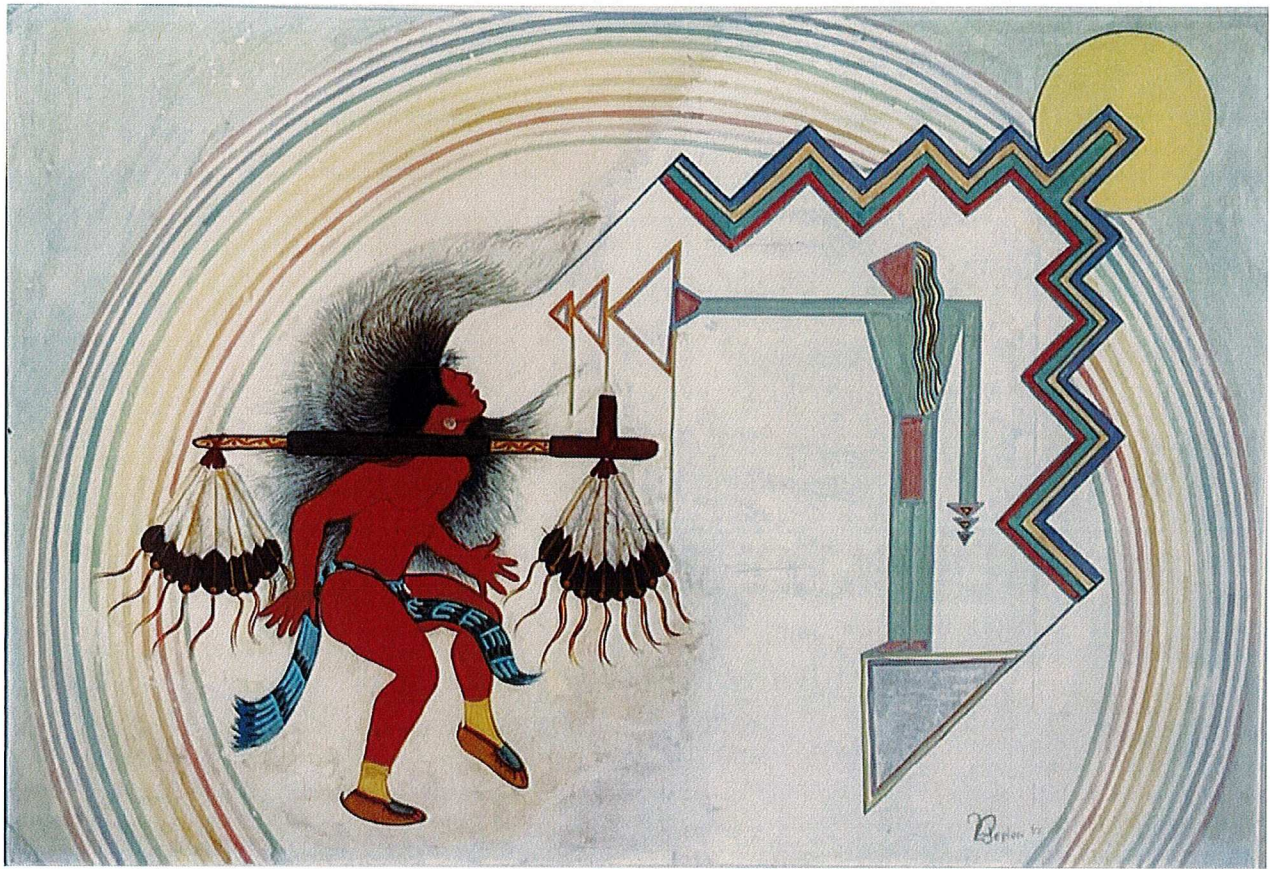




BUFFALO HIDE ACADEMY

Student/Family Handbook
2026 - 2027





Dear Students and Families,

Welcome to Buffalo Hide Academy. We are honored to walk alongside you on this journey.

At Buffalo Hide Academy, we believe every student deserves a space where they feel safe, seen, and supported — not just as learners, but as whole people. Our school is rooted in the understanding that many of our students carry unique experiences, and we are committed to creating a trauma-informed, healing-centered environment where each young person can find stability, connection, and growth.

Wellness and safety are not just policies here — they are priorities that guide everything we do. Whether it's through caring relationships with staff, access to supportive services, or restorative approaches to conflict, we work together to uphold a non-violent, respectful atmosphere where all students can thrive.

We are a school where it's not only okay to be yourself — it's *essential*. We celebrate the strength in every student's story and the resilience that brings them here. This is a place to

rebuild, to dream, and to discover your path forward, surrounded by people who believe in you.

Thank you for being a part of the Buffalo Hide Academy community. We look forward to growing together.

With respect and commitment,

Charlie Speicher
Alternative Education Coordinator

Buffalo Hide Academy

Buffalo Hide Academy recognizes that every student, family, and situation is unique. While this handbook outlines school expectations, procedures, and policies, it is not possible to anticipate every circumstance that may arise. As such, school administration reserves the discretion to address situations on a case-by-case basis, considering the individual needs of students, families, staff, and the broader school community.

In making decisions, Buffalo Hide Academy is committed to maintaining a safe, supportive, and compassionate learning environment. Our approach is guided by our Supportive School Climate Framework, which prioritizes healthy relationships, emotional regulation, coping skills, personal responsibility, problem-solving, communication, and other essential life skills. Whenever possible, we seek to understand the underlying factors contributing to student behavior and work collaboratively with students and families to identify solutions that promote growth, learning, accountability, and well-being.

Our goal is not simply to respond to challenges, but to support students in developing the skills, resilience, and connections necessary for long-term success. Decisions made by school staff and administration will be grounded in empathy, fairness, safety, and a commitment to supporting the wellness of both students and families while preserving the positive culture of the Buffalo Hide Academy community.

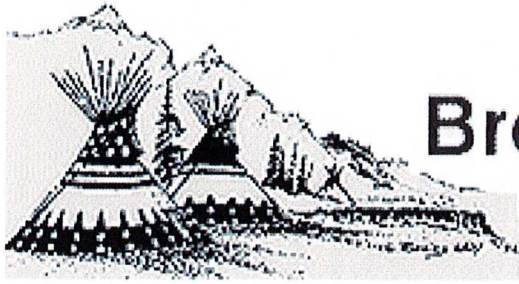
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School District #9, Glacier County, Montana

Browning Public Schools

P.O. Box 610

Browning, MT 59417

SIGNATURE PAGE - sign & return

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

(these are the only two pages we require)

Student/Family Handbook Receipt Form

2026-27

I acknowledge that I have received and reviewed a copy of the Browning Public Schools Student/Family 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: _____

Family-Student-School Compact

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: _____

BHA/HIGH SCHOOL INFORMATION

Academic Calendar 2026-2027

BHA Main Office Phone: (406) 338-4380

Director - Charlie Speicher: (406) 732-6029

Alt Ed. Coordinator	Charlie Speicher
Secretary	Brenda Bird
Counselor	Dana Sure Chief
Home School Coordinator	Lacey Salois
ELA/Blackfeet Studies Teacher	Jake ArrowTop
ELA/Blackfeet Studies Teacher	Nick Rlnk
ELA/Science	Greg Klauk
Social Studies/Science	Pat Hagan
Math/Art	Dave Ritter
Instructional Coach	Jason Krane
Instructional Coach	Randall Rivas

Buffalo Hide Academy

School Climate

At Buffalo Hide Academy, our school climate is intentionally built to provide a safe, supportive, and empowering environment for every student. We recognize that many of our students carry complex life experiences, and our entire educational approach is rooted in trauma-informed care, nonviolence, and relational healing.

Trauma-Informed Approach

Our trauma-informed model acknowledges the impact of past adversity and prioritizes emotional safety, consistency, and empathy in all student interactions. Staff are trained to respond to behavior through a lens of understanding, not punishment. We create spaces where students feel respected, supported, and free from judgment. Predictability, choice, and voice are embedded into our daily practices to help students regain a sense of control and agency.

Non-Violent Environment

Buffalo Hide Academy is a non-violent campus. We do not tolerate physical aggression, verbal abuse, or intimidation of any kind. Instead, we use restorative practices, de-escalation techniques, and relationship repair to navigate conflict. We teach and model peaceful resolution, creating a culture where students learn to self-advocate, express their needs, and take accountability for their actions in a safe space.

Core Framework: Relationships, Regulation, and Life Skills

1. Healthy Relationships

Strong, trusting relationships are at the heart of our school climate. We prioritize connection before correction. Staff build meaningful, consistent relationships with students that foster belonging, mentorship, and community. Peer relationships are nurtured through guided collaboration, shared responsibilities, and restorative circles.

2. Emotional Regulation

We teach students how to identify, understand, and manage their emotions. Through mindfulness activities, self-reflection, and co-regulation strategies, students learn tools to calm their bodies,

navigate stress, and make thoughtful decisions. Regulation spaces and emotional check-ins are embedded into our daily routines.

3. Life Skills and Coping Mechanisms

Buffalo Hide Academy emphasizes practical life skills and coping tools that support long-term well-being. Students engage in learning activities focused on accessing mental health resources, practicing self-care, goal-setting, communication strategies, and building resilience. We partner with community organizations in Browning to connect students with additional support and opportunities.

Our school climate is grounded in care, compassion, and the belief that every student has the capacity to grow and thrive when provided with the right support. At Buffalo Hide Academy, we walk with our students through healing, growth, and empowerment.

Attendance Matters

- Good attendance pays off; the more school days a student attends the more likely they are to increase their academic success, improve their chances to earn a high school diploma and a college degree so they can earn higher pay in their careers. 80% of success is showing up! Each day your child is not in school is a missed opportunity to learn something they will need in order to understand more difficult material later. Help your child succeed in their future. Make sure they are in school every day.
- Learning begins promptly at 8:15 a.m. every day; it is good practice to be in the building and ready to learn at 8:00 a.m. each day so your student can gain real-world experience by preparing to be a responsible and productive member of society. Breakfast is served from 8:00 a.m. - 8:15 a.m. every morning in the cafeteria. Any student who arrives after 8:20 a.m. can get breakfast and report directly to their classroom.
- Tardies
 - Students who are not in the classroom when the bell rings are considered tardy. Students who are 10 minutes late for class will be considered absent (refer to absences/truancy page 11). Students who arrive at school after the first bell (8:20am) will need to stop at the front office to receive a tardy slip and will be permitted into their class.
- Absenteeism/Truancy
 - Students who are chronically absent; miss 15 days of school or more for any reason, including excused and unexcused absences are at serious risk of poor academic performance, dropping out of school (which has its own impacts), and social disengagement and/or mental health risks (US Department of Education). Students who miss up to 5 minutes of any class period daily, is equivalent to missing at least/up to one month of instruction.
 - Every effort will be made by school personnel to make contact with the parent/guardian of the student. The following protocols are in place to ensure enrollment/attendance in school:
 - 3 day absence - attendance letter
 - 5 day absence - attendance letter/Home visit
 - 7 day absence - attendance letter/Home visit from counselor and/or administrator
 - 10 day absence - attendance letter/Attendance contract/Child Abuse Hotline report and/or TANF report

- Grades/Credit
 - Any student who is absent for 27 or more class periods per semester will earn a failing grade in the class.
 - Only unexcused absences count towards the 27 class periods. School Related, Special Circumstances, Medical Absences, and Cultural Activities (3 a year) do not count towards this number
 - Every 3 unexcused tardies will count as 1 unexcused absence
 - Grade reduction based on absences
 - At 9 unexcused absences a student will be able to earn at most 89%
 - At 18 unexcused absences a student will be able to earn at most 79%
 - **At 27 unexcused absences a student will be able to earn at most 45%**
 - Students will only be able to earn at most 45% in a class where they have 27 or more unexcused absences. Any grade higher than 45% will be marked as 45%.
 - This grade reduction will be reflected in their final grade at the end of each semester.

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 new student grade per week will be recorded in the Infinite Campus grade book.
- All grades will be posted once per week in the Infinite Campus grade book.
- 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, there will be a final for each class. Grades will be available for students each semester.
- An incomplete may be given with prior approval from the building administrator. 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

❖ Culture Matters

“BHA emphasizes embracing Blackfeet cultural heritage as a source of resilience while connecting traditional knowledge with contemporary experiences”

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

As much as possible students will learn about the culture, heritage and language of the Blackfeet/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 may also 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	

*****Students wishing to invite a guest for prom will be required to complete a guest pass form. Guests must be enrolled high school students and they must be approved by the building administrator at least two weeks prior to attending. Any student without appropriate documentation will be asked to leave the building immediately. Any student who does not complete the proper procedures will not be allowed a guest pass.***

 **BHS Prom Guest Pass.doc**

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

Heavy Music Club	SHRED CLUB	MTG Club
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	Pikanii Cycling Club
AIBL	Close-Up	Two is Better than One

Cafetorium / Outside Food

Buffalo Hide Academy will furnish breakfast and lunch to all students free of charge for the school year. We encourage all students to take advantage of the meals that the school provides. 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; Buffalo Hide Academy staff and students support this by showing kindness 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. It is our expectation that everyone is treated with and treats others with dignity and respect.

If you would like to learn more about ways you can promote the Kindness campaign at BHS/BHA 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. If someone does or says something that is intentionally hurtful and you respond with something intentionally hurtful back, it becomes a mutual disagreement which does have consequences for both parties.

RUDE	MEAN	BULLYING
When someone says or does something unintentionally hurtful once	When someone says or does something intentionally hurtful once	When someone says or does something intentionally hurtful and they keep doing it 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).

❖ Graduation Matters

"BHS/BHA focuses on lifelong learning and strategic exploration of college and career pathways that align with individual goals and potential."

Academic Information

Credits

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 / Core Recovery

If a student fails a course with 45% or higher they may participate in credit/core recovery; students can earn credit in multiple core classes. This percentage is subject to change at the discretion of the building principal/administration. Credit / Core Recovery is offered through the use of a computer based program (Edgenuity) and can only be completed on the students time (after 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 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.
- **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 recognize the increased rigor of honors, dual credit and AP classes. 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>Honors/Dual Credit</u>	<u>Advanced Placement</u>
A	4	4.5	5
B	3	3.5	4
C	2	2.5	3
D	1	1.5	1
F	0	0	0
I	0	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.

Forging/Cheating/Plagiarism/Artificial Intelligence

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.

Guidelines for AI Use

1. **Privacy and Data Protection**
 - Do not share confidential or personally identifiable information (names, addresses, ID numbers) with AI systems.
 - For students under 13, AI tool usage requires parental permission.
 - BPS will adhere to local data protection regulations.
 - Data will be transparently communicated to parents/guardians.
2. **Academic Integrity**
 - AI is a learning tool, not a substitute for original work.

- Appropriate uses of AI include, but are not limited to:
 - AI as a thought partner
 - AI as an editor
 - AI as an analyst
 - AI as a co-creator
 - See “AI Acceptable Usage Menu” below
 - Inappropriate use includes:
 - Completing exams or assignments without explicit permission
 - Submitting AI-generated content as original work without proper disclosure.
3. **Plagiarism and Attribution**
 - Any AI-generated content used in assignments must be:
 - Appropriately cited
 - Disclosed to the instructor
 - Copying from AI sources without permission is considered plagiarism.
 4. **Accountability and Critical Thinking**
 - Users are responsible for:
 - Critically reviewing AI-generated content
 - Verifying information from multiple sources
 - Preventing misuse and misinformation
 5. **Safety and Ethical Use**
 - AI tools must not be used to create or spread:
 - Harmful content
 - Misleading information
 - Inappropriate materials
 - Respect digital citizenship principles found in [Common Sense Education](#).
 6. **Monitoring and Oversight**
 - Summative evaluations will not be solely made by AI.
 - Human judgment and oversight remain paramount.

Consequences of Misuse

- See the [Student](#) and [Staff](#) AUPs for a more detailed description of the consequences of misuse.

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.

Graduation Requirements (Policy #2410)

Graduation requirements shall reflect high expectations and appropriate standards. Students graduating from Buffalo Hide Academy will enter society as adults who are prepared to participate responsibly, productively, 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 Buffalo Hide Academy 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.

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 completing the 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. *The type of diplomas are subject to change upon approval of the Board of Trustees and/or Montana graduation requirements change.

*All students who graduate in 2027 and beyond will be required to complete ½ unit of civics/government and ½ unit of financial literacy. Changes will be made to reflect this update (ARM 10.55.905)

Course Requirements for graduation from Browning High School

* Beginning with the graduating class of 2026, students will be required to complete the following which can be included in Social Studies, Mathematics, or Career/Technical Education:
Economics/Financial Literacy..... (.5)

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

English.....	4
Mathematics.....	2
Social Studies.....	2
including .5 of Government	
Science.....	2
Health/PE.....	1
Fine Arts.....	1
Career/Technical Education.....	1
Electives/Other.....	7
Total Required for Graduation.....	20

Foundational Diploma

English.....	4
Mathematics (Algebra and up).....	2
Social Studies.....	3.5
including Government	
Science.....	2
Health.....	.5
PE.....	1
Fine Arts.....	1
Vocational Arts.....	1
Computer Technology.....	.5
Electives/Other.....	5
Total Required for Graduation.....	20.5

Distinguished Diploma

English.....	4
Mathematics (Algebra and up).....	3/4
Social Studies.....	3.5
including Government	
Science.....	3/4
Health.....	.5
PE.....	1
Fine Arts.....	1
Vocational Arts.....	1
Computer Technology.....	1
Electives/Other.....	3
College Prep Electives*	2
Total Required for Graduation.....	24

*College Prep Electives can include world language, computer science, music, fine arts, career/technical education, dual-enrollment

College Prep Requirements

if you plan on attending a 4-year college)

- English 4
- Mathematics 3
- Social Studies 3
(including World History)
- Lab Sciences 2
- Electives 2
chosen from the following:
 - Foreign language
 - Computer Technology
 - Fine Arts/VoEd which must meet OPI guidelines

Graduation

The graduation ceremony is an activity of the Board of Trustees and Browning School District #9 to honor graduating seniors from Buffalo Hide Academy School each year.

- The Superintendent of Schools in cooperation with the BHS Principal shall set/approve the date for the graduation ceremony each year.
- Only students who have met all credit requirements, both state and local, may be allowed to participate in the graduation ceremonies.
- 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.
- 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/Buffalo Hide Academy 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/Buffalo Hide Academy 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 Buffalo Hide Academy honor roll is published at the end of each 9-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

Buffalo Hide Academy 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/BHA.
- Before the building administrator will approve a course of independent study, a Buffalo Hide Academy, cooperating teacher must sign the application to confirm that the course meets curriculum goals and objectives.

Responsive Scheduling- Friday Schedule

Responsive Scheduling takes place on various scheduled Fridays; it is **not** optional. All students must attend Responsive Friday; attendance is taken/monitored and is designed to allow students who have a D or lower participate in 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 students 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, grade level counselor, student, and parent/guardian 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.

[BHS Office: Office Aide Job Description/Contract](#)

Cell Phones (Policy #3630)

Cell phones are a distraction to the learning environment. There are appropriate times in the day to use your cellphone, and inappropriate/non negotiable times in the day to use your cell phones. Please refer to the building bell schedule to know when it's appropriate and inappropriate to be on your cell phone. Students who wish to use a hall pass during class time must trade their phone in order to leave the classroom. Students who do not turn in their phone to use a hall pass will not be allowed to leave the classroom.

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. "Unauthorized use is grounds for confiscation of the device by any school official, including classroom teachers. Confiscated devices will be returned to the parent or guardian. Repeated unauthorized use of such devices will result in disciplinary action."

1st: Warning - put it away

2nd: Place phone/headphones in designated area - Student pick up after class

Repeat unauthorized use: Phone/Headphones taken by admin

- 1st offense: Student pick up after school
- 2nd offense: Parent picks up after school
- 3rd offense: Student must leave phone at office each morning; Cell phone contract

"At no time will any student operate a cell phone or other electronic device with video capabilities in a locker room, bathroom, or other location [on BPS school grounds] including extracurricular activities, where such operation may violate the privacy right of another person [including videoing a fight]. Unauthorized use is grounds for confiscation of the device by any school official, including classroom teachers. Confiscated devices will be returned to the parent or guardian. Repeated unauthorized use of such devices will result in disciplinary action."

Student Employment Program Guidelines

The administration and staff at Buffalo Hide Academy have a strong commitment for our students to remain in school until graduation. However, we understand there are circumstances where a student may need to work. This program is for students who meet the following criteria:

CRITERIA FOR THE PROGRAM

- Students must be enrolled in four classes at the high school. Students must be in good academic and attendance standing to be eligible for this program.
- **Students must submit a Student Employment Program Application prior to the first day of the semester in which they wish to work.**

[Employment Application](#)

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 Transcripts

Transcripts shall include the following:

- Any Browning High School/Buffalo Hide Academy 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/Buffalo Hide Academy (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.

****Any new, dropped, and/or transfer students must be enrolled students at BHS/BHA at least two weeks prior to prom in order to attend.**

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 (accommodations cannot/will not give the student an advantage over any other student nor will any rules/policies be re-written to meet the students needs) within the current academic year to meet his/her needs. The expectation is the student will attend all classes and complete all assignments for every class. Review/eligibility takes place annually and includes a team consisting of administrator, counselor, teacher, nurse, etc. Browning High School/Bufalo Hide Academy 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.

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 / Prom guest pass

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.

No guest passes will be given for students wishing to bring a guest to school during a regular school day, including Buffalo Hide Academy students. Middle School students are not allowed to attend dances at BHS, nor are BHS/BHA students allowed to attend dances at BMS.

Students wishing to invite a guest for prom will be required to complete a guest pass form. Guests must be enrolled high school students and they must be approved by the building administrator at least two weeks prior to attending. Any student without appropriate documentation will be asked to leave the building immediately. Any student who does not complete the proper procedures will not be allowed a guest pass.  BHS Prom Guest Pass.doc

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 to/from school must obtain a parking permit from the school office.

STUDENT PERMIT PARKING

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. Any student who knowingly and willingly parks in unauthorized areas may have their driving privileges suspended.

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 #3310 / 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.*

Entrance/Exit for Students

The student entrance/exit is the gym/breezeway doors; Students will be expected to enter the building through the gym/breezeway doors each morning before 8:40 a.m. Any student who attempts to enter through the main entrance before 8:40 a.m. will be redirected to the breezeway entrance. After 8:40 a.m. students can enter through the main entrance.

When the bell rings to exit the building at the end of the day students will exit the building through the gym/breezeway doors. Parents should be advised that they can pick up their student in the upper south parking lot.

Students may end up in ISS for various reasons throughout the day; tardiness, vandalism, vaping, rough housing, disturbing classes, and other behaviors that distract from the learning environment.

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.

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.

Prom Guest Pass

Students wishing to invite a guest for prom will be required to complete a guest pass form. Guests must be enrolled high school students and they must be approved by the building administrator at least two weeks prior to attending. Any student without appropriate documentation will be asked to leave the building immediately. Any student who does not complete the proper procedures will not be allowed a guest pass.  BHS Prom Guest Pass.doc

New/transfer students must be enrolled at BHS/BHA at least 2 weeks prior to prom

School Security/Visitors

Staff and visitors (including all BPS staff who are not employed at BHS/BHA) will enter Buffalo Hide Academy through the main entrance doors from 7:00 a.m - 5:00 p.m; 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.

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.

Community programs/college incentives, prizes

On occasion, Buffalo Hide Academy will host outside entities/programs (tribal programs, colleges, physical and/or mental health programs, etc). Any program wishing to give incentives, prizes, freebies, etc. should be approved prior to, to the building principal; We have to be considerate of student allergies (food, latex, etc.), safety, and privacy.

Senior/Student pranks

Any student who engages (knowingly or unknowingly) in a prank where bodily harm, injury, and/or damage to school property and/or any personal property that is on school grounds at the time of the prank will be subject to disciplinary action and/or monetary restitution.

Students who are involved in any type of prank will be required to clean the location where the prank occurred and/or make restitution prior to the first scheduled graduation practice. Failure to do so may result in withholding of graduation diploma until proof of restitution is complete.

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.

Suspensions

A major responsibility of the administrator is the safety and well-being of all students and staff. There are circumstances in which the removal of a student from the school property is necessary. In these instances, the administrator is charged with protecting all of the persons involved, seeking appropriate consequences and working to reduce the possibility of a recurrence of the problem. Suspensions occur for severe/extreme instances which are outlined in the behavior response plan (page 21). While out of school the student is still responsible for completing work on time and submitting it electronically or in person when he/she returns to school. Upon return to school for any suspension the parent must accompany the student for a re-entry meeting where a restorative justice meeting will occur.

Use of Illegal Substances; Vape, tobacco, drug, alcohol, energy drink

Buffalo Hide Academy is a tobacco/e-cigarette/vape/nicotine/drug/alcohol/energy drink free school. Use/Possession of any of these substances is in violation of Montana State Law (MCA 16-11-305(1), MCA 45-5-637(1) and Blackfeet Tribal Ordinance 111 & 119. 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 subject to discipline. As such, it is the Buffalo Hide Academy's procedure to enforce disciplinary action upon any student who violates this, including notifying law enforcement when necessary. Any student who does not meet or fulfill the requirements set forth by the administrative team will not be allowed to participate in or attend any extracurricular activities affiliated with Browning High School/Buffalo Hide Academy including but not limited to sports, events, field trips, clubs, Homecoming, and Prom. (see lists pg.12).

BPS DISTRICT INFORMATION

Equal Education and Non Discrimination (BPS Policy #3210, #3210-P(1))

BPS, District #9 is committed to nondiscrimination in the provision of all educational services. An equal educational opportunity is a fundamental right under both the Montana and United States Constitutions; it is the policy of this District to provide a learning environment free of discrimination. All students shall have opportunities to participate in the general curriculum and co-curricular activities. This includes physical facility access, a climate of tolerance and respect for each individual and reasonable accommodation. All students have the opportunity to participate in and receive benefits from all programs or activities including, but not limited to, course offerings, graduation requirements, athletics, counseling services, extracurricular and other school-related activities.

Discrimination in education because of sex, race, color, creed, religion, national origin, age, physical or mental handicap, political belief, and marital or parental status is prohibited unless based upon reasonable grounds as provided by law. The District is committed to taking the appropriate and feasible remedial action necessary to eliminate existing discrimination and its effects. Inquiries regarding discrimination or intimidation should be directed to your child's school Title IX/504 Compliance Officer or the BPS Title IX/504 student coordinator. In compliance with federal regulations, the District will notify annually all students, parents, staff, and community members of this policy and the designated compliance officer to receive inquiries. Notification should include the name and location of the compliance officers and will be carried in all handbooks and published in community newspapers.

Education of Homeless Children (BPS Policy #3125)

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

The superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children, foster children, and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residence, birth certificates, school records and other documentation. Homeless students and students in foster care shall have access to services comparable to services offered to other students, including but not limited to: (1) Transportation services; (2) Educational services for which the 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, as well as programs for gifted and talented students; and (5) School nutrition program.

The superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths not currently attending school. The superintendent shall appoint a liaison for homeless children as well as a foster care point of contact for students in foster care. A "homeless child" is defined as provided in the McKinney Homeless Assistance Act. A complaint regarding the placement or education of a homeless child or foster child shall first be presented orally and informally to the district's homeless liaison and the foster care point of contact. Thereafter, a written complaint must be filed in accordance with the District's Uniform Complaint Procedure.

Student Behavior and Rights

Each student is expected to contribute to creating and maintaining a sound learning environment. Students shall behave in a safe and orderly manner. Student behavior will be respectful toward adults and other students. Students will engage in instructional task focus while in the school setting. Students have an obligation to avoid engaging in behavior that detracts from the learning environment of others.

Every student has the right:

- To be free from discrimination, sexual harassment, harassment, bullying or menacing
- To learn in a safe healthy environment
- To have his/her property safe and protected
- To be treated fairly
- To know what teachers and parents expect of him/her
- To present his/her side of any story
- To be respected as an individual