



United States Department of the Interior
BUREAU OF INDIAN EDUCATION
CHEMAWA INDIAN SCHOOL

3700 Chemawa Road, NE
Salem, Oregon 97305-1199
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The following information is provided to assist you in preparation for the school year. If you have any questions that are not covered in this letter, please call me at 503-399-5721 x1345 or Melinda Puerta at 503-399-5721 x1227. If you prefer email, my email is Amanda.Ward@bie.edu or Melinda.Puerta@bie.edu.

When You Arrive: You will receive your flight/travel information sometime mid-August. Please be sure that you arrive to the airport at least 2 hours prior to the flight departure time. If for some reason you cannot make your flight, please contact Gary Lay (Travel Coordinator) to reschedule. **Do NOT reschedule your flight yourself, you must contact the school.** Gary's phone number is (503) 689-4311 and email is Gary.Lay@bie.edu. See the information below for more information about travel. We will have staff at the major travel hubs (location depending on number of students arriving) to assist incoming students in changing planes. If there is not a staff person at your connecting airport, airport personnel will happily assist.

When you land in Portland, you will be greeted at the baggage claim area by Chemawa staff. They will help you retrieve your baggage and direct you to the shuttle bus that will bring you to Chemawa. Chemawa is about 50 minutes away from the airport in Salem, Oregon. Once you arrive on campus, staff will greet you and escort you to the gymnasium where you and your baggage will be screened. Some of the items that traditionally are confiscated are aerosols, sharpie markers, solid red or blue clothing, lighters, glass bottles, or razor blades. Please see the enclosed handbook for other items that could be considered contraband. You will also have your ID picture taken and get a snack before heading to the dorms to get your room assignments.

What to Expect: Traveling far away from home is difficult, especially for some that this is their first experience on an airplane or living away from family. Our residential program provides a unique experience for students. With so many tribes represented, our students have the opportunity to learn from and about cultures different than their own. Homesickness is a natural part of being away from home and we have found that the students that make the commitment to work through the homesickness will find memories and friendships that last a lifetime. The best remedy for homesickness is getting involved in activities and opportunities that are here. From cultural arts and crafts, performing arts, sports and clubs, and educational activities – there is something for everyone.

Chemawa is a closed campus. This means that students are not allowed to venture outside the perimeter fence. This fence is not designed to keep you in, but to keep people out that may not have your best interests in mind. We try to have on and off campus activities on a regular basis so that you do not have the feeling of being "locked in." Be sure to take advantage of all of these opportunities!

The First Week: Students new to Chemawa will arrive on Sunday/Monday, September 3 and 4. On Monday, you will have dormitory orientation. On Tuesday, you will begin the academic orientation. You will be placed in a group and you will stay with this group for the remainder of the week. This week will be filled with medical and dental screenings, vision screenings, and several placement tests. Schedules will be created from the information that we get during this first week, so please take every test as seriously as possible and do your best! There may be some things that you really don't want to do, but trust us – there is a purpose for everything we ask you to do. Returning students will join you on Thursday and Friday. We will have a field day and welcome barbeque at the end of the week as a reward for all of your hard work. Regular classes will begin on Monday, September 11.

The Details:

- Clothing/Personal Cosmetics: Students and/or family are responsible for the purchase of clothing and personal toiletry items such as toothpaste, soap, deodorant, shampoo, etc. Although temperatures rarely reach freezing, the damp climate and rain can be cold. Winter coats and clothing are recommended. All clothing and personal items should be marked for identification. Clothing that promotes drugs, alcohol, tobacco or gang activity will be confiscated and returned home. Solid red and/or blue clothing items are not allowed. Any over the counter medications or cologne/perfume will be kept in the dorm office for you to use. These cannot be kept in your dorm rooms. Students will be issued 2 combination locks to use for locking up your personal items that must be returned prior to check out when you leave.
- School Supplies: Chemawa will supply textbooks, and basic school supplies (binder, paper, pencils, pens). Anything specific or personalized will need to be provided by the student. Each student will be issued a flash drive to store their work throughout the year.
- TV/Stereo/Radios: Space is limited in the dormitory rooms. We ask that students not bring large stereos or radios. Televisions are not permitted, and will be sent home if brought to campus. There are many common areas that are set up with televisions and game units (Wii, X Box). Please do not bring personal gaming systems, as they will not be allowed to be hooked up to school televisions. We do not allow games or movies with R or MA ratings.
- Linens: Towels, washcloths, sheets, blankets and pillows are provided. You may bring your own linens if you wish. Please be conservative, as you will be sharing a room with at least two other people.
- Laundry: You are responsible for the upkeep of your own clothing. Washers, dryers, irons and laundry soap are provided for your use.
- Pets, Cars, Bikes: No motor vehicles, pets or bicycles are allowed on campus.
- Money: We ask that your parents/guardians send money to you in care of the Chemawa School Bank. An account is automatically established for you and you may withdraw money from that account. In addition, there is an ATM machine located in the school dormitory for those students that have accounts and debit cards from home. Please do not send cash through the mail. **Chemawa is not responsible for lost or stolen money.** There is a Western Union available on campus, but we are unable to provide transportation to Walmart for Moneygrams and Walmart to Walmart money transfers.
- Dormitory Assignments: Students will be assigned to specific dormitories by the residential managers. Requests for particular roommates will be considered, but subject to the discretion of the residential managers and principal.
- Electronic Devices: Electronic devices (phones, music players, dvds, headphones) are not appropriate during the school day. If a student is found to misuse their electronics while at school, it will be confiscated. If the student continues to abuse this policy, the item will be confiscated until the student returns home. Please limit calls to after school hours unless it is an emergency. Emergency calls can be made to the academic phone number and the student will be called out of class. Please refer to the Parent Student Handbook for a full discipline policy and matrix of consequences with regard to confiscation of electronic devices.
- Law Enforcement: In an effort to keep our campus a safe and secure educational and living environment, Marion County Sheriff's deputies provide law enforcement services at Chemawa. If you commit a crime (such as possession/use of drugs or alcohol, assault, theft or out of control behavior) you may be detained at the Marion County Juvenile Facility. You may be assigned a Probation Officer and will have to comply with requirements such as community service, fines, assessments or treatment.
- Fees: Students involved in vandalism or willful/negligent destruction of school property (including technology) will be responsible for reimbursing the school for the cost of the damage.

- **Travel:** Travel will occur over the Labor Day weekend. Arrangements for your travel to school will be made by Chemawa Staff. Prior to school start, your parent/guardian or agency will be notified of the mode of travel, time and date. We cannot honor requests to have travel delayed or changed, except in the case of emergency. Be prepared to travel as scheduled. Chemawa will provide travel at the start of the year, home for Christmas, return from Christmas, and at the end of the school year. We will not provide travel for any other destination but to your home address on file. Parents/guardians are responsible for all other travel costs, including luggage and shuttle fees. Check with your assigned airline for their particular regulations regarding limits. Generally students are limited to 1 small personal item and one small carry on item at no charge. Checked luggage has a fee and is generally limited to 50 lbs or less. Picture ID's are required to board aircraft.

If you are withdrawn from school at anytime throughout the school year, your parent/guardian is responsible for your transportation home. The only exception to this is not returning after Christmas break. Any home leave travel is also the responsibility of the parent, including the cost of the shuttle service from Salem to the Portland Airport.

We are looking forward to meeting you as you become part of the Chemawa family. Please contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads "Amanda Ward".

Amanda Ward
Academic Principal