

**FORT WASHAKIE SCHOOL**  
**Elementary and Middle School**  
**Student & Parent Handbook**  
**2025-2026**



*“I fought to keep our land, our water, and our hunting ground. In order for our people to keep them, education will be the weapon we need.” ~Chief Washakie*

Fort Washakie Elementary / Middle School

90 Ethete Road

Fort Washakie, Wyoming

Phone: 307.332.2380

Fax: 307.332.3597

## **District Vision**

For all students to *excel* and *succeed* while sustaining the knowledge, values, and history of our culture in a global society.

For all teachers to provide a *rigorous* and *relevant* learning environment that is *student-centered*.

## **District Mission**

To prepare all students to reach their full potential and be prepared to meet the challenges of the 21<sup>st</sup> century.

## **Operating Procedures:**

### **Collaboration**

- Maintain culture and traditions
- Be actively engaged in learning throughout life
- Develop healthy and positive habits and relationships
- Learn in a safe and healthy environment

### **Work Ethic**

- Be responsible, respectful and honorable
- Be prepared and productive

### **Innovation**

- Gain the knowledge and skills to compete successfully and globally

### **Communication**

- Be independent and critical thinkers
- Access and use information appropriately

## **FCSD #21 Board of Trustees**

Tex LeClair, Chairman  
Kay Ferris, Vice Chairman  
Bonnie Washakie, Clerk  
Carla Mann, Treasurer  
David Snyder, Member  
Deb Smith, Superintendent

## Contents

|                                      |    |
|--------------------------------------|----|
| Mission and Vision                   | 1  |
| Table of Contents                    | 2  |
| Fort Washakie School Staff           | 4  |
| Notice of Nondiscrimination          | 8  |
| Student Rights                       | 8  |
| Know Your School System              | 8  |
| Grievance Procedure                  | 9  |
| General Information                  | 12 |
| School Hours                         | 12 |
| Cell Phone Use                       | 12 |
| Copyright and Privacy & Social Media | 13 |
| Dress Code                           | 13 |
| Drug and Gun Free School Zone        | 14 |
| Emergency Procedures                 | 14 |
| Gang Activity/Hazing/Secret Society  | 15 |
| Interrogations or Searches           | 15 |
| Lockers                              | 16 |
| Technology                           | 16 |
| Valuables at School/Lost and Found   | 18 |
| Volunteering                         | 18 |
| Registration                         | 18 |
| Attendance Policy                    | 20 |
| Excessive Absences                   | 20 |
| Statute                              | 20 |
| Hall Passes                          | 21 |
| Student Checkout                     | 21 |
| Visitors                             | 21 |
| Withdrawal From School               | 22 |
| Grades                               | 22 |
| Services and Activities              | 23 |
| Food Services                        | 23 |
| Counseling (Disclosure Statement)    | 23 |

|   |    |
|---|----|
| Extra-Curricular Activities   | 24 |
| Eligibility   | 24 |
| Health  | 25 |
| Student Wellness  | 25 |
| Library/Cultural Center   | 27 |
| Student Conduct   | 27 |
| SOAR - PBIS   | 27 |
| Bullying  | 29 |
| Bus Conduct   | 30 |
| Behavior Matrix   | 30 |
| Additional Information Regarding Discipline Resolution                    | 33 |
| Appendix A: FERPA/PPRA  | 35 |
| Appendix B: Student & Parent Sign Off Sheet                               | 38 |
| Appendix C: Title 1 Compact   | 39 |
| Appendix D: Opt-Out Form for Student Image Publishing                     | 40 |
| Appendix E: Adult Student Release of Information to Parents               | 41 |
| Appendix F: Discrimination and Harassment Grievance Form                  | 42 |
| Appendix G: Standing Order for Over-the-Counter Medications               | 43 |
| Appendix H: Guidelines for Determining Children and Youth in Transition   | 48 |
| Appendix I: Parent Right to Request Information of Teacher Qualifications | 50 |
| Appendix J: Internet Safety Policy  | 51 |
| 2025-2026 Sports Schedule (subject to change)                             | 52 |

## Fort Washakie School Staff

| <i>Central Office</i>                   |                         |   |
|---|-------------------------|---|
| <b>Position</b>                         | <b>Name</b>             | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Superintendent                          | Deb Smith               | dsmith  |
| Business Manager                        | Michelle Neuenschwander | mneuenschwander                               |
| Technology Director                     | Fiona Guina             | fguina  |
| Activities Director/<br>McKinney-Vento  | Gale Rowan              | GRowan  |
| Shoshone Indian Ed.<br>Coordinator      | Randy Nagitsy           | rnagitsy                                      |
| Arapaho Indian Ed.<br>Coordinator       | Stephen "Chaske" Valdez | svaldez                                       |
| Curriculum & Federal<br>Grants Director | Erica Parker            | eparker                                       |
| <i>Pre - K - 8 Office Staff</i>         |                         |   |
| <b>Position</b>                         | <b>Name</b>             | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Middle School<br>Principal              | Hillary Reisig          | hreisig                                       |
| Elementary Principal                    | Owen St. Clair          | owstclair                                     |
| Secretary PK- 8                         | Kanani Shoyo            | kshoyo  |
| Registrar/JOM                           | Jenine Foote-Durgin     | jfoote  |
| Nurse                                   | Susan Anderson          | sanderson                                     |
| Nurse                                   | Abigail Smits           | asmits  |
| Counselor                               | Karen Harms             | kharms  |
| Social Worker                           | Calvin Weatherwax       | cweatherwax                                   |
| <i>Special Education</i>                |                         |   |
| <b>Position</b>                         | <b>Name</b>             | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Special Ed. Director                    | Carmela Demler          | cdemler                                       |
| Special Ed<br>Secretary                 | Tracy Abeyta            | tabeyta                                       |
| Case Manager                            | Shannon Peschio         | speschio                                      |
| Case Manager                            | Annie Howell            | ahowell                                       |
| SPED Teacher K-1st                      | Amber Littlejohn        | alittlejohn                                   |
| SPED Teacher 2-3                        | Carol Stingley          | cstingley                                     |
| SPED Teacher 4-5                        | Megan Clarke            | mclarke                                       |
| SPED Teacher K-5/Elem.<br>Life Skills   | Nathaniel Esposito      | nesposito                                     |
| SPED Elem/Life Skills                   | Christina Burke         | cburke  |
| SPED Teacher 6-8                        | Devan Leonard           | dleonard                                      |
| SPED Teacher 6-8                        | Justin Alexandre        | jalexandre                                    |
| SPED Teacher MS/Life<br>Skills          | Michele Thompson        | mthompson                                     |

|                                  |                   |   |
|----------------------------------|-------------------|---|
| SLP- Assistant                   |                   |   |
| Paraprofessional                 | Jill Clark        | JClark  |
| Paraprofessional                 | Jeanene Eiserman  | jeiserman                                     |
| Paraprofessional                 | Rhoni Ferris      | rferris                                       |
| Paraprofessional-MS/Life Skills  | Lesli Miller      | lmiller                                       |
| Paraprofessional                 | Denise Moss       | dmoss   |
| Paraprofessional                 | Carol Riser       | criser  |
| Paraprofessional - MS            | Amber Romsa       | abales  |
| Paraprofessional                 |                   |   |
| Paraprofessional                 | Keely Washakie    | kewashakie                                    |
| Paraprofessional - MS            | Mia Washakie      | mwashakie                                     |
| <b><i>Pre - Kindergarten</i></b> |                   |   |
| <b>Position</b>                  | <b>Name</b>       | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Teacher                          | Dana Johnson      | dharr   |
| Teacher                          | Janice Walker     | jwalker                                       |
| Paraprofessional                 | Michelle Dunlap   | mdunlap                                       |
| Paraprofessional                 | Deborah Robinson  | drobinson                                     |
| <b><i>Kindergarten</i></b>       |                   |   |
| Teacher                          | Renee Crooked Arm | rcrookedarm                                   |
| Teacher                          | Tanya Phillips    | tphillips                                     |
| Teacher                          | Deidre Ferguson   | dferguson                                     |
| Paraprofessional                 |                   |   |
| Paraprofessional                 | Tahbree Armajo    | tarmajo                                       |
| <b><i>1st Grade</i></b>          |                   |   |
| <b>Position</b>                  | <b>Name</b>       | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Teacher                          | Courtney Blain    | cblain  |
| Teacher                          | Kristi Jones      | kjones  |
| Teacher                          | Tammy Snyder      | tsnyder                                       |
| Paraprofessional                 | Annette Velarde   | avelarde                                      |
| Paraprofessional                 | Venita Debolt     | veckley                                       |
| <b><i>2nd Grade</i></b>          |                   |   |
| <b>Position</b>                  | <b>Name</b>       | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Teacher                          | Jeff Judkins      | jjudkins                                      |
| Teacher                          | Kerry Noonan      | knoonan                                       |
| Teacher                          | Jennifer Platt    | jplatt  |
| Paraprofessional                 | Bethann Lapointe  | blapointe                                     |
| Paraprofessional                 | Joan Sage         | jsage   |
| <b><i>3rd Grade</i></b>          |                   |   |
| <b>Position</b>                  | <b>Name</b>       | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |

| Teacher                         | Rhiann Layton             | rlyton  |
|---------------------------------|---------------------------|---|
| Teacher                         | Lara Lock                 | LLock   |
| Teacher                         | Anne McNair               | amcnair                                       |
| Paraprofessional                | Diane Ferris              | dferris                                       |
| Paraprofessional                |                           |   |
| <i>4th Grade</i>                |                           |   |
| <b>Position</b>                 | <b>Name</b>               | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Teacher                         | Michelle Oberly-Blackburn | moberlyblackburn                              |
| Teacher                         | Joey Bestul               | jbestul                                       |
| Paraprofessional                | Keri Myers                | kmyers  |
| Paraprofessional                | Illa St Clair             | istclair                                      |
| <i>5th Grade</i>                |                           |   |
| <b>Position</b>                 | <b>Name</b>               | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Teacher                         | Rosalie Brockie           | rbrockie                                      |
| Teacher                         | Whitney Sutt              | wsutt   |
| Paraprofessional                | Shannon Stephenson        | sstephenson                                   |
| Paraprofessional                |                           |   |
| <i>Middle School</i>            |                           |   |
| <b>Position</b>                 | <b>Name</b>               | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Science Teacher                 | Mark Roy                  | mroy  |
| Science Teacher                 | Steven Heeg               | sheeg   |
| ELA Teacher                     | Krista Snyder             | ksnyder                                       |
| ELA Teacher                     | Kailyn Washakie           | kwashakie                                     |
| Math Teacher                    | Wayne Duvall              | wduvall                                       |
| Math Teacher                    | Emily Eldridge            | EEldridge                                     |
| Social Studies Teacher          | John Dietrich             | JDietrich                                     |
| Social Studies                  | George Abeyta             | gabeyta                                       |
| Intervention Teacher            | Theresa Cicchinelli       | tcicchinelli                                  |
| Paraprofessional                | Alvina Apodaca            | aapodaca                                      |
| Paraprofessional                | Jack Craig                | jraig   |
| <i>Specials Teachers</i>        |                           |   |
| <b>Position</b>                 | <b>Name</b>               | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| PE Teacher 6 - 8                | Tahnee Robinson           | trobenson                                     |
| PE Teacher Pk - 5               | Fredde Reed               | freed   |
| Art Teacher Pk - 5              | Melissa Elk               | melk  |
| Art Teacher 6 - 8               | Sara Walter               | swalter                                       |
| Music Teacher Pk - 5            | Garth Moline              | gmoline                                       |
| Ag Teacher &<br>Industrial Arts | Lincoln David             | ldavid  |
| Computer Technology             | Terry Gallinger           | tgallinger                                    |

|  |                 |   |
|--|-----------------|---|
| Computer Technology                        | Madti Reed      | mreed   |
| Family Consumer Science                    |                 |   |
| STEM Lab                                   | Iva Moss-Redman | imoss   |
| Librarian                                  | Robin Levin     | rlevin  |
| Shoshone Language/Culture Teacher PreK - 5 | Joette Thayer   | jthayer                                       |
| Shoshone Language/Culture Teacher 6 - 8    | Tilton Tillman  | ttillman                                      |
| <b><i>Title 1</i></b>                      |                 |   |
| <b>Position</b>                            | <b>Name</b>     | <b>Email<br/>(XXX@fortwashakieschool.com)</b> |
| Title 1 Teacher                            | Diane Trembly   | dtrembly                                      |
| Title 1 Teacher                            | Taya Larson     | tlarson                                       |
| Title 1 Teacher                            | Tom Heron       | theron  |
| Title 1 Teacher                            | Jill Ooten      | jooten  |
| Title 1 Teacher                            | Eddie Womack    | EWomack                                       |

This handbook contains the rules and expectations for Fremont County School District #21 students. The handbook references and contains some district policies, but not all of them. All FCSD #21 student policies apply to all K-12 students. These and other district policies can be found on the District Website: <http://www.fortwashakieschool.com/District/Department/47-Board-of-Education/1854-Untitled.html>

***It is important that parents and students review this handbook cover to cover. When finished, please sign the acknowledgement page at the rear of the handbook. This tells us that you have read and discussed the rules of our school.***

## Notice of Nondiscrimination

Applicants for admission and employment, students, parents, persons with disabilities, employees and all union or professional organizations holding collective bargaining or professional agreements with Fremont County School District #21 are hereby notified that this school does not discriminate on the basis of race, sex, color, national origin, age or disability in admission or access to, treatment or employment in its programs or activities. Any person having inquiries concerning the schools compliance with the regulations implementing Title VI, Title IX, and The Americans with Disabilities Act (ADA) or Section 504 is directed to contact:

Business Manager  
307-332-2380  
90 Ethete Road  
Fort Washakie, Wyoming 82514

## Student Rights

Students have the right to...

- a meaningful education that will be of value to the student as a life-long learner.
- consult with teachers, counselors, administrators and anyone else connected with the school if they so desire, without fear of reprisal.
- be treated fairly by other students and by school personnel, and shall not be subjected to unreasonable punishment.
- physical safety, safe buildings, and sanitary facilities.
- a meaningful school experience and the right to voice their opinions, through representatives of the student council, in the development of such an experience.
- free elections of their peers in student council, and all students have the right to seek and hold office in accordance with the provisions of the student government constitution and in keeping with the extracurricular guidelines of the district.
- be made aware of administrative and/or faculty committee decisions and to be aware of the policies set forth by the FCSD #21 Board of Education and school.
- participate in school activities, provided that they meet the reasonable qualifications of sponsoring organizations, state organizations, and school regulations.
- due process in conformance with this handbook and FCSD #21 Board policies.

## Know Your School System

The School Board sets the general philosophy and overall policies for the school corporation. In general, the Board's duties are as follows:

- ✓ Set policies, rules, and regulations that provide a good educational atmosphere.
- ✓ Decide what curriculum the schools will use.
- ✓ Provide a budget to assure quality education for each student.
- ✓ Follow state and federal laws.
- ✓ Ensure that the superintendent carries out Board policies.

The Superintendent manages the day-to-day operations of the schools. He/she has the responsibility to:

- ✓ Plan a curriculum and activities to meet the needs of all students.
- ✓ Provide the materials, personnel, and facilities necessary to carry out a good educational program.
- ✓ Establish policies and rules of attendance and behavior that create a conducive learning atmosphere.
- ✓ Make future plans, based on the needs of the students.

The Principal usually oversees the education of a group of students in a specific school. The principal's duties include:

- ✓ Seeing that the instructional program is effective and meets the curriculum requirements.
- ✓ Developing and maintaining a rapport with students, parents, and teachers.
- ✓ Solving any school related problems students, staff, parents, or members of the community may have.
- ✓ Keeping parents informed about school programs, rules, and staff.

The Teacher:

- ✓ Is the first contact for information about student progress and challenges.
- ✓ Develops and maintains rapport with students, parents, and teachers.
- ✓ Creates and maintains an atmosphere that supports teaching and learning for every student.
- ✓ Supports continuous improvement in the classroom.

The Activities Director:

- ✓ Is the first contact for information relating to athletics, activities, and fundraisers.
- ✓ Responds to questions concerning CHSAA regulations and eligibility.
- ✓ Supports a positive learning experience for both coaches and participants in our activities programs.
- ✓ Oversees and coordinates school programs including concessions and work study.

The Counselor:

- ✓ Assists students through class presentations, individual conferences and group meetings.
- ✓ Provides resources and guidance for vocational choices, life skills, personal crisis, or educational concerns (such as college selection, high school course selection, or scheduling conflicts).
- ✓ Supports students through scheduled appointments (students need to obtain a pass for this time).
- ✓ Locates additional support services as needed on a case by case basis for students and their families

## Discrimination and Harassment Grievance Procedure

### Definitions

**Grievance:** A complaint involving an alleged violation, interpretation, or application of any article of Part 86, Rules and Regulations, Title IX of the Education Amendments of 1972 (Title IX), as amended, 20 U.S.C. § 1681 et seq., and its implementing regulation at 34 C.F.R. Part 106, Title VI and Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, as amended, and/or Section 504 of the Rehabilitation Act of 1973.

**Student:** Any person enrolled as a student in any school and/or educational or recreational program authorized by the School District.

**Employee:** Any full time or part-time teacher, secretary, clerk, custodian, cleaner, administrator, or other person receiving compensation for services rendered to the School District.

**Compliance Officer:** The person designated by the School District to coordinate efforts to comply with Title VI, Title VII and Title IX Rules and Regulations, the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973.

The district's Compliance Officer is:

Deb Smith  
Superintendent  
90 Ethete Road  
Fort Washakie, WY 82514

**Superintendent:** The Superintendent of Schools or his/her designated representative.

**Discrimination:** Discrimination includes the use of race, color, weight, creed, national origin, religion, religious practice, ethnic group, political affiliation, gender (including gender identity, expression or nonconformity to gender stereotypes), sex, sexual orientation, age or disability as a basis for treating another in a negative manner.

**Discrimination also encompasses harassment** on any of the aforementioned bases (including sexual and gender based harassment, sexual assault and sexual violence), which includes a sufficiently severe action or a persistent, pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be or which a reasonable person would perceive as ridiculing or demeaning. Generally, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature. Sexual violence is defined as physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent.

#### **Level One (1) Procedure:**

##### **Student, Employee, and/or Third Party**

a. Any student or employee in the School District, as well as any third party, who wishes to file a grievance (complaint) regarding discrimination (including, but not limited to, discrimination based on sex or gender, or harassment) is encouraged to make such a request in writing on forms available in any of the school offices or online. Such forms must be forwarded to the District's Compliance Officer. However, nothing herein shall prevent an individual from making a verbal complaint of discrimination.

##### **Compliance Officer**

- a. The Compliance Officer shall initiate and coordinate a thorough and impartial investigation and shall review any evidence that has been presented by the grievant, the alleged offender and any of their witnesses and attempt to meet with the grievant, the alleged offender and any named witnesses. The Compliance Officer will also attempt to meet with any individual that the Compliance Officer believes will aid in the investigation.
- b. Within sixty (60) days of the receipt of the grievance, the Compliance Officer shall make a finding in writing that by a preponderance of the evidence, discrimination based on the grievant membership in a protected category (including, but not limited to, gender or disability) has or has not occurred and shall inform the grievant and the alleged offender in writing of the outcome of the investigation. (Should the Compliance Officer be unable to render his/her decision in the specified amount of time, the Compliance Officer shall notify the grievant of such delay). In the event the Compliance Officer finds that there has been a violation, s/he shall propose a resolution of the complaint. Possible disciplinary sanctions for employees include counseling, suspension or termination, in accordance with all applicable laws and

collective bargaining agreements. Possible disciplinary sanctions for students include detention, in or out of school suspension, or other penalties in accordance with the District's policy.

### **Complaints of Sexual Harassment, Including Sexual Violence**

- a. In addition to the procedures above, the District will comply with any law enforcement requests for cooperation regarding investigations of sexual harassment, including sexual violence. Such cooperation may require the District to temporarily suspend the fact-finding aspect of a Title IX investigation while the law enforcement agency is in the process of gathering evidence. The District will promptly resume its Title IX investigation as soon as notified by the law enforcement agency that it has completed the evidence gathering process.
- b. During the investigation process, the District shall make available to the grievant information on obtaining counseling or other support as needed. If the grievant is a student, the grievant should inform the District of any classes the grievant is taking with the alleged offender so that the District can address any issues that may result during the investigation. Such interim measures shall not disproportionately impact the grievant.

#### **Level Two (2) Procedure:**

If the grievant or alleged offender is not satisfied with the finding of the Compliance Officer, or with the proposed resolution of the grievance, the grievant or alleged offender may, within thirty (30) days after s/he has been notified of the Compliance Officer's findings and/or proposed resolution, file a written request for review by the Superintendent of Schools.

The Superintendent of Schools may request that the grievant and the alleged offender, as well as the Compliance Officer, student, third party or any member of Fremont County SD #21 staff present a written statement setting forth any information that such person has relative to the grievance and the facts surrounding it.

Within thirty (30) days from the date a review was requested, the Superintendent shall render his/her determination in writing. (Should the Superintendent be unable to render his/her decision in the specified amount of time, the Superintendent shall notify the grievant or alleged offender of such delay). Such determination shall include a finding that there has or has not been discrimination based on the grievant membership in a protected category, and/or a proposal for equitably resolving the grievance. The grievant and the alleged offender shall be informed of the outcome of the Superintendent's determination.

The District acknowledges that while it would like students and employees to raise issues of discrimination pursuant to this Regulation so that they can be addressed by it, any employee or student has the legal right to immediately make a complaint to the appropriate governmental entity.

#### ***An employee may file a complaint with the following agencies:***

The Office for Civil Rights, Region VIII, U.S. Department of Education, Federal Building, Suite 310, 1244 Speer Blvd., Denver, Colorado 80204-582, or (303) 844-5695.

#### ***A student may file a complaint with the following agencies:***

The Office for Civil Rights, Region VIII, U.S. Department of Education, Federal Building, Suite 310, 1244 Speer Blvd., Denver, Colorado 80204-582, or (303) 844-5695.

Please take notice that the failure to file a complaint with these agencies within the statutory period may result in the loss of your legal rights.

### ***Prevention and Correction:***

The District will take all necessary steps to prevent discrimination and harassment in all forms. If the grievance process concludes in a finding of discrimination or harassment, the District will take all necessary steps to correct any discriminatory effects and prevent the reoccurrence of any discrimination or harassment.

### ***Non-Retaliation:***

The District prohibits any retaliatory behavior, including, but not limited to intimidation, reprisal, and harassment, directed against grievant and/or witnesses in an investigation pursuant to this grievance procedure. Follow-up inquiries shall be made to ensure that discrimination has not resumed and that the grievant and/or witnesses have not suffered retaliation.

### ***Confidentiality:***

The confidentiality of investigations cannot be guaranteed, but a good faith effort shall be made to maintain confidentiality.

(See Appendix E for Grievance Form)

## **General Information**

### **School Hours**

Classes begin at 8:30 AM and dismiss at 3:30 PM.

Early Out is on **Fridays** with a dismissal time of **1:55 PM**.

### ***Before and After School Policy***

Students are supervised from 7:30 to 3:35 PM. From 7:30 – 8:25 AM students are to be in the cafeteria for breakfast. Students may be in other parts of the building if adult supervision is agreed to prior that morning. By 8:25 AM, students are expected to have finished breakfast and be preparing to arrive to classes ready and on time. After 3:35 PM, students must be participating in sports, tutoring, activities, or using the cultural center to remain on campus. The bus runs at 3:35 PM following school and 5:30 PM following sports or after school activities.

### **Cell Phone Use**

Cell phones and other personal electronic devices are not allowed in class. We encourage that all personal electronic devices stay home. We are able to provide an assortment of technology and have landlines in every room. If there is an emergency, please contact the front office and we will connect students to their family/guardian with ease.

Between the hours of 8:00 AM and 3:30 PM, cell phones should be placed in lockers or in a classroom charging station locker. If your child has a phone in any other location during school hours, a staff member will expect the student(s) to turn in their phone or the phone may be confiscated by the staff member. While a student may have their phone returned at the end of the day, to address chronic issues the school will keep the phone for additional days and/or require that the parent/guardian come to the school to pick up the phone.

## Copyright and Privacy & Social Media

FCSD #21 is a public school. However, the privacy rights of all individuals on campus should be respected. Recording, possessing, accessing, using, and/or posting information or photos/videos about students or staff to a social media site violates the rights of others. Students should be respectful of these rights.

Likewise, students should realize that using Social Media sites or Text Messages to harass, bully, intimidate, and/or embarrass a fellow student will result in disciplinary action at school. The staff at FCSD #21 are dedicated to ensure the safety of all students. This includes being safe from bullying in all of its forms.

## Dress Code

Good personal appearance is conducive to a positive learning atmosphere. It is each student's responsibility to come to school clean and properly dressed. Apparel must meet with health and safety codes, be in good repair, and not interfere with the educational process. Any questions concerning appropriateness of dress will be handled on an individual basis. Any form of dress that may cause disruption to the educational process as determined by FCSD #21 administration is subject to confiscation.

Any clothing/backpack item or accessory that is deemed by school officials to advocate, represent, promote or advance gang activity, violence, racism, sexual behavior, obscene language, alcohol, or drug usage or distribution is prohibited. Identification and confiscation of such items will be at the discretion of FWHS and/or FCSD #21. Confiscated items will either be returned to the student when they leave school for the day, parents may be required to bring clothing for the student or the student may be sent home. Additionally, FWHS and/or FCSD #21 authorities may prohibit specific clothing or other items at their discretion, including (but not limited to) the following:

- Clothing which creates an offensive environment by the display of slogans, objects or pictures which are sexually suggestive, or which promote the use of drugs, alcohol.
- Immodest clothing; spaghetti straps, short shirts, sleeveless shirts, exposed bellies, extremely tight fitting, see through or exposed under garments, etc as deemed inappropriate by administration.
- Shorts and skirts must extend to the fingertips when arms and fingers are straight to the sides of the body. Proper footwear (shoes, sandals, etc) must be worn in the building.
- Belts that overly extend past the buckle and hang down.
- 'Heely' shoes or roller-skates in the building.
- Pants must not fall below hip bones.
- Chains and spikes are not permitted.
- Hoods on sweatshirts must not be worn on the head in the building. If students cannot follow the rule, they will not be allowed to wear sweatshirts with hoods to school.
- No hats, visors, bandanas or other head covering will be worn in the building and will be left in lockers / classrooms during the normal school day.
- Sunglasses or dark glasses should not be worn in the buildings- unless a doctor's note is provided.
- Red, blue or any other color deemed by building administration to be associated with gang behavior.
- Due to allergies and asthma issues, perfumes, body sprays, etc should only be applied before school. If these items are being sprayed in the hallways, they will be held until the end of the school day. Repeat occurrences will result in items being held for longer periods of time or until guardian pick up.
- Backpacks, fanny packs, purses, etc are to be left in lockers during school hours.

## Drug and Gun Free School Zone

Fremont County School District #21 is a Drug and Gun Free School Zones. Fremont County School District #21 is drug, tobacco, vape, and alcohol free campus. There is no “smoking area” for students on our campus. Under federal and state laws, anyone found to be in possession of prohibited substances or firearms in a Drug Free or a Gun Free School Zone is subject to stiff penalties that are in addition to any other federal, state or local penalties.

Fremont County School District #21 may use a Drug Detection Dog and video surveillance periodically as a deterrent for drugs in school and to assist in maintaining a safe and orderly learning environment. FCSD #21 has installed vape sensors throughout the school as another deterrent and detection system.

## Emergency Procedures

Emergencies may be issued for fires, lock-downs, stay-puts, evacuation, tornadoes and earthquakes. Our district conducts drills for various emergency situations so that students and staff will be prepared. Emergency procedures are posted in each classroom. In all cases, students will follow the instructions of the nearest staff member. If you are visiting our school during an emergency or drill, please follow the instructions of the staff.

- *Life Threatening Emergencies:* CALL 911- notify the principal, admin and security so the appropriate emergency procedure can be implemented.
- *Stay-Put/Hold:* Classroom doors will be closed and there will be no traffic in or out of classrooms. Outside doors will be closed to visitors.
- *Evacuate:* Alarm will sound or Evacuation notice will be announced and people will calmly follow the emergency route according to the nearest staff member.
- *Lock-Down:* When a “Lock-Down” command is issued all outside exits will be closed and locked. Classroom doors will be closed and window blinds pulled. Students will report to the area designated by the teacher and remain silent. Teachers are responsible for taking roll and reporting any missing students.
- *Lock-Out:* When a “Lock-Out” command is issued all outside exits will be closed and locked. Within the building, classes will continue as normal.
- *Emergency Evacuate:* Should an “Evacuate” command be issued staff will immediately evacuate the school while taking note of any missing students. Staff will use their judgment on the safest route for evacuation based on the district emergency response plan.

## ***Parent Contact***

In the event of an emergency, parents/guardians will be contacted through text, call, or email by the automated messaging system within Infinite Campus with a description of the emergency and instructions in case of dismissal. Our district website and other news authorities will also be updated. Please do not call the school and overload the phone lines or come to the school to find your child. Our district has emergency procedures in place to keep your child as safe as possible. If student release occurs, a location and checkout area will be communicated to parents. Staff will use a student list to release students. Parents will be asked to provide identification and sign out students.

### ***Dismissal Regarding Weather Related***

In the event of dismissal or closed school due to bad weather, notification will be posted on our website, sent through Infinite Campus and local news agencies.

### **Gang Activity/Hazing/Secret Society**

Membership in secret clubs, societies, or organizations is prohibited. The school will refuse to recognize and allow any activities connected with these organizations to be associated with any phase or part of the school program. (FCSD #21 District Policy Code: JICF)

*Students will not be allowed to promote these organizations during any part of the school day or during their school activities. This restriction shall cover all types of activity relating to these organizations' membership, recruitment, wearing of distinguished clothes or emblems, and any other action by members of secret organizations. This includes any article of clothing or an accessory in the color of red, blue or any other color associated with a gang color that leads a school official to believe a student is affiliated with such a gang.*

Gangs which initiate, advocate, or promote activities which threaten the safety or well-being of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. The use of hand signals, whistling, cat-calls, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangements, trademark, symbol or any other attribute which indicates or implies membership or affiliation with such a group, presents a danger to the educational process. Use of electronic devices, including cell phones or social media, to promote gang activity is prohibited on or at any activity related to our campus. Gang activity, hazing and secret societies are contrary to the school environment and educational objectives and creates an atmosphere where unlawful acts or violations of school regulations may occur.

Incidents involving initiations, hazing, intimidations, and/or related activities of such group affiliations which may cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students, are prohibited. These activities are prohibited whether or not the initiation or hazing event is associated with a recognized or accepted school club, class or activity or whether it is associated with an unrecognized or improper gang, club, or activity.

### **Interrogations or Searches**

Books, lockers, desks, and all other storage facilities, equipment and/or other materials provided by the school remain school property even though utilized by students. The school retains the right to check, inspect or search these materials, facilities or property at any time to verify their condition, orderliness, cleanliness, and/or content. Students may be issued a combination or a lock for a locker or storage facility, however this does not give the student any particular right of privacy in such locker or facility. (FCSD #21 Board Policy Code: JIH)

Interrogations of students by school personnel and searches of their property may occur on school grounds whenever it is determined by school authorities that there is a reasonable basis for the interrogation or search.

When there is reason to believe that contraband, illegal and/or prohibited items are on a student's person, the principal and/or an assistant or designee may authorize a search of the student's clothing, bag, purse, jacket, etc. for the purpose of removing such items.

## Lockers

Lockers are the property of Fort Washakie School. Student lockers must be kept tidy. Students must refrain from placing any stickers or adhesive items that might damage the locker surface. Valuables taken from lockers or damaged in lockers are not the school's responsibility. Any item or accessory that is deemed by school officials to advocate, represent, promote or advance gang activity, violence, racism, sexual behavior, harassment, obscene language, alcohol, or drug usage or distribution is prohibited.

## Technology

### ***Acceptable Use, Opportunities and Risks of Computer Network Use***

FCSD #21 believes the value of information, interaction and benefits that access to the district's computers and the Internet offers far outweighs the potential hazards of its use, and that more would be lost by not providing its students, faculty and staff access to this technology and information.

An inherent risk of making these global network resources available is that some users might encounter sources that could be considered controversial or inappropriate. Because global information resources are transitory and uncontrolled, the school cannot predict or totally control what users may or may not locate. The District has chosen, on a "best effort" basis, to limit access only to educationally appropriate resources. This "best effort" basis would include, but not be limited to, the following: Staff supervision, Security software, and User training. FCSD #21 does not support or condone access to educationally inappropriate resources. Users must utilize good judgment when accessing global information resources and be wary of the integrity and content of the information resources, regardless of the source of the technology.

The district may provide students with a student e-mail account that can be accessed through any computer with Internet access. The district may review all files, including electronic communications that are created on, stored on or sent to, from or via the computer network. The district reserves the right to participate and cooperate fully in any investigation requested or undertaken by either law enforcement authorities or a party alleging to have been harmed by the use of the district's computer network. Evidence of illegal activity may be reported or turned over to appropriate authorities. No use of the district's computer network is guaranteed to be error-free and totally dependable, therefore it cannot be held liable for any unforeseen difficulties that may arise. The district cannot be held accountable for information that is retrieved through the use of technology.

### ***User Conduct and Responsibilities***

Guidelines for access to the district's computer network and/or participants in remote learning systems within this document apply to all students, administrators, faculty, staff and other employees of the district. These guidelines are not all-inclusive. A user who commits any act of misconduct not specified may also be subject to disciplinary action. Disciplinary actions are consistent with district policies governing such behavior, such as its policy on student behavior and staff contacts.

The district's computer network and remote learning systems are part of the educational curriculum and not intended to be used as a public forum for general use. Access to the computer network is a privilege - not a right - and carries with it responsibilities. All users of the district's computer network are expected to abide by district policies and rules of behavior. These guidelines are provided here so that users are aware of the responsibilities that the use of technology places upon them.

Users have the opportunity to access the district's computer network for educational or professional purposes only. Exercising that privilege requires that the user accept the responsibility for all material they access, view, download and/or produce. It is necessary for users to evaluate the validity of the information they access via the district's computer network and acknowledge the source of information when appropriate.

All users of the district's computer network and/or participants in remote learning systems are representatives of FCSD #21 and should act accordingly. Guidelines for acceptable use include, but are not limited to, the items listed below. Users will:

- Use appropriate language.
- Avoid offensive or inflammatory dialogue.
- Adhere to copyright rules and assume that any software that they did not create is copyrighted (unless it is labeled "freeware" or "public domain").
- Not reveal any personal information (i.e., address, phone number, etc.) for themselves or others.
- Note that e-mail is not guaranteed to be private. People who operate the school information systems do have authorized access to e-mail; others may have access if authorization has been provided by appropriate school personnel.
- Use technology only for legal activities.
- Be responsible at all times for proper use of their access privileges and avoid impersonation, anonymity or unauthorized sharing of security measures and/or their account(s).
- Take responsibility for any technology-related activities that they borrow or are used under their account or password.
- Maintain integrity of technological resources from viruses, physical abuse, potentially damaging messages, etc.
- Respect the rights of others to utilize technological equipment by not utilizing it for non-school purposes. Abide by any and all policies and procedures of networks, systems and information resources linked by and through school technology.

Unacceptable use of the district's computer network will result in the suspension or revocation of computer network privileges, disciplinary action, and/or appropriate legal action. Examples of network misuse are any that:

- Disrupt the proper and orderly operation and discipline of the school.
- Threaten the integrity or efficient operation of the district's computer network.
- Violate the rights of others.
- Are socially inappropriate or inappropriate for a student's age or maturity level.
- Are primarily intended as an immediate solicitation of funds are illegal or for illegal purposes of any kind.

Violations of these guidelines and/or district policy will be dealt with seriously. Consequences may include, but are not limited to, loss of access to the district's computer network and/or online remote learning systems. Users are subject to additional consequences as described in the district's policies and regulations. Illegal activities may also result in referral to law enforcement officials.

### ***District Responsibilities and Confidentiality***

The district reserves the right to monitor and log the use of its technology and computer network, monitor network utilization by users, and examine user files and materials as needed. Therefore, users cannot expect absolute privacy from district personnel as it relates to the use of the district's computer network. Users must recognize that there is no assurance of confidentiality with respect to access to transmissions and files, by persons outside or from persons inside FCSD #21. FCSD #21 reserves the right to deny individual users access to specific technology as a consequence of misuse.

### **Valuables at School/Lost and Found**

Do not leave valuables unattended: FCSD #21 is not responsible for lost or stolen items. If you choose to bring anything valuable, we suggest that you put your name on the items you have. In the event you lose an item, or someone steals it, it is helpful if it can be identified. If you have any lost articles, please check with the main office.

### **Volunteering**

We welcome parent volunteers. Volunteers must pass a background check to work with students. More information is available at the main office.

### **Registration**

**Pre-Kindergarten** – Fort Washakie is proud to operate a pre-kindergarten program that offers stimulating educational activities designed to prepare learners for entry into kindergarten. The Pre-Kindergarten program is offered to children who are four years of age and not currently enrolled in any other preschool programs (i.e. Head Start, CHILD Project, Shoshone & Arapaho Early Intervention Program). **Enrollment preference will be given to students residing within District 21 boundaries.**

**Kindergarten** – State Law W.S 21-4-302 provides that, “The public schools of each school district in the state shall at all times be equally free and accessible to all children resident therein of **five (5) years of age as of August 1 of the year in which they may register in kindergarten.**”

Students who attended FCSD #21 the previous year are rolled over into the next year in our student information system. Our office staff will meet with students in the spring to assist in registration for classes the following year. An *Update of Information Card* may be required at the start of a new school year so we may update information in our systems. Out of district students are admitted on a case-by-case basis and will need to complete an enrollment packet for review. Upon acceptance of admittance, the principal and other office staff will meet with the student.

### ***Updated Parental Contact Info at All Times***

If your last name, street address, or phone number changes at any time during the school year, please notify the office immediately. It is very important for us to keep our records up to date and also to be able to contact a parent or guardian in case of emergency. In the event of an emergency, or situation that requires immediate attention from parents/guardians (i.e., suspension, discipline, medical emergency etc.) if we can't call a parent/guardian or emergency contact, police and the Department of Family Services will be contacted.

### ***Documents Required***

- School Enrollment Form
- Title VII Student Eligibility Form
- Student Internet Use Agreement Form (This form gives parental permission for the child to use the internet at school for educational purposes)
- Media Permission Form
- Trip permission
- Health
- Sealant Consent
- Home Language Survey
- Student Emergency Information Form
- Immunization Record
- State Certificate of Birth
- Certificate of Indian Blood (CIB) (need for JOM)
- Social Security Card
- Court custody information (if applicable)
- Transcripts
- Physical for sports (if applicable)

### ***Immunizations Required***

#### **Wyoming Statute 21-4-309**

“(a) These regulations shall apply to all pupils attending, full or part time, any public or private school or child caring facility. (b) No School Administrator or Child Caring Facility Administrator shall retain any pupil thirty (30) days after entry without official written documented proof of immunization according to the schedule published by the State Health Officer except when there are exemptions as noted in these regulations. Pupils who are exempt from immunizations shall remain in school during an appeal process unless there is a vaccine-preventable disease outbreak as defined by Section 5(c) of this Chapter.”

The following immunizations are required for enrollment in Wyoming:**DT/DTaP** - Five (5) valid doses are required of diphtheria/tetanus/pertussis-containing vaccines. If a fourth (4th) dose of DTaP vaccine was administered on or after a child's fourth (4th) birthday, and at least six (6) months has passed since the third (3rd) dose, a fifth (5th) dose is not required.

- **Tdap** - 7th to 12th Grade students: One booster dose is required of diphtheria/tetanus/pertussis containing vaccine.
- **Polio** - Three (3) or four (4) valid doses are required of inactivated poliovirus vaccine (IPV). Children who receive three (3) doses of IPV before the fourth (4th) birthday should receive a fourth (4th) dose before or at school entry. The fourth (4th) dose is not needed if the third (3rd) dose is given on or after the fourth (4th) birthday. If all four (4) doses are given after six (6) weeks of age and are all separated by at least four (4) weeks, a fifth (5th) dose is not needed, even if the fourth (4th) dose was administered before four (4) years of age.
- **MMR** - Two (2) valid doses are required of measles/mumps/rubella (MMR) vaccine. The 1st dose must have been on or after their 1st birthday and the 2nd dose at least one month after the first dose.
- **Hepatitis B** - Three (3) valid doses are required of hepatitis B vaccine.
- **Varicella** - Two (2) valid doses are required of varicella (or verification by a health care provider of disease after 1 year of age).

In addition to the above, the following immunizations are required for pre-kindergarten (Pre-K) enrollment in Wyoming:

- **Rotavirus** - Two to three (2-3) valid doses are required of Rotavirus.
- **Pneumococcal** - Four (4) valid does are required of Pneumococcal.

Please note that valid doses are those given in correct intervals as recommended by the Advisory Committee on Immunization Practices and the Centers for Disease Control and Prevention. If you have any questions about immunizations, please contact your school nurse or contact the Department of Health Immunization Program at 307-771-2188.

You can follow the address below for information related to immunization exemptions:

<https://health.wyo.gov/publichealth/immunization/mandatory-immunizations/immunization-exemptions/>

## Attendance Policy

Regular school attendance is essential for a student's academic and social development and success in school. As situations arise that preclude a student's attendance in school, please contact the front office.

### Excessive Absences

Excessive absences are defined as less than 80% attendance. In order to prevent excessive absences, FCSD #21 will make a good faith effort to work with the family to increase attendance. Excessive absences are reported to the Tribal Prosecutor and Truancy Board where the parent must appear.

### Statute

Parents or legal guardians have the responsibility for ensuring that students attend and remain at school daily. A typical school day is filled with learning that is not limited to books, i.e. group projects, discussions, and lab work. Assignments can be made up, but valuable learning opportunities cannot. However, when children are sick, they should stay home from school.

The Shoshone & Arapaho Law & Order Code Nov. 1, 2004: Section 7-7-3 Truancy

*(1) No person under the age of eighteen (18) years of age shall be:*

- a) Wayward or habitually disobedient; or*
- b) Truant from school or home.*

*(2) As used in this Section:*

- a) "Truant" means to stay away without permission of those with authority to grant such permission; and*
- b) "Wayward" means to habitually turn away from what is right or proper.*

*(3) Any person found in violation of section (1)*

- a) (a) or (b) shall be deemed guilty of an offense and disposition of such child taken pursuant to the Children's Code, Title III, Ch. 4, Section 14 or Ch. 5, Section 16*

### ***Excused***

Absences must be excused according to Board policy. A note or call to the office either in advance of the absence or the morning the student is absent is recommended. If you call before the school office opens, please leave a message on the secretary's voice mail at (307) 332-2380. Any absence from school without appropriate medical / legal documentation, to include day and time of visit and return (i.e. Student cleared to return to school on \_\_\_/\_\_\_/ \_\_\_ at time \_\_:\_\_), shall be considered an unexcused absence. Other extenuating circumstances will be determined on a case by case basis as approved by school administration.

### ***Tardies***

A student is marked tardy when he/she enters class after the tardy bell. After five minutes following the period bell, the student is considered truant. Excessive tardiness will result in consequences deemed appropriate by building administration.

### **Hall Passes**

Students must be issued a hall pass, in accordance with the building system, by their teacher in order to leave the classroom. It is considered truancy to not attend class or to leave without teacher permission. Students who abuse the pass privilege will have it revoked for a period of time.

### **Student Checkout**

Fort Washakie School has a closed campus. For the safety of our students they will not be allowed to leave the school without permission from the student's parent or guardian. Permission will not be given unless there is a verbal or written statement from the parent/guardian requesting that the student be allowed to leave school grounds. Parents/Guardians must sign out students in the main office. Students must be signed out at the main office when leaving and sign in when returning to school.

### **Visitors**

Parents are encouraged to visit and volunteer incorporation with the classroom teacher. All visitors must check in at the main office of the building. Visitors should not attempt to gain access through any other door (ie commons, lunchroom, exits and playgrounds)

## Withdrawal From School

### ***Withdrawals and Transfers***

Students who withdraw from school or plan to move outside of the school district should contact the secretary to receive the proper forms and information necessary to complete an accurate withdrawal process. This includes *variance* forms.

### ***Returning Materials***

Students must return all books, material, and equipment prior to withdrawal or at the end of the school year. Fees will be assessed for missing materials.

## Grades

### ***Progress Reports***

Grades will be sent out quarterly throughout each semester. They will be mailed or emailed to the address provided at enrollment.

### ***Grading Scales***

| K - 4                    |          | 5 - 8 |            |
|--------------------------|----------|-------|------------|
| Advanced Proficient (AP) | 93-100%  | A     | 90 - 100%  |
| Proficient (P)           | 80-92.9% | B     | 80 - 89.9% |
| Basic (BA)               | 65-79.9% | C     | 70 - 79.9% |
| Below Basic (BB)         | 0-64.9%  | D     | 60 - 69.9% |
|                          |          | F     | 0 - 59.9%  |

### ***Parent/Teacher Conferences***

Parent/Teacher Conferences are offered at the midpoint of each semester. Conferences are a very important way to check on your child. Teachers may provide work samples, in-class and/or third party assessment-scores, and suggestions as to how your child can improve his grade.

### ***Parent Portal Infinite Campus***

Our school offers a method to check your child's attendance and grades. Sign-up in the front office. There is also an app available. Please ask us for more details.

### ***After School Programs***

FCSD #21 offers an after school program Monday through Thursday from 3:30 PM - 5:00 PM. After school program will include tutoring / homework help and enrichment opportunities. The buses will be departing from the school at 5:00 PM. Parents may also pick up their students at any time during the after school program. For any questions or concerns with the after school program, please contact Mrs. Michelle Ferris-Friday.

## Services and Activities

### Food Services

FCSD #21 provides breakfast and lunch free of charge to all students. Breakfast is served from 7:30- 8:25 AM. All students must enter their lunch number prior to receiving their tray as this is how the school is reimbursed for meal costs. Please do not take food or drinks out of the cafeteria area. In the case of food allergies, please notify the school nurse who will alert cafeteria staff.

### Counseling (Disclosure Statement)

Counselors provide individual and small group counseling as well as individual, small group and classroom guidance activities. They also conduct assessment activities; consult with parents, teachers and others as needed; provide an information management service to the school, provide referrals, and manage programs and services to benefit students.

The counselor may use strategies to help students reach their goals and resolve problems to make their school experience a success. If students require more intensive help, it may be suggested the student seek assistance outside the school with a therapist or counseling agency. School counselors can help coordinate services in some cases. When a student seeks counseling services outside the school setting Fremont County School District #21 will not accept the responsibility for payment of the therapist's services.

- Students have a right to know the purpose, goals, techniques, and rules of procedure under which you may receive counseling.
- Counselors will treat you with respect as a unique individual and are concerned about your educational, career, emotional and behavioral needs, and will seek to encourage your development in each of these areas.
- Counselors are required to protect the confidentiality of information received in the counseling relationship as specified by federal and state laws, written policies and ethical standards. Counselors will also protect the confidentiality of your school records and release personal data only according to prescribed laws and school policies.

For any of the following matters, legally and ethically, counselors may break confidentiality and involve others who can help:

- When mandated by a court of law.
- If disclosure is required to prevent clear and imminent danger to you or others.
- Where potential or actual occurrence(s) of abuse and/or neglect of minors, persons with disabilities, and senior citizens.
- Information will be given to a person who is at high risk of contracting a disease from you that is communicable and fatal, provided you have not already informed that person or if you are not intending to do so.

- Confidentiality cannot be guaranteed in a group counseling setting due to the nature and composition of a group. All group members are asked to observe confidentiality and not reveal personal information outside the group setting.
- Counselors will respect the inherent rights and responsibilities of a student's parents and may share information about you with them. We recognize that all parents (custodial and noncustodial) are vested with certain rights and responsibilities for the welfare of their children by virtue and according to the law.
- All national and state laws pertaining to the ethical treatment of minors will be abided. The guidelines of the American Counseling Association Code of Ethics will also be strictly followed. Fremont County School District #21 counselors will follow the policies, procedures, and standard practices as mandated by the State of Wyoming Department of Education and the Fremont County School District #21 School Board Policy.

## Extra-Curricular Activities

### *Current Sports Offered*

Cross Country Running, Volleyball, Basketball, Track, Wrestling and Field and Football are offered for 7th and 8th grade. Youth sports are for 5th and 6th grade with Cross Country Running, Volleyball, Basketball to participate in Wyoming High School Sports, an annual sports physical is required as well as a medical release per season for Wyoming High School Activities Association.

### *Sports Philosophy*

Fort Washakie School will afford each student athlete the real opportunity to achieve their potential by giving them the access to the goods, services, social, and cultural capital of our society while also affirming each individual's culture and talents and the groups with whom they identify with.

### FWS/FWMS Athletic Program Objectives

1. Treat opponents with respect.
2. Play hard, but play within the rules.
3. Exercise self-control at all times, setting a positive example.
4. Respect officials and accept their decisions without gesture or argument.
5. Win without boasting, lose without excuses, and never quit.
6. Remember that it is a privilege to represent his/her school.

Fort Washakie School student athletes and activity participants will recognize they are accepting additional responsibilities, in addition to their academic requirements, in order to participate and compete. By accepting this, they agree to hold themselves to a high standard and represent themselves, their peers, and the school to the highest standard.

## Eligibility

Fort Washakie School recognizes that a student's first priority must be academics. Therefore, education is the most important goal we have at FCSD # 21.

- Weekly eligibility reports will be compiled every Friday morning. Fifth through eighth grade students will be determined to be ineligible if they are failing any classes.
- Eligibility for each sport will be determined by using the current quarter grade on a weekly basis.
- Eligibility will run Monday – Sunday.

Ineligible students will receive a grade sheet Friday morning stating what classes they are failing.

- Grades sheets will be distributed by the Activities Director.
- Students have until 5:15 PM on Wednesday to bring failing grades up to passing to become eligible for the week.
- Every Friday, the Home-School coordinator will notify parents of athletes, informing them that their child is failing one or more classes.
- In the circumstance of contests being played on a Monday, Tuesday or Wednesday, the student athlete will have until 1 PM to bring grades up to passing in order to participate that day.

Students that are ineligible may attend games if accompanied by a parent. Ineligible athletes may not sit on the bench with the team and may not work in the concession stand. However, the ineligible student may continue to practice with the team unless the coach and teacher decide it is in the student’s best interest to attend tutoring sessions.

\*In extenuating circumstances, the principal may make decisions regarding eligibility.

Students who are not academically eligible are expected to follow an academic plan established by the coaches and teachers.

### **Other Clubs and Activities**

Ski Club, Student Council, Science Fair, Traditional Club, After-school tutoring, Community Outreach, and Enrichment opportunities.

## **Health**

### ***Community and Widespread Health Concerns***

FCSD# 21 will be following Tribal/County/State and CDC guidelines as they pertain to community and widespread health concerns. Watch for updates on our website, Facebook and communication sent to homes.

### ***Emergency/Illness/Injury***

If a student is sick (such as but not limited to fever, vomiting, diarrhea) the student is encouraged to stay home until well. Please call our school’s main office as soon as possible to excuse your student from school.

There are times when students will experience accidents with injuries on the school campus. The school procedures are:

- The school nurse will treat minor injuries. If the injury appears to require a doctor's attention, emergency care will be sought, and an attempt will be made to telephone the parent(s)/guardian(s) immediately.
- In cases of illness, the school nurse will attempt to determine the nature of the illness. In the case of a minor illness and a parent cannot be reached, the student will remain in the nurse’s office until time to go home.
- If the illness appears serious, the parent(s)/guardian(s) will be contacted by telephone immediately to take their child home or to the hospital. If the parent(s)/guardian(s) cannot be reached and the school

nurse deems the situation an emergency, emergency care will be sought. The school will not routinely transport children to the hospital or to their home.

### ***Medication***

Students who have breathing disorders may carry and self-administer handheld inhaler devices, provided that the student's name is on the prescription label on the medicine container and the parents or guardians of the student provide documentation authorizing possession and self-administration by the student.

All medications including over the counter and prescription drugs are not to be dispensed by teachers or in the possession of a student during the school day. If a student needs to take any of these items, they are to be checked into the Nurse's Office for safe keeping and dispensing. The nurse or nurse's assistant will have a form to be completed by the parent or guardian. See Appendix F for Standing Orders for Over the Counter Medications.

- Medications should be administered at home if at all possible.
- If you are sending any medication that is to be given to your child during school, Medication Consent must be filled out including name of medication, dose, frequency, duration, side effects of medication and parent/guardian signature before medications can be administered at school. A Medication Consent form is included in the registration packet or can be obtained at the nurse's office.
- Prescription medication must be brought to school in a container properly labeled by a pharmacist or physician. A non-prescription (over the counter) medication must be in the original container.
- The medication will be kept in a locked cabinet in the nurse's office. Records will be maintained on medications administered including date, time, and dose. The individual who administered the medication will sign the record.
- The school nurse, the building administrator, or a staff member designated by the building administrator may only distribute medication.
- Any staff member may refuse to administer medication for undisclosed reasons.
- Parents are asked to instruct children not to "share" medication with others.
- All emergency medications including Epi pens, inhalers, and seizure medications need to be given to the nurse office. All prescription medications need to be in their original packaging with the student's name, date of birth, and instructions for use.

### ***Services Provided***

Health Screenings for most students include: one screening for vision and hearing. Indian Health services assist with the health screening for height, weight, BMI, B/P, waist and hip circumference and percent of body fat.

### ***Notice of Policy (JLCE)***

The school nurse shall develop a plan for annually informing parents/guardians, students and staff about this policy and specifically:

- The availability of Naloxone to treat opioid drug overdoses and what it does;
- The symptoms of opioid drug overdoses;
- How students and staff should report suspected overdoses;

- The protection from criminal prosecution provided by law for persons who report a suspected overdose using their real name and remain with the overdosing person until emergency medical services (EMS) or law enforcement arrive, as well as for the person whose overdose they report.
- The protection from civil liability provided by law for persons who report overdoses or administer Naloxone in overdose emergencies.

This policy (JLCE) does not create a duty on the part of the Fremont County School District #21 and/or its personnel to administer Naloxone.

### ***Child Abuse/Neglect***

As required by federal and state law, all suspected incidents of child abuse and/or neglect will be reported. In our district, the report must be taken to the principal and if he/she is not available, it is then given to his/her designee. The principal may then assign the nurse, counselor, social worker or school psychologist to obtain more information. However, since the school is not an investigating agency, all suspicious incidents will be reported to social services and/or law enforcement. The referring staff member is responsible for ensuring this process has been completed. Outside agencies may speak with students during school hours when abuse is suspected. When the appropriate agency has been contacted regarding child abuse by a school official, the name of the reporting person will be kept confidential. This policy is to protect the child as well as the person reporting the abuse.

### **Library/Cultural Center**

In the FWS building we have a branch of the K-8 Culture Center and Library called the “Reading Room” where students may study and collaborate. Students in the Reading Room must have adult supervision to be in this area as it is not staffed by a full time media specialist. Fremont County School District owns, staffs, maintains, and operates the FCSD #21 library system. All FCSD #21 school district policies, school rules, and expectations apply to those using the library.

We expect FWS students to adhere to the following expectations and guidelines when using the library at any time:

- Represent FWS with respect
- Recognize that all school rules apply
- Use the library for what it is intended: research, reading, study, communication and the pursuit of education
- Be respectful to all staff and follow their directions

### **Student Conduct**

As a student at Fort Washakie School, students are expected to have the self-discipline required to respect the rights of other individuals. All activities are considered to be an extension of the school day regardless of their location. Therefore, all school policies should be respected and observed.

Fremont County School District #21 neither condones nor tolerates harassment, bullying, or discrimination of students by employees, other students, or non-employees. Any employee or student who engages in any form of harassment of students will be subject to disciplinary action

## Positive Behavioral Interventions and Supports

### SOAR: Safe On task Awesome attitude Respectful

|                                 |   |   |   |   |
|---------------------------------|---|---|---|---|
| <b>School Wide Expectations</b> | Follow adult direction<br>Use kind words and actions<br>Keep hands, feet, and objects to self<br>Use all equipment & materials appropriately                    | Wait your turn<br>Ask permission<br>Use appropriate voice<br>Give personal space  | Give your best effort all the time<br>Choose to fully be here and benefit<br>Try to learn something positive from every situation | Follow school rules<br>Remind others to follow rules<br>Take proper care of all personal belongings & school equipment<br>Be honest<br>Clean up after yourself  |
| <b>Classrooms</b>               | Do what is asked right away<br>Keep hands, feet, and objects to self<br>Listen when others talk Wait to talk if others are visiting<br>Practice good hygiene    | Have appropriate materials<br>Complete assignments on time<br>Keep your space neat<br>Work should be clean and readable<br>Clean up what you mess up<br>Put chair away when not being used  | Be positive<br>Give your best effort<br>Be polite<br>Stay focused – be present<br>Expect the best                                 | Get enough sleep<br>Be ready to work<br>Ask questions + permission<br>Use passes to leave<br>Sit with feet on floor<br>Sit up straight  |
| <b>Hallways</b>                 | Keep hands, feet and objects to self<br>Walk quietly<br>Stay with your class<br>Report any spills or damage<br>Hold doors<br>Listen to and obey adults          | Use quiet voices<br>Stay to the right<br>Walk in single file line when with a class<br>Allow others to pass<br>Line up on opposite wall when waiting for class or restroom<br>Keep your head uncovered  | Be positive and polite<br>Be safe<br>Be courteous   | Always have a hall pass<br>Enjoy displays with eyes only<br>Stay inside where you are safe and seen   |
| <b>Playground Recess</b>        | Keep hands, feet and objects to self<br>Listen to and obey adult directions<br>Report any damage to equipment<br>Include everyone<br>Play fairly                | Walk to and from the playground<br>Use the bathroom prior to recess<br>Stay away from others who are playing<br>Slide down the slide only – use the stairs<br>Swing with bottoms in the seat<br>Monkey bars go one way<br>Use equipment as it is intended<br>Line up when directed to do so | Be positive<br>Try to work things out in a friendly way<br>Think of others first  | Dress for the weather (boots, gloves, snow pants, etc.)<br>If you bring it out – take it back<br>Keep the playground clean<br>Report any dangerous objects to an adult<br>Take care of your personal property |
| <b>Cafeteria</b>                | Stay in line with class<br>Keep hands, feet and objects to self<br>Keep hats off<br>Use quiet voices<br>Try everything on your tray<br>Use please and thank you | Sit with your class, teacher and teacher's aide at assigned table<br>Follow teacher's directions<br>Exit orderly and quietly<br>No food is to be taken out of the cafeteria   | Choose to enjoy the moment<br>Treat everything as your own<br>Be friendly to all  | Use tongs at the salad bar<br>Eat what you take<br>Report any spills<br>Treat your body right – no candy, gum or soda pop   |

### SOAR: Safe On task Awesome attitude Respectful

|            |                   |                           |                    |                 |
|------------|-------------------|---------------------------|--------------------|-----------------|
| <b>Bus</b> | Follow directions | Sit in your assigned seat | Be friendly to all | Show up on time |
|------------|-------------------|---------------------------|--------------------|-----------------|

|   |  |   |  |  |
|---|--|---|--|--|
|   | of the driver and aides<br>Keep hands, feet and objects to self<br>Say thank you to driver   | Once you are on the bus stay on the bus<br>Ask first to open/close windows<br>Wait for driver to come to a complete stop before you get up  | other passengers<br>Think of the bus as the privilege that it is   | Clean up after yourself<br>Obtain written pass to change stops<br>No animals or hazardous materials  |
| <b>Special Events and Assemblies</b>  | Be attentive – eye contact, ears listening, and quiet<br>Keep hands, feet and objects to self<br>Respond when appropriate<br>Use respectful words (excuse me, please, thank you) | Enter and exit with your class<br>Sit in assigned area with your group<br>Sit on your bottom<br>Keep exits clear<br>Applaud appropriately   | Be there – get all you can out of the opportunity<br>Be a great host<br>Show school spirit and good sportsmanship                                | Assist elders<br>Help others if you are able<br>Leave the area neater than when you came<br>Pack it in, pack it out<br>Be a great example to others<br>Report problems |
| <b>Arrival &amp; Dismissal</b><br><i>(bike racks, parking lots, entrances, exits)</i> | Give and return greetings when entering/exiting<br>Show respect for younger or disabled students by giving them space and time to move<br>Walk quietly with hands to yourself    | Enter and exit through main entrance<br>Check in when late and go to class quickly<br>Wait in designated areas<br>Be aware of traffic<br>Be sure you are checked out if leaving early<br>Only go to the bus with a teacher, aide or other school official | Be ready to learn<br>Be proactive – learn all you can each day<br>See yourself in a positive light<br>Choose to make today better than yesterday | Arrive on time ready to learn<br>Be where you are supposed to be and go where you are supposed to go – no loitering<br>Be off school grounds by 5:00 PM                |

## Bullying

FCSD #21 recognizes the negative impact that bullying, in person or by electronic means, can have on the health and safety of students and the learning environment. Bullying includes intimidating, threatening, abusive, or harming conduct that is objectively offensive and: (1) there is an actual or perceived imbalance of power between the student engaging in prohibited conduct and the target of the behavior and the conduct is repeated or forms a pattern; (2) Occurs in a pattern or is a continued behavior; and may (3) materially and substantially interfere with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

### Reporting Procedures:

- **Victims:** All students who believe they have been the victims of bullying shall promptly report the bullying to a school staff member. Apparent permission or consent by a student being bullied does not lessen the prohibitions contained in this policy.
- **Families:** All parents who become aware of any bullying are encouraged to report the bullying to a building administrator or designee. This would include parents of victims, perpetrators or bystanders.
- **Witnesses:** All students who witness bullying shall immediately report the bullying to a school staff member. Any school staff who witness bullying shall immediately intervene and take appropriate action to stop the bullying.
- **Staff:** A teacher, volunteer, educational contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who receives a report of, observes, or has other knowledge or belief of conduct that may constitute bullying shall inform the building principal or designee immediately for appropriate action.
- **Administrators:** A principal or designee who observes bullying or receives a verbal report of bullying shall document and promptly investigate the matter. When possible administrators shall seek to discuss

bullying with the victim in a place where the victim feels secure. The initial discussion with the victim shall not take place in the presence of the offending student(s).

- If more than one student is involved in perpetrating the bullying, the administrator shall talk to each of the offending student(s) separately. After the investigation has been completed, the building principal shall take appropriate action.

## Bus Conduct

The right of students to ride a school bus is contingent upon their good behavior and their observance of established regulations. The driver of a school bus shall be responsible for the safety of students on the bus. It is the bus driver's duty to notify the principal if any student persists in violating the established rules of conduct. After warnings have been given to the student and his parent, the principal may withhold from the student the privilege of riding the school bus. (FCSD #21 Policy Code: JICC)

All students who ride school buses operated by or for the district are expected to abide by the following regulations on both activity trips and regular routes (FCSD #21 Board Policy Code: JICC R):

1. Be on time at the designated school bus stops -- keep the bus on schedule;
2. Stay off the road at all times while waiting for the bus;
3. Wait until the bus comes to a complete stop before attempting to enter;
4. Be careful in approaching bus stops;
5. Bus riders are not permitted to move toward the bus at the school loading zone until the buses have been brought to a complete stop;
6. Keep hands and head inside the bus at all times after entering and until leaving the bus;
7. Assist in keeping the bus safe and sanitary at all times;
8. Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident;
9. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc., must be paid for by the offender;
10. Bus riders should never tamper with the bus or any of its equipment;
11. Keep books, packages, coats, and all other subjects out of aisles;
12. Help look after the safety and comfort of small children;
13. Leave no books, lunches, or other articles on the bus;
14. Do not throw anything out of the bus window;
15. Bus riders are expected to be courteous to fellow pupils, the bus driver, and any others with whom you come in contact;
16. Bus riders are not permitted to leave their seats or stand while the bus is in motion;
17. Horse play is not permitted around or on the school bus;
18. Absolute quiet should be maintained when approaching a railroad crossing stop;
19. In case of a road emergency, children are to remain in the bus;
20. Emergency doors will be used only in time of emergency;
21. Absolutely no profane language will be tolerated on the bus;
22. The use of tobacco is not permitted on any school bus;
23. The driver will not discharge riders at places other than the regular bus stop, at the home, or at school unless by proper authorization from the parent or guardian;
24. Riders should cross the road, when necessary, after getting off the bus (at least 10 feet in front of the bus), but only after looking to be sure that no traffic is approaching from either direction;

25. Be alert to the danger signal from the driver.

## Behavior Matrix

| SCHOOL-WIDE BEHAVIOR OFFENSES  | Detention / Loss of Privileges | 1 - 5 Days ISS | 1-2 Days OSS | 3-5 Days OSS | 6-10 Days OSS | EXPULSION | POLICE &/OR SRO |
|--|--------------------------------|----------------|--------------|--------------|---------------|-----------|-----------------|
| <b>Disrespectful behavior</b> toward staff, profanity, obscene gestures, insolent remarks                | •                              | •              | •            | •            | •             | •         | •               |
| <b>Inappropriate or profane language</b> , verbal abuse toward another student                           | •                              | •              | •            | •            | •             | •         | •               |
| <b>Insubordination or defiance</b> of staff  | •                              | •              | •            | •            | •             | •         | •               |
| <b>Continued willful insubordination, chronic misbehavior</b> or open defiance of staff                  | •                              | •              | •            | •            | •             | •         | •               |
| <b>Inappropriate physical contact</b>  | •                              | •              | •            | •            | •             | •         | •               |
| <b>Fighting and/or physical assault</b> of another student +   | •                              | •              | •            | •            | •             | •         | •               |
| <b>Intimidation, bullying or hazing</b>  | •                              | •              | •            | •            | •             | •         | •               |
| <b>Inciting others to violence</b> , disruption or disobedience  | •                              | •              | •            | •            | •             | •         | •               |
| Promoting or participating in <b>gang related activities</b> , wearing gang or violence related clothing | •                              | •              | •            | •            | •             | •         | •               |
| <b>Threats of physical aggression</b> toward staff   | •                              | •              | •            | •            | •             | •         | •               |
| <b>Physical assault</b> on Staff   | •                              | •              | •            | •            | •             | •         | •               |
| + <b>Throwing objects</b> that can cause injury or cause property damage                                 | •                              | •              | •            | •            | •             | •         | •               |
| SCHOOL-WIDE BEHAVIOR OFFENSES  | Detention / Loss of Privileges | 1 - 5 Days ISS | 1-2 Days OSS | 3-5 Days OSS | 6-10 Days OSS | EXPULSION | POLICE &/OR SRO |

|  |   |   |   |   |   |   |   |
|--|---|---|---|---|---|---|---|
| <b>+Vandalism, theft,</b> extortion, coercion, blackmail or possession of stolen property <sup>+</sup> | • | • | • | • | • | • | • |
| <b>Pranks/incidents</b> that cause class or school disruptions, clean-up, damage, etc. <sup>+</sup>    | • | • | • | • | • | • | • |
| <b>Lying or giving false info</b> to school employees  | • | • | • | • | • | • | • |
| <b>Academic dishonesty,</b> plagiarism, cheating, changing of grades                                   | • | • | • | • | • | • | • |
| <b>Truancy</b>   | • | • | • | • | • | • | • |
| <b>Excessive tardies</b>   | • | • | • | • | • | • | • |
| <b>Poor attendance</b>   | • | • | • | • | • | • | • |
| <b>Unauthorized access/use of computer</b> or computer systems   | • | • | • | • | • | • | • |
| <b>Misuse of electronic communication devices</b>  | • | • | • | • | • | • | • |
| <b>Possession/transmission of inappropriate text or voice messages or videos</b>                       | • | • | • | • | • | • | • |
| <b>Misuse of Ipods, MP3 players, headphones, earpieces, and other music devices</b>                    | • | • | • | • | • | • | • |
| <b>Accessing pornography on FCSD #21 equipment/property</b>  | • | • | • | • | • | • | • |
| <b>Stalking or harassment</b> (sexual or non-sexual)   | • | • | • | • | • | • | • |
| <b>Trespass</b>  | • | • | • | • | • | • | • |
| <b>Terrorism</b> – intent to commit violence   | • | • | • | • | • | • | • |

| SCHOOL-WIDE BEHAVIOR OFFENSES   | Detention / Loss of Privileges | 1 - 5 Days ISS | 1-2 Days OSS | 3-5 Days OSS | 6-10 Days OSS | EXPULSION | POLICE &/OR SRO |
|---|--------------------------------|----------------|--------------|--------------|---------------|-----------|-----------------|
| Possession/huffing and/or under the influence of alcohol, controlled substance, or any other drug or dangerous substances                         | •                              | •              | •            | •            | •             | •         | •               |
| Distribution of alcohol, controlled substance or any other drug, including a drug prescribed by a doctor or dangerous substances                  | •                              | •              | •            | •            | •             | •         | •               |
| Possession and/or use of tobacco products, vaping devices, or nicotine delivery devices   | •                              | •              | •            | •            | •             | •         | •               |
| Constructing/possession of drug paraphernalia   | •                              | •              | •            | •            | •             | •         | •               |
| Possession, display or handling of weapon or dangerous object   | •                              | •              | •            | •            | •             | •         | •               |
| False fire alarms, bomb threats, incendiary fireworks or devices, improvised explosive devices, dummy bomb devices                                | •                              | •              | •            | •            | •             | •         | •               |
| Unspecified or other inappropriate behaviors  | Administrator Discretion       |                |              |              |               |           |                 |
| <b>Legend:</b><br>+ = Restitution required<br>✓ = There will be a consequence. The severity of the incident will determine the exact consequence. |                                |                |              |              |               |           |                 |

## Additional Information Regarding Discipline Resolution

### *Suspension/Expulsion*

The Board of Trustees may suspend or expel a student from school for up to one year for any reason authorized by the Wyoming Education Code, specifically including, but not limited to:

- continued willful disobedience or open defiance of the authority of school personnel;
- willful destruction or defacing of school property during the school year or any recess or vacation;
- any behavior which in the judgment of the Board of Trustees is clearly detrimental to the education, welfare, safety or morals of other pupils, including the use of foul, profane or abusive language or habitually disruptive behavior as defined by W.S. '21-4-306(b);
- torturing, tormenting, or abusing a pupil or in any way maltreating a pupil or a teacher with physical violence; for misconduct set out in Policy (JIC).

The Board delegates to each principal the right to suspend a student for not more than ten (10) school days on the grounds listed above. Only the Board may expel a student unless otherwise expressly provided for in Board policy. The Superintendent shall be notified of all out-of-school suspensions and cases which warrant

expulsion consideration. Prior to suspending a student from school, the principal shall inform the student of the reasons for the suspension and the evidence against him and shall give the student a chance to present his version of the charges against him and to present evidence on his behalf. (FCSD #21 Board Policy Code: JKD-JKE)

Oral notice will be given immediately, if possible, and written notice within twenty-four (24) hours to the student's parents and guardian stating the reason for the suspension or contemplated expulsion.

No student may be suspended for more than ten (10) days or expelled without an opportunity for a hearing, if requested. The hearing shall be held in accordance with the procedures set forth in the Rules of Practice Governing Hearings and Contested Cases found in Policy BEE-R.

***Police Referral***

In the instances that student conduct may have violated state statute and/or Tribal Law, the incident will be referred to the appropriate agency for review.

## Appendix A: FERPA/PPRA

### ***FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) FCSD#21*** *Notification of Rights under FERPA For Elementary and Secondary Schools*

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

- The right to inspect and review the student’s education records within 45 days of the day the school receives a request for access.
- Parents or eligible students should submit to the School principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- The right to request the amendment of the student’s educational records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.
- Parents or eligible students who wish to ask the school to amend a record should write the school principal (or appropriate school official), clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- Upon request, the School discloses education records, including disciplinary records relating to suspension and expulsion, without consent to officials of another school district in which a student seeks or intends to enroll.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the office that administers FERPA are:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5920

## ***PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)***

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas (A protected information survey@) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)
  - Political affiliations or beliefs of the student or students parent;
  - Mental or psychological problems of the student or student's family;
  - Sex behavior or attitudes;
  - Illegal, anti-social, self-incriminating, or demeaning behavior;
  - Critical appraisals of others with whom respondents have close family relationships;
  - Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  - Religious practices, affiliations, or beliefs of the student or parents; or
  - Income, other than as required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of any other protected information survey, regardless of funding;
- Any nonemergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- Inspect, upon request and before administration or use -
  - Protected information surveys of students;
  - Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  - Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

The School District has developed and adopted policy/administrative regulation JRAC, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. School District will also directly notify, such as through U.S. mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child

out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any nonemergency, invasive physical examination or screening as described above.
- Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5920

*Fremont County School District #21 will make available to the public directory information pertaining to students at Fremont County School District #21. Directory information includes the following:*

- \* the student's name,*
- \* address,*
- \* telephone listing,*
- \* date and place of birth,*
- \* participation in officially recognized activities and sports,*
- \* weight and height of members of athletic teams,*
- \* date of attendance,*
- \* the most recent previous educational agency or institution attended,*
- \* and degrees and awards received.*

If you are unwilling to allow any or all of the above-described directory information to be released without your consent, you must notify the Office of the Superintendent within thirty (30) days from the date of this notice.

## Appendix B: Student & Parent Sign Off Sheet 2025-2026

Dear Parent and Student:

Welcome back to another exciting school year. Part of our school year begins with the teaching of the student/parent handbook. This helps students understand expectations that allow for smooth running of all school operations. As part of policy, we require each student to sign for a copy of the handbook. Parents are also asked to sign off indicating that they too have reviewed the handbook. Should you have questions about any part of the handbook, please contact the Principal at 307-332-2380.

The signature form simply indicates that both student and parent have reviewed the handbook and understand all expectations and rules posted in the handbook.

If you have already signed this document with the enrollment packet, you do not need to submit another copy.

Student Signature: \_\_\_\_\_ Printed Student Name: \_\_\_\_\_

Student Grade: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Printed Parent Name: \_\_\_\_\_

Parent e-mail: \_\_\_\_\_

## Appendix C: Title 1 Parent Compact 2025-2026

### **Title 1 Parent Compact**

Fort Washakie Schools is practicing Professional Learning Communities (PLC). A part of the PLC framework is having staff make collective commitments. These collective commitments are focused on providing all students a safe environment with learning being the focus.

#### **Fort Washakie Staff commits to...**

- Delivering high expectations with clear and specific academic learning targets for all students
- Collaborating to support students academically and behaviorally
- Students' needs will drive instruction
- Providing an emotionally and physically safe environment
- Utilizing our community, history, and traditions to instill culturally relevant values

**Family engagement is a key driver for student success. As we work together, Fort Washakie would ask families to...**

- Ensure students attend regularly
- Participate with family nights
- Engage and support learning from school at home
- Be willing to reach out to staff with any concerns

**It is important to students to feel ownership in their learning. Students will commit to...**

- Making every effort to attend school
- Come to class prepared to learn
- Be willing to accept and ask for feedback on their learning
- Be willing to ask for assistance

Student Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix D: Opt-Out Form for *Positive* Student Image Publishing

Classroom activities and school events are sometimes photographed or videotaped by the school or media groups (newspaper, television, university, district public relations, etc.). In Addition, the district or school may want to post articles, video or photography on district websites in order to promote *positive* school events and activities.

This form applies to classroom activities and school events that are not open to the public. Public events such as sporting events, theater productions, etc. are open to the public and are not covered by this form.

If you DO NOT want our child’s photograph, video and/or electronic image to be published for news media or school publicity purposes, please complete this form and return it to your child’s school by ***September 30, 2025***.

Note: *Under FERPA, student photographs can be considered directory information, which is information that does not require written consent from the parent or eligible student prior to disclosure. FERPA requires the district to notify parents and eligible students of their right to refuse disclosure of directory information. 34 C.F.R. 99.37(a)(2).*

[ ] I *do not* wish to have my child photographed or videotaped for purposes of news coverage of school district publicity.

Signature of parent/guardian \_\_\_\_\_

Printed name of parent/guardian \_\_\_\_\_

Student’s Printed Name \_\_\_\_\_

Student’s current grade level \_\_\_\_\_ Date \_\_\_\_\_

## Appendix E: Adult Student Release of Information to Parents 2025-2026

As a student of adult age, 18 years or older, I understand I have the right to privacy of my information, and to be able to answer for myself in school related concerns. Knowing this, I consent for the school district to continue to involve my parent(s)/legal guardian(s) in my school related information and communications in the same manner as it would if I were still a minor.

---

Student Signature

---

Date

---

Printed Student Name

---

Parent/Guardian Signature

---

Date

---

Printed Parent/Guardian Name

## Appendix F: Discrimination and Harassment Grievance Form

Name of Complainant: \_\_\_\_\_

Student    Employee    Third Party

School or Department: \_\_\_\_\_

Statement of Complainant:

---

---

---

---

---

---

---

---

(Attach another sheet if needed)

Solution Suggested by Complainant:

---

---

---

---

---

---

---

---

(Attach another sheet if needed)

\_\_\_\_\_  
Signature of Student/Employee/Third Party

\_\_\_\_\_  
Date Submitted

**PLEASE FORWARD TO THE COMPLIANCE OFFICER**

**Nondiscrimination Statement:**

Fremont County School District # 21 does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its educational programs or activities. Inquiries concerning Title IX and Section 504 may be referred to Fremont County School District # 21, Deb Smith, Civil Rights Coordinator, 90 Ethete Road, Fort Washakie, Wyoming, 82514 or (307) 332-5983 or the Office for Civil Rights, Region VIII, U.S. Department of Education, Federal Building, Suite 310, 1244 Speer Blvd., Denver, Colorado 80204-582, or (303) 844.5695.

## Appendix G: Standing Orders for Over the Counter (OTC) Medications

| <b>PAIN / FEVER</b>   |  |
|---|--|
| Medicate for <b>fever</b> if: <ul style="list-style-type: none"> <li>Temperature is greater than 100.4 degrees F and student cannot be immediately dismissed to parent/guardian.</li> </ul>   | Medications may be administered in the dosage indicated:<br><u><b>Acetaminophen</b></u> - by mouth per weight/age dosing every 4-6 hours<br><br><u><b>Ibuprofen</b></u> - by mouth per weight/age dosing every 4-6 hours.<br><br><u><b>Other</b></u> - _____<br>_____  |
| Medicate for <b>pain</b> if: <ul style="list-style-type: none"> <li>Non-medicinal care is ineffective or unavailable.<br/><b>AND</b></li> <li>Student has not been medicated in the past 4-6 hours.</li> </ul>  | Medications may be administered in the dosage indicated:<br><u><b>Acetaminophen</b></u> - by mouth per weight/age dosing every 4-6 hours.<br><br><u><b>Ibuprofen</b></u> - by mouth per weight/age dosing every 4-6 hours.<br><br><u><b>BioFreeze or Muscle Rub</b></u> - apply as indicated<br><br><u><b>Other</b></u> - _____<br>_____<br><br><b>NOTE:</b> For pain that is not relieved by medication, is persistent for two or more days, or for pain recurring weekly or more often, notify school nurse and parent/guardian. |
| <b>STOMACH ACHES / NAUSEA / HEARTBURN</b>   |  |
| <b>Stomach ache:</b> <ul style="list-style-type: none"> <li>Document time of onset, duration, quality, severity, and location of pain.</li> <li>Assess temperature and if fever is present, may dismiss student from school.</li> <li>Consider non-medicinal care (crackers, peppermint, rest, or use of the bathroom) for minor pain in the absence of fever.</li> </ul> <b>Nausea / Vomiting:</b> <ul style="list-style-type: none"> <li>Assess temperature and if fever is present, may dismiss student from school.</li> <li>Consider non-medicinal care (soda crackers, peppermint, rest, or use of the bathroom) in the absence of fever.</li> <li>If vomiting occurs, dismiss student from school until vomiting has subsided for 24 hours.</li> </ul> <b>Heartburn:</b> <ul style="list-style-type: none"> <li>Consider non-medicinal care (soda crackers and/or water).</li> </ul> | Medications may be administered in the dosage indicated:<br><u><b>Antacid</b></u> - by mouth per weight/age dosing every 6 hours<br><br><u><b>Other</b></u> - _____<br>_____<br>_____<br><br><b>NOTE:</b> For pain that is not relieved by medication, is persistent for two or more days, or for pain recurring weekly or more often notify school nurse and parent/guardian.   |
| <b>COUGH</b>  |  |
| <ul style="list-style-type: none"> <li>Assess temperatures and if fever is present, may dismiss student from school.</li> <li>Consider non-medicinal care (water, rest, pepper mint).</li> </ul>  | <u><b>Cough drops:</b></u> dissolve 1 drop in the mouth slowly every 2 hours as needed<br><br><u><b>Other</b></u> - _____  |
| <b>MINOR WOUNDS</b>   |  |
| <ul style="list-style-type: none"> <li>Assess wound for purulent drainage, redness, heat, blisters, or broken skin.</li> <li>Notify school nurse and parent/guardian if signs or symptoms of infection are present.</li> </ul>  | For wounds vulnerable to infection and/or with the presence of signs of minor infections apply:<br><u><b>Antiseptic Wash</b></u> - cleanse wound as needed<br><u><b>Antibiotic ointment</b></u> - apply to wound 1-3 times per day as needed   |

|   |  |
|---|--|
| <p><b>NOTE:</b> Do not apply to severe wounds or puncture wounds unless directed by physician.</p>  | <p><b>First aid (benzocaine) spray</b> - apply to wound 1-3 times per day as needed<br/> <b>Other</b> - _____</p>  |
| <p><b>MILD BURNS AND SUNBURN</b></p>  |  |
| <ul style="list-style-type: none"> <li>● Assess burn for purulent drainage, redness, heat, blisters, or broken skin.</li> <li>● Notify school nurse and parent/guardian if signs or symptoms of severe burn or infection are present.</li> </ul> <p><b>NOTE:</b> Do not apply to burns with blisters or broken skin.</p>  | <p><b>Burn gel</b> - apply to affected area 1-3 times per day as needed.<br/> <b>First aid (benzocaine) spray</b> - apply to wound 1-3 times per day as needed<br/> <b>Antibiotic Ointment</b> - apply to affected area 1-3 times/day as needed.<br/> <b>Other</b> - _____</p>   |
| <p><b>INSECT BITES</b></p>  |  |
| <ul style="list-style-type: none"> <li>● Assess insect bite for blistered, open, or irritated skin.</li> <li>● Discontinue use and notify parent/guardian if a burning sensation occurs, rash develops, condition worsens or persists for several days.</li> </ul> <p><b>NOTE:</b> Do not apply to blistered, open, or irritated skin.</p>  | <p><b>Calamine</b> - apply to affected area 3-4 times per day as needed<br/> *Cleanse area with soap and/or water and dry before each application.<br/> <b>Diphenhydramine spray/gel</b> - 3-4 times per day.<br/> <b>First aid (benzocaine) spray</b> - apply to affected area 1-3 times per day as needed<br/> <b>1% Hydrocortisone</b> - apply 3-4 times a day as needed<br/> *Do not apply to areas larger than 10 inches by 10 inches unless by physician's orders. Avoid face, eye, eyelid and oral contact.<br/> <b>Other</b> - _____</p> |
| <p><b>RASHES / SKIN IRRITATION / INFLAMMATION</b></p>   |  |
| <ul style="list-style-type: none"> <li>● Notify parent/guardian of extensive or prolonged rash or skin irritation.</li> </ul>   | <p><b>1% Hydrocortisone</b> - apply 3-4 times a day as needed<br/> *Do not apply to areas larger than 10 inches by 10 inches unless by physician's orders. Avoid face, eye, eyelid and oral contact.<br/> <b>Vaseline/petroleum jelly</b> - apply topically as needed<br/> <b>Skin lotion</b> - apply topically as needed<br/> <b>Carmex/medicated lip balm</b> - apply 3-4 times daily as needed<br/> <b>Other</b> - _____</p>  |
| <p><b>OTHER</b></p>   |  |
| <p><b>Antihistamine</b> - school nurse and/or parent/guardian direction for treatment of allergic reactions: by mouth per weight/age dosing<br/> <b>Benzocaine 10-20% (Orajel)</b> - apply topically for mouth lesions 3-4 times per day as needed<br/> <b>Eye wash solution/saline</b> - apply as needed for eye irritation<br/> <b>Mentholatum Aromatic Vapors</b> - adults and children over 2 years and over, apply to affected area not more than 3-4 times a day.</p> |  |

**Standing Orders: Allergy/Anaphylaxis**

**Anaphylaxis** is a severe and potentially life threatening allergic reaction that may involve various areas of the body (such as skin respiratory tract, gastrointestinal tract, and cardiovascular system). Onset may be sudden or may occur up to four hours after contact. Severe, even fatal reaction can occur in previously unidentified individuals.

**Common Causes of Anaphylaxis (NOTE: any substance is capable of causing an anaphylactic reaction):**

- Drugs: most commonly antibiotics and pain medications
- Foods: most commonly peanuts, milk, eggs, tree nuts, fish, shellfish, soy, and wheat (foods may be contaminated with an allergen from cooking or serving or may be hidden ingredients)
- Insect Bites: most commonly bees, yellow jackets, wasps, hornets, and fire ants
- Latex

**Steps for treating an allergic reaction:**

1. Act quickly.
2. Locate and refer to the Individual Healthcare Plan (IHP), if available.

3. If there is no Individual Healthcare Plan - follow the Standing Orders below.
4. Notify school nurse or nurse back up.

**STANDING ORDERS: ALLERGY/ANAPHYLAXIS TREATMENT PROTOCOL**

|   |   |
|---|---|
| <p><b><u>Mild reactions (symptoms may include):</u></b><br/>Mild hives, itching, localized swelling (NOT including face, tongue, or mouth), runny nose, and sneezing</p>  | <p><b><u>Protocol:</u></b></p> <ol style="list-style-type: none"> <li>1. Contact school nurse or nurse back up.</li> <li>2. Administer Benadryl (diphenhydramine) if there is no allergy or contraindication to Benadryl.             <ol style="list-style-type: none"> <li>a. Administered by mouth per weight/age dosing listed on the container.</li> </ol> </li> <li>3. Other Medication - _____</li> <li>4. Contact parent/guardian and advise follow-up with physician.</li> </ol>   |
| <p><b><u>Severe reactions (symptoms may include):</u></b><br/>Lung: short of breath, wheeze, repetitive cough<br/>Hear: pale, blue, faint, weak pulse, dizzy, confused<br/>Throat: tight, hoarse, difficulty breathing/swallowing<br/>Mouth: obstructive swelling (tongue and/or lips)<br/>Skin: hive over body<br/><b>OR</b><br/>Combination of symptoms from different body areas:<br/>Skin: hives, itchy rashes, swelling (eyes, lips)<br/>Gut: vomiting, cramping pain, diarrhea<br/>HEENT: runny nose, sneezing, swollen eyes, phlegmy throat<br/>Other: confusing, agitation, feeling of impending doom<br/><b><u>EpiPen Instructions</u></b></p> <ol style="list-style-type: none"> <li>1. Refer to instructions on device.</li> <li>2. Remove safety cap.</li> <li>3. Firmly push tip into outer thigh.</li> <li>4. Hold in place for 3 seconds.</li> <li>5. Gently massage area for 30 seconds.</li> </ol> | <p><b><u>Protocol</u></b></p> <ol style="list-style-type: none"> <li>1. Do not hesitate: it is safer to give epinephrine than to delay treatment.</li> <li>2. Give Epinephrine:             <ol style="list-style-type: none"> <li>a. For an infant: Call EMS and ask for further instructions.</li> <li>b. For a patient &lt;66 pounds administer Junior EpiPen (0.15 mg epinephrine)</li> <li>c. For a patient &gt;66 pounds administer Adult EpiPen (0.3 mg epinephrine)</li> </ol> </li> <li>3. Call 911.</li> <li>4. May repeat dose (if available) in 5 minutes if symptoms worsen or there is no improvement.</li> <li>5. Stay with patient until EMS arrives.</li> <li>6. If available administer O2 by face mask at ____ liters/min.</li> <li>7. Administer CPR if needed.</li> <li>8. Notify parent/guardian.</li> <li>9. Document</li> </ol> |

**NARCAN/NALOXONE PROTOCOL AND STANDING ORDERS**

**RECOGNIZE:**

- Observe individual for signs and symptoms of opioid overdose.

|   |   |
|---|---|
| <p><b>Symptoms of suspected opioid overdose:</b></p>  | <p><b>Suspicion of opioid overdose based on:</b></p>  |
| <ul style="list-style-type: none"> <li>● Respiratory depression evidenced by slow respirations or no breathing (apnea)</li> <li>● Unresponsiveness to stimuli (such as calling name, shaking, sternal rub)</li> </ul> | <ul style="list-style-type: none"> <li>● Presenting symptoms</li> <li>● History</li> <li>● Reports from bystanders</li> <li>● School nurse or staff prior knowledge of person</li> <li>● Nearby medications, illicit drugs or drug paraphernalia</li> </ul> |

**Opioid High vs. Opioid Overdose**

|  |   |
|--|---|
| <p align="center"><b>Opioid High</b></p>   | <p align="center"><b>Opioid Overdose</b></p>  |
| <ul style="list-style-type: none"> <li>● Relaxed muscles</li> <li>● Speech slowed, slurred, breathing</li> <li>● Appears sleepy, nodding off</li> <li>● Responds to stimuli</li> <li>● Normal heart beat/pulse</li> <li>● Normal skin color</li> </ul> | <ul style="list-style-type: none"> <li>● Pale clammy skin</li> <li>● Speech infrequent, not breathing, very shallow breathing</li> <li>● Deep snorting or gurgling</li> <li>● Unresponsive to stimuli (calling name, shaking, sternal rub)</li> <li>● Slowed heart beat/pulse</li> <li>● Cyanotic skin coloration (blue lips, fingertips)</li> <li>● Pinpoint pupils</li> </ul> |

**RESPOND:**

- Call for help immediately - Dial 911.
  - Request Advanced Life Support.
- Assess breathing: Perform rescue breathing or CPR if needed.
  - Place person on their back.
  - Tilt their chin up to open the airway.
  - Check to see if there is anything in their mouth blocking their airway, such as gum, toothpick, undissolved pills, syringe cap, Fentanyl patch.
    - If present, remove it.
  - If using mask, place and hold mask over the mouth and nose.
  - If not using mask, pinch their nose with one hand and place your mouth over their mouth.
  - Give 2 even, regular-sized breaths.
  - Blow enough air into their lungs to make their chest rise.
    - If you are using a mask and don't see their chest rise, out of the corner of your eye, tilt the head back more and make sure the seal around the mouth and nose is secure.
    - If you are not using a mask and don't see their chest rise, out of the corner of your eye make sure you're pinching their nose.
  - Breath again.
  - Give one breath every 5 seconds.

➤ **Administer naloxone via Intra-Nasal Narcan:**

|  |  |
|--|--|
| Tilt head back and give spray (4 mg) into one nostril. If additional doses are needed, given in the other nostril.   |  |
| <b>Remove NARCAN Nasal Spray</b> from the box.<br>Peel back the tab with the circle to open the NARCAN Nasal Spray.  |  |
| <b>Hold</b> the NARCAN nasal spray with your thumb on the bottom of the plunger and your first and middle fingers on either side of the nozzle.  |  |
| <b>Gently insert the tip of the nozzle into either nostril.</b><br>Tilt the person's head back and provide support under the neck with your hand. Gently insert the tip of the nozzle into <b>one nostril</b> , until your fingers on either side of the nozzle are against the bottom of the person's nose. |  |
| <b>Press the plunger firmly</b> to give the dose of NARCAN Nasal Spray.<br>Remove the NARCAN Nasal Spray from the nostril after giving the dose.   |  |

- Place person in recovery position (lying on their side).
- Stay with the person until help arrives.
- Seize all illegal and/or non-prescribed opioid narcotics found on victim and process in accordance with school district protocols.

NOTE: Using naloxone in patients who are opioid dependent may result in severe opioid withdrawal symptoms such as restlessness or irritability, body aches, diarrhea, increased heart rate (tachycardia), fever, runny nose, sneezing, goosebumps (piloerection), sweating, yawning, nausea or vomiting, nervousness, shivering or trembling, abdominal cramps, weakness, and increased blood pressure. **Risk of adverse reaction should not be a deterrent to administration of naloxone.**

**REFER:**

- Have the individual transported to the nearest medical facility, even if symptoms seem to get better.
- Ensure parent/guardian is notified.
- Document
- Follow up with treatment referral recommendations.

**References**

ADAPT Pharma 92016). Helpful Resources. Available at: <http://www.narcannasalspray.com/helpful-resources/>.

Centers for Disease Control and Prevention. (2012). Community-Based Opioid Overdose Prevention Programs Providing Naloxone--United States, 2010 MMWR February 17, 2012/ 61(06), 1001-105. Available at: <http://www.cdc.gov/mmwr/preview/mmwrhtml/mm6106a1.htm>.

Davis, C., Webb, D., Burris, S. (2013) Changing Law from Barrier to Facilitator of Opioid Overdose Prevention. Journal of Law, Medicine & Ethics, 41(Suppl. 1), 33-36.

Harm Reduction Coalition. (n.d.). Perform Rescue Breathing. Available at: <https://harmreduction.org/issues/overdose-prevention/overview/overdose-basics/responding-to-opioid-overdose/perform-rescue-breathing/>.

Loimer, N., Hofmann, P., Chaudhry, H.R. (1992). Nasal administration of naloxone for detention of opiate dependence. Journal of Psychiatric Research, 26, 39-43.

Massachusetts Department of Public Health Opioid Overdose Education and Naloxone Distribution. (n.d.). Opioid Overdose Education and Naloxone Distribution MDPH Naloxone pilot project Core Competencies. Available at: <http://www.mass.gov/eohhs/docs/dph/substance-abuse/core-competenceis-for-naloxone-pilot-participants.pdg>.

### Standing Orders for Acute Respiratory Distress

1. Place patient in a position of comfort.

2. Assess:

- a. Vital signs
- b. Breath sounds
- c. Oxygen saturation

3. Observe for:

- a. Rapid breathing
- b. Shortness of breath
- c. Severe wheezing or coughing
- d. Difficulty speaking
- e. Pale or ashen skin
- f. Diaphoresis
- g. Nasal flaring
- h. Chest retractions
- i. Cyanosis of lips or mucous membranes

4. Obtain history including:

- a. Activity at onset
- b. Associated pain
- c. Recent respiratory infections, fever, or chills
- d. Medical history including bronchitis or asthma
- e. Current medications

1. **Call 911/EMS Services:** Must be called regardless of response to treatment.

2. Administer: oxygen per mask or nasal cannula at \_\_\_ liters/minute if indicated.

3. Document:

- a. Vital signs: before and after medication
- b. O2 saturation and lung sounds: before and after medication
- c. Time of medication administration
- d. Patient history
- e. Changes in patient status

4. Notify administration and patient emergency contacts.

**Licensed Provider Printed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Licensed Provider Signature:** \_\_\_\_\_

*\*Original signed orders on file in District Nursing Coordinator's office.*

## Appendix H: McKinney-Vento: Children and Youths in Transition

### McKinney-Vento: Children and youths in transition

Children and youth living the following situations may be considered to be living in transition:

- In a shelter
- In a motel or campground due to the lack of an alternative adequate accommodation
- In a car, park, abandoned building, or bus or train station
- Doubled up with other people due to loss of housing or economic hardship

Eligible students have the right to:

- Go to school, no matter where they live or how long they have lived there;
- Stay in the school that they were attending before being in transition, the school they last attended, or the local enrollment school if that is their choice and it is in the best interest of the child;
- Enroll in school immediately, even if they do not have all the paperwork, such as school or medical records or any other documentation required by the school district to enroll;
- Unaccompanied youths must be accorded specific protections, including immediate enrollment in school without proof of guardianship;
- Be provided transportation to or from the child's school of origin;
- Access the same special programs and services that are provided to other children, including special education, migrant education and vocational education;
- Receive the same public education that is provided to other children, including preschool where applicable. (Your child cannot be separated from the mainstream school environment because they are in transition. They cannot be segregated in a separate school, separate programs within a school, or separate settings within a school);
- Parents, guardians, and unaccompanied youths have the right to dispute an eligibility, school selection, or enrollment decisions.

If you believe your children may be eligible, contact the local liaison or building principal to find out what services and supports may be available. There also may be supports available for your preschool-age children.

**Local Liaison:** Gale Rowan  
GRowan@fortwashakieschool.com  
(307) 332-2380

**State Coordinator:** Shannon Cranmore  
shannon.cranmore@wyo.gov  
(307) 777-3672

If you need further assistance with your children's educational needs, contact the National Center for Homeless Education at 1-800-308-2145, [homeless@serve.org](mailto:homeless@serve.org) or at [www.serve.org/nche.edu.wyoming.gov/homeless](http://www.serve.org/nche.edu.wyoming.gov/homeless)

Guidelines for Determining Children and Youth in Transition  
FCSD #21

Fremont County School District #21 resides within the boundaries of the Wind River Indian Reservation and recognizes the significance of cultural/traditional practices. Therefore, the district adheres to the following guidelines in determining homelessness or children and youth in transition in order to meet the needs of these unique student populations.

Cultural considerations:

- 1) Extended family - multi-generational care of the core family unit that may reside in one household. Extended family members may include but are not limited to grandparents, aunts, uncles, cousins, and adopted family members.
- 2) Single parent with children living with and/or co-parenting with extended family.
- 3) Adopted family members may not necessarily include biological relatives. Tribal communities often “adopt” individuals outside the familial unit that may reside within the “adopted family.”
- 4) Limited housing options on the reservation may impede families in their ability to establish single family housing. Culturally, many families continue to reside as multi-generational housing units.
- 5) Annual gross income limits opportunities for available assistance and housing options. Federal income guidelines for assistance programs are strict which can often result in individuals or family units not qualifying for services. These extenuating circumstances can be a factor in determining housing options.
- 6) Cultural/traditional events in the community may involve “camping” and families may choose to remain “camping” beyond the timeframe of the event.
- 7) Home district is defined as the district of origin; when a student lives within our district boundaries and attends school but is “displaced” due to circumstances beyond the students’ control, then that student is considered a child and/or youth in transition which would qualify that student for transportation services to remain in the home district if it is determined to be in the student’s best interest to remain in the school of origin.

## Appendix I: Parent Right to Request Information of Teacher Qualifications

### **Fremont County School District No. 21**

**90 ETHETE ROAD • FORT WASHAKIE, WYOMING 82514-9702**  
**Administration Building: (307) 332-5983 School Building: (307) 332-2380**

---

Dear Parent or Guardian,

The Every Student Succeeds Act (ESSA) was signed into law in December 2015. Under Section 1112 (e)(i)(ii), which addresses the parent's right to know.

This letter is to inform you of your right to request information about the qualifications of your child's teacher, which includes state license status with approved subject areas, emergency/provisional status, and field of discipline.

You also have the right to request information about paraprofessionals if any are providing services to your child, and what their qualifications are.

If you have questions or would like to request qualification information, feel free to contact 307-332-2380.

## **Fremont County School District #21**

### **Title IV, Part A Internet Safety Policy**

According to the Every Student Succeeds Act (ESSA) Section 4121(a), an LEA may not use Title IV, Part A funds to purchase computers used to access the Internet or to pay direct costs associated with accessing the Internet for schools that do not receive E-rate funds, unless the LEA has certified that those schools have an Internet safety policy in place that meets the requirements of section 4121(a)(1)(A).

As required by ESSA Section 4121(a)(1)(A), Fremont County School District #21 and all schools within ensure the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are:

- obscene;
- child pornography; or
- harmful to minors.

Fremont County School District #21 and all schools within shall enforce the operation of technology, such as computers, the LEA's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through LEA-owned or personally owned equipment or devices, protection measure during any use of such computers by minors (ESSA Section 4121[a][1][B]).

This policy of Internet safety includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are obscene or includes child pornography (ESSA Section 4121[a][2][A]).

This policy of Internet safety enforces the operation of such technology protection measure during any use of such computers (ESSA Section 4121[a][2][B]).

Fremont County School District #21 certifies compliance during each annual program application cycle that the internet safety policy in place includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are obscene or include child pornography; and is enforcing the operation of such technology protection measure during any use of such computers (ESSA Section 4121[b][1]).

An administrator, supervisor, or person authorized by Fremont County School District #21 may disable the technology protection measure concerned to enable access for bona fide research or other lawful purposes (ESSA Section 4121[c]).

**FORT WASHAKIE SCHOOL**  
**Elementary and Middle School**  
**SPORTS SCHEDULE**  
**2025-2026**



*\*\*Schedules are subject to change\*\**

# FORT WASHAKIE SCHOOL

## Junior High Volleyball

### 2025

|                  |                     |   |                |
|------------------|---------------------|---|----------------|
| Monday           | August 18           | First Practice                            |                |
| Thursday         | August 28           | @ Dubois A                                | 5:00 pm        |
| <b>Wednesday</b> | <b>September 3</b>  | <b>ST. STEPHENS</b>                       | <b>4/5 pm</b>  |
| <b>Friday</b>    | <b>September 5</b>  | <b>DUBOIS A</b>                           | <b>5:00 pm</b> |
| <b>Tuesday</b>   | <b>September 9</b>  | <b>ARAPAHOE</b>                           | <b>4/5 pm</b>  |
| Wednesday        | September 17        | @ Wyoming Indian                          | 4/5 pm         |
| Thursday         | September 18        | @ Wind River                              | 4/5 pm         |
| Wednesday        | September 24        | @ St. Stephens                            | 4/5 pm         |
| <b>Thursday</b>  | <b>September 25</b> | <b>WYOMING INDIAN</b>                     | <b>4/5 pm</b>  |
| Thursday         | October 2           | @ Arapahoe                                | 4/5 pm         |
| <b>Tuesday</b>   | <b>October 7</b>    | <b>WIND RIVER</b>                         | <b>4/5 pm</b>  |
| Saturday         | October 11          | WRCAA Conference Tournament<br>@ Arapahoe | 9 am           |

# FORT WASHAKIE SCHOOL

## Football

### 2025

|                 |                     |   |                     |
|-----------------|---------------------|---|---------------------|
| Monday          | August 18           | First practice  |                     |
| Thursday        | September 4         | @ Wind River - JH   | 4:15 pm             |
| <b>Friday</b>   | <b>September 5</b>  | <b>WYOMING INDIAN – youth</b>                                     | <b>1:30 pm</b>      |
| <b>Tuesday</b>  | <b>September 9</b>  | <b>ST. STEPHENS – youth</b>                                       | <b>3:30 pm</b>      |
| Friday          | September 12        | @ Arapahoe  | 1:30 pm             |
| <b>Tuesday</b>  | <b>September 16</b> | <b>ARAPAHOE -JH/youth</b>   | <b>4/5:30 pm</b>    |
| Friday          | September 19        | Youth Jamboree @ Wyo Indian                                       | 1:15 pm             |
| Tuesday         | September 23        | @ Wyoming Indian – JH/youth                                       | 4/5:30 pm           |
| <b>Thursday</b> | <b>September 25</b> | <b>ARAPAHOE</b>   | <b>4:00/5:30 pm</b> |
| Tuesday         | October 7           | WRCAA Championship<br>3 <sup>rd</sup> /4 <sup>th</sup> place game | 4/5:30 pm           |

# FORT WASHAKIE SCHOOL

## Middle School Cross Country

### 2025

|                 |                     |  |                |
|-----------------|---------------------|--|----------------|
| Monday          | August 18           | First Practice                         |                |
| <b>Thursday</b> | <b>August 28</b>    | <b>FORT WASHAKIE INVITATIONAL</b>      | <b>4:30 pm</b> |
| Thursday        | September 4         | Arapahoe Invitational                  | 4:30 pm        |
| <i>Thursday</i> | <i>September 11</i> | <i>Spartan Invitational – Riverton</i> | <i>TBA</i>     |
| <i>Thursday</i> | <i>September 18</i> | <i>Lander Invitational</i>             | <i>TBA</i>     |
| Friday          | September 26        | Wind River Invitational                | 10:00 pm       |
| Thursday        | October 2           | Wyoming Indian Invitational            | 4:15 pm        |
| Saturday        | October 4           | Championships @ Scout Park – Laramie   | 10 am          |
| Wednesday       | October 8           | WRCAA Conference Meet - Wyo. Indian    | 4:15 pm        |

# FORT WASHAKIE SCHOOL

## Youth Volleyball

### 2025

|                 |                     |                             |                |
|-----------------|---------------------|-----------------------------|----------------|
| Monday          | August 18           | First Practice              |                |
| Thursday        | August 28           | @ Dubois - A                | 4:00 pm        |
| <b>Friday</b>   | <b>September 5</b>  | <b>DUBOIS A</b>             | <b>4:00 pm</b> |
| Tuesday         | September 9         | @ Arapahoe                  | 4/5 pm         |
| <b>Tuesday</b>  | <b>September 16</b> | <b>WYOMING INDIAN</b>       | <b>4/5 pm</b>  |
| <b>Thursday</b> | <b>September 18</b> | <b>WIND RIVER</b>           | <b>4/5 pm</b>  |
| Tuesday         | September 30        | @ Wyoming Indian            | 4/5 pm         |
| <b>Thursday</b> | <b>October 2</b>    | <b>ARAPAHOE</b>             | <b>4/5 pm</b>  |
| Tuesday         | October 7           | @ Wind River                | 4/5 pm         |
| Friday          | October 10          | WRCAA Conference @ Arapahoe | TBA            |

# FORT WASHAKIE SCHOOL

## Wrestling

### 2025

|                 |                   |                                   |                |
|-----------------|-------------------|-----------------------------------|----------------|
| Monday          | October 13        | First Practice                    |                |
| <b>Saturday</b> | <b>October 25</b> | <b>FORT WASHAKIE INVITATIONAL</b> | <b>9:30 am</b> |
| Saturday        | November 1        | Wind River Invitational           | 9:30 am        |
| Friday          | November 7        | Wyoming Indian Invitational       | 1:30 pm        |
| Saturday        | November 8        | Riverton                          | TBA            |
| Saturday        | November 15       | Arapahoe Invitational             | 9:30 am        |
| Friday          | November 21       | Shoshoni Invitational             | 2 pm           |
| Saturday        | November 22       | Lander                            | TBA            |
| Saturday        | December 6        | WRCAA Conference Tournament       | 10 am          |
|                 |                   | @ Arapahoe                        |                |

# FORT WASHAKIE SCHOOL

## Junior High Girls Basketball

### 2025

|                 |                       |  |                 |
|-----------------|-----------------------|--|-----------------|
| Monday          | October 13            | First Practice                               |                 |
| <b>Tuesday</b>  | <b>October 22</b>     | <b>ST. STEPHENS - A</b>                      | <b>4/5 pm</b>   |
| Thursday        | October 23            | @ Arapahoe                                   | 4/5 pm          |
| Tuesday         | October 28            | @ Wyoming Indian                             | 4/5 pm          |
| <b>Friday</b>   | <b>October 31</b>     | <b>WIND RIVER</b>                            | <b>2/3 pm</b>   |
| Tuesday         | November 4            | @ St. Stephens - A                           | 4/5 pm          |
| Thursday        | November 6            | @ Dubois – A                                 | 5 pm            |
| <b>Thursday</b> | <b>November 13</b>    | <b>DUBOIS- A</b>                             | <b>5 pm</b>     |
| <i>Tuesday</i>  | <i>November 18</i>    | <i>@ Riverton</i>                            | <i>4/5 pm</i>   |
| Thursday        | November 20           | @ Wind River                                 | 4/5 pm          |
| <b>Monday</b>   | <b>November 24</b>    | <b>WYOMING INDIAN</b>                        | <b>4/5 pm</b>   |
| <b>Tuesday</b>  | <b>December 2</b>     | <b>ARAPAHOE</b>                              | <b>4/5 pm</b>   |
| <b>Thur/Sat</b> | <b>Dec. 4 &amp; 6</b> | <b>WRCAA Conference @<br/>WYOMING INDIAN</b> | <b>4 pm/9am</b> |

# FORT WASHAKIE SCHOOL

## Youth Girls Basketball

### 2025

|                  |                       |   |                           |
|------------------|-----------------------|---|---------------------------|
| Monday           | October 13            | First Practice                                    |                           |
| <b>Wednesday</b> | <b>October 22</b>     | <b>ST. STEPHENS - A</b>                           | <b>4 pm</b>               |
| Thursday         | October 23            | @ Arapahoe  | 4/5 pm                    |
| Tuesday          | October 28            | @ Wyoming Indian                                  | 4/5 pm                    |
| <b>Friday</b>    | <b>October 31</b>     | @ Wind River                                      | <b>2/3 pm</b>             |
| <b>Thursday</b>  | <b>November 6</b>     | <b>ARAPAHOE</b>                                   | <b>4/5 pm</b>             |
| Thursday         | November 6            | @ Dubois – A                                      | 4 pm                      |
| Wednesday        | November 12           | @ St. Stephens - A                                | 4 pm                      |
| <b>Thursday</b>  | <b>November 13</b>    | <b>DUBOIS – A</b>                                 | <b>4 pm</b>               |
| <b>Thursday</b>  | <b>November 20</b>    | <b>WIND RIVER</b>                                 | <b>4/5 pm</b>             |
| <b>Tuesday</b>   | <b>November 25</b>    | <b>WYOMING INDIAN</b>                             | <b>4/5 pm</b>             |
| <b>Thur/Sat</b>  | <b>Dec. 4 &amp; 6</b> | <b>WRCAA Tournament</b><br><b>@ Fort Washakie</b> | <b>3 pm &amp; 1:30 pm</b> |

# FORT WASHAKIE SCHOOL

## Junior High Boys Basketball

### 2026

|                 |                             |                                    |               |
|-----------------|-----------------------------|------------------------------------|---------------|
| Monday          | December 16                 | First Practice                     |               |
| Tuesday         | January 13                  | @ St. Stephens - A                 | 5 pm          |
| <b>Thursday</b> | <b>January 15</b>           | <b>DUBOIS-A</b>                    | <b>4/5 pm</b> |
| Wednesday       | January 21                  | @ Arapahoe                         | 4/5 pm        |
| <b>Thursday</b> | <b>January 22</b>           | @ Wind River                       | <b>4/5 pm</b> |
| <b>Thursday</b> | <b>January 28</b>           | <b>ST. STEPHENS - A</b>            | <b>5 pm</b>   |
| Thursday        | January 29                  | @ WYOMING INDIAN                   | 4/5 pm        |
| Thursday        | February 5                  | <b>WIND RIVER</b>                  | 4/5 pm        |
| Friday          | February 6                  | @ DUBOIS                           | 4/5 pm        |
| <b>Tuesday</b>  | <b>February 10</b>          | <b>ARAPAHOE</b>                    | <b>4/5 pm</b> |
| <b>Tuesday</b>  | <b>February 17</b>          | <b>Wyoming Indian</b>              | <b>4/5 pm</b> |
| <b>Fri/Sat</b>  | <b>February 20 &amp; 21</b> | <b>WRCAA Conference Tournament</b> | <b>TBA</b>    |
|                 |                             | <b>@ Ft. Washakie</b>              |               |

# FORT WASHAKIE SCHOOL

## Youth Boys Basketball

### 2026

|                  |                   |   |                     |
|------------------|-------------------|---|---------------------|
| Monday           | December 16       | First Practice                              |                     |
| Tuesday          | January 13        | @ St. Stephens - A                          | 4 pm                |
| <b>Wednesday</b> | <b>January 14</b> | <b>LANDER</b>                               | <b>4:30/5:30 pm</b> |
| <b>Thursday</b>  | <b>January 15</b> | <b>DUBOIS - A</b>                           | <b>4 pm</b>         |
| <b>Wednesday</b> | <b>January 21</b> | <b>ARAPAHOE</b>                             | <b>4/5 pm</b>       |
| Thursday         | January 23        | @ Wind River                                | 4/5 pm              |
| <b>Tuesday</b>   | <b>January 28</b> | <b>ST. STEPHENS</b>                         | <b>4 pm</b>         |
| Thursday         | January 30        | @ Arapahoe                                  | 4/5 pm              |
| <b>Tuesday</b>   | <b>February 4</b> | <b>WYOMING INDIAN</b>                       | <b>4/5 pm</b>       |
| <b>Thursday</b>  | <b>February 5</b> | <b>WIND RIVER</b>                           | <b>4/5 pm</b>       |
| Friday           | February 6        | @ Dubois - A                                | <b>3 pm</b>         |
| Thursday         | February 10       | @ Arapahoe                                  | 4/5 pm              |
| Thurs/Sat        | February 20 & 22  | WRCAA Conference Tournament<br>@ Wind River | TBA                 |

# FORT WASHAKIE SCHOOL

## Track

### 2026

|               |                 |                                       |               |
|---------------|-----------------|---------------------------------------|---------------|
| Monday        | March 16        | First practice                        |               |
| Wednesday     | March 25        | Arapahoe Practice Meet (Running Only) | 10:30         |
| Friday        | May 2           | Dubois Invitational                   | 10am          |
| Friday        | April 4         | Wind River Invitational               | 9:30am        |
| Friday        | April 11        | Arapahoe Invitational                 | 9:30am        |
| Thursday      | April 17        | Wyoming Indian Invitational           | 9:30am        |
| <b>Friday</b> | <b>April 24</b> | <b>FW INVITATIONAL</b>                | <b>9:30am</b> |
| Friday        | May 9           | WRCAA Conference Meet<br>@ Wind River | 9:30 am       |