

HAVASUPAI ELEMENTARY SCHOOL



STUDENT HANDBOOK

2025-2026

"Home of the Eagles!"

Dinolene Kaska
School Board President

Dr. Hoai-My Winder
School Principal

School Values: Be Safe, Be Kind, Be Respectful, Be Responsible

Vision

At Havasupai Elementary School, we envision a vibrant and inclusive learning community where students, staff, and the community come together to foster a love of learning, a sense of cultural pride, and a commitment to environmental stewardship.

Mission

The mission of Havasupai Elementary School is to create a nurturing and challenging environment that empowers students to reach their full potential, develop their critical thinking and problem-solving skills, and prepares them to thrive in an ever-changing world.

Building a Positive School Community

To support all students to achieve success academically, behaviorally, socially and emotionally, and to ensure a safe school culture, Positive Behavioral Interventions and Supports (PBIS) is the foundation for school wide expectations and supports for students at Havasupai Elementary School. PBIS is a tiered framework to support students that rests on 4 Pillars created in partnership with the community. The School Values are: Safe, Kind, Respectful, Responsible. PBIS creates a positive learning environment that is predictable, equitable and safe, promoting the well-being and success of students both in and out of school.

Bureau Of Indian Education (BIE) Vision

Uniting to promote healthy communities through lifelong learning.

Mission

The mission of the BIE is to provide students at BIE-funded schools with a culturally relevant, high-quality education that prepares students with the knowledge, skills, and behaviors needed to flourish in the opportunities of tomorrow, become healthy and successful individuals, and lead their communities and sovereign nations to a thriving future that preserves their unique cultural identities.

Program Goals

Following are the goals of the BIE:

- All students meet or exceed academic proficiency levels in reading and/or English Language Arts (ELA), science, and mathematics.
- All schools provide a safe and secure environment by decreasing incidents of violence and substance abuse by a minimum of 2% annually.
- Student attendance meets or exceeds the United States rural attendance rate.

- All schools enhance the professionalism of staff to improve education programs for student success through:
 - requirements for staff to have appropriate certification,
 - comprehensive systemic and ongoing professional development,
 - recruitment and retention of highly qualified educators; and
 - development of leadership using best practices.
 - Achieve a high school graduation rate of 95% or higher.
 - Each school provides curriculum and instruction in tribal languages and/or cultures, as approved by the local school boards.

Performance Standards for Quality Schools

[Cognia](#) is a non-profit, non-partisan accreditation organization that conducts rigorous, on-site external reviews of PreK-12 schools and school systems to ensure that all learners realize their full potential. Cognia provides tools and resources to schools and school systems to support ongoing comprehensive analyses to drive continuous improvement now and into the future.

Academic Information

BIE College and Career Readiness Standards

- The BIE has adopted the College and Career Readiness Standards (CCRS) for English Language Arts (ELA), mathematics, Next Generation Science Standards, and English Language Proficiency Development. BIE College and Career Ready Standards in Math, K-12 (Alternate aligned to CCRS) BIE College and Career Ready Standards in English Language Arts, K-12 (Alternate aligned to CCRS)
- Next Generation Science Standards/BIE College and Career Ready Standards (Alternate aligned to CCRS)
- English Language Proficiency Development Standards

The White House Initiative on American Indian and Alaska Native Education leads the President's [Executive Order 13592](#), signed December 2, 2011, Improving American Indian and Alaska Native Educational Opportunities and Strengthening Tribal Colleges and Universities: [Executive Order on the White House Initiative on Advancing Educational Equity](#).

K-8 Programs

The BIE schools include instruction in the following content areas: English Language Arts (ELA), writing, math, science, and social studies. Havasupai Elementary Schools also provide special education services. The school also offer the following extracurricular activities/programs: Intermural Basketball, Student Council, AISES (American Indian Science & Technology Association), Dream Keepers, Saturday Academic School (Reading, Math & Computers), Culture & Language Club, Yearbook Club, Music Club, and Boardgame Club.

BIE Unified Assessments

Havasupai Elementary School has several assessments to measure the progress and achievement of all K-8 students. All schools use two basic types of assessments: formative and summative. Formative assessments help teachers identify where students need to improve. Summative assessments help teachers measure what a student knows or can do.

Academic Standards

Havasupai Elementary School has adopted the Arizona State Standards for education.

Grade Level Promotion

As stated in 25 C.F.R. § 36.31, a student advances to the next grade level based on measurable mastery of instructional objectives for the current grade. A student repeats his or her grade level if he or she fails to participate in at least 160 instructional days per academic term or 80 days per semester.

A student may only advance and have participated in fewer than the specified number of instructional days if he or she has excused absences and/or has participated in an approved alternative instructional method or program. If a student has a compelling reason or extenuating circumstances that sufficiently explain absences, then a school committee may review a promotion decision. Havasupai Elementary School committee reviews promotion decisions on a case-by-case basis.

Child Abuse and Neglect

Havasupai Elementary School reports all suspected cases of child abuse and neglect in accordance with the BIE's [Suspected Child Abuse/Neglect Reporting Protocols](#).

Dismissal

School is dismissed at 2:45 Monday through Thursday and at 12:45pm on Fridays.

Dress Code

Students will follow Havasupai Elementary School's dress code from the time they arrive on school property until they depart.

- Logos or graphics on clothing and accessories (backpacks, purses, bags, belts, shoes, wristbands, shoelaces, coats, head gear, gloves) must not contain foul language, skulls, sexual innuendo, references to sex, drugs, alcohol, violence, and/or death.
- Bottoms/lower body clothing (pants, shorts, and skirts) must fit at the waistline and may not be more than three inches above the knee.
- Tank/muscle tops and tube/halter tops are not allowed.
- Clothing must cover cleavage, bellies, shoulders, and backsides; undergarments should not be visible.
- Students can wear leggings/jeggings under tunics, skirts, or dresses, but not alone.
- Students should wear proper footwear.
- Gang-related attire, accessories, insignia, and colors are prohibited.
- Chains, spikes, brads, adornment, or any other accessories that may be used as a weapon or damage school property are not allowed.
- Face painting, masks, and excessive makeup that hide one's face are not allowed.
- The use of non-prescription decorative contact lenses (for example, cat eyes, vampire eyes) that cause distraction to the educational process are prohibited. Head gear (hat,

hoodie, beanie, and visor) is not to be worn in any building on campus during school hours.

- Personal headphones/ear buds are to be kept out of sight while in any building on campus.
- Havasupai Elementary School provides necessary school supplies for all students. Therefore, students should not bring a backpack to school.

Havasupai Elementary School asks students who violate the dress code to correct the violation without delay. If a student refuses to conform to the dress code, Havasupai Elementary School may confiscate the offending object or article of clothing, and/or the student may be subject to disciplinary action as deemed appropriate by the administrator.

If a student repeatedly violates the dress code, Havasupai Elementary School may instruct the student to return home to change and return with a parent/guardian for an administrative conference. Students who do not comply with the dress code may be subject to discipline (See Discipline Ladder). Havasupai Elementary School's administration is the final authority in determining appropriate school attire and appearance. Havasupai Elementary School's dress code is subject to change at any time.

Food Services (Breakfast and Lunch are provided free to all students). If there are any concerns regarding food services, please contact the School Principal. Breakfast is from 7:30 to 7:55am.

Homework

Homework assignments reinforce daily classroom work. Please work with your teacher to help students complete their homework. All students are encouraged to read every night for 20 minutes.

Honor Roll & Perfect Attendance

Students who achieve a B or higher average in core subject areas are eligible for honor roll. Honor Roll certificates will be awarded every quarter along with Perfect Attendance Awards.

Parent-Teacher Conferences

Conferences will be scheduled with parents following the first quarter of the school year. There may be other times when parent-teacher conferences can be scheduled. Please contact your classroom teacher to schedule these meetings and sign in at the front office before your meeting.

Parents As Partners

Ways you can support your student:

- Visit the classroom
- Assist in classroom, library, or recess
- Eat breakfast or lunch with your child
- Sign up to be a speaker during morning announcements
- Create a partnership with your teacher
- Attend all meetings
- Support with homework and assignments

Student Behavior Harassment/Intimidation/Threats/Bullying

The following behavior is not permitted and is subject to discipline (See Discipline Ladder). Furthermore, violation of these policies results in parent/guardian notification and may result in additional enforcement action, including contacting local law enforcement.

Physical Abuse

Includes, but is not limited to, any physical contact the recipient does not invite, including hitting/kicking/pinching, spitting on someone, tripping/pushing, and taking or breaking someone's things.

Sexual Harassment

Includes, but is not limited to, any physical or verbal act of a sexual nature that the recipient does not want or invite. Sexual harassment can also include body gestures, innuendos, creating a sexually hostile environment through use of sexually explicit materials, such as calendars, magazines, or other graphic materials.

Verbal Abuse

Includes, but is not limited to, any derogatory speech directed at an individual or spoken in a public setting. Derogatory speech includes vulgarity, cursing, and sexual innuendo (for example, calling someone a 'b-word' or using the "f" word is considered harassment). Verbal abuse also includes teasing, name-calling, taunting and threatening to cause harm.

Nonverbal Abuse

Includes, but is not limited to, rallying other children not to be friends with someone, spreading rumors, and causing someone else to be subject to public ridicule.

Public Display of Affection (PDA)

At Havasupai Elementary School, we recognize that students may develop friendships and connections; however, we ask that all students refrain from engaging in public displays of affection on school grounds and during school-sponsored events.

Definitions:

Public displays of affection (PDA) may include, but are not limited to, the following behaviors:

- Holding hands
- Kissing
- Hugging beyond a friendly greeting
- Any physical contact that may be deemed inappropriate for a school setting

Students who violate this policy are subject to discipline (See Discipline Ladder).

Hazing

Havasupai Elementary School does not tolerate hazing activities, such as initiations, harassment, humiliation, and ridicule. Hazing includes any intentional or reckless act committed by a student, whether individually or with others, in person, or in writing, against another student with a substantial risk of potential physical injury, mental harm, or degradation.

Bullying

Bullying, including cyberbullying, is the repeated use by one or more students of a written, verbal, or electronic communication, or a physical act or gesture or any combination thereof, directed at a target.

Bullying results in the outcomes that

- cause physical or emotional harm to the target or damage to their property,
- place the target in reasonable fear of harm or damages their property,

- create a hostile environment at school for the target,
- infringe on the rights of the target at school,
- materially and substantially disrupt the education process or the orderly operation of a school.

Havasupai Elementary School prohibits bullying on school property, property immediately adjacent to school grounds, at school-sponsored or school-related events whether on or off school property, at school bus stops, on school buses or other vehicles owned, leased or used by Havasupai Elementary School, or using technology or an electronic device owned, leased, or used by Havasupai Elementary School.

Havasupai Elementary School also prohibits bullying at a location or activity that is not school-related or using technology or an electronic device that is not owned, leased or used by Havasupai Elementary School, if the act or acts in question create a hostile environment at school for the target student, infringe on the rights of that student at school, or substantially disrupt the education process or the orderly operation of Havasupai Elementary School. Students or parents/guardians of bullied students should immediately report their concerns to Havasupai Elementary School administrator.

Progressive Discipline

Havasupai Elementary School uses a system of progressive discipline. Schools discipline students based on the severity of offenses, as well as on their frequency or repeated nature. The district classifies offenses as severe (Group I), major (Group II), and minor (Group III).

- 1) Havasupai Elementary School establishes behavior and counseling contracts for all severe (Group I) offenses.
- 2) Havasupai Elementary School may notify law enforcement of offenses.
- 3) The administrator makes the final decision.
- 4) Havasupai Elementary School may suspend a student from school for violations of the Student Handbook or other school rules and regulations.

Severe (Group I) Offenses

Severe (Group I) offenses that are serious in nature and, without exception, break Nation law, and/or state law, and/or federal law. Examples of severe (Group I) offenses include, but are not limited to, the following:

- Drug/alcohol use or possession
- Arson
- Physical assault
- Sale or distribution of a controlled substance
- Inciting a riot
- Possession of a weapon
- Fighting involving a weapon
- Bomb threat
- Gang activity

Consequences for Severe (Group I) Offenses

Following are the consequences for committing severe (Group I) offenses:

- **Short suspension:** Three or fewer days out of school with mandatory counseling
- **Long suspension:** Four to eight days out of school with mandatory counseling
- **Long-term suspension:** Nine or more days out of school with due process hearing

- **Expulsion:** Recommendation to the Governing Board for expulsion

Type of Offense	First Offense	Second Offense	Third Offense
Selling or distribution of drugs or alcohol	Short or long suspension District notifies law enforcement. Mandatory parent/guardian-student conference; establish a behavioral and counseling contract.	Long or long-term suspension District notifies law enforcement.	Long-term suspension or expulsion
Use or possession of drugs or alcohol	Short or long suspension District notifies law enforcement. Mandatory parent/guardian-student conference; establish a behavioral and counseling contract	Long or long-term suspension District notifies law enforcement.	Long-term suspension or expulsion
Fighting, inciting a riot/ fight, possession of a weapon, fighting with a weapon	Short or long suspension District notifies law enforcement. Mandatory parent/guardian - student conference; establish a behavioral and counseling contract	Long or long-term suspension. District notifies law enforcement.	Long-term suspension or expulsion

Gang-related activities (Including, but not limited to, recruitment, initiation, threatening or equivalent behavior)	Short or long suspension District notifies law enforcement. Mandatory parent/guardian student conference. Establish a behavioral and counseling contract	Long or long-term suspension. District notifies law enforcement.	Long-term suspension or expulsion
Arson, bomb threat, false fire, alarm, fireworks	Short or long suspension District notifies law enforcement. Mandatory parent/guardian-student conference; establish a behavioral and counseling contract	Long or long-term suspension. District notifies law enforcement.	Long-term suspension or expulsion
Sexual misconduct, any inappropriate contact	Short or long suspension District notifies law enforcement. Mandatory parent/guardian-student conference; establish a behavioral and counseling contract	Long or long-term suspension. District notifies law enforcement.	Long-term suspension or expulsion
Physical assault	Short or long suspension District notifies law enforcement. Mandatory parent/guardian-student conference; establish a behavioral and counseling contract	Long or long-term suspension. District notifies law enforcement.	Long-term suspension or expulsion
Other serious or threatening behaviors that involve or cause harm to others, including severe bullying (e.g., encouraging someone to engage in self-harm, threatening someone, taking someone's property with threat of force, spreading rumors that are intended to damage someone else's reputation)	Short or long suspension District notifies law enforcement. Mandatory parent/guardian-student conference; establish a behavioral and counseling contract	Long or long-term suspension. District notifies law enforcement.	Long-term suspension or expulsion

Major (Group II) Offenses

Major (Group II) offenses are offenses that may be serious in nature and may break tribal law, state law, and/or federal law.

Examples of major (Group II) offenses include, but are not limited to, the following:

- Theft
- Vandalism
- Misuse of computers
- Use or possession of tobacco products
- Drug or alcohol paraphernalia
- Disorderly conduct

Consequences for Major (Group II) Offenses

Following are the consequences¹ for committing major (Group II) offenses:

- **Short suspension:** Three or fewer days out of school with mandatory counseling
- **Long suspension:** Four to eight days out of school with mandatory counseling
- **Long-term suspension:** Nine or more days out of school with due process hearing
- **Expulsion:** Recommendation for expulsion

Type of Offense	First Offense	Second Offense	Third Offense
Possession of drugs or alcohol paraphernalia	Short suspension Mandatory parent/guardian-student conference; establish a behavioral and counseling contract	Long suspension	Long-term suspension
Possession or use of tobacco products, including e-cigarettes	Short suspension Mandatory parent/guardian-student conference; establish a behavioral and counseling contract	Long suspension	Long-term suspension
Extortion	Short suspension Mandatory parent/guardian-student conference; establish a behavioral and counseling contract	Long suspension	Long-term suspension

¹ For eligible students with a disability, school personnel must consider all student specific needs and IDEA disciplinary requirements as set forth in 34 C.F.R. 300.530, prior to changing a student’s placement. Additionally, BIE schools must offer disciplinary protections to qualified students with disabilities, as per the Indian Affairs Manual- Part 30, Chapter 15- Section 504 of the Rehabilitation Act of 1973.

Zero Tolerance

It is defined as a philosophy that Havasupai Elementary School will not allow, permit, condone, support, withstand, or endure any behavior that is detrimental to the safety, security, and welfare of all students and staff. Thus, Havasupai Elementary School will do everything within its legal

power to impose the strictest sanction.

Suspension

Havasupai Elementary School has defined suspension as exclusion from school privileges and transportation for a period. During suspension, the student cannot participate in any school-sponsored event during the period of their suspension.

Expulsion

An expulsion is defined as a permanent exclusion from Havasupai Elementary School privileges and services.

Student Conference

A staff member meets one-on-one with the student to reduce or eliminate minor misbehavior.

Parent/Guardian Contact

A staff member contacts the student's parent/guardian via phone, email, mail, or in person for support and reinforcement of positive behavior.

In-School Suspension (*ISS*)

Prior to an in-school suspension, Havasupai Elementary School notifies each student and the student's parent/guardian of the offense(s) that led to the ISS, as well as the duration of the ISS. Students serving an ISS must report to school at the usual start time and are assigned to supervised rooms for the entire school day. The student cannot participate in any school-sponsored event during the period of their ISS.

Before a student begins serving an ISS, he or she must inform his or her teachers of the ISS. The student will let his or her teachers know that he or she will collect classwork that he or she will miss because of the ISS.

On each day of an ISS, the student should arrive prepared for school and on time. (The student should bring all assigned classwork, incomplete assignments, and reading materials to the ISS). Failure to do so may result in additional ISS. During ISS, students are not allowed to interact with their peers and must eat lunch in the ISS room.

Due Process Hearing

Due process must include written notice of the charge(s) and a fair and impartial hearing as required by 25 C.F.R. § 42.7. The Hearing will be held by the principal or the principal's designee. The principal may suspend or expel a student immediately when there is evidence that the student poses a serious and immediate danger to the health or safety of himself/herself or others. However, if a student is suspended or expelled prior to a hearing, a hearing must be held within 10 days. If a student is not expelled or suspended prior to a hearing, the hearing will be held at the most reasonable time and as close as possible to the alleged infraction. All hearings will be closed, unless otherwise requested by the student/parents/guardians. It is essential that each student be given an opportunity to present their defense against the charges made against them, and that the proceeding be fair and impartial.

Notification

Written notice for a disciplinary due process hearing must comply with the requirements set forth in 25 C.F.R. § 42.7 (a). Parents/guardians and students will be notified of charges, in writing, within a reasonable time frame prior to the hearing. The notice must include: a copy of Havasupai Elementary School policy that was violated, the facts as related to the allegation, information about any statements that Havasupai Elementary School has received about the charge and how to access the statements, and information about the part(s) of the student's record that will be considered when making the disciplinary decision.

Specific Student Hearing Rights and Procedures

The student has specific rights in a disciplinary hearing, which are found in 25 C.F.R. § 42.8. These rights include the right to:

- not to be compelled to testify against himself or herself,
- view documents and related records including written findings of fact and conclusions,
- request deferral (delay) of hearing: The request must be in writing. The request must clearly state reason for deferral. The request must be submitted to the principal two days prior to the hearing,
- representation by legal counsel (at student/parent's/guardian's expense),
- Presence of a student, parent/guardian or their designee; translator, if requested,
- appear on his/her own behalf,
- produce witnesses and evidence on his/her behalf and to confront and examine all witnesses,
- confront and cross examine an opposing witness or for the student's legal counsel to do so,
- the record of the disciplinary action, including written findings of fact and conclusions,
- have an allegation of misconduct and related information expunged from the student's school record, if the student is found not guilty of the charges; and
- administrative review and appeal rights under school policy.

The student may receive failing grades for failure to attend an alternative education program, if offered. Prior to or at the time of the hearing, a student can enter a plea of guilty, at which time the case is immediately referred to the principal for review and final decision.

Additionally, student victims have legal rights during student disciplinary hearings, as detailed in 25 C.F.R. § 42.9. These rights may include: the right to participate in a disciplinary hearing either in writing or in person, the right to provide a statement about the impact of the offense on the victim, and the right to have the outcome explained to the victim and to their parents or guardian by a school official, consistent with all student privacy laws and confidentiality requirements.

Appeal

A student will have the right to appeal the decision of suspension/expulsion to the Education Program Administrator (EPA) within 10 days from the date of receipt of the initial decision in accordance with school policy. The EPA decision is final. If a student wins their appeal, the student will be allowed to make up any missed assignments within 3 days of his/her completion of the suspension.

Grievance Procedures Student/Parent/Guardian – Employee

Note: This section does not apply in the case of any physical or sexual abuse. Immediately report physical or sexual abuse, including verbal sexual harassment, to the principal and/or local law enforcement.

If differences between a parent/guardian/student and a school staff member are not settled informally, it is the right of the parent/guardian/student and/or Havasupai Elementary School staff member to go to the employee’s supervisor, who acts as the mediator. Each side of the dispute has the right to present a written or verbal statement and answer said grievance.

Student – Student

If a conflict arises between students, the students should report the conflict to a staff member for advice on how to resolve the conflict. If the students’ differences are not settled informally, it is the right of the students to go to a teacher, counselor, or the principal. Each side of the dispute has the right to present a written or verbal statement and answer said grievance.

Special Education Policy

Individuals with Disabilities Education Act (IDEA)

Havasupai Elementary School complies with the [Individuals with Disabilities Education Act \(“IDEA”\)](#) 20 U.S.C. §§ 1400 et seq., P.L. 108-446) and its implementing regulations (34 C.F.R. Part 300). Disciplinary actions taken against a student covered under IDEA will be done in accordance with BIE’s Notice of Procedural Safeguards, available at <http://www.bie.edu/cs/groups/xbie/documents/text/idc1-032083.pdf> and BIE Special Education Practices and Processes. <http://www.bie.edu/cs/groups/xbie/documents/text/idc-020377.pdf>. These documents will be provided in accordance with 34 CFR § 300.504 and to any parent/guardian or student upon request. If there is a conflict between this Handbook and the Special Education Practices and Processes or Notice of Procedural Safeguards, Havasupai Elementary School will follow the Special Education Practices and Processes or Notice of Procedural Safeguards.

Section 504 of the Rehabilitation Act of 1973

Havasupai Elementary School will comply with the requirements of the [Rehabilitation Act of 1973, 29 U.S.C. §§ 794 \(Section 504\)](#) and the U.S. Department of Interior implementing regulations (43 C.F.R. 17.501-17.570 (Subpart E). Section 504 of the Rehabilitation Act of 1973, commonly called “Section 504,” is a federal law that protects students from discrimination based on disability. Section 504 assures that students with disabilities have educational opportunities and benefits equal to those provided to students without disabilities. To be eligible, a student must have a physical or mental impairment that substantially limits one or more major life activity.

Pursuant to Section 504, Havasupai Elementary School is responsible to identify, evaluate, and determine eligibility, as well as, providing accommodations and services to eligible students with disabilities. BIE has adopted requirements for Section 504 in the Indian Affairs Manual (IAM). To access this policy online: <https://www.bia.gov/policy-forms/manual> or contact Havasupai Elementary School Section 504 Coordinator.

504 and Discipline

Students with disabilities are not exempt from school discipline codes. However, the student's disability is considered when determining the appropriate disciplinary response for a 504 student. Special considerations apply to the long-term suspension of students with disabilities under Section 504. If a behavior is not related to a student's disability, then the disciplinary consequences are the same as for any other student without a disability. The vehicle for assessing the link between behavior and disability is a manifestation determination meeting, in accordance with BIE's Section 504 Chapter of the IAM, Chapter 15, Section H- Section 504 and Discipline. Short-term removals (suspensions or expulsions for either 10 consecutive days or 10 days aggregate) do not require more than normal due process. However cumulative short-term removals totaling more than 10 school days may be considered a "change in placement" and trigger certain procedural safeguards under Section 504, including an evaluation to determine if the conduct was caused by or related to the student's disability. This evaluation should take place no longer than 10 school days after the decision to take disciplinary action is made. Prior to the meeting, Havasupai Elementary School shall:

- Give notice of the disciplinary decision and of the Section 504 procedural safeguards to the parent or guardian, no later than the date on which the decision to take disciplinary action is made,
- Notify the parent or guardian in writing, immediately, if possible, but no later than 10 days after a decision to conduct the evaluation,
- Notification should include identification of time, date, and participants who will be in attendance,
- Parents or guardians should participate in the meeting; however, if they refuse to attend, they should be given a copy of the final report.

The following steps must be followed during the evaluation meeting:

- The name of each participant who is present must be recorded.
- The student's Section 504 team must make the determination of whether the misconduct is related to the student's disability.
- Attendees must consider all relevant information in the student's file, including: the student's Section 504 Plan, any teacher observations, and any relevant information that is provided by the parents.
- A review of the incident at issue, including who, what, when, where, why, and how of the specific incident under review.
- The team must determine, after reviewing relevant information in the student's file and the incident review:
- Whether the conduct in question was caused by, or had a direct and substantial relationship to, the student's disability.
- If the conduct in question was the direct result of Havasupai Elementary School's failure to implement the student's Section 504 Plan.

If the Section 504 team determines that the conduct was a manifestation of the student's disability or that the conduct in question was the direct result of Havasupai Elementary School's failure to implement the student's Section 504 Plan, then Havasupai Elementary School must take immediate steps to remedy those deficiencies.

If the Section 504 team determines that the behavior was a manifestation of the disability, then Havasupai Elementary School cannot carry out any discipline that would exclude the student based on their disability. Instead, the IAM requires that the Section 504 team must conduct a

functional behavior assessment (FBA) and create a behavior intervention plan (BIP) for the student. If the student already has a BIP, the team must review the plan and modify it as necessary to address the behavior that is at issue.

If the Section 504 team determines that the behavior is not a manifestation of the student's disability, then the relevant disciplinary procedures may be applied to the student with the disability in the same manner and for the same duration that they would be applied to a student without a disability.

For offenses related to drugs and alcohol, schools may take the same disciplinary actions against students with and without disabilities, and such offenses are excepted from the Section 504 disciplinary procedures that are set forth in the IAM.

A school is not required to permit a student with a disability to participate in or benefit from services, programs, or activities when that student poses a direct threat to the health or safety of others. A direct threat means a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices, or procedures, or by the provision of auxiliary aids or services. In determining whether a student poses a direct threat to the health or safety of others, the student's Section 504 team must make an individualized assessment, based on reasonable judgment that relies on current medical knowledge or on the best objective evidence, to ascertain: the nature, duration, and severity of the risk; the probability that the potential injury. Section 504 Eligible students also have the right to an appropriate educational placement and any needed services, the right to notice, and the right to review relevant education records during the disciplinary process.

504 Rights and Procedural Safeguards Education

As an eligible student with a disability, you have the right to:

- participate in and benefit from Havasupai Elementary School's educational programs without discrimination based on disability,
- receive accommodations needed under Section 504 of the rehabilitation act of 1973,
- participate in Havasupai Elementary School's nonacademic and extracurricular activities,
- receive services that are comparable to those provided to students without disabilities,
- receive accommodations and/or auxiliary aids and services to allow for participation in school activities,
- receive auxiliary aids and services without cost to allow for participation in school activities. This does not include educational aids unrelated to your child's disability for which fees are imposed on parents/guardians of all children; and
- receive special education services, if needed.

Educational Records

As a parent/guardian or student, you have the right to:

- examine all relevant records relating to decisions regarding the identification, evaluation, educational program, and placement of the student,
- obtain copies of educational records, at a reasonable cost, if the fee does not effectively deny access to the records (there is no charge for records if the cost prevents the student or parent/guardian from reviewing the records.),
- request amendment of the student's educational records, if there is reasonable cause to believe that they are inaccurate, misleading, or otherwise in violation of the privacy rights of the student. (if Havasupai Elementary School refuses this request, it must notify the student or

parent/guardian within a reasonable time and advise the student or parent/guardian of the right to a hearing); and

- request explanations and interpretations of the student's education records.

If you believe that BIE has discriminated against you or your child based on disability, you may file a complaint of discrimination with the U.S. Department of the Interior's Office for Civil Rights, Diversity, and Inclusion ("OCR") to file a complaint in federal court. Generally, you may file an OCR complaint within 180 calendar days of the act that you believe was discriminatory.

Director, Office of Civil Rights

U.S. Department

of the Interior

1849 C. Street,

NW, MS# 4353

Washington, D.C. 20240

Telephone Numbers:

General Public: (202) 208-3235

Facsimile: (202) 208-6112

FedRelay: (800) 877-8339 TTY / ASCII

Section 504 compliance contact information: Meah Sessions, meah.sessions@bie.edu

PBIS Matrix for Student Behavior

gaag baa'm hwaya toba



Havasupai Elementary School Success Expectations "Together We Soar"



Pillar	Arrival and Departure	Hallway and Transitions	Bathroom	Cafeteria	Classroom	Playground
Safe	Walk your bike to the bike rack	Walk quietly with your class	Keep water off the floor	Stay seated with your class	Keep your hands and feet to yourself	Use spaces and equipment appropriately
	Walk to your designated area	Keep your hands and feet to yourself	Wash your hands	Keep food on your own tray	Follow your classroom rules	Stay within boundaries
	Leave your pets outside					
Kind	Take care of others	Hold doors for others	Clean up after yourself	Say please and thank you	Help others	Use kind words
	Use kind words	Keep to the right	Wait patiently	Clean up after yourself	Encourage others	Share equipment
Respectful	Keep your hands and feet to yourself	Wait patiently and take turns	Use quiet voices	Use quiet voices	Listen when others are speaking	Include others and cooperate
	Acknowledge others (good morning in Supai)		Keep your hands and belongings to yourself	Give others space	Respect personal space	Follow the rules of games
	Be on time	Walk directly to your destination	Report any problems to an adult	Report any problems to an adult	Use spaces and supplies appropriately	Respect others' equipment
Responsible	Come to school ready to learn	Carry materials safely	Use supplies appropriately	Use supplies appropriately	Follow the school pledge	Follow the rules
				Complete all assignments	Be prepared and ready to learn	Return equipment

bay gwe m' uug m' ev m' sböh

Student Motto



**Today, I will show my
EAGLE PRIDE**

I will STAY SAFE

I will OWN my actions

I will always be KIND

I will RESPECT myself and others

Together, we will SOAR!



STUDENT RULES & POLICIES



HAVASUPAI ELEMENTARY SCHOOL STUDENT POLICIES



The Staff of the Havasupai Elementary School wants to provide a positive learning environment for our students. Our priorities are to encourage strong academic progress and to create a safe and effective classroom. Therefore, we have adopted policies regarding gang-related activities and more intense surveillance in relation to drugs and alcohol.

Search and Confiscation Policy

Havasupai Elementary School has intentions to provide health, safety, and general welfare of students with whom they are entrusted will conduct periodic random searches for illicit drugs and alcohol and weapons. The search may include all personal items, including and not limited to cell phones, and school assigned items. Searches may be conducted with a dog trained to detect illicit drugs and alcohol. Illicit items will be promptly confiscated when found and turned over to BIA Police for possible legal action. Students will be searched, returned to campus, refrained from any activity, and any contraband found will be confiscated.

Gang Behavior Policy

Havasupai Elementary School recognizes that gang activity in any form threatens the safety and wellbeing of individuals and is disruptive and harmful to the educational process. Havasupai Elementary School refuses to allow gang activity to be associated with any aspect of the educational environment and prohibits the following behavior:

- Gang initiation or hazing
- Gang graffiti or tagging in any form
- Gang hand signs or gestures
- Gang solicitation or recruitment
- Threats or intimidation
- Representing of gang affiliation in any form (clothing/behavior)
- Any other gang related activity that leads school officials to reasonably believe that such behavior is disruptive and/or the health or safety of students and staff.

Electronics

Personal electronics are not appropriate in classroom during instructional time. Each teacher will provide a written guideline that sets out the expectations of personal electronics in their classroom. Students not abiding by these expectations may have their electronics confiscated and a phone call home.

Phone Calls during School

Parents and family should refrain from calling students directly on their personal electronics during school hours.

Student Signature

Parent/Guardian Signature

Date: _____



STUDENT CODE OF CONDUCT



HAVASUPAI ELEMENTARY SCHOOL STUDENT CODE OF CONDUCT



The following rules and regulations shall apply to all enrolled students at Havasupai Elementary School and remain in effect during the academic year for the purpose of establishing and maintaining an orderly atmosphere conducive to an effective teaching – learning environment.

1. The use and/or possession of the following is prohibited: (a) alcohol beverages; (b) illegal drugs; (c) inhalants; (d) over the counter medications (i.e., Tylenol, Advil, cold medications) and (e) tobacco or vapor products.
2. Unauthorized leave from the campus of the following types are not acceptable: (a) absent without leave (AWOL); (b) absence from classroom, assembly, or other school functions; (c) excessive tardiness; (d) excessive checkouts.
3. Failure to fulfill proper check-out and check-in procedures when leaving or returning to campus may result in loss of check-out privileges.
4. Possession or use of any instrument that is intended as a weapon for assault including but not limited to: explosives, firearms, knives, straight razors, clubs, or fireworks are prohibited. Toy guns, water guns, or replicas of any weapons are not allowed.
5. None of the following will be tolerated and may lead to legal prosecution: (a) theft; (b) damage to private property; (c) unauthorized entry of government or personal property; (d) gambling; (e) being under the influence or possessing drugs or alcohol.
6. Disrespectful, violent, or defiant actions are not permitted and will be documented on an incident report form and consequence according to the code of conduct.
7. Engaging in defacement or destruction of personal or government property is prohibited.
8. Willful or defiant disobedience to a reasonable request by a staff member shall be a violation of school rules.
9. Students found in violation of the code of conduct may be placed on a behavior contract at any time during the school year.
10. Full rules and code of conduct may be found in the Student Parent Handbook and sent to parents.

I fully understand the "Code of Conduct" and if accepted as a student at Havasupai Elementary School, I agree to abide by the rules.

Date: _____ Student Signature: _____

I, the parent/guardian, have read the rules and will encourage our child to abide by the prescribed "Code of Conduct." Further, I agree to cooperate in resolving any disciplinary problems that may involve our child.

Date: _____ Parent/Guardian Signature: _____

HAVASUPAI ELEMENTARY SCHOOL CALENDAR 25-26

Breakfast 7:30 School Day 8am-2:45pm (Monday-Thursday) 8am-12:45pm (Fridays)

Sneak Peek 08/22/25 2-2:45pm

Students Return 08/25/25



AUGUST 2025

Su	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2025

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

Su	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

Su	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026

Su	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026

Su	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

Su	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

Su	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

Su	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 2026

Su	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Parent Teacher Conferences

Federal Holidays-No School

School Vacation Days

Early Release @ 12:45pm

ADMIN DAY-No school for students

Graduation @ 11am

Tentative Summer School/ESY 6-16 TO 6-29

First/Last Day of School

Important Dates

First Day of School - 08/25/25

Last Day of School - 06/12/26

Graduation 06/12/26 @ 11am

End of 1st quarter 10/31/25

End of 2nd quarter 01/23/26

End of 3rd quarter 03/27/26

End of 4th quarter 06/12/26

Parent Teacher Conferences

11/07/25 & 03/20/26

No School for Students

TOTAL INSTRUCTIONAL DAYS-180

School Vacation Days

11/25 to 11/27/25

12/22/25 to 01/02/26

03/30 to 04/03/26



UNITED STATES DEPARTMENT OF THE INTERIOR
Bureau of Indian Education
Havasupai Elementary School
P.O. Box 40
Supai, AZ 86435
Telephone (928) 448-2901 FAX: (928) 448-2108



PARENTS RIGHT-TO-KNOW

June 2025

Dear Parent:

In accordance with ESEA Section 1111(h)(6) *PARENTS RIGHT-TO-KNOW*, Havasupai Elementary School is notifying every parent of a student in a Title I school that you have the right and may request information regarding the professional qualifications of your child's classroom teacher. This information regarding the professional qualifications of your child's classroom teachers includes, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided with services by paraprofessionals and, if so, their qualifications.

If at any time your child has been taught for four (4) or more consecutive weeks by a teacher who is not appropriately qualified, the school will notify you.

If you have questions, please feel free to contact the school at the following phone number 928-448-2901

Sincerely,

A handwritten signature in blue ink, appearing to be "Dr. Hoai-My Winder".

Dr. Hoai-My Winder
School Principal