

VIKINGS

1305 E. Sugnet Road
 Midland, Michigan 48642-3797
 Office Hours: 7:30 a.m. to 4:30 p.m. weekdays

Attendance Line: 923-5778
 Office Phone 923-5772
 Fax: 923-5780

TIME SCHEDULE FOR SCHOOL DAY	
8:05-8:15	Morning Meeting
8:15-9:09	1st Period
9:14-10:08	2nd Period
10:13-11:07	3rd Period
11:12-12:52	4th Period
(includes lunch)	
12:57-1:51	5 th Period
1:56-2:50	6th Period
2:55-3:45	Staff C& P
<u>LUNCHES</u>	
6 th Grade Lunch 11:12-11:42	
7 th Grade Lunch 11:47-12:17	
8 th Grade Lunch 12:22-12:52	

Student Schedule First Semester

Period	Class	Room	Meets	Teacher's e-mail

Student Schedule Second Semester

Period	Class	Room	Meets	Teacher's e-mail

This student planner belongs to: _____

Northeast Middle School Staff Directory

Staff	voice mail	email	Room
Adolphson, Nathan	(989)923-3894	adolphonnt@midlandps.org	255
Allen, Robin J	(989)923-3323	AllenRJ@midlandps.org	268
Borus, Patti	(989)923-3623	BorusPC@midlandps.org	214
Bott, Robin R	(989)923-3065	BottRR@midlandps.org	275
Breneman, Jennifer	(989)923-3480	BrenemanJA@midlandps.org	215
Brewer, Kelly J	(989)923-3082	BrewerKJ@midlandps.org	271
Brown, Amanda J	(989)923-4111	BrownAJ@midlandps.org	272
Brown, Brian D	(989)923-3089	BrownBD@midlandps.org	209
Bujalski, Denise R	(989)923-3683	BujalskiDR@midlandps.org	270
Candela, Kenneth	(989)923-3117	CandelaKJ@midlandps.org	159
Carey, Rhonda J	(989)923-3402	CareyRJ@midlandps.org	205
Courier, Jil	(989)923-3885	CourierJA@midlandps.org	172
Coyle, Melinda M	(989)923-3012	CoyleMM@midlandps.org	267
Ernest, Lisa D	(989)923-3230	ErnestLD@midlandps.org	L-1
Haskett, Sarah	(989)923-3084	HaskettSA@midlandps.org	215
Hockemeyer, Emily	(989)923-3172	hockemeyerea@midlandps.org	214
Huschke, Hilarie	(989)923-3028	HuschkeHS@midlandps.org	211
Irmes, Christina L	(989)923-3305	IrmesCL@midlandps.org	Gym
Jaster, Jennifer	(989)923-3940	JasterJL@midlandps.org	162
Jones, Julia	(989)923-3076	jonesje@midlandps.org	
Justus, Sandra K	(989)923-3218	JustusSK@midlandps.org	160
Kalinowski, Yvette M	(989)923-3433	KalinowskiYM@midlandps.org	213
Kessler, Carmen R	(989)923-3965	KesslerCR@midlandps.org	266
Kipfmiller, Kelly A	(989)923-3355	KipfmillerKA@midlandps.org	207
Kipfmiller, Timmy	(989)923-4012	KipfmillerTE@midlandps.org	170
Konkol, Megan	(989)923-3980	KonkolME@midlandps.org	111
Lombardo, Jerome G	(989)923-4030	LombardoJG@midlandps.org	109
McIntyre, Barbara E	(989)923-3606	McIntyreBE@midlandps.org	275
McPeak, Victoria	(989)923-3247	McPeakVL@midlandps.org	262
Meitler, Michelle	(989)923-3582	MeitlerMD@midlandps.org	256
Merry, Edward J	(989)923-3585	MerryEJ@midlandps.org	269
Murphy, Lori L	(989)923-3755	MurphyLL@midlandps.org	265
Murray, Linda M	(989)923-3621	MurrayLM@midlandps.org	112
Pena, Jorge L	(989)923-3672	PenaJL@midlandps.org	115/118
Poellet, Ann	(989)923-3689	PoelletAM@midlandps.org	158
Rankin, Amy	(989)923-3560	rankinam@midlandps.org	Café 1
Rodriguez, Marybeth	(989)923-3739	RodriguezM@midlandps.org	164
Romain, Kathryn	(989)923-3745	RomainKL@midlandps.org	264
Scott, Andrew	(989)923-3064	ScottAJ@midlandps.org	203
Seybert, Keith T	(989)923-3794	SeybertKT@midlandps.org	Gym
Sheldrake Formsma, Kim E	(989)923-3802	SheldrakeKE@midlandps.org	L-1
Sova, Bridgit S	(989)923-3837	SovaBS@midlandps.org	174
Spaulding, Katherine A	(989)923-4539	SpauldingKA@midlandps.org	166
Stevens, Roger B	(989)923-3854	StevensRB@midlandps.org	217
Stinson, Rebecca	(989)923-4017	StinsonRL@midlandps.org	263
St. Louis, Barb	(989)923-3843	stlouisbj@midlandps.org	Café 1
Swanson, Jayme W	(989)923-3870	SwansonJW@midlandps.org	168
Trahan, Sue	(989)923-3904	TrahanSA@midlandps.org	258
Valley, Sarah J	(989)923-3873	ValleySJ@midlandps.org	201
Vieau, Jodie L	(989)923-3925	VieauJL@midlandps.org	273
Waun, Kelli	(989)923-3015	WaunKM@midlandps.org	251
Wixtrom, Shelli J	(989)923-3013	WixtromSJ@midlandps.org	161
Wood, Bernadette	(989)923-3764	WoodBM@midlandps.org	109

Northeast Website

You can find the latest information, daily announcements, newsletter, calendar and staff directory on our website. Northeast website address is:
<http://nms.midlandps.org>

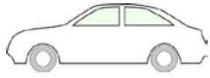
Northeast Mission Statement

The mission of the Northeast Middle School community is to enable all students to develop the skills necessary for continual academic and personal growth. Simply put, we want each individual to be better for having been at Northeast.

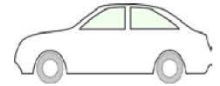
Midland Public Schools Mission Statement

The Midland Public Schools, in partnership with our community, prepares students as knowledgeable, self-reliant, cooperative and ethical learners who are contributing citizens.

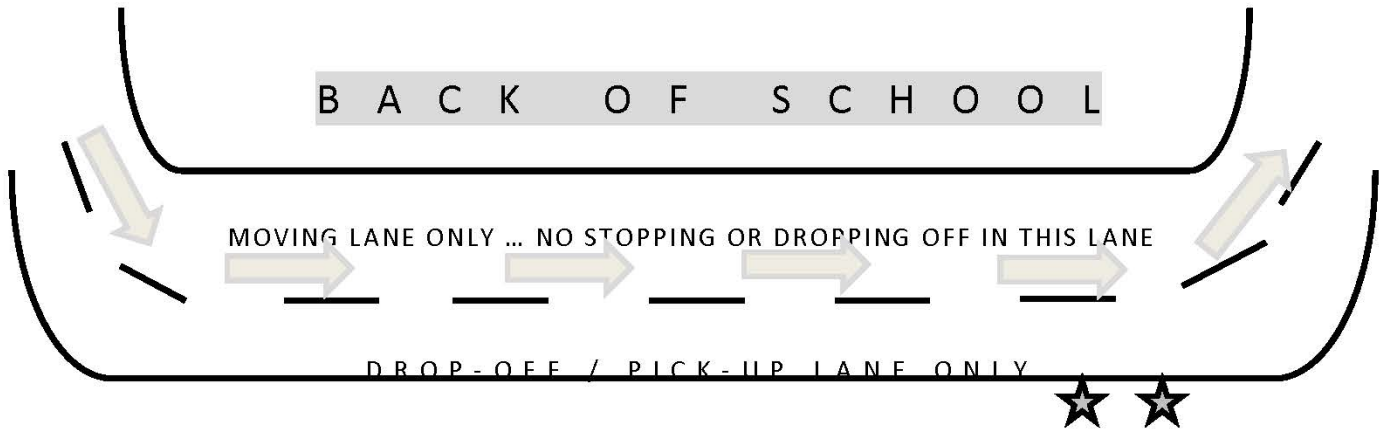
August 23, 2004



Drop-Off and Pick-Up Procedures

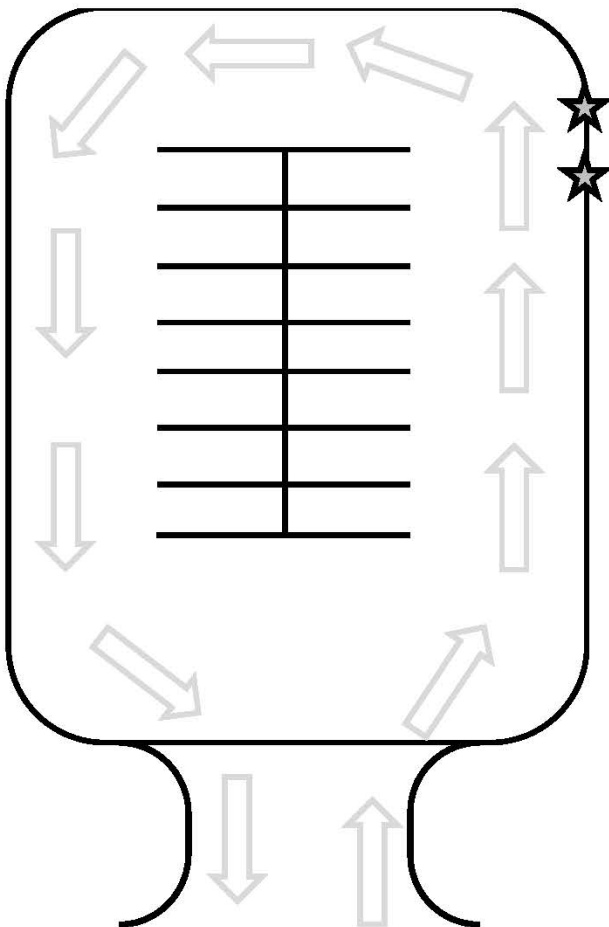


The front lot is not to be used for student drop-off or pick-up between the hours of 7:45 – 8:15a.m. and between 2:30 – 3:10p.m. Traffic for drop-off or pick-up should abide by these simple suggestions to maximize time efficiency and student safety.



- ★ Vehicles should pull forward to the furthest point along the curb possible in the Drop-Off / Pick-Up lane *ONLY*, before letting a child out of the vehicle. This allows more vehicles to enter the lot and minimizes St. Andrews Drive congestion and traffic stoppage. Whenever possible, the other lot between Plymouth Elementary and Northeast should be used for Drop-Off and Pick-Up.

PARKING LOT BETWEEN NE AND PLYMOUTH



SCHOOL SONG

HAIL OUR FEARLESS NORTHEAST
 VIKINGS
 CHEER THEM ON TO FAME.
 HOLD ON HIGH OUR MIGHTY COLORS
 AND OUR GLORIOUS NAME.
 CHEER THE VIKINGS ON TO VICTORY,
 COME JOIN THE LOYAL THRONG.
 HAIL OUR FIGHTING TEAM FOREVER,
 WE'RE UNITED, BRAVE, AND
 STRONG! FIGHT!

Nickname: Northeast Vikings
Colors: Green and White
Yearbook: Viking Courier
Newspaper: Viking Voice

INCLEMENT WEATHER / EARLY DISMISSAL:

- Hear of MPS updates to the minute by following our Superintendent Mr. Michael Sharrow on Twitter @MichaelSharrow2
- Go to www.midlandps.org
- Call (989) 923-SNOW (923-5775)
- Listen to local radio/TV stations
- *Please do not call the school, TV or radio stations*
- If other safety conditions arise, the school's crisis plan will be utilized

PARENTS / VISITORS TO NORTHEAST

All parents and other visitors to Northeast must first come to the main office, sign in and get a nametag before going anywhere else in the building.

ARRIVING AND DEPARTING SCHOOL

Students are not permitted in hallways until 7:50 a.m. Prior to 7:50 a.m. students must report to the cafeteria through the cafeteria entrance (back of the building) for a supervised study hall until the 7:50 a.m. dismissal. Students are NOT allowed in halls or to go to lockers until after 7:50am. Students should not arrive at school prior to 7:30 a.m. since there is no supervision before then. An a la carte breakfast program including fruit, juice, milk, and breakfast items is offered between 7:30-7:50 a.m.

Students who wish to do make-up work or get extra help before 7:50 a.m. **must get a written pass from the teacher the day before. Any student entering the school with a pass must show his/her pass to the door supervisors.**

Once students arrive at school, they are not to leave school property before 2:50 p.m. If it is necessary to pick a student up during school hours, a parent, guardian or emergency contact (who must be listed in the computer) needs to sign the student out, in the office. Upon returning, the student needs to sign back in the office and obtain a pass to return to class.

Students should not gather on surrounding public or private property before or after school. Students who are not involved in an extracurricular activity are required to leave the building and school property by 3:05 p.m. Because of the supervised after-school program option available, the parents of students found lingering after school will be called. Students are expected to be supervised while on the school premises, at all times.

LOCKERS

Lockers are assigned to students each year at Northeast. The locker combination is known only to the office and the student. It is important that students keep this combination

to themselves and not divulge it to others. Students are not to share lockers with each other. All lockers have locks. Students are not allowed to use their own locks on lockers. School padlocks can be issued through the main office for extra security. These will be assigned and collected at the end of the year. Lost or damaged padlocks will incur a \$10.00 fee.

Locker changes or combination changes are done only when serious problems arise. Requests should be directed to the office by students or parents. Due to the limited number of locker combinations available for each locker, it is impossible to change a student's combination more than once per year at Northeast. Students will be fined for locker damage (door, lock, hinges, scratches, etc.).

Students should not keep valuables, electronics, or money in lockers. If it is necessary to bring valuables to school, the student should leave it with one of the office personnel for safekeeping. Lockers are school property and may be opened and inspected by school personnel for a variety of reasons. These include locker inspections, routine maintenance, a parent request for books or homework, or if an administrator has reason to believe that the locker contains items detrimental to the education, safety, or property of others.

SCHOOL SUPPLIES

Textbooks, workbooks, materials, and supplies needed for instruction are furnished by the school for any required or elective subject in which the student receives a grade.

Students are responsible for school textbooks, equipment, uniforms, locks, and other materials issued to or used by them. It is strongly suggested that students cover textbooks to protect them from damage. Book covers are easy to make out of heavy paper, such as grocery bags. Abuses, abnormal wear and tear, or loss of such materials will result in fines.

When fines are overdue, report card, schedules, or records will be held until these obligations are paid.

LOST AND FOUND

- Check the cafeteria racks for clothing, lunch boxes and larger items
- Check the office for eyeglasses, jewelry and books
- Items unclaimed by the end of the school year get donated to local agencies

MEDIA CENTER

Students are encouraged to use our media center facilities. Students will need to use their student ID number to checkout books. The media center is open from 8:00 a.m. until 3:00 p.m. on school days. Students are urged to return books to the media center as quickly as possible after their use. Students will not be issued another media

center book until overdue items are returned. Report cards and records will be held until all over due materials and fines are cleared. Theft of library media center materials results in loss of library privileges.

CAFETERIA

The lunch program operates under the U.S.D.A. lunch program. Students may purchase a complete school lunch, items from the ala carte menu or bring a lunch from home. As a convenience to families, a computerized cash register/data processing system for the lunch program is used. Students' accounts are recorded and debited automatically using the Students ID number. Student account balances are automatically transferred yearly.

Lunches can be paid for by:

- **Check**: to "Midland Public Schools", include: student's name on check, phone number and student number. Students may take checks to the Crew Leader in the cafeteria prior to breakfast. A check can be issued for more than one student in that particular building. Please include a note designating children's names, student numbers and amount to be deposited in each account. Food Service does not give a receipt of cash.
- **Electronic Deposits**: Set up a School Payment account at: <https://www.schoolpay.com/login>. The student ID number is needed, and is listed on the child's schedule or report card. In this on-line account balance and transaction history is listed for each child, as well as a history of deposits and food items purchased. Deposits made prior to 10:00a.m. will be available in the child's account by lunch time.

Lunch assistance is available to qualifying families on an annual basis, which must be re-applied for each year. Contact the school counselor or the office for more information. Students must eat in the cafeteria. Individual requests for students who live nearby to eat lunch at home for the entire school year should be directed by parents to the Assistant Principal.

Students are responsible for their own lunches and lunch money. They should not expect to borrow money from staff members or the Cafeteria.

In the lunchroom, it is expected that students will be allowed to eat in peace. Cafeteria rules are well-defined by the staff members in charge; safety and courtesy are emphasized. Students are not allowed to leave the lunch room without a pass from a staff member. Students are permitted and encouraged to go outside after eating their

lunch. All students must remain on Northeast grounds near the cafeteria. Students are reminded that the playground of Plymouth School is off-limits.

Violations of cafeteria regulations are recorded and parents will be contacted after the second or third offense. Disciplinary actions for cafeteria problems include cafeteria clean-up at the end of the lunch hour, closed lunches, suspensions or ultimately, if problems are not corrected, loss of cafeteria privileges for the remainder of the school year. A student would then go home for lunch. For safety sake, no glass bottles or containers are allowed at school. Open food or beverage containers outside the cafeteria are confiscated.

Parties or celebrations are not allowed except when they enhance the curriculum content and are supervised by staff members.

Food and drinks brought to school for lunch should only be **single serving size**. We discourage special foods (birthday cakes, pizza, burgers, fries, soft drinks, punch, etc.) from being brought to school or delivered to the cafeteria or classrooms during the regular school day. Similarly, flowers or balloons should not be delivered to school.

STUDENT PHONE

A student phone is available in the main office for business calls. These calls should be brief and limited to school-related situations. The student phone should only be used before school, during lunch, or after school. Rare exceptions can be made, however, the student must first obtain a pass from his/her teacher to use the phone. Incoming calls cannot be accepted on this phone, nor should long distance calls be made. Classroom phones are not available for student use.

STUDENT COMMUNICATION

Items for bulletin boards and announcements must be approved by an administrator.

RELEASE OF STUDENT NAMES AND/OR PICTURES

Parents who do not wish to have their student's name or picture appear in any school publication or news release must notify the principal in writing by October 1.

SCHOOLS OF CHOICE

Schools of choice procedures are adopted by Midland Public Schools annually and information is provided to all parents in January. Information can also be accessed on the MPS website, <https://www.midlandps.org/Pages/Schools-of-Choice.aspx>.

ADVANCED & ACCELERATED OPTIONS

Please refer to the Midland Public Schools guidelines for (advanced/accelerated) Elementary and Secondary options. Registration for testing out occurs in the Spring with the tests being given in June.

TRANSFERS

Students who are moving to another school must notify the office. A "Checkout" slip must be completed and school materials must be returned before school records can be transferred to another school.

ACTIVITIES

Hundreds of Northeast students are involved in school activities outside of their regular classes. Northeast is well known not only for its outstanding academic program, but also for its fine extracurricular activities for both boys and girls.

Students must be in attendance at least three class periods on a given day to participate in any extra curricular activity.

Northeast students participating in a competitive sport is governed by the training rules of the Midland Public Schools' Board of Education. These rules specifically prohibit drinking or possession of alcoholic beverages, abuse or possession of harmful narcotics and/or drugs, the use or possession of tobacco in any form and socially unacceptable behavior such as failure to obey civil laws or serious or habitual violation of the Board of Education's Code of Student Conduct. These training rules are to be observed throughout the year on and off school property. A violation of these rules will result in an athletic suspension. Disciplinary incidences at school may result in removal of athletic eligibility for a day or longer, depending on the situation.

Students should arrange to be picked up immediately after activities in advance. Telephones are not always available after 4:30 p.m.

Students who have activities that start after 3:15 p.m. should plan to leave the building after school and return for that activity at the designated time, or to attend the after-school program. Students are not allowed to linger outside, in the entrance area or otherwise in the building.

GRADING SYSTEM

Scholastic marks are given at the end of every nine week period throughout the school year. These grades are in the form described below:

- A-Excellent progress
- B-Good progress
- C-Average progress
- D-Below average progress
- E-Failing

Letters will also appear on the report card to indicate citizenship and teacher comments. Cooperative classroom behavior is required and expected. A student's academic grade may be influenced by his or her citizenship in class. Additional teacher comments to point out student characteristics will be indicated by code letters.

Report cards are available on-line approximately one week after the end of each marking period. If parents prefer a report card to be mailed, it must be requested by the parent by notifying the office. The report card will be unavailable if a student has an overdue library book or if he/she has unpaid fines for losing or damaging a textbook or any school-owned equipment. Any held report cards will be available as soon as the book is returned or the fine is paid.

ACADEMIC HONOR ROLL POLICY

To be on the Academic Honor Roll, students must have a 3.0 (B) grade point average or higher for each semester (each semester is calculated separately). Only non-weighted grades will be used. All grades will be of equal weight. Any marking period grade below a C- (D or E) disqualifies a student from the honor roll. Honor Roll recipients for the 1st semester will be acknowledged during the spring awards assembly, Honor roll recipients for the 2nd semester will be acknowledged during the summer newsletter.

In determining 6th grade honor roll, the only 6th grade subjects to be used are language arts, math, science and social studies. Elective classes are not figured into the computation.

When grades earned in other districts are of a different type than A through E, an administrator will interpret the transcripts and, in case of doubt, the Midland grades will be the determiners.

GUIDANCE & COUNSELING

A school counselor has developed interventions to make positive, practical contributions toward helping meet the needs of students. He/She also consults with staff and parents to enhance effectiveness in meeting the developmental needs of the middle school student.

The counselor works with students in a variety of ways including counseling small groups and individuals with specific personal needs as well as guiding students through career and high school planning. He/She also coordinates the district's standardized testing program and provide academic counseling. Lessons on Respect, Anger Management and Sexual Harassment are also taught.

The counselor also sees students when referred by oneself, a parent, or a teacher/administrator. He/She is also able to provide information about appropriate school and community resources that can offer more extensive services.

ACCIDENT OR ILLNESS

If an accident occurs in school, the student should be reported immediately to any staff member. If a student becomes ill in school, a staff member will send the student to the main office. The student's parents will be notified by the office staff to make arrangements for transportation home. Students must check out in the office before going home. Students leaving school without permission will be unexcused from classes that are missed.

MEDICATION IN SCHOOL

Following the Michigan Attorney General's Opinion #5579, April 11, 1980, school staff cannot administer medication, including aspirin, prescription drugs, or over-the-counter medications, unless a permission form is signed by the student's parent or guardian and physician and is presented to the school. All medications need to be supplied by the parent/guardian. Phone call requests to administer medication cannot be honored. Administration of the medication will then be done by a school staff member (in the presence of another adult) in compliance with your physician's instructions. Students should not possess medication unless the office has been made aware of it and the appropriate paperwork is received by the office. "Medication" includes prescription, nonprescription, and/or herbal medications taken by mouth, by inhaler, injection, applied to the eyes or nose, or to the skin.

Parents should notify the student's counselor and/or teachers if the student has a health concern or medical problem that should be known to the school staff.

IMMUNIZATIONS

State law (Section 9208 of Act 36B, 1978) requires that students attending Michigan schools have the following minimal immunizations:

- | | | |
|---|--|--------------------------|
| 6 | DPT (diphtheria, pertussis, tetanus) | (Booster every 10 years) |
| 3 | Poliomyelitis | |
| 2 | Measles, Mumps, (Must be given after first birthday), Rubella | |
| 3 | Hepatitis B | |
| 2 | Varicella (Chickenpox) if given > 12 mo. of age or current lab immunity or reliable history of disease | |

Questions about immunizations or requests for exemptions from the legal mandate should be directed to the principal. Students must be up to date on their immunizations or have obtained a Nonmedical waiver from the health department before the start of the school year. Schedules will be withheld and students will not be allowed to attend school until immunization information is complete.

SCHOOL NURSE (through health department)

The school nurse provides "on-call" service whenever needed. Referrals are handled through the school counselor. Health counseling with the family is available upon request.

VISION AND HEARING SCREENING

The health department conducts vision screening on all seventh grade students and hearing screenings for those who have had a history of abnormal hearing tests in the past. In the event that follow-up treatment is needed the student's directory information will be shared with the Midland County Health Department. Parents may request to have this information withheld.

ACCIDENT INSURANCE The school does not carry insurance on students. Parents may purchase a voluntary accident insurance policy at a moderate cost through the school.

ATTENDANCE Regular class attendance is the student's best assurance for success in school, and it is required by Michigan State Law until age 18. Student grades may be affected by frequent or prolonged absences.

To report an absence call: **923-5778**

or send a note to the office explaining the reason for the absence. If a student's absence is not called in, the Automated Phonemaster will call home later in the day to report the unexcused absence. Please call the school or the attendance line to clarify.

If a student is absent for medical reasons (i.e. dentist, orthodontist, doctor appointment for illness), parents will need to provide the office with a physicians' note of verification for the hour or day of absence to be counted as medical. Students will be medically excused for the specific duration indicated on the medical note. All excused absences must be verified with the office. While the attendance policy provides a maximum day framework for absences, it is intended to be a guide. If students fail to make up missing work while absent, if parents do not call in to excuse absences, or if the absence otherwise suggests a detriment to the emotional and/or academic growth of the student, the Truancy Officer and potentially the Probate Court may intervene sooner than the maximum allowable days.

In 2010, the school district adopted an attendance policy.

The policy is as follows:

1. The secondary schools (6-12) have a twelve-day maximum absence policy, per semester.
2. Excused and unexcused absences are included in the 12 day absence policy.
3. School excused absences are not counted in the 12-day limit.
4. Medical absences are not counted in the 12-day limit.

NOTE: for any “Perfect Attendance” recognition, which may occur at school, all absences (including “Tardies” but excluding “school excused” absences) count as an absence, and would exclude the student from this recognition.

TARDINESS Tardiness to class is disruptive to the learning environment. Tardiness to class is recorded each hour by each teacher and provided to the attendance office. If a student is tardy 2 times per marking period in a given class, the student will spend time after school with the teacher. If a student is tardy 3 or more times per marking period, the student will be referred to the office for additional discipline, which likely will include lunch or after-school detentions. Chronic, persistent tardiness is considered truancy. A student will be considered tardy if the student reports to class late, within the first five minutes of class. After five minutes, it will be recorded as an unexcused absence unless the parent excuses it. Students who repeatedly come to school late, even if the parent indicates it is “his/her fault” are considered truant, and at risk of involvement with the Truancy Officer and/or Probate Court.

TRUANCY OFFICER The Assistant Principal is deputized by the Probate Court as the building’s Truancy Officer. The Truancy Officer works with the student, parents, school personnel, and appropriate community agencies to improve or eliminate circumstances that are contributing to the attendance issue. The Assistant Principal is empowered as the Truancy Officer to file petitions with the Probate Court if an attendance problem persists despite intervention.

DISCIPLINE STUDENT CODE OF CONDUCT - A Code of Student Conduct as adopted by the Midland Board of Education and the Crime Free Schools Policy will be provided to each student. The Code of Conduct applies to all students during school hours, to and from school and at all school-sponsored events. Students and parents are expected to read and be aware of the rights and responsibilities of students. The code also specifies the procedures to be followed in serious discipline cases.

General disciplinary guidelines are used for secondary schools are include:

SUGGESTED GUIDELINES FOR FIRST OFFENSES

Health and Hygiene	Discretionary
Verbal Assault	2-5 days towards student, 2-10 days towards a staff member
Obscenity and Indecency	2-5 days towards a student, 2-10 days towards a staff member
Threatening Communications	2-5 days
Fighting	3-5 days (this includes physical horseplay)
Truancy	Discretionary
Forgery	1-3 days
Stealing	2-3 days minimum, 2-10 days + restitution if severe
Extortion	5-10 days
Demonstration/Disturbance	3 days
Tobacco/e-cig/vap	1-3 days
Alcohol and/or Drugs (use, possession, sale)	3-10 days; more severe for large quantities or sale
Vandalism	3-10 days + restitution
Bullying/Hazing	1-5 days
Arson	See HMSW Board Policy and Michigan State Law
Bomb Threats	See HMSW Board Policy and Michigan State Law
Weapons	See HMSW Board Policy and Michigan State Law
Gang Activity	3-10 days
Open Defiance	1-5 days
Criminal Sexual Conduct	See HMSW Board Policy and Michigan State Law
Sexual Harassment	1-5 days
Technology Misuse	1-10 days + restitution (may include loss of district computer access)
Unacceptable Misbehavior	1-10 days; more on multiple offenses

This guide is intended as a general reference. All suspensions are determined on an individual, case-by-case basis.

Teachers are expected to handle their own discipline as much as possible. Actions they are likely to take include reprimands, brief detentions at the end of class, parent contact, counselor contact, separation from other students, after school detentions, and referral to a school administrator.

AFTER SCHOOL DETENTION – Failure to attend a detention may result in additional discipline. Students who ride the bus are given 24 hours notice so that the transportation problem can be resolved between parent and student. **The school is not responsible for transportation in such cases.**

CLOSED CLASS means that a student forfeits the right to attend one or more classes for a specific period of time. Closed classes occur only after a student has been referred to the office for misbehavior.

CLOSED LUNCH may also be a consequence of poor behavior choices. In the case of a closed class or closed lunch the student will spend that time period in the office.

HOMEWORK LUNCH- Students who have not completed or turned in homework maybe assigned homework lunch detention. Students get their lunch and take it to the assigned Homework Lunch classroom where they sign in and complete their assignments. Homework Lunch is supervised by school personnel or volunteers.

SUSPENSION, Is a temporary removal or exclusion from the regular school program and from participation or attendance at extracurricular activities. It may be determined only by a school administrator in conjunction with the Student Code of Conduct for the Midland Public Schools. It is a serious action and always includes parent/guardian contact along with written notice.

APPEALS/DUE PROCESS All appeals of disciplinary decisions should be directed to the Principal. Due process procedures are followed.

SOCIAL PROBATION POLICY A student may lose school social privileges (grade level activity days, special 6th/7th/8th grade team activities, assemblies, etc.) through and including the next school party for disciplinary reasons. This action may be taken by an administrator when appropriate.

CELL PHONE AND ELECTRONIC COMMUNICATIONS DEVICES Electronic Communication Devices (ECDs) such as cell phones, IPODs, and MP3 players, Nooks, etc. are not to be used while classes are in session, unless given specific permission by the instructor. This means that during the course of any instructional hour (and hallway passing time) students are not to be seen using these

devices. Students are encouraged to leave their ECDs at home or to store their ECD's turned off in safe place unless expressly directed otherwise by a teacher. Lunch time is the only exception to this policy at Northeast Middle School. Any violation of the student computer use guidelines policy (with regard to use of ECDs and/or computer use) will result in individual consequences which may result (but is not limited to) that student being prohibited from using these devices on school property and/or the loss of digital access.

SEARCH AND SEIZURE: The school retains custody of its lockers, desks, and all other properties assigned to students for storage and other legitimate uses. Lockers and all other school properties are subject to periodic inspections, both announced and unannounced, and without student consent or a search warrant. Whenever school officials have reasonable suspicion to believe that a search will disclose evidence that a student has violated or is violating school rules, a search may be conducted. Any and/or all items which may be used to disrupt or interfere with the safe, healthful and/or orderly conduct of school programs, discovered as a result of such a search, may be seized. In an effort to keep the schools and district premises safe, school authorities may use specially trained, non-aggressive dogs to sniff out and alert staff to the presence of illegal controlled substances in school lockers. Such inspections by school authorities and trained dogs may be announced or unannounced and may be at any time. Students' clothing, purses, book bags, back packs and all other such personal property may be searched; and personal items which are potentially dangerous, disruptive, or illegal may be seized.

DRESS CODE: The primary responsibility for determining appropriate dress is with the home. Common sense is usually the best guide.

- A student's midriff should not be seen. Shirts must be long enough so that the midriff is not seen when hands are held over the head. See through, open-mesh, or lace tops are also unacceptable if worn alone, or if the bra is visible.
- Spaghetti straps should not be worn or tops that let bra straps show. Tops worn need to cover both shoulders with a "4 adult fingers width" or more.
- Skirts will be a length so that when you stand in a relaxed fashion with your arms down to your sides, they reach at or beyond the end of your fingertips. Shorts inseams must be 5" or longer.
- Costumes, hats, sleepwear, etc. are allowed only as part of authorized, publicized special events.
- Students may not wear sagging pants or pants which have holes exposing skin higher on the thigh than what is allowable for skirts.
- There should be no visible cleavage.
- Chains, handcuffs, or other metal paraphernalia are not allowed.
- Clothing which contains suggestive, derogatory, offensive or sexual references are not allowed. This includes profanity, references to alcohol and/or drugs. Additionally, clothing should not mock, intimidate or demean other individuals or groups.

- Head coverings, including baseball hats are not permitted during any part of the school day, unless religiously mandated or medically necessary.
- Coats, jackets, sacks, backpacks, and outerwear must be left in the locker.
- Nightshirts and pajamas (as well as other bedtime attire) may not be worn to school.
- Shoes must be worn at all times.
- Neatness and cleanliness are important.

If a student's dress is determined to be inappropriate for school, parents will be contacted. If the student does not possess more school-appropriate attire, s/he will then wear "school issued clothing" for the remainder of the day. Failure to return school-issued clothing will result in a fine. For repeated violations of the dress code, school discipline may be warranted.

BICYCLES, SKATEBOARDS, SCOOTERS and ROLLER BLADES, or OTHER SUCH METHODS OF TRANSPORT:

Racks are provided at the front and rear of the school for the convenience of students riding bicycles. Bicycle racks are unsupervised and students must assume the responsibility for bicycles brought to school. Bikes should be licensed and locked to the bike racks provided at school. Bikes are not to be chained to trees, fences, etc. and may be removed if chained there. Please review the rules of the road and bicycle safety with your child before allowing bike privileges for school. SKATEBOARDS, SCOOTERS, ROLLERBLADES and MOTORIZED VEHICLES may not be ridden on school property, including sidewalks. Shoes with wheels are also not allowed in school.

GUIDELINES FOR USE OF THE INTERNET

I. Safety - Children's Internet Protection Act (CIPA)

- A. All Midland Public Schools students will access the internet through an appropriate filter that blocks objectionable (inappropriate and harmful) material. Objectionable material is defined as any visual depiction of obscenity, pornography, or other depictions not appropriate for viewing by elementary school students. The filter is set to automatically block these kinds of web pages. Sites that advocate antisocial behavior will also be blocked to the extent possible. An appeal process is provided for staff and students who believe specific sites are inappropriately filtered or not filtered. The appeal process is outlined below. Midland Public Schools staff members have the option of using the filter or turning it off for greater research flexibility. Neither staff members nor students will access pornographic material regardless of whether or not the filter is used.
- B. The safety and security of Midland Public School students is of utmost importance. It is expected that students will never give personal information to a stranger by way of email, chat rooms, or other forms of electronic communications. Electronic mail accounts will be given to students only when a parent or guardian signs the Acceptable Use Guidelines form indicating they have read, understand, and are willing to abide by these

provisions. Chat rooms and message boards will be blocked to the extent possible through the district's filtering hardware and software. Teachers may request appropriate chat areas to be unblocked for educational purposes a minimum of one week before students are to use this resource.

- C. Unauthorized access to the Midland Public Schools network is strictly prohibited. Any use of the network for hacking or unlawful activities is strictly prohibited.
- D. Disclosure, use, and dissemination of personal identification information regarding minors is strictly prohibited by any student or Midland Public Schools staff member without prior permission by the Director of Human Resources.

II. Content

- A. Ultimate responsibility for a school website's content lies with the building principal or designee. He or she will be identified on the home page of the website with the title of "Webmaster" or "Web Advisor" and an email link will be provided for comments, questions, or feedback.
- B. A "Media Release Form" will be distributed upon a student's initial entry to a Midland Public School. Parents or guardians will have the opportunity to prohibit the publishing of a student's name and photograph. If student information is used on a website, ONLY the name, grade level and photograph may be published. (No addresses, phone numbers or other personal information may be published.)
- C. The web developer and/or a Midland Public Schools staff member may determine that a link to an external website or web page may be beneficial for curriculum purposes or other appropriate situation. Any Midland Public School website containing a link or links to external pages or sites will include this disclaimer on the site's home page: *"A link to an external site does not in any way constitute a district endorsement of its content."*
- D. Appeals:
 1. In case of a disagreement regarding web content between the principal and the party requesting a posting, the principal may elect to appoint a review panel of three staff members to provide advice on the following topics:
 - relevancy and appropriateness of posting content
 - size/space requirements of the proposed material
 - other issues regarding a proposed posting
 2. Parties who are dissatisfied with the final decision of the principal and/or the building review panel may appeal to the Technology Steering Committee. Technology Steering Committee members will make a recommendation regarding the appeal to the superintendent or designee, who will then make a final ruling.
 3. If a staff member or student believes a website to be inappropriately filtered or not filtered, he or she should send an email or hard copy note to the Coordinator of Instructional Media and Technology with the internet address (URL) of the site and the rationale for blocking or unblocking the site for students. If the Coordinator of Instructional Media

and Technology concurs with the staff member or student that a website is clearly appropriate or clearly inappropriate for students, then a change will be made in the filter to allow or disallow viewing of the site. If it is not readily apparent whether a site is or is not appropriate for elementary school students, a committee will decide whether or not to block the site. The committee will be composed of the Director of Curriculum and Staff Development, the Coordinator of Instructional Media and Technology, a principal, a media specialist, and a classroom teacher.

4. Internet Guidelines will be reviewed periodically by the Technology Steering Committee. Changes and improvements will be made as required.

III. Development

- A. All websites representing the Midland Public Schools will be hosted on the Midland Public Schools' web server and will be part of the Midland Public Schools' internet domain (mps.k12.mi.us)
- B. A school or staff website may be developed by a Midland Public Schools staff member (principal, teacher, paraprofessional, BTIL, media specialist, etc.) or a volunteer (student, parent, or community member).

If the webmaster is a volunteer, the principal or a designee will be assigned to serve as a contact person between the school and the volunteer. Midland Public Schools' Guidelines for Technology Volunteers must be observed.
- C. The webmaster will develop and build the website privately, whether in a "test" folder on the Midland Public Schools server or on another site with a private URL. After approval is received from the building principal or designee, the site may be uploaded to the district server at the district designated URL.

All MPS websites should be monitored and updated regularly

POLICY ON SEXUAL HARASSMENT

Midland Public Schools is committed to providing an educational environment, which is free of discriminatory intimidation and sexual harassment. Abuse of the dignity of anyone through sexist slurs or through other derogatory or objectionable conduct is offensive behavior, which will not be tolerated.

Sexual harassment is a violation of Title VII of the Civil Rights Act of 1964 and the Michigan Elliott-Larson Civil Rights Act. It is also contrary to the policy of the school district for any staff or student member, male or female, to sexually harass a student or staff member. Individuals who believe that their rights in this area have been violated should report their concerns to building administrators or to the Director of Human Resources of the Midland Public Schools. All complaints will be handled in a timely and confidential manner.

A complete copy of this policy is available in the Main Office. It also is a part of the District Policy Handbook, HOW MIDLAND SCHOOLS WORK.

STATEMENT OF NONDISCRIMINATION, DESIGNATED COORDINATORS AND GRIEVANCE PROCEDURES FOR TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 TITLE IX OF THE EDUCATION AMENDMENT ACT OF 1972 TITLE II OF THE AMERICANS WITH DISABILITY ACT OF 1990 SECTION 504 OF THE REHABILITATION ACT OF 1973 AGE DISCRIMINATION ACT OF 1975

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Title II of the Americans With Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the State of Michigan's Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Midland Public Schools that no person on the basis of race, color, religion, national origin or ancestry, age, sex, height, weight, marital status, or disability, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in employment or in any program or activity for which the Board is responsible or for which it receives financial assistance from the United States Department of Education.

Section I - Designated Coordinators

Any person believing that the Midland Public Schools or any part of the school organization 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, (3) Section 504 of the Rehabilitation Act of 1973, (4) Title II of the Americans with Disability Act of 1990, and (5) Age Discrimination Act of 1975, may bring forward a complaint, which shall be referred to as a grievance, to the local Civil Rights Coordinators as listed below at the following address:

Title VI, Title IX, and Section 504 Director of Administrative Services
Title II Coordinator,
Director of Facilities and Operations
Director of Human Resources
Midland Public Schools
600 E. Carpenter Street
Midland, MI 48640
Telephone: (989) 923-5001

Section II - Grievance Procedures

The person who believes a valid basis for grievance exists shall discuss the grievance informally and on a verbal basis with the appropriate district Civil Rights Coordinator, who shall in turn investigate the complaint and reply with an answer to the complainant within five (5) business days. The complainant may initiate formal procedures according to the following steps.

Step 1: A written statement of the grievance signed by the complainant shall be submitted to the appropriate district Civil Rights Coordinator within five (5) business days of receipt of answers to the informal complaint. The coordinator shall further investigate the matters of grievance and reply in writing to the complainant within five (5) days.

Step 2: A complainant wishing to appeal the decision of the district Civil Rights Coordinator may submit a signed statement of appeal to the Superintendent of Schools within five (5) business days after receipt of the Coordinator's response. The superintendent shall meet

with all parties involved, formulate a conclusion, and respond in writing to the complainant within ten (10) business days.

Step 3: If unsatisfied, the complainant may appeal through a signed, written statement of the Board of Education within five (5) business days of receiving the superintendent's response in step two. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representative within forty (40) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of this meeting.

Step 4: At this point, if the grievance has not been satisfactorily settled, further appeal may be made to the Office for Civil Rights, Department of Education, Washington, D.C. 20202
Inquiries concerning the nondiscriminatory policy may be directed to Director, Office for Civil Rights, Department of Education, Washington, D.C. 20202

The district Coordinator, on request, will provide a copy of the district's grievance procedures and investigate all complaints in accordance with this procedure.

A copy of each of the acts and the regulations on which this notice is based may be found in the district Civil Right Coordinator's office.

PUBLIC NOTICE MIDLAND PUBLIC SCHOOLS INTEGRATED PEST MANAGEMENT PROGRAM

Integrated Pest Management (IPM) is an environmentally sensitive approach to pest management that incorporates many common-sense practices. It is designed to manage pest problems using the most economical means with the least possible hazard to people, property and the environment. An effective IPM program takes advantage of all pest management options possible including the judicious use of pesticides.

During the school year, the Midland Public Schools will conduct inspections of all of its facilities in cooperation with Terminix of Midland, Michigan. IPM procedures will determine when to control pests and whether to use mechanical, chemical, or biological means. Records will be kept on site documenting pest sightings and the applications of any necessary pesticides. The decision to use a pesticide will be based on a review of all other available options and a determination that these options are not acceptable or are not feasible. Any pesticide application will be conducted by licensed technicians following all federal and state safety guidelines.

A copy of the Pest Management Plan and service schedule is available for inspection by the public along with a copy of the current Material Safety Data Sheet for each pesticide product which may be used on school property. Any parent who would like to be notified prior to a pesticide application for their child's school may submit their request in writing to the Director of Facilities and operations at the address listed below.

Questions regarding the Midland Public Schools IPM program are welcomed and may be directed to the following:

Director of Facilities and Operations
Mike Moeggenberg
Midland Public Schools
600 E. Carpenter Street
Midland, MI 48640
Telephone: (989) 923-5001

**NOTIFICATION OF RIGHTS UNDER FERPA
AND THE DIRECTORY INFORMATION PUBLIC NOTICE**

The Family Educational Rights and Privacy Act ("FERPA") affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

These rights are outlined below:

1. The right to inspect and review the student's education records within 45 days of the day that Midland Public Schools receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Midland Public Schools to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If Midland Public Schools decides not to amend the record as requested by the parent or eligible student, Midland Public Schools will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by Midland Public Schools as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom Midland Public Schools has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, Midland Public Schools discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to refuse to permit Midland Public Schools to designate certain personally identifiable information about the student as directory information which is not subject to the above restrictions on disclosure. Midland Public Schools may within its discretion release some or all directory information as it determines is appropriate. Midland Public Schools has designated the following information about a student as directory information: name, address, telephone listing, e-mail address, date and place of birth, major field of study, year in school, class schedules, class rosters, participation in officially recognized activities and athletics, weight and height of members of athletic teams, photographs, dates of attendance, diplomas received, awards received, and the name of the last previous school attended by the student, and other similar information which would not generally be considered harmful to a student, or an invasion of privacy if disclosed. If a parent or eligible student does not wish to have the student's information designated as directory information and disclosed, the parent or eligible student must request and complete a Request to Prevent Disclosure of Directory Information form from the school principal and submit the completed form to the school principal no later than the 15th day of a school year. Please note that a request to block the designation of information as directory information will apply to all categories listed above and to all requests for directory information from within and outside the Midland Public Schools community. This notification will remain in effect until the parent or eligible student informs the school principal in writing to remove the block to designation and disclosure.
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Midland Public Schools to comply with the requirements of FERPA. To contact the Office that administers FERPA:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

REQUEST TO PREVENT DISCLOSURE OF DIRECTORY INFORMATION

Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, parents and students over 18 years of age ("eligible students") have the right to withhold the disclosure by Midland Public Schools of the categories of directory information listed below:

Please consider very carefully the consequences of any decision by you to withhold directory information. Should you decide to inform Midland Public Schools not to release any or all of the student's directory information, any future requests for such information from non-instructional persons or organizations will be refused.

Midland Public Schools will honor your request to withhold a student's directory information but cannot assume responsibility to contact you for subsequent permission to release the information. Regardless of the effect upon the student, Midland Public Schools assumes no liability for honoring your instructions that such information be withheld.

Please affix your signature below to indicate your disapproval for Midland Public Schools to disclose the following information regarding the student:

Name, address, telephone listing, e-mail address, date and place of birth, major field of study, year in school, class schedules, class rosters, participation in officially recognized activities and athletics, weight and height of members of athletic teams, photographs, dates of attendance, diplomas received, awards received, and the name of the last previous school attended by the students, and other similar information which would not generally be considered harmful to a student, or an invasion of privacy if disclosed.

Student
Name: _____ School: _____

Signature of Parent: _____ Date: _____

This form must be received by the student's school principal on or before the 15th day of a school year. If the form is not received by such a date, the directory information may be disclosed for the remainder of the current academic year.

ADMINISTRATION OF SURVEYS TO STUDENTS

The Protection of Pupil Rights Amendment (Statute: 20 U.S.C. § 1232h. Regulations: 34 CFR Part 98) governs the administration to students of a survey, analysis, or evaluation that concerns one or more of the following eight protected areas:

1. political affiliations or beliefs of the student or the student's parent;
2. mental or psychological problems of the student or the student's family;
3. sex behavior or attitudes;
4. illegal, anti-social, self-incriminating, or demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. religious practices, affiliations, or beliefs of the student or the student's parent; or
8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.)

Parents will be notified in writing in advance before any survey that includes any of the eight protected areas.

Parents will have the right to review, upon request, any survey that includes any of the eight protected areas.

If the survey is funded in whole or in part by U. S. Department of Education funds, the district must obtain prior written consent from parents before students can participate in the survey. If the survey is not funded in whole or in part by the U. S. Department of Education funds, the parent will have the opportunity to opt his or her child out of participating.

Student responses on such surveys will be anonymous so that there will be no way to connect a particular student to his or her responses to individual questions.

CRIME-FREE SCHOOLS POLICY

As Amended by the 1999 Safe Schools Legislation and the 2000 Revised School Code

The Midland Public Schools complies with all state and federal legislation regarding the maintenance of a safe environment at school, specifically involving K-12 students who possess firearms or other dangerous weapons, who commit criminal sexual conduct, arson, physical or verbal assault, or who make bomb threats or similar threats.

Definitions:

- A **dangerous weapon** is defined as a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, a pocket knife opened by a mechanical device, iron bar, brass knuckles or any other instrument tending to cause great bodily harm when used in its intended manner.
- A **firearm** means any weapon (including a starter gun) which will expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or silencer; or any destructive device. It does not include an antique firearm.
- A **destructive device** means any explosive, incendiary, poison gas, bomb, grenade, rocket having a propellant charge of more than one-quarter ounce, mine, or similar device; which will expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and any combination of parts either designed or intended for use in converting any device into any destructive device described above and from which a destructive device may be readily assembled. It does not include any device that is intended to be used solely for sporting, recreational, or cultural purposes. Class C common fireworks are also not included.
- **Arson** is defined as used in the penal code, MCL§750.71 through 750.80. It includes burning dwellings, real property, personal property, insured property, woods, grounds, or mines. Burn means not only setting fire to any of the above, but also doing any act which results in the starting of a fire or aiding, counseling, inducing, persuading, or procuring another to do such acts.
- **Criminal Sexual Conduct** is defined as used in the penal code, MCL§750.520 b-e and g. It includes first through fourth degree criminal sexual conduct and assault with intent to commit criminal sexual conduct.
- **Physical assault** means intentionally causing or attempting to cause physical harm to another through force or violence.

- **Verbal assault** means an oral or written threat of an immediate harmful or offensive touching, coupled with an apparent immediate ability to commit same, and which puts a person in a reasonable apprehension of such a touching; *or*, the use of offensive language directed at a person, where such language is likely to provoke a reasonable person to physical violence.
- **At school** means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.
- **School property** includes school buildings, school grounds, and school buses or similar vehicles.

Mandatory Expulsions:

A student who possesses a firearm or other dangerous weapon on school property may be permanently expelled from Midland Public Schools, subject to reinstatement according to the procedures as set forth below, unless the student can establish one of the following in a clear and convincing manner:

- The object or instrument possessed by the pupil was neither possessed for use as a weapon, nor for delivery to another person for use as a weapon.
- The weapon was not knowingly possessed by the pupil.
- The pupil did not know or have reason to know that the object or instrument possessed by the pupil constituted a dangerous weapon. The weapon was possessed by the pupil at the suggestion, direction, request or with the permission of school or police authorities.

A student who possesses a dangerous weapon on school property as defined by the Revised School Code of the State of Michigan (2000) and/or as amended by the 1999 Safe Schools Legislation will be permanently expelled from all public schools in Michigan, subject to reinstatement according to the same procedures as listed above. A student who commits criminal sexual conduct or arson on school property must be permanently expelled from all public schools in Michigan, subject to reinstatement according to the procedures set forth below.

A pupil in grade 6 and above who commits a physical assault at school against a person employed by the school or engaged as a volunteer shall be permanently expelled from all public schools in Michigan, subject to reinstatement according to the procedures set forth below.

A pupil in grade 6 and above who commits a physical assault against another student, shall be suspended or expelled for up to 180 school days. A pupil in grade 6 or above who commits a verbal assault against a person employed by the school or engaged as a volunteer or who makes a bomb threat or similar threat directed at a school building, other school property, or a school-related event shall be suspended or expelled for a period of time as determined at the discretion of the Board of Education or superintendent. A student suspended or expelled under this provision has a right to reinstatement following the period of expulsion. The parent or legal guardian does not have to apply for the student's reinstatement. Other school districts in Michigan may accept a student suspended or expelled under this provision during the period of expulsion, but they are not required to do so.

All procedures detailed in the district Code of Student Conduct regarding expulsion and suspension will be followed. Only the Board of Education can permanently expel a student or can reinstate a student who has been permanently expelled. The superintendent may suspend or expel a student for up to 180 days without Board action or approval. If a student is expelled or suspended pursuant to this policy, that fact shall be entered on the student's permanent education record.

In compliance with the statewide school safety information policy, the school district will report all offenses of these kinds to the appropriate law enforcement agency. In addition, within three (3) days of the date of expulsion, the district will make a referral to the appropriate county department of social services or county community mental health agency, and notify the student's parents or, if the student is age 18 or older or is an emancipated minor, notify the student of the referral.

The school district is not required to but may operate or participate cooperatively to operate an alternative education program or strict discipline academy for individual students who are expelled. Such a program will ensure that expelled students are physically separated at all times during the school day from the general pupil population. The district is not required to but may provide appropriate instructional services to an expelled student at the student's home. This would be similar to the services provided to homebound or hospitalized students.

It is the responsibility of the parent or legal guardian of a student who has been expelled to locate a suitable alternative educational program and to enroll the student in such a program during the expulsion.

Reinstatement Procedures:

The parent or legal guardian of a student who was enrolled in grade 5 and below at the time of an expulsion for possessing a firearm or threatening another person with a dangerous weapon may initiate a petition for reinstatement at any time after the expiration of sixty (60) school days after the date of expulsion. The student cannot be reinstated before the expiration of ninety (90) school days after the date of expulsion.

The parent or legal guardian of a student who was enrolled in grade 5 and below at the time of an expulsion for a reason other than possessing a firearm or threatening another person with a dangerous weapon may initiate a petition for reinstatement at any time. The student shall not be reinstated before the expiration of ten (10) school days after the date of expulsion.

The parent or legal guardian of a student who was enrolled in grade 6 and above at the time of expulsion for possession of a firearm or dangerous weapon, arson, criminal sexual conduct, or physical assault against an employee or volunteer may initiate a petition for reinstatement at any time after the expiration of one hundred fifty (150) school days after the date of expulsion. A student in grade 6 and above cannot be reinstated before the expiration of one hundred eighty (180) school days after the date of expulsion.

A student in grade 6 and above who was expelled for physical assault against another student, verbal assault against an employee or volunteer, or bomb threat or similar threat is automatically reinstated at the end of his or her period of expulsion. It is not necessary for the student and parent or guardian to petition for reinstatement. The district may request a conference with the student and parent or guardian before the student is readmitted to school so that plans can be made for a smooth transition back into the school setting.

It is the responsibility of the parent or legal guardian or, if the individual is at least age 18 or is an emancipated minor, of the individual to prepare and submit a petition for reinstatement. The State Department of Education is required by law to develop and distribute to all school districts a form for petitions for reinstatement. The school district is required to make this form available, but the school board is not required to provide any assistance in preparing the petition. Upon request by a parent or legal guardian or, if the individual is at least age 18 or is an emancipated minor, by the individual, the school board shall make available the form for the petition.

No later than ten school days after a petition for reinstatement is filed, the Board of Education will appoint a committee to review the petition and any additional information supplied by both the petitioner and school personnel. The committee will consist of two school board members, one school administrator, one teacher, and one parent of a pupil in the school district. The district superintendent may prepare and submit information concerning the circumstances of the expulsion and any factors mitigating for or against reinstatement.

No later than ten school days after the committee is appointed, it will meet, review all information, and submit a recommendation to the board. In all reinstatement situations other than those that are automatic as dictated by statute, the recommendation shall be for unconditional reinstatement, for conditional reinstatement, or against reinstatement, and shall be accompanied by an explanation of the reasons for the recommendation and of any recommended conditions for reinstatement. The recommendation shall be based on consideration of all of the following factors:

- The extent to which reinstatement of the individual would create a risk of harm to pupils or school personnel.
- The extent to which reinstatement of the individual would create a risk of school district or 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 the expulsion and the prospects for remediation of the individual.
- If the petition was filed by a parent or legal guardian, the degree of cooperation and support that has been provided by the parent or legal guardian and that can be expected if the individual is reinstated, including, but not limited to, receptiveness toward possible conditions placed on the reinstatement.

At the next regularly-scheduled board meeting after receiving the committee's recommendation, the board will make a decision to unconditionally reinstate the individual, conditionally reinstate the individual, or deny reinstatement of the individual. The decision of the board shall be final. The board may require the student and his or her parent or legal guardian to agree in writing to specific conditions before reinstating the individual in a conditional reinstatement. The conditions may include, but are not limited to, the agreement to a behavior contract, which may involve the individual, parent or legal guardian, and an outside agency; participation in or completion of an anger management program or other appropriate counseling; periodic progress reviews; and specified immediate consequences for failure to abide by a condition. The petitioner also may include proposed conditions in a petition for reinstatement. If the board denies a petition for reinstatement, the parent or legal guardian or, if the student is at least age 18 or is an emancipated minor, the student may petition another school board for enrollment in the other school district. The board or school administrator who complies with the state law regarding expulsions is not liable for damages for expelling a student.

NOTHING IN THIS POLICY SHALL DIMINISH THE DUE PROCESS RIGHTS UNDER FEDERAL LAW OF A PUPIL WHO HAS BEEN DETERMINED TO BE ELIGIBLE FOR SPECIAL EDUCATION PROGRAMS AND SERVICES. SPECIAL EDUCATION STUDENTS ARE ONLY SUBJECT TO DISCIPLINE CONSISTENT WITH THE INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA) AND THE REGULATIONS PROMULGATED THEREUNDER.

REVISED and ADOPTED by the Board of Education on September 25, 2000.

Midland Public Schools

McKinney-Vento Homeless Education Plan

The Midland Public School District will:

- Designate an appropriate district liaison (maybe a coordinator of other Federal Programs).
- Adopt policies and practices to ensure transportation is provided, at request of parent or guardian (or the MPS homeless liaison on behalf of unaccompanied youth), to and from the school of origin.
- Enroll homeless child or youth immediately even if no records are currently available.
- Contact the child's (or youth's) school last attended for academic and other records.
- Immediately refer students to the MPS homeless liaison if immunization or medical records are unavailable from prior school(s).
- Keep, maintain, and make available student(s) records for future school enrollment.

The MPS Homeless Liaison will:

- Ensure identification of students through coordination with school personnel and other agencies

- Ensure enrollment with full and equal opportunity to succeed in school (Head Start, Even Start, preschool, healthcare, dental care, mental health, etc.)
- Ensure parents/guardians or emancipated youth are informed of educational rights.
- Disseminate public notices of educational rights.
- Inform and assist with accessing transportation.
- Mediate enrollment disputes.

MPS Homeless Liaison will ensure coordination with Title I by:

- Providing Title I funded services for children and youth living in homeless situations.
- Delivering appropriate Title I services to children and youth experiencing homelessness.
- Including an appropriate McKinney-Vento set-aside for described services under Title I, Part A as required under the Michigan Department of Education's Consolidated Application.

