

LaMotte School Student/Parent Handbook

2026 - 2027



Welcome to the 2026–2027 School Year at LaMotte School

Dear LaMotte Families,

Welcome to another exciting year at LaMotte School! Whether you are returning or joining our school community for the first time, we are delighted to have you with us.

As I begin my second year as Superintendent/Principal, I am continually inspired by the students, staff, families, and community that make LaMotte such a special place to learn and grow. The momentum we built during the 2025–2026 school year has positioned us for an exceptional year ahead.

Celebrating Excellence

LaMotte School continues to be recognized as one of Montana's highest-performing school districts. The Montana Legislature's School Funding Interim Commission (Decennial Study Commission), in partnership with APA Consulting, recently identified LaMotte Elementary School as one of Montana's successful school districts based on outstanding educational outcomes and organizational excellence.

Our students also continue to rank among the best in the state. According to SchoolDigger's 2024–2025 rankings:

- **LaMotte School (K–5) ranked 16th out of 401 elementary schools in Montana and earned a 5-Star Rating.**
- **LaMotte 6–8 ranked 5th out of 222 middle schools in Montana and earned a 5-Star Rating.**

Our students significantly outperform state averages in academic achievement, reflecting our commitment to small class sizes, individualized instruction, and meeting the needs of every learner.

Looking Ahead

Our mission, *"Where Education and the Environment Meet,"* continues to guide everything we do. Through personalized instruction, environmental education, outdoor learning experiences, and innovative teaching practices, we strive to prepare students not only for academic success, but for meaningful lives as curious learners, thoughtful leaders, and responsible citizens.

As we begin the 2026–2027 school year, we remain committed to:

- Providing exceptional academic opportunities for every student.
- Fostering a safe, welcoming, and inclusive school environment.
- Continuing to innovate through hands-on, real-world learning experiences.
- Strengthening partnerships with our families and community.

The future of LaMotte School has never been brighter. Thank you for your continued trust, partnership, and support. On behalf of our Board of Trustees and the entire LaMotte staff, welcome to another incredible year at LaMotte School.

Warmly,

Scott Poloff, M.Ed.
Superintendent/Principal
LaMotte School

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LaMotte School District #43
841 Bear Canyon Road
Bozeman, Montana 59715
406-586-2838 phone
406-585-8626 fax
www.lamotteschool.com

School Motto: Where Education and the Environment Meet!

LaMotte School Information 2026-2027

Office	406-586-2838
Fax	406-585-8626
Website	www.lamotteschool.com

School Hours

8:00 – 8:15 a.m.	Students arrive on the playground
8:15 a.m.	Doors open
8:20 a.m.	Classes begin
3:20 p.m.	School dismissed

LaMotte - Core Values and Beliefs

1. The culture and values of LaMotte will align with those of our community.
2. We value environmental and outdoor learning.
3. Students benefit from individualized educational opportunities that foster a growth mindset, integrity, independence, and resilience.
4. We value cross-grade-level interactions that support academic consistency and a cohesive school community.
5. Physical and emotional safety are paramount.
6. We recognize the importance of teachers, parents, and residents within the LaMotte school district in creating lifelong learners.
7. Students will be prepared for social and academic success upon graduating from LaMotte.

We Are... LaMotte

LaMotte Strengths

1. Supportive adult-to-student and student-to-student relationships that foster academic learning and social and emotional development.
2. Professional academic staff focused on learning through differentiated opportunities for learning and individual growth.
3. School community that is engaged and active in supporting student learning.
4. Positive culture that recognizes individuals and cultivates accountability and positive student conduct.
5. Unique environmental setting supported by excellent learning facilities.

LaMotte Educational Goals

The LaMotte School District is committed to ensuring that high test scores continue to be produced by our students. Because of these test scores, the educational goals of the district are focused on family and community engagement. These goals were developed from information from the CNA and Strategic Planning Stakeholder meetings held in February 2024. The Family and Community Engagement Plan will serve to outline to the community how we will monitor and achieve these goals in the coming year.

Themes/Ideas defined by the strategic planning group:

1. Increased communication between teachers and parents.
 2. Increased outreach to non-parent community members.
 3. Additional Engagement Opportunities—ice cream, date night, movie nights.
 4. Expand environmental learning opportunities with landowners, MSU, others.
 5. Expand volunteer opportunities—scheduled, consistent, and structured.
 6. Explore expanded transition opportunities; LaMotte MS to High Schools.
1. Evaluate parent and teacher communication to ensure the efficacy of the current academic and behavioral status of students throughout the school term and expand engagement opportunities for parents, community members, teachers, and students (making people feel welcome)
 2. Communicate school safety and discipline plans to ensure an understanding of processes and expectations.

Teachers and Staff

Staff email - The format is first initial last name@lamotteschool.com

Example: spoloff@lamotteschool.com

Central Office Staff

Superintendent/Principal

Scott Poloff

Admin Assistant/District Clerk

Leah Nusse

Business Manager

Tanya Roberts/Sue Becker

Teaching & Support Staff

Grades K-1

Belle Reed

Grades 2-3

Ella Fludzinski

Grades 4-5

Jerry Brunt

Grades 6-8

Madison McCallum

Grades 6-8

Kadie Brown

Counselor

Valentina Perez-Bradley

Resource Teacher

Patricia Burke

Band/Music

Taryn Morris

Library

TBD

P E

Tanner Hart

Art Teacher

State of Play

Math Intervention

Aimee Gustafson

Title 1 / Reading Intervention

Bella Raecke

K-1 Paraprofessional

Lily Oliver

Special Education Director

Kim Wegner-McCauley

Speech Therapist

TBD

School Psychologist

Kim Wegner-McCauley

Custodian

Zach Menendez - Bozeman Cleaning Serv.

After Care Program

United Way of Gallatin County

County Superintendent

John Nielson - 406-582-3090

School Board Trustees

Alex Prentiss, Chair

Kasey Cummings, Vice Chair

Adam Beaupre

Lauren Oakes

Jordan Stoner

Board of Trustees 2025- 2026

The Board of Trustees would like to extend an invitation to students, parents and community members to come to board meetings throughout the school year and summer. We would also like to encourage you to share with us your concerns, ideas, and general comments. We will be available to listen to and we will provide guidance on how to get your concerns addressed through the proper channels.

After School Program

For the 2025 -2026 School Year we are excited to announce that we will be partnering with the United Way of Gallatin County.

The Program will meet Monday – Friday from 3:20-5:30 for ALL students Kindergarten through Grade 8. Students attending for the day will report to the gym at dismissal. The United Way staff will meet them there to begin programming.

The daily rate of the After School Program will be \$20.00 per day or \$60.00 per week. Children attending for any amount of time will be charged. Very limited scholarship funds are available, please contact the Principal/Superintendent.

After School Program Contact Information

Gallatin County United Way

Amanda McClish

Senior Area Supervisor

Office: 406-587-2194

Mobile: 406-596-1172

School Absences

How to Notify the School of an Absence

When a student is absent from school, the parent/guardian must call or email the school office any time after 7:30 a.m. to notify the school of the absence or at least 30 minutes before the start of the student's school day if enrolled on a part-time basis.

If the parent/guardian does not call, the district personnel will call home when an absence has occurred. The principal or designee will attempt to contact a student's parent, guardian, or legal custodian by the end of the school day in order to inform him or her of the student's absence if no excuse has been offered (See Policy 3122). If no contact was made, the student will have one (1) day to bring a note, or the absence will be unexcused.

A student who is absent for any reason other than an unexcused absence should promptly make up specific assignments missed and/or complete additional in-depth assignments assigned by the teacher. A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.

Types of Absences

Excused Absences

- Illness, Bereavement, Appointments (medical, court, etc.), and Family Emergencies are all categorized as Excused Absences.
- Written documentation must be submitted to the school within one day of the absence for it to be considered excused.
- Work may be made up when this type of absence occurs.

- Prior approved absences are contingent upon the student making satisfactory arrangements with the teacher, in advance, for completion of school work.
- Upon approval of the absence, the teacher will pre-assign school work whenever possible.

Excused Absence - School Participation

- **Students that are not well enough to participate in school activities need to stay home.** Students in school will be expected to go outside, attend physical education class, and take part in classroom activities. If there are extenuating circumstances, a note from a doctor explaining the condition is required.

Unexcused Absences/Truancy

- A student absence (partial or full day) that does not meet the criteria for exemption under excused absence definition or any district-approved excuse, and where the parent/guardian fails to notify the school within the required timeframe or the reason.
- Absences which take place without the approval of the parent, guardian, and/or Principal/administrator.
- Work CANNOT be made up for an unexcused absence.

Excessively Absent

- A student who misses seven (7) days of school per trimester is considered excessively absent.
- Students who are excessively absent will have a scheduled meeting with the school's Principal/administrator to discuss the reasons for the absences and work on a plan to improve the student's attendance.

Tardies

- Teachers begin teaching at 8:20AM.
- Classroom tardies should be handled by the teacher. Excessive tardies may be referred to the Principal/administrator.
- When the child has been tardy five times, the teacher will notify the administrator. The administrator will call the parents to discuss the problem.

ATTENDANCE POLICY – LaMotte School Policy 3122P

Excused absence

The Superintendent and/or teachers have the authority to excuse children for illness; medical, legal, or similar professional appointment; bereavement; and prior approved absences. This includes absences from any class, study hall, or activity for which the student is scheduled during the school day.

Prior approved absences are contingent upon the student making satisfactory arrangements with the teacher, in advance, for completion of school work. Upon approval of the absence, the teacher will pre-assign school work whenever possible.

Definitions

“Truancy” –means the persistent non-attendance without excuse, as defined by policy 3123, for all or any part of a school day equivalent to the length of one class period of a child required to attend a school under 20-5-103. “Habitual truancy” means recorded unexcused absences of 9 or more days or 54 or more parts of a day, whichever is less, in 1 school year.

“Excessively absent” – A student who misses six (6) days of school per semester is considered excessively absent, regardless if the absences are excused or not.

Dealing with Excessive Absences

Parents who allow students to be absent from school without a proper excuse may be reported to the juvenile authorities or family services. Before those reports are made, however, the Superintendent shall comply with the following administrative procedures:

1. When a student has four (4) excused or unexcused absences without extenuating circumstances in a trimester, the Superintendent/administrator may contact the parents/guardians, regarding attendance, and send them a letter outlining the District attendance policy and procedures. The letter and phone call will focus on encouraging the student to attend regularly. The District policy and Montana law will be included in the mailing. These contacts will be documented.
2. After six (6) absences in a trimester, the Superintendent/administrator may send a second (2nd) letter to the parent/guardian, expressing concern about the student’s poor attendance and establishing a meeting with the parent/guardian and teacher, to discuss the student’s attendance patterns and develop a specific student attendance plan.
3. If the case is referred to outside authorities, the District will comply with all requests from family services and the juvenile authorities, including providing all documentation of contact with the parent/ guardian.
4. A student who is frequently absent or whose absence is attended by circumstances of apparent disregard for academic responsibility, will be informed by the teacher and the Superintendent/administrator that regular attendance is required. The student and the parent/guardian will be informed that continued absences of this type may result in the need to repeat the grade or class.

The student loses all rights to receive credit for makeup work, including tests, in the case of unexcused absences.

Tardy Students

Teachers will track the number of days each student is tardy. When the child has been tardy five times, the teacher will notify the administrator.

Late arrivals/Early dismissals

- 1) Late Arrivals/Tardy Policy:
 - a) Students who arrive late to school should report to the office after 8:25 a.m.
- 2) Early dismissals:

- a) Students who must leave school early in the case of a medical appointment or other family business must bring a note from home or have the parents/guardians contact the office at the beginning of the school day.
- b) Parents/guardians may also call the office to inform us of an early dismissal.
- c) Students will check out in the office.

Absence - Human Sexuality Instruction

A student may be absent from a class period, assembly, school function, or other instruction at the request of a parent/guardian/other person responsible for care when the subject matter is related to human sexuality. These absences do not count toward the student's discretionary 10-day total. The District will provide parents/guardians between 5-14 days of notice before such instruction is scheduled to occur.

Admission

LaMotte School will admit to school all children who are five on or before the tenth (10th) day of September of the year in which they enroll. **Any student transferring into the district shall be admitted and placed on a probationary basis for two weeks.** During the probationary period, the classroom teacher, Principal/Superintendent, and Special Education Cooperative may observe the student. If there is any doubt about the grade and level placement of the student, the student shall be the subject of an educational assessment to determine appropriate grade/level placement.

Out of District Admission/Enrollment

When considering requests for acceptance of out-of-district students, the school board will look at keeping the quality of education at its highest for in-district students. The district will follow the outline as listed in the Strategic Plan and Policy 3110.

The District will manage open enrollment to help bring available classrooms into use with the following parameters.

- In the K-3 Grades, enrollment of non resident students will not exceed 80% of accreditation standard limits:
 - The preferred class sizes will not exceed 16 students per classroom.
 - The preferred grade level size is 8.
- In the 4-5 Grades, enrollment of non resident students will not exceed 67% of accreditation standard limits:
 - The preferred class sizes will not exceed 16 students per classroom.
 - The preferred grade level size is 8.
- In the 6-8 Grades enrollment, of non resident students will not exceed 62% of accreditation standard limits:
 - The preferred class sizes will not exceed 16 students per classroom.
 - The preferred grade level size is 8.

Out of District Admission/Enrollment Prioritization

***This will be changed/updated for the 26-27 school year re-enrollment window.

The LaMotte School District may prioritize the applications of students only if the district receives more applications than it can accommodate. The priority process will only be utilized when the district receives more applications than the school can contain by reaching and exceeding the cap established in the strategic plan. Until the accommodation limit is reached, the district has to consider all applications. If the accommodation limit is reached, the order of priority will be as follows:

1. Applications from previously enrolled students in good standing. This means the student has not violated district truancy and disciplinary policies.
2. Applications from students whose parents are currently employed within the district. Rationale: to promote good morale and retention of staff.
3. Applications from students who have siblings already enrolled within the district. Rationale: to promote stability within families and reduce the burden on parents bringing children to separate districts.
4. Consecutive years in school. (ex.) if a student leaves and comes back, the consecutive years start over.) Then total years. Rationale: to promote stability in enrollments within families
5. New applications that do not fall within the above areas. Rationale: to ensure priorities above are met prior to considering new applications.

Attendance

Regular school attendance is essential for the student to make the most of his or her education — to benefit from teacher-led activities, to build each day's learning on that of the previous day, and to grow as an individual. The District permits resident students of school age who are enrolled in a nonpublic or home school to enroll part-time in a District school at the parent's request.

School Hours

8:00 – 8:15 a.m.	Students arrive on the playground
8:15 a.m.	Doors open
8:20 a.m.	Classes begin
3:20 p.m.	Students are dismissed

*** When the temperature is 10° F or less, the students will come inside the school.

Attendance - Child Illness During School Day

Parents will be called for students who become ill or are injured while at school. For serious injuries, parents will be called; first aid will be administered by trained staff and emergency treatment and/or transport will be secured to the nearest medical facility.

Leaving School during the School Day

Students leaving school during the day for any reason should bring a signed note stating the reason for the absence from parents/guardians in advance, or have verbal permission from a

parent at the time. **A parent or guardian or parent designee must be present to take the student and sign them out at the Main Office. Students are not allowed to leave without parent permission.**

Change in Dismissal Procedures/Parent

A signed note or a phone call to your child's teacher or the main office is required if your child is riding home with another adult.. Children will not be released to an unauthorized person, and you will be contacted to pick up your child. Please be sure your child and the person picking up your child understand the arrangements.

COMMUNICABLE DISEASES / CONDITIONS

To protect children from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease should phone the Principal/Superintendent so that other students who may have been exposed to the disease can be alerted. These diseases include, but are not limited to:

Amebiasis	Hepatitis	Rubella (German Measles),
Campylobacteriosis	Influenza	including congenital
Chickenpox	Lyme disease	Salmonellosis
Chlamydia	Malaria	Syphilis
Colorado Tick Fever	Measles (Rubeola)	Scabies
Diphtheria	Meningitis	Shigellosis
Gastroenteritis	Mumps	Streptococcal disease, invasive
Giardiasis	Pinkeye	Tuberculosis
Hansen's disease	Ringworm of the scalp	Whooping Cough
COVID		(Pertussis)

[Further information may be found at policy 3417 in the District's Policy Manual]

COMPLAINTS BY STUDENTS/PARENTS

Usually a phone call or a conference can address student or parent complaints or concerns simply with the teacher. For those complaints and concerns that cannot be handled so easily, the District has adopted a standard complaint policy at 1700 in the District's policy manual.

In general, a parent or student should first discuss the complaint with the individual involved. If unresolved, a written complaint and a request for a conference should be sent to the Principal/Superintendent. If still unresolved, the matter may be referred to the Board of Trustees. Under some circumstances, the complaint may be filed with the County Superintendent in the event the matter cannot be resolved at the Board level. A written copy of the Uniform Complaint Procedure can be obtained at the Superintendent's/Principal's office.

Some complaints require different procedures. The school's office or the County Superintendent's office can provide information regarding specific processes for filing complaints.

COMMUNICATION

School's Website: www.lamotteschool.com

Superintendent/Principal email: spoloff@lamotteschool.com

Administrative Assistant/District Clerk email: lnusse@lamotteschool.com

Understanding how busy everyone is, we strive to provide parents and students with timely and important news in a variety of ways.

- **Teacher's email:** A list of the teacher's email address is on the school's website and also listed in the beginning of this document.
- **School's Phone Number:** 406-586-2838.
- **Weekly Classroom Newsletter:** You will receive a weekly email from your child's teacher highlighting the week that passed and any important information as it relates to the week ahead.
- **Quarterly School Newsletter:** LaMotte School will send out a quarterly newsletter that will highlight school news, student achievement, upcoming events and have a focus on our Core Values.
- LaMotte School will be launching a new website dedicated to providing updated information to students and families. The site includes dates of upcoming events, permission forms and our student handbook, and more.
- **SMS Messaging - NEW**
- **Student Attendance Automated Phone Call - NEW**

COMPUTER RESOURCES

To prepare students for an increasingly computerized society, the District has made a substantial investment in technology for instructional purposes. Use of these resources (internet, chromebooks, ipads, etc) is restricted to students working under a teacher's supervision and for approved purposes only.

Students and parents will be asked to sign a user agreement (separate from this handbook) regarding use of these resources. Violations of this agreement may result in withdrawal of privileges and other disciplinary action. **If a student breaks a device and it can be proven to be of their own actions and not accidental, then the student/family will be responsible for reimbursing the district the cost to replace the device.**

Students and parents should be aware that electronic communications and using District computers are not private and may be monitored by District staff.

[For additional information, see policy 3612, 3612P, 3612F on the website]

CONDUCT/STUDENT BEHAVIOR/EXPECTATIONS

In order for students to take advantage of available learning opportunities and to be productive members of our campus community, each student is expected to:

- Demonstrate courtesy — even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet District or building standards of grooming and dress.
- Obey all building and classroom rules.
- Respect the rights and privileges of other students, teachers, and other District staff.
- Respect the property of others, including District property and facilities.
- Cooperate with or assist the school staff in maintaining safety, order, and discipline.

Applicability of School Rules and Discipline

To achieve the best possible learning environment for all our students, LaMotte School rules and discipline will apply:

- On, or within sight of, school grounds before, during or after school hours or at any other times when the school is being used by a school group.
- Off school grounds at a school sponsored activity or event, or any activity or event that bears a reasonable relationship to school.
- Traveling to and from school or a school activity, function or event.
- Anywhere, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member, or an interference with school purposes of an educational function.

Violation of Student Code of Conduct (Levels 1 - 4)

Progressive Discipline Statement

Student discipline at LaMotte School is intended to teach, support, and reinforce positive behavior while maintaining a safe, respectful, and productive learning environment for all students. Behavioral interventions will be progressive and age-appropriate whenever possible. The severity of the disciplinary response will consider the student's age, developmental level, intent, frequency of behavior, previous interventions, and the impact on student and staff safety. Administrative discretion may be exercised when student behaviors pose an immediate threat to the safety or well-being of others or substantially disrupt the educational environment.

Students may progress through disciplinary levels based upon the frequency, severity, or pattern of behaviors. Repeated lower-level behaviors may warrant higher-level interventions.

LEVEL 1 – MINOR (CLASSROOM MANAGED)

Description

Low-intensity behaviors that minimally disrupt learning and are appropriately addressed through classroom interventions and re-teaching of expectations.

Examples

- Talking out of turn
- Off-task behavior
- Failure to bring required materials
- Minor classroom disruptions
- Calling out during instruction
- Mild refusal or delay in following directions
- Minor misuse of classroom materials
- Excessive talking
- Minor inappropriate language (not directed at another student or staff member)
- Minor dress code concerns
- Occasional tardiness
- Excessive bathroom or water requests
- Running indoors or minor unsafe behavior

Possible Interventions and Consequences

- Verbal redirection
- Re-teaching expectations
- Strategic seating changes
- Reflection sheet or think form
- Teacher conference
- Calm-down break
- Restorative conversation
- Loss of minor classroom privileges
- Parent notification (if recurring)
- Teacher documentation of recurring behaviors

Managed By

- Classroom Teacher

LEVEL 2 – MODERATE (TEACHER/STUDENT SUPPORT TEAM MANAGED)

Description

Behaviors that significantly interfere with learning, demonstrate a pattern of repeated Level 1 behaviors, or require additional behavioral support.

Examples

- Repeated Level 1 behaviors

- Arguing with adults
- Classroom disruption after redirection
- Refusal to comply with adult directions
- Teasing or name-calling
- Inappropriate use of technology
- Unauthorized use of personal electronic devices
- Minor dishonesty or cheating
- Leaving the classroom without permission
- Rough play or horseplay
- Inappropriate language directed toward others
- Misuse of school property without significant damage

Possible Interventions and Consequences

- Parent conference
- Teacher/student behavior contract
- Lunch or recess reflection time
- Temporary removal from classroom activities
- Check-In/Check-Out supports
- Buddy classroom placement
- Restorative practices
- Loss of privileges
- Student Support Team referral
- Counseling or SEL support
- Behavioral intervention strategies
- Administrative consultation when appropriate

Managed By

- Teacher with Student Support Team and Administrative Support

LEVEL 3 – MAJOR (OFFICE MANAGED)

Description

Serious or recurring behaviors that substantially disrupt the educational environment, threaten safety, or require administrative intervention.

Examples

- Chronic Level 2 behaviors
- Open defiance of adult authority
- Aggressive behavior (pushing, kicking, throwing objects)
- Fighting without serious injury
- Threatening language or intimidating behaviors
- Bullying or harassment

- Cyberbullying
- Theft
- Intentional vandalism
- Discriminatory or hateful language
- Inappropriate physical contact
- Significant technology misuse
- Leaving campus or supervised areas without permission
- Behavior resulting in substantial disruption of instruction

Possible Interventions and Consequences

- Office referral
- Administrative conference
- Parent meeting
- Restorative conference
- Behavior Intervention Plan (BIP)
- In-School Suspension (ISS)
- Loss of extracurricular or school privileges
- Temporary removal from activities or field trips
- Individual counseling supports
- Safety planning when appropriate
- Daily or weekly behavioral monitoring
- Re-entry meeting following disciplinary action

Managed By

- Administration

LEVEL 4 – SEVERE (SAFETY OR LEGAL LEVEL)

Description

Dangerous, illegal, or highly disruptive behaviors requiring immediate administrative intervention. These behaviors may result in suspension, expulsion proceedings, law enforcement involvement, or alternative educational placement.

Examples

- Physical assault resulting in injury
- Serious threats of violence
- Possession or use of a weapon or look-alike weapon
- Possession, use, or distribution of drugs, alcohol, nicotine products, or controlled substances
- Bomb threats or threats of mass violence
- Sexual harassment or sexual misconduct
- Severe bullying resulting in documented harm

- Significant property destruction
- Arson or attempted arson
- Extortion or coercion
- Distribution of sexually explicit materials
- Use of technology to threaten others or substantially disrupt school operations
- Conduct requiring mandatory reporting under Montana law

Possible Interventions and Consequences

- Immediate removal from the educational environment
- Administrative investigation
- Threat or risk assessment
- Parent notification
- Emergency safety planning
- Out-of-School Suspension
- Recommendation for expulsion proceedings pursuant to Board Policy and Montana law
- Referral to law enforcement when appropriate
- Alternative educational placement
- Required re-entry meeting
- Counseling or agency referrals
- Individualized safety or behavioral support plan

Managed By

- Administration and District Leadership

Administrative Discretion: Student behaviors are not always progressive in nature. Administration reserves the authority to impose consequences based upon the severity of the behavior, student safety considerations, and applicable Board Policy and Montana law. Repeated lower-level behaviors may result in higher-level interventions and consequences. Nothing in this matrix limits the authority of teachers, principals, or the Superintendent to take immediate action necessary to maintain the safety and orderly operation of the school.

Gun-Free Schools/Firearms

In accordance with the Gun Free School Act, any student who brings a firearm onto school property shall be expelled for a period of not less than one calendar year unless the Board of Trustees has authorized the school administration in writing to modify the requirement for expulsion, including eliminating the requirement for expulsion, on a case-by-case basis. An administrator may immediately suspend a student if there is cause to believe the student brought a firearm to school or possessed a firearm at school prior to any board hearing on a recommendation for expulsion. If there is a recommendation to expel a student for bringing firearm to school or possessing a firearm at school, the trustees shall notify the adult student or parent/guardian of a minor student in a clear and timely manner that the student may waive his or her privacy right by requesting the hearing be held in public and may invite other individuals to

attend the hearing. At a due process hearing on the recommendation for expulsion due to a student bringing a firearm to school or possessing a firearm at school, there shall be a presentation of a summary of the information leading to the allegations and an opportunity for the student to respond to the allegations. The Board of Trustees is permitted to expel a student only when the trustees determine that the student knowingly (had knowledge of the facts) brought a firearm to school or possessed a firearm at school.

The Board of Trustees is not required to expel a student who has brought a firearm or possessed a firearm at school as long as the firearm is secured in a locked container approved by the District or in a locked motor vehicle the entire time the firearm is at school unless the firearm is in use for a school-sanctioned instructional activity.

If a student is determined by trustees to not have knowingly brought or possessed a firearm at school, the student's record will be expunged of the incident.

Bullying/Harassment/Intimidation/Hazing (LaMotte School District - Policy 3226)

Bullying, harassment, intimidation, or hazing, by students, staff, or third parties, is strictly prohibited and shall not be tolerated.

"Bullying" means any harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication ("cyberbullying") or threat directed against a student that is persistent, severe, or repeated, and that substantially interferes with a student's educational benefits, opportunities, or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation, at any official school bus stop, or anywhere conduct may reasonably be considered to be a threat or an attempted intimidation of a student or staff member or an interference with school purposes or an educational function.

All complaints about behavior that may violate this policy shall be promptly investigated. Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry. Bullying does not include the determination after an investigation that the students used reasonable and necessary physical force as self-defense or the defense of another in response to a physical attack.

CHILD SAFETY GPS AND AUDIO CHILD TRACKING/MONITORING SYSTEMS

Parents and students are expressly prohibited from using covert means to listen-in or make a recording (audio or video) of any meeting or activity at school.

This includes placing recording devices, or other devices with one- or two-way audio communication technology (i.e., technology that allows a person off-site to listen to live conversations and sounds taking place in the location where the device is located), within a

students book bag/backpack, on the students person or otherwise in an area capable of listening in or recording without express written consent of the Superintendent.

Any requests to place a recording device or other device with one- or two-way audio communication technology within a student's book bag/backpack or on a student's person shall be submitted, in writing, to the Superintendent along with an explanation of why such recording is necessary.

The Superintendent or a designee shall notify the parent(s), in writing, whether such request is denied or granted within five (5) school days. Where consent has been given by the Superintendent, the Principal must be given access by the parent to be a school guardian on the device. This will ensure any "Listen-In" feature is disabled during school hours due to privacy concerns.

COUNSELING

The school counselor, Mrs. Perez-Bradley, is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues, or substance abuse. The counselor may also make available information about community resources to address these concerns.

Students who wish to meet with the counselor should contact Mrs. Perez-Bradley via email at vpbradley@lamotteschool.com or by placing a note in the mailbox outside her door. Mrs. Perez-Bradley will also be doing weekly lessons in the classroom(K-5) to assist and educate students with a variety of topics.

Please note: The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent, unless required by state or federal law for special education purposes.

DISTRIBUTION OF MATERIAL

School/Education/Classroom Materials: All school publications are under the supervision of a teacher, sponsor, and the Principal/Superintendent.

Non-School Materials: Written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials may not be posted, sold, circulated, or distributed on any school campus by a student or a non-student without the prior approval of the Principal/Superintendent. Any student who posts material without prior approval will be subject to disciplinary action. Materials displayed without this approval will be removed.

DRESS AND GROOMING (LaMotte School Policy 3224)

The District's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the following guidelines:

- Clothes must be neat, clean and appropriate for school.
- Shirts or jackets that make reference to sex, drugs, alcohol, or tobacco products are prohibited.
- Shorts may be worn if they are of appropriate length.
- Undergarments should not be visible.
- Appropriate cold weather clothing is required for safety.
- Caps or hats may be worn inside of the school.
- Coats are to be kept in the lockers during school.
- Anything that creates a disturbance or interference to the educational environment is also strictly prohibited.

EMERGENCIES AND PROCEDURES (LaMotte School Policy 8301)

Fire, earthquake and lockdown drills are practices for emergencies that might happen. These are required by law. Practice drills are held during the school year so that students may become familiar with the proper procedures. Teachers will explain the procedures.

For certain procedures communication will be sent home prior to the drill so that you are aware of any report or information you may hear from the students.

FUNDRAISING

Student clubs or classes, outside organizations, and/or parent groups occasionally may be permitted to conduct fund-raising drives for approved school purposes. Permission from the Principal/Superintendent should be sought at least three (3) days before the event. Except as approved by the Principal/Superintendent, fundraising by non-school groups is not permitted on school property.

HEALTH ISSUES

Public Health Nurse: The Gallatin County Public Health Department provides a public health nurse to LaMotte School. **During the year, the nurse provides vision screening, consultation on immunizations and health problems.**

Maturation Classes: Maturation Classes will be contracted with local health care professionals for students in grades 4-8. Parents will receive advanced notification of when and with whom the classes will take place.

As per our Absence/Attendance Policy: A student may be absent from a class period, assembly, school function, or other instruction at the request of a parent/guardian/other person responsible for care when the subject matter is related to human sexuality. These absences do not count toward the student's discretionary 10-day total. The District will provide parents/guardians with at least 5-14 days prior notice before such instruction is scheduled to occur.

Asbestos Survey

LaMotte School has conducted an extensive asbestos survey of the school. Based on the findings of this inspection, a comprehensive management plan was drafted. This plan details the response actions that the district will be taking regarding asbestos-containing materials found in the building. This plan is available for inspection at the office during normal business hours.

Safe Water Drinking Act

The 1986 amendments to the Safe Drinking Water Act require that water suppliers notify their users of the possibility that lead may be a contaminant found in their drinking water. LaMotte School tests frequently for coli form, lead and copper, nitrate and many other chemicals throughout the year. These tests are currently meeting state and federal guidelines and the results are available for review.

HOMEWORK

Homework is a constructive tool in the teaching/learning process when geared to the needs and abilities of students. Purposeful assignments not only enhance student achievement, but also develop self-discipline and associated good working habits.

Teachers may give homework to students to aid in the student's educational development. Homework should be an application or adaptation of a classroom experience, and should not be assigned for disciplinary purposes.

Parents are encouraged to discuss homework expectations with their child's teachers. Teachers will contact parents if a child has chronic late or missing assignments.

LUNCH and SNACKS

Students are allowed to have a snack in school. Each classroom teacher will define snack procedures for the class. Please send healthy choices for students; high sugar snacks are discouraged.

Students are not to share food with other students.

Students in Grades 2-8 will be allowed to use the microwaves provided in the lunchroom. Students are discouraged from lunches that take more than two minutes to heat; or items that require additional containers for heating, such as a bowl to heat soup.

Soda, energy drinks and caffeinated beverages are not allowed in student lunches.

Please send a container for water with your child each day.

IMMUNIZATIONS

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or religious reasons, the student will not be immunized.

The immunizations required are:

- Varicella
- Diphtheria
- Pertussis (whooping cough)
- Rubeola (measles)
- Rubella, mumps
- Poliomyelitis and tetanus.
- Haemophilus influenzae type B is required for students under age five.

A student who transfers into the District may photocopy immunization records in the possession of the school of origin. The District will accept the photocopy as evidence of the immunization. Within thirty (30) days after a transferring student ceases attendance at the school of origin, the District must receive the original immunization records for the student who transfers into the District.

If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement signed by the parent, if the student is a minor, stating that immunization conflicts with the beliefs and practices of a recognized church or religious

denomination of which the student is an adherent or member. This statement must be renewed yearly and turned into the Main Office at the start of each school year.

If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a Montana licensed physician stating that, in the doctor's opinion, the immunization required would be harmful to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition. [For further information, see policy 3413]

MEDICINE AT SCHOOL

The medication policy at LaMotte School allows for the legal and safe administration of medications to students. This is used whenever parents cannot administer the medication themselves at home. If a student requires any medication while at school, whether prescribed, over-the-counter or homeopathic, parents or guardians must complete a physician order form or a parental release form before any medication can be given at school. (Forms can be accessed by contacting the school's main office.

Please note the following guidelines:

- Obtain a Physician's Order from the school or your doctor's office.
- Make sure the Physician's Order is completely filled out and signed by both the physician and the parent..
- Administer the initial dose at home in case of adverse reactions. (for those with a new prescription)
- Bring the medication to school in the ORIGINAL CONTAINER. (pharmacies will provide duplicates)
- Do not send your child to school with medication in their pockets, backpacks, etc. as this leads to problems if the medication is lost, given to another student, or misused.

Prescription medication must be received by the school district clerk in the original pharmacy container, labeled with the name of the student, and the name of the medication and dosage. If it is an over-the-counter medication, it must be in the original bottle, with the student's name and the dosage affixed to it.

Staff trained in medication administration procedures will either administer the medication according to the instructions at the proper times or give the student permission to take the medication as directed.

The District maintains a stock supply of auto-injectable epinephrine to be administered by a school nurse or other authorized personnel to any student or nonstudent as needed for actual or perceived anaphylaxis. 911 and parents will be notified immediately if epinephrine is administered. (For further information, see LaMotte School Policy 3416, 3416F, 3416P)

McKINNEY-VENTO ACT (LaMotte School Policy #3125)

Education of Homeless Children

Every child of a homeless individual and every homeless child are entitled to equal access to the same free, appropriate public education as provided to other students. The District must assign and admit a child who is homeless to a District school regardless of residence and irrespective of whether the homeless child is able to produce records normally required for enrollment. The District may not require an out-of-District attendance agreement and tuition for a homeless child.

The Principal will review and revise as necessary rules or procedures that may be barriers to enrollment of homeless children and youths. In reviewing and revising such procedures, the Principal will consider issues of transportation, immunization, residence, birth certificates, school records, and other documentation.

Homeless students will have access to services comparable those offered to other students, including but not limited to:

1. Transportation services;
2. Educational services for which a student meets eligibility criteria (e.g., Title I);
3. Educational programs for children with disabilities and limited English proficiency;
4. Programs in vocational and technical education;
5. Programs for gifted and talented students; and
6. School nutrition program.

The Principal will give special attention to ensuring the enrollment and attendance of homeless children and youths not currently attending school. The Principal will appoint a liaison for homeless children. A “homeless individual” is defined as provided in the McKinney Homeless Assistance Act.

Anyone having a concern or complaint regarding placement or education of a homeless child will first present it orally and informally to the District homeless liaison. Thereafter, a written complaint must be filed in accordance with the District Uniform Complaint Procedure.

If you have questions, please contact the Principal/Superintendent.

PARENT INVOLVEMENT, RESPONSIBILITIES, AND RIGHTS

The District believes that the best educational result for each student occurs when all three partners are doing their best: the District staff, the student’s parents, and the student. Such a partnership requires trust and much communication between home and school.

To strengthen this partnership, every parent is urged to:

- Encourage his or her child to put a high priority on education and commit to making the most of the educational opportunities the school provides.
- Review the information in the student handbook with his or her child and sign and return the acknowledgement form(s) and the directory information notice. A parent with questions is encouraged to contact the school office.

- Become familiar with all of the child's school activities and with the academic programs, and course of study, including special programs, offered in the District. Monitor the child's academic progress and contact teachers as needed. Discuss with administration about methods to opt-out of programs and instruction consistent with parent/family rights, and other options available to the child.
- Attend scheduled conferences and request additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or Principal/Superintendent, please call the school office at 586-2838 for an appointment. A teacher will usually arrange to return the call or meet with the parent during his or her conference period or at a mutually convenient time before or after school.
- Exercise the right to review teaching materials, textbooks, homework, attendance, discipline, and other aids, and to examine tests that have been administered to his or her child.
- Participate in campus parent organizations. Parents have the opportunity to support and be involved in various school activities, either as leaders or in supporting roles.
- Access District policies, handbooks, Board and committee meeting agendas, and District grievance procedures to participate in the governance of the District through the Board of Trustees. Contact information for administrators and trustees is available on the District's website www.lamotteschool.com.
- Contact a counselor or principal to discuss rights related to student name and pronoun use consistent with the Family Education Rights and Privacy Act and Policy 3600.

CONFERENCES

Parents and teachers share an important partnership in supporting each child's academic, social, and emotional growth. Parent-Teacher Conferences provide a valuable opportunity to celebrate successes, discuss progress, and work together to ensure students are receiving the support and challenges they need to thrive. **LaMotte School District schedules two Parent-Teacher Conference days each year. For the 2026–2027 school year, conferences will be held on Friday, November 13, and Friday, March 5.** Conferences take place during the school day, and there is no school for students on these dates. While teachers may invite students to attend their conference when appropriate, student attendance is not required. We encourage all families to participate in this important opportunity to strengthen the home-school connection.

LOST AND FOUND

Outdoor clothing and equipment should be marked with a student's name. Lost items are kept for a short time in a plastic container located near the door leading to the playground. This container will be placed outside periodically for parents to check. Encourage students to check this area often so a favorite article of clothing is not lost.

PARKING LOT AND PLAYGROUND

Parking Lot

Parents drop off and pick up children on the east side of the school. At the end of the school day, teachers will walk students to each car. Please be patient in the line as you wait for your children, **PLEASE, DO NOT PULL TO THE FRONT OF THE LINE!**

Playground Rules

Basketball Hoops

1. No hanging on poles or hoops/nets.
2. To prevent injury to fingers, adjusting of the nets is to be done by staff members only.

Bicycles

1. A bicycle rack is conveniently situated near the school building. If a student rides a bicycle to school, it should be locked in the rack and not be ridden during school hours.
2. When students are leaving LaMotte School, bicycles must be walked out of the school parking lot and onto Bear Canyon Road.
3. Students on bicycles will be dismissed at 3:30 after the parent traffic has subsided.
4. **Helmets are required for all students riding their bikes.**

Dome

1. No hanging upside down.

Equipment

1. Return all equipment to the equipment cart after use.
2. Students misusing the equipment will be responsible for repair or replacement of such.

Field Games

1. Touch football only. No tackle.
2. No wrestling.

General Behavior Rules

1. Help everyone enjoy recess time. No rough treatment, name calling, or foul language allowed.
2. No take away games or pulling or tugging on others or their clothing.
3. No re-entering the school building or leaving the play area without explicit permission of the adult playground supervisor.
4. No throwing rocks or snow.
5. No climbing trees.

Jump Ropes

1. Jump ropes are to be used for jumping rope only.
2. No wrapping the jump ropes around any part of a student's body

Monkey bars

1. No hanging upside down.
2. Climbing is an individual activity. Students should not wrap their legs around other students or push other students while climbing.
3. No crawling across the top of the monkey bars.
4. The tall climbing pole can be accessed from the ground only. Reaching over to the pole from the top and swinging down is not safe and will not be allowed.

Sandbox

1. Throwing sand is not safe. Sand should stay in the sand box.
2. Share the sand toys.

Slide

The slide is made for two students to slide down at one time. No more than two students should be on the slide and no more than two students should be on the top at any time. One student is allowed on the stairs at a time.

Swings

Swings are made for one person on each swing. No double swinging. Sitting on the swing is the **ONLY** way to swing.

1. No twisting
2. No standing
3. No sideways swinging
4. No jumping from the swings
5. No underdogs performed by students
6. No walking in the gravel around the perimeter of the swings. Students not using the swings should be outside the wooden perimeter.

Climbing Wall

1. Only one child per panel at a time.
2. Only shoulder and head above the top of the panel.
3. Climb up, climb down, no jumping.

PRAYER

Each student has a right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instructional or other activities of the school. The school will not require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

PROMOTION AND RETENTION (LaMotte School Policy 2421)

The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, performance based on standard achievement tests or other testing. A student shall not be promoted based on age or other social reason not related to academic performance.

PROTECTION OF STUDENT RIGHTS (LaMotte School Policy 2132)

All fundamental parental rights are exclusively reserved to the parent of a child without obstruction or interference by a government entity in accordance with state and federal law (including without limitation to statutes and the common law) and District policy.

Surveys:

Parents have the right to inspect any survey or evaluation and refuse to allow their child to participate in such survey or evaluation.

Instructional Materials:

Parents have the right to inspect instructional materials used as a part of their child's educational curriculum, within a reasonable time. This does not include academic tests or assessments.

Collection of Personal Information from Students for Marketing:

The district will not administer or distribute to students any survey or other instrument for the purposes of collecting or compiling personal information for marketing or selling such information, with the exception of the collection, disclosure, or use of personal information collected for the exclusive purpose of developing, evaluating, or providing educational products/services for, or to, students or educational institutions.

Pursuant to federal law, the district will not request, nor disclose, the identity of a student who completes any survey or evaluation (created by any person or entity, including the district) containing one or more of the following:

- Political affiliations.
- Mental and psychological problems potentially are embarrassing to the student or family.
- Sexual behavior and attitudes.
- Illegal, antisocial, self-incriminating, and demeaning behavior.
- Criticism of other individuals with whom the student or the student's family has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.

- Religious practices, affiliations, or beliefs of students or the student's parent/guardian.
- Income, except when the information will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

RECESS EXPECTATIONS

Students will be required to go outside for the noon break and recess, except in extreme weather (10 degrees or colder), when all students will stay inside. Be sure to send appropriate outside clothes (coats, hats, mittens, and snow boots) to school with your child. The school considers that when a child is well enough to attend school, then he/she is well enough to go outside for recess unless the child has a note from a doctor.

RELIGIOUS PRACTICES

Each student has a right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instructional or other activities of the school. Students may also pray in groups and discuss their religious views with other students as long as they are not disruptive or coercive. The school will not require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity. Student prayer, even if nonsectarian or non-proselytizing, will not be broadcast over the school public address system.

Students may study religions ancillary to the studies of human history and development and various national, cultural, and ethnic groups. This study will give neither preferential nor derogatory treatment to any religion or religious belief. The inclusion of religious music, symbols, art, or writings during instruction or in school programs or performances may occur where the religious content has a historical and/or independent educational purpose consistent with the approved curriculum. A student may read the Bible or other religious material during free reading time or when self-selected and consistent with a classroom or course requirements.

REPORT CARDS AND PROGRESS REPORTS

Written reports of absences and student grades or performance in each class or subject are issued to parents once every twelve (12) weeks. Progress reports are issued at mid-trimester. Report cards and progress reports must be signed by the parent and returned to the school promptly.

SAFETY

Accident Prevention:

Student safety on campus and at school-related events is a high priority of the District. Although the District has implemented safety procedures, the cooperation of students is essential to ensure school safety. A student should:

- Avoid conduct that is likely to put the student or other students at risk.

- Follow the behavioral standards in this handbook, as well as any additional rules for behavior and safety set by the Principal/Superintendent, teachers, or bus drivers.
- Remain alert to and promptly report safety hazards, such as intruders on campus.
- Know emergency evacuation routes and signals.
- Follow immediately the instructions of teachers, bus drivers, and other District employees who are overseeing the welfare of students.

Emergency Medical Treatment and Information (LaMotte School Policy 3431):

If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school will need to have written parental consent to obtain emergency medical treatment and information about allergies to medications, etc. **Parents are asked each year to complete an emergency care consent form.** Parents should keep emergency care information up to date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the office to update any information.

SEARCHES (LaMotte School Policy 3231, 3231P)

In the interest of promoting student safety and attempting to ensure that schools are safe and drug-free, District officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

Students' Desks and Lockers:

Students' desks and lockers are school property and remain under the control and jurisdiction of the school even when assigned to an individual student.

Students are fully responsible for the security and contents of the assigned desks and lockers.

Searches of desks or lockers may be conducted at any time there is reasonable cause to believe that they contain articles or materials prohibited by District policy, whether or not a student is present. Searches may also be conducted at random, in accordance with law and District policy.

The parent will be notified if any prohibited items are found in the student's desk or locker.

Drug Detection Dogs:

The Superintendent may request the assistance of law enforcement personnel or private individuals to conduct inspections and searches through the use of specially trained dogs.

SEXUAL HARASSMENT / SEXUAL DISCRIMINATION (LaMotte School Policy 3225, 3225F, 3226)

The District encourages parental and student support in its efforts to address and prevent sexual harassment and sexual discrimination in the public schools. Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with a

teacher, counselor, Principal/Superintendent (who serves as the District Title IX coordinator for students).

Students must not engage in unwanted and unwelcome verbal or physical conduct of a sexual nature directed toward another student or a District employee. **This prohibition applies whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors.** All students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

Sex-based harassment is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity, that is:

1. Quid pro quo harassment. An employee, agent, or other person authorized by the recipient to provide an aid, benefit, or service under the recipient's education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct.
2. Hostile environment harassment. Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the recipient's education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:
 - a. The degree to which the conduct affected the complainant's ability to access the recipient's education program or activity;
 - b. The type, frequency, and duration of the conduct;
 - c. The parties' age, roles within the recipient's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
 - d. The location of the conduct and the context in which the conduct occurred; and
 - e. Other sex-based harassment in the recipient's education program or activity.
3. Specific offenses:
 - a. Sexual assault meaning an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
 - b. Dating violence meaning violence committed by a person:
 - i. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - ii. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 1. The length of the relationship;
 2. The type of relationship; and
 3. The frequency of interaction between the persons involved in the relationship;

- c. Domestic violence meaning felony misdemeanor crimes committed by a person who:
 - i. Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the recipient, or a person similarly situation to a spouse of the victim;
 - ii. Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
 - iii. Shares a child in common with the victim; or
 - iv. Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction; or
- d. Stalking meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 - i. Fear for the person's safety or the safety of others; or
 - ii. Suffer substantial emotional distress.

A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense.

The District will notify the parents of all students involved in sexual harassment by student(s) when the allegations are not minor, and will notify parents of any incident of sexual harassment or sexual discrimination by an employee. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.

A complaint alleging sexual harassment by another student or sexual harassment or sexual discrimination by a staff member may be presented by a student and/or parent in a conference with the Principal/Superintendent. The parent or other advisor may accompany the student throughout the complaint process. The first conference with the student ordinarily will be held by a person of the same gender as the student. The conference will be scheduled and held as soon as possible. The Principal/Superintendent will conduct an appropriate investigation. The student will not be required to present a complaint to a person who is the subject of the complaint.

If the resolution of the complaint by the Principal/Superintendent is not satisfactory to the student or parent, the student or parent may, within fifteen calendar days, request a conference with the Superintendent.

Prior to or at this conference, the student and/or parent must submit the complaint in writing and must include (1) a complete statement of the complaint, (2) any evidence supporting the complaint, (3) a statement about how the matter should be resolved, (4) the student's and/or parent's signature and the date of the conference with the Principal/Superintendent or the Principal/Superintendent's designee.

If the resolution by the Superintendent or designee is not satisfactory, the student and/or parent may present the complaint to the Board, in writing, within 15 days of receiving the Superintendent's decision.

Following the receipt of the appeal, the matter shall be placed on the agenda at the next regularly scheduled Board meeting. Information on the procedure for addressing the Board can be obtained from the Superintendent's office.

SNOW

For school closures due to emergencies such as heavy snowstorms, you should know:

- School may close due to heavy, blowing snow. Parents will be contacted to pick up students.
- School will close if the temperature drops to -30 degrees.
- Announcements regarding school closure for a school day will be made over local radio stations and emailed to parents by the Superintendent/Principal.
- Messages will be updated by email or SMS (via Infinite Campus) in the event of a school closure or emergency.
- Any days the school is closed for weather will be made up.

SPECIALISTS

The following areas of "specials" are offered to students. All students are required to participate in each of these classes unless an Individual Education Plan states otherwise or home schooling arrangements have been made with the county superintendent of schools.

Art: All students receive art instruction, either by the classroom teacher, or when funds are available, by visiting artists. Many art projects are integrated with other subject areas.

Technology: Technology instruction is incorporated in the curriculum in all grades. Each student will have a device. Students have many opportunities to use the classroom computers to enrich their learning. Teachers are encouraged to utilize technology as a tool for instruction.

Library/Media: The Library/Media Center is designated to provide a variety of learning materials to broaden student interests and experiences, and to stimulate thinking and curiosity. All students participate in a library class weekly. Parents are welcome to contribute to the collection.

Guidance Counselor: (K-5) A counselor is here each week for those times when students need to talk to someone about a problem. The Counselor will be available to talk to students individually if requested or if a teacher or parent wishes. Guidance class is part of our regular school program.

Physical Education: All students are required to participate in the physical education program provided. Students will receive instruction with a certified physical education teacher. Students are asked to wear comfortable clothing and athletic shoes on days they have PE. Students may be excused from participating for medical reasons with a doctor's note.

SPORTS PROGRAM

The Sport Program with Mount Ellis Elementary is available for students in grades four through eight. There is a fee for participating in the program to cover the costs of the referees, uniforms, and coaches. No child will be denied enrollment, on the basis of inability to pay.

The programs provided are a privilege, therefore, school rules and exemplary student behavior is expected and required. Students will not participate in practice or competition if absent on the day of the event.

Students are expected to maintain passing grades in all subjects in order to participate.

TELEPHONE MESSAGE/DELIVERY

Please limit the number of calls with messages for students. We encourage students to take responsibility to remember assignments and appointments. The phone is not to be used to obtain permission to visit a friend after school, or to persuade someone to bring a forgotten assignment.

Cell Phones/Electronics (iPods, etc)

Students may not use cellular phones, iPods, MP3 players, iPads, Cell Phones and other electronic devices (smart watches) for personal use. At times teachers will utilize electronic devices as a tool in learning. Students should abide by the teachers guidelines in their use. Any device brought to school must be turned off and left in the locker. **Students using devices at school will have the device confiscated and a parent will be asked to retrieve it from the Principal/Superintendent.**

TEXTBOOKS & SCHOOL PROPERTY

Board-approved textbooks and or equipment are provided free of charge for each subject or class. Books must be covered by the student, as directed by the teacher, and treated with care. A student who is issued a damaged book should report the damage to the teacher. Any student failing to return a book or equipment issued by the school or damaging a book or equipment issued by the school may be charged for replacement or repair.

TRANSPORTATION

School Sponsored

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. The Principal/Superintendent, however, may make an exception if the parent personally requests that the student be permitted to ride with the parent or prior to the scheduled trip the parent presents a written request that the student be permitted to ride with an adult designated by the parent.

When riding school buses, the students are expected to follow the same behavior standards established for school.

USE OF SCHOOL FACILITIES

Non-school groups may use the facilities of School District #43. Requests to use the school shall be made to the school board, so that non-school use will not conflict with school use.

Non-school activities that involve children shall have adequate adult supervision. No alcoholic beverages or smoking shall be allowed. Please see the School Office for a LaMotte School Facilities Use Application.

VALUABLES

Students are discouraged from bringing items of value to school. All personal items are the responsibility of the student and should be kept in a safe place.

VIDEOTAPING OF STUDENTS

The District will seek consent before recording students individually in the classroom.

Receipt of Handbook and Acknowledgement of Rights

I have received a copy of the LaMotte Student Handbook for 2025 - 2026 school year. I understand that the handbook contains information that my child and I may need during the school year. I understand that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the handbook.

I further acknowledge that I have been provided the opportunity to opt out (or limited opt-out) of the release of directory information about my child. If I so choose, I will make that designation in writing to my child's principal by October 1 of this school year.

Name of Student

Signature of Student

Signature of Parent

Date

Mr. Scott Poloff, M.Ed.

Signature of Superintendent/Principal