

SCHOOL DIST #24 BD OF TRUSTEES:

The Board of Trustees has sole authority for hiring of personnel and operation of the school. Regular Board meetings are held monthly. Locally posted meeting agendas will serve as public notice for each meeting, and will specify the time, date and location for both the regular and special Board meetings. All Board meetings are open to the public. To contact the Board on any issue, call the school at 295-9311 or write to the following address:

*Yaak School District Board of Trustees
29893 Yaak River Rd
Troy, MT 59935*

School Policy in it's entirety is available for examination by contacting the District Clerk @ 295-9311.

CONCERNS AND COMPLAINTS:

Any persons with concerns, complaints, or questions regarding classroom activities should first discuss them with the teacher. If such discussion does not resolve the problem, the issue should be appealed to the supervising teacher (if applicable) and then to the Board, using procedures set forth in School Policy 1700. The public may attend any Board meeting and speak on issues of concern. The Board may not act on any issue unless it appears on the meeting agenda. Any person wishing to address the Board may do so without advanced notice. However, persons seeking Board action must contact the District Clerk by phone (295-9311) or by mail seven (7) days prior to the meeting to include their issue on the agenda.

The Yaak School Student Handbook



This handbook is a brief synopsis of information for parents and students and does not include all school policies.

A complete copy of all Yaak School policies are available at the school for public review.

Revised
July 2017

AGE:

A child must be six years of age or older on or before September 10th of the year in which the child is to be enrolled in first grade. Kindergarten students must be five years of age or older on or before September 10th.



IMMUNIZATION:

Montana State Law requires that all children must have proof of immunization prior to enrollment in school. Exemption from immunization requirements is available; contact the school for information.



SCHOOL DAY:

School hours are 8:00am to 4:00pm Monday, Tuesday, Wednesday, and Thursday. There are some Fridays throughout the school year that we will be attending school, refer to school calendar for those days. A child will be considered tardy if he or she is not at the school and prepared for class by 8:00am. Children should be dropped off no earlier than 10 minutes prior to class time (7:50am) and picked up no later than 10 minutes after class time (4:10pm) dismissal unless prior arrangements have been made with the teacher.



LUNCH:

The Yaak School does not have a lunch program. Students must be provided with a lunch from home on a daily basis

FIGHTING:



Fighting is NOT allowed, before school, during school, after school, on school grounds, or in an area that will reflect negatively on the school.

NOT ALLOWED:

Do NOT bring the following items to school:



Firearms

Knives

Drugs

Alcohol

Tobacco products

Any item considered unlawful or dangerous

DRUG AND ALCOHOL ABUSE:

Any student who knowingly possesses, uses, or is under the influence of any narcotic substance, alcoholic beverage, controlled drug (except those legally prescribed by a physician), or intoxicant of any kind, while on school grounds or at any school-sponsored activity, will be subject to suspension or expulsion.

VANDALISM AND PROPERTY DAMAGE:

The school buildings, class materials, and equipment are provided by the taxpayers for the benefit of the students and community. Students who destroy or vandalize school property will be required to pay for the replacement or repair of such property. The willful destruction of school property by a student may result in suspension or possible expulsion.

Textbooks and other school materials are issued to the students with the understanding that the students will make every effort to take good care of them. Students who lose a textbook or other school property through carelessness, theft, etc., will be required to pay for the material before another one is issued. A fee will be assessed to the students returning books that are damaged beyond normal usage wear. If school materials are damaged by accident, the damage should be reported to the teacher immediately.

DON'T FORGET IT:

We expect every staff member, volunteer, and student to be treated with respect and dignity. Any show of disrespect toward a staff member or volunteer, or any insubordination on the part of a student will not be tolerated.

WATCH YOUR MOUTH:

The use of inappropriate, profane or hurtful language will not be tolerated in any form, at school, on the playground, or at school activities.

SICK CHILDREN:

A child who comes to school ill may be isolated from the other children at the teacher's discretion. The sick child's parent(s) will be notified that the child may not be returned to school until the illness is over.



Should a child be returned to school when they are still sick, the parents will be notified that the child then will not be allowed to return to school without the release of a physician.

CAMPUS POLICY:

The Yaak School has a closed campus. A student may not leave the school grounds during the school day, including the lunch period, unless the teacher has received written permission from the child's parent or legal guardian.

VISITORS:

The learning environment and the teacher's time for students shall be free from interruption. Staff should not be interrupted in their work, except for emergencies. Visitors, parents, and community members wishing to observe in a classroom must schedule that observation in advance with the classroom teacher.

LIBRARY:

Books may be checked out of the school library for two (2) weeks. Borrowers are responsible for any damage or loss. Reference materials may be checked out overnight at the discretion of the teacher. A fine of 25 cents per week will be assessed for any overdue library books.



INSURANCE:

The Yaak School's insurance policy does not cover accidental injury for students or staff. Parents whose child is injured on school grounds or on a school-sponsored field trip should contact the teacher or clerk immediately.

Parents should check with their private insurance carrier to be sure their children are covered while on school grounds or at school-sponsored events.

STUDENT ATTENDANCE:

The following reasons will be accepted as excused absences:

✓ Student or family illness ✓ Death in the family

✓ Medical appointment ✓ Religious holiday

A child returning to school following an absence of one or more days must bring a note from his/her parent or legal guardian explaining the reason for the child's absence.

Absent students are expected to make up all school work missed. A student will have two days make-up time for every one day missed up to a period of five (5) school days. If the absence exceeds one week, the teacher will determine on a case by case basis when all missed work will be due. School work completed within this time frame will receive full and equal grading.

Students who are absent more than twenty (20) days in the school year will be in jeopardy of not advancing to the next grade.

TRANSPORTATION:

The Yaak School does not provide bus transportation for students. Parents must sign an individual transportation contract with the school in order to be reimbursed for transportation costs. Please see the school clerk for more information and forms.

If your child will be going home with someone other than you or his/her car-pool driver, the teacher must receive written permission from you.



FIELD TRIPS:

Any persons transporting students in their vehicle on a school-sponsored activity must have current liability insurance on their vehicle.

It is recommended that anyone planning to transport students first check with their private auto carrier to ensure that they are covered for this purpose.

Designated chaperones on school-sponsored field trips may not be accompanied by younger, non-school age children. Persons who are not official chaperones may bring non-enrolled or younger children with prior approval from the teacher, however, they must provide their own transportation and pay for any entrance fees, meals or other expenses.

Chaperones and guests on school field trips are subject to the same rules of conduct as all other school personnel (see Policy 5226). Possession or use of any intoxicating substance by anyone during the course of the school day, on school premises, or while representing School District #24 on a school-sponsored trip is strictly prohibited.