



DAKOTA VALLEY SCHOOL DISTRICT 61-8

*The vision of
Dakota Valley High School
is to graduate productive citizens who
are lifelong learners.*

*The mission of
Dakota Valley Schools
is to ensure all students receive an
enriched educational experience
in a safe environment.*



Erik Sommervold, High School Principal

Phone: 605-422-3820
Fax: 605-422-3827
erik.sommervold@k12.sd.us

RECORDS RELEASE REQUEST

The following student _____, Date of Birth _____, entering grade _____, has enrolled at Dakota Valley High School and has indicated previous attendance at your school.

Please forward this student's cumulative school records, including:

- _____ Complete transcript of grades and credits earned
- _____ Birth Certificate
- _____ Standardized test data
- _____ Health/Immunization records
- _____ Pertinent psychological and/or special education records
- _____ Discipline Records
- _____ Enrollment History (Please list start and end dates for each year student attended.)
- _____ Other related records as needed by the school

Information can be emailed to: lisa.morford@k12.sd.us

Or mailed to:

Dakota Valley High School
Attn: Counselor's Office
1150 Northshore Dr
North Sioux City, SD 57049

Or faxed to: 605-422-3827

(Name of Previous School)

(School Mailing Address) (City/State/Zip Code)

(School Phone Number) (School Fax Number)

I hereby authorize the Dakota Valley School District #61-8 to obtain school records, including grade and health records, as well as psychological, social, education or developmental information regarding the following student:

(Parent Name) (Relationship to student)

(Mailing Address) (City/State/Zip Code)

(Current Phone Number) (Date)

"FEDERAL LAW 99.31 - "NO PARENT SIGNATURE REQUIRED FOR EDUCATIONAL RECORDS TO BE SENT TO ANOTHER EDUCATIONAL AGENCY."



Enrollment Form - Dakota Valley High School

Student Personal Information

Student Name: _____ Grade: _____ Gender: Male / Female
(First) (Middle) (Last)

Birth Date: ____/____/____ Age: _____ Birth Place: _____ Student Cell Phone: (____) ____ - ____
(State / Country)

Race/Ethnicity (check all that apply): Hispanic/Latino American Indian or Alaska Native Black or African American
 White Native Hawaiian or Pacific Islander Asian

Physical Address: _____
(Street) (City / State) (Zip Code)

Is this address Temporary: Yes ___ No ___ If yes, explain on back of form.

Mailing Address: _____ Home Phone: (____) ____ - ____
(If different than Physical Address) (Street / PO Box) (City / State) (Zip Code)

Permission to use student household information for PTO Student Directory Publication. YES ___ NO ___ Initial Here: _____

Permission for my child to be photographed and/or interviewed for local news publications. YES ___ NO ___ Initial Here: _____

Primary Household

Parent/Guardian Name : _____ Father Mother Other _____
(First) (Last) (Circle One)

Employer: _____ Work Phone: (____) ____ - ____

E-mail Address: _____ Cell Phone: (____) ____ - ____

Parent/Guardian Name: _____ Father Mother Other _____
(First) (Last) (Circle One)

Employer: _____ Work Phone: (____) ____ - ____

E-mail Address: _____ Cell Phone: (____) ____ - ____

Secondary Household

Should this parent receive a copy of school mailings? Yes No

Parent/Guardian Name : _____ Father Mother Other _____
(First) (Last)

Home Mailing Address: _____ Home Phone: (____) ____ - ____
(Street / PO Box) (City / State) (Zip Code)

Employer: _____ Work Phone: (____) ____ - ____

E-mail Address: _____ Cell Phone: (____) ____ - ____

Parent/Guardian Name: _____ Father Mother Other _____
(First) (Last)

Employer: _____ Work Phone: (____) ____ - ____

E-mail Address: _____ Cell Phone: (____) ____ - ____

Emergency Contact Information

(List Persons other than Parents)

Contact Name: _____ Relationship to Student: _____

Home Phone: (____) ____ - ____ Cell Phone: (____) ____ - ____ Work Phone: (____) ____ - ____

Other siblings living at home residence of student:

Name: _____ DOB: _____ Name: _____ DOB: _____

Name: _____ DOB: _____ Name: _____ DOB: _____

Name: _____ DOB: _____ Name: _____ DOB: _____

OFFICE USE ONLY:

Entered in DDN: _____ State ID: _____ Tech Help Notified: Y or N _____

Lunch PIN: _____ Locker Number: _____ Locker Combination: _____





**DAKOTA VALLEY SCHOOL DISTRICT
NEW STUDENT ENROLLMENT: SPECIAL SERVICES BACKGROUND INFORMATION**

STUDENT NAME:	BIRTHDATE:
PARENT/GUARDIAN NAME:	GRADE:

SPECIAL SERVICES INFORMATION

Does your child currently have an Individual Education Plan (IEP)? Yes No

If yes, please mark what special education services your child is currently receiving:

- | | |
|---|---|
| <input type="checkbox"/> Special Education/Resource
<input type="checkbox"/> Speech/Language/Articulation
<input type="checkbox"/> Psychological/Counseling | <input type="checkbox"/> Occupational Therapy
<input type="checkbox"/> Physical Therapy
<input type="checkbox"/> Other: _____ |
|---|---|

Does your child currently have a 504 Plan? Yes No

Does your child currently have a Behavior Plan? Yes No

HOME LANGUAGE INFORMATION

In order to identify students with limited English proficiency, please answer the following questions:

- What language is *most frequently* spoken at home? _____
- What language does your child *most frequently* speak at home? _____
- What language do you *most frequently* speak to your child? _____
- What language did your child learn when he/she first began to talk? _____

FOR OFFICE USE ONLY

Date paperwork received from parent: _____

Date records received from previous school: _____

Date Special Services Director/Teacher notified: _____





Dakota Valley School District No. 61-8

Administration Center
1150 Northshore Drive
North Sioux City, SD 57049
Phone: (605) 422-3800 Fax: (605) 422-3807

Board of Education Members

James Heeren, President
Steve Kistner, Vice-President
Kevin Hoffman
Jeff Dooley
Sara Weber

Superintendent of Schools

Dr. Jerry Rasmussen

Technology Director

Michael Oberg

HS Principal

Erik Sommervold

Middle School Principal

Amy Brandriet

Dear Parent,

Dakota Valley's 1:1 initiative is virtually unrivaled for a school of this size in the state of South Dakota. We are one of few schools that offers this technology for grades 6-12. With that said, please read the following carefully:

- Students are responsible to abide by Dakota Valley's Acceptable Network and Internet Use Policy. A \$25 reimaging fee will be charged for any unauthorized software installed on the computer.
- Students are responsible for the District owned equipment issued to them. As a parent/guardian you need to make sure your child understands that lost or intentionally damaged equipment will be fined accordingly.
- The District provides insurance for ADP (Accidental Damage Protection) for computers that are damaged without purposeful intent. Accidental Damage Protection includes scenarios such as a spill or dropped computer in accordance with Hewlett Packard's Warranty and Riverside Technologies ADP coverage.
- In the event of a lost or stolen computer Dakota Valley provides insurance for \$25. You can pay this when you get your registration packets or use alternatives such as your home owner's policy. If you opt for the District insurance you must report a lost or stolen computer within 48 hours.

Dakota Valley provides laptop bags for your student, any damage to these will be billed and not covered under the ADP Protection or Insurance Policy. If any coloring or defacing occurs you will be charged a replacement cost of \$30, this is not a book bag and the only items should include the computer and charger. Charges are the same for lost or missing items such as chargers and straps. The strap is \$7, charger \$45, and as stated above unauthorized software is a reimaging fee of \$25.

Parent Agreement: As a parent or guardian of this student, I have read the above and understand the information provided in accordance with board policy EHAB:

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____ Date: _____



The Mission of the Dakota Valley School District is:



TO ENSURE ALL STUDENTS RECEIVE AN ENRICHED EDUCATIONAL EXPERIENCE IN A SAFE ENVIRONMENT

Acceptable Network and Internet Use Policy

Dakota Valley School District

I. Introduction

The Children's Internet Protection Act (CIPA), 47 U.S.C. §254(h)(5) require public schools to implement certain measures and actions to ensure that students are restricted from accessing inappropriate materials online using school-owned computers. This District's Acceptable Network and Internet Use Policy (hereinafter "AUP") is intended to set forth the specific obligations and responsibilities of all users, including students and staff, who access the District's Network, and to ensure such use complies with the CIPA requirements.

"Network" is defined as any and all District owned computers, servers, hardware or software, the District's local area network, wireless access points, the Internet, Internet 2, the District intranet, email, chat rooms, other forms of direct electronic communications or other communications equipment provided by the District regardless of the physical location of the user. This AUP applies even when District provided equipment (laptops, tablets, etc.) is used on or off premises of District property or if personal property is connected to internal district network connections or computers.

II. Acceptable Use

The Network may be used only as a tool to support and advance the functions of the District as well as its curriculum and educational programs. Access to the District's Network is a privilege and not a right. Users of the Network are responsible for their behavior and communications over the Network and access to Network services will be provided only to those staff and students who agree to act in a considerate and responsible manner and in accordance with the District's Internet Safety Policy and this AUP.

Students may use the Network only in support of educational activities consistent with the educational objectives of the District. Faculty and staff may use the Network primarily in support of education and research consistent with the educational objectives of the District.

Faculty and staff may access the Network for limited personal use but not for any commercial or business use; however, such personal use may not violate any applicable rules and regulations or applicable administrative procedures or interfere with job performance. Use of the Network must be in compliance with applicable laws, including all copyright laws and all materials on the Network should be presumed to be copyrighted.

All members of the staff who wish to use the Network must sign this AUP whenever requested by the District, to confirm that the staff person has read and understands this policy and agrees to abide by it. Each student must sign this AUP upon enrollment in each building; grades PK-4, 5th-8th and 9th-12th to confirm the student has read and understands this policy and agrees to abide by it. Students who are under 18 must have their parents or guardians sign this AUP and submit it to the District.

III. Network Etiquette

Users are expected to abide by generally accepted rules of network etiquette (netiquette). These include but are not limited to:

- A. Be polite. Do not send or encourage others to send messages that are abusive or otherwise fall in the definition of Prohibited Use in Section IV.
- B. Use appropriate language. Remember you are a representative of your school on a non-private network. You may be alone on a computer but what you write can be viewed around the world. Do not swear, use vulgarities or any other inappropriate language.

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- C. All communications and information accessible via the Network should be considered school district property that you cannot appropriate for your own use without appropriate attribution and consent.

IV. Prohibited Use

The District reserves the absolute right to define prohibited use of the Network, adopt rules and regulations applicable to Network use, determine whether an activity constitutes a prohibited use of the Network, and determine the consequence of such inappropriate use. Prohibited use includes but is not limited to the following:

- A. *Violating any state or federal law or municipal ordinance, such as: Accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, confidential information or copyrighted materials;*
- B. *Criminal activities that can be punished under law;*
- C. *Altering system software or hardware settings that hamper the use of equipment.*
- D. *Users will not install software not previously approved by the Technology Department.*
- E. *Selling or purchasing illegal items or substances;*
- F. *The unauthorized collection of email addresses ("harvesting") of e-mail addresses from the Global Address List and other District directories;*
- G. *Obtaining and/or using anonymous email sites; spamming; spreading viruses;*
- H. *Circumvention of the District's Technology Protection Measure/filter to access blocked sites;*
- I. *Disclosure of minors' personal information without proper authorization;*
- J. *Students' disclosure of personal information such as the student's name, address, phone number, password or social security number, to other users when engaging in online activities including but not limited to chat rooms, email, social networking web sites*
- K. *Causing harm to others or damage to their property, such as:*
 - 1. *Using profane, abusive, or impolite language; threatening, harassing, bullying or making damaging or false statements about others or accessing, transmitting, or downloading offensive, harassing, or disparaging materials;*
 - 2. *Deleting, copying, modifying, or forging other users' names, emails, files, or data; disguising one's identity, impersonating other users, or sending anonymous email;*
 - 3. *Damaging computer equipment, files, data or the network in any way, including intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs, or disrupting any computer system performance;*
 - 4. *Using any District computer to pursue "hacking," internal or external to the District, or attempting to access information protected by privacy laws; or*
 - 5. *Accessing, transmitting or downloading large files, including "chain letters" or any type of "pyramid schemes".*

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Engaging in uses that jeopardize access or lead to unauthorized access into others' accounts or other computer networks, such as:

1. Using another's account password(s) or identifier(s);
 2. Interfering with other users' ability to access their account(s); or
 3. Disclosing your own or anyone's password to others or allowing them to use your or another's account(s).
- M. Using the network or Internet for Commercial purposes:*
1. Using the Internet for personal financial gain;
 2. Using the Internet for personal advertising, promotion, or financial gain; or
 3. Conducting for-profit business activities and/or engaging in non-government related fundraising or public relations activities such as solicitation for religious purposes, lobbying for personal political purposes.

V. Off-Premise Use of Network

Students under the age of 18 should only access District-assigned email accounts and/or other Network components including but not limited to school-assigned computers such as laptops, tablets or e-readers off of District premises if a parent or legal guardian supervises their usage at all times. The student's parent or guardian is responsible for monitoring the minor's off-premise use of the Network and ensuring such use complies with this AUP. Use of personal email accounts is not allowed during the school day.

VI. Disclaimer

Content filtering and logging have been established to monitor any and all computer activity on district provided computers and networks. No right to privacy shall be construed, nor do academic freedom issues necessarily apply.

The District makes no guarantees about the quality of the services provided and is not responsible for any claims, losses, damages, costs, or other obligations arising from use of the Network or accounts. Any additional charges a user accrues due to the use of the District's network are to be borne by the user. The District also denies any responsibility for the accuracy or quality of the information obtained through user access. Any statement, accessible on the computer network or the Internet, is understood to be the author's individual point of view and not that of the District, its affiliates, or employees.

VII. Enforcement

Prohibited use of the Network may, for students, result in disciplinary action up to and including suspension or expulsion from school or, for employees, suspension or termination of employment. Where circumstances warrant, prohibited use of the Network may be referred to law enforcement authorities.

When a school administrator has a reasonable belief that a student has violated a school rule, policy or the law, and there are facts and inferences that would cause a reasonable person to suspect that a search of the student's personal technology device(s) will reveal evidence of a violation of said school rule, policy or the law, the administrator shall have the authority to search such device, provided that the scope of the search relates to the suspected violation giving rise to the reasonable suspicion.

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Student / Parent Acknowledgment

This form is used to acknowledge receipt of, and compliance with, the Dakota Valley School District Acceptable Use Policy (AUP). I understand that acceptance of this policy is mandatory for access to the Dakota Valley School network and network privileges.

Procedure

1. Read and understand the Acceptable Use Policy (File: EHAB)
2. Sign and date in the spaces provided below.
3. Return this page only to the Media Center.

By signing below, I agree to the following terms;

Student Agreement: I understand and will abide by the Dakota Valley School District Acceptable Use Policy (AUP). I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked; school disciplinary action may be taken and/or appropriate legal action as required by local, state and federal statutes.

Student Name (Please Print): _____

Student Signature: _____ Date: _____

Parent Agreement: As a parent or guardian of this student, I have read the Acceptable Use Agreement (AUP). I understand that access is limited to educational purposes, but that it is impossible for Dakota Valley to restrict all controversial material acquired on the network. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____ Date: _____

PLEASE SIGN AND RETURN THIS PAGE TO THE SCHOOL

Adopted: March 13, 1996
Revised: August, 13, 2012

Date _____ Students Name _____

Parent Signature _____

For Office Use Only:

Date Received: _____

Payment Amount: _____

Payment Type: Check _____ Cash

Mobile Computer Protection

The Dakota Valley School District recognizes that with the implementation of the Mobile computer initiative there is a need to protect the investment by both the District and the end user. The following outlines the various areas of protection: warranty, accidental damage protection and insurance.

Computer Vendor Warranty: This coverage is purchased by the Dakota Valley School District as part of the purchase price of the equipment. The computer vendor warrants the Mobile computers from defects in materials and workmanship. This limited warranty covers normal use, mechanical breakdown or faulty construction and will provide replacement parts necessary to repair the Mobile computer or Mobile computer replacement. The vendor warranty does not warrant against damage caused by misuse, abuse, accidents or computer viruses.

ACCIDENTAL DAMAGE PROTECTION: The Dakota Valley School District has purchased coverage to protect the Mobile computers against accidental damage such as: liquid spills, accidental drops, power surges, and natural disasters. This coverage does not provide for damage caused by fire, theft, loss, misuse, intentional or frequent damage or cosmetic damage. The hardware vendor will assess the Mobile computer damage and repair or replace the machine at no cost if the damage is determined to be accidental, infrequent, and within the protection guidelines.

INSURANCE FOR THEFT, LOSS OR FIRE: Mobile computers that are stolen, lost or damaged by fire are not covered by the Machine Vendor Warranty or the Accidental Damage Protection outlined above. Following are the three options that are available for these types of losses, and the Student/Parent must commit to one by checking the appropriate box.

No Insurance

You agree to pay for the replacement of the Mobile computer at a cost not to exceed \$995.00 should the Mobile computer be stolen, lost or damaged by fire.

Personal Insurance

You will cover the Mobile computer under your own insurance policy and in the case of a theft, loss or damage by fire, you agree to pay the District the amount received from your insurance company plus any additional amount needed to cover the Mobile computer replacement not to exceed \$995.00.

School District Protection

You choose to pay the school district an annual protection payment for coverage of theft, loss or damage by fire in the amount of \$25.00 or \$50.00 for family coverage when there are two or more children in high school using Mobile computers. The \$25.00 payment is nonrefundable.

- This protection coverage has a \$200.00 additional charge per occurrence, if loss is reported within 48 hours.
- This annual coverage begins upon receipt of the payment and ends at the conclusion of each school year.
- You must have the insurance in place PRIOR to a claim / incident.

ADDITIONAL INFORMATION: In cases of theft, vandalism and other criminal acts, a police report, or in the case of fire, a fire report **MUST be filed by the end user or parent** for the protection coverage to take place. A copy of the police/fire report must be provided to the office.

The \$200.00 additional charge is the responsibility of the student/parent and must be paid before the Mobile computer can be repaired or replaced.

INTENTIONAL DAMAGE: Users/Parents are responsible for full payment of intentional damages to Mobile computers. Warranty, Accidental Damage Protection, or School District Mobile computer Protection **DOES NOT** cover intentional damage of the Mobile computers.

Authorization/Permission for Administration of OTC Medication

Dakota Valley Public Schools # 61-8

Student Name _____ Birth Date _____

Medications and health care procedures required during school which cannot be managed otherwise shall be administered **when the following are on file at the school:**

1. Parent signed, dated authorization/permission given to administer the medication/procedure.
2. Medication/equipment delivered to school **by the parent** in the **original packaging**
3. Annual renewal of authorization/permission and/or immediate notification, in writing from the parent, and changes.

Medication/procedure shall be administered by qualified staff and a record maintained.
Medication/equipment will be stored in a secure area.

Please administer the following to the above named student:

Please circle one or both *Tylenol* *Ibuprofen* *Other* _____

medication

As Needed or every _____ *hours*

Route

Dose

Time given at school

Discontinue date/re-eval date

Reason for medication/procedure

Anticipated reaction/possible side effects

Parent Authorization/Permission

I request the above pupil be given the medication/procedure while in school and school related activities. I understand the law provides that there shall be no liability for civil damages as a result of the administration of medication/procedure where the person administering the medication/procedure acts as an ordinarily reasonable, prudent person would under the same similar circumstances. I agree to pick up remaining medication or it will be properly destroyed.

Parent Signature

Date

Parent Address

Work Phone

Home Phone

Cell Phone