

Student/Parent Handbook 2023-24



Principal:

Mrs. Jennifer Wagner

Assistant Principal:

Ms. Kari McKay

Assistant Principal:

Mr. John Salois

Secretary: Ms. Melanie Heavy Runner
Assistant Secretary: Ms. LaDean Racine
Receptionist: Mrs. Fran Racine
Attendance: Mrs. Domaneek Hall

Browning High School Staff

Nurse

Charlene Harrison (.5)

Instructional Coaches

Travis Miller, Jason Krane

Student Activities

Tony Wagner
 Josephine Wagner

Security/Home School Coordinator/TAs

Carl Little Dog, Sr., Jolene Vance,
 John McClure, Angel DustyBull
 Gail Oscar, **TBD (2)**

Counselors

Sienna Speicher (12), John Parente (9),
 Jack Parrent (10), Lynnel BullShoe (11)
 Kiana McClure - Spookinaapi

Special Education/TAs/PCAs

Katherine Skunkcap, Natasha Siliezar
 Gala Upham, Genevieve Goudy,
 Edward Running Rabbit, Mae Soco
 Shainell BirdRattler, Sheldon Marceau,
 Linda Trombley, Serenity

Sinclair

Math

Lucy Muragin, Randall Rivas,
 Johnson,
 Whitney Lucke, **TBD**

ELA

Taylor Crawford, Johanna

Dawn Jones (Itutor), Jimwel Gutierrez
 Andrew Leite (Itutor)

Science

Jim Vaile, Abigail Marshall,
 Sonya Gobert, **TBD**

Social Studies

Leo Bullchild, Glenn Castle,
 Colin Sibbernsen, Christopher Mantei

BNAS

Kevin Kicking Woman
 Shaylea Tatsey

Family Consumer Science

Kami Wellman

Art

Radium Woolf

Music

June Matt .5
 Adrien Wagner .5

Library

Amy Conrey Andreas
 Glenn Castle .5

Core Recovery

Brian Harrell

Health/PE

Vo-Tech/Vo-Ag

Gear Up

Robert Miller
Ross DeRoche
Sadie Harwood

Jimi Champ
Travis Blue
Cody Lucke

Melanie Magee
Ronnell Goss

Business Education/Technology
Elva Dorsey
TBD

TRIO
Hannah Spotted Eagle -Upward Bound
Joe Jessepe - Hopa Mountain
TBD - Talent Search



School District #9, Glacier County, Montana

Browning Public Schools

P.O. Box 610
Browning, MT 59417

Custodians
Anson Cummins
Philip SureChief
Russell Gervais
TBD (2)

Cooks
Carla Trombley(Head cook)
Ronald MadPlume
TBD

SIGNATURE PAGE - sign & return

****PLEASE SIGN FRONT AND BACK OF THIS PAGE & RETURN****

(these are the only two pages we require)

Student and Parent Handbook Receipt Form

2023-24

I acknowledge that I have received and reviewed a copy of the Browning Public Schools Student/Parent Handbook in my advisory google classroom. Whether I sign or not, I understand

that the policies and practices contained in the handbook govern student behavior and expectations while in attendance at Browning Public Schools. As the parent/guardian, whether I sign or not, I understand that my student is/I am accountable for their/my behavior.

Student Name (PLEASE PRINT): _____

Student Signature: _____

Parent/Guardian Signature: _____

Date: _____

PARENT-STUDENT-SCHOOL COMPACT BROWNING PUBLIC SCHOOLS

Federal guidelines require that all schools receiving Title I funds develop a School-Student-Parent Compact. A compact is an agreement between participants working together for a common goal. Teachers, students and parents all have the responsibility to contribute to the effort to establish an effective climate for learning for our students.

As a school we promise to:

- ☐ Show that we respect each child as an individual
- ☐ Respect and enhance the unique culture of each child
- ☐ Provide high-quality curriculum and instruction in a supportive and effective learning environment
- ☐ Provide quality instruction that meets the State's academic achievement standards
- ☐ Provide an intellectually stimulating curriculum that reflects and preserves the cultural integrity of the people by demonstrating high expectations of all children
- ☐ Communicate with and involve families in the education process by holding parent/teacher conferences at least twice each year
- ☐ Foster a positive working relationship with the Browning School, the community and other education agencies

Administration

As a caring, supportive adult I promise to:

- ☐ Provide a safe, nurturing home environment conducive to learning
- ☐ Have high expectations of my child by making sure he/she is at school, on time everyday
- ☐ Encourage a positive attitude toward school
- ☐ Be actively involved in my child's education by making sure s/he completes homework
- ☐ Communicate regularly with my child's teacher and volunteer in my child's classroom

- ☐ Teach my child respect
- ☐ Actively promote literacy in my home by monitoring how much television my child is watching
- ☐ Encourage my child to 'try hard'
- ☐ Have my child do nightly homework
- ☐ Provide adequate school supplies for my child

Parent/Caring Adult: _____

As a student, I promise to:

- ☐ Show respect for myself other students and all adults
- ☐ Attend school regularly and be on time
- ☐ To bring my materials to class daily
- ☐ Be responsible for my own actions
- ☐ Read at home
- ☐ Get homework done
- ☐ Try hard
- ☐ Respect the grounds and property of my school, realizing that I share it with others
- ☐ Do my part to make school a safe place

Student: _____

Dear Parents, Families & Guardians of
BHS students:



Oki! We are so grateful to welcome you to BHS! We look forward to meeting and seeing you during the 2023-2024 school year!

We encourage you to communicate with us; stay informed-attend meetings, read all correspondence and provide email information to our office staff. Keep in touch with us during the year to clarify any information presented.

We welcome you to visit BHS so you can meet the great staff we have here. At BHS, we do our best to make everyone feel welcome, safe and comfortable. If at any point throughout the year you feel different, please bring your concerns to the school-staff, teacher or principal.

Please read through the Student & Parent Handbook and familiarize yourself with our policies and procedures. Please pay close attention to the BHS addendum at the beginning of the handbook. This outlines some important information directly related to Browning High School logistics.

It is our mission to provide a quality education for your child and we can't do that without you; become involved in all the activities here at BHS.

Sincerely - Your Partners in Education,

Mrs. Jennifer Wagner, Principal

Ms. Kari McKay, Assistant Principal

Mr. John Salois, Assistant Principal

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HIGH SCHOOL INFORMATION

Academic BHS CALENDAR 2023 - 24

Browning Public Schools 07/01/2023 through 06/30/2024	Browning High School 2023-2024 Calendar Year	Calendar Report 06/05/2023 // 02:44:22 PM
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Legend

 Non-instructional day
 Non school day

Key Dates

Tu, Aug 15	Instructional Day, Teacher Orientation
We, Aug 16	Instructional Day, Teacher Orientation
Th, Aug 17	Instructional Day, Teacher Orientation
Mo, Sep 4	Non school Day, Labor Day
Th, Oct 19	Non-instructional Day, Teacher Convention
Fr, Oct 20	Non-instructional Day, Teacher Convention
We, Oct 25	Instructional Day, 1st quarter end
Tu, Nov 7	Instructional Day, Parent-Teacher Conference
Th, Nov 9	Instructional Day, Parent-Teacher Conference
We, Nov 22	Non school Day, Thanksgiving
Th, Nov 23	Non school Day, Thanksgiving
Fr, Nov 24	Non school Day, Thanksgiving
Th, Dec 21	Non school Day, Winter Break
Fr, Dec 22	Non school Day, Winter Break
Mo, Dec 25	Non school Day, Winter Break
Tu, Dec 26	Non school Day, Winter Break
We, Dec 27	Non school Day, Winter Break
Th, Dec 28	Non school Day, Winter Break
Fr, Dec 29	Non school Day, Winter Break
Mo, Jan 1	Non school Day, Winter Break
Fr, Jan 12	Instructional Day, 2nd quarter/1st semester end
Mo, Jan 15	Non school Day, Holiday - Other
Fr, Feb 23	Non school Day, Holiday - Other
Fr, Mar 8	Non school Day, Holiday - Other
Fr, Mar 22	Instructional Day, 3rd quarter end
Mo, Mar 25	Non school Day, Spring Break
Tu, Mar 26	Non school Day, Spring Break
We, Mar 27	Non school Day, Spring Break
Th, Mar 28	Non school Day, Spring Break
Fr, Mar 29	Non school Day, Spring Break
Mo, Apr 1	Non school Day, Spring Break
Tu, Apr 9	Instructional Day, Parent-Teacher Conference
Th, Apr 11	Instructional Day, Parent-Teacher Conference
Mo, May 27	Non school Day, Memorial Day
Th, May 30	Instructional Day, 4th quarter/2nd semester end

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

Total Instructional
Days: 180
Minutes: NaN

Total Non-Instructional:
Days: 2
Minutes: NaN

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

Total Non-School:
Days: 184
Minutes: NaN

Academic BHS Happenings

Dates subject to change

August 2023

- August 21: First Day of School for Freshman
- August 22: First Day of School for Sophomores, Juniors, Seniors

September

- September 1-22: Register for October National ACT (Seniors)
- September 4: Labor Day - No School
- September 14: Spring Awards Ceremony 2:30
- September 14: BHS Family Open House 5:00 – 6:00
- September 18 - 22: Spirit Week
- September 22: Homecoming
- September 22: Native American Heritage Day

October

- October 2-13 MT College Application Week
- October 16 - 18: 1st Semester Midterm Week
- October 19 - 20: No school for students
- October 23 – 31: Red Ribbon/ Spirit Week
- October 23 – 31: Register for December National ACT (Seniors)
- October 25: 1st Quarter Ends
- October: Lights on After Dark/ Family Night
- October 28: National ACT - Seniors

November

- November 7: Parent/Teacher Conferences 4:00-7:00 pm
- November 9: Parent/Teacher Conferences 4:00-7:00 pm
- November 10: Cat/ Griz Pep Rally-Battle of the classes
- November 22 - 24: Thanksgiving Break / No school

December

- December 9: National ACT - Seniors
- December 12: Fine Arts Festival & Winter Concert
- December 21 - 29: Christmas Break / No school

January 2023

- January 1: New Years Day / No School
- January 8 – 11: 1st Semester Finals
- January 12: End of 1st Semester
- January 15: No School MLK DAY
- January 16-31: Register for February National ACT (Seniors)
- January 23: Math Dept Family Night
- January 31: 1st Semester Honor Roll Assembly

February

- February 10: National ACT - Seniors
- February 13: ELA Department Family Night
- February 27: National Honor Society Induction Ceremony 5 PM
- February 23: No School

March

- March 1-8: Register for April National ACT (Seniors)
- March 8: No School
- March 12: Science/ SS Family Literacy Night
- March 18 – 21: 2nd Semester Midterm Exams
- March 22: 3rd Quarter Ends
- March 25-29: No School

April

- April 1: No School
- April 6: Prom 7-11 PM
- April 9: Parent/Teacher Conferences 4:00-7:00 pm
- April 11: Parent/Teacher Conferences 4:00-7:00 pm
- April 13: National ACT - Seniors
- April 19-20: Music Festival
- April 20: Senior Portfolios

May

- May 3-4: State Music
- May 5: Senior Scholarship Brunch 11 AM
- May 6-10: Decision Week
- May 7: 8th Grade Orientation; 5 PM
- May 9: Spring Fine Arts Festival & Spring Music Concert
- May 13 – 14: Senior Finals
- May 15: Senior Make-Up Finals
- May 15: Senior Celebration; 5:00
- May 16: Graduation Practice; 9 AM
- May 16: Senior Walkthroughs BPS
- May 17: Graduation Practice; 9 AM
- May 17: Senior Check Out; 1 PM
- May 19: Graduation; 11 AM
- May 21: Field Day
- May 24: Early check out for Underclass
- May 27: No School
- May 28 - 29: Underclass Finals
- May 30: Awards Day - AM
- May 30: Check Out - PM

Attendance Matters

Attendance Incentive Criteria

Students are expected to arrive at school on time and stay the entire day. Any student who leaves campus without permission, or gets off the bus at another school will be considered truant, and are subject to discipline. Students who are 10 minutes late for any class will be marked absent in that class. ****ALL ATTENDANCE SLIPS – MEDICAL, DENTAL, SPECIAL CIRCUMSTANCE, ETC MUST BE TURNED IN TO THE OFFICE WITHIN 10 DAYS OF RETURNING TO SCHOOL IN ORDER TO VERIFY AND MEET THE ATTENDANCE POLICY REQUIREMENTS.** Changing attendance after the 10 day period requires a formal meeting with the building principal.

Perfect Attendance:

- ☐ Have no tardies in any class period.
- ☐ Have no checkouts during the day.
- ☐ Zero unexcused/excused absences.
- ☐ School Related absences will not count against students.
- ☐ Special Circumstance and Medical Absence (with documentation), including 504 absences, will not count against students up to 3 days this includes culture days.

Great Attendance:

- ☐ Student can have up to 1-3 absences
- ☐ Per class, students are counted tardy after the bell rings for up to 10 minutes and counted absent after that.
- ☐ Per day, students are counted tardy at 8:30 A.M. and counted absent after 8:40 A.M.
- ☐ Students can be checked out during the day for no longer than 2 hours and must return before the end of the school day.
- ☐ School Related absences will not count against students.
- ☐ Special Circumstance and Medical Absence (with documentation), including 504 absences will not count against students up to 3 days this includes culture days.

95% Attendance:

- ☐ Students can have up to 9 absences per year.
- ☐ Per class, students are counted tardy after the bell rings for up to 10 minutes and counted absent after that.
- ☐ Per day, students are counted tardy at 8:30 A.M. and counted absent after 8:40 A.M.
- ☐ School Related absences will not count against students.
- ☐ Special Circumstance and Medical Absence (with documentation), including 504 absences, will not count against students up to 3 days this includes culture days.

Most Improved Attendance:

- Selected by building Attendance Committee

Culture Matters

Land Acknowledgement: BHS is located on tribal ancestral lands of the Blackfoot Tribe also known as Aamskapii Piikani. BHS follows the law of the Blackfoot Tribe as well as Glacier County and the USA.

As much as possible students will learn about the culture, heritage and language of the Blackfoot/Aamskapii Piikani.

Indian Education for All which can be inclusive of all Indigenous cultures, heritages and languages can be taught through all content.

Culture Day and Field day are whole school activities held in the fall and spring. Community volunteers will be invited to come in and assist with cultural activities. Enhancement activities every Friday also will use community volunteers

Activities/Student Involvement

We encourage BHS students to become actively involved in a school activity outside of their regular academic schedule. Membership in school clubs is open to everyone. Please refer to the Activities Handbook for student activities/athletics policies and guidelines.

Football	Cheerleading	Softball
Golf	Basketball	Track
Cross Country	Volleyball	Wrestling
Speech, Debate & Drama	HomeComing	Prom
Native American Week	Red Ribbon Week	Baseball
Soccer	Tennis	

This list of clubs may change at any time based on student participation/interest.

Academic Challenge	Random Acts of Kindness	National Honor Society
Science Club	FCCLA	Library Book Club
Art Club	FFA	Shop Club
Hiking Club	Speech, Debate & Drama	Rodeo Club
Student Council	Pep Club	Weightlifting Club
Human Rights Club	Rising Voices Poetry Club	Sewing Club
Coding Club	Spirit of the Buffalo Club	LGBTQ Club
AVID/Chess Club	Gardening Club	Pikania Cycling Club
AIBL	Close-Up	Two is Better than One

Cafetorium / Outside Food

Browning High School will furnish breakfast and lunch to all students free of charge for the school year. Students are expected to display appropriate behavior while in the cafetorium. If a parent/student chooses to drop off/bring lunch to the school, that is their choice. **Students will not be called out of class to receive the outside food or drinks during class time;** it is recommended that food be dropped off prior to lunch being served to ensure it is eaten during lunch time.

Food Pantry/PCOP (Parent Community Outreach Program)

Browning High School houses a food pantry for students/families who are identified based on specific needs and monitored by PCOP; this service is not available to all students, nor should it be considered a "snack" room. Students are provided breakfast and lunch at no cost and we encourage our students to utilize the free meals that are provided so they are not hungry throughout the day. Hours to access the food pantry are Monday through Friday 3:00-4:00 or by calling the school office to make arrangements; it will not be open/available to students during the school day as a grab and go.

Kindness Campaign

Browning Public Schools has adopted a Kindness Campaign; Browning High School staff and students support this by being kind to one another; be sincere and voluntary in bettering the lives of everyone around you, including yourself, through genuine acts of compassion, generosity, and service.

If you would like to learn more about ways you can promote the Kindness campaign at BHS please see your counselor and/or an administrator.

Compassion	Generosity	Service
Recognizing hurt/pain of others and taking action to help	Giving support to others as a means of improving the situation without the expectation of something in return	Work/activity that is done for others

Students will refrain from being rude, mean, and/or bullying.

RUDE	MEAN	BULLYING
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When someone says or does something <i>unintentionally</i> hurtful once	When someone says or does something <i>intentionally</i> hurtful once	When someone says or does something <i>intentionally</i> hurtful and they <i>keep doing it</i> even when you tell them to stop or show them that you're upset. (Responding or doing it back voids the bullying report; it then becomes a mutual disagreement).
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Graduation Matters

Academic Information

Credits (School Board Policy #3020)

Grade level attainment or class status is recognized through credit accumulation. The purpose of class status is to inform the student, parents, administrators and instructors of the prospective graduation year of the student. High school students must have earned the following credits to be affiliated with the appropriate class:

Freshman	0-6 credits
Sophomore	6-12 credits
Junior	13 credit minimum
Senior	18 credit minimum

Credit status will be reviewed at least quarterly by students and their advisors. Credit status for each class will be reviewed by the counseling department and students identified as failing to obtain the next class status will receive individual support from a school counselor which will outline individual intervention/support available to the student.

Credit Recovery

If a student fails a course with 45% or higher they may participate in Credit Recovery. This percentage is subject to change at the discretion of the building principal/administration. Credit Recovery is completed through the use of computer based programs and will take place after school and during summer school. Students will take a pre-test and then have lessons/units assigned based on the results. Students must complete all lessons assigned, and pass the Unit Assessments with a minimum of 70% in order to recover credit. Students who complete Credit Recovery courses will receive credit and a grade of "C" for that course. If a student wishes to try and raise their grade higher than a "C" they must repeat the entire course as part of their regular course schedule. Should the student repeat the entire course, the lower grade of the two would be considered/documented as an elective credit.

Definitions

- **Advanced Placement:** When offered, AP courses are those that are approved through the College Board Audit Process. Advanced Placement courses are designated in the Browning High School Course Description Catalog.
- **Grade points:** are the numeric equivalent of a student's grade in a credit-bearing course according to the following scale: A = 4 B = 3 C = 2 D = 1 F = 0 I = 0
- **Grade Point Average (GPA):** is the average number of grade points earned per course in Grades 9 through 12. The cumulative GPA is shown on the student's transcript.
- **Cumulative GPA** is calculated by dividing the total number of grade points earned by the total number of course credits included in the computation.
- **Transcript:** is a report of final grades and credits indicated by course.
- **Incomplete:** Must be approved by the Principal; Student has a specified amount of time (to be determined by principal) to complete the coursework. If the coursework is not complete in the allotted time, the grade will be changed to an F
- **Weighted grade points:** are similar to grade points except that weighted grade points differentiate between regular courses and Advanced Placement courses (not including Honors courses). Weighted grade points are the numeric equivalent of a student's grade in a credit-bearing course according to the following scale:

<u>Grade</u>	<u>Grade Point Regular</u>	<u>Advanced Placement</u>
A	4	5
B	3	4
C	2	3
D	1	1
F	0	0

- **The weighted grade point average (WGPA):** is a recalculation of the GPA substituting weighted grade points for regular grade points earned in courses designated advanced placement. The WGPA is computed by dividing the total number of grade points earned by the total number of course credits included in the computation. The order of class rank for students above a four point will be determined by an inverse analysis.

Grades

The evaluation of student achievement is one of the important functions of the teacher. The accepted marking system is as follows:

- At least one student grade per week will be recorded in the Infinite Campus grade book.
- All grades will be "in progress" in the Infinite Campus grade book as percentages.
- All grades will be posted at midterm and semester.
- All grading systems are to include points for participation, daily assignments, testing, and attendance. Grades are cumulative over the semester.
- The semester exam is to evaluate student competence for the semester. Each semester will have a final for each class. Grades will be available for students each semester.
- If a point system of grading is used, the maximum number of points possible for the term must be made known to the students and distributed at the beginning of the term in the course syllabus.
- An incomplete may be given with prior building administrator approval. The work that must be completed and the final due date must be shared with the student, their parent/guardian, and the building principal.

A: 100-90 % **B:** 89-80 % **C:** 79-70 % **D:** 69-60 % **F:** 59 % OR BELOW **I:** Incomplete

Grade Point Average / Weighted Grade Point Average Computations

All credit-bearing courses for which the student is assigned a grade of A, B, C, D, F, or I will be used for GPA and WGPA computations. The grade earned in a course initially taken in high school and subsequently repeated is included in the computation each time it is taken. Credits granted for approved courses offered by institutions other than Browning High School (classroom, correspondence, or online courses), work study, and transfer courses, if used for graduation credit, are included in the GPA/WGPA computations.

1. Grades and credits for dropped or incomplete courses will be treated for computing the GPA and WGPA as follows:
 - a. Courses which a student does not complete all requirements:
If the student does not complete all course requirements a notation of "I," or "Incomplete," will be entered on the transcript, and report card. The student can follow procedures as per the Student-Parent Handbook to complete courses and have the "I" replaced with a letter grade. Any student who receives an "I" and does not complete all course requirements within the allowed time period, as per the Student-Parent Handbook, will have that grade replaced with an "F".
 - b. Should the student, with prior approval, transfer to a course in the same subject area, appropriate credit is awarded for those courses completed successfully.

Forging/Cheating/Plagiarism

Student(s) caught forging or attempting to forge any signature or attempting to authorize any document used, or intended to be used, in connection with the operation of school is cause for disciplinary action which includes the teacher notifying the parent and administrator.

Engaging in academic misconduct which includes, but not limited to; cheating, unauthorized sharing of exam responses or graded assignment work, plagiarism, accessing websites or electronic resources (including AI - Artificial Intelligence) without authorization to complete assigned coursework, and any other act designed to give unfair academic advantage will result in disciplinary action.

Transfer credits/grades

Transfer credits and/or grades from other school systems shall be converted by the building administrator/designee into appropriate Browning High School credits and are included in the computations.

- a. Courses in subject areas not traditionally taught in Browning High School, such as religion, will be included in the computations if grades are earned through an accredited school or program.
- b. Advanced level courses not taught in Browning High School, but in subject areas taught in Browning High school, are included.
- c. For transferred credits (non-Browning High School courses) to which marks such as "O" (Outstanding), "S" (Satisfactory), and "U" (Unsatisfactory) or numeric grades or percentages have been assigned, the school must

secure or translate such marks to a scale of A, B, C, D, and F. These courses must be entered into the computerized student database separately.

Advisory Class

All students at BHS are placed in an Advisory class. The advisory class takes place Monday through Thursday from 8:15-8:45 am. Attendance in this class is a part of the regular student schedule (i.e not an option); and students receive a pass/fail grade as well as .25 credit per semester.

Monday - Social Emotional Learning: students are learning skills that will benefit their social/emotional well being.

Tuesday - Academic: students are checking their grades, their school email, and working towards graduation

Wednesday - GEAR UP: students are doing college/career preparatory work

Thursday - Culture: Students are learning about the Blackfeet culture, language, song, etc.

Cell Phones

There are appropriate times in the day to use your cellphone, and inappropriate/non negotiable times in the day to use your cell phones.

The **appropriate** times to use your cell phone during the school day are: Before class begins, during lunch, and after school.

The **inappropriate/non negotiable** times are: During instructional time (lecture, class discussion, etc). Students who continuously use their cell phone during class time will be subject to disciplinary action.

Graduation Requirements

[4500 Graduation Policy](#)

Graduation requirements shall reflect high expectations and appropriate standards. Students graduating from Browning High School will enter society as adults who are prepared to participate actively and knowledgeably as citizens in their community, tribe, state, and federal government. Students will graduate with prerequisite skills that allow successful entry into and completion of post-secondary education or vocational training opportunities.

No student will be permitted to graduate from Browning High School unless he/she has completed the course requirements prescribed by District #9 Board of Trustees and meets the prescribed course of study for the state of Montana. All graduation requirements must be completed 48 hours prior to the graduation ceremony. All students will enter Browning High School on a "Distinguished Diploma" track; students must opt out in order to graduate according to the Montana Graduation requirements and/or the Foundational Diploma requirements. **You must contact the school principal if you wish to opt out of the Distinguished Diploma.**

Diplomas

All graduating students shall receive a diploma. Diplomas may be earned through completing either required credits or criteria identified in an approved IEP. Diplomas may be received prior to 4 years of high school attendance in accordance with District #9 Early Graduation Policy, which requires the expressed recommendation of the Superintendent and the permission of the Board of Trustees. The high school building administrator shall approve of independent study alternative curriculum offerings prior to credit being applied to the core graduation requirements.

Course requirements for graduation from Browning High School:

Montana Graduation Requirements: (established by the Montana Board of Public Education/ARM 10.55.905)

English.....	4
Mathematics.....	2
Science.....	2
Social Studies.....	2
Health Enhancement.....	1
Practical Arts.....	1
Career/Technical Education.....	1
Electives/Other.....	7
Total Required for Graduation.....	20

Foundational Diploma:

English.....	4
Mathematics.....	2 (Starting 2019-2020 only Algebra 1 and above counts towards math credits)
Science.....	2
Social Studies.....	3.5
Physical Education.....	1
Health Enhancement.....	(.5)
Fine Arts.....	1
Vocational Practical Arts.....	1
Computer Technology.....	(.5)
Electives.....	5 (minimum)
Total Required for Graduation.....	20.5

Distinguished Diploma:

English.....	4
Mathematics.....	3/4
Science.....	3/4
Social Studies.....	3.5
Physical Education.....	1
Health Enhancement.....	(.5)
Fine Arts.....	1
Vocational Practical Arts.....	1
Computer Technology.....	1
College Prep Electives*.....	2

COLLEGE PREP REQUIREMENTS:

- 4 credits - English
- 3 credits - Math
- 3 credits - Social Studies including World History
- 2 credits - Laboratory Sciences
- 2 credits - chosen from the following:
foreign language (preferably 2 years),
computer technology, fine arts, or
vocational education units which meet CPE

Graduation

The graduation ceremony is an activity of the Board of Trustees to honor graduating seniors from Browning High School each year.

- A. The Superintendent of Schools shall set/approve the date for the graduation ceremony each year.
- B. Only students who have met all credit requirements, both state and local, may be allowed to participate in the graduation ceremonies.
- C. The Board of Trustees may deny any student the honor of participating in graduation ceremonies for infractions of federal, state, or local laws, district policies or school rules.
- D. All graduation requirements must be completed forty-eight (48) hours prior to and approved by the high school building administrator before a student is allowed to participate in the graduation ceremony.
 - Graduation requirements require the student to complete 20/20.5/24 credits. These students are also required to complete 20 hours of community service and a senior oral examination based on a four-year portfolio.
 - Students receive $\frac{1}{4}$ and or $\frac{1}{2}$ credit for courses completed during the eighteen-week (semester) period.
 - All students must be enrolled for eight periods per day. Exceptions to this rule for students may be made if approved by the Administrator. Exceptions include 504 plan, IEP, college, work release, or parenting responsibilities.
 - Students will complete graduation plans with their counselor each year. Students are responsible for the timely completion of their plan. Documentation of credit earned from an agency other than Browning High School must be provided to the building administrator at least 5 school days prior to the scheduled graduation date for the student to participate in the graduation ceremony. Documentation of completion of all graduation requirements must be provided to the High School building administrator two days prior to the scheduled graduation date in order for the student to participate in the graduation ceremony.
 - Maintaining tradition and pride in our school is very important. One way this can be accomplished is by using our school colors in school ceremonies. Therefore, graduating seniors will choose graduation caps and gowns that are black, white and/or red in color. Valedictorian and salutatorian will be determined after completion of eight semesters of grades earned with attendance at Browning High School for the last two full years.

Waiver of Requirements/Academic Variance

The building administrator will establish an academic variance committee composed of staff representing both the traditional high school and alternative education program to review all petitions for a waiver. This petition will include a detailed request documenting extenuating circumstances that warrant the waiver. It will also include an information packet regarding the student's school history and performance as documented by a transcript, graduation plan, detailed attendance, and enrollment history. This information packet will also include a projected course plan for the remainder of the student's high school career and a transition plan for the first year beyond high school.

At minimum, all students will have met the basic graduation requirements as specified in A.R.M. 10.55.905. Under special circumstances, the building administrator may recommend modification to local graduation requirements to the District Superintendent. The Superintendent will have the authority to approve or deny the recommendation. In accordance with A.R.M. 10.55.906 (3), the Superintendent will then make the recommendation to the local board of trustees to accept the waiver.

Transfer Student Graduation Requirements

Transfer students must meet the prescribed course of study for the State of Montana and Browning School District #9 in order to graduate. Transfer credits must be congruent with BHS core class requirements as determined by the high school building administrator.

Honor Roll/National Honor Society

The Browning High School honor roll is published at the end of each 18-week period. In order to be on the Honor Roll, a student must earn at least a 3.0 Grade Point Average (GPA).

Students may earn the right to apply for Browning High School National Honor Society by receiving a cumulative GPA of 3.0 or better for a minimum of three semesters, consecutively, in high school. (Grades are not weighted when determining GPA for the National Honor Society, all grades are on a 4.0 grade scale) Students must maintain a 3.0 every semester thereafter to continue their status. A student who falls below 3.0 may be placed on academic probation for one semester; failure to meet the requirement will result in removal from National Honor Society and will have to begin the process over.

Independent Study Program

Browning High School provides alternative independent study resources to allow students the opportunities to earn extra credit outside the regular class/curriculum schedule to meet minimum graduation requirements at Browning High School. Teachers may elect to work with a student independently on a course of study within that teacher's certification and that is being offered by the high school during the current semester. All independent courses must be pre-approved by the High School building administrator.

CONDITIONS OF INDEPENDENT STUDY

- Counselors will assist students in determining the need for any independent study courses needed to supplement their regular curriculum to meet graduation requirements and set up the program plan for this extra credit work. This plan will need approval of the counselor, parent, student, and building administrator with a copy sent to the parents/guardians.
- The student is responsible for successfully completing requirements of the independent study program and submitting documentation of completion at least 5 school days prior to graduation, or will not be allowed to participate in the graduation ceremony.
- After successfully completing the independent study courses, grades will be entered on the student's transcript at BHS.
- Before the building administrator will approve a course of independent study, a Browning High School cooperating teacher must sign the application to confirm that the course meets curriculum goals and objectives.

Responsive Scheduling- Friday Schedule

Responsive Scheduling takes place every Friday; it is **not** optional. All students must attend Friday; attendance is taken/monitored. Friday is comprised of four blocks (English, Math, Science, Social Studies/History) and is designed to allow students who are passing their classes with a C or better attend enrichment classes while students who have a D or lower attend intervention/tutoring for whichever core class he/she is failing.

Scheduling

Students may be pre-registered for classes each year. Pre-scheduling for the following year may take place each year between February-August. All students are expected to carry a full schedule of classes (8 classes) with the exception of seniors, who qualify and have applied for the Student Employment program in the a.m. or p.m.

If a student wishes to drop/change a class, counselors will have the ability to make changes to student schedules as needed for up to two weeks (beginning the first official day of school). After two weeks, any/all changes to student schedules will require a meeting with the building principal and will only be permitted per principal discretion up to an additional two weeks. After the aforementioned four week period, student schedule changes will not be permitted.

PLACEMENT

The goal of Browning Public Schools shall be to place students at levels and in settings that will enhance the probability of both individual and collective student successes. Developmental testing, together with other relevant criteria including, but not limited to health, maturity, emotional stability, and developmental disabilities will be considered in the placement of all students. *Final disposition of all placement decisions rests with the building administrator.*

CRITERIA FOR STUDENT AIDE: OFFICE AND LIBRARY ONLY

- Student(s) must be a Junior or Senior.
- A student aide may not be in credit deficient status.
- Supervisors will have "Duties and Expectations of a Student Aide" available for the student and parent. Duties and expectations will be pre-approved by the building administrator.

https://docs.google.com/document/d/1wngX_D2YaOfKRsbYadAj6LSct3REUHnAwvOeHrUvLoc/edit

School Hours

Browning High School office hours are Monday - Thursday 7:00 a.m. - 5:00 p.m. and Friday 7:00 a.m. to 4:00 p.m.

Semester Exams

All students take semester exams as scheduled by the high school administration. Semester exams will be held the last week of each semester, and senior finals will be held the last week before graduation.

Senior Portfolio Requirements

Students have the option of presenting a hard copy of the portfolio (binder) or a digital presentation. The portfolio must have the following items:

Title Page

Table of Contents

Academic Reports

- HS transcript through 1st semester of Senior year
- Detailed Attendance Report through March
- 1 copy of Standardized Tests: ACT, ASVAB, ITBS,
- MCIS Career Assessment from Senior year

Financial Literacy

- BHS will offer Financial Literacy workshops throughout the year/attach completion certificate

Career/College Prep

- 2 Letters of reference ****Ask Early****
- Resume – MUST be in "Resume" format
- Copy of 2 ID's – One MUST be your Social Security card
- Job Application
- Career Profile
- 2 page Life Goal Essay/Scholarship Letter
- College and Financial Aid application (optional, extra points granted)
- Immunization (from the school nurse)

Community Service

- 20 hours documented community service ***Must be pre-approved by counselor***
- 1-page explanation of community service

Academic Highlights

- Writing Samples: (minimum of two) i.e. Term Paper, Writing Assessment
- Math Samples: (a minimum of one) i.e. assignment, test, quiz
- Science Samples: (a minimum of one) from each science taken
- Social Studies Samples: (minimum of two) Blackfoot Studies, World History, World Geography, U.S. History, Government.
- Physical Education/Vocational Ed./Fine Arts: (minimum of one sample) Project, Song, Artwork, etc.

Clubs/Activities/Awards

Include all (optional, extra points granted)

Oral presentation of this portfolio is required for all students

Student Employment Program Guidelines

The administration and staff at Browning High School have a strong commitment for our students to remain in school for the entire four years. However, we understand there are circumstances where a student may need to work. This program is for seniors only.

CRITERIA FOR THE PROGRAM

- Students must be enrolled in four classes at the high school. Students must have at least 21 credits to be eligible for this program and maintain a C average in all classes. The student may not be over the attendance policy in any class.
- **Students must submit a Student Employment Program Application prior to the first day of the semester in which they wish to work.**
https://docs.google.com/document/d/1R_JMxxJAmBRiVnP30JqHsqhSlm00raynahCcYcWBm24/edit
The request must include:
 - A letter from the student explaining why they wish to work, who they will be working for, and who their direct supervisor will be.
 - A letter from the parents requesting their student be allowed to work, and stating that they have met with the student's counselor to discuss how the student may be affected academically by participating in the program.
 - A letter from the student's prospective employer stating the work hours, and that they understand that they will be required to complete a bi-weekly evaluation form.
 - A copy of their current transcript.
 - A Student Employment Program Checklist signed by their counselor
- The building administrator will approve or disapprove the student's acceptance into the program.

- Failure to adhere to these requirements may result in the student's termination from this program.
- When the student is out of school on work release, he/she will not be allowed to be on the school grounds during his/her work release period.

Student Government

Student Council is the organization which enables the students to express their opinions, assist in the administration of the school, promote/encourage/model respect, responsibility, safety, act as a clearing-house for student activities, and participate in the management of the school. The Student Council promotes leadership, responsibility, initiative, and self-discipline among its members. The student body will elect members in the fall. In addition, each class and club will hold elections prior to Homecoming to elect their officers and representatives to the Student Council. Student Government follows the activities policies.

Student Transcripts

Transcripts shall include the following:

- Any Browning High School course completed, or in which the student earned an "I" Incomplete, and has not exceeded the time limit set by the building principal to complete the requirements as per the Student-Parent Handbook
- Designation of advanced level courses (Distinguished) and assessment (ACT)
- Grades and credits earned for each course;
- Cumulative grade point average and the weighted grade point average; and
- Graduation date.

The building administrator/designee is responsible for the following:

- Ensuring that each student's grades have been verified and accurately reflect the record of the student, including approved courses offered by institutions other than Browning High School (classroom, correspondence, or online courses), and transfer courses
- Furnishing transcripts to schools to which the student seeks enrollment, including high schools and institutions of higher learning; and
- Furnishing transcripts to scholarship foundations, technical institutions, and current or prospective employers provided that the release of this information is approved by the student's parents or by the student if the student is 18 years of age or older or married.

Transfer/New Students

School District policies regulating pupil enrollment from other elementary and secondary schools are designed to protect the educational welfare of the child and of other children enrolled in the Browning School System.

Secondary Grades (9-12), Credit Transfer. Requests for transfer of credits from any secondary school shall be subject to a satisfactory examination of the following:

- Appropriate certificates of accreditation
- Length of course, school day and school year.
- Content of applicable courses.
- The school facility as it relates to credit earned (i.e., lab areas for appropriate science or vocational instruction).
- An appropriate evaluation of student performance leading toward credit issuance.
- Final approval of transfer credits will be determined by the high school building administrator, subject to review upon approval by the Superintendent and Board of Trustees.
- Montana Accreditation Rules and Standards, in accordance with local alternate procedures for earning credit, shall be applied to all credit transfer review.

Tutoring/Night School

Students can receive tutoring services and/or night school, and are encouraged to participate in these programs throughout the year. Hours for tutoring are scheduled and posted at the beginning of each school year. Students can recover their percentage or receive an entire class through night school.

504 plans

Plans are individualized to meet the needs of each individual student with special considerations; it is not a "one size fits all" because we recognize that no two students are the same. Implementation of a 504 plan does not guarantee that a student will receive a passing grade for any class; students will receive "reasonable" accommodations within the current academic year, to meet his/her needs but the expectation is the student will attend all classes and complete all assignments. Review/eligibility takes place annually and includes a team consisting of administrator, counselor, teacher, nurse, etc. Browning High School counselors are in charge of their respective grade level. Please contact your students' counselor if you have any questions about identification, evaluation, or placement of a 504 plan.

Safety Matters

Behavior Expectations

	RESPECT İlnäakoõtsiissin	RESPONSIBLE issksskäätükssin	SAFE käamoõtsiipii
HALLWAYS	<ol style="list-style-type: none"> Honor others <ol style="list-style-type: none"> Be aware of personal space Greet others positively <ol style="list-style-type: none"> Use inside voice Refrain from cursing 	<ol style="list-style-type: none"> Carry a valid hall pass <ol style="list-style-type: none"> Visible to staff Honor Time <ol style="list-style-type: none"> Go directly to destination Keep areas clean <ol style="list-style-type: none"> Use the trash can 	<ol style="list-style-type: none"> Follow safety guidelines <ol style="list-style-type: none"> Use hand sanitizer Walk on the right side <ol style="list-style-type: none"> Avoid bumping into others Refrain from running/jumping Report incidents <ol style="list-style-type: none"> Refrain from fighting/bullying
CAFETORIUM	<ol style="list-style-type: none"> Exhibit good manners <ol style="list-style-type: none"> Say "Please" and "Thank You" Follow directions Refrain from throwing things Help others <ol style="list-style-type: none"> Clean area Allow <u>elders</u> to eat first 	<ol style="list-style-type: none"> Clean up area <ol style="list-style-type: none"> Pick up after yourself Use the trash can Put tray/silverware in dishwashing area Remain in designated area <ol style="list-style-type: none"> Cafetorium/gym/outside 	<ol style="list-style-type: none"> Follow safety guidelines <ol style="list-style-type: none"> Wash hands before/after eating Use hand sanitizer Wait in line <ol style="list-style-type: none"> Join at the end of the line Refrain from pushing/shoving Hands to self Report incidents <ol style="list-style-type: none"> Refrain from fighting/bullying
RESTROOMS	<ol style="list-style-type: none"> Respect privacy <ol style="list-style-type: none"> Stay in your own area Do not vandalize/deface property <ol style="list-style-type: none"> Refrain from writing on walls/stalls 	<ol style="list-style-type: none"> Honor Time <ol style="list-style-type: none"> Get in/Get out quickly No time to fix hair/ makeup Keep facility clean <ol style="list-style-type: none"> Flush as needed Use the trash can 	<ol style="list-style-type: none"> Follow safety guidelines <ol style="list-style-type: none"> Wash your hands Report incidents <ol style="list-style-type: none"> Refrain from fighting/bullying

	RESPECT İlnäakoõtsiissin	RESPONSIBLE issksskäätükssin	SAFE käamoõtsiipii
CLASSROOM, LIBRARY, OFFICES	<ol style="list-style-type: none"> Allow teacher to teach <ol style="list-style-type: none"> Listen and learn Do not stop the class from functioning Employ active listening Participate actively Use appropriate language <ol style="list-style-type: none"> Use your manners Refrain from cursing 	<ol style="list-style-type: none"> Be Prepared <ol style="list-style-type: none"> Bring Ipad to class - charged Bring paper/pencil Be on Time <ol style="list-style-type: none"> Monitor your time Walk immediately to class Cell phones/Ear buds/Head phones off/put away <ol style="list-style-type: none"> Keep your phone/headphones off and in your bag/pocket Stay in class until the bell rings <ol style="list-style-type: none"> Monitor the bell schedule 	<ol style="list-style-type: none"> Follow safety guidelines <ol style="list-style-type: none"> Use hand sanitizer Prevent germs from spreading Enter/Exit Safely <ol style="list-style-type: none"> Walk in/out quietly Go directly to seat Stay seated <ol style="list-style-type: none"> Face forward Feet under desk/table Hands/feet to self Wait for the bell to ring Clean area <ol style="list-style-type: none"> Put desk/chairs away Use trash can
SCHOOL GROUNDS, FIELDS, GYM	<ol style="list-style-type: none"> Use appropriate language <ol style="list-style-type: none"> Refrain from cursing Do not vandalize/deface property 	<ol style="list-style-type: none"> Listen to adults <ol style="list-style-type: none"> Stay in designated area No horseplay <ol style="list-style-type: none"> Use equipment appropriately Keep facilities clean <ol style="list-style-type: none"> Use the trash can 	<ol style="list-style-type: none"> Obey emergency procedures <ol style="list-style-type: none"> Listen to teacher for direction Be aware of your surroundings Report incidents <ol style="list-style-type: none"> Refrain from fighting/bullying

Behavior Response Plan

<p>**MINOR OFFENSE** Students are placed on this level when misbehavior in the classroom has progressed through the steps in the teacher's classroom management plan. This level is for less severe but consistent infractions. It includes, but is not limited to: <i>Rough-housing, leaving campus, repeated use of electronic devices, etc.</i></p> <p>1st Offense: _____ (date) _____ Conference with student _____ Parent Contact (phone/letter) _____ Administrator option: _____</p> <p>2nd Offense: _____ (date) _____ Conference with student _____ Parent Contact (phone/letter) _____ Administrator option: _____</p>	<p>**SEVERE OFFENSE** Students are placed on this level when the minor level has been completed or serious misbehavior has occurred. Severe misbehavior includes but is not limited to: <i>-Bullying -Harassment (any) -Instigating a fight -Insubordination -Overt defiance -Stopping class from functioning -Hazing -Cursing/Profanity -Tobacco/Vape -Nicotine -Energy Drinks</i></p> <p>1st Offense: _____ (date) _____ Conference with student _____ Parent Contact (phone/letter) _____ 3 days Asynchronous Learning _____ 1 day Asynchronous Learning _____ No activities while AL _____ Administrator option: _____</p> <p>2nd Offense: _____ (date) _____ Conference with student _____ Parent Contact (phone/letter) _____ 2 days Asynchronous Learning</p>	<p>**EXTREME OFFENSE** Students are placed on this level when the severe level has been completed or extreme misbehavior has occurred. Extreme misbehavior includes but is not limited to: <i>fighting, videoing a fight, theft, plagiarism, vandalism, anything that disrupts the functioning of the school day, etc.</i></p> <p>1st Offense: _____ (date) _____ Conference with student _____ Parent Contact (phone/letter) _____ 3 days Asynchronous Learning _____ No activities while AL _____ Tier 2 Services Referral _____ Administrator option: _____</p> <p>2nd Offense: _____ (date) _____ Conference with student _____ Parent Contact (phone/letter) _____ 4 days Asynchronous Learning</p>	<p>**ALCOHOL/DRUGS** Students who are in possession of, using, or with another student who is using and/or in possession of any alcohol, drug or paraphernalia and does not immediately report it (can't report after you are caught)</p> <p>1st Offense: _____ (date) _____ Notify law enforcement _____ Parent Contact (phone/letter) _____ 3 day Asynchronous Learning _____ No activities while AL _____ Insight class _____ Administrator option: _____</p> <p>2nd Offense: _____ (date) _____ Notify law enforcement _____ Parent Contact (phone/letter) _____ 4 day Asynchronous Learning _____ No activities while AL _____ Insight class</p>	<p>**WEAPONS** Students are forbidden to knowingly and voluntarily possess, handle, transmit, or use any instrument in school or on school grounds that is or could be considered a weapon. Any object which could be used to injure another person which has no school related purpose for being in school or on school grounds will be considered a weapon for the purpose of this code.</p> <p>1st Offense: _____ (date) _____ Notify law enforcement _____ Parent Contact (phone/letter) _____ 10 day Asynchronous Learning _____ No activities/clubs/dances remainder of the school year _____ Recommend expulsion _____ Administrator option: _____</p>	<p>**OTHER** Includes but is not limited to: <i>bomb threat, false fire alarm, gang activity, breaking and entering school property, damaging school property intentionally, being in an area of school unsupervised, verbal threat against any staff member or student, arson, etc.</i></p> <p>1st Offense: _____ (date) What: _____ Administrator option: _____</p> <p>2nd Offense: _____ (date) What: _____ Administrator option: _____</p> <p>3rd Offense: _____ (date) What: _____ Administrator option: _____</p>
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Bikers/Walkers/Skateboards/Hoverboards

Students are to abide by all school rules whether they are walking, riding their bikes, skateboards, or hoverboards to and from school. Skateboards/hover boards are to be checked in to the office in the morning when the student arrives and may be picked up after school. Bikes should be placed in the bike racks outside. Bikes/skateboards/hover boards may not be used on campus during the course of a school day, except during lunch and must be outside within school grounds. Students caught using these items inside the school building may be subject to disciplinary action.

Building Passes

Students are not permitted to leave the school building or school grounds without an authorized pass to leave the building from the attendance office during the school day. Students who leave the school grounds without a pass will be subject to disciplinary action.

Building Use After School Hours

Areas of the building may be used after school hours when a faculty member is in attendance and in charge. Students will be asked to report to the most convenient entrance at a definite time. An authorized adult must be with the students at all times and is responsible for the securing of the area/facility.

The following activities may have after school hour activities; Tutoring, night school, open gym, open weight room. Hours and places of the activities will be posted in those areas. Any student caught in areas of the building not identified or unsupervised will be asked to leave and expected to do so. Any student caught in unauthorized areas without supervision after school hours, regardless of the circumstances, will be subject to disciplinary action.

Driving/Parking

Students are expected to abide by all traffic laws which means following the speed limit on school grounds. Students who violate traffic laws or are caught speeding or driving reckless on school grounds may have their driving privileges suspended or terminated on school property.

Any student driving (licensed and unlicensed) to/from school must obtain a parking permit from the school office.

https://docs.google.com/document/d/1_zp_zL776ovun317yAfSo9LRqLvagNcVoS96so9N8YI/edit

All vehicles must be registered with the high school office and a sticker/decal will be issued; vehicles that are not registered will be subject to school discipline and can be subject to consequences by the local law enforcement.

Students will be expected to park in the designated parking areas which are clearly marked with yellow paint. Vehicles who are parked illegally will be required to move; Blocking through traffic is prohibited.

Student parking is located in the South parking lot in the upper parking lot; all other areas of parking are for staff and/or visitors. Students are **NOT** allowed to park in the staff parking area.

Violations

Students who are in violation of the driving/parking policy will be cited. Vehicles that are illegally or improperly parked for one or more of the following reasons will be subject to disciplinary action, which may include loss of parking privilege, loss of driving privileges, and/or being towed at your/your parent expense:

No parking permit	Parked in a NO PARKING zone	Parked in a handicap space
Student parked in staff parking	Parked in an invalid space (no yellow lines)	Parked in visitor parking
Blocking through access	Parked in two spaces	Reckless driving/speeding

Policy #3230 / Student Drivers

Students may drive their own vehicle or family vehicles to building school sites. Student drivers are to be fully licensed and their vehicles insured. All vehicles in or around the school are subject to search if school officials determine that there is reasonable suspicion regarding the existence of possible contraband in the vehicle.

Guest Passes

No guest passes will be given for Students wishing to bring a guest to school during a regular school day. No Middle School students are allowed to attend dances at BHS, nor are BHS students allowed to attend dances at BMS. Guests for the prom must be enrolled high school students and they must be approved by the building administrator prior to attending. Any student without appropriate documentation will be asked to leave the building immediately.

Gym Floor

Street shoes are not allowed on the gym floor. Students must wear clean gym shoes used only for P.E., athletics or play in their stocking feet.

Lost and Found

All students are asked to please turn in any belongings that are found to the office so that they may be returned to the rightful owner. Articles turned-in will be stored in the lost and found for a period not to exceed 30 calendar days. Students should report to the office when they are missing personal or school belongings.

MTSS (Multi-Tiered Systems of Support)

Browning High School functions under the MTSS for the benefit of all students that focuses on system level change across the classroom, school, and district to provide all students with the best opportunities to maximize achievement, both academically and behaviorally. MTSS focuses on providing support and/or interventions matched to student needs. Examples of these systems include but are not limited to:

TIER 1

(all students have access to)

- Academic Counselor
- Advisory Class
- GEARUP
- Free/Reduced Meals
- Tutoring
- Responsive Scheduling
- Community Service
- Calming Room

TIER 2 SERVICES

(targeted supports)

- Spookinapii
- Insight Class
- Upward Bound
- PCOP (Parent/Community Outreach Program)
- Night School
- Credit Recovery
- Detention

TIER 3 SERVICES

(Intensive supports)

- Behavioral Health
- Crystal Creek Lodge
- Tribal Health Improvement Program
- FAST Blackfeet
- Buffalo Hide Academy
- Resource outside BHS

Open Campus

We are an open campus environment which means that students are allowed to leave campus during lunch time only without a pass; please refer to the bell schedule for the approved lunch time schedule. Students who are late returning to campus will

be marked tardy; students who arrive 10 minutes or more after the bell rings will be marked absent; multiple offenses will result in suitable disciplinary action by administration.

School Security/Visitors

Staff and visitors (including all BPS staff who are not employed at BHS) will enter Browning High School through the main entrance doors from 7:00-5:00pm; Visitors to the school must sign in at the office and have a visitor badge visible to others in the building. If you are in the building without a pass or a school ID visible, you will be redirected to the office to follow through with the procedure.

Students will utilize the breezeway doors from 7:00am - 8:30am; after 8:30 am students will enter through the main entrance. Both entrances are equipped with a security system that everyone must walk through; no exceptions.

In an effort to keep our staff and students safe, doors can not be held or propped open for any reason. Anyone found to be propping the doors or opening the doors for others will be subject to disciplinary action.

Student/Parent Due Process (Chain of command when filing a complaint)

The school district recognizes the rights of all students without regard to race, sex, religion, creed or national origin. The exercise of these rights may not interfere with the rights of others. Students/parents may present complaints to a teacher or the building Administrator. Opportunities shall be provided for students/parents to exercise this right through channels established for consideration of complaints. The following student/parent appeals procedures will be provided:

- 1st- The complaint shall be brought to the attention of either the teacher or administrator in a scheduled meeting.
- 2nd- If satisfaction is not reached the student/parent shall be referred to the building administrator.
- 3rd- If satisfaction is not reached at the building level, the building administrator shall refer the student/parent to the Superintendent.
- 4th- If satisfaction is not reached at the Superintendent level the matter may be referred to the board of trustees if a violation of law or written School Board policy is alleged.

Use of Illegal Substances

Browning High School is a tobacco/e-cigarette/vape/nicotine/drug/alcohol/energy drink free school. Any student who knowingly or willingly brings, uses, provides, or is caught (including being within the vicinity - guilty by association) with any of these items is in violation of Montana State Law and Blackfeet Tribal Ordinance. As such, it is the Browning High School's procedure to enforce disciplinary action upon any student who violates this, including notifying law enforcement when necessary. In addition to disciplinary action, students will be required to attend/participate/complete an Insight Class (hours to be determined based on the severity) which is a drug, alcohol, tobacco awareness class. Any student who does not fulfill this requirement will not be allowed to participate in or attend any extracurricular activities, athletics and/or clubs (see lists pg.12).