

GRANT MIDDLE SCHOOL

**96 E. 120th St.
Grant, MI 49327
Ph. 1-231-834-5910**

**Lance Jones, Principal
Kevin Akin, Assist. Principal/Athletic Director
Peggy Boyd, Secretary**



**I have a choice in everything I do,
and I am responsible for the choices that I make.**

The Principal of Grant Middle School reserves the right to amend any provision in this handbook which he deems to be in the best interest of the educational process. Furthermore, the principal retains the right to issue penalties for acts of discipline not specifically stated herein and to alter any penalties as he considers necessary.

You have rights as students. You have the right to be treated as a responsible adult and with respect by your classmates and your instructors.

Name: _____ Grade: _____

TABLE OF CONTENTS

Visitors	Pg. 3
Attendance	Pg. 3
General Information	Pg. 4
School Health.....	Pg. 5
School Property.....	Pg. 5
Backpacks/Bags/Bicycles/Skateboards	Pg. 5
Electronic Devices	Pg. 6
Technology Use	Pg. 7
School Sponsored Activities.....	Pg. 7
Lockers.....	Pg. 8
Assignment Guidelines	Pg. 8
Diversity.....	Pg. 9
Student Dress Code.....	Pg. 9
Harassment Policy.....	Pg. 10
Gangs	Pg. 10
Canine Searches	Pg. 10
Dangerous Weapons	Pg. 10
Discipline	Pg. 11
Student Discipline Code of Conduct.....	Pg. 12
Bus Discipline Policy.....	Pg. 14
Family Educational Rights and Privacy Act	Pg. 15
Free Appropriate Public Education.....	Pg. 15
Title IX.....	Pg. 15
Reading Log.....	Pg. 16

VISITORS

Visitors, particularly parents, are welcome at the school. In order to properly monitor the safety of students and staff, each visitor must report to the office upon entering the school to obtain a pass. Any visitor found in the building without a pass shall be reported to the principal. If a person wishes to confer with a member of the staff, he/she should call for an appointment prior to coming to the school, in order to schedule a mutually convenient time. **Students may not bring visitors to school.**

ATTENDANCE

It is our belief that your child's attendance has a direct impact on his/her success in school. Law in the State of Michigan requires regular and consistent attendance. It is the responsibility of the school officials to report students with excessive absences. If necessary, a meeting will be held and/or an individual attendance contract for your child will be established. Further non-compliance will result in a report to the proper authorities. Parents and students will be notified by letter after five (5), ten (10) and twelve (12) absences.

- A. A student will be considered absent from class if he/she misses ten (10) minutes or more of class time, at the Principal's discretion.
- B. If you arrive late, or must leave early, you must:
 - 1. Bring a note or your parent must contact the office.
 - 2. Sign in and out at the office.
- C. An excused absence is primarily for absence due to illness. Also excused are absences concerning emergencies within the family and medical or dental appointments that cannot be scheduled at any other time. If at all possible, bring your note or appointment card to the school office prior to the appointment.
- D. Students will be given two (2) days for each day absent to make up missed work.

ABSENCE

If a student is absent from school, a parent or guardian must call or e-mail the school, preferably before 10:00 a.m., excusing you from school for that day. If a phone call or e-mail is not possible, a written excuse is permissible upon your return. If the office has not received a phone call or note within two (2) days of the absence, the student will be unexcused for the day/days absent. Excused absences will be given for: illness, death in the family, and advanced absence permits. **Students may not attend school activities on days absent from school – unless prior administrative approval is given.** Assignment requests can be made on the second consecutive day of absence. This request must be made before 9:00 a.m.

EXTENDED ADVANCED ABSENCE PERMITS

For students that know in advance they will not be in school, advanced absence permits MUST be picked up in the office and approved by the student's teachers, and then given to the Attendance Secretary. This should be done at least one week prior to the absence. Students are encouraged to complete and turn in all required assignments before leaving school for an extended absence from school. In some instances, this will not be possible; therefore, for each day the student is absent he/she will receive two days to make up the work.

TARDINESS

To school: Students must first report to the office for an admission slip to class if they are late to school. Otherwise, they will receive an unexcused tardy. With each unexcused tardy thereafter, the student will receive a detention/suspension.

To class: If a student has an unexcused tardy to any class in a six (6) week period, a parent contact will be attempted by phone and a referral will be sent home with the student. With each unexcused tardy thereafter, the student will receive a detention/suspension.

GENERAL INFORMATION

Honor Roll: Each nine weeks an honor roll is prepared and posted. There are two honor rolls:

1. Top Honors: 3.500-4.000 average on a 4 point scale, no C's, D's, F's.
2. Honors: 3.000-3.499 average on a 4 point scale, no F's.
3. An "I" (incomplete) at report card time will eliminate the student from the honor roll for that marking period.

Media Center: Our media center is important to you, your school, and your future use of media centers. Students are encouraged to use the media center and to follow the proper procedures in checking out materials. A fine and overdue list will be posted periodically. If students do not pay the fine or return the book, their media center usage will be suspended, and any awards/privileges will be withheld, until they take care of their responsibility. Fines are charged on overdue material at the rate of \$.05 each school day late. Books/magazines that are lost or damaged must be paid for at the purchase price.

Counseling: Counseling is a service provided for all students at the Grant Middle School. Counseling allows the student to discuss any problems which might be interfering with his/her happiness as a person. Matters discussed will be kept strictly confidential. Counseling also provides direction in career opportunities. It is the goal of the counselors to provide the students with a confidant, whose main goal is to be understanding and to help.

Extracurricular School Activities: Students are encouraged to participate in any extracurricular activities they choose. A student will not be allowed to participate that day if the student is absent or suspended from school. A student must have a physical before participating in a sport.

Lunch Room Conduct: Grant Middle School operates under a closed campus. Students are expected to conduct themselves appropriately when in the lunch line and while eating their breakfast or lunch. Food and/or beverages should NOT be carried in the hallways, except when being carried to lunch.

Playground Behavior: At the beginning of each year, students will be advised of playground boundaries. Unsafe activities, such as tackle football, throwing snowballs, etc., are not allowed. Additionally, appropriate language and behavior is expected at all times. Food and beverages are allowed on the playground, unless students abuse this by not disposing of their garbage properly. Not following guidelines will result in loss of playground privileges.

School Property: It is expected that proper care will be given to all school equipment issued to you. You are responsible for all lost or damaged books or equipment.

Severe Weather: In cases of severe weather, school may be canceled. Cancellations will be aired on WZZM-TV. If it becomes necessary to dismiss students early, notice will be aired as quickly as possible on the same station listed above.

Tornado/Fire/Lockdown Procedures: If there is a tornado warning, students will be sheltered in designated areas. Throughout the year, students will participate in a series of tornado/fire/lockdown drills. The students' classroom teachers will review our policies and procedures with all students prior to any drill.

SCHOOL HEALTH INFORMATION

Special and Medical Needs: The school personnel, nurse, teachers, office staff, bus drivers, school aides that are involved with your student must be aware of any medical condition your child(ren) may have. Our goal is for students to be active, safe and comfortable while at school.

Medications: Although medication(s) can be given at school by approved personnel, it is best that all medication be given at home before and/or after school. All medication must be brought to school by a parent/guardian, in the original bottle, with proper labeling. A medication permission form must be signed and given to the office along with the medicine. Students are not allowed to have medication (prescription or non-prescription, which does include cough drops) in their possession.

Emergency Information: Please keep the school posted on all current phone numbers (home and work). If you do not have a phone number, please supply us with the phone number of someone who could reach you in case of an emergency or if your child becomes ill at school.

BACKPACKS/BAGS

Students are NOT allowed to bring backpacks or bags into classrooms. Students are expected to store these items in their lockers. Large backpacks or backpacks with rollers that do not fit into a student locker will not be permitted. For students that repeatedly violate these policies, school discipline will be issued.

BICYCLES/SCOOTERS/SKATEBOARDS

Bicycles should be kept in the bike rack and should be kept locked. No student will be allowed to use his or her bicycle during the school day. If a student violates this rule he/she will no longer be allowed to ride a bicycle to school. Skateboards, scooters, mopeds, or similar types of vehicles, are not allowed on school property.

ELECTRONIC DEVICES

Grant Middle School is not responsible for electronics that are brought to school. Students are encouraged to keep these devices at home. The following regulations apply:

1. **Walkie-Talkies:** Either long- or short- range, portable CB radios, portable “HAM” radios, portable scanning devices, or portable games or toys that transmit a signal more than 20 feet or through walls, shall not be allowed in the schools in any circumstance unless specific permission for possession or use of the device has been granted by the building principal, superintendent, or designee.
2. **Cellular Telephones:** Cellular telephones must be turned off and stored in lockers during the instructional day. **Use of phones is not permissible at lunch, during passing time between classes, or at any school-sponsored event where there is a reasonable expectation of quiet attentiveness or where use of the device would cause any disruption unless there is a bona fide health or safety emergency.** Use of cellular telephones or communications devices shall not be allowed in private areas such as bathrooms, locker rooms, etc. Cellular telephones operated in violation of this rule shall be confiscated and not returned until, where appropriate, a parent/guardian conference has been held. Finally, taking unauthorized pictures at any time with camera phones is not allowed. See “Cameras” for more clarification.
3. **PDA's (Personal Digital Assistants):** PDA's may or may not be used during class time at the discretion of the teacher or building administrator.
4. **Cameras:** Cameras and unauthorized picture taking by students with cameras or cell phones is not permitted on school property or at school sponsored events. The content on these devices may be checked for unauthorized pictures per administrative discretion.
5. **CD Players, MP3 Players and other Walkman-like Devices:** These shall be turned off and stored in lockers during the instructional day. If a student is found in possession of these items during the instructional day, the item(s) will be taken and returned to parents upon request. Additional disciplinary action may occur.

Students found to be using any electronic communication device in any way to send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device shall be confiscated and not returned until a parent/guardian conference has been held. Students violating this rule will be disallowed from carrying any personal communication device following the incident unless there is a documented personal health need. Students found to be in violation of any electronic device regulation shall be subject to disciplinary action. When appropriate, police or local law enforcement authorities may be contacted. Use of the devices shall be limited to the period prior to classes beginning in the morning and the period after classes are over in the afternoon. Such devices shall not be used during instructional time or during lunch or passing time between classes unless there is a

bona fide health or safety emergency. Students violating this policy shall be subjected to disciplinary action.

TECHNOLOGY USE

The network is provided for students to research and communicate with staff. All students are required to have an Internet Permission Form, signed by the student and a parent/guardian, to be able to access the internet. Users of the Grant Public School Network are responsible for their behavior and communication over those networks. It is presumed that users will comply with district standards. Network storage areas may be treated in similar fashion to school lockers. Network administrators may review files and communications to maintain system integrity and ensure users are using the system responsibly. Users should not expect that files stored on district servers would always be private.

1. Use of the network is only for the purpose of education and research.
2. The district will not be responsible for any damages the students may experience such as: delays and interruptions, non-delivery of files/documents or loss of files that is caused by the student's errors or omissions or otherwise.
3. The district has a filtering program available through the network. Though the district will make efforts to block inappropriate material, students may be exposed to inaccurate or offensive material. The district makes continuous efforts to block student access to inappropriate material but even the best filtering software can't guarantee total blockage.
4. The student knows that the network belongs to the district and the district in accordance with its policy, may examine all information stored on the network.

SCHOOL SPONSORED ACTIVITIES

Activities sponsored by the school are an opportunity for students to grow into courteous and well-mannered young adults. This includes after school events, or any other school sponsored event. The following regulations apply to all students that attend these activities and are designed with the safety of each student in mind.

1. All activities will be chaperoned by teachers and parents. The organization sponsoring the activity will be responsible for obtaining the necessary chaperones.
2. Students attending school-sponsored activities will be required to stay in the building and will not be allowed to leave early. Parents should arrive on time and request their child from the door. Students that do not adhere to designated pick-up times can be placed on social probation. Parents are encouraged to attend as guests or to come early and observe.
3. Only Grant Middle School's students will be permitted to attend. No high school age students will be admitted.
4. Dress will be appropriate school clothing.
5. Any student who does not obey these rules will be removed from the activity, their parents will be notified and the students will be put on social probation for an appropriate period of time. A student that is assigned social probation will not be allowed to attend any school sponsored activities
6. Students will be prohibited from attending school-sponsored activities while on suspension and/or until they have served his/her assigned detentions. A student's suspension is completed once they return to school.

HALL LOCKERS

At the beginning of the school year, hall lockers will be assigned to each student, one locker per student. Violation of this may result in disciplinary action. These lockers will have built-in locks. Students should be advised that the lockers are owned by the school and are assigned on a temporary basis. The building administration, therefore, reserves the right to inspect the contents of any locker at any time, when in the opinion of the school official he/she is acting to protect the health, safety and welfare of the school community, to enforce school rules, or there is a reasonable suspicion that the search will produce evidence of a violation of school rules.

Students MAY NOT change or use other lockers from those originally assigned without permission from an administrator. Please do not share your locker combination as theft may result. Students are not to set their locker combinations or jam open their locker locks in any way. If a locker is damaged beyond normal use, a fee will be assessed.

ASSIGNMENT GUIDELINES

We believe that class work is an integral part of the educational process that reinforces and enhances learning. Teachers, students and parents need to cooperate to make class work a valuable experience. Assignments not completed in school will need to be completed at home.

Purposes of Assignments

1. Extend classroom learning.
2. Provide reinforcement for in-school learning.
3. Assist students in developing study skills.
4. Encourage student self-discipline.
5. Provide a link between school and home.
6. Provide opportunity for the teacher to check student mastery of material.

The following guidelines may help make learning more successful:

Teacher Responsibilities

1. Provide assignments that enhance student learning.
2. Demonstrate study skills applicable to the class.
3. Provide opportunity for students to receive feedback on class work.

Student Responsibilities

1. Complete course requirements as assigned.
2. Complete own work using necessary resources.
3. Manage time to complete work.
4. Understand what the assignment is! (Ask questions)
5. Have necessary materials to complete assignments.

Parent Responsibilities

1. Establish schoolwork as a family priority.
2. Provide a quiet study place in the home.
3. Help the child to schedule a regular study session.
4. Provide assistance and encouragement.
5. Monitor performance on and completion of daily assignments.

6. Notify the teacher if persistent problems or difficulties are noticed during study times at home.
7. Frequently view Skyward for missing assignments, grades, attendance and discipline. Parents may sign up in the main office.

At-Home Support may include any of the following: completion of schoolwork that was not finished at school, special projects and/or reports which require added efforts at home, study required in preparation for tests and/or class work, as well as independent reading (Accelerated Reader).

DIVERSITY

The Grant Public School District fosters respect and understanding among all cultures and individuals who learn and work in our school community. We are committed to a philosophy that draws strength from our differences and builds on our similarities in order to:

1. Create a positive learning environment free of bigotry and prejudice in which all students can learn free of intimidation, harassment, or prejudice directed at them or others.
2. Empower all people to reach their full potential.
3. Promote respect and dignity towards all persons.
4. Prepare students to function effectively in a multiethnic and multicultural society.
5. Everyone in Grant Public School District has a right to feel respected, safe, and valued.

STUDENT DRESS CODE

The question of dress is NOT considered a question of morality or decency by the school administration. It is considered a problem of inappropriate dress for the place and occupation of the students involved. Students not in compliance with the dress code must immediately correct the problem or consequences will be issued.

1. The school laws of the State of Michigan require a student to attend school in appropriate dress.
2. Any type of clothing or hairstyle that is a disruption to the class, immodest, unsanitary or deviates from accepted standards of our school and community are prohibited. Neatness, cleanliness and good taste should be evident at all times. Safety should also be a consideration.
3. Shorts of the Bermuda style may be worn. Gym shorts, cut-offs, and running shorts are not appropriate wear for school. Skirts need to be comparable to Bermuda shorts and must be at least mid-thigh in length. Sagging pants/shorts or pants/shorts with holes in inappropriate places will not be permitted.
4. Hats, hoods, or handkerchiefs may not be worn in the school.
5. Clothing sporting vulgar messages, alcohol, drug and /or tobacco products will be prohibited.
6. All shirts must have sleeves and midsections must be covered at all times.
7. No pajamas or slippers.
8. No coats worn or brought into the classroom.
9. No wheeled shoes (shoes with wheels in/on the bottom.)

10. Chains worn on the body or chains hanging from clothing are not allowed. Such chains are considered possible weapons. Necklaces with spikes are not allowed. Necklaces worn must have a clasp.

HARASSMENT POLICY

The safety and comfort of the students is a top priority in our school. If a student is the victim of any unwanted sexual actions or comments, derogatory statements, or action concerning his/her gender, religion, race, ethnic group, or disability, the student should report such behavior to the principal.

SEXUAL/GENDER/ETHNIC/REGLIGIOUS/DISABLITY HARASSMENT

1. Verbal: Written or verbal innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, or threats concerning gender, national origin, religion, etc.
2. Nonverbal: Placing sexually suggestive objects, pictures, or graphic commentaries in the school environment, leering, whistling, making suggestive, insulting or threatening gestures, sounds, intimidation/violation of personal space and the like.
3. Physical Contact: Threatened, attempted, or actual unwanted bodily contact, including patting, pinching, pushing the body, coerced sexual intercourse or any other intimidating or disparaging action such as hitting or spitting on a person.

GANGS

Grant Middle School has zero tolerance for gangs or gang related activities. This includes gang symbols, intimidation or retaliation, and gang clothing (handkerchiefs worn as a hat/scarf).

Any misdemeanors or felonies will result in police contact.

CANINE SEARCHES

The District reserves the right, at its discretion, to randomly conduct canine searches of automobiles on District property or at school sponsored activities. The District also reserves the right to randomly conduct canine sniff searches of student desks, lockers and other student personal possessions such as backpacks or purses, with or without notice.

DANGEROUS WEAPONS POLICY

Michigan state law requires school districts to expel any student who, while at school or a school sponsored event, is in possession of a weapon, commits arson, or rape. This expulsion is for a period of up to 180 days and the student will not be able to attend any publicly-funded school activities during this period.

A weapon includes conventional objects like guns, pellet guns, knives, or club type implements. It may also include any toy that is presented as a real weapon or reacted to

as a real weapon. Criminal charges may be filed for this violation. Possession of a weapon may subject a student to permanent expulsion. It will make no difference whether or not the weapon belongs to someone else, unless the student can provide convincing evidence that the weapon was placed in the student's possession without his/her knowledge. If it can be confirmed that a weapon belonged to a student other than the one who possesses the weapon, that student shall also be subject to the same disciplinary action. State law may require that a student be expelled from school for a period of up to 180 days if he/she brings onto or has in his/her possession on school property or at a school-related activity any of the following:

1. Any explosives, incendiary, or poison gas including bombs, grenades, rockets, missiles, mines, or devices that can be converted into such a destructive item.
2. Any cutting instrument consisting of a sharp blade over three (3) inches long fastened to a handle.
3. Any similar object that is intended to invoke bodily harm or fear of bodily harm.

USE OF AN OBJECT AS A WEAPON

Any object that is used to threaten, harm, or harass another may be considered a weapon. This includes, but is not limited to padlocks, pens, pencils, laser pointers, etc. Intentional injury to another can be a felony and/or cause for civil action. This action may subject the student to expulsion.

DISCIPLINE

The discipline of Grant Middle School is designed to motivate students to make better choices and decisions in the future. If it becomes apparent that one mode of discipline is not effective, alternative plans may be implemented. Our discipline philosophy is based on three general goals for the building. They are:

1. To provide an effective learning environment for all students at Grant Middle School.
2. To provide our students with a safe learning environment.
3. To have students show respect for school property, student property and all people at Grant Middle School.

With changing trends in fads and items available on the market, it would be impossible for the administration of this school to list every potential problem that could surface at the school. In cases that for some reason are not listed in the discipline code where behavior is disruptive to the normal school day or endangers the health, safety and welfare of students, please be assured that discipline will be reasonable and just to correct the behavior.

Students asked to go home for any reason by administration must have a parent/guardian bring them back to school for a re-entry conference with administration before they can attend classes.

We will use Student Ownership (SO) for displaying the following behaviors:

Infraction	1st Offense	2nd Offense
Dishonesty		
Disrespectful		
Disruption of Class		
Inappropriate Comments/ Gestures (Not at harassment level)	Student Ownership Questions Asked	Student Ownership questions asked. Student goes to Student Ownership and fills out a plan to be negotiated with student and teacher.
Minor infractions (running, horseplay, PDA, hallway behavior, etc.)		
Playground misbehavior		

STUDENT DISCIPLINE CODE OF CONDUCT

The Grant Board of Education does hereby establish the following categories of misbehavior that may result in suspension or expulsion from school of any student regardless of age, under its jurisdiction. The student may be referred to the school counseling department for referral to an appropriate support agency. This list is offered as an example of unacceptable behaviors (but is not limited to), and it is not intended to be all-inclusive. These policies are applicable to all school-related activities and also apply while the student is on school property, before or after school, en route to and from school on district provided transportation.

The disciplinary action identified for the various type of unacceptable behavior enumerated in the student disciplinary code of conduct, states the **minimal** disciplinary action. The school district reserves the right and discretion to impose more severe disciplinary action, up to and including expulsion for unacceptable behavior regardless of whether it is the first offense. Additionally, when appropriate school administration reserves the right to deny any student that receives disciplinary action the privilege of attending social activities such as dances, athletic contests, etc.

DISCIPLINE PLAN

Academic Misconduct	Referral to Principal Loss of credit for a particular assignment or test, copy of referral in file while in attendance at the M.S. Parent contacted	Referral to Principal Loss of credit for a particular assignment and/or lowering of one letter grade for the marking period and student/teacher/administration conference Parent contacted	
Assault	1-3 Day Suspension	3-5 Days Suspension	5-10 Days Suspension
Bus Safety Issue	1 Day Bus Suspension	2 Days Bus Suspension	3 Days Bus Suspension
Computer Misbehaviors including Computer Piracy/ Vandalism/ Inappropriate Use of Internet	Notify Parent Loss of Computer Usage 1-5 days Suspension	Notify Parent Loss of Computer Usage 3-5 days Suspension	Notify Parent Loss of Computer Usage 5 Days Suspension
Defiance of Authority	1-3 Days Suspension	3-5 Days Suspension	5-10 Days Suspension
Extortion	5 Days Suspension	7 Days Suspension	10 Days Suspension
Electronic Devices/Cell phones/Cameras	Cell phone will be confiscated and returned after 3:05 Parent contacted	Detention – Cell phone returned only to parent upon serving detention Parent Contacted	1 Day Suspension Cell phone returned to parent
Fighting	1-5 Days Suspension	3-10 Days Suspension	5-10 Days Suspension
Gang/Threat Violence	5 Days Suspension	10 Days Suspension	Board Referral
Gross Defiance/Disrespect	1-3 Days Suspension	3-5 Days Suspension	5-10 Days Suspension
Harassment (includes pantsing and threats to others, teasing-sexual, racial, gender, etc.)	1-2 Days Suspension Student will meet with counselor for all harassment incidents.	3 Days Suspension Student will meet with counselor for all harassment incidents.	5-10 Days Suspension Student will meet with counselor for all harassment incidents.
Misuse of School Property	1 Day Suspension	1-3 Days Suspension	5 Days Suspension
Physical Contact (Not at assault level)	1 Day Suspension	2 Days Suspension	3 Days Suspension
Possession or use of Drugs/Alcohol/ Look-alike drugs	10 Days Suspension, police referral or 3 days out of school, police referral and school approved counseling.		
Profanity/obscenity	Detention/ 1-3 Day Suspension	1-3 Days Suspension	1-3 Days Suspension
Reckless endangerment (includes knives under 3 inches long)	1-5 days Suspension Police contacted	7 Days Suspension Police contacted	10 Days Suspension Police contacted
Selling/Distributing Drugs	10 Days Suspension. Recommendation for expulsion		
Skippping School	Detention	1 Day Suspension	1-3 Days Suspension
Theft under \$100.00	1-2 Days Suspension, and/or restitution	1-3 Days Suspension, and/or restitution	3-5 Days Suspension, and/or restitution
Theft over \$100.00	1-3 Days Suspension, and/or restitution	3-5 Days Suspension, and/or restitution	5-10 Days Suspension, and/or restitution

Threats or aggression toward staff (includes profanity towards staff member)	1-5 Days Suspension	5-10 Days Suspension	Expulsion
Tobacco possession or use	3 Days Suspension, police referral	5 Days Suspension, police referral	10 Days Suspension, police referral
Unbecoming conduct	1-5 Days Suspension, police contacted	10 Days Suspension (reduced to 7 with counseling). Police contacted.	10 Days Suspension, Board referral
Vandalism/ Destruction of Property	Discipline and restitution for damages made.		

IN-SCHOOL SUSPENSION

In certain scenarios ISS may be used as a form of discipline. An In-School Suspension will be used as part of the disciplinary action to help students modify unacceptable behavior(s) when it appears other measures are ineffective. Exclusion from school related activities would occur until the student returns from suspension. Failure to follow the In-School Suspension rules, including unproductive behavior regarding assignments, will result in an Out-of-School Suspension. Parents will be notified prior to the day students are serving this suspension. During the in-school suspension, the following rules will be observed:

1. Report to the office on the assigned day, and then proceed to the In-School room.
2. Students will be allowed two restroom breaks.
3. Work assigned must be completed by the end of the day.

BUS DISCIPLINE POLICY

PURPOSE: Our goal is to provide students a safe ride to school. Sometimes disciplinary steps are needed to ensure that a safe ride occurs for all students.

Disciplinary Steps

- Step 1. The bus driver will talk to the student; contact parent by phone; log the call and file paper work with transportation supervisor.
- Step 2. The driver will provide a written bus discipline notice to the transportation supervisor. The supervisor will contact parent; administer discipline; contact the building administrator if necessary; log discipline in student's file. In addition, students may be asked to complete a responsibility plan and negotiate with bus driver.
- Step 3. The driver will provide a written bus discipline notice to the transportation supervisor. The supervisor will contact parent; administer a minimum 3-day bus suspension; the student is suspended from the bus until parent contact is made.
- Step 4. The driver will provide a written discipline notice to the transportation supervisor. The supervisor will suspend the student from the bus indefinitely; the supervisor will contact the parent for a conference.

A violation of individual driver rules such as no eating, no radios, etc. is a minor infraction. Sometimes drivers may use incentives for students. Violations that occur in the last few days of school may be brought forward to the following school year. All school rules apply both on the bus and in school.

The bus driver at all times is in charge of the bus and its occupants. This includes students being transported to and from school, sports events, field trips, etc. Being transported in school vehicles is a privilege, not a right.

Students need to be aware that back packs, carry on articles, coats, etc. are subject to searches if there is reason to believe that a school rule, policy or law has been broken.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

FREE APPROPRIATE PUBLIC EDUCATION

Section 504 of the Rehabilitation Act of 1973 protects the rights of individuals with disabilities in programs and activities that receive federal funds. Section 504 provides that: "No otherwise qualified individual with a disability in the United States . . . shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance . . ."

The U.S. Department of Education (ED) enforces Section 504 in programs and activities that receive funds from ED. Recipients of these funds include public school districts, institutions of higher education, and other state and local education agencies. ED has published a regulation implementing Section 504 (34 C.F.R. Part 104) and maintains an Office for Civil Rights (OCR), with 12 enforcement offices and a headquarters office in Washington, D.C., to enforce Section 504 and other civil rights laws that pertain to recipients of funds.

TITLE IX

It is the policy of the Grant Public Schools not to discriminate on the basis of race, sex, age, color, national origin, religion or handicap in its educational programs, activities, admissions or employment policies as required by Title IX of the 1972 Education Amendments, Executive Order 11246 as amended; sections 799A and 845 of the Public Health Act; Title VI of the Civil Rights Act of 1964; and the Equal pay Act. If you have any questions or concerns, please contact the Superintendent, Scott Bogner, at 834-5621.

