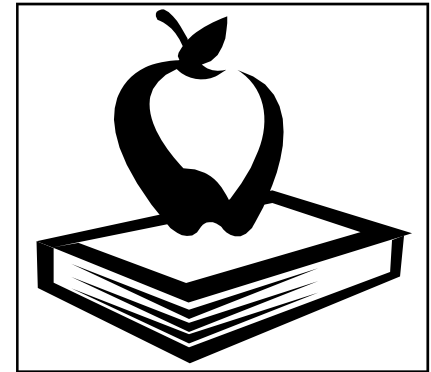


**B.A.S.E.**

**BELDING ALTERNATIVE  
SCHOOL  
OF EDUCATION**

*Another Choice—Another Chance*



**Student Handbook  
2008—2009**

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**PLEASE NOTE:**

Since the Alternative Education Program is an extension of Belding High School, the High School handbook, School Board policies and the Alternative Education Principal will govern any situations that arise and are not covered in this handbook.

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This handbook has been reviewed with me and I fully understand these policies and the consequences of violating them.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

## **INTRODUCTION**

We are a progressive alternative high school designed to meet the educational needs of ninth through twelfth grade students who wish to continue their education without enrolling in a "traditional" high school. This program is designed to meet the educational needs of 16 – 20 year olds.

To be eligible for this program, students must be under 20 years of age before September 1<sup>st</sup> of the current school year.

Required courses, as well as elective courses, are taught by enthusiastic, certified instructors. Credits are earned toward a (Belding High School diploma), which requires 27—28 credits depending on the year you graduate.

This handbook will provide guidelines for the student to follow so they can obtain the maximum benefits from this learning environment.

We sincerely hope that our Alternative Program will fill an educational void with excitement, learning and challenge.

### **ALTERNATIVE EDUCATION STAFF**

Superintendent . . . . .	Charles Barker
Principal/Teacher . . . . .	Ann VanDusen
Teacher . . . . .	Lennda Brown
Teacher . . . . .	Diane Grummet
Teacher . . . . .	Jerry VanDusen
Teacher . . . . .	Christina Dombrowski
Teacher . . . . .	Tim Sebald
Secretary . . . . .	Lisa Sower
Paraprofessional . . . . .	Darla Wenzel
Paraprofessional . . . . .	Jennifer Brokaw
Paraprofessional . . . . .	Shelly Sower

## **STUDENT RIGHTS AND RESPONSIBILITIES**

Belding's student population is culturally and economically diverse. We recognize and respect our students' individual differences. Belding Alternative Education offers all students an opportunity to pursue academic and social goals in a supportive atmosphere. Belding Alternative Education requests that students maintain socially acceptable behavior at all times. The Alternative Education Program has further developed the following policies regarding student behavior:

### **ALL STUDENTS ARE EXPECTED TO:**

- Report to classes on time
- Follow classroom rules
- Perform assigned work as instructed
- Adhere to established attendance policies
- Settle disagreements in an appropriate manner
- Avoid the use of obscene or inappropriate language
- Avoid the abuse of Belding Alternative Ed.'s property and equipment
- Respect each other and staff, both through language and action

### **STUDENTS HAVE THE RIGHT TO:**

- Feel safe
- Be taught in a meaningful way
- Experience mutual respect
- Be free from harassment
- Be presented with choices

## **RIGHT TO PETITION**

Students may submit petitions to the administration at any time. Petitions should be free of obscenities, libelous statements and personal attack. The collecting of signatures on petitions may not interfere with the educational process. The right to petition is guaranteed by the Constitution and must always be permitted. Students are assured that there will be no recrimination or retribution of any kind for signing a petition.

## **VANDALISM OF SCHOOL PROPERTY**

Any vandalism of school property will equal a minimum of 2 days OSS, payment or replacement of damaged property, and possible Police notification. Severe destruction of school property may result in referral to the Board of Education for expulsion and Police notification.

## **LOCATION**

We are located at 315 W. Washington Street – on the corner of Washington & Broas. Phone: (616)794-4646.

## **MEETING TIMES**

Classes will be offered Monday through Thursday, 7:25 a.m.— 4:10 p.m., and Friday 7:25 a.m.—2:30 p.m.

## **RELEASE OF DIRECTORY INFORMATION ON STUDENTS (Continued)**

Parents and adult students may refuse to allow the District to disclose any or all of such "directory information" upon written notification to the District within twenty days after receipt of the District's public notice. Whenever parental consent is required for the inspection and/or release of a student's educational records or for the release of directory information, either parent may provide such consent unless stipulated otherwise by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent. In the absence of any such written objection, the information may be released.

The District may disclose "directory information" on former students without student or parental consent. The Superintendent shall prepare administrative guidelines to ensure that students and parents are adequately informed each year regarding their rights to inspect and review the student's education records; request amendments if the record is inaccurate, misleading, or otherwise in violation of the student's rights; consent to disclosures of personally identifiable information contained in the student's education records, except to unauthorized disclosures allowed by the law; file a complaint of District non-compliance with the Department of Education; obtain a copy of the District's policy and administrative guidelines on student records. The Superintendent shall also develop procedural guidelines for the proper storage and retention of records and for informing District employees of the Federal and State laws concerning student records. No liability shall attach to any member, officer, or employee of this District specifically as a consequence of permitting access or furnishing student records in accordance with this policy and administrative guidelines.

The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the Family Educational Rights & Privacy Act (FERPA) of Michigan law authorized disclosure without consent.

Disclosure is permitted without consent to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent(s)/guardian(s) or student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official in performing his/her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill her or her professional responsibility.

Upon request, the District discloses education records without consent to officials of another school District in which a student has enrolled or intends to enroll as well as to a person(s) specifically required or allowed by State or federal law.

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent(s)/guardian(s) can be identified; any person named in a court order; and appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons.

## **EQUAL EDUCATION OPPORTUNITIES (Continued)**

### **Section 504 Referrals**

The Superintendent will also appoint a Section 504 coordinator in each school building. The building coordinator will receive any referrals that involve students in the building, review those referrals and determine who should participate in the evaluation of the case. The building coordinator will also insure that parents are advised of the referral and that parents or referring party, if other than parents, are advised of the determination of the group as to whether or not the student is considered to be disabled as described in Section 504 and the final disposition of the case.

Parents, teachers, adult aged students and/or community agencies may submit Section 504 referrals by simply completing the District Section 504 Referral Form and delivering it to the building coordinator. The building coordinator will investigate the referral and determine which practitioners should be included in the group of professionals who are knowledgeable concerning the student and his/her possible disabled. These people shall evaluate the student and the educational situation. The building coordinator shall arrange for the group to meet as is necessary to make a determination.

If the group finds that such a handicap exists, they will either move to the planning phase or they may decide to seek parental consent for a comprehensive special education evaluation in accordance with the provisions of IDEA. If the team determines that there simply is no reasonable basis for suspecting a disabling condition as per either Section 504 or Part B of IDEA, they will so note on the minutes of their meeting and deliver a copy to the referring party, the parent, and the District coordinator. If the parent or adult student does not agree with the findings, they may follow the grievance procedure set forth in this policy. If the District coordinator does not agree, he/she will direct that the issue be reconsidered by the evaluating group.

Parents will be invited to meet with the evaluating group to finalize the eligibility decision and establish the plan. The recommended accommodations outlined in the plan will be documented by writing a Section 504 plan on the District form provided. If the group elects to refer for comprehensive evaluation to be conducted in accordance with the rules set forth in Part B of IDEA, the process outlined in those rules will be followed until such time that the IEPC would determine that the student is not eligible under those rules. If the student is determined not to be identifiable under IDEA, the section 504 implementation will continue.

If the Section 504 group of evaluating people determines that the student is not handicapped under Section 504 of the Rehabilitation Act, the building Section 504 coordinator will so notify the parents. Accommodations and modifications may still be planned and provided at the District's discretion and in the absence of parental objection whether or not Section 504 requires such action.

With regard to a student who is determined to be handicapped under Section 504 of the Rehabilitation Act of 1973, but who is not determined to be disabled under IDEA, the District shall conduct a review of the Section 504 plan of each identified disabled student at least annually or sooner if any person involved with the student requests such a review.

### **RELEASE OF DIRECTORY INFORMATION ON STUDENTS**

Each year the District will provide public notice to students and their parents of its intent to make available, upon request, certain information known as "directory information". The Board designates as student "directory information": a student's name; address; telephone number; date and place of birth; photograph; major field of study; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; awards received; or any other information which would not generally be considered harmful or an invasion of privacy, if disclosed. It shall be the policy of the Belding Area Schools to release "directory information" to representatives of the armed forces and other agencies, which may request such information.

### **BREAK TIME**

Students should use their break time wisely. This time is for using the restroom, getting drinks, and eating snacks. No eating is allowed during class.

### **TRANSPORTATION**

Transportation (regular school buses) is provided for all students attending regular high school hours and who are not within walking distance. Limited bussing is available to students taking a partial schedule or attending classes later than 3:30 p.m. Students must be in attendance to receive bus privileges. To make arrangements, call Belding Community Education at (616)794-4646.

If students wish to drive their vehicles to school, they must have a license. If a student is driving without a license, their parents and the proper authorities will be notified. The privilege to drive will be given by the principal. Students are not allowed to loiter in their cars during breaks, lunch time, or before and after school.

A student suspended from our program loses bus privileges for the duration of the suspension. The student must find his/her own way home if suspended during the day.

### **MOTOR VEHICLES AND PARKING REGULATIONS**

The purpose of school traffic regulations is not to eliminate the need for driving to school, but rather to ensure safety and eliminate reckless driving. The opportunity to drive to Belding Alternative High School is a privilege not a right. In order to continue to have that privilege students must adhere to the following guidelines:

- All student vehicles must be registered in the main office.
- Registration tickets must be displayed in the rear view mirror.
- All students must park in their assigned parking spot.
- No loitering/sitting in vehicles.
- No visiting a vehicle during class hours without a pass from the office.
- Report all damages and/or injuries involving motor vehicles to the principal or office immediately.
- Report any unauthorized vehicle to the principal or office immediately.
- No driving to Heartlands without prior administrative approval.
- No speeding/reckless driving.

#### **Consequences:**

1. Failure to register a vehicle
  - \$5 parking ticket
2. Parking Illegally
  - \$10 parking ticket
3. Driving or riding as a passenger to Heartlands without administrative approval
  - 1st offense: after school detention
  - 2nd offense: after school detention and possible loss of driving privileges
4. In cases of repeated motor vehicle violations or instances of speeding/reckless driving, one or all of the following steps will be taken:
  - Loss of driving privileges
  - Additional school consequences
  - Towing at the owner's expense
  - Police referral

## **LEAVING THE BUILDING/GROUNDS**

No student may leave the school grounds during the school day (with the exception of lunch). If a student needs to leave the building, they are expected to “Sign Out” in the office. Failure to follow this procedure will result in an unexcused absence.

## **USE OF TELEPHONE**

The telephone is for staff use only. Incoming messages will be taken.

## **BEEPERS/CELL PHONES**

Cell phones or beepers must be turned off during class time or students will be sent home.

## **CONFIDENTIALITY**

The school atmosphere is a family type environment! Students will be dealing with peoples' problems, personal problems, home life and attitudes. Each student is expected to act in an adult manner and maintain each other's trust and confidentiality!

## **ATTENDANCE**

The state's compulsory attendance law recognizes an educational value in regular attendance at school. Regular attendance contributes to the school's instructional goal of developing traits of punctuality, self-discipline and responsibility in students. Interaction between students and staff and involvement in the total school environment are dependent on students who have good attendance. It is generally believed that good attendance is fundamental in achieving high grades; it tends to make school more enjoyable for students and habits associated with good attendance make students more employable after leaving high school. Employers look at attendance in school as an indicator of a responsible work force.

All absences should be excused by contacting the office within 24 hours of the absence. Call 616-794-4646 between the hours of 7:30 a.m. and 3:30 p.m. (after 3:30 p.m. leave a message) with your name, date and reason for the absence. All absences must be excused. Work missed due to unexcused absences can not be made up.

Students may not exceed 8 days of absences per marking period, per class. Failure to follow this policy may result in a failing grade. Students must make up class work by the next class or at the discretion of the teacher.

Students who excuse all absences and go over the eight (8) days, may be given the opportunity to “make-up” the time for those absences.

Sleeping is not allowed in class. Anyone who does, will be marked absent and sent home.

Any deviation in this attendance policy needs PRIOR approval and a signed contract between the student and Alternative Education Principal. Each student will be dealt with on an individual basis. Special circumstances may arise that may affect attendance. These circumstances need to be known by the teachers before problems arise.

Drops/Add– Total hours of allowed absences will be prorated with late enrollment dates. Students may not drop a class after three (3) weeks of the class meeting.

## **EQUAL EDUCATION OPPORTUNITIES (Continued)**

If any person believes that the Belding School District or any part of the school has inadequately applied the principles and/or regulations of (1) Title VI of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, and (3) Section 504 of the Rehabilitation Act of 1973, or is in some way discriminatory on the basis of sex, race, color, religion, national origin or ancestry, age, marital status, or disability, the person may bring forward a complaint by the following procedures.

A complaint is defined as an alleged action prohibited under one of the three acts identified above, and a complainant is a community member, parent, student, or employee who believes an alleged illegal action has taken place.

The designated Civil Rights Coordinator for the District shall be: Christine Mickelson, Belding Area Schools, 100 W. Ellis Avenue, Belding, MI 48809-1744. Phone (616)-794-4100.

### Informal Procedure

The person or complainant who believes there is a valid basis for complaint shall set up a meeting with the District designated Title IX, VI, or Section 504 Civil Rights Coordinator to discuss the concern. The District designated Civil Rights Coordinator in turn shall investigate the complaint, and, within ten (10) business days, reply to the complainant in writing to set up a second meeting to discuss the findings and seek an acceptable solution to the complaint.

If no acceptable solution to the complaint is agreed upon at the informal level, the complainant may initiate formal procedures as listed below.

Any complaint submitted under the *Formal Grievance Procedure* shall be submitted at Step I within twenty (20) business days of the second meeting with the Civil Rights Coordinator. If the complaint is not submitted within that time, the complaint will not be considered.

### Formal Procedure

**STEP 1:** The complainant must submit to the Civil Rights Coordinator designated to receive and investigate complaints alleging noncompliance with the specific act, a signed, written, “Statement of Complaint”. The “Statement of Complaint” shall name the complainant; shall state the facts giving rise to the complaint; shall identify all the provisions of the rules and regulations alleged to be violated; shall state the contention of the complainant with respect to those provisions; shall indicate the relief requested; and shall be signed by the complainant involved.

The Civil Rights Coordinator shall further investigate the matter (s) of the grievance and reply as to the District's position in this matter in writing by certified mail to the complainant within five business days after receipt of the written complaint.

**STEP 2:** If the complainant wishes to appeal the decision of the Civil Rights Coordinator, he/she may submit a signed statement of appeal to the Superintendent within five business days after receipt of the Coordinator's response to the grievance. Failure by the complainant to appeal the complainant within the time limit provided shall bar the complaint. The Superintendent shall meet with all parties involved within a reasonable time, not to exceed fourteen business days, in an attempt to resolve the matter(s). After the meeting, the Superintendent shall formulate a conclusion, and respond in writing to the grievance within ten (10) business days by certified mail.

**STEP 3:** If the complaint remains unsatisfied, he/she may appeal through a signed, written statement of appeal to the Board within five business days of her/his receipt of the Superintendent's response in Step 2. Failure by the complainant to appeal the complaint within the time limit provided shall bar the complaint. In an attempt to resolve the grievance, the Board shall meet with the concerned parties and their representatives within fifteen business days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent by the Board secretary to each concerned party within ten business days of this meeting by certified mail.

Upon completion of or at any point in the grievance process, complainants have the right to file a complaint with the Office for Civil Rights, U.S. Department of Education, Washington, D.C. 20201. The Complaint should first be directed to the Regional Office and to the attention of: The Regional Director, Office for Civil Rights, Region V, Department of Education, 300 South Wacker Drive, Chicago, Illinois 60606. Phone: (313)-353-2521.

## **WEAPONS/FIREARMS AND EXPULSION (Continued)**

### **Application to Handicapped Pupils:**

This policy shall be applied in a manner consistent with the rights secured under federal law to pupils who are determined to be eligible for special education programs and services.

### **Definitions:**

"Weapon" or "dangerous weapon" includes: a firearm - gun, revolver, pistol; dagger - dirk, stiletto; knife with a blade over three inches in length; pocket knife opened by a mechanical device; iron bar; or brass knuckles.

"Look-Alike Weapon" includes any device or instrument that is represented to be a weapon or dangerous weapon and/or, without representation, resembles a weapon or dangerous weapon to an extent that a reasonable person in a similar circumstance would presume or otherwise have reason to believe that the look alike weapon was a weapon and that a threat of injury from the presumed weapon existed.

"Weapon Free School Zone" means school property and/or a vehicle used by the school to transport students to or from school property.

"School property" means a building, playing field, or property used for school purposes to impart instruction to children or used for functions and events sponsored by a school.

"Firearm" means (a) a weapon (including a started gun) which will or is designed to or may readily be converted to expel a projectile by an explosive, or by gas or air; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device, including explosives, incendiaries, poison gas, or any weapon which will (or may readily be converted to expel a projectile by the action of an explosive or other propellant. For purposes of application and enforcement of this policy, a B-B gun is considered to be a "firearm".

This policy is the board's assurance that the district is in compliance with both PL 103.382 and MCL - 380.131. Policy Adopted: December 19, 1994

## **EQUAL EDUCATIONAL OPPORTUNITIES**

Equal educational opportunities shall be for all students without regard to race, color, national origin, ancestry, gender, ethnicity, language barrier, religious beliefs, physical and mental handicap or disability, economic and social conditions, or actual or potential marital and parental status<sup>1</sup>.

No student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the District. The Board shall treat its students without discrimination as this pertains to course offerings, athletics, counseling, employment assistance, and extracurricular activities.

### **Section 504**

The District shall identify, evaluate and provide a free appropriate public education to students who are disabled<sup>2</sup> within the meaning of Section 504 of the Rehabilitation Act of 1973; and the Board will designate a Section 504 compliance officer to coordinate the District's efforts to comply with Section 504 and to investigate and attempt to resolve grievances regarding alleged violations of Section 504 and this policy.<sup>3</sup> A copy of the Rehabilitation Act of 1973 and Section 504 implementing regulations may be obtained from the Section 504 compliance office.

<sup>1</sup> Equal education opportunities are guaranteed by many civil rights laws (See Legal References).

<sup>2</sup> "Disabled," as used in this policy, excludes persons:

- currently using illegal drugs;
- having a contagious disease or infection and who, by reason of such disease or infection, would constitute a direct threat to the health or safety of other individuals or who, by reason of the currently contagious disease or infection, are unable to perform the duties of the job;
- whose current alcohol or drug use prevents them from performing the job's duties or constitutes a direct threat to the property or safety of others. Persons who have successfully completed or are participating in a drug rehabilitation program are considered "disabled".

<sup>3</sup> Required by regulations implementing Title IX (34 C.F.R. Part 106).

## **MATERNITY LEAVE POLICY**

Students are entitled to two (2) consecutive weeks of excused absences following the birth of their babies.

## **VOCATIONAL TECHNICAL CLASSES**

Vocational Technical Classes are available to students during their Junior and Senior year. These classes have limited space. To help insure a spot for yourself, interested students need to notify Ann VanDusen as soon as possible.

Voc. Ed. Calendar is SEPARATE from the Alternative calendar. When Voc. Ed. Class does not meet they do not have to report to classes at Alternative Education.

## **PERSONAL COUNSELING**

Counseling is available to all students through the following:

- 1) Ionia County Mental Health Services/Substance Abuse
- 2) The school social worker
- 3) Your instructor

If you have a counseling need, see your instructor for referral and to set up an appointment.

If you need assistance in the following areas, contact Ann VanDusen or Lisa Sower:

- Any problems you may be having in a particular class
- Any kind of personal problem in or out of school
- Make a schedule change
- Career opportunities
- Answer any question about earning a high school diploma, such as: previous high school credits, how close you are to a diploma, what courses you still need, etc.

## **SENIOR REQUIREMENTS**

Seniors must confirm their intentions for graduation to the Community Education office by the first week in December. Seniors who are walking with their class must meet all graduation requirements. It will be their responsibility for their class dues, senior pictures, ordering yearbooks, cap and gowns, graduation announcements, attending graduation practices and completing a senior portfolio. Seniors will be eligible for Class Night awards and graduation honor cords. Those seniors planning to participate in graduation ceremonies must attend Class Night.

The number of classes seniors are allowed to miss in the 3rd trimester will be pro-rated. This is because seniors are not in attendance for the full trimester due to graduation.

## **COOPERATIVE EDUCATION**

Work experience allows a student to participate in a supervised work experience that will compliment his/her education. This method of instruction combines work-related learning experiences with a related class in the program. Students must have a job to participate and work an average of 15 hours per week in that job. Approval by the principal is necessary. Students can enroll at the beginning of each trimester.

## CREDITS

- Students are able to earn 7 1/2 credits per year. Starting with the class of 2010, students will be required to earn 27 credits in order to graduate.
- At the Principal's discretion, students may attend extra classes. This gives students who have failed classes a chance to make up the lost credits. Students will *not* be permitted to graduate ahead of their original class.
- Students will be scheduled according to the high school curriculum set by Belding Area Schools.
- Vocational classes will vary in credits.

## PROGRESS REPORTS

Students will receive progress reports at the middle of each trimester.

## REPORT CARDS

Students will receive report cards stating grade and credit earned at the end of each trimester.

## GRADING SCALE

The grading scale (same as high school) is as follows:

93 - 100 = A	80 - 82 = B-	67 - 69 = D+
90 - 92 = A-	77 - 79 = C+	63 - 66 = D
87 - 89 = B+	73 - 76 = C	60 - 62 = D-
83 - 86 = B	70 - 72 = C-	Below 60 = F

## VISITORS

Only registered students are allowed in the classroom areas. Guests are allowed only with prior permission from the principal.

## STUDENT CONDUCT

Actions in the classroom and in the area surrounding the school reflect not only on the person, but the total program. We expect the student to be aware of the fact that they are young adults and their actions should reflect an adult attitude. Any major misconduct may be a reason for dismissal.

The expectations that we have do not exceed those of what the student should expect from himself/herself. We expect that students will put in the type of performance that they can be proud of. If, for some reason, you cannot attend class, we expect a phone call from you. If you cannot be in class, it is the responsibility of the student to make up any work that they missed.

Assignments should be turned in regularly, as this is basically what determines grades. Simply showing up for class does not constitute a passing grade. Also, distracting other students from completing their work is not acceptable. If keeping up with assignments is not possible due to circumstances beyond the control of the student, he/she should speak to the teacher and/or principal.

Students enrolled in The Alternative Program may attend most traditional high school functions. These include Homecoming, Christmas Dance, Prom, Baccalaureate, Class Night and graduation party. If students cause problems at any of these activities, all privileges may be denied. Students may also enroll in Driver's Education if eligibility is met.

## WEAPONS/FIREARMS AND EXPULSION (Continued)

Upon receipt of a petition for reinstatement, the District shall do the following:

- Not later than ten (10) school days after receiving a petition for reinstatement, the Belding School Board shall appoint a committee to review the petition and any supporting information submitted by the parent or legal guardian (if the expelled student is unemancipated) or from the expelled pupil;
- The committee shall consist of two School board members, one school administrator, one teacher, and one parent or a pupil attending this School District;
- The Superintendent of the School District may prepare and submit for consideration by the committee information concerning the circumstances of the expulsion and any factors mitigating for or against reinstatement.
- Not later than ten (10) school days after all members are appointed, the committee shall review the petition and any supporting information, including any information provided by the School District, and shall submit a recommendation to the School Board on the issue of reinstatement;
- The recommendation of the committee shall be for unconditional reinstatement, for conditional reinstatement, or against reinstatement, and shall be accompanied by an explanation of the reason(s) for the recommendation and of any recommended conditions for reinstatement; and
- The superintendent or his designee shall be allowed to attend meetings of the committee appointed by the Belding Board of Education.

### Criteria for Reinstatement:

The designated committee and the Belding Board of Education shall consider at least the following factors when a petition for reinstatement is submitted:

- Whether the reinstatement would create a risk or harm to other pupils or school personnel;
- Whether reinstatement would create a risk of School District of individual liability for the School Board or School District personnel;
- The age and maturity of the individual;
- The individual's school record before the incident that caused the expulsion
- The individual's attitude concerning the incident that caused the expulsion;
- The individual's behavior since expulsion and the prospects for remediation of the individual;
- The degree of cooperation and support from the individual's parent or guardian (if the petition was filed by a parent or guardian) as well as any support which may be expected from a parent or guardian, if the expelled student is reinstated.

Petitions for reinstatement from students expelled by the Board of Education of another School District shall not be processed if that student has not first submitted a petition for reinstatement to the extent required by law, upon receiving written verification of the denial of the student's petition for reinstatement by the expelling Board.

### Conditions of Reinstatement:

The School Board may require an expelled student (and if the petition was filed by a parent or legal guardian, the parent or legal guardian) to agree in writing to specific conditions before reinstating the student. These conditions may include, but are not limited to:

- Signing a behavior contract;
- Participation in or completion of an Anger Management Program or other appropriate counseling (at the expelled student's expense);
- Periodic progress reviews; and
- Specific immediate consequences for failure to abide by any conditions of reinstatement.

### Reinstatement:

If the School District decides to reinstate an expelled pupil, those who were in grade five (5) and below at the time of the expulsion shall not be reinstated before the expiration of ninety (90) school days subsequent to the date of expulsion, unless a longer period of expulsion is required pursuant to the Federal Gun-Free Schools Act. For students in grades five (5) and below who have violated the Federal Gun-Free Schools Act and who are accordingly subject to mandatory one-year expulsion requirement (on a case-by-case basis) to a period of time not less than ninety (90) school days. Individuals in grade six (6) or above at the time of the expulsion shall not be reinstated before the expiration of one hundred and eighty (180) school days (one legal school year) after the date of expulsion.

## WEAPONS/FIREARMS AND EXPULSION

Students in possession of a dangerous weapon/firearm or who commit arson or rape on district grounds in buildings or at district or school sponsored events shall be expelled from school and referred to the criminal justice or juvenile delinquency system and the appropriate county department of social services or community mental health agency. The parent, legal guardian and/or student shall also be notified of the referral if the student has not reached the age of majority.

The board authorizes the superintendent or building principal(s) and/or other district official to expel students from the time violation of this policy is discovered until the next regularly scheduled school board meeting or other meeting of the Board of Education. Automatic appeal of the superintendent's or building principal(s)' and/or other district official's decision to invoke an expulsion relative to this policy shall be scheduled for the expelled student at the next regularly scheduled school board meeting or other meeting of the Board of Education.

### WEAPON-FREE SCHOOL ZONE

The Board of Education of Belding Area Schools, as both an employer and a public School District, is concerned with and interested in protecting the health, safety, and welfare of students, employees, and visitors. The Board recognized that school buildings, facilities, vehicles, grounds and other school property are best utilized in the educational process in the absence of threats to physical well-being and safety, by individuals possessing weapons, look-alike weapons and/or other dangerous objects or instruments.

Accordingly, the Board of Education of Belding Area Schools shall expel a pupil from attending school in the Belding School District, if the pupil possesses a weapon in a weapon-free school zone or during such time that a student is in the custody of the Belding Schools. Such expulsion is mandatory, unless the pupil established, in a clear and convincing manner, at least one of the following:

- 1) That the object or instrument possessed by the pupil was not possessed for use as a weapon, or for direct or indirect delivery to another person for use as a weapon;
- 2) The weapon was not knowingly possessed by the pupil;
- 3) The pupil did not know or have reason to know that the object or the instrument possessed by the pupil constituted a weapon or dangerous weapon; or
- 4) That the weapon was possessed by the pupil at the suggestion, request, or direction of, or with the express permission of, school or police authorities.

Expulsion mandated under this policy shall be imposed in accordance with the procedures for student discipline as established by the Belding School District.

### Record and Referral:

All expulsions pursuant to this policy shall be entered and preserved on the student's individual permanent record. This information shall be disseminated, as part of a student's permanent record, to any other public or private (primary or secondary) school where the expelled student seeks to enroll and where this district is requested, or otherwise required, to forward or release records to that institution. The Belding School District shall immediately report any incident involving the possession of a weapon or dangerous weapon on school property, in writing, to the pupil's parent or legal guardian (if the pupil is unemancipated) and to the local law enforcement agency.

The School District shall, within three days of expulsion refer the expelled student to the appropriate County Department of Social Services or County Community Mental Health agency. The Belding School District shall also notify the individual's parent or legal guardian, or if the individual is at least 18 years old or otherwise legally emancipated, notify the expelled student of the referral. The Belding School District shall also refer conduct by any individual which is believed to violate state or federal laws establishing weapon-free or gun-free school zones to local prosecutors.

### Petitions for Reinstatement:

Pupils expelled pursuant to this policy (or their parent or legal guardian if the pupil is unemancipated) may petition the Belding School Board for reinstatement to school. An individual who was in grade five (5) or below when expelled may petition for reinstatement at any time after the expiration of sixty (60) school days subsequent to the date of expulsion. Individuals who were in grade six (6) or above at the time of expulsion may petition for reinstatement at any time after the expiration of one hundred fifty (150) school days subsequent to the date of expulsion. The Belding School District will make available the proper forms to those who wish to petition for reinstatement. The petitioner shall provide an authorization and release for the Board of Education and its designated committee to request, receive and review all student records and student record information maintained by any public or private school which the petitioning pupil has attended. If such records are already in the possession of this District, the parent/guardian or student (if emancipated) shall furnish written authorization for review of same by the committee and Board of Education members.

## CHILD CARE POLICIES

The nursery has been established to provide a safe and convenient place for the children while parents attend classes and do school work. Except when attending class and doing class work, parents have full rights to see, hold and work with their children.

Children need caregivers and parents who will play and talk with them, who will praise them for their achievements and enjoy them. Both should encourage social skills and positive behavior, and set limits on negative ones.

The welfare of the students and their children is the primary consideration in all decisions made regarding the students and their children

Whenever possible, parents will accept full responsibility for feeding, clothing and changing their children. Other students are expected to help when parents are in outside classes. Staff may help at their own discretion.

### I. PARENTING RESPONSIBILITIES AND STRATEGIES

- Cleanliness – Children should be bathed daily. They should come to school in clean clothing.
- Clothing – Parents should provide appropriate and clean clothing, diapers, undergarments and an extra change of clothing for each day. Children who are walking must have shoes on any time they leave the nursery.
- Food – Parents should provide enough formula and bottles for the day.
- Forms of Address – No one, including parents, should humiliate or shame a child by calling the child names or by degrading a child in any way.
- Students may **not** leave the building without their child. Violators will receive one-day suspension.

### II. DISCIPLINE

The goal of discipline is to help the child achieve self-discipline. Positive methods of discipline will be used to encourage self-control, self-direction, self-esteem and cooperation.

- Children will be told what the appropriate behavior is and then gently redirected.
- If the inappropriate behavior continues, the child will lose privileges for a short time.
- If the inappropriate behavior continues, children close to 1 year and older may be given a time out, one minute or less for each year of the child's age. If the child is old enough, (s)he will also be asked for other solutions to the problem. The teacher may offer some alternate solutions.
- If the behavior continues to be a problem, parents will be asked to participate in a conference.

No staff person will physically punish a child. No one will humiliate or shame a child by calling that child names or by degrading a child in any way.

### III. SICK CHILD POLICY

Deciding when a child is infectious is sometimes a matter of opinion; however, the guidelines we have established have been done under consultation with health care advisors. The child care environment we provide is intimate, and in spite of all the health procedures we employ, the most effective means of minimizing the spread of infection is to exclude children from care who may be infectious.

## CHILD CARE POLICIES (Continued)

Time off from work/school with sick kids is a fact of life for working parents or parents attending school. If a child is sick, (s)he will be sent home. The child will not be allowed to stay in the nursery. **Save some of your absences just for this purpose.**

Any child meeting the following conditions will probably need to be sent home:

- **Fever** – A temperature 2 degrees above the child’s normal temperature combined with any of the other symptoms listed. A temperature 3 degrees above the child’s normal temperature. PLEASE DO NOT bring your child to school with a fever. Do not try to bring the fever down with aspirin or Tylenol and then bring the child in. Temperatures will be taken at the beginning of the year to establish normal temperature for each child.
- **Nasal Discharge** – Nasal discharge that is thick with a yellowish or greenish color (usually indicates an infection) combined with a temperature 2 degrees above child’s normal temperature and/or a cough.
- **Vomiting and/or Diarrhea** – Children who are vomiting and having diarrhea should not be at school. Do not bring a child in the morning and then tell us, “he threw up twice during the night but seems fine now”. That is not enough of an interval to decide if the child is truly well. Babies (1 year and under) may come to school with symptoms of diarrhea if symptoms are sporadic and there is no other combination of symptoms.
- **Eye Discharge** – Eyes that are bloodshot, watery and/or discharging are often infectious.
- **Rash** – Any unidentified rash should be investigated by a physician to determine the cause. CHICKEN POX is a highly contagious disease characterized by a skin eruption featuring crops of darkened, raised spots which blister and then become scabs. A child with chicken pox can spread the disease to others from 1-2 days before the onset of the rash to 5-6 days later when all the spots have dried up as scabs. Any moist sores are contagious, as well as the discharges from coughing, sneezing, and blowing the nose.
- **Cough** – A cough that is excessive, persistent, or hoarse should be investigated by a physician.
- **Other conditions** – earache, sore throat, cold sore.

A child may return when:

- The child’s temperature has been less than 2 degrees above normal for 24 hours without Tylenol/aspirin.
- The child has been on an antibiotic for 24 hours.
- It has been 24 hours since the last episode of vomiting or diarrhea.
- The nasal discharge is not thick and yellow or green.
- Eyes are no longer discharging.
- Rash has subsided or physician has determined that the rash is not contagious.
- Cold sore has dried up.
- Child may return with symptoms if she/he has doctor’s statement saying symptoms are not contagious.

## STUDENT SUSPENSION AND EXPULSION (Continued)

### Suspensions

No suspension shall extend beyond the current school semester. A suspension may be for a short-term not exceeding ten school days, or for a longer term, exceeding ten school days.

A short-term suspension may be imposed immediately upon a student without first affording the student or the parents or guardians a hearing if the presence of the student endangers other persons or property or substantially disrupts, impedes or interferes with the operation of the school.

A long-term suspension shall not be imposed upon a student unless the student has first been suspended for a short-term and not until an opportunity for a formal hearing on the suspension has been afforded the student.

Prior to a student with a disability being suspended beyond 10 consecutive school days, an IEP team shall meet and perform those procedures required under the Individuals with Disabilities Education Act (IDEA) and its implementing regulations. A series of disciplinary removals each for 10 consecutive school days or less may result in a change of placement and require an IEP meeting if they accumulate to more than 10 school days in one school year and a pattern of removal has been established. School personnel should analyze the length of each removal, the proximity of the removals to each other, and the total amount of time the student is removed to determine if a pattern exists.

### Expulsion

No student may be expelled until an opportunity for a formal hearing on the recommendation for expulsion has been afforded the student.

If a student with disability is recommended for expulsion, the District shall comply with the provisions of IDEA and its implementing regulations.

### Appeals

The student and parents or guardians may appeal to the Board or a Board appointed hearing officer an order for a long-term suspension or a recommendation for expulsion.

### Hearing Officer

The Board may appoint one or more hearing officers for purposes of hearing appeals made in cases of long-term suspension or recommendation for expulsion. The hearing officer shall be a member of the Board or a certified employee of the District.

Whenever a Board appointed hearing officer hears any appeal, a written report shall be provided for the Board. After receiving the report, the Board shall determine the appeal with or without additional hearing. Any appeal determination by the Board in accordance with this policy and administrative procedures shall be valid to the same extent as if the matter were fully heard by the Board without a hearing officer.

### Written Notices

All required written notices may be mailed to the residence of the parents or guardians at the address on file in the school records of the student. In lieu of mailing the written notice, it may be personally delivered.

## **DRUG AND ALCOHOL USE BY STUDENTS (Continued)**

The Superintendent shall develop a drug-free awareness program for students. Students who request assistance for drug counseling and/or rehabilitation shall direct their request to the counselor. Annually, the Board shall allocate funds to support the drug-free awareness program.

The Superintendent shall include in the District's student orientation program a drug-free awareness program, which shall include the following information:

- the dangers of drug abuse;
- the District's policy of maintaining a drug-free school;
- available drug counseling, rehabilitation and employee assistance programs; and
- the penalties the Board may inflict upon students for drug abuse violations.

In developing the orientation program, the Superintendent may utilize the services and assistance of the local or county health departments, local or regional medical health center or other substance abuse agencies in the immediate area.

**SUSPECTED** use and/or possession of alcohol/drugs will result in the following action:

**1st Offense**– Parent notification, taken home for the rest of the day and will receive one (1) day out of school suspension.

**2nd Offense**– Parent notification, taken home for the rest of the day and will receive three (3) days out of school suspension.

**3rd Offense**– Parent notification, taken home for the rest of the day and will receive five (5) days out of school suspension.

## **STUDENT SUSPENSION AND EXPULSION**

The Superintendent or building Principals and teachers, under circumstances allowed pursuant to law, may suspend, either for a short-term or long-term, or may make a recommendation to the Board regarding the expulsion of a student guilty of any of the following:

- Willful violation and/or persistent disobedience of any published regulation for student conduct authorized, adopted or approved by the Board;
- Willful misconduct which substantially disrupts, impedes, or interferes with the operation of any school;
- Willful misconduct which substantially impinges upon or invades the rights of others; or
- Disobedience of an order of a teacher, police officer, school security officer or other school authority, when such disobedience can reasonably be anticipated to result in disorder; disruption or interference with the operation of any school or substantial and material impingement upon or invasion of the rights of others.
- Violation of MCL 380.1309, 380.1310, 380.1311(2) or 380.1311a.

## **HEAD LICE**

Children who have head lice must have their hair washed with shampoo specifically designated for head lice. They may return after treatment and being checked by nursery staff or school nurse.

## **FOOD/NUTRITION**

Students are encouraged to bring or buy healthy snacks for themselves during school hours. These snacks include milk, juice, fruit, cheese, crackers, nuts, vegetables, and sandwiches. Pop, candy, and chips are discouraged.

## **SCHOOL LUNCHESES/BREAKFASTS**

School lunches and breakfasts are available to all students to purchase. Free or reduced lunches and breakfasts are available to those who qualify. Forms determining eligibility will be distributed at time of registration.

## **PHYSICAL RELATIONSHIPS**

Students are not allowed to display signs of affections (no physical contact) on school property. Violation will result in mandatory detention at separate times.

## **THEFT**

Everyone has the right to expect their property/food will be safe in school. Do not leave money or valuables where they could be temptations to others. Electronic devices are considered valuable. Leave them at home!

## **DRESS AND APPEARANCE**

School is a place for education, and students shall be expected to attend school clean in person, appropriately groomed, and properly attired in keeping with their level of maturity. Good grooming and neatness on the part of each student reflects an expression of pride in him/herself, their family and school.

The school has the responsibility of establishing and maintaining an atmosphere that enhances the opportunity of individuals to learn. Consequently, the school shall regulate the dress and grooming of students to the extent that such regulations are related to the educational process and have an effect on the safety, morals or welfare of the student and his classmates.

Students are expected to give proper attention to personal cleanliness and neatness of dress. Any display of inappropriate words or designs will not be tolerated. Shirts/tops that reveal bare midriffs are not allowed. If students arrive with inappropriate dress or appearance they will be asked to make adjustments or will be dismissed for the day.

## **TECHNOLOGY USAGE VIOLATION**

Discipline to be determined by Head of Technology Department and principal per student agreement.

## **TOBACCO PRODUCTS ON/IN DISTRICT PREMISES**

It is the policy of Belding Area Schools to prohibit use of tobacco products by any person in District buildings or on District property at any time.

## **DISCIPLINING STUDENTS WITH DISABILITIES**

We will, to the best of our abilities, follow the State and Federal Laws in disciplining students with disabilities.

## **SEVERE WEATHER POLICY**

The District shall follow procedures which provide maximum protection and safety of students in the event of potentially dangerous or hazardous weather conditions. Existing conditions at a given time will dictate action to be taken by school authorities.

## **BLOODBORNE PATHOGENS EXPOSURE CONTROL POLICY**

All Belding Area School Staff have received training on exposure and clean up of bloodborne pathogens and other potentially infectious materials. A copy of the complete Bloodborne Pathogens Exposure Control Plan Guidelines is on file at the Community Education Office. It is available for you to view upon request. This policy was adopted October 19, 1992.

## **SEXUAL HARASSMENT AND INTIMIDATION**

It is the policy of this District to maintain a working environment that is free from sexual harassment. No staff member of this District shall be subjected to any form of sexual harassment or intimidation.

It shall be a violation of this policy for any Board member, employee, or student to harass any member of the District staff through conduct or communications of a sexual nature as defined in this policy.

Each administrator shall be responsible for promoting understanding and acceptance of, and assuring compliance with, state and federal laws, and Board policy and procedures governing sexual harassment within his/her building or office.

### **Definition**

Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment; or
- submission to or rejection of such conduct by a Board member or employee is used as the basis for decisions affecting the employee; or
- such conduct has the purpose or effect of unreasonably interfering with an employee's performance or creating a hostile work environment.

Sexual harassment may include, but is not limited to, the following:

- verbal harassment or abuse;
- pressure for sexual activity;
- repeated remarks with sexual or demeaning implications;
- unwelcome touching
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning employee's safety or job.
- In addition, any form of retaliation against the complainant or witness is in itself a form of sexual harassment.

## **DRUG AND ALCOHOL USE BY STUDENTS (Continued)**

### **Dealing Drugs**

Delivering, attempting to deliver, causing to be delivered, selling, or attempting to sell the above will result in an indefinite suspension pending a hearing before the Board for expulsion.

NOTE: First offense of any distribution of over the counter medication/drugs will equal 5 days of ISS and a written warning that the next violation will equal an expulsion. (The student will only receive one warning throughout their schooling at Belding Area Schools K-12.)

### **Self Referrals**

Any student with a substance abuse problem or concern may turn himself/herself in to a school official without penalty. The student would then be referred to the proper agency for help and counseling.

### **Intervention**

The District shall establish an assisted program in addressing their drug/alcohol problems and in continuing their educational program. Students shall be provided with information and referral, if necessary, to aid them in obtaining assistance from appropriate community organizations. Student records concerning such interventions shall be kept confidential as required by state and federal law.

### **Policy Communication**

The District shall distribute this policy and appropriate related information to staff, students and parents on an annual basis through handbooks and/or other means selected by the Superintendent and building administrators.

### **Drug-Free Schools**

The use, distribution, dispensation and/or manufacturing of controlled substances, as defined by state and federal law, by students on District grounds, in District buildings and/or in connection with any District activity, is prohibited.

Any student who violates the above policy may be subject to disciplinary action, up to and including expulsion. In addition, the student may be required to participate and satisfactorily complete in a drug assistance or rehabilitation program approved by the Board.

## **DRUG AND ALCOHOL USE BY STUDENTS**

The Board and the staff of Belding Area Schools support a safe and healthy learning environment for students, which is free of the detrimental effects of drugs and alcohol. Accomplishing this goal requires a cooperative effort among school staff, students, parents, law enforcement and organizations concerned with the use of drugs and alcohol by school-aged youth.

In order to promote the safety, health, well being of students, the Board endorses a three-pronged approach to address the issue of drug and alcohol use: prevention/education; intervention and discipline. The Superintendent is responsible for developing appropriate administrative procedures, curricula and programs to implement this policy.

The District shall provide students with appropriate information and activities focused on educating students about drugs and alcohol and preventing their use. Programs shall teach students that the use of drugs and alcohol is wrong and harmful; how to resist peer pressure; and address the legal, social and health consequences of drug and alcohol abuse.

### **Prohibited Conduct**

No student shall distribute, dispense, possess, use or be under the influence of any alcoholic beverage, malt beverage, fortified wine or other intoxicating liquor. Nor shall a student manufacture, distribute, dispense, possess, use or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturates, marijuana, anabolic steroid, any other substance that is represented to be a controlled substance.

These prohibitions apply to any student who is on school property, who is in attendance at school or at any school-sponsored activity, or whose conduct at any time or place directly interferes with the operations, discipline or general welfare of the school.

### **Disciplinary Action**

Principals may suspend and/or recommend expulsion of students who violate this policy, based upon facts of each case and in accordance with established disciplinary procedures. Students may also be referred to law enforcement authorities for investigation and/or prosecution.

The use/possession of drugs, look-alike drugs, alcohol, or controlled substances, or over the counter stimulants (such as “Yellow Jackets”, “357’s”, etc.) on school property or at any school-related activity will result in a minimum of a five day suspension. If a second offense should occur, the student will be suspended for a minimum of five days and could also be reviewed by the Board of Education for expulsion.

## **BEHAVIOR AND DISCIPLINE POLICY**

Unacceptable behavior will not be tolerated!

**Obscenities**– Educated people need not communicate in a vulgar manner. Obscenities fall into three categories.

### 1. **Non-Directed:**

1st Offense– A warning is issued

2nd Offense– Student sent home for remainder of day

Subsequent Offenses– Same as 2nd offense

### 2. **Student-Directed:**

1st Offense– A warning is issued

2nd Offense– Student sent home for remainder of day

3rd Offense– Minimum two (2) day suspension

Subsequent Offenses– Same as 3rd offense

### 3. **Staff-Directed:**

Minimum two (2) day suspension

**Fighting**– Fighting will not be condoned nor tolerated on school grounds.

1st Offense– Three (3) day suspension

2nd Offense– Five (5) day suspension

3rd Offense– Seven (7) day suspension

4th Offense– Up to 10 day suspension and may result in a recommendation to the School Board for expulsion.

**Minor Behavior Infraction**– Rude gestures, minor disrespect to teacher or others, throwing objects, classroom disruption

1st Offense– A warning is issued

2nd Offense– Student sent home

Subsequent Offenses– Same as 2nd offense

ALTERNATIVE EDUCATION IS A ZERO-TOLERANCE ENVIRONMENT.  
ANY **SUSPECTED** GANG ACTIVITY WILL RESULT IN SUSPENSION FROM THE PROGRAM.

## MICHIGAN MERIT CURRICULUM GUIDELINES FOR HIGH SCHOOL CREDIT AND GRADUATION

Please find information pertaining to the new Michigan High School Graduation Requirements listed below. As always, you are welcome to contact your child's school with any questions you may have or visit <http://www.mi.gov/mde/0,1607,7-140-38924---,00.html> for more information regarding Michigan's graduation requirements.

### **Earning High School Credit:**

A credit is a completed unit of study. Credits may be earned through successful coursework (59.5% or higher grade in course). This grade will be based at least in part on student performance on subject area assessments, which measure the extent to which the student meets state credit expectations and guidelines. Students may also potentially earn credit by testing out, taking advanced placement courses, on-line classes, dual enrollment and "related" courses (vocational/career tech. courses etc).

### **Testing out of Courses:**

A student who wishes to test out of a class must fill out a request prior to the deadline of June 1<sup>st</sup> for the following school year. Applications for testing out will be available in the Guidance Office. The application requires a parent signature.

If a student decides to attempt to test out of a class, a syllabus and a textbook (if utilized) will be provided by the appropriate BHS department. At no time, should a student expect to receive instruction. Testing out will occur during a several day time period during the weeks prior to school beginning in the fall. Students must earn a minimum of a C+ (76.5%) to be considered successful.

### **8<sup>th</sup> grade Algebra I credit requirement:**

A student must earn at least a cumulative grade of C- (69.5%) over the course of 3 trimesters including the mid-term and exit exams to earn high school credit for Algebra I. High school credit may also be earned by testing out of the course by scoring at least 76.5% (C+) on the MDE end of course examination.

High School Level Algebra I credit requirement: (HS & ALT Handbooks)

A student must earn at least a cumulative grade of C- (69.5%) in Algebra IA, including the final exam, in order to advance to Algebra 1B and earn and Algebra 1A ½ credit (this applies to the first attempt at Algebra IA only). All other math courses (including a second attempt at Algebra IA) will require a passing grade (at least 59.5%) for advancement and credit. Credit may also be earned by testing out of the course by scoring at least 76.5% (C+) on the MDE end of course examination.

### **High School "math related" classes:**

- Computerized accounting
- Chemistry A & B (if not taken for science credit)
- Physics A & B (if not taken for science credit)
- Pre-algebra
- Community-as-a-School or Heartlands Tool & Die

## MICHIGAN MERIT CURRICULUM GUIDELINES FOR HIGH SCHOOL CREDIT AND GRADUATION (Continued)

### **High School "online experience" classes:**

- Nova Net course
- Michigan Virtual University courses
- BMA IA

### **Possible High School credit options at BMS:**

- Online experience (Any of the following BMS courses will fulfill: Web Design, Multimedia, Video Productions, Computer Applications I or II)
- Spanish (36 weeks of Spanish at the MS (Spanish I-III) will fulfill 1 graduation requirement for foreign language if a passing grade (59.5%) is achieved in each MS section. Student may earn HS credit as well by passing HS end of course Spanish Test.
- Algebra I (using criteria above)

### **Personal Curriculum Options:**

- Basic information is listed below. For more details refer to Belding Area Schools Board Policy 7113, <http://www.mi.gov/mde/0,1607,7-140-38924---,00.html> or contact a high school counselor at (616) 794-4900.
  - Four reasons for a student to request a Personal Curriculum:
    - To add additional math, English, science or world language courses.
    - To modify credit requirements because he or she has transferred from out of state or from a non-public school.
    - To modify the Algebra II requirement by spreading the content over two years for two credits.
    - To modify the credit requirements based on a student's disability.
  - Subjects that cannot be modified:
    - English Language Arts
    - Science
    - World Languages
    - Civics
    - Online Learning Experience
    - Exception—Students with a disability and transfer students