

Code: AA

SCHOOL DISTRICT LEGAL STATUS

The legal basis for education in Wyoming is vested in the will of the people as expressed in the Constitution of the State of Wyoming, the statutes pertaining to education, court interpretation of the laws, and the powers implied under them.

The Constitution of the State of Wyoming charges the legislature to provide for the establishment and maintenance of a complete and uniform system of public instruction.

The school district is a body corporate (W.S. '21-3-101).

The official name of this district is Platte County School District No. 2, State of Wyoming (W.S. '21-3-104).

The board of trustees of the school district is to be the governing body of the school district (W.S. '21-3-105).

Adoption date: 11/9/09

THE PEOPLE AND THEIR SCHOOL DISTRICT

The Board of Trustees of the District is the legal entity for conducting public education within the District. The Board has the dual responsibility of implementing statutory requirements pertaining to public education and meeting the desires of local residents in matters concerning the education of their children.

The Board has an obligation to determine and assess the desires of local communities within the District. However, its decisions must be based on what is best for the District as a whole. It must be understood by the public that in electing members to the Board, citizens endow their representatives with the authority to exercise their best judgment in determining policies and making decisions.

The Board therefore declares its intent to:

1. Maintain two-way communications with residents of the District. The public shall be kept informed of the progress and challenges of the school district, and residents shall be urged to bring their aspirations and feelings about their public schools to the attention of the Board.

2. Establish policies and make decisions on the basis of what is best for the District as a whole as it works to provide quality education for children.

3. Act as a truly representative body for residents of all communities in the District in matters involving public education. The Board recognizes that ultimate responsibility for public education rests with the State, but that district boards of education have been assigned specific authority through statute. The Board shall assume its full statutory authority since it believes that control of the public schools should remain to the extent possible with a district board elected by district citizens.

Adoption Date: 11/9/09

NONDISCRIMINATION

This district is committed to a policy of nondiscrimination in relation to race, color, national origin, sex, age, disability, and religion. This policy should prevail in all matters concerning staff, students, education programs and services and individuals with whom the school district does business.

The school staff should establish and maintain an atmosphere in which students can develop attitudes and skills for effective, cooperative living, including:

- a) respect for the individual regardless of economic status, intellectual ability race, color, national origin, sex, age, disability, or religion;
- b) respect for cultural differences;
- c) respect for economic, political, and social rights of others;
- d) respect for the rights of others to seek and maintain their own identities.

The school district, in keeping with the requirements of state and federal law, will strive to remove any vestige of prejudice and discrimination in employment, assignment and promotion of personnel; in location and use of facilities; in educational offerings and instructional materials.

All employees, students and community members are hereby notified that this district does not discriminate on the basis of sex in educational programs receiving federal or state financial assistance and that it does intend to comply with Title IX of the educational amendments of 1972 and as subsequently amended.

The district shall strive to inform students, parents, employees, and the general public that all educational programs, specifically including vocational opportunities, are offered without regard to race, color, national origin, sex, age, disability or religion. In order to accomplish this a statement of nondiscrimination shall be included in the faculty and student handbooks, if any, and shall be published at least once a year in a newspaper of general circulation in the district. The notice shall include a reference to the person and the address and telephone number of the staff member designated to coordinate civil rights compliance. For purposes of this district, that person shall be the Superintendent of Schools.

All students shall be permitted to enroll in vocational education programs as well as other school programs without consideration of their race, color, national origin, sex, disability, or religion. To the extent that a prerequisite class may be required before admission, such prerequisite class shall be open to students on a nondiscriminatory basis. No student shall be denied admission on account of his limited English language skills.

Counselors shall not use counseling materials and activities or promotional and recruitment efforts that discriminate in any manner and counselors shall not direct or urge any student to enroll in a particular class program on account of that student's race, color, national origin, sex, disability, or religion. All students shall have equal opportunities available to participate in cooperative education, work study, and apprenticeship training programs either now offered or which may be offered in the future.

All employees of this district shall be hired, retained, promoted, transferred, compensated or, if necessary, terminated without regard to their race, color, national origin, sex, age, disability, or religion.

Students with disabilities shall be admitted and given equal access to programs and shall not be denied access to vocational education programs or other courses because of architectural or equipment barriers or because of the need for related services or auxiliary aids to the extent reasonable to accommodate the disabled. To the extent possible, disabled individuals shall be placed in regular vocational education programs and education courses.

Adoption Date: 11/09/09

Revised: 07/12/12

Revised: 03/12/17

TITLE IX AND OTHER DISCRIMINATION COMPLAINT PROCEDURES

The Board of Trustees in order to assure compliance with the laws, rules and regulations pertaining to nondiscrimination, has established this procedure whereby a complaint related to the violation, interpretation, or application of Title IX and the rules and regulations relating thereto, or a complaint relating to any other type of discrimination, may be expeditiously resolved. This procedure shall be available to students and employees of the school district. Inquiries regarding compliance with Title IX may be directed to the superintendent of schools, or Title IX coordinator, at the business office of the school district, or to the director of the Office of Civil Rights, Region XIII, U.S. Department of Education, Federal Building, Suite 310, 1244 Speer Boulevard, Denver, CO 80204-3582, or at (303) 844-5695.

The district adopts the following complaint procedures:

At all times procedures shall be conducted in such a manner as to provide a fair and equitable opportunity to all interested parties to resolve the complaint.

Records:

The written documents comprising complaints, decisions and findings shall be retained by the district Title IX coordinator for not less than two (2) school years.

Nonretaliation:

No retaliation (reprisal) of any kind shall be taken against any person participating in this grievance procedure either as a complainant, a witness, or respondent, by reason of such participation.

Procedure:

At each procedural level the complainant shall be given the opportunity to be present and to be heard. Decisions at all levels shall be written and shall include supporting explanations and evidence. Copies of written decisions will be furnished to all interested parties. For purpose of this policy, the Title IX coordinator referred to above shall also be the person designated to receive complaints and grievances of discrimination of any nature whether specifically prohibited under Title IX or any other federal or state statute or constitutional provision. If at any time the Title IX coordinator is absent or for any reason the position is vacant, the superintendent shall act as the Title IX coordinator and the complainant shall proceed immediately to Level 2.

Initiation of Complaint:

A student, applicant or employee may initiate a complaint by completing a "complaint report form" (providing supporting statements and evidence describing the specific nature of the complaint in sufficient detail to permit the involved parties the opportunity to respond). The completed form is to be presented to the Title IX coordinator within 180 days of the date upon which the complainant learned or should have known of the circumstances upon which the complaint is based. If not so presented, the complaint will be considered waived.

Levels of Grievance Procedure

Internal

Level I:

Within ten (10) regular working days of receipt of a written complaint, the Title IX coordinator will confer with the complainant, investigate the incident, and provide the complainant with a written statement of the Level 1 decision, complete with supporting reasons. Unless the building principal or immediate supervisor is involved in the complaint, the Title IX coordinator may allow the building principal and immediate supervisor to participate in the investigation. The decision of the Title IX coordinator will indicate whether wrongful discrimination did in fact take place and, if so, recommend to the School Board how to remediate the discrimination.

Level II:

A complainant who does not accept the decision of the Title IX Coordinator, may within ten (10) days of receipt of the Level I decision, make a written request for a hearing with the Superintendent of Schools or his/her designee. The hearing request shall include a copy of the original complaint, supporting statements and evidence, and decisions with supporting statements reached at Level I. Within ten (10) days of receipt of the hearing request, the superintendent or his/her designee shall meet with the complainant to discuss the original complaint and previous decisions reached, and within ten (10) days of the hearing, provide the complainant with a written decision complete with supporting reasons.

Level III:

A complainant that does not accept the decisions rendered at Level I or Level II may, within ten (10) days of receipt of the decision at Level II, file a written request with the superintendent for a hearing before the Board of Trustees. Within thirty (30) days of this request, the Board of Trustees will set a hearing date for the complainant. The hearing will be scheduled within sixty (60) days from the date of complainant's request. The Board of Trustees' written decision shall be sent to the complainant within ten (10) days of the hearing.

External

Contact the Director of the Office for Civil Rights, Region VIII, U.S. Department of Education, Federal Building, Suite 310, 1244 Speer Blvd., Denver, Colorado 80205-3582, or at (303) 844-5695.

Adoption Date: 11/9/09

SEXUAL HARASSMENT

All students and employees must be able to learn and work in an environment free from unsolicited and unwelcome sexual overtures. Sexual harassment is deemed unacceptable conduct in the employment and educational environment and will not be tolerated. It shall be a violation of this policy for any student or employee of the school district to harass a student or an employee through conduct or communication of a sexual nature as defined by this policy. This policy is equally applicable to sexual harassment between supervisors and workers, between co-workers, between students, and between students and employees. This policy shall be in force on and off school district property, i.e., at school activities and/or school sponsored events that may occur away from school, and whenever school employees have jurisdiction over students. This district will act to investigate all complaints, either formal or informal, verbal or written, of sexual harassment and to discipline any student or employee who sexually harasses a student or employee of this district. It is no defense to claim of sexual harassment that the alleged harasser did not intend to harass.

I. SEXUAL HARASSMENT DEFINED

For purposes of this policy, the following definitions shall apply:

- A. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature, including inappropriate or adverse conduct or communication directed to an individual because of that individual's sexual orientation (i.e., lesbian, gay, bisexual) when:
 - 1. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
 - 2. Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
 - 3. That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or education environment.
- (b) Any sexual harassment as defined when perpetrated on any student or employee by a student or employee will be treated as sexual harassment under this policy.

B. Sexual harassment may include but is not limited to:

- 1) verbal harassment or abuse;

- 2) subtle pressure for sexual activity;
- 3) inappropriate patting, touching or pinching;
- 4) intentional brushing against a student's or an employee's body;
- 5) demanding sexual favors accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status;
- 6) demanding sexual favors accompanied by implied or overt threats concerning an individual's employment or educational status;
- 7) any sexually motivated unwelcome touching; or
- 8) sexual violence which is a physical act of aggression that includes sexual act or sexual purpose.

II. REPORTING PROCEDURES RE: ALLEGATIONS OF SEXUAL HARASSMENT

Any person who believes (s)he has been the victim of sexual harassment by a student or an employee of the school district, or any third person with knowledge or belief of conduct which may constitute sexual harassment shall immediately report the allegations immediately to an appropriate school district official as designated by this policy. The district encourages the reporting party or complainant to use the report form available from the principal of each school building or available from the district office.

- 1) In each school building. The verbal or written report of sexual harassment at the building level may be given to either the building principal, the associate principal, or to the Superintendent. The person to whom the report is made shall conduct an investigation to follow up the report or, alternatively, if the report is made to the building principal, the building principal may assign the investigation of the report to a designee. Either person to whom a report is made shall notify the principal of the employee alleged to have done the harassment or, in the case of a student, the building principal, and the Superintendent of schools immediately upon receiving the report. If the report was given verbally, the person to whom the report is made shall reduce it to written form within 24 hours and forward it to the Superintendent. Failure to do so will result in disciplinary action. If the complaint involves the building principal, the complaint shall be filed directly with the Superintendent or, if the complaint involves the Superintendent, the complaint shall be filed directly with the Chairman of the Board of Trustees.
- 2) District-wide. The School Board hereby designates the Superintendent as the District Human Rights Officer to receive reports or complaints of sexual harassment from any individual, employee, or victim of sexual harassment and also from the building principals and/or other persons to whom reports may be made as outlined above. If any person would prefer to report to an individual other than the Superintendent, the report may be made to the Principal, who shall thereafter notify the Superintendent in the same manner as provided for above. The person to whom the report is made shall conduct an investigation or, in the event the report is made to the Superintendent, he may delegate the investigation of the report to the Principal or other designee to conduct the investigation. In the event of any complaint involving the

Superintendent, the complaint shall be filed directly with the Chairman of the Board of Trustees.

- 3) Freedom from retaliation. Submission of a complaint or report of sexual harassment or sexual violence will not affect the individual's future employment, grades, work assignments, or subject complainant to retaliation of any kind.
- 4) Reporting. Use of formal reporting forms is encouraged but not mandatory.

This District will respect the confidentiality of the complainant and the individual(s) against whom the complaint is filed as much as possible consistent with the District's legal obligations and the necessity to investigate any/all allegations of sexual harassment. Both the complainant and the alleged harasser are strongly encouraged to keep the matter confidential. The District cannot and will not prevent either from gathering information to support the claim or defend against the claim but would urge both parties to exercise the utmost care and caution in gathering information in order to keep the matter as confidential as possible.

III. INVESTIGATIONS OF ALLEGATIONS OF SEXUAL HARASSMENT.

It is the goal of this policy to have a process in place that is sensitive to the needs of the students and/or employees as well as the rights of those against whom allegations have been made. All complaints, both formal and informal, must be taken seriously and investigated by means of an Administrative Procedure as developed by the Superintendent. No retaliation will be taken against individual(s) involved in the investigation process.

IV. RECOMMENDATIONS AND ACTION(S) TAKEN.

Upon determination that a complaint is valid, the Principal or, in the case of a District complaint, the Superintendent, will take such action as appropriate based on the results of the investigation.

The results of the investigation of each complaint filed under these procedures will be reported, in writing, to the complainant by either the principal, in the case of a building-level complaint or Superintendent, in the case of a district-level complaint. The report will document whether or not disciplinary action was taken as a result of the complaint. A copy of this report will be placed in either:

- A. the student files of both the complainant and the accused or
- B. the personnel files of both the complainant and the accused.

In inconclusive cases in which no harassment can be proven against the accused or malice established against the accuser, the incident report will remain in the files referred to above in order to fully document the complaint so that any future occurrences may be examined in light of a possible pattern. In inconclusive cases where there are no subsequent reports of similar incidents within five (5) years from the date of the original report, the report, at the sole discretion of the Superintendent, may be purged from the file.

V. DISCIPLINARY ACTION.

A substantiated charge against an employee of the District shall subject such employee to disciplinary actions which may result but not be limited to verbal warnings, letters of reprimand, suspension with or without pay, and dismissal.

A substantiated charge against a student shall subject that student to disciplinary actions including verbal warnings, reprimand, counseling, and suspension or expulsion, consistent with the Student Disciplinary Code.

Adoption Date: 11/9/09

WITNESS DISCLOSURE FORM

Name of witness: _____

Position/Grade of witness: _____

Date of testimony, Interview: _____

Description of Incident witnessed: _____

Any other information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

SEXUAL HARASSMENT COMPLAINT FORM

Name of complainant: _____

Date of complaint: _____

Name of alleged harasser: _____

Date and place of incident or incidents: _____

Description of misconduct: _____

Name of witnesses (if any): _____

Evidence of harassment, i.e., letters, photos, etc. (attach evidence if possible):

Any other information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

ADMINISTRATIVE PROCEDURES FOR SEXUAL HARASSMENT INVESTIGATION

1. At such time as a student, employee or other individual reports an incident of sexual harassment or conduct which the reporting party believes constitutes sexual harassment to either the building principal or the Superintendent, the person to whom the report is made shall, if a verbal report, encourage the complaining party to fill out the sexual harassment complaint form. If the report is made to someone other than the Superintendent, principal shall provide either the written report or shall reduce the verbal report to written form and, within twenty-four (24) hours, forward it to the Superintendent.
2. Within twenty-four (24) hours after the report is made, the person to whom the report is made, if the principal or the Superintendent shall determine whether or not they will investigate the complaint or assign it to a designee to be investigated.
3. The person who is responsible for conducting the investigation shall, within five (5) days, attempt to contact all witnesses whom the reporting party believes can provide information and/or evidence to support the claim of harassment. The investigator shall attempt to get the witnesses to fill out the Witness Disclosure Form.
4. Within ten (10) days after the report, the investigator shall contact the alleged harasser and notify him/her of the sexual harassment that has been alleged and provide an opportunity for that individual to provide a response to the allegation of sexual harassment. The investigator shall notify the alleged harasser not only of the specific conduct alleged by the reporting party and/or alleged victim but also of any conduct which supports the claim for sexual harassment or which may support any defense of the alleged harasser which has been reported by witnesses interviewed by the investigator.
5. Within fifteen (15) days after the original report is made, the individual against whom the complaint is made shall provide to the investigator, a response to the allegations and any information, including names of witnesses, whom the person against whom the complaint is made believes are supportive of his/her position.
6. The investigator shall, within twenty (20) days, conduct such further investigation as the investigator determines is appropriate and/or conduct such meetings or conferences between the complainant and the person against whom the complaint is made as the investigator feels is appropriate.

7. Within twenty-four (24) days after the original report, the investigator shall prepare a written report containing the results of the investigation of the complaint and provide a copy to one or more both of the principal or Superintendent if they are not the investigator.
8. Within four (4) days after receipt of the report, the principal or the Superintendent shall report the results of the investigation to the complainant and the person against whom the complaint is made. The report shall document whether or not disciplinary action was taken as a result of the complaint.
9. A copy of the report will be placed in either the student files of both the complainant and the accused or the personnel files of both the complainant and the accused.
10. Reference in this administrative procedure to day shall mean business days.
11. The investigator may consult with such other sources, including other personnel in the District and/or the school's legal counsel as the investigator deems appropriate, keeping in mind the need to keep the matter as confidential as reasonably possible.

SECTION 504 OF THE REHABILITATION ACT AND AMERICANS WITH DISABILITIES ACT

NOTICE OF NON-DISCRIMINATION

Applicants for admission and employment, students, parents, persons with disabilities, employees, and all unions or professional organizations holding collective bargaining or professional agreements with Platte County School District Number 2 are hereby notified that this school does not discriminate on the basis of race, sex, color, national origin, age, religion or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the school's compliance with the regulations implementing Title II, Title VII, Title IX, the Americans with Disabilities Act (ADA), or Section 504 is directed to contact the Superintendent or Section 504/ADA Coordinator, 555 South Wyoming Avenue, Guernsey, WY 82214, (307) 836-2735, who has been designated by the school to coordinate efforts to comply with the regulations regarding nondiscrimination.

Adopted: 09/09/13

EDUCATIONAL PHILOSOPHY/SCHOOL DISTRICT MISSION

The mission of Platte County School District #2 is to enable all students as part of a safe learning community, to develop the skills, acquire the knowledge, and demonstrate the attitudes necessary for them to reach their full potential as citizens who can meet and adapt to the challenges of a changing global society.

Philosophy

We believe that students in Platte County School District #2 should profit from their learning experience so that, using their acquired knowledge they can, with guidance, give responsible direction to their own lives as contributing members of society.

To accomplish this, we must help develop each individual to their fullest in the District's common core of knowledge and skills.

Developing community/parental support and involvement in this process will offer the best education to students in Platte County School District #2.

Vision

In order to achieve our vision of ensuring ALL students achieve success by providing an excellent learning environment, we commit to:

- ...establishing a student-centered environment;
- ...helping all students, staff and visitors feel safe;
- ...being positive and enthusiastic;
- ...exhibiting a strong work ethic;
- ...showing respect and caring to everyone;
- ...being flexible, accommodating and collaborative;
- ...holding high expectations through consistency, fairness and integrity;
- ...providing and promoting challenging learning opportunities for all.

Adoption Date: 11/9/09

GOALS, OBJECTIVES AND BELIEFS

We believe that . . .

- * Every student has the right to an education including basic academic skills and applied life skills that accommodate individual needs and learning styles.
- * Every student has creative potential, which must be identified, understood, cultivated, and maximized.
- * Every student has a right to develop a positive self-image by experiencing success individually and within a group.
- * Every student has dignity and worth and is entitled to freedom from prejudice or favoritism.
- * Individual growth and achievement are best attained through a balance of competition and cooperation.
- * Education enables people to differentiate between gratification and satisfaction and to make responsible moral/ethical choices.
- * Students who are first patriots of their own country will best understand global interdependence and be contributing members of the world community.

We believe that . . .

- * Teaching is an important profession -- a profession that requires talented individuals who are committed to ongoing professional growth.
- * A positive and healthy self-image enhances the teacher's ability to help students.
- * Teachers should be skilled in a variety of teaching approaches and techniques and should have effective classroom management skills.
- * Teachers are responsible for planning and promoting a positive, supportive, and motivational classroom climate, which includes good communication and healthy rapport with students.
- * Teachers should recognize and react to individual needs as well as to group needs.
- * Teachers and all employees of the District are important role models for students.

We believe that . . .

- * Schools should be structured in a manner that helps students to mature, to become responsible for their behavior, and to become life-long learners.
- * Educating a child is the joint responsibility of the school and the parent and schools require parental involvement to be most effective in the education of children.
- * Effective education best occurs when a partnership exists among the schools, parents, businesses, local government, and the students.

Adoption Date: 11/9/09

DRUG-FREE SCHOOLS

The school district is committed to providing a drug- and alcohol-free learning environment and work place. Drug abuse and alcohol abuse at school or in connection with school-sponsored activities on or off school grounds threaten the health and safety of our students and our employees and adversely affect the educational mission of the school corporation. The use of illicit drugs and the unlawful possession and use of alcohol are wrong and harmful.

For these reasons, the unlawful manufacture, distribution, dispensation, possession or use of illicit drugs, alcohol or other controlled substances in the work place, on school premises or as part of any school-sponsored activities is strictly prohibited. These standards of conduct are equally applicable to students and employees. Any employee who is convicted of a drug statute violation arising out of conduct occurring in the work place must notify the central administration of such conviction not later than five (5) days after the conviction. Compliance with these standards of conduct is mandatory.

Disciplinary sanctions (consistent with local, state and federal law), up to and including expulsion and referral for prosecution, will be imposed on employees who violate the standards of conduct set forth in this notice. Such sanctions include, but are not limited to, reprimand, short- or long-term suspension with or without pay, termination of employment, and referral for prosecution. Satisfactory completion of an appropriate rehabilitation program may be made a condition for withholding or terminating other sanctions.

Adoption Date: 11/9/09

TOBACCO-FREE SCHOOLS

It will be the policy of the school district that all uses of tobacco and tobacco products, including smokeless tobacco, will be prohibited in all of the district's facilities. At no time will the use of tobacco and tobacco products be permitted in classrooms, corridors, restrooms, locker rooms, work areas, cafeterias, offices, faculty lounges, gymnasiums and all other rooms.

It will further be the policy of the school district that the use of tobacco or tobacco products, including smokeless tobacco, will be prohibited in all vehicles owned, leased or operated by the district.

District employees and students enrolled in the district's schools will not be permitted to use tobacco or tobacco products, including smokeless tobacco, while they are participants in any class or activity in which they represent the school district.

It is the intention of the Board of Trustees that this policy will become effective immediately. It will apply to all employees of the school district, to all students enrolled in the school district, to all visitors to employees of agencies which work with students and/or employees of the school district, to spectators at various contests and activities and to all other persons who are authorized to be in the district's facilities.

Signs will be posted throughout the district's facilities to notify students, employees and all other persons visiting the school that the use of tobacco and tobacco products is forbidden. Employees found to be in violation of the district smoking policy will be subject to appropriate disciplinary action.

Adoption Date: 11/9/09

UNSAFE SCHOOL CHOICE OPTION

Platte County School District No. 2 does hereby adopt, in accordance with the Safe and Drug-Free Schools and Communities Policy adopted by the Wyoming Department of Education and in order to be in compliance with No Child Left Behind, the following policy relating to unsafe school choice option:

Definition of a PDS.

A school will be considered a persistently dangerous school if the following condition exists:

In any two consecutive years, the school has experienced expulsions (as defined by the Wyoming State Education Code) for drug, alcohol, weapons, or violence that exceed an expulsion rate of two percent (2%) per year of the student body or four (4) students, whichever is higher, as figured from the most currently available year's enrollment.

Definition of Violent Criminal Offense:

For purpose of this definition a "violent criminal offense" shall mean homicide, rape, robbery, and/or aggravated assault (as defined by the Wyoming Violent Index Offenses).

Once the School District receives notice from the Wyoming Department of Education that one of its schools has been identified as a PDS, the District will:

1. Notify the parents of each student attending the school within ten (10) days that the state has identified it as a PDS.
2. Offer all students the opportunity to voluntarily transfer to a "safe" public school within the district. If there is not another school in the district, the district will explore other options, such as an agreement with a neighboring school district to accept transfer students.
3. For those students who accept the offer, complete the transfer within thirty (30) days, or as near to thirty (30) days as practicality allows.
4. Develop a corrective action plan within thirty (30) days.
5. Pursue timely implementation.

In the case of transfers:

1. The district will allow students to transfer to a school that is making adequate yearly progress and is not identified as being in need of school improvement, corrective action, or restructuring, if a transfer is possible. Guidelines for transfer will include:
 - a. Any in-district school of appropriate grade level that is within practical distance.
 - b. A nearby out-of-district school at a practical distance if the receiving school agrees to take the student and pay the transportation costs. The potential out-of-district receiving school is not obligated for either.

2. Transfers may be temporary or permanent, but must be in effect as long as the original school is identified as persistently dangerous.
3. The No Child Left Behind transfer policy *as it applies to a PDS* allows the student the administrative option of attending a safer school. It neither compels a student to transfer to another school or nor compels a receiving school to pay for transportation costs. The No Child Left Behind transfer option is not applicable when no practical options exist.

Corrective Action Plan

The correction action plan must be submitted to WDE for approval. The WDE will provide technical assistance and monitor the district's actions throughout the system.

Note: All official expulsions must be promptly reported to the Health & Safety Unit Director in the Wyoming Department of Education, Cheyenne, Wyoming.

Students Who Have Been Victims of a Violent Criminal Offense

The district will provide safe school options, when possible, to a student who has been a victim of a violent criminal offense from another student at that same school, while in or on the grounds of the public school that the student attends:

1. The district will, within ten (10) days, offer an opportunity to voluntarily transfer to a safe public school within the district if one is available.
2. When another school is not available within the district, the district will review other appropriate options, such as an agreement with the neighboring district to accept the student.

Adopted: 11/9/09

COMMITMENT TO ACCOMPLISH

The District will . . .

1. Develop program outcomes and assessments for elementary, middle, and high schools in all knowledge areas.
2. Align the existing and future curriculum guides to the District-developed program outcomes in all knowledge areas.
3. Provide adequate facilities, staff, and instructional materials to improve student achievement for all students in the District.
4. Provide the community with an accurate and complete description of the capabilities and skills of graduates from the district, in accordance with student exit outcomes.

Adoption Date: 11/9/09