Meeting: SIT Meetings are scheduled when SST Meeting participants determine that student progress remains a concern. SIT Meeting participants work collaboratively to develop a more intensive individualized student intervention plan. Student progress continues to be closely monitored. Ongoing meetings are scheduled as needed, or until team members determine that further evaluations or testing is required.

Positive Behavior Interventions and Supports (PBIS)

Positive Behavior Interventions and Supports is a proactive approach to teaching and supporting positive behaviors and meeting the needs of ALL students. The school-wide approach to discipline focuses on building a safe and positive environment in which all students can learn. PBIS expectations at Menominee Tribal School are:

- Be Respectful
- Be Responsible
- Be Safe

This approach focuses on acknowledging students for consistent positive behavior. There are expectations posted in all settings for all students, parents, and staff. Direct instruction of expected behaviors will occur throughout the school year. Students and classrooms are rewarded with PAW (Positive Attitude Weskewat!) awards for expected behaviors. Problem behavior will be responded to with consistent consequences that are focused on re-teaching the expected behaviors.

Expectations for each area of the school are specified on page 4-7 of this handbook.

Menominee Language and Culture

All students are required to participate in the Menominee Language and Culture classes. Traditional practices will be instilled in students by emphasizing respectful behavior, performing traditional rituals, and making every day decisions based on the Seven Grandfather Teachings.

Special Education

The Menominee Tribal School provides exceptional educational services for children with disabilities. The special education staff is certified through the Wisconsin Department of Public Instruction. The Bureau of Indian Education closely monitors the programs. The Menominee Tribal School supports inclusive practices with children with disabilities. They are to be included in all aspects of education under the same regulations of all regular education children.

Gift and Talented Program

The purpose of the gifted and talented program of the Menominee Tribal School is to recognize, nurture and support the needs of students whose academic, intellectual, creative, emotional, and leadership capabilities transcend the regular curriculum.

- **Philosophy**

The Gifted and Talented program is intended to complement and enrich the school's current curriculum, goals, and objectives. The district recognizes that some students can learn more, learn faster and in greater depth than the general student population. They have a right to a program that is appropriate to their developmental needs.

- **Goals**

Program directed:

- ▶To monitor students in grades K-2 who exhibit potential gifted characteristics.
- ▶To identify gifted/talented students in grades 3-8 and maintain a portfolio for each identified student.
- ▶To provide support to teachers, administrators and parents in understanding and providing for the needs of the gifted/talented students.
- ▶To involve all teachers and administrators in the instruction of gifted/talented students.
- ▶To provide opportunities for parental involvement in the development and administration of the gifted/talented program.
- ▶To encourage community interaction in meeting and enhancing the education of gifted/talented students.

Community Service

All middle school students (6-8) are encouraged to participate in community service activities. Community service provides youth the opportunity to learn how to become good citizens. This experience prepares them for high school in which community service is a requirement of graduation.

Student Wellness

The Menominee Tribal School will promote school wellness, including good nutrition and physical activity in the school's educational programs, school activities and meal programs that contribute to the development of lifelong wellness practices. In an effort to promote healthy classroom environments, it is recommended that treats provided by families for classroom celebrations hold nutritious value while sugary sweets and candy are avoided. On pages 42-51

ADMISSIONS

A child entering kindergarten must be five (5) years old on or before September 1st. Students who turn (five) 5 after September 1 and before December 1 may request early admission to kindergarten. All requests must be submitted in writing to administration for consideration on a case-by-case basis.

Tribal Enrollment Qualification – Students must have on file the required documentation of tribal membership (certificate of Indian blood-CIB) or tribal enrollment card of a federally recognized tribe. If a student is not enrolled with one tribe, but is a descendent of more than one tribe, the student may establish ¼ blood degree of Indian descent through documentation provided by the Menominee Tribal Enrollment Department.

Acceptance -Tuition required:

If a child meets all application requirements except the certified enrollment status in a federally recognized tribe, this child may be accepted; however, they will be charged tuition. The Menominee Tribal Board of Education will review The Tuition Rate yearly. Non-ISEP students will make up no more than 2% of the total school population. Tuition is set at \$1000 per year and is paid per parent-school tuition payment contract. Tuition needs to be prepaid quarterly or an acceptable wage assignment agreed upon that equals quarterly monetary amounts. If payment is not received, the child will not be readmitted the following quarter. Records will not be released until payment is received.

*Alternate payment plans may be arranged with school board approval. NOTE: A limit is placed on the amount of children not enrolled in a federally recognized tribe because NO funds are received for their educational expenses.

The complete Menominee Tribal School Admission Policy is available per request as well as on the MTS website.

Classroom Placement

When new students are admitted and accepted into the Menominee Tribal School, the Admission Team will determine what class roster is appropriate and in the best interest of the child. The placement of returning students is made by the Administrator or designee, and teachers in the units (K-2, 3-5, 6-8) that the child is being served.

APPEAL TO DECISION

The parent has the right to appeal the decision to the Administrator in writing within five (5) working days of the decision. The procedure that will be followed will be the same as the complaint procedure.

Grade Advancement

Each student will be evaluated on the following components in order to be advanced to the next grade level and eventual graduation from the eighth grade.

Attendance: Student attendance is an essential component to their educational success. Excessive truancy may result in retention.

Achievement: Students will demonstrate adequate progress on multiple assessments (as applicable), which include the, STAR and other testing measures. In addition, the Quarterly Report Card will be reviewed. Middle School students shall maintain a 2.0 grade average or be participating in an intervention program and show progress.

Developmental Level: Students will demonstrate an appropriate social developmental level in the classroom, hallway, cafeteria, playground, and community. A team consisting of the Administrator, Pupil Services

Coordinator/Assistant Principal, and student's teacher will review each child's case history to determine an acceptable level of growth.

Intervention: If the teacher believes that the student is not making adequate progress, the teacher will notify the parent and administration at least by the end of the second quarter in order to initiate interventions with the student. Student plans developed from SST and/or SIT Meetings will be reviewed with school staff and parents. Parents will be notified in writing of the potential for students to be retained at the end of the third quarter. If needed, a final SIT meeting will be held to determine whether the student will be promoted. When the student meets the criteria for being advanced to the next grade level, the teacher will make the recommendation on the last report card.

Re-Admission or Transfer Acceptance: If a student withdraws during the school year he/she may not be considered for re-enrollment. If a student enrolls after the first 30 days of school the extenuating circumstances need to be presented in writing to the Admission Committee before an admission review is granted.

STUDENT ADMISSIONS

Procedure:

A child entering kindergarten must be five (5) years old on or before September 1st. Students who turn (five) 5 after September 1 and before December 1 may request early admission to kindergarten. All requests must be submitted in writing to administration for consideration on a case-by-case basis.

A completed application packet must be submitted to be considered for admission within 3 days of the new school year. The packet must include the following:

1. Tribal enrollment form (non-enrolled may pay tuition)
2. Birth certificate
3. Immunization Record
4. Most recent report card and attendance records
5. Records release if transferring from another school
6. Registration form
7. Emergency form
8. Transportation form
9. Bilingual form
10. Photograph release form
11. Research activity form
12. Permission of services release form
13. Computer/Internet contract
14. Field trip permission form
15. Parental involvement agreement

Each completed application packet will be received with appropriate time and date stamped on the packet. Students will be admitted in the following order:

- A. students enrolled during prior semester
- B. new applicants may be considered in the order they are received pending review by the Admission Committee

The Admission Committee is composed of at least three (3) staff members: Administrator, Pupil Services Coordinator/Assistant Principal, Finance Manager and/or teacher leaders from K-2, 3-5, 6-8 grade units. This committee will meet to review new applications and respond by telephone, followed with a letter. If questions rise concerning an application, a meeting may be scheduled between the admission

committee and the parent/guardian prior to admission determination. Openings will be filled based on:

- Available classroom space
- Date completed application was received with all necessary documentation
- Review student records
- Completion of required student/parent orientation
- The Admission Committee will notify parents of a decision in writing for admission to Menominee Tribal School.
- Submission and review of an application does not guarantee admission to the school system. The Admission Committee may admit a student on a probationary basis, or deny admission.
- Admission decisions may be one of the following:

Acceptance: Child has completed all application requirements and is placed on a class roster

Acceptance (Tuition required): If a child meets all application requirements except the certified enrollment status in a federally recognized tribe, this child may be accepted. However, they will be charged tuition.

Tuition (Non-ISEP): The Menominee Tribal Board of Education will review The Tuition Rate yearly. Non-ISEP students will make up no more than 2% of the total school population. Tuition is set at \$1000 per year and is paid per parent-school tuition payment contract. Tuition needs to be prepaid quarterly or an acceptable wage assignment agreed upon that equals quarterly monetary amounts. If payment is not received, the child will not be readmitted the following quarter. Records will not be released until payment is received.

*Alternate payment plans may be arranged with school board approval. NOTE: A limit is placed on the amount of children not enrolled in a federally recognized tribe because NO funds are received for their educational expenses.

Footnote-

***Tribal Enrollment Qualification – Students must have on file the required documentation of tribal membership (certificate of Indian blood-CIB) or tribal enrollment card of a federally recognized tribe. If a student is not enrolled with one tribe, but is a descendent of more than one tribe, the student may establish ¼ blood degree of Indian descent through documentation provided by the Menominee Tribal Enrollment Department.

Probationary Acceptance for Reapplying Students: A child who is reapplying and has all application requirements met may be accepted on **probation** based on one or more of the following conditions:

- high absenteeism,
- low grades
- excessive behavioral concerns.

A meeting will be set up between the Admission Committee, student and parent to set up a plan which will be reviewed minimally in 30 days. At that time the probationary admission may be accepted, extended or denied as decided by the Admission Committee.

Probationary Acceptance for Transferring Students:

A child who transfers from another school and meets all application requirements will be accepted on probation. A meeting will be set up between the Admission Committee, student, and parent to set up

a plan which will be reviewed minimally in 30 days. At that time the probationary admission may be accepted, extended, or denied as decided by the Admission Committee.

Denied Admission: A student may be denied admission for reasons including, but not limited to:

- The student is expelled from any school district within the last two semesters or the student has a criminal action pending or adjudication.
- The student's appropriate grade size is met. Class size is determined by individual class needs.
- Parents refuse to sign behavioral discipline agreements, emergency cards, or probationary agreements.
- Parents refuse to pay tuition
- Parents do not attend parent orientation
- Lack of school resources to meet students needs
- Attendance or behavioral concerns
- Kindergarten readiness

Re-Admission or Transfer Acceptance: If a student withdraws during the school year he/she may not be considered for re-enrollment. If a student enrolls after the first 30 days of school the extenuating circumstances need to be presented in writing to the Admission Committee before an admission review is granted.

APPEAL PROCEDURE: If a parent is not satisfied with the decision of the Admission Committee, the parent may follow the school's complaint procedure

1. Write a letter of complaint and turn in a letter to the Menominee Tribal School Administrator within five (5) working days of incident. This letter must contain a brief description of circumstances. The Administrator will set up an appointment with the complainant within 48 hours of receipt of complaint.
 - The Administrator will attempt to come to a resolution of the complaint within five (5) working days of meeting in writing.
2. If a parent is dissatisfied with the resolution, the parent/guardian may appeal by writing their complaint and submitting it to the Menominee Tribal School Board of Education within 5 working days of decision. This complaint may go to the School Secretary.
 - The Chairman of the Board of Education will place the complaint on the school board agenda for their review and notify the parent/guardian. The parent may come to the meeting to present their case. The School Board will make a decision within 5 working days and send a response to the parent.
3. If a parent is not satisfied with the decision made by the Board of Education, the parent may bring the issue to the Menominee Tribal Court at his or her own expense.

ATTENDANCE

If student learning and growth is to take place, parents/guardians must assure regular attendance at school. Students enrolled at Menominee Tribal School are expected to maintain daily attendance during regular school hours for the school term.

During a pandemic, attendance recognitions will not be utilized.

In an effort to recognize and promote regular school attendance,

- ★ **Grades K-8: Quarterly 92% Attendance Certificate** will be provided for those students who are present 92% each quarter.
- ★ **Grades K-8-** In order to participate in the quarterly attendance incentive, your child must have 100% for that quarter.
- ★ **Grades K-8 Yearly 99% Attendance:** Each student with 99% attendance or better at the end of the school year will earn *an end of the year incentive!*

Absences

Each day a student is absent the school will make every attempt to contact the parent/guardian if no one called the school to report the absence.

Excused absences

When a student is absent, parents will call the school office (715-756-2354) before 9:00 A.M or send a written excuse stating the reason for the absence the day the student returns to school is required. Excused absences may include, but are not limited to:

- Illness
- Extended illness (3 or more days requires a doctor's excuse)
- Medical/dental appointments
- Family illness, death in the family, emergency
- Pre-approved family vacations
- **Pandemic/COVID19 related circumstances**

Unexcused absences

Failure to call school the day of an absence or send a written note within 3 days of return will result in an unexcused absence. Unexcused absences may include, but are not limited to:

- Skipping classes
- Oversleeping
- Miss the bus or suspension from bus
- Babysitting
- Shopping
- Vacations/events for 3 or more days which are not pre-approved

Half-day absences

Students' arriving more than an hour after school begins or leaving more than an hour before school dismisses will result in a ½ day absence. Refer to absent policies to determine if excused or unexcused absence.

Tardiness

All students are expected to be in their classrooms and prepared for class when the bell rings. Students arriving late to school must obtain a late slip from the office before reporting to her/his classroom. Students arriving within the hour after school begins are considered tardy. Students leaving within the hour before school dismisses will have an afternoon tardy.

Ten Consecutive Days of Absence

The Bureau of Indian Education (BIE) NASIS attendance program requires that a student's enrollment must be ended after ten (10) consecutive absences without notifying the school.

Truancy Notification Procedure (NOTE: This procedure is not applicable for COVID-19 related absences)

1st Notice: 3 total absences (excused and unexcused)

- A notification letter will be mailed to family after 3 total absences.
- A Student Support Team (SST) meeting will be held

2nd Notice: 5 total absences (excused and unexcused)

- A 2nd notification letter will be hand delivered to family after 5 total absences
- A follow-up Student Support Team (SST) meeting will be held and student interventions will be implemented.

3rd Notice: 7 total absences (excused and unexcused)

- A 3rd notification letter will be hand delivered to family after 7 total absences as the student is now considered truant
- A Student Intervention Team (SIT) meeting will be held. A student intervention plan will be written and student may be put on a probationary contract
- A truancy citation may be issued

4th Notice: 10 total absences (excused and unexcused)

- A notification letter will be issued to the family after 10 total absences
- The MTS Administrator or designee will schedule a meeting with the parents or guardians to discuss truancy and continuing enrollment at Menominee Tribal School.
- The MTS Student Services Team may recommend a referral for a truancy citation due to the Compulsory School Attendance Requirements set by the state of Wisconsin. (see below)

5th Notice: 11 or more total absences (excused and unexcused)

- A notification letter will be issued to the family for any additional days past the limit of 11 total absences
- The MTS Student Services Team may recommend a referral for a truancy citation due to the Compulsory School Attendance Requirements set by the state of Wisconsin. (see below)
- The MTS Admissions Committee will review the case to determine if the student’s enrollment should continue.

Compulsory Student Attendance and Truancy

_____According to Wisconsin State Statute 118.15 “any person having under control a child who is between the ages of 6 and 18 years shall cause the child to attend school regularly during the full period and hours, religious holidays excepted, that the public, private, or tribal school in which the child should be enrolled is in session until the end of the school term, quarter or semester of the school year in which the child becomes 18 years of age.” Furthermore according to Wisconsin State Statute 118.16 “Truancy” means any absence of part or all of one or more days from school during which the school attendance officer, principal or teacher has not been notified of the legal cause of such absence by the parent or guardian of the absent pupil, and also means intermittent attendance carried on for the purpose of defeating the intent of s. 118.15” “Habitual truant” means a pupil who is absent from school without an acceptable excuse under sub, (4) and s. 118.15 for part or all of 5 or more days on which school is held during a school semester.

Menominee Tribal School Visual Tiered System of Response to Truancy

Schedule of Attendance Intervention

Below is a schedule of attendance intervention. One of our greatest struggles is that we do not reach students soon enough when it comes to attendance intervention. The School Leadership Team has devised a plan to help combat that struggle. It will be important for all classroom teachers to monitor student attendance to help with this endeavor. The steps are listed by the number of days absent. These days need not be consecutive.

Number of Days Absent:	Action Required:
3 days absent	Homeroom teacher makes a positive phone call home to inquire about child’s needs and to ask what the school can do to help

5 days absent	Behavior Interventionist will call home to inquire about child's needs and to ask what the school can do to help
7 days absent	Office Staff will send out a NASIS message regarding their attendance
10 days absent	The Dean of Students (DOS) will send out a letter informing the parents of their students number of absences, and contact the parents by phone to discuss strategies to help their child get to school
15 days absent	The DOS will call the parents to set up a mandatory parent meeting to discuss placing their child on an attendance improvement plan. A formal invitation will be sent when the date and time of the meeting have been agreed upon. If there is no response to the call or letter, a home visit will occur.
19 days absent	The Behavior Interventionist will make a home visit to discuss the child's attendance and schedule a mandatory parent meeting to take place within the week and the student will be placed on a probationary attendance contract. If the conditions of the contract are not met, the student information will be passed on to the school board for approval to issue a truancy citation.

DRESS CODE

Menominee Tribal School students are prohibited from wearing clothing or attire that, in the opinion of school authorities, is contrary to acceptable health and safety standards or may disrupt the educational process or learning environment. Since styles change, administration reserves the right to determine what is inappropriate or distracting to the learning environment. This policy is in force during the school day, at all school-sponsored activities, and in school vehicles. The wearing of outer garments and headwear is permitted in school vehicles and at school activities when appropriate.

Hats/Headgear & Jackets

Students are expected to remove their hats/headgear, earbuds and sunglasses the minute they enter the building. All headgear and jackets must be kept in a locker during the school day. Hoods may not be worn up while in the school building.

Clothing

The following clothing should not be worn at any time include *but are not limited to*:

1. Clothing with symbols or words referring to alcoholic beverages, tobacco or other drugs.
2. Clothing with obscenities, vulgarities, or suggestion words or pictures.
3. Attire consistent with gang dress. Examples may include: excessively baggy clothing (could hide weapons), chains, leather straps, pet collars, spikes, and bandannas.
4. Scanty and/or revealing clothing that distract from the learning environment. Examples may include: tube tops, halters, backless tops, spaghetti straps, exposed midriffs or undergarments, and short dress/skirts/shorts more than 2" above the knee. Any pants or shorts that do not fit appropriately around the waistline.
5. Pajamas/nightwear

Students who come inappropriately dressed will either be given a replacement article to wear or a parent/guardian will be notified to have a new item brought in to wear.

Winter Weather

Students should wear comfortable clothing that is appropriate for our Wisconsin weather. Boots, mittens, hats, snow pants, or a snowmobile suit must be worn in winter weather by students so that he/she can enjoy and comfortably play in the snow at recess time. Students who are not dressed accordingly are confined to the blacktop area and risk getting chilled due to inappropriate outdoor dress. Students are outside at recess every day that the wind chill is zero or above.

Backpacks, Book bags, Purses, etc.

Students will be allowed to bring backpacks to school. Backpacks will be used to carry school books and homework. The backpacks will be stored in a locker, cubby or a hook.

Footwear

For safety reasons students are not allowed to wear shoes without reinforced soles. Backless shoes commonly known as "flip flops," "beach shoes," "shower sandals," and/or slides that do not have a reinforced sole are unsafe and not allowed. Photographs of unacceptable backless shoes: **For safety reasons and per MITW policy, students in all grades are not allowed to wear any shoes without a heel strap. Shoes with heel straps must have the straps worn at all times.**



Physical Education

Tennis shoes are required for gym use for all grade levels. Students without appropriate clothing or footwear receive an "F" for class participation that day.

STUDENT BEHAVIORAL EXPECTATIONS

Positive Behavior Incentives

Teachers use positive reinforcement for desired student behavior and conduct. Examples include:

- Blue Bear Paw awards for individual recognition
- School Store
- Red Bear Paw awards for class recognition
- Verbal praise for proper behavior
- Praise notes
- Positive phone calls home
- Special classroom privileges
- Lunch with teacher
- Student/class point system for rewards
- Recognize Student of the Month, Most Improved Student, etc.
- Quarterly Awards Ceremony to recognize students for
 - Excellent attendance (92% or better)
 - Excellent citizenship (No behavior referrals)
 - Excellent academics (K-2 Homework, 3-8 “Honor Roll” of 3.0-3.49 GPA and High Honors of 3.5-4.0 GPA))

BULLYING PREVENTION

Menominee Tribal School strives to provide a safe, secure and respectful learning environment for all students in the school building, on school grounds, school buses and at school-sponsored activities. Bullying has a harmful social, physical, psychological and academic impact on bullies, victims and bystanders. Menominee Tribal School staff consistently and vigorously addresses bullying so that there is no disruption to the learning environment and learning process. When dealing with bullying, it is important to assess and protect the safety of all students and to provide consequences that teach appropriate behavior and promote the empathy of others.

MTS defines bullying as follows: Bullying includes an imbalance of power and is any intentional written, verbal, electronic, or physical act that a student has toward another particular student more than once, and the behavior causes both mental or physical harm to the other student, is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student.

Bullying behavior can be:

1. Physical (e.g. assault, hitting or punching, kicking, theft, threatening behavior)
 2. Verbal (e.g. threatening or intimidating language, teasing or name calling, racist remarks)
 3. Indirect (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or using the internet – also known as cyber-bullying)
- Not all undesirable behavior, especially when viewed in isolation, will constitute bullying.

Bullying Reporting / Retaliation

All MTS staff that observe or become aware of bullying are required to report the act or incident to a school administrator or his/her designee. Any other person, including students, who is either a victim of bullying or is aware of the bullying are also encouraged to report the act to an administrator or his/her designee. Reports of bullying may be made verbally or in writing as well as confidentially. All reports will be taken seriously and a school investigation will begin within 1 school day of the reported incident. All bullying victims, including the bully aggressor, will receive support through the MTS counseling department and/or other support staff.

Staff at Menominee Tribal School will do the following things to prevent bullying and help children feel safe at school:

- Closely supervise students in all areas of the school and playground.
- Watch for signs of bullying and stop it when it happens.
- Teach the “Second Step” curriculum.
- Respond quickly and sensitively to bullying reports.
- Take seriously families’ concerns about bullying.
- Look into all reported bullying incidents.
- Assign consequences for bullying based on the school discipline code.
- Provide immediate consequences for retaliation against students who report bullying.

Students at Menominee Tribal School will do the following things to prevent bullying:

- Treat each other respectfully.
- Refuse to bully/cyberbully others.
- Refuse to let others be bullied.
- Refuse to watch, laugh, or join in when someone is being bullied.
- Try to include everyone in play, especially those who are often left out.
- Report bullying to an adult.
- Report cyberbullying to parents/guardians and/or law enforcement when it occurs outside the school setting.

Consequences

When dealing with bullying, it is important to assess and protect the safety of all students and to provide consequences that teach appropriate behavior and promote empathy for victims. If it is determined that the student(s) participated in bullying, or retaliated against anyone due to the reporting of the bullying behavior, an appropriate consequence per the MTS Parent/Student Handbook Behavior Matrix will be given. However, depending on the severity of the incident, MTS administration and the school board may take disciplinary action that may include: suspension, expulsion and/or referral to law enforcement for possible legal action. Often a series of additional consequences are imposed that may include, but are not limited to: student/teacher/parent conferences, a student behavior contract, and/or completing a research project on bullying and presenting completed projects to a selected audience. The aggressor(s) will also receive anti-bullying education and social skills counseling.

The complete Bullying Prevention Policy is available for viewing on the MTS website or may be requested in paper form at the school office.

GRADES K-8th STUDENT BEHAVIORAL EXPECTATIONS & DISCIPLINE

Our primary goal is to create classroom environments where everyone can learn successfully while feeling safe and happy. In order for this to happen, our expectations for positive behavior are high. This cannot be accomplished without the support of parents/guardians. Good conduct in school originates in the home. It is the obligation of parents/guardians, though teaching and setting an example, to develop their child's attitude of respect for the school, for the teachers, and for their children. To help develop good behavior habits, parents should:

1. Instill in the child respect for authority, respect for the rights of adults and of other children, and respect for private and public property.
2. Teach your child to comply with teachers and other persons in authority.
3. Support the actions of the teacher or Dean of Students in talking with the child about a problem. Confer privately with the teacher or principal if the action taken is not understood or if there is a question regarding its appropriateness.
4. Insist that your child be prompt and regular in school attendance.
5. Talk with your child about school activities. Take an active interest in your child's progress at school and in his/her report card.
6. Arrange for a time and place for your child to do homework assignments and supervise him/her in completing them.
7. Make sure your child understands and complies with the rules of the school.
8. Limit your child's TV, computer, and video game time.

Inappropriate Behavior and Discipline

Tier 1 Core Classroom Instruction - Student Behavioral Expectations (Instructional reteaching).

Core Classroom Instruction are those **instructional** strategies that are used routinely with all students.

STUDENT BEHAVIORAL EXPECTATIONS

	STUDENT EXPECTATIONS					
	All Settings	Arrival & Dismissal	Hallways & Stairways	Bathroom	Cafeteria	Classroom
Be Safe	Stay in supervised area Keep hands, feet, body and other objects to self Use materials and equipment properly Always use walking feet Ask permission to leave	Use walking feet when entering and exiting Keep hands, feet, body and other objects to self Stay in designated areas	Take stairs one at a time Walk Keep to the right Slow down at corners Keep hands, feet, body and other objects to self	Only one person to a stall Keep your feet on the floor Use toilet and sink as designed Use walking feet Keep floor and sink area dry and clean	Orderly lines Carry tray with both hands Walk at all times Sit properly and stay in your seat Keep hands, feet, body and other objects to self	Keep hands, feet, body and other objects to self Walk into classroom in a calm manner Use materials and equipment properly Push in your chair
Be Respectful	Treat others the way you would like to be treated Follow adult directions	Follow adult directions the first time Use kind words and actions	Use quiet inside voices Stay in your own personal space	Use inside voices Quickly take care of your business so others are not waiting	Participate in the Menominee food prayer Use manners	Follow adult directions the first time Raise your hand Listen to others and take turns

	<p>Listen politely</p> <p>Wait your turn</p> <p>Use kind words and actions</p>	<p>Keep hands, feet, body and other objects to self</p> <p>Use inside voices</p>	<p>Respect the learning environments of other students</p>	<p>Keep our building clean</p> <p>Use appropriate language</p> <p>Give privacy to others</p>	<p>Inside talking voices</p> <p>Eat the food that belongs to you</p> <p>Dispose of tray and leftovers properly</p>	<p>Be polite and support classmates</p>
<p>Be Responsible</p>	<p>Make good choices</p> <p>Accept consequences</p> <p>Be prepared</p> <p>Keep our building clean and neat</p> <p>Notify adults of unsafe situations</p>	<p>Go directly to playground or cafeteria in morning</p> <p>Dress appropriately</p> <p>Leave the building promptly at the end of the day</p>	<p>Go promptly to destination</p> <p>Keep our building clean</p> <p>Use hallway basics</p>	<p>Always flush and clean up after self</p> <p>Keep walls, stalls, and floors clean</p> <p>Use 2 pumps of soap and 2 paper towels when washing hands</p> <p>Put garbage in cans appropriately</p>	<p>Notify adults of unsafe situations</p> <p>Clean up eating area</p> <p>Follow adult directions</p> <p>Dismiss orderly</p>	<p>Be in my seat before the bell rings</p> <p>Have the required materials</p> <p>Try all tasks and do your best</p> <p>Complete your work</p> <p>Throw away trash and recycle</p>

Menominee Tribal School Expectations for...						
	Playground & Blacktop	Emergency Drills	Assemblies	Athletic Events	Field Trips	Bus
Be Safe	<p>Stay in designated areas</p> <p>Wear appropriate clothes and footwear</p> <p>Use equipment properly</p> <p>Keep what belongs on the ground on the ground</p> <p>Follow game rules</p>	<p>Silently walk with an adult/ your class to the designated area</p> <p>Remain orderly</p>	<p>Line basics</p> <p>Enter and exit orderly and quietly</p> <p>Stay seated</p> <p>Keep to designated areas</p> <p>Walk</p> <p>Use bleachers appropriately</p>	<p>Follow rules of game</p> <p>Spectators and players stay in designated areas</p> <p>In case of emergency, proceed immediately to designated area or shelter</p>	<p>Stay in designated area and with chaperone</p> <p>Keep hands, feet, body and other objects to self</p> <p>Follow site rules</p> <p>Follow bus safety rules</p>	<p>Stay in your assigned seat and sit appropriately</p> <p>Keep hands, feet, body and other objects to yourself and inside the bus</p> <p>Use inside voices</p>
Be Respectful	<p>Follow adult directions</p> <p>Use kind words</p> <p>Include everyone</p> <p>Take turns and share</p>	<p>Keep hands, feet, body and other objects to self</p> <p>Listen and follow adult directions</p>	<p>Listen, learn, and participate appropriately</p> <p>Show appropriate appreciation</p> <p>Keep hands, feet, body, and other objects to self</p> <p>Use appropriate voice levels</p>	<p>Respect officials</p> <p>Show good sportsmanship to opposing teams and visitors</p>	<p>Use appropriate voices</p> <p>Care for surroundings</p> <p>Use kind and appropriate words and actions</p> <p>Be an attentive listener to presenter and chaperones</p>	<p>Listen to driver and monitor</p> <p>Use appropriate language</p> <p>Use kind words</p> <p>Treat others the way you want to be treated</p> <p>Keep hands, feet, body, and other objects to self</p>
Be Responsible	<p>Line up when the bell rings</p> <p>Dress for the weather</p> <p>Notify adults of unsafe situations</p> <p>Return equipment</p> <p>Accept consequences</p>	<p>Understand purpose of drill</p> <p>Stay with classmates and teacher</p> <p>Use appropriate voice levels</p>	<p>Allow others to listen, learn, and participate</p> <p>Be an attentive and active listener</p> <p>Ask permission to leave</p> <p>Pick up your area</p>	<p>Follow directions of referees and coaches</p> <p>Be responsible for your own actions</p> <p>Clean up area after the game</p> <p>Represent your school well at all times</p>	<p>Follow school rules</p> <p>Represent school well</p> <p>Wear appropriate clothing and footwear</p> <p>Follow adult directions the first time</p>	<p>Keep track of your belongings</p> <p>Keep food and drinks in backpack</p> <p>Keep bus clean and neat</p> <p>Follow directions the first time</p>

Tier 2 Referral - is defined as a student that does not follow the expectations, he or she may receive a referral. The student will meet with the Dean of Students to determine the minor infraction.

Examples of Tier 2 violations:
include, but not limited to, the following:

Noise

- *Excessive talking* or annoying others

Out of Place

- Out of seat without permission during instructional time
- *Tardy between changes in classrooms*
- *Loitering*

Off - Task

- Not following directions
- Not being prepared for class
- Not completing school work

Physical Contact

- Not keeping hands or feet to self

Inappropriate Behavior

- Swearing not directed at teacher or student
- Running in the hallway

Tier 3 Referral- Students in tier 3 are in need of intensive, individualized support to improve their behavioral and academic outcomes. A tier 3 may be given if a student is still struggling to follow student behavioral expectations or in the case of a high-intensity behavior. A tier infraction referral form will be filled out by the staff member and a phone call made to the parent/guardian by the staff member that has Tier 3 referral. Every effort will be made to direct behavior in a positive way. Numerous methods are used daily to ensure every student has a positive learning day.

Tier 3 Violations

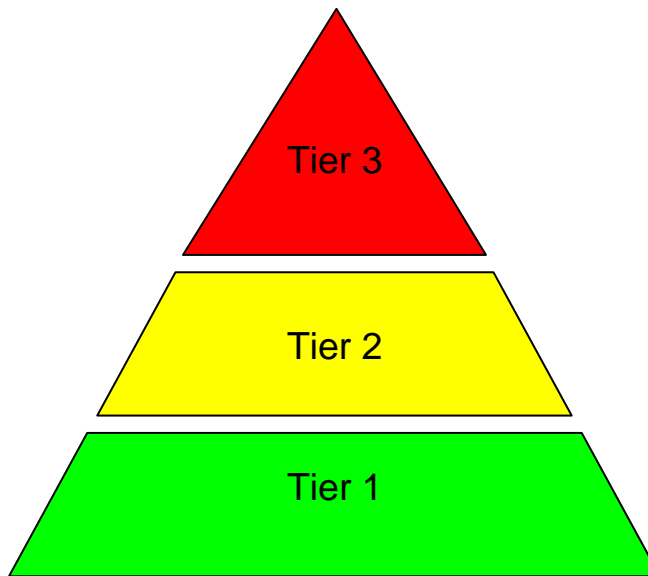
Are defined as: High intensity behaviors that endanger the health and safety of others and/or other high intensity behaviors that fail to meet school-wide expectations. Parents will be notified of all Tier 3 infractions.

Depending on the severity of each incident, law enforcement may be called.

Offense	1 st offense	2 nd offense	3 rd offense
Physical fighting/aggressive physical Contact	1-3 Day Out of school suspension Apology Community Service Conflict Resolution upon return to school Student Success Plan	3-5 Day Out of school suspension Apology Community Service Conflict Resolution upon return to school Parent Meeting Student Success Plan Anger Management Counseling	OSS until Student Support Team Meeting Parent Meeting Apology Community Service Conflict Resolution upon return to school Student Success Plan Anger Management Counseling Possible meet before school board
Bullying	1-3 Day In-school Suspension Apology	3-5 Day in-school suspension Apology	OSS Student Support Team Meeting

	Community Service Mediation	Community Service Mediation Second Step Curriculum	
Physical, verbal threat	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Swearing, vocal aggression	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Sexual harassment	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Inappropriate Public Displays of Affection	Depending on nature of incident can be 1-3 Day ISS/ or 1-3 OSS	3-5 Day in-school suspension out of school suspension Depending on nature of incident determined by Administration	OSS Student Support Team Meeting Contact home Parent Meeting
Disorderly conduct	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Gang-related behavior, signs, symbols	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Destruction of school or other personal property	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Stealing	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Technology Violation	1-5 Day Supervised use	5-10 Days Supervised use	ISS until Student Support Team Meeting
Illegal use or possession of tobacco	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
False fire alarm False 911 call	Up to 5 Day In-school suspension	OSS until expulsion hearing	
Arson	Up to 10 Day Out of school suspension until expulsion hearing		
Bomb Threat	Up to 10 Day Out of school suspension until expulsion hearing		
Alcohol, weapons, or controlled substances	Up to 10 Day Out of school suspension until expulsion hearing		

A student conference with teacher, administrator and/or Dean will be held for each offense. If a student accumulates 3 or more critical violation referrals in any category within the school year, it will result in a Student Support Team Meeting or Student Intervention Meeting with administration. Student will remain in ISS until said meeting takes place.



Grades K-8th Tier 3 Infractions

Tier 3: Use practices and systems establish a foundation of regular, proactive support while preventing unwanted behaviors. This tier will emphasize prosocial skills and expectations by teaching and acknowledging appropriate student behavior.

Tier	Type	Define-One or more of the following constitute a tier	Interventions-what supports will be implemented and by whom?
1	Core instruction/classroom	<ul style="list-style-type: none"> ● Reteaching of expected behavior ● positive praise, ● breaks ● early interventions (refer to Student Behavioral Expectations) 	<ul style="list-style-type: none"> ● Behavior monitoring ● Data Collect of interventions by staff ● Parent/guardian
2	Tier 2 referral is recorded in SWISS by staff	Interventions may include <ul style="list-style-type: none"> ● Social Skills groups ● Self 	<ul style="list-style-type: none"> ● Staff ● Classroom teacher ● Dean of Students

		<ul style="list-style-type: none"> Management Academic supports Functional Behavioral Assessment 	<ul style="list-style-type: none"> School Social Worker Pupil Services Coordinator/ Vice Principal Parent/guardian Referral mailed home
3	Tier 3 referral is written on a referral form and Dean of Students will enter it in NASIS	<ul style="list-style-type: none"> Individualized support to improve their behavioral and academic needs Utilize formal assessments Wrap around supports 	<ul style="list-style-type: none"> Staff Classroom teacher Dean of Students Pupil Services Coordinator/ Vice Principal Parent/guardian Referral mailed home Student placed on Student Success Plan Mandatory Guardian Meeting MTS Administration to discuss continuing enrollment School Social Worker

Grades Kdg. - 8th Grade Tier 3 Violations

These are defined as: High intensity behaviors that endanger the health and safety of others and/or other high intensity behaviors that fail to meet school-wide expectations. Parents will be notified of all Tier 3 infractions. **Depending on the severity of each incident, law enforcement may be called.**

Offense	1st offense	2nd offense	3rd offense
Physical fighting/aggressive physical Contact	1-3 Day Out of school suspension Apology Community Service Conflict Resolution upon return to school Student Success Plan	3-5 Day Out of school suspension Apology Community Service Conflict Resolution upon return to school Parent Meeting Student Success Plan Anger Management Counseling	OSS until Student Support Team Meeting Parent Meeting Apology Community Service Conflict Resolution upon return to school Student Success Plan Anger Management Counseling Possible meet before school board
Bullying	1-3 Day In-school Suspension Apology Community Service Mediation	3-5 Day in-school suspension Apology Community Service Mediation Second Step Curriculum	OSS Student Support Team Meeting
Physical, verbal threat	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Swearing, vocal aggression	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Sexual harassment	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Inappropriate Public Displays of Affection	Depending on nature of incident can be 1-3 Day ISS/ or 1-3 OSS	3-5 Day in-school suspension out of school suspension Depending on nature of incident determined by Administration	OSS Student Support Team Meeting Contact home Parent Meeting
Disorderly conduct	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Gang-related behavior, signs, symbols	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Destruction of school or other personal property	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Stealing	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
Illegal use or possession of tobacco	1-3 Day In-school suspension	3-5 Day In-school suspension	ISS until Student Support Team Meeting
False fire alarm False 911 call	Up to 5 Day In-school suspension	OSS until expulsion hearing	
Arson	Up to 10 Day Out of school suspension until expulsion hearing		
Bomb Threat	Up to 10 Day		

	Out of school suspension until expulsion hearing		
Alcohol, weapons, or controlled substances	Up to 10 Day Out of school suspension until expulsion hearing		

A student conference with teacher, administrator and/or Dean will be held for each offense. If a student accumulates 3 or more critical violation referrals in any category within the school year, it will result in a Student Support Team Meeting or Student Intervention Meeting with administration. Student will remain in ISS until said meeting takes place.

Disciplinary Consideration for Students with Disabilities

Menominee Tribal School is committed to providing all enrolled students with disabilities the Free and Appropriate Public Education (FAPE) to which they are entitled by law. While students with disabilities at MTS will be held accountable, like their non-disabled peers, for their actions, they will be provided reasonable interventions (such as revisions to Individualized Education Plan, behavioral accommodations, Functional Behavior Assessment, Behavioral Intervention Plan, counseling services, etc.) in an attempt to assist each student in conforming to the school structured educational environment. Prior to any disciplinary action which may result in a student with a disability being suspended ten (10) or more days in the school year, the school will convene, as required by law, a Manifestation Determination meeting will be held to determine whether there is any connection between the student's misbehavior and his/her disability.

All discipline of students with disabilities will be conducted consistent with the Individuals with Disabilities Education Improvement Act of 2004 (IDEA 2004)(20 USC § 1400and PL 108-446) and its implementing regulations (34 CRF Part 300); BIE Notice of Procedural Safeguards <http://www.bie.edu/cs/groups/xbie/documents/text/idc-020377.pdf>; BIE Special Education Practices and Processes <http://www.bie.edu/cs/groups/xbie/documents/text/idc1-032083.pdf>; The Rehabilitation Act of 1973 (29 USC § 701 and PL 93-112) and its implementing regulation (34 CFR Part 104); and the BIE Guidance Document for section 504. When a conflict arises between the school's policy as outlined in this or other school document and BIE Special Education Practices and Processes, BIE Notice of Procedural Safeguards, or BIE Guidance Document for Section 504, the school follows the BIE Special Education Practices and Processes, BIE Notice of Procedural Safeguards, or BIE Guidance Documents for Section 504. Copies of BIE Special Education Practices and Processes, BIE Notice of Procedural Safeguards, and BIE Guidance Document for 504 are provided to students and parents upon request at no cost.

BUS EXPECTATIONS:

Be Safe

- Stay in your assigned seat and sit appropriately
- Keep hands, feet, body, and other objects to yourself and inside the bus
- Use inside voices

Be Respectful

- Listen to driver and monitor
- Use appropriate language
- Use kind words
- Treat others the way you want to be treated

- Keep hands, feet, body, and other objects to self

Be Responsible

- Keep track of your belongings
- Keep food and drinks in backpack
- Keep bus clean and neat
- Follow directions the first time

MAJOR BUS VIOLATIONS: Major bus violations are defined as behaviors that do not meet the school-wide expectations of being safe, respectful, and responsible. Failure to meet these expectations will result in a major bus offense referral. Parents will be notified of all major referrals.

Major bus offenses 1-5	Major bus offenses 6-10	Major bus offenses 10+
Student-driver conference with Dean and/or School Interventionist and/or Counselor to discuss and re-teach bus expectations	Student-driver conference with Dean and/or School Interventionist and/or Counselor to discuss and re-teach bus expectations	Student-driver conference with Dean and/or School Interventionist and/or Counselor to discuss and re-teach bus expectations
Documented parent contact for each offense	Documented parent contact for each offense	Documented parent contact for each offense
Logical consequence assigned	Lunch detention	1 day bus suspension
	A Student Support Team (SST) meeting will be held.	A Student Intervention Team (SIT) meeting will be held.

Major Bus Violations are defined as: High intensity behaviors that endanger the health and/or safety of others as identified on pg.23 of the Critical Violation Matrix. Consequences will be in accordance with the MTS behavior matrix. Bus suspensions will run in accordance with the school suspensions as listed in the matrix. i.e., A 1 day ISS equals a 1-day bus suspension, etc.

***NOTE: When a student is suspended from riding the bus they are prohibited from riding the bus during any school-related activity (including sporting events and field trips). It is the parents/guardians responsibility to provide transportation to and from school during the bus suspension.

EXPULSIONABLE OFFENSES

These behaviors at school or any school-sponsored event may lead to an automatic recommendation for expulsion to the Menominee Tribal School Board of Education. All students are entitled to due process.

ALCOHOL/DRUGS: The use/being under the influence of, possession, distribution, or sale of alcohol substances, drugs (including the inappropriate use of prescription or non-prescription drugs), narcotics, drug paraphernalia, or other noxious substances including vapor releasing substances or materials or substances designed to look like alcohol, drugs, and drug paraphernalia, except for all prescription or over-the-counter drugs for which permission to use in school has been expressly granted by the school pursuant to Governing Board policies. The school reserves the right to contact proper authorities and/or emergency services for just cause.

ARSON AND MISUSE OF ALARMS: Intentional burning of property or misuse of evacuation alarms.

ASSISTING/ENCOURAGING PROHIBITED CONDUCT: Assisting, helping or encouraging others to engage in prohibited conduct.

DEFIANCE OF SCHOOL AUTHORITY: Refusal to comply with reasonable requests of school personnel, interference with disciplinary or administrative proceeding. Defying prohibition of being on campus while suspended or expelled.

DESTRUCTION OR DEFACEMENT OF PROPERTY/VANDALISM: Threat of or destroying, defacing, damaging, or mutilating objects or materials belonging to the school, school personnel, or other persons, regardless of location.

DISORDERLY CONDUCT, INCLUDING BUT NOT LIMITED TO PROFANITY, OBSCENE BEHAVIOR, AND PUBLIC DISPLAY OF AFFECTION: Conduct, behavior and/or speech which is disruptive to the orderly procedure of the school and violates commonly accepted standards of the school and that, under the circumstances, have no redeeming social value.

DUPLICATION OR MISUSE OF KEYS: The unauthorized manufacture, duplication, use of possession of keys to public buildings.

ENDANGERING THE HEALTH AND SAFETY OF OTHERS: Any act putting the health and safety of others at risk by vandalism, throwing of objects, placing of obstacles, placing additives in food or drink, making a bomb threat, disarming of safety devices or failure to follow safety directives from school personnel.

EXPLOSIVE DEVICES: The use, possession, or sale of explosive devices, or ingredients for making explosives, or materials designed to look like explosive devices.

EXTORTION: The solicitation of money or services, or something of value, from another person, in return for protection, or in connection with a threat to inflict harm.

FORGERY: Writing and using the signature or initials of another person, including plagiarism.

HARMFUL OR CORROSIVE SUBSTANCES: Possession and/or use of harmful or corrosive substances such as mercury, acids, or ingredients for making explosive devices.

HAZING OR INITIATION: Use of hazing or initiation to inflict physical or emotional harm, injury or distress to an individual in any form that injures, degrades, or disgraces, or tends to injure, degrade, or disgrace an individual, including bantering, ridicule, or criticism.

LYING AND CHEATING: Giving of false information or information calculated to mislead, or using unauthorized means to gain information or enhance scores or failure to comply with lawful directions of school officials or any other law enforcement officers acting in performance of their duties, and failure to identify themselves to such officials when lawfully requested to do so.

MISUSE OF COMPUTERS AND INTERNET: Unauthorized and illegal entry into, or use of, computer information, hacking, or placing of computer viruses or acts to disrupt the legitimate exchange of information via computers.

PHYSICAL ASSAULT: Intentionally, knowingly, or recklessly causing any physical injury to another person; or intentionally placing another person in reasonable apprehension of imminent physical injury; or knowingly touching another person with the intent to injure, insult or provoke such person.

SEXUAL HARASSMENT: Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when made by a student towards another individual.

INAPPROPRIATE DISPLAY OF AFFECTION: Habitual displays of affection, inappropriate touching, sexual activity on school grounds or school events.

THEFT: Taking or concealing property that belongs to others including copyright infringement and plagiarism.

TRESPASSING: The forceful or unauthorized entry or occupation of school facilities, including both buildings and grounds, and the unauthorized presence of a student on campus.

THREATS AND VERBAL ABUSE: Statements or actions which intimidate or injure another individual, including sexual harassment.

TOBACCO: The use, possession, distribution, or sale of tobacco of any kind on school property or grounds, during a school sponsored activity, or on a school bus or other school vehicle.

UNEXCUSED ABSENCES AND/OR TRUANCY: Excessive truancy offenses.

VIOLATION OF FEDERAL/STATE/TRIBAL LAWS: Any conduct which violates Federal, State, and/or Tribal law.

WEAPONS: The possession of a deadly or simulated weapon, prohibited weapon or object, or the use of such to inflict bodily injury to another person or an instrument displayed, represented, or threatened to be used as a weapon.

CONSEQUENCES

Logical Consequences: Logical consequences are intentionally planned by teachers and administrators, teaching students a skill that they will need to be successful later on in life. Logical consequences need to be related, respectful, and reasonable.

Student-Teacher Conferences: After receiving a referral, the student will be mandated to participate in a conference with the referring staff member to resolve the issue at hand.

Lunch Detention: Detentions will be held during lunch or recess periods. (see behavioral matrices on pages 25-32).

After-school Detentions: After-school detentions will be held from 3:15-4:45. Students are expected to abide by school rules during the after-school detention. Students may be required to re-serve their after-school detention in the case that they are uncooperative or display a lack of regard to school rules during the after-school detention. Parents/Guardians will be notified in the case that their student has been assigned an after-school detention. When possible the school will attempt to arrange transportation home via after-school bussing. If no busses are available, parents/guardians are fully responsible for transportation home.

Student Intervention Plan: This is a formal agreement between the student, parent, and Student Intervention Team with clear goals, expectations, monitoring system, time-frame, and consequences.

In-School Suspension (ISS): Student will remain in school, placed in the designated in-school suspension room during this period. Student will not be allowed to attend special events or participate in after school or athletic events.

Out-of School Suspension (OSS) Procedures: Student will not be allowed to attend school during this suspension period.

Pre-Expulsion Procedure: When a student reaches this point in the discipline process, the MTS administration contacts the parents/guardians to set up a pre-expulsion hearing that includes the Administrative Team, parents/guardians, and students. A final behavior contract may be developed at the meeting and if the student violates the contract it may result in an expulsion hearing with the MTS Board of Education.

Expulsions: Expulsion is the termination by the Board of Education of a student's right to attend school. A student may be expelled only after a hearing before the Board of Education. The duration of any expulsion and a date for its review will be specified. During the expulsion process the student is entitled to the full protection of due process, including the right to legal counsel.

Note: Without prior administrative approval, a student on out-of-school suspension or expulsion may not be on school grounds or at school events for any reason for the duration of the suspension or expulsion.

Due Process: Due Process is the method by which a student and/or parent may appeal a decision in a disciplinary action. If a student and/or parent feels the disciplinary action by a teacher or staff member was unjustified, he/she may request a meeting to hear and discuss the concern with the building principal. Any concern not appealed within five (5) working days of said event will not be considered. A student and/or parent not satisfied with the disposition of his/her concern at any level may appeal to the next higher level, the MTS Board of Education. See complaint policy.

Corporal Punishment:

The policy of the school will be that corporal punishment is not allowed.

ATHLETIC PARTICIPATION

Eligibility Rules

Every athlete who desires to participate in the Menominee Tribal School Athletic program must fulfill these requirements.

- The athlete must have a physical examination prior to starting practice. This exam must remain on file with the Athletic Director. A physical examination is good for two years.
- Students attending a different school last year must have the physical card transferred with their records. An athlete cannot participate until records/physical card arrives.
- The pledge sheet must be signed by the athlete and parent/guardian and turned in to the coach before participation in the sport will be permitted.
- The athlete "must" maintain a grade average of at least a "C-" or 1.67 and not have a failing grade (F) in any class in order to participate. An athlete will have the option to practice with the team while they are improving their grades in after school tutoring, but will not be able to play unless a teacher(s) signs a release.
- If a student is failing, the student, parent, and athletic director will be notified by the teacher of the student's grade.
- The student then has one school week (5 school days) to bring his/her grade up. The student should also attend after school tutoring or until 4:00 pm Monday and Wednesdays. They may then go to practice.
- If the student brings his/her grade up during the 5 day period, the student may play/participate in any game or activity as normal and the parent and athletic director will be notified of the student's eligibility.
- If the student is not able to bring their grade up during the 5 day period, the student will not be allowed to participate in games/activities until a teacher has cleared them to participate. The students should continue to attend tutoring and strive to bring their grade up.
- Student eligibility will be determined by 12:00pm on a game/activity day.

Insurance and Injuries

- The athletes must report all injuries immediately to the coach. Coaches should be notified prior to any medical treatment on the part of the athlete whenever possible.
- Should any injuries be discovered after the athlete returns home, parents should use their discretion in seeking medical attention. The coach should be notified the next day so that insurance forms could be completed.
- Parents of athletes will sign a waiver that indicates that their private insurance will be billed first for injuries that occur to their child.

Care of Equipment

- Each student is responsible for the proper care and safekeeping of issued equipment.
- Each athlete is responsible for his/her own property and valuables. LOCKERS SHOULD BE SECURELY LOCKED DURING AND AFTER PRACTICE/GAME. The school and/or its coaches will not be held responsible for loss or theft of personal articles.
- At the conclusion of a sports season all equipment must be turned in to the coach within five (5) days. The parent/guardian must be notified in writing of any unreturned items. A student “will not” be permitted to participate in another sport until all uniforms/equipment from the last sport participated in are turned in or reimbursement has been made.
- The Athletic Director and the Administrator will determine reimbursement for lost items. The student and parent/guardian will be billed for any unreturned or damaged items. If any equipment or uniforms have not been turned in by the athlete, he/she WILL NOT be allowed to practice or participate with another team (new season) until all is turned in or paid for. NO EXCEPTIONS!!!
- No awards will be handed out to student athletes until all uniforms and equipment are turned in or paid for. Each head coach should then submit a complete inventory of uniforms and equipment to the Athletic Director, along with a list of award winners.

Travel and Conduct on Trips

- According to Menominee Tribal School policy, coaches are not allowed to transport athletes in their own vehicles.
- Team members MUST use the mode of transportation provided by the school for away games. If parents attend away games, they will be allowed to transport their child only with written permission and given to the coach. No athlete may ride with anyone other than their parents/guardian without written permission.
- All team members shall dress neatly and appropriately for all games.
- As representatives of the Menominee Tribal School, every athlete is expected to be of outstanding character. Consequently, the highest standard of conduct is expected of every athlete at all times.

General Rules of Conduct

These rules of conduct are established in the best interest of the athlete and the school. Athletes who comply with these rules overly demonstrate their desire to dedicate themselves to self-improvement, sportsmanship, and respect for others, as well as enhancing the performance of their teammates. Furthermore, compliance with established rules will demonstrate the athlete's desire to be an outstanding representative of his/her team and school.

Conduct: An athlete shall refrain from any habits and/or conduct that would reflect unfavorably on himself/herself or his/her school: For example: Use of profanity, harassment (sexually, verbally, racially, etc.) fighting, immoral behavior, hickies, insubordination to the teacher/staff, trouble with police, cheating, or skipping school. **This includes all PRACTICE sessions or games.**

- **In-School Suspensions:** Athletes serving an in-school suspension may not practice or participate in a game on the days that they are required to serve the suspension.
- **Behavior Referrals:** Athletes will not participate in a game on the same day that they earn a behavior referral.

Enforcement: It is the responsibility of the coaches to enforce general rules of conduct. Penalties will be one (1) game suspension, three (3) game suspensions, or suspension for the remainder of the season, depending on the nature of the offense and the number of occurrences.

Appeal Process: If a student does not agree with the penalty rendered, he/she has five (5) school days to appeal in writing to the Athletic Director to schedule a meeting to express his/her position. All appeals should proceed as quickly as possible. The athlete or coach has five (5) school days to appeal the decision of the Athletic Director.

Attendance:

- Players are EXPECTED to attend all practices. Excuses from practice will be accepted at the discretion of the coach.
- Injury or illness will be the **ONLY** legitimate excuse for missing a regularly scheduled practice/game. Other reasons for missing must be cleared by the coach before the absence.
- On a given day an athlete MUST attend school ALL DAY in order to PRACTICE or PARTICIPATE in an athletic event that day. If a student does NOT come to school, the absence must meet normal written excuse requirements. We ask the cooperation of the parents to see that athletes miss as little school as possible. If any truancy shows up the day of competition the athlete is ineligible for any competition that day or night.
- If an athlete leaves a team after 4 practices they will not be allowed to join another team that season.
- An athlete may not be on more than one team during a particular sports season.

Parent Chain of Command: The parent/guardian should first see the coach if they have a concern or comment about their child. If the situation cannot be resolved, a meeting should be set up with the athletic director.

Volunteer Opportunities: Parents and guardians are encouraged to volunteer at their child's athletic event. Positions available include: chaperoning, working at the score table, and working at the refreshment stand.

HARASSMENT

Harassment is intimidation from physical, visual, verbal, or sexual behavior which can include the following: physical or emotional abuse, sexually explicit comments and actions, racial insults, ethnic slurs, religious slurs, sexual preference, gender bias, discriminating remarks or gestures which are offensive or objectionable to the recipient or which causes the recipient discomfort, humiliation, or which interferes with the recipient's academic performance. Referring to a student or staff member in a negative way on social media shall be considered a form of harassment.

Procedure for reporting harassment

- The individual may report an incident of harassment from another person to any staff member they feel comfortable with.
- The individual/staff member must submit a written statement to the school Administrator or designee identifying the person(s) involved and the details of the incident.
- The Administrator investigates the allegations and comes to a conclusion. In accordance to the severity of the infraction or repetitive nature of the offense, the offender may be subject to any of the following: police citation, suspension, expulsion, administrative team hearing, mandated counseling
- The school will provide information and resources to all affected children on victim rights and due process.

COMPLAINTS

If a parent/guardian or student is not satisfied with a decision, procedure, or performance of a staff member of the Menominee Tribal School the following procedure must be followed as recommended by the Menominee Tribal School Board of Education.

Procedure for filing a complaint

The complaint must be **written** and turned in to the school administrator **within five (5) working** days of the incident involved. The complaint must include the following information:

- Date of incident
- Names of people involved
- Description of incident
- Reason for dissatisfaction
- Signature of complainant

The Administrator must review the written complaint and make a recommendation for a resolution within ten (10) working days of receiving it. The Administrator will investigate the incident and interview people and/or parents involved as necessary. The Administrator may choose to review findings with the Administration Team (Special Education Coordinator, Dean of Students, and Team Leaders of the K-2, 3-5, 6-8 units) as appropriate. The Administrator will make the final written recommendation, within 10 working days, to the complainant at the end of the investigation. The Administrator will make every effort to come to a resolution that is in the best interest of the child involved. If the complaint is about the Administrator, the written statement needs to go to the Chairman of the Menominee Tribal School Board of Education.

Appeal Process

If the complainant is not satisfied with the Administrator's decision, the person may file a complaint with the Menominee Tribal School Board of Education within five (5) working days of administrator decision. The School Secretary may be the recipient of this document. The complaint must be a signed written document that explains all the elements of the complaint. This document is given to the Chairperson of the Board who will place the issue on the School Board Agenda. The School Board will review the incident at the next available meeting and come to a decision. If the complainant remains dissatisfied they may file the complaint with the Menominee Tribal Court at their own expense.

Delinquent Payments

A student who attends Menominee Tribal School may accumulate fines or expenses in the following manner:

- Overdue book fines from the library
- Unpaid or overdue tuition payments
- Unpaid expenses for damage to school property
- Unreturned, lost, or damaged textbooks
- Unreturned, lost, or damaged sports uniforms

If payment is not received, the Menominee Tribal School may proceed with the following procedure:

- The parent/guardian and student will be informed that a balance is owed to the Menominee Tribal School with an explanation of what the expenditure is for.
- The parent/guardian and the student will be given the opportunity to resolve the debt.
- An arrangement may be made between the school and the family of the student for the expenditure to be paid.

Unpaid balances may result in the following:

- Student may not be able to participate in end-of-the-year class field trips
- Students may be taken off the class roster of the Menominee Tribal School for any unpaid balances.
- Students may not be able to participate in the end-of-the-year 8th grade graduation ceremony.

Menominee Tribal School Wellness Policy/Plan

Menominee Tribal School (MTS) shall promote school wellness, including good nutrition and physical activity in the school's educational programs, as well as community activities and meal programs that contribute to the development of lifelong wellness practices. MTS recognizes that wellness and healthy eating are important to the physical and academic achievement of all children. This Policy shall be consistent with the Child and Nutrition and WIC Reauthorization Act of 2010 and has been updated to meet the 2016 final rule. Throughout this plan the term "normal school day" is referenced repeatedly with the definition being 30 minutes before and after the starting time of school.

I. Designation In-District Wellness Plan Leadership and Public/Stakeholder Involvement

The following administrative or supervisory position(s) with MTS have the primary responsibility for the school-wide implementation and oversight of the MTS Wellness Plan:

- Food Service Manager
- MTS Administrator

MTS will also have a Wellness Committee whose primary function will be involvement in the periodic assessment, review and updating of this Wellness Policy. Committee participants will be limited to no more than thirteen and emphasis will include recommending possible changes or modifications to the plan. At minimum, there will be one annual open meeting scheduled with the coordinator which will facilitate the meetings, provide, documented agendas, take minutes and meeting notes, and keep all on file in the school office.

School administration will monitor to ensure that the Wellness Committee be comprised of, at minimum, the following staff and student personnel: one staff member from each instructional unit (K-2; 3-5; 6-8), one health and/or gym teacher, one member of the food staff, and one 7th or 8th grade student representative. Administration will also actively recruit out of school participants including school board members, parents, community health care professionals, and other interested community members. Recruitment will be done through school brochures, "all group" email, school sponsored family nights and other events, Facebook posting and the MTS school webpage. Committee membership will be reviewed and determined annually and any vacancies that occur throughout the school year may be replaced and appointed by the school administrator.

II. Locally Selected Wellness Plan Goals

Nutrition Education Goals

Menominee Tribal School nutrition goals are intended to support and supplement state-mandated curricular elements that relate to health and nutrition, for the purpose of providing students with the knowledge and skills necessary to appreciate the benefits of and make sound decisions related to eating habits and nutrition.

- Support and promote good nutrition in all school-based activities during normal school operating hours;
- Will incorporate weekly nutrition education classes in all classrooms;
- Students will be involved in enjoyable, developmentally appropriate and culturally relevant participatory activities such as the school's sugar camp and maple syrup processing as well as collecting and harvesting wild rice, food promotions and taste testing;
- Links with school meal programs, other school foods and nutrition-related community services.
- When grant funding is available, all students will be provided with fresh fruit and vegetable snacks three times per week.
- Include training for teachers and other staff.

Physical Activity Goals

Because physical fitness has a significant impact on a student's ability to learn and to live a healthy life it is the goal of MTS that every student shall have opportunities to acquire the knowledge and skills to participate in physical activities and appreciate the short and long-term benefits of personal fitness. The goals listed below, which focus on students directly engaging in physical movement and exercise, will support and supplement the school's comprehensive physical education curriculum.

- Support and promote an active lifestyle for students and staff.
- Shall adopt and implement a comprehensive health and fitness curriculum, consistent with state standards.
- All students receive physical education instruction [adaptive P.E. by a certified physical education teacher or an adaptive physical therapist] by a certified physical education teacher for the entire school year: K-5 :60/week and 6-8 :50/week
- Encourage after school student participation in athletic programming for students
- Promote the use of physical activities for class parties, holidays and school reward incentives: bowling, sledding, fishing, hiking, basketball tournaments, scavenger hunts, card making, seasonal crafting, etc.
- Promotes physical activity and provides additional opportunities for students to be actively engaged in physical activity during the day as well as special programs or events. Examples include, but not limited to:
 - 3-minute 'brain breaks' periodically throughout the day
 - Yoga and mindfulness activities during morning meeting sessions
 - Chair exercises, dancing and body stretch breaks
 - Movement break sticks' - 1 minute activities that are written on tongue depressors, one is picked for each break.
- Provides daily recess period(s) for students, featuring time for unstructured but supervised active play

- Provide professional development training and opportunities for staff - yoga, mindfulness, meditation
- Exceptions will be made to meet IEP goals and students with medical excuses.

Nutrition Promotion Goals

By establishing nutrition promotion goals, the school will provide resources and opportunities for students, staff and others that will help students to recognize, develop, and practice healthy eating habits within the school environment, at home, and/or in other community settings. The school will promote nutritious food and beverage choices consistent with the current Dietary Guidelines for Americans and Good Guidance System published jointly by the U.S. Department of Agriculture. In addition, Menominee Tribal School will establish procedures to control food sales that compete with the school's non-profit food service in compliance with the Child Nutrition Act.

- Weekly health classes will provide activities that promote student involvement of making posters and snack menus that promote healthy, nutritious foods.
- Promote field trips that include Farm 2 school locations that enrich student understanding of healthy, fresh, local foods: pumpkins patch, dairy farm, apple orchard, and fishing.

Goals for Other School-Based Activities that Promote Student Wellness

In establishing the following goals for other school-based activities that promote students wellness within the Wellness Plan, the school attempts to recognize that activities and initiatives can be integrated across a variety of school related settings. Activities can extend beyond the school's food service program and are intended to engage and encourage physical activities that involve families and other community partnerships.

- Promote and encourage staff involvement in health initiatives provided through the Tribal Clinic: annual health screening and individual health planning; weight-loss challenges; physical fitness classes.
- Encourage families to participate in school sponsored physical activities: Color Run, Powwows, walk to school, community awareness walks, etc.

III. Standards and Nutrition Guidelines for Foods and Beverages Available to Students

Food sold to students at School

The following nutrition standards and guidelines apply to foods and beverages offered for sale to students on school premises before the start of the school day, during the official school day, and within 30 minutes after the official school day.

- Reimbursable meals and snacks, (lunch, breakfast, afterschool snacks) will meet the statutory and regulatory nutrition standard established for such meals and snacks.
- Foods and beverages sold to students during the official school day that are not included as part of the school meal program shall meet at least the USDA minimum. For further clarification and guidance please refer to Appendix A, Smart Snack in Schools and Competitive Foods nutrition standards.
- Fundraising is an essential component of student activities that support quality programs at MTS; therefore, fundraising is encouraged. During all food related fundraisers, MTS promotes healthy

nutritional choices for our students/families/community. Fundraising events that involve physical activity and increase overall wellness are highly encouraged. Suggested fundraising activities that do not promote the use of food may include but are not limited to: car washes, lawn clean up including raking and shoveling, pet walking and/or dog washing, pledge for walk-a-thons, singing telegrams, and raffles including 50/50 raffles of donated items. This plan allows the school administration or food coordinator to approve up to two exempt fundraisers per student organization per year involving the sale of food or beverage items that do not meet any minimum nutrition guidelines. Any approved exempt fundraiser may not exceed two weeks and NO sales will be allowed during any school meal program.

- Administration approved food orders that are delivered to the school building that are not intended to be consumed on school premises (ex. Frozen food fundraisers) are not subject to any specific nutrition standards or location restrictions.

Foods Provided or Distributed, but Not Sold to Students

- Beverages: Any beverage that is not listed or does not meet the guidelines included below should not be served or distributed during the official school day without receiving permission from school administration. (Note: No-calorie or low calorie beverage options are not an option for K-8 students)

Beverage	Portion Size
Plain water	No limit
Unflavored low-fat milk	8oz for K-5 12oz for 6-8
Flavored or unflavored fat free milk or milk alternatives	8oz for K-5 12oz for 6-8
100% fruit/vegetable juice	8oz for K-5 12oz for 6-8
100% fruit/vegetable juice diluted with carbonated or noncarbonated water	8oz for K-5 12oz for 6-8

- Classroom celebrations, receptions, and special occasions, as previously included in this plan, should promote healthy options whenever possible. A listing of healthy snack options (Appendix B) will be provided to staff and parents. Occasional celebrations such as birthday and holiday, whose food includes items that do not meet healthy snack or food meal standards are allowable in moderation unless otherwise directed by school administration of the food service coordinator. Healthy snack suggestions may include but are not limited to the following items and should be served after student lunch hours:

Fresh veggies and low fat dip	Yogurt
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Dried fruits	Pretzels
Fresh fruit or fruit cups	Trail/ Cereal mixes (no candy)
String Cheese, cubes	Popcorn
Whole grain crackers	Low fat muffins
Other low fat crackers	

- Other meetings and events that occur during normal school hours that involve students and/or staff that do not fall under previously mentioned sections shall follow the school’s nutritional guidelines for food, snack and beverages sold in the school during the normal school hours unless previously approved by the school administrator or food program coordinator.
- Food that a student may bring from home is not affected by this wellness policy, but it is encouraged that families provide their children’s food items with healthy, nutritional items.

IV. Marketing of Food and Beverages

No school official, employee or agent shall prospectively authorize or allow the marketing (advertising or promoting) of foods or beverages on school grounds during the normal school day that do not meet the minimum federal nutrition standards for foods and beverages that are sold to students outside of the school meal programs. Examples of this include posters, cupd, food trays, coolers, etc. Allowable exclusions:

- Materials used for educational purposes within a classroom.
- Existing scoreboards and other equipment
- The display of a general brand that is considered healthy
- Materials that are displayed for approved fundraisers
- Personal items such as clothing, lunch boxes, backpacks, water bottles, etc.

V. Assessing the Wellness Policy and its Implementation

The primary means of measuring the implementation of the school’s compliance with this Wellness Plan is through a formal assessment that will occur at least once every three years. The assessment will be completed under the direction of the school administrator or food program coordinator. A report will be generated and provided to all stakeholders and will address at least all of the following areas:

1. The extent to which MTS is in compliance with the Wellness Policy
2. A narrative of the progress made in attaining the goals using quantitatively and/or qualitatively collected data to the extent that is practical and appropriate
3. The extent to which the MTS Wellness Policy compared to one or more model local school wellness plans/policies.
4. A statement of any recommended changes to the MTS Wellness Policy, or a statement that no specific changes are recommended, will be provided to wellness committee members and then to school administration for final approval.

The final report as well as any other periodic assessment reports shall be presented to the school board.

1. Identify the data and other records that will be used to reasonably document and evaluate the progress that is being made with the specific goals, nutritional standards, and other requirements included in the Wellness Policy.
2. Communicate expectations to school personnel related to tracking school level data that will be needed to effectively assess the policy/plan
3. Periodically meet with school-based personnel to serve as a support resource regarding the plan implementation and to review the school's compliance and progress to date.

VI. Reports and Other Communication related to MTS Wellness Policy

The primary means of keeping families, community members and the general public informed of the Wellness Policy will be through the Menominee Tribal School public website. In addition to uploading the most current plan a "Wellness Corner" will be included that will provide readers with wellness related school activities, healthy nutritional information, school wellness personnel contact information, upcoming meetings, and plan elevations summary reports(s)

USDA Nondiscrimination Statement and Compliant Information

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices and employees, and institutions participating in or administering USDA programs are prohibited from discrimination based on race, color, national origin, sex, disability, age or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American sign language, etc.) should contact the Agency (state or local) where they applied for benefits. Individuals who are deaf or hard of hearing or have speech disabilities may contact the USDA through the Federal Relay Service at (800)877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at http://www.ascr.usda.gov/complaint_filingcust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866)632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington D.C. 2025-9410
2. Fax: (202)690-7442; or
3. Email: program.intake@usda.gov
This institution is an equal opportunity provider

Adoption date: July 13, 2020

Wellness Committee Members: Shawn Bonnin, Ashley Soik, Michelle Koehler, Samantha Anderson, Kathy Peters - Food Service, Amy Kasten-Food Service Coordinator.

Alternative Healthy Food Options

Appendix B

Tribal School will promote and encourage the use of alternative healthy food options that meet the Smart Snack in School Standards/Guidelines

Dairy/ Meat Products	Portion	oz	Cals	Fat %	Sat. Fat %	Trans Fat %	Sugar %	Sodium mg
Mozzarella string Cheese		1	90	55.6	35	0	0	90
Cheddar Cheese Cubes		1	90	66.7	45	0	0	0
Mild Cheddar Cheese sticks		1	90	66.7	45	0	0	0
Low fate Crazy cone	2.3 oz		120	12.5	7.5	0	33	40
Vanilla Mighty mini sandwich Reduced Fat Chocolate cone	2.5 oz		120	25	7.5	0	33	40
Reduced Fat Vanilla Cone	2.2 oz		148	20.3	9.1	0	27	71
Nuts, Seeds % meats								
Roasted Peanuts	1 half portion		79	74	11.4	0	0	200

Roasted pumpkin seeds		1	160	75	14.1	0	0	65
Roasted sunflower seeds		1	170	76.5	7.9	0	7	95
Roasted salted almond		1	170	82.4	53	0	2	85
Roasted salted cashews		1	160	75	14.1	0	3	60
Roasted Salted pistachios		1	80	68.8	11.3	0	3	125
Turkey Jerky	1 half portion		50	10	0	0	0	115
Snacks								
Baked Chips		1	110	22.7	0	0	11	190
BBQ Potato chips		1	100	15	0	0	8	125
Original potato chips		1	130	23	3.5	0	9	160
Sour cream and onion chips		1	130	34.5	6.9	0	3	105
Doritos Reduced fat cool ranch		1	130	35	3.5	0	0	200
Tostitos Reduced fat tortilla chips		1	120	33	3.8	0	0	110
Rold gold pretzels		1	80	12	0	0	0	140
Smartfood White cheddar		1	70	28	0	0	0	135

popcorn								
Chex mix Hot n spicy		1	110	22.7	4.1	0	7	190
Chex mix cheddar		1	110	22.7	4.1	0	15	180
Kellogg's Special K cracker chips		1	87	90	16	0	0	190
Honey BBQ Cracker chips		1	87	90	16	0	0	190
Whole grain goldfish crackers		1	100	30	9	0	0	110
Giant goldfish grahams cinnamon		1	120	29	7.5	0	20	110
Giant Goldfish grahams vanilla		1	120	29	7.5	0	23	110
Giant goldfish grahams chocolate		1	110	27	8	0	22	120
Pastries/ Grains								
Honey Wheat mini bagels		1	60	0	0	0	13	90
Whole grain mini cinnamon roll		1.5	140	25	0	0	26	150
Whole grain baked bread stick		1.9	120	16.7	7.5	0	7	180

Whole grain reduced fat banana muffin		1.9	160	25	5.6	0	35	180
Whole grain reduced at blueberry muffin		1.9	150	26.7	6	0	35	170
Whole grain reduced fat choc/chip muffin		1.9	160	28.1	8.4	0	35	115

Updated and approved by MTS Wellness Committee: February 1, 2021

Approved by MTS School Board: February 17, 2021

ACKNOWLEDGEMENT FORM

Menominee Tribal School
Parent-Student Handbook
SY 2021-2022

We have received a copy of the MTS Parent-Student Handbook. We agree to read over the handbook and agree to abide by the policies and procedures.

Items to note:

- _____ **Be Positive (pg. 13)**
- _____ **No bus passes after 2:00 pm (pg. 9)**
- _____ **Cell phones will be confiscated if misused during school day (pg. 11)**
- _____ **Students are expected to maintain a minimum of a 92% attendance rate (no more than 10 absences total) (pg. 19)**
- _____ **Attendance Policy: Once a student is up to 7 absences, the school will implement a family attendance intervention (pg. 20)**
- _____ **School wide Behavioral Expectations (pg. 23, 24)**
- _____ **Bus Expectations (pg. 34)**
- _____ **Remote Learning Expectations (pg. 9)**
- _____ **I understand the importance and agree to keep the school informed of my most recent contact information.**
- _____ **I agree to support and assist my child to participate in the remote learning days.**
- _____ **I will keep my child home when they are sick.**
- _____ **I will symptom screen my child before sending him/her to school everyday.**

Parent/Guardian Signature

Date

Student Signature

Grade

Student Signature

Grade

ACKNOWLEDGEMENT FORM

Menominee Tribal School

**Assumption of the risk and waiver of liability relating to
Coronavirus/COVID-19/Pandemic**

SY 2021-2022

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is very contagious and is believed to spread from person-to-person

contact. As a result, federal, state, and local governments have, in many locations, prohibited the congregations of groups of people.

The Menominee Tribal School has put in place preventive measures to reduce the spread of COVID-19, further, attending Menominee Tribal School, athletic/activities workouts or practices could increase your child's risk of contracting COVID-19, Menominee Tribal School cannot guarantee your child will not become infected with COVID-19.

I affirm that my child has not been diagnosed with, demonstrated any symptoms of or has in any way been exposed to any communicable diseases (including but not limited to the virus COVID-19) within the past thirty (30) days.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk of my child/ren may be exposed to or infected by COVID-19 by attending Menominee Tribal School, in classroom, athletic/activities workouts or practices and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of my child becoming exposed to or infected by COVID-19 at any Menominee Tribal School athletic/activity workout or practice, or in classroom setting, may result from the actions, omissions, or negligence of myself, my child, and other, including but not limited to, Menominee Tribal School employees, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child including, but not limited to, personal injury, disability, death, illness, damage, loss, claim, liability, or expense, of any kind, that my child may experience or incur in connection with my child's attendance in any Menominee Tribal School athletic/activities workout or practice. Or in a classroom setting, on my behalf, and on behalf of my child, I hereby release, covenant not to sue, discharge, and hold harmless the Menominee Tribal School, it's employees, agents, and representatives, whether a COVID-19 infection occurs before, or after participation in any Menominee Tribal School athletic/activity or in a classroom setting.

Printed Name: _____

Parent Signature: _____

Date: _____