

2021 – 2022

PARENT-STUDENT HANDBOOK

FOR

Beaverton Junior/Senior High School



Mr. Joe Passalacqua, Superintendent
Mr. Mike Bassage, Principal
Ms. Jennifer Johnston, Assistant Principal/Athletic Director

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Facebook: www.facebook.com/Beavertonjrshighschool

Colors: Red and White

School Fight Song:

Oh when those BHS teams take the floor
We're going to win and win and win some more
For the school that we all love so well
We're going to yell and yell and yell and yell and yell
We're going to fight, fight, fight to win this game
With honor we will keep our fame
We're going to knock those teams right off the floor, off the floor

RAH, RAH, RAAH!

Fight, Fight, Fight, Fight
Beaverton High, Beaverton High
Fight, Fight, Fight
Beaverton High, Beaverton High
Fight, What? Fight!

THIS HANDBOOK BELONGS TO:

STUDENT ACCEPTANCE STATEMENT

I, _____, as a student of Beaverton Schools, acknowledge that I have received a copy of the 2021-2022 Student Handbook/Athletic Code, and that I understand the rules and policies contained therein.

I also understand that I am subject to any and all amendments, changes, additions, or deletions to the handbook and/or Athletic Code for the duration of my school experience up until graduation.

_____ Date: _____
Student Signature

As the parent/guardian of a Beaverton Schools Student, I have read and discussed the Code of Student Conduct with my child.

_____ Date: _____
Parent/Guardian Signature

Parent Name & Phone #: _____
Parent E-mail: _____
Parent Name & Phone #: _____
Parent E-mail: _____

INSTRUCTIONS TO PARENTS/GUARDIANS: Please sign, detach, and return this page to your child's school. **Participation in school athletics is dependent on this document.**



**TECHNOLOGY USAGE GUIDELINES
STUDENT USER AGREEMENT & PARENT PERMISSION FORM**

Student name (print)

(first)

(middle initial)

(last)

If you have been a student at Beaverton Schools, list your username:

If you wish to change your current password, write your new one here:

As a user of the School computer network, I agree to comply with the rules on pages 21-22 of the student handbook and to use the network in a constructive manner.

Student Signature

Date

Parent Section:

INTERNET PERMISSION FORM

As a parent or guardian of a student at Beaverton Jr/Sr High School, I have read the information about the appropriate use of computers at the school. I understand this agreement will be kept on file at the school.

_____ My child may use the Internet while at school according to the rules outlined.

_____ I would prefer that my child not use the Internet while at school.

PUBLICATION OF STUDENT WORK/PICTURES PERMISSION FORM

I understand that from time-to-time the school may wish to publish examples of student projects, photographs of students, and other work on an Internet accessible World Wide Web server.

_____ My child's work and photographs of my child can be published on the Internet

_____ I would prefer that my child's work and picture not be published on the Internet

Parent Name (print) _____

Parent Signature

Date

FOREWORD

This student handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain Board policies and procedures. This handbook contains important information that you should know. Become familiar with the following information and keep the handbook available for frequent reference by you and your parents. If you have any questions that are not addressed in this handbook, you are encouraged to talk to your teachers or the building principals.

This handbook summarizes many of the official policies and administrative guidelines of the Board of Education and the District. To the extent that the handbook is ambiguous or conflicts with these policies and guidelines, the policies and guidelines shall control. This handbook is effective immediately and supersedes any prior handbook and other written material on the same subjects. **Changes and additions to the handbook for this upcoming school year are typed in bold and italics.**

This handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules as of August 14, 2021. If any of the policies and/or administrative guidelines referenced herein are revised after August 14, 2021, the language in the most current policy or administrative guideline prevails.

WELCOME

Welcome! We are pleased that you are attending Beaverton Jr/Sr High School (BJSHS), Home of the Beavers. Your talents and skills will help us continue our successful ways in and out of the classroom. It is our goal to provide a safe, positive, and stimulating environment for you to learn and grow as a valuable member of our community. We hope that your experiences here at BJSHS will be challenging and rewarding.

The faculty and administration of Beaverton Schools are committed to providing the best education possible. This student planner is supplied for you to help make your school year a rewarding, fulfilling experience. You will be able to review school policies as well as keep yourself organized by recording homework assignments, due dates for projects, and other school activities. This handbook also serves as your hall pass. Be sure you have it with you at all times!

We are here to assist you in reaching all of your educational goals. We look forward to working with you and guiding you toward success through your school career.

*Mr. Michael E. Bassage
Principal*

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Note: This Student/Parent Handbook is based in significant part on policies adopted by the Board of Education and Administrative Guidelines developed by the Superintendent. Those Board Policies and Administrative Guidelines are incorporated by reference into the provisions of this Handbook. The Policies and Administrative Guidelines are periodically updated in response to changes in the law and other circumstances. Therefore, there may have been changes to the documents reviewed in this Handbook since it was printed in July, 2018. If you have questions or would like more information about a specific issue or document, contact your school principal or access the document on the District's website.

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EQUAL EDUCATION OPPORTUNITY

It is the policy of this District to provide an equal education opportunity for all students.

Any person who believes that s/he has been discriminated against on the basis of his/her race, color, disability, religion, gender, or national origin, while at school or a school activity should immediately contact the School District's Compliance Officer listed below:

Heath Kaplan
Beaverton Schools Business Manager
(989) 246-3000

Complaints will be investigated in accordance with the procedures as described in Board Policy 2260. Any student making a complaint or participating in a school investigation will be protected from any threat or retaliation. The Compliance Officer can provide additional information concerning equal access to educational opportunity.

PARENT INVOLVEMENT

The Board of Education believes that durable and significant learning by a student is more likely to occur when there is an effective partnership between the school and the student's parents/guardians ("parents"). Such a partnership means a mutual belief in and commitment to significant education goals for a student, a plan for the means to accomplish those goals, cooperation on developing and implementing solutions to problems that may be encountered, and continuing communication regarding the progress in accomplishing the goal(s).

To this end, parents should be meaningfully involved in:

- A. developing and implementing appropriate strategies for helping their child achieve the learning objectives that lead to accomplishing the learning outcomes;*
- B. providing a school and home environment which encourages learning and augments, at home, the learning experiences provided by the school.*

The Board is committed to communicating to parents at a level and in a language they can understand, where practicable.

The Board through this policy directs the establishment of a parent involvement plan by which a school-parent partnership can be established and provided to the parent of each child in the District. The plan must encompass parent participation, through meetings and other forms of communication. The Parental Involvement Plan shall be distributed to all parents and students through publication in the Student Handbook or other suitable means.

The Superintendent shall direct the development of a Parent Involvement Plan for the District (with building/program specific goals as desired) which may include, among others, the following strategies:

- A. During Kindergarten Parent Meeting inform first time parents of the District parent involvement plan. A positive invitation in language understandable to the parents will be given to explain the District's commitment and the parent's right to be involved in the educational process of their child.*
- B. Provide child's individual assessment results, reading results, progress reports, report cards, parent conferences.*
- C. Provide a description and explanation of the curriculum in use at the District, the form of assessment used to measure student progress and the proficiency levels students are expected to meet. The District will also provide each school's discipline plan along with a tardy plan.*
- D. Arrange flexible scheduled parent/teacher conferences and parent requested conferences.*
- E. Post PTO meetings, and parent involvement meetings on the District website bulletin boards and /or send home notices with students.*
- F. Publish District and School Newsletters(s) informing parents about the parent involvement plan and other events at the school(s). This newsletter will also send a positive invitation to parents to participate in various activities while providing parents information at a glance about scheduled District and school meetings and activities.*
- G. Send home a parent-student-teacher compact that outlines how parents and school staff will share the responsibility for improved student achievement of their children. This compact shall be discussed and revised as necessary at least annually at school meetings. (Grades K-8)*

H. Establish and maintain a home reading program. Books will be provided to encourage students to read at home. Student participation in the program will be given school wide recognition.

I. Maintain a consistent, District wide effort to communicate regularly with parents.

J. Schedule at least one (1) student conference annually with the teacher(s) to inform parents of student's progress.

K. Distribute periodic weekly newsletters from teachers informing parents of upcoming District events and curriculum being taught.

L. Send folders home (each week, bi-weekly, monthly) to keep parents abreast of individual student progress and maintain open lines of communication.

M. Make calls, use e-mail letters as needed for teachers and administrators to communicate with parents.

N. Encourage continued positive partnerships involvement throughout the community by staff and administrators.

O. Offer an ongoing reading tutorial program throughout the school year during the day, encouraging parental involvement.

P. Have the District's high school students offer tutoring through the National Honor Society upon request.

Q. Encourage active faculty participation in PTO.

R. Encourage parents to serve as chaperones for class field trips and other school activities.

S. Provide opportunities for discussions between parents, administrators, and staff to address problems and find solutions for students having difficulties, either academically or socially.

T. Use homework hotline to inform homes of various assignments and activities. Utilize the website as available.

U. Place current and accurate announcements on the school's marquees throughout the District.

V. Form an advisory council of District staff, parents, and students to assure parents and students are involved in an organized, ongoing and timely way, in the planning, review, and improvement of the school's Parental Involvement Plan.

Relations with Parents

The Board needs parents to assume and exercise responsibility for their children's behavior, including the behavior of students who have reached the legal age of majority, but are still supported by the parent. During the school hours, the Board, through its designated administrators, recognizes the responsibility to monitor students' behavior and, as with academic matters, the importance of cooperation between the school and the parents in matters relating to conduct.

For the benefit of the child, the Board encourages parents to support their child's career in school by:

A. participating in school functions, organizations and committees;

B. supporting the teachers and the schools in maintaining discipline and a safe and orderly learning environment;

C. requiring their child to observe all school rules and regulations;

D. supporting or enforcing consequences for their child's willful misbehavior in school;

E. sending their children to school with proper attention to his/her health, personal cleanliness, and dress;

F. maintaining an active interest in their child's daily work, monitoring and making it possible for him/her to complete assigned homework by providing a quiet place and suitable conditions for study;

G. reading all communications from the school, signing, and returning them promptly when required;

H. cooperating with the school in attending conferences set up for the exchange of information of their child's progress in school.

Sec. 1112, 1118 ESEA; M.C.L.A. 380.1294; Adopted 12/13/04

PARENT-TEACHER CONFERENCES

Parents are encouraged to attend parent-teacher conferences held in the fall of each school year.

Alternative appointments with teachers can be made by contacting the school.

STUDENT RIGHTS AND RESPONSIBILITIES:

The rules and procedures of the school are designed to allow each student to obtain a safe, orderly, and appropriate education. Students can expect their rights to freedom of expression and association and to fair treatment as long as they respect those rights for their fellow students and the staff. Students will be expected to follow teachers' directions and to obey all school rules. Disciplinary procedures are designed to ensure due process (a fair hearing) before a student is removed because of his/her behavior.

Parents have the right to know how their child is succeeding in school and will be provided information on a regular basis and as needed, when concerns arise. Many times it will be the student's responsibility to deliver that information. If necessary, the mail or hand delivery may be used to ensure contact. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish his/her educational goals.

Students must arrive at school on time, prepared to learn and participate in the educational program. If, for some reason, this is not possible, the student should seek help from the counselor or principal.

- Adult students (age eighteen (18) or older) must follow all school rules.
- If residing at home, adult students should include their parents in their educational program.

STUDENT WELL-BEING

Student safety is a responsibility of the staff. All staff members are familiar with emergency procedures such as fire, lock down and tornado drills and accident reporting procedures. Should a student be aware of any dangerous situation or accident, s/he must notify any staff person immediately.

State law requires that all students must have an emergency medical card completed, signed by a parent or guardian, and filed in the School office. A student may be excluded from school until this requirement has been fulfilled.

Students with specific health care needs should deliver written notice about such needs along with proper documentation by a physician, to the School Office.

INJURY AND ILLNESS

All injuries must be reported to a teacher or the office. If minor, the student will be treated and may return to class. If medical attention is required, the office will follow the School's emergency procedures.

A student who becomes ill during the school day should request permission to go to the office. An appropriate adult in the office will determine whether or not the student should remain in school or go home. No student will be released from school without proper permission.

HOMEBOUND INSTRUCTION

The District shall arrange for individual instruction to students of legal school age who are not able to attend classes because of a physical or emotional disability.

Parents should contact the school administration regarding procedures for such instruction. Applications must be approved by the building principal. The district will provide homebound instruction only for those confinements expected to last at least five (5) days.

Applications for individual instruction shall be made by a physician licensed to practice in this State, parent, student, or other caregiver. A physician must: certify the nature and existence of a medical condition; state the probable duration of the confinement; request such instruction; present evidence of the student's ability to participate in an educational program.

SECTION I: GENERAL INFORMATION

ENROLLING IN THE SCHOOL

In general, State law requires students to enroll in the school district in which their parent or legal guardian resides.

- Unless enrolling under the District's open enrollment policy.
- Unless enrolling and paying tuition.

New students under the age of eighteen (18) must be enrolled by their parent or legal guardian. When enrolling, parents must provide copies of the following:

- A birth certificate or similar document,
- Court papers allocating parental rights and responsibilities, or custody (if appropriate),
- Proof of residency,
- Proof of immunizations.

Under certain circumstances, temporary enrollment may be permitted. In such cases, parents will be notified about documentation required to establish permanent enrollment.

Students enrolling from another school must have an official transcript from their previous school in order to have credits transferred. The school counselor will assist in obtaining the transcript, if not presented at the time of enrollment.

Homeless students who meet the Federal definition of homeless may enroll and will be under the direction of the District Liaison for Homeless Children with regard to enrollment procedures.

New students eighteen (18) years of age or older are not required to be accompanied by a parent when enrolling. When residing with a parent, these students are encouraged to include the parents in the enrollment process. When conducting themselves in school, adult students have the responsibilities of both student and parent.

A student who has been suspended or expelled by another public school in Michigan may be temporarily denied admission to the District's schools during the period of suspension or expulsion even if that student would otherwise be entitled to attend school in the District. Likewise, a student who has been expelled or otherwise removed for disciplinary purposes from a public school in another state and the period of expulsion or removal has not expired, may be temporarily denied admission to the District's schools during the period of expulsion or removal or until the expiration of the period of expulsion or removal which the student would have received in the District had the student committed the offense while enrolled in the District. Prior to denying admission, however, the Superintendent shall offer the student an opportunity for a hearing to review the circumstances of the suspension or expulsion and any other factors the Superintendent determines to be relevant.

SCHEDULING AND ASSIGNMENT

Schedules are provided to each student at the beginning of the school year or upon enrollment. Schedules are based on the student's needs and available class space. Any changes in a student's schedule should be handled through the counselor. Students may be denied course enrollment due to a lack of available space or the need to pass prerequisites. Students are expected to follow their schedules. Any variation should be approved with a pass or schedule change.

Foreign students and foreign-exchange students (from recognized and approved student programs) are eligible for admission on the same basis as other non-resident students.

EARLY DISMISSAL

No student will be allowed to leave school prior to dismissal time without a written request signed by a person whose signature is on file in the School office or the parent/guardian coming to the school office to

request the release. No student will be released to a person other than a custodial parent(s) without written permission signed by the custodial parent(s) or guardian.

CLOSED CAMPUS

Beaverton Jr/Sr High School has a "closed campus policy". Students are not to leave after arriving to school nor before their last scheduled class ends unless authorized by the administration or office personnel. Students who leave campus without permission will be considered truant from class resulting in disciplinary action per the Code of Conduct. Also, closed campus does not allow visitors or non-Beaverton students on campus between the hours of 8:00 am to 3:10 p.m. If a visitor must be on campus, they must report to the main office for proper authorization.

TRANSFER OUT OF THE DISTRICT

Parents must notify the principal about plans to transfer their child to another school. If a student plans to transfer from Beaverton Jr/Sr High School, the parent must notify the principal. Transfer will be authorized only after the student has completed the arrangements, returned all school materials, and paid any fees or fines that are due. School records, may not be released if the transfer is not properly completed. Parents are encouraged to contact the School office for specific details.

School officials, when transferring student records, are required to transmit disciplinary records including suspension and expulsion actions against the student.

WITHDRAWAL FROM SCHOOL

No student under the age of eighteen (18) will be allowed to withdraw from school without the written consent of his/her parents.

IMMUNIZATIONS

Students must be current with all immunizations required by law or have an authorized waiver from State immunization requirements. If a student does not have the necessary shots or waivers, the principal may remove the student or require compliance with a set deadline. This is for the safety of all students and in accordance with State law. Any questions about immunizations or waivers should be directed to the School Nurse.

EMERGENCY MEDICAL AUTHORIZATION

The Board has established a policy that every student must have an Emergency Medical Authorization Form completed and signed by his/her parent in order to participate in any activity off school grounds. This includes field trips, spectator trips, athletic and other extra-curricular activities, and co-curricular activities. The Emergency Medical Authorization Form is provided at the time of enrollment and at the beginning of each year. Failure to return the completed form to the school will jeopardize a student's educational program.

USE OF MEDICATIONS

In those circumstances where a student must take prescribed medication during the school day, the following guidelines are to be observed:

- Parents should, with their physician's counsel, determine whether the medication schedule can be adjusted to avoid administering medication during school hours.
- The Medication Request and Authorization Form 5330 F1, F1a, F1b, and F1c must be filed with the respective building principal before the student will be allowed to begin taking any medication during school hours.
- All prescribed medication is to be in the original prescription bottle
- Medication that is brought to the office will be properly secured.
- Medication MAY NOT be sent to school in a student's lunch box, pocket, or other means on or about his/her person, except for emergency medications for allergies and/or reactions.
- Any unused medication unclaimed by the parent will be destroyed by school personnel when a prescription is no longer to be administered or at the end of a school year.

- The parents shall have sole responsibility to instruct their child to take the medication at the scheduled time, and the child has the responsibility for both presenting himself/herself on time and for taking the prescribed medication.
- A log for each prescribed medication shall be maintained which will note the personnel giving the medication, the date, and the time of day. This log will be maintained along with the physician's written instructions and the parent's written permission release.
- The school will **not** provide or administer non-labeled medicines, Tylenol, aspirin, Midol, etc.

Asthma Inhalers and Epi-pens

Students, with appropriate written permission from the physician and parent, may possess and use a metered dose inhaler or dry powder inhaler to alleviate asthmatic symptoms. Epinephrine (Epi-pen) is administered only in accordance with a written medication administration plan developed by the school principal and updated annually.

Any student who distributes a medication of any kind to another student or is found to possess a medication other than the one authorized is in violation of the school's Code of Conduct and will be disciplined in accordance with the drug-use provision of the Code.

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES AND PESTS

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The school's professional staff has the authority to remove or isolate a student who has been ill or has been exposed to a communicable disease or highly-transient pest, such as lice.

Specific diseases include; diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the Local and State Health Departments.

Any removal will only be for the contagious period as specified in the school's administrative guidelines.

CONTROL OF NONCASUAL-CONTACT COMMUNICABLE DISEASES

In the case of noncasual-contact, communicable-diseases, the school still has the obligation to protect the safety of the staff and students. In these cases, the person in question will have his/her status reviewed by a panel of resource people, including the County Health Department, to ensure that the rights of the person affected and those in contact with that person are respected. The school will seek to keep students and staff persons in school unless there is definitive evidence to warrant exclusion.

Noncasual-contact communicable diseases include sexually transmitted diseases, AIDS (Acquired Immune Deficiency Syndrome), ARC-AIDS Related Complex (condition), HIV (Human-immunodeficiency), HAV, HBV, HCV (Hepatitis A, B, C); and other diseases that may be specified by the State Board of Health.

As required by Federal law, parents will be requested to have their child's blood checked for HIV, HBV, and other blood-borne pathogens when the child has bled at school and students or staff members have been exposed to the blood. Any testing is subject to laws protecting confidentiality.

Noncasual-contact communicable diseases include sexually transmitted diseases, AIDS (Acquired Immune Deficiency Syndrome), ARC-AIDS Related Complex (condition), HIV (Human-immunodeficiency), HAV, HBV, HCV (Hepatitis A, B, C); and other diseases that may be specified by the State Board of Health.

As required by Federal law, parents will be requested to have their child's blood checked for HIV, HBV, and other blood-borne pathogens when the child has bled at school and students or staff members have been exposed to the blood. Any testing is subject to laws protecting confidentiality.

INDIVIDUALS WITH DISABILITIES

The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act provide that no individual will be discriminated against on the basis of a disability. This protection applies not just to the student, but to all individuals who have access to the District's programs and facilities.

A student can access special education services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal (IDEA) and State law. Contact the Special Education Coordinator at 989-246-3000 to inquire about evaluation procedures and programs.

LIMITED ENGLISH PROFICIENCY

Limited proficiency in the English language should not be a barrier to equal participation in the instructional or extra-curricular programs of the District. It is, therefore the policy of this District that those students identified as having limited English proficiency will be provided additional support and instruction to assist them in gaining English proficiency and in accessing the educational and extra-curricular program offered by the District. Parents should contact the School counselor at 989-246-3010 to inquire about evaluation procedures and programs offered by the District.

STUDENT RECORDS

The School District maintains many student records including both directory information and confidential information.

Neither the Board nor its employee's shall permit the release of the social security number of a student, or other individual except as authorized by law (see AG 8350). Documents containing social security numbers shall be restricted to those employees who have a need to know that information or a need to access those documents. When documents containing social security numbers are no longer needed, they shall be shredded by an employee who has authorized access to such records.

Directory information can be provided upon request to any individual, other than a for-profit organization, even without the written consent of a parent. Parents may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board. For further information about the items included within the category of directory information and instructions on how to prohibit its release you may wish to consult the Board's annual *Family Education Rights and Privacy Act* (FERPA) notice which can be found at the administration office.

Other than directory information, access to all other student records is protected by (FERPA) and Michigan law. Except in limited circumstances as specifically defined in State and federal law, the School District is prohibited from releasing confidential education records to any outside individual or organization without the prior written consent of the parents, or the adult student, as well as those individuals who have matriculated and entered a postsecondary educational institution at any age.

Confidential records include test scores, psychological reports, behavioral data, disciplinary records, and communications with family and outside service providers.

Students and parents have the right to review and receive copies of all educational records. Costs for copies of records may be charged to the parent.

To review student records please provide a written notice identifying requested student records to the District Administration. You will be given an appointment with the appropriate person to answer any questions and to review the requested student records.

Parents and adult students have the right to amend a student record when they believe that any of the information contained in a record is inaccurate, misleading or violates the student's privacy. A parent of adult student must request the amendment of a student record in writing and if the request is denied, the parent of adult student will be informed of their right to a hearing on the matter.

Individuals have a right to file a complaint with the United States Department of Education if they believe that the District has violated FERPA.

Consistent with the Protection of Pupil Rights Amendment (PPRA), no student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

1. political affiliations or beliefs of the student or his/her parents;
2. mental or psychological problems of the student or his/her 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 and analogous relationships, such as those of lawyers, physicians, and ministers;
7. religious practices, affiliations, or beliefs of the student or his/her parents; 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).

Consistent with the PPRA and Board policy, the Superintendent shall ensure that procedures are established whereby parents may inspect any materials used in conjunction with any such survey, analysis, or evaluation.

Further, parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation within a reasonable period of time after the request is received by the building principal.

The Superintendent will provide notice directly to parents of students enrolled in the District of the substantive content of this policy at least annually at the beginning of the school year, and within a reasonable period of time after any substantive change in this policy. In addition, the Superintendent is directed to notify parents of students in the District, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the following activities are scheduled or expected to be scheduled:

1. activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information for otherwise providing that information to others for that purpose; and
2. the administration of any survey by a third party that contains one or more of the items described in 1 through 8 above.

The Family Policy Compliance Office in the U.S. Department of Education administers both FERPA and PPRA. Parents and/or eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW 20202-4605
Washington, D.C.
www.ed.gov/offices/OM/fpco

Informal inquires may be sent to the Family Policy Compliance Office via the following email addresses: FERPS@ED.Gov and PPRA@ED.Gov

REVIEW OF INSTRUCTIONAL MATERIALS AND ACTIVITIES

Parents have the right to review any instructional materials being used in the school. They also may observe instruction in any class, particularly those dealing with instruction in health and sex education. Any parent who wishes to review materials or observe instruction must contact the principal prior to coming to the School. Parents' rights to review teaching materials and instructional activities are subject to reasonable restrictions and limits.

MEAL SERVICE

The Board believes the development of healthy behaviors and habits with regard to eating cannot be accomplished by the District alone. It will be necessary for the school staff, in addition to parents and the public at large, to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits. Parents interested in being involved should contact Chartwells Food Services at 989-246-3378.

The school participates in the National School Lunch Program and makes free breakfast and lunches available to all students. Families are required to fill out the Household Information Survey at the beginning

of the school year. A la carte items are available. Students may also bring their own lunch to school to be eaten in the school's cafeteria. No student shall be allowed to leave school premises during the lunch period without specific written permission granted by the principal.

- All lunches at BJSHS are to be served in the cafeteria.
- Academic areas of the school are closed to students at lunch
- Please no cutting in line and appropriate behavior is expected at all times.
- Stealing from the school food service is illegal.
- Please respect your wonderful facilities by practicing cleanliness.

FIRE, LOCK DOWN AND INCLEMENT WEATHER DRILLS

The school complies with all fire safety laws and will conduct fire drills in accordance with State law. Specific instructions on how to proceed will be provided to students by their teachers who will be responsible for safe, prompt, and orderly evacuation of the building. The alarm signal for fire drills consists of a horn and strobe lights.

Tornado drills will be conducted during the tornado season using the procedures provided by the State. The alarm signal for tornadoes is different from the alarm signal for fires and lock down drills.

Lock down drills in which the students are restricted to the interior of the school building and the building secured will occur a minimum of two (2) times each school year. The alarm system for a school lock down is different from the alarm system for fires and tornadoes and consists of directions given over the intercom.

EMERGENCY CLOSINGS AND DELAYS

If the school must be closed or the opening delayed because of inclement weather or other conditions, the School will notify the following radio and television stations:

Television: Saginaw (WNEM-5), Cadillac (9 & 10 NEWS and FOX 33), and Flint (ABC-12)

Radio: Clare (95.3), Gladwin (103.5), Midland (99.7), Beaverton (97.7), Saginaw (93.3), Saginaw (102.5), Bay City (96.1), Saginaw (104.5/101), Saginaw (AM 790), Mount Pleasant (94.5)

Parents and students are responsible for knowing about emergency closings and delays.

PREPAREDNESS FOR TOXIC AND ASBESTOS HAZARDS

The School is concerned for the safety of students and attempts to comply with all Federal and State Laws and Regulations to protect students from hazards that may result from industrial accidents beyond the control of school officials or from the presence of asbestos materials used in previous construction. A copy of the School District's *Preparedness for Toxic Hazard and Asbestos Hazard Policy* and asbestos management plan will be made available for inspection at the Board offices upon request.

VISITORS

Parents/Guardians 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, s/he should call for an appointment prior to coming to the School, in order to schedule a mutually convenient time.

Students are not permitted to bring visitors to school.

WORK PERMITS

Work Permits may be obtained in the high school secretary's office. The applications must be completed by the prospective employer, the employee and the parents, and then must be returned to the high school secretary's office before the permit is actually issued.

LOST AND FOUND

The lost and found area is near the Main Office. Students who have lost items should check there and may retrieve their items if they give a proper description. Unclaimed items will be given to charity at the end of each semester.

STUDENT SALES

No student is permitted to sell any item or service in school without the approval of the principal. Violation of this may lead to disciplinary action.

ADVERTISING OUTSIDE ACTIVITIES

Students may not post announcements or advertisements for outside activities without receiving prior approval from the principal. The principal will try to respond to requests for approval within twenty-four (24) hours of their receipt.

SCHOOL LOCKERS

The school assigns lockers to students for convenience and temporary use. Locker use is exclusively to store school-related materials and authorized personal items such as outer garments, footwear, grooming aids, or lunch. Students shall not use the lockers for any other purpose, unless specifically authorized by school board policy or the school principal or his/her designee, in advance of students bringing the items to school. Each student is solely responsible for the contents of his/her locker and should not share a locker with other pupils, nor divulge locker combinations to others, unless authorized by the public school principal or his/her designee. Using school lockers to store expensive items is not recommended. It is also highly recommended that the locker is locked after the student leaves by closing tightly and turning the knob.

SECTION II: ACADEMICS

GRADES

Beaverton Jr/Sr High School has a standard grading procedure, as well as additional notations that may indicate work in progress or incomplete work. The purpose of a grade is to indicate the extent to which the student has acquired the necessary learning. In general, students are assigned grades based upon test results, homework, projects, and classroom participation. Each teacher may place a different emphasis on these areas in determining a grade and will so inform the students at the beginning of the course work. If a student is not sure how his/her grade will be determined, s/he should ask the teacher. Final grades for a semester will be determined by averaging the percentages between two marking periods. Families will receive bi-weekly automated phone calls for failing grade(s).

The school uses the following grading system:

A	100-93.50%	B-	83.49 79.50	D+	69.49 66.50
A-	93.49 89.50	C+	79.49 76.50	D	66.49 63.50
B+	89.49 86.50	C	76.49 73.50	D-	63.49 59.50
B	86.49 83.50	C-	73.49 69.50	E	Below 59.5

CR	Credit, acceptable achievement
NC	No Credit, has not met acceptable achievement

GRADING POLICY

At least 40% of a student's grade is based on assessments/performance tasks.

PROMOTION, PLACEMENT, AND RETENTION

7th and 8th grade students: The Beaverton Schools Board of Education approved a retention program for middle school students in 2012. The program is intended to insure, as much as possible, that students are prepared to advance to the next grade level with the academic skills they will need to succeed. Students

who fail to meet a minimum grade of D- in any of their four (4) core academic areas (English, Science, Social Studies, and Math) for four (4) out of eight (8) semester grades will be recommended for retention. All students that are recommended for retention will be given written notification and a parent meeting with the principal or designee is encouraged.

High School: A student's progress toward graduation and receiving a diploma is determined by completing required coursework and earning the necessary credits. A student is only promoted when the necessary requirements are met or the student has completed the goals and objectives of an Individualized Education Plan (IEP) or in a personal curriculum (PC). It is the student's responsibility to keep in contact with his/her counselor and teachers to ensure that all requirements are being met. Information about credit and course requirements is available in the Guidance Office and a counselor will be pleased to answer any questions.

PERSONAL CURRICULUM

A Personal Curriculum (PC) is a documented process that modifies certain requirements of the Michigan Merit Curriculum (MMC). This option is helpful for students seeking to accelerate their learning or need extra assistance. Students and parents wishing to explore these options may obtain information about PC's in the guidance office.

DUAL ENROLLMENT

Any student in 9th, 10th, 11th, or 12th grade may enroll in a postsecondary (dual) enrollment program providing s/he meets the requirements established by law and by the District. Any interested student should contact the counselor to obtain the necessary information.

EXAM POLICY

Exams are given in all classes at the end of each quarter and semester. It is our belief that the experience of taking exams is worthwhile to show mastery and in preparing students for college. All high school students are required to take exams.

SENIOR EXEMPTION POLICY

In order for seniors to be exempt from their quarterly exams students must meet the following requirements:

- Meet/exceed SAT Math Benchmark (530-800)
- Meet/exceed SAT Evidenced Based Reading & Writing Benchmark (480-800)
- Proficient/Highly Proficient on Social Studies M-STEP (test taken during junior year)

Students are exempt from ALL quarterly exams if they meet all of the above qualifications. Teachers may ask students to complete their exams to inform instructions, but the grade will not count toward the marking period.

STUDENT ASSESSMENTS

All students will be given standardized assessments to measure student achievement and growth in accordance to state law. Parents and students should watch school newsletters and the local press for announced testing times. High school juniors will participate in the Michigan Merit Exam (MME), which will include the SAT College Admission Exam and ACT Work Keys. Seventh, eighth and eleventh grade students will take the Michigan Student Test of Educational Progress (M-STEP). The PSAT 8/9, PSAT 10 will be taken by eighth, ninth and tenth graders.

Additional group tests are given to students to monitor progress and determine educational mastery levels. These tests are used to help the staff determine instructional needs.

Classroom tests will be used to assess student progress and assign grades. These are selected or prepared by teachers to assess how well the students have achieved specific objectives.

REPORT CARDS

Report cards will be issued at the *request* of students or parents after each term, as all grade information is available electronically to students and families via the Skyward Program. *If you are unable to log on to*

Skyward, contact the office at (989) 246-3010. Final transcripts may be withheld if a student has not returned school property such as books, uniforms, other classroom materials or subject area fees.

HONOR ROLL

An honor roll will be determined at the end of the first and second semesters. The student must have a B-grade or better in each class to be on the honor roll.

- A student must carry at least four classes.
- No credit in a class would eliminate a student.
- Incompletes would eliminate a student.
- Credits would not affect a student's status.

CLASS RANKINGS

All classes for which a student receives an academic grade shall be considered in determining class rankings. Only semester grades shall be used in determining the student's grade point average (GPA). Individual class standing (GPA) after the seventh semester of high school will be used to determine the class ranking for the current senior class, including Valedictorian and Salutatorian. Effective for the Class of 2016 and each subsequent graduating class, individual class standing (GPA) after the seventh semester and school day SAT score prior to the end of the seventh semester will be used to determine the class ranking, including Valedictorian and Salutatorian.

Class Ranking Formula:

$$\begin{aligned} \text{GPA* multiplied by 400} &= \underline{\hspace{2cm}} \text{ (1600 maximum)} \\ \text{School Day SAT Score taken in junior year} &= \underline{\hspace{2cm}} \text{ (1600 maximum)} \\ \text{Total Score (GPA product + SAT)} &= \underline{\hspace{2cm}} \text{ (3200 max)} \end{aligned}$$

**GPA (rounded to three digits after the seventh semester)*

Class ranking will be determined by the value of each student's total score from highest to lowest.

- Students attending classes at CGRES D Career Technology Program will be granted three (3) credits for each two (2) hour class taken.
- PA335, Section 1279b grants high school credit in any course to a student enrolled in a high school, who is not enrolled in the course, but who has exhibited a reasonable level of mastery of the subject matter.
- Correspondence course credit will only be accepted to replace courses a student has failed. A student may not accumulate more than three (3) credits from correspondence courses.
- Dual enrollment is available as an option for students to take college credit classes while still in high school. If the student wishes to have the grade from each course entered on his/her transcript and made a part of his/her GPA either for possible scholarships or participation in collegiate athletics, s/he should so notify the principal and counselor at the time of enrollment.
- Beaverton High School students must complete either the Michigan Merit Exam or MI-ACCESS tests when scheduled by the district, during their 11th grade year. Students who do not initially qualify for a diploma endorsement, in all areas tested, must retake those portions of the test a second time, unless excused by a current IEPC. Successful completion of the State of Michigan Assessment Program is a requirement for graduation from Beaverton High School.

GRADUATION REQUIREMENTS

A unit of credit can be earned through successful completion of two semesters of classes, which meet five times a week. One-half unit can be earned through successful completion of a one-semester class.

English	4 credits	English, I, II, III, IV* or Publications, upon approval from principal
Math	4 credits	Algebra I, Geometry, Algebra II and a math course in senior year
Science	3 credits	Biology, Physical Science, Chemistry or Physics

	Social Sciences	3 credits	U.S. History, World History, Civics/Econ.
	PE & Health	1 credit	
Online	Visual/Performing /Applied Arts	1 credit	
	Foreign Language (1 credit may be fulfilled by an approved, alternate option)	2 credits	
	Total Credits from Required Classes:	18 Credits	<i>Total Credits for a Beaverton Schools Diploma: Class of 2022: 23.5 credits Class of 2023: 24 credits</i>

Learning Experience- One credit in a class with an online learning component is mandatory. This credit may be earned in an online course, online learning experience, OR integrated online learning into one or more of the required credits of the Michigan Merit Curriculum.

GRADUATION POLICY

- Graduating seniors must complete minimum classroom credit/attendance requirements in order to participate in graduation exercises.
- Those seniors who fall short of minimum requirements shall not be allowed to participate in graduation ceremonies.
- All deficient seniors shall receive notice of deficient status as soon as possible from the counseling office.
- Any senior who has outstanding fees/fines/etc. may be withheld from graduation ceremonies.
- Any person desiring to appeal the above must submit in writing to the Board of Education one month prior to the graduation ceremonies stating the appeal.
- Under special circumstances, a senior may apply for *early graduation* if all graduation requirements will be completed by the end of the first semester, (January). The student and their parent(s) are to write a formal letter to the Board of Education to be submitted no later than the last board meeting of November. The letter is to include reasons why early graduation is being requested and documentation (transcripts, dual enrollment classes etc.) indicating that the required 22 credits will be met. Each case will be reviewed on an individual basis for approval/disapproval by the Board of Education.

COMPUTER AND INTERNET USAGE GUIDELINES

Beaverton Schools is pleased to offer students access to a computer network for file storage and use of the Internet. To gain access to local area network and the Internet, all students must obtain parental permission as verified by the signature on the form provided near the beginning of this handbook. Should a parent prefer that a student not have Internet access, use of the computers is still possible for more traditional purposes such as word processing.

What is possible?

Access to the Internet will enable students to explore thousands of libraries, databases, museums, and other repositories of information. Although, in compliance with federal requirements, our Internet access is filtered at the Clare-Gladwin RESD. Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive. While the purposes of the school are to use Internet resources for constructive educational goals, students may find ways to access other materials. We believe that the benefits to students from access to the Internet in the form of information resources and opportunities for collaboration exceed the disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Therefore, we support and respect each family's right to decide whether or not to allow for access.

What is expected?

Students are responsible for appropriate behavior on the school's computer network just as they are in a classroom or on school grounds. Communications on the network are often public in nature. General school rules for behavior and communications apply. It is expected that users will comply with district standards and the specific rules set forth in this policy. The use of the network is a privilege, not a right, and may be revoked if abused. The user is personally responsible for his/her actions in accessing and utilizing the school's computer resources. The students are advised never to access, keep, or send anything that they would not want their parents or teachers to see.

What are the rules?

Privacy—Network storage areas may be treated like school lockers. Network administrators may review communications to maintain system integrity and to insure that students are using the system responsibly. Students agree never to give out personal information on the Internet.

Storage capacity—Users are expected to remain within allocated disk space and material which take up excessive storage space.

Illegal copying—Students should never download or install any commercial software, shareware, or freeware onto network drives or disks unless they have written permission from the Network Administrator. Nor should students copy other people's work or intrude into other people's files.

Inappropriate materials of language—No profane, abusive or impolite language should be used to communicate nor should materials be accessed which are not in line with rules of school behavior. A good rule to follow is never view, send, or access materials which you would not want your teachers and parents to see. Should students encounter such material by accident, they should report it to their teacher immediately.

Succinct Advice

These are guidelines to follow to prevent the loss of network privileges at school:

1. Do not use a computer to harm other people or their work.
2. Do not damage the computer or network in any way.
3. Do not interfere with the operation of the network by installing illegal software, shareware, or freeware.
4. Do not violate copyright laws.
5. Do not view, send, or display offensive messages or pictures.
6. Do not share your password with another person.
7. Do not waste limited resources such as disk space or printing capacity.
8. Do not trespass in another's folders, work, or files.
9. Do notify an adult immediately, if by accident, you encounter materials which violate the guidelines of appropriate use.
10. Be prepared to be held accountable for your actions and for the loss of privileges if the Rules of Appropriate Use are violated.

Consequences

The guidelines preceding this section are not all-inclusive, but only representative and illustrative. A user who commits an act of misconduct that is not listed may also be subject to disciplinary action.

Disciplinary actions are based on the discipline procedures of Beaverton Schools. Staff intervention strategies such as teacher/student conferences, auxiliary staff/student intervention, and teacher/parent contacts are to be made for *Acceptable Use Policy* violations when referring for administrative action.

Administrators may use any or all of the following intervention strategies and disciplinary actions.

Non-student/community users are responsible for abiding by all the policies and procedures set forth in this document. Failure to do so may result in the loss of use privileges. *Extreme and/or repeat violations may warrant permanent removal of BRS-Net privileges.*

Limitation of Liability

Beaverton Schools makes no guarantee that the functions or the services provided by or through BRS-Net will be error-free or without defect. The District will not be responsible for any damage you may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the

accuracy or quality of the information obtained through or stored on the system. The District will not be responsible for financial obligations arising through the unauthorized use of the system. Students must follow all rules of the Beaverton Schools Board of Education as prescribed in school board policy.

ONE TO ONE DEVICE AGREEMENT:

All students are required to have the one to one device agreement signed and on file with the office in order to receive their device. The agreement is available in the main office or at www.beavertonschools.net.

FIELD TRIPS

Field trips are academic activities that are held off school grounds. There are also other trips that are part of the school's co-curricular and extra-curricular program. No student may participate in any school-sponsored trip without parental consent. Attendance rules and school behavior guidelines apply to all field trips. Class trips are special rewards to students and participation in the trip is contingent on behavior while at school leading up to the trip. Specific criteria will be outlined and communicated to students.

At times, students may need to be transported to other locations on school properties for class purposes. These trips will not necessarily require written parent permission.

SECTION III: STUDENT ACTIVITIES

SCHOOL-SPONSORED CLUBS AND ACTIVITIES

Beaverton Jr/Sr High School provides students the opportunity to broaden their learning through curricular-related activities. A curricular-related activity may be for credit, required for a particular course, and/or contain school subject matter. A student's use of a performance-enhancing substance is a violation that will affect the student's extracurricular participation.

The Board authorizes many student groups that are sponsored by a staff member. Authorized groups include: *Academic Track, Band, Choir, Business Professionals of America (BPA), Class Advisors, Drama, Equestrian, Forensics, National Honor Society, Quiz Bowl, Robotics, Science Olympiad, Student Council, Student Government, & Yearbook.*

Extra-curricular activities do not reflect the School curriculum, but are made available to students to allow them to pursue additional worthwhile activities such as recreational sports, drama, and the like. All students are permitted to participate in the activities of their choosing, as long as they meet the eligibility requirements.

NON-SCHOOL-SPONSORED CLUBS AND ACTIVITIES

Non-school-sponsored student groups organized for religious, political, or philosophical reasons may meet during non-instructional hours. The applicant for permission can be obtained from the principal. The applicant must verify that the activity is being initiated by students, that attendance is voluntary, that no school staff person is actively involved in the event, that the event will not interfere with school activities and that non-school persons do not play a regular role in the event. All school rules will still apply regarding behavior and equal opportunity to participate.

Membership in any fraternity, sorority, or any other secret society as proscribed by law is not permitted. All groups must comply with School rules and must provide equal opportunity to participate.

No non-district-sponsored organization may use the name of the school or school mascot.

DANCES

Dances are a privilege provided to students to interact with each other after school in a safe, supervised environment. The following policies have been established for dances:

- All school rules still apply at dances, both on and off-campus.
- No outside containers or bottles will be permitted.
- The school doors will be locked at 9:00 p.m. for high school dances.
- High school dances will be dismissed at 11:00 unless it is a special dance.

- Only Beaverton High School (9-12th grade) students can attend the dances unless it is a special dance where guest passes are allowed. Guests over the age of 20 years will not be allowed to attend a school dance. All school rules apply at all dances for the student and their guest. Jr. High school students are NOT allowed.
- Organization sponsoring a dance will be responsible for cleanup and any damages that occur.
- Students are not to be in parked cars on school property during school dances.
- Once a student leaves the dance or building they will not be permitted to return.

SECTION IV: STUDENT CONDUCT

ATTENDANCE POLICY:

The school district emphasizes the value of regular attendance in enabling students to benefit from the school's education programs. Michigan law places responsibility on each student to attend school on a daily basis, and on each parent or guardian to send their child to school on a daily basis.

More important, however, is the effect of regular and punctual attendance on the student's scholastic achievement. Not only is each day's lesson important to the individual student, the student's participation in class contributes to the education of others. Frequent absences and tardiness, for any reason, are certain to adversely affect the student's schoolwork. Each student is expected to be in school every day except when illness, injury, or some providential condition beyond the student's control prevents attendance.

Attendance Procedures:

If you have been absent for any reason, you must report to the attendance office with a written note from parent/guardian when you return to school, stating the reason you were absent or call the **attendance office at 246-3010 by noon the next day or the absence will become unexcused**. Enrolled students found to be absent from school or class unless excused by teacher, administration, parent or legal guardian will be considered truant and subject to appropriate disciplinary action.

Any student absent due to illness, funeral, religious observance or medical appointments (appointments after school hours are encouraged) must be verified by a phone call from the parent or guardian by noon the day after the absence. *The school must receive a call for each day the student is absent.* Students with an unexcused absence will receive an automated phone call the night of the unexcused absence.

Truancy:

Unexcused absence from school (truancy) is not acceptable. Students who are truant will receive no credit for school work that is missed. After seven (7) days of truancy in any grading period, a student may be considered a "habitual truant" which may result in a hearing before a judge in a court of law and/or a report to local authorities concerning lack of parental responsibility in providing proper care and supervision of a child.

Excused Absences:

Students may be excused from school for one or more of the following reasons and will be provided an opportunity to make-up missed school work and/or tests: Personal illness, attendance at a funeral of a relative, religious observance, any school-related absence (i.e. late buses and field trips), college visits (2 per year for juniors and seniors), pre-arranged absences approved by the administration or medical professional's appointment. All other absences will be considered unexcused.

Work from excused absences must be made up to keep grades from being adversely affected. Any work missed during an unexcused absence may not be counted for credit.

High school students are not allowed over **ten (10)** absences in any class within a given semester regardless of excused or unexcused. The classes of the student with more than ten qualifying absences in a semester and fail to make up time, will have their grade halved according to the following scale: A=11 A-=10 B+=9 B=8 B-=7 C+=6 C=5 C-=4 D+=3 D=2 D-=1. If a student earned a C+ (value of 6) in a class and failed to make up time, their grade would be halved to a D+ (value of 3).

Pre-Arranged Absences:

Pre-arranged absences forms are to be used when a student is going to be absent for three or more days for activities such as family vacations, hunting, etc. These forms are available from the office and must be filled out at least one week prior to the absence.

Students who come to school regularly usually achieve more and gain more from their total school experience. The school and parents share the responsibility of making certain that students are in attendance.

Suspension from School:

Absence from school due to suspension shall be considered an authorized absence, neither excused nor unexcused.

A suspended student will be responsible for making up school work lost due to suspension. It is recommended that a student complete missed assignments during the suspension and turn them in to the teacher upon his/her return from school. Assignments may be obtained from the office, per parent request, beginning with the first day of a suspension. Make up of missed tests may be scheduled when the student returns to school. The student will be given credit for properly-completed assignments and a grade on any made-up tests.

Tardiness:

Each student is expected to be in his/her assigned location throughout the school day. If a student is late in arriving at school, s/he is to report to the school office before proceeding to his/her first assigned location. Any student who is late up to 5 minutes shall be disciplined by the teacher. Students who are more than 5 minutes late without a pass will be considered absent for that instructional period.

A tardy student may be excused when the reasons for being tardy are beyond his/her control (illness, office business, excuse from another staff member).

It is reasonable expectations that in order for a learning activity to exist, students must arrive to class on time. Students who continually do not meet these expectations are considered to be tardy. Tardies will begin over at the end of each quarter. Listed below are the procedures for unexcused tardies.

- 1st tardy, the teacher warns the student verbally
- 2nd tardy, the teacher provides the student with a written or verbal warning which includes a parent contact
- 3rd, 4th and 5th tardies, the teacher assigns a one-hour or two hour detention with a parent contact
- 6th + tardies, the teacher sends down a referral to the office. A short-term suspension of 1-3 days will be assigned along with a parent contact.

Attendance Policy for Extra-Curricular Events:

In order to attend extra-curricular events hosted at Beaverton on a certain day, the student must be present in school no less than half of the school day, attending the entirety of their classes. To be considered exempt from the rule, the student presents a professional note verifying a medical appointment that day. If a student is absent on a Friday, then they will not be able to attend any HOME extra-curricular activities over the weekend. This policy pertains to athletic, academic and any other extra-curricular event hosted by Beaverton Schools.

VACATIONS DURING THE SCHOOL YEAR

Parents are encouraged not to take their child out of school for vacations. When a family vacation must be scheduled during the school year, the parents should discuss the matter with the principal and the student's teacher(s) to make necessary arrangements. It may be possible for the student to receive certain assignments that are to be completed during the trip.

STUDENT CONDUCT

A major component of the educational program at Beaverton Jr/Sr High School is to prepare students to become responsible workers and citizens by learning how to conduct themselves properly and in accordance with established standards.

Expected Behaviors:

Each student shall be expected to:

- abide by national, State, and local laws as well as the rules of the school;
- respect the civil rights of others;
- act courteously to adults and fellow students;
- be prompt to school and attentive in class;
- work cooperatively with others when involved in accomplishing a common goal, regardless of the other's ability, gender, race, religion, height, weight, disability, or ethnic background;
- complete assigned tasks on time and as directed;
- help maintain a school environment that is safe, friendly, and productive;
- act at all times in a manner that reflects pride in self, family, and in the school.

Student Dress & Appearance

While fashion changes, the reason for being in school does not. Students are in school to learn. Any fashion (dress, accessory, or hairstyle) that disrupts the educational process or presents a safety risk will not be permitted. Personal expression is permitted within these general guidelines.

Students should consider the following questions when dressing for school:

- Does my clothing expose too much? (no)
- Does my clothing advertise something that is prohibited to minors? (no)
- Are there obscene, profane, drug-related, gang-related, or inflammatory messages on my clothing? (no)
- Would I interview for a job in this outfit? (yes)
- Am I dressed appropriately for the weather? (yes)
- Do I feel comfortable with my appearance? (yes)

If a student has selected a manner of appearance that is beyond mere freedom of expression and disrupts the educational process or presents risk to themselves or others, they may be removed from the educational setting.

The following are guidelines to the dress appearance at BJSHS:

- Hats, bandanas, hoods and other headwear are not to be worn from the time students enter the building.
- No jackets or backpacks allowed in classrooms.
- No blankets allowed in building.
- Articles of clothing displaying offensive words, symbols, or sexually suggestive pictures or words are not allowed. Students may not wear torn and/or ripped clothing which is revealing.
- Articles of clothing that advertise drugs, alcohol, or tobacco are not allowed.
- Shoes must be worn at all times.
- Shorts must at least fingertip length when the arms and hands are naturally extended at the sides of the body.
- Any manner of grooming, which by virtue of color, arrangement, trademark or any other attribute, denotes membership in gangs is strictly prohibited.
- "Sagging" is not permitted. Pants must be worn at the belt line.
- No headphones or ear buds visible in the classroom during instructional time, unless instructed by teacher.

Students who are representing Beaverton Jr/Sr High School at an official function or public event may be required to follow specific dress requirements. Usually, this applies to athletic teams, cheerleaders, bands, and other such groups.

Student Possession and Use of Electronic Devices

This policy is meant to help maintain an educational focus in the classroom and other study areas and respect the needs of our students to have reasonable access to their phones, tablets, computers, and other electronic devices.

- Students are asked to leave their electronics silent and are required to put their cell phone, ear buds/headphones and other personal devices in the classroom's designated storage area while entering the classroom to receive instruction and will be allowed to get their devices back at the end of the class period or as directed by the teacher.
- Headphones and ear buds should not be visible during class time, unless instructed by teacher.
- Each teacher decides and communicates her/his policy about use of electronics in that class. Each classroom is unique and students are responsible for knowing and following classroom rules.
- Teachers/administrators reserve the right to ask students to leave their electronic device(s) in the class room when student is leaving during instructional time.
- Use of electronic devices may be used during passing times and lunch. Playing music through a speaker during these times is prohibited.
- Cell phones may not be used during the school day to capture, record and/or transmit words or sounds (i.e., audio) and or images (i.e., picture/video) of any student, staff member or other person. Using a personal cell phone device to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted.

Bullying and other aggressive behavior toward students:

It is the practice of the Beaverton School District to provide a safe and nurturing educational environment for all of our students. This practice protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

Bullying or other aggressive behavior toward a student, whether by other students, faculty, staff, or their parties, including Board members, parents, guests, contractors, vendors, and volunteers, is strictly prohibited. This prohibition includes written, physical, verbal, and psychological abuse, including hazing, gestures, comments, threats, text messages, or actions to a student, which cause or threaten to cause bodily harm, reasonable fear for personal safety or personal degradation.

Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, Board members, and volunteers to provide positive examples for student behavior.

This practice applies to all "at school" activities in the District, including activities on school property, in a school vehicle, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, or where an employee is engaged in school business. Misconduct occurring outside of school may also be disciplined if it interferes with the school environment.

CODE OF STUDENT CONDUCT

The Code of Conduct will be administered uniformly and fairly, without partiality or discrimination. The Code of Student Conduct applies before, during, and after school:

- When a student is at school, "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.
- When a student's conduct at any other time or place has a direct and immediate effect on maintain order and discipline, or on protecting the safety and welfare of students or school district staff.

- When a student is using school telecommunications networks, accounts, or other district services.
- All students will be required to follow the Return to Learn guidelines and plans for returning to school.
- Students not practicing safety and health guidelines may be subject to instruction only via virtual learning as determined by the district.

VIOLATIONS OF THE CODE OF STUDENT CONDUCT:

Student misconduct is classified into three levels. In addition to these three levels of discipline, a teacher may suspend a student for his or her conduct in a class, subject or activity. The definitions of misconduct at each level are not all-inclusive, but only representative and illustrative. A student who commits an act of misconduct not listed herein is nonetheless subject to disciplinary action.

School district staff may use intervention strategies such as teacher/student conferences, auxiliary staff/student intervention, and teacher/parent/guardian contracts for Level I and Level II violations. The staff will refer Level III violations directly to school administrators because of the serious and/or unlawful nature of the misconduct. At the option of school administrators, a student accused of any violation of the Code of Student Conduct may be referred to a school social worker or counselor, in conjunction with or in lieu of other disciplinary procedures. Where the misconduct is subject to mandatory discipline under state law, however, the school board will act to impose any mandatory sanctions.

A teacher may issue suspensions for up to one day. The administration may issue short-term suspensions. The district's board of education or its designee may issue long-term suspensions or expulsions.

SHORT-TERM SUSPENSION:

A short-term suspension occurs when a student is suspended for one (1) school day, up to and including ten (10) school days. During a short-term suspension, the student's rights and privileges of attending school, including extracurricular activities, are suspended.

LONG-TERM SUSPENSION:

A long-term suspension is when a student is suspended for more than ten (10) school days. During a long-term suspension, the student's rights and privileges of attending school, including extracurricular activities, are suspended.

EXPULSION:

An expulsion occurs when the school district's board of education terminates the student's rights and privileges to attend school, including extracurricular activities. An expulsion is for an indefinite time, unless otherwise specified by the school board or state law. The parent/guardian of the student may petition the school board to request the student's reinstatement to school, as permitted by state law.

LEVELS I, II, AND III VIOLATIONS

Depending on severity or repetition, a Level I violation may be reclassified as a Level II or Level III violation.

LEVEL I VIOLATIONS:

Cheating/Academic Misconduct/Plagiarism

A student will not plagiarize (*Webster's Dictionary*: The act of using another person's words or ideas without giving credit to that person), cheat, gain unauthorized access to, or tamper with educational materials. Discipline under this section:

- First Offense – Zero points on the assignment (cannot be made up) and parent conference will be called with teacher and student.
- Additional Offenses – Referral to the office and further disciplinary action.

Severity of the offense may call for action beyond this guideline at the discretion of the administration.

Defacement of Property

A student will not willfully cause defacement of, or damage to, property of the school or others. Actions such as writing in school textbooks or library books, writing on desks or walls, carving into woodwork, desks, or tables, and spray-painting surfaces are acts of defacement.

Disorderly Conduct

A student will not harass others or misbehave in a manner that causes disruption or obstruction to the educational process. Disruption caused by talking, making noises, throwing objects, or otherwise distracting another constitutes disorderly conduct. Behavior is considered disorderly if a teacher is prevented from starting an activity or lesson, or has to stop instruction to address the disruption.

Inappropriate Displays of Affection

Students will not engage in inappropriate displays of affection, such as kissing or long embraces of a personal nature.

Inappropriate Dress and Grooming (Dress Code Violation)

A student will not dress or groom in a manner that disrupts the educational process or is detrimental to the health, safety or welfare of others. A student will not dress in a manner that is distractive or indecent, to the extent that it interferes with the learning and teaching process. (See Page 27)

Insubordination/Unruly Conduct

A student will not ignore or refuse to comply with directions or instructions given by school authorities. Refusing to open a book, write an assignment, work with another student, work in a group, take a test or do any other class or school-related activity not listed herein, refusing to leave a hallway or any other location by a school staff member, or running away from school staff when told to stop constitutes unruly conduct.

Profanity and/or Obscenity toward Students

A student will not orally, in writing, electronically, or with photographs or drawings, direct profanity or insulting, obscene gestures toward any other student.

Sexual Harassment (Level I)

A student will not use words, pictures, objects, gestures, or other actions relating to sexual activity or a person's gender that cause embarrassment, discomfort, or a reluctance to participate in school activities.

Tardiness

A student will not fail to be in his or her place of instruction at the assigned time without a valid excuse.

Technology Abuse

A student will not violate the district's "Technology Use Guidelines."

Trespassing

A student will not enter upon the premises of the school district, other than the location to which the student is assigned, without authorization from proper school authorities. If removed, suspended, or expelled from school, a student will not return to the school premises without permission of the proper school authorities.

Truancy

A student will not fail to report to the school's assigned class or activity without prior permission, knowledge or excuse by the school or parent/guardian.

LEVEL II VIOLATIONS:

Depending upon severity or repetition, a Level II violation may be reclassified as a Level III violation.

Bullying/Harassment/Intimidation

"Bullying, harassment or intimidation" means any gesture or written, verbal, or physical act that a reasonable person, under the circumstances, should know will have the effect of harming a student or damaging the student's property, placing a student in reasonable fear of harm to the student's person or damage to the student's property, or that has the effect of insulting or demeaning any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Bullying, harassment or intimidation includes, but is not limited to, such a gesture or written, verbal, or physical act, that is reasonably perceived as being motivated by a student's religion, race, color, national origin, age, sex, sexual orientation, disability, height, weight, socioeconomic status, or by any other distinguishing characteristic.

Destruction of Property

A student will not intentionally cause destruction of property of the school or others. Actions that impair the use of something are destructive. Ruining bulletin boards, intentionally clogging the plumbing system, breaking light bulbs or fixtures, and damaging school equipment to the point where repair is necessary are acts of property destruction.

Failure to Serve Assigned Detention

A student will not fail to serve an assigned detention of which students and/or parents/guardians have been notified.

False Identification

A student will not use another person's identification or give false identification to any school official with intent to deceive school personnel or falsely obtain money or property.

Fighting

A student will not physically fight with another person. Self-defense or defense of others may be taken into account in determining whether this provision has been violated.

Forgery

A student will not sign the name of another person for the purpose of defrauding school personnel or the Board of Education.

Fraud

A student will not deceive another or cause another to be deceived by false or misleading information in order to obtain anything of value.

Gambling

A student will not engage in any game of chance or contest wherein money or other items of monetary value are awarded to the winner, except for those games and contests authorized as official school functions.

Gang Activity

A student will not, by use of violence, force, coercion, threat of violence, or gang activity, cause disruption or obstruction to the educational process.

Gangs are defined as organized groups of students and/or adults who engage in activities that threaten the safety of the general populace, compromise the general community order, and/or interfere with the school district's education mission.

Gang activity includes:

- a. Wearing or displaying any clothing, jewelry, colors, or insignia that intentionally identifies the student as a member of a gang, or otherwise symbolizes support of a gang.
- b. Using any word, phrase, written symbol, or gesture that intentionally identifies a student as a member of a gang, or otherwise symbolizes support of a gang.
- c. Gathering of two or more persons for purposes of engaging in activities or discussions promoting gangs.
- d. Recruiting student(s) for gangs.

Hazing

A student will not haze or conspire to engage in hazing of another. As used in this section, "hazing" includes any method of initiation or pre-initiation into a student organization or any pastime, or amusement, engaged in with respect to such an organization which causes, or is likely to cause, bodily danger, physical harm, personal harm, or personal degradation or disgrace. The term "hazing" does not include customary athletic events or similar contests or competitions.

Improper, Negligent, or Reckless Operation of a Motor Vehicle

A student will not negligently, intentionally or recklessly operate a motor vehicle, so as to endanger the safety, health, property, or welfare of others on school property.

Leaving School without Permission

A student will not leave the school building, classroom, cafeteria, assigned area, or campus without permission from authorized school personnel.

Lighters

A student will not possess a lighter, matches, or other fire-making instruments on school property.

Loitering

A student will not remain or linger on school property without a legitimate purpose and/or without proper authority.

Possession of Inappropriate Personal Property

A student will not possess personal property that is prohibited by school rules or that is disruptive to teaching and learning, including but not limited to pornographic or obscene material, laser lights, personal entertainment devices, computer games, electronic devices, or other personal communication devices. Certain devices may be permitted for health or other reasons, if approved by the principal.

Profanity and/or Obscenity toward Staff

A student will not verbally, in writing, electronically, or with photographs or drawings, direct profanity or insulting, obscene gestures toward any school district staff members or adult volunteers.

Sexual Harassment (Level II)

A student will not make unwelcome sexual advances, request sexual favors or engage in verbal communication or physical conduct of a sexual nature with or toward any other student, school district personnel or adult volunteers.

Theft or Possession of Stolen Property

A student will not, without permission of the owner or custodian of the property, take property or have in his or her possession property valued at \$100.00 or less which does not belong to the student.

Threat/Coercion

A student will not threaten another with bodily harm. A student will not coerce another to act or refrain from acting.

Tobacco/Tobacco-Like Substances

The school prohibits the sale, distribution, use, or possession of any form of tobacco or electronic cigarettes or similar devices during school time or at any school activity. This prohibition also applies when going to and from school and at school bus stops. Violations of this rule could result in suspension or expulsion. "Use of tobacco" shall mean all uses of tobacco, including use cigarettes, cigars, pipe tobacco, electronic cigarettes, cigarette rolling papers, vape-pens, chewing tobacco, snuff, or any substance containing tobacco or nicotine.

LEVEL III VIOLATIONS:

Depending on severity or repetition, a Level I or Level II violation may be reclassified as a Level III.

Alcohol and Drugs

A student will not possess, use, offer to buy or sell, or purport to buy or sell, a controlled substance, dangerous drug, prescription drug, counterfeit drug, intoxicating substance, or alcohol. A student legally in possession of prescribed medication will not be in violation of this section as long as his/her use and possession of the prescribed medication is authorized at school.

Arson (Starting a Fire)

A student will not intentionally, by means of starting a fire, cause harm to any property or person, or participate in the burning of any property or person.

If a student commits arson in a school building, on school grounds or other school property, the school board or its designee shall expel the student from the school district permanently, subject to possible reinstatement, pursuant to MCL 380.1311(5). (MCL 380.1311[2]).

"Arson" means a felony violation as set forth in Chapter X of the Michigan Penal Code. (MCL 750.71 to MCL 750.80).

Extortion

A student will not make another person do any act against his or her will, by force or threat of force, expressed or implied.

False Fire Alarm or Bomb Report; Tampering with Fire Alarm System

Unless an emergency exists, a student will not intentionally sound a fire alarm or cause a fire alarm to be sounded, nor will a student falsely communicate or cause to be communicated that a bomb is located in a building or on school property, or at a school-related event. These acts are prohibited, irrespective of the whereabouts of the student. A student will not destroy, damage, or otherwise tamper with a fire alarm system in a school building.

If a student enrolled in grade 6 or above makes a bomb threat or similar threat directed at a school building, other school property, or a school-related event, then the school board or its designee shall suspend or expel the student from the school district for a period of time as determined in the discretion of the school board, or its designee. (MCL 380.1311a[2]).

Felony

A student will not commit a criminal act that results in being convicted or, in some cases, charged with a felony offense.

Fireworks

A student will not possess, handle, transmit, conceal, or use any fireworks or firecrackers.

Interference with School Authorities

A student will not interfere with administrators, teachers or other school personnel by threat of force or violence.

Physical Assault

A student will not physically assault another person.

If a student enrolled in grade 6 or above commits a physical assault at school against another student, then the school board or its designee shall suspend or expel the student from the school district for up to 180 school days. (MCL 380.1310[1]).

If a student enrolled in grade 6 or above commits a physical assault at school against a person employed by, or engaged as a volunteer or contractor by the school board, then the school board or its designee shall expel the student from the school district permanently, subject to possible reinstatement under MCL 380.1311a(5). (MCL 380.1311a[1]).

"Physical assault" means intentionally causing or attempting to cause physical harm to another through force or violence. (MCL 380.1310[3][b], MCL 380.1311a[12][b]).

Robbery

A student will not take or attempt to take from another person any property, by force or threat of force, expressed or implied.

Sexual Assault

A student will not sexually assault another person. If a student commits criminal sexual conduct in a school building, on school grounds or any other school property, the school board or its designee shall expel the student from the school district permanently, subject to possible reinstatement, pursuant to MCL 380.1311(5). (MCL 380.1311[2]).

"Criminal sexual conduct" means a violation as set forth in Chapter LXXVI of the Michigan Penal Code. (MCL 750.520b to MCL 750.520g).

Theft or Possession of Stolen Property

A student will not, without permission of the owner or custodian of the property, take property or have in his or her possession property that does not belong to the student.

Verbal Assault against an Employee

If a student enrolled in grade 6 or above commits a verbal assault, as defined by school board policy, at school against a person employed by or engaged as a volunteer or contractor by the school board, then the school board or its designee shall suspend or expel the student from the school district for a period of time as determined in the discretion of the school board or its designee. (MCL 380.1311a[2]).

Weapons: Dangerous Instruments

A student will not possess, handle, transmit, or use a dangerous instrument capable of harming another person. A "dangerous instrument" means any device intended to cause injury or bodily harm, any device used in a threatening manner that could cause injury or bodily harm, or any device that is primarily used for self-protection. Dangerous instruments include, but are not limited to, chemical mace, pepper gas or like substances; stun guns; BB guns; pellet guns; razors; or box cutters.

Weapons: Dangerous Weapons

A student will not possess, handle, transmit, or use as a dangerous weapon, an instrument capable of harming another person. A "dangerous weapon" means a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles. (MCL 380.1313).

A "firearm," as defined in section 921, title 18 of the United States Code (18 U.S.C. § 921) means:

- Any weapon (including a starter gun) which will or is designed to, or may readily be converted to expel a projectile by action of an explosive;
- The frame or receiver of any such weapon;
- Any firearm muffler or firearm silencer; or
- Any destructive device.

The term "firearm" does not include an antique firearm (18 U.S.C § 921).

State law requires the school board or its designee to permanently expel from the school district a student who possesses a “dangerous weapon” in a “weapon-free school zone,” subject to possible reinstatement, pursuant to MCL 380.1311(5). (MCL 380.1311[2]).

However, a school board is not required to expel a student for possessing a weapon if the student establishes in a clear and convincing manner at least one of the following:

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

“Weapon-free school zone” means school property and a vehicle used by a school to transport students to or from school property. (MCL 750.237a).

“School property” means a building, playing field, or property used for school purposes to impart instruction to children or used for functions and events sponsored by a school, except a building used primarily for adult education or college extension courses. (MCL 750.237a).

If a dangerous weapon is found in the possession of a student while the student is in attendance at school or a school activity, or while the student is en route to or from school on a school bus, the superintendent or the school district or intermediate school district, or his or her designee, shall immediately report that finding to the student’s parent or legal guardian and the local law enforcement agency. (MCL 380.1313[1]).

Weapons: Use of Legitimate Tools as Weapons

A student will not use a legitimate tool, instrument, or equipment as a weapon including, but not limited to, pens, pencils, compasses, or combs, with the intent to harm another.

GUIDELINES FOR BEHAVIOR INTERVENTION

Beaverton Jr/Sr High School uses a progressive-based discipline policy when determining consequences for negative behavior. School officials will evaluate each situation and act accordingly based on the information available. The administration reserves the right to change any of the listed consequences when deemed appropriate.

INTERVENTIONS TO LEVEL I VIOLATIONS:

Intervention Step 1: The staff member addresses the situation. This can occur on several occasions. Parent communication by the staff member is initiated in order to correct the behavior. No formal discipline referral is issued to student.

Intervention Step 2: The administration recognizes that the staff member making the discipline referral has attempted to correct the persistent behavior by communicating with the parents, having classroom conferences, etc. It is now apparent, due to the persistent nature of the behavior, that further action by the administration is warranted. A formal discipline referral will be issued to the student. The administration will contact the parents and consequences for the behavior will be issued. These consequences may include, but are not limited to:

- Administrator/student conference or reprimand;
- Administrator and teacher-parent/guardian conferences;
- Referrals and conferences involving various support staff or agencies;
- Daily/weekly progress reports;
- Behavior contracts;
- Change in student’s class schedule;
- School service assignment;
- Confiscation of inappropriate item;
- Restitution/restoration;
- Before- and/or after-school detention;
- Denial of participation in class and/or school activities;
- In-school suspension
- Out-of-school suspension (short-term) from one (1) school day up to and including ten (10) school days
- Restorative Practices/Community service
- Law enforcement agency notification
- Other intervention strategies, as needed;

INTERVENTIONS TO LEVEL II VIOLATIONS:

Intervention Step 1: The staff member will immediately refer the student to the administration for intervention. The administration will contact the parents and assign the appropriate consequences.

Intervention strategies are not limited to those listed herein. Other methods of addressing misconduct may be more appropriate, depending upon the circumstances. Any or all of the following intervention strategies and disciplinary actions may be used:

- Any school response to a Level I violation, listed above;
- Out-of-school suspension (short-term) for one (1) school day, up to and including ten (10) school days.

NOTE: Fighting poses an immediate threat to student safety. In most cases, out-of-school suspension is imposed even for a first offense. The length of suspension will depend on severity or repetition.

- Recommendation to the school district board of education or its designees for long-term suspension or expulsion;
- Law enforcement agency notification;
- Denial of driving privileges.

INTERVENTIONS TO LEVEL III VIOLATIONS:

Any or all of the following intervention strategies or disciplinary actions may be used:

- Any school response to a Levels I or II violation, listed above;
- Recommendation to the Board of Education or its designee for long-term suspension or expulsion; [NOTE: Drug-related behaviors pose an immediate threat to student safety. In all Level III drug-related cases, out-of-school suspension is imposed even for the first offense.]
- Placement in an alternative education program or transfer to another building;
- In the event a student is expelled for possession of a dangerous weapon in a weapon-free school zone, arson in a school building or on school grounds, or criminal sexual conduct in a school building or on school grounds, the school board shall ensure that, within three days after the expulsion, an official of the school district refers the individual to the appropriate county department of the family independence agency or county community mental health agency, and notifies the individual's parent or legal guardian or, if the individual is at least age 18 or is an emancipated minor, notifies the individual of the referral. (MCL 380.1311[4]).
- Requesting an emotional, behavioral, and/or chemical dependency evaluation and treatment and/or counseling recommendation. The intervention strategy or discipline may require the student to follow any or all treatment recommendations of the evaluation. The evaluation must be from a source approved by the administration.

Standard Progression of Discipline for Common Offenses:

Refusal to Turn in Cell Phone While Entering Classroom:

1st Offense: Office notified- phone confiscated & student receives phone back at the end of the day

2nd Offense: Office notified- Lunch Detention & parent phone call to pick up phone

3rd Offense: Office notified- After School Detention & parent phone call to pick up phone

4th Offense: Office notified- ISS & Parent Conference

5th Offense: Office notified- OSS

Leaving School Grounds without Permission: Detention 1st Offense, Suspension 2nd+ Offenses

Possession or Use of a Lighter: 1 Day Suspension from School for 1st Offense

Possession or Use of Tobacco: 3 Day Suspension from School and Police Report Filed for 1st Offense

Skipping Detention: 2 Detentions for 1st Offense; Suspension for 2nd Offense

Skipping SSL: 2 SSL's for 1st Offense: Detention for 2nd Offense

Theft/Stealing: Restitution and Suspension from School for 1st Offense

Possession and/or use of Alcohol/Drugs: 45 Day Suspension from School and Police Report Filed for 1st Offense; Expulsion from School and Police Report Filed for 2nd Offense

Bomb Threat/Arson and Assault on Employee: Referred to Board of Education and Indefinite Suspension from School with recommendation to Board of Education for Expulsion

Persistent Misbehavior/Incorrigibility: Petition to the Gladwin County Juvenile Courts for Intervention

SUSPENSION OF A STUDENT BY A TEACHER

A teacher may suspend a student from the teacher's class, subject, or activity for up to one full school day, if the teacher has good reason to believe that the student engaged in any of the following types of conduct in the class, subject or activity:

- For all other conduct, the teacher must handle the matter in accordance with the standard disciplinary process used in the school building. The teacher may also elect to not exercise the teacher suspension rights provided in this policy, and handle the matter in accordance with the standard disciplinary process used in the school building.
- If the teacher suspends the student, the teacher shall immediately report the suspension and the reason for the suspension to the school principal, or the principal's designee, for appropriate action consistent with the Code of Student Conduct. If the student remains in school, the student shall be under appropriate supervision. The student will not be returned that school day to the class, subject, or activity from which he or she was suspended without the concurrence of the suspending teacher and school principal.
- As soon as possible after the teacher-imposed suspension, the teacher shall contact the student's parent/guardian and schedule a parent-teacher conference to discuss the suspension. If possible, the parent-teacher conference should be scheduled during the teacher's non-instructional time, or before or after school. The teacher must report the outcome of the parent-teacher conference to the principal in writing. Whenever practicable, a school counselor, school psychologist, or school social worker should attend the conference. A school administrator will attend the conference if the teacher or the parent or guardian so requests. (MCL 380.1309).

FAILURE TO FOLLOW PRESCRIBED INTERVENTION STRATEGY: SEPARATE VIOLATION

If a student fails to comply with the terms of the disciplinary action, such failure is a separate violation of the Code of Student Conduct, at the same level for which the student was initially disciplined; the student may be disciplined for the additional violation.

Staff Authority

The authority of any member of the school staff extends to all school district students while the students are 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 Activities

A student who is suspended from school for any reason will not be allowed to practice, participate in, or attend any school activity, regardless of location, during the suspension (including weekends and/or holidays).

Maintaining Class Progress

When appropriate in the judgment of the principal, a suspended student may maintain academic progress under the terms and conditions set by the principal or his/her designee.

DUE PROCESS PROCEDURES

In-School Suspension

If misconduct is found, school administration may assign a supervised in-school suspension.

Short-Term Suspension

Except in extraordinary circumstances, alleged violations of the Code of Student Conduct are initially handled at the student's school. If a short-term suspension is contemplated, the principal or assistant principal shall provide the student with oral or written notice of the charges or allegations, and an explanation of the evidence or basis for the charges. The student shall be given the opportunity to present an explanation or a differing statement of the facts.

If the misconduct is found, the principal may authorize disciplinary action in accordance with this Code of Student Conduct, including short-term suspensions. Students whose presence pose a continuing danger to persons or property, or an ongoing threat of disrupting the educational process, may be immediately removed from the school without prior notice, explanation, or opportunity to respond. In such cases, the above procedures shall be provided as soon as practical.

The student and parent/guardian shall be notified of the circumstances and action taken.

Long-Term Suspension or Expulsion

If recommended by the principal or assistant principal, the school's board of education or its designee shall conduct a hearing to determine whether to impose a long-term suspension or expulsion.

The student and parent/guardian shall be notified of the allegation; the recommended disciplinary action; the time, date and location of the hearing; and of their right to attend and participate in the hearing.

The board of education or its designee shall conduct a hearing, which may be recorded. The student shall be advised of the alleged violation and be given an explanation of the facts. The explanation may include the written or oral testimony of others.

At the request of the student or the student's parents, the board of education may meet in a closed session to "consider the dismissal, suspension, or disciplining of a student." (MCL 15.268[b]).

The student and parent/guardian may be represented at the hearing by an attorney or other adult. Written or oral evidence may be presented at the hearing on behalf of the student.

After the hearing, the board of education or its designee shall issue a decision, including a determination of disciplinary action.

Appeal to Board of Education for Reconsideration

A student aggrieved by the decision of the board of education may, within five (5) days of receipt of the decision, petition the board of education for the opportunity to request review or reconsideration by the board or its designee. The petition shall be in writing and contain the reasons that the board or its designee's decision should be reviewed or reconsidered. The board of education may grant or deny the request for an appeal or request for reconsideration. If granted, the board shall notify the student in writing of the procedures to be used for the appeal or request for reconsideration.

Suspension and Expulsion of Students Receiving or Otherwise Eligible for Special Education

Students previously identified under state and federal regulations as eligible for special education are entitled to an extra measure of consideration for the disability in student discipline procedures. Also, other due process provisions are triggered for any student if a review of a student's record indicates significant prior knowledge about a potential but unidentified disability. School personnel are advised to consult with their local and intermediate district administrators for special education and to refer to the most recent edition of Special Education Considerations in Student Disciplinary Procedures (Michigan Department of Education).

AFTER SCHOOL DETENTION

After School Detention will be held on Monday, Tuesday, Wednesday, and Thursday for one hour beginning 5 minutes after the last class period, unless prior arrangements are made by the administration. Families will receive an automated phone call the evening their child is assigned a silent lunch or after school detention

SEARCH AND SEIZURE

Search of a student and his/her possessions, including vehicles, may be conducted at any time the student is under the jurisdiction of the Board of Education, if there is a reasonable suspicion that the student is in violation of law or school rules. A search may also be conducted to protect the health and safety of others. All searches may be conducted with or without a student's consent.

Students are provided lockers, desks, and other equipment in which to store materials. It should be clearly understood that this equipment is the property of the school and may be searched at any time if there is reasonable suspicion that a student has violated the law or school rules. Locks are to prevent theft, not to prevent searches.

Anything that is found in the course of a search that may be evidence of a violation of school rules or the law may be taken and held or turned over to the police. The school reserves the right not to return items which have been confiscated. In the course of any search, students' privacy rights will be respected regarding any items that are not illegal or against school policy.

Locker Searches

Random searches of school lockers and their contents have a positive impact on deterring violations of school rules and regulations, ensure proper maintenance of school property, and provide greater safety and security for pupils and personnel. Accordingly, the board authorizes the public school principal or his/her designee to search lockers and locker contents at any time, without notice, and without parental/guardianship or pupil consent.

The public school principal or his/her designee shall not be obligated, but may request the assistance of a law enforcement officer in conducting a locker search. The public school principal or his/her designee shall supervise the search. In the course of a locker search, the public school principal or his/her designee shall respect the privacy rights of the pupil regarding any items discovered that are not illegal or against school policy and rules.

Student Refusal of Search

A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action:

- Law Enforcement Agency called
- Loss of privileges (Such as driving privileges, book bags, locker privileges etc.)
- Disciplinary action (Such as Suspension or Detention)

Canine Searches

In an effort to keep the schools and district premises free of drugs, alcohol and weapons, school authorities may use specially trained, non-aggressive dogs to sniff out and alert staff to the presence of illegal controlled substances, alcohol, or weapons in school lockers and in student's vehicles parked on district premises. Such inspections by school authorities and trained dogs may be announced or unannounced and may be made at any time.

Computer Searches

All computers located in classrooms, labs and offices of the District are the District's property and are to be used by students, where appropriate, solely for educational purposes. The District retains the right to access and review all electronic, computer files, databases, and any other electronic transmissions contained in or used in conjunction with the District's computer system, and electronic mail. Students should have no expectation that any information contained on such systems is confidential or private. Review of such information may be done by the District with or without the student's knowledge or permission. The use of passwords does not guarantee confidentiality, and the District retains the right to access information in spite of a password. All passwords or security codes must be registered with the instructor. A student's refusal to permit such access may be grounds for disciplinary action.

COOPERATION WITH OUTSIDE GOVERNMENT AGENCIES

Beaverton Jr/Sr High School partners with other government agencies when necessary. Agencies include, but are not limited to law enforcement entities, the court system, and social welfare programs.

Interviews of Students by Police or Other Public Agencies

The school district endeavors to cooperate with law enforcement agencies. Students may be interviewed in school by law enforcement officials. School officials will grant law enforcement interviews with a student after considering the (1) type of incident; (2) seriousness of the incident; (3) age and maturity of the student; (4) relationship of the incident to school and the educational process; and (5) whether time is of the essence.

When practical, school personnel will be present during the police interview, and an attempt will be made to contact the parent/guardian prior to the interview. If the student is a minor and the parent was not present during the interview, the parent/guardian will be notified by the principal or his/her designee that an interview has taken place.

Notification to Law Enforcement Agencies

State law requires each school board to comply with the statewide school safety policy adopted by the Superintendent of Public Instruction, Attorney General, and Director of Michigan State Police on October 4, 1999. (MCL 380.1308). The statewide school safety policy requires the following types of incidents occurring at school be reported to a local law enforcement agency:

Armed Student or Hostage	Robbery or Extortion
Suspected Armed Student	Unauthorized Removal of Student
Weapons on School Property	Threat of Suicide
Death or Homicide	Suicide Attempt
Drive-By Shooting	Larceny (Theft)
Physical Assault (Fights)	Intruders (Trespassing)
Bomb Threat	Illegal Drug Use or Overdose
Explosion	Drug Possession or Drug Sale

Arson	Vandalism or Destruction of Property
Bus Incident or Bus Accident	Sexual Assault (CSC)
Minor in Possession of Alcohol or Tobacco Products	

STUDENT RIGHTS OF EXPRESSION

The School recognizes the right of students to express themselves. With the right of expression comes the responsibility to do it appropriately. Students may distribute or display, at appropriate times, non-sponsored, noncommercial written material and petitions; buttons, badges, or other insignia; clothing, insignia, and banners; and audio and video materials. All items must meet the following school guidelines:

- A. A material cannot be displayed if it:
 1. is obscene to minors, libelous, indecent and pervasively or vulgar,
 2. advertises any product or service not permitted to minors by law,
 3. intends to be insulting or harassing,
 4. intends to incite fighting or presents a likelihood of disrupting school or a school event.
 5. Presents a clear and present likelihood that, either because of its content or manner of distribution or display, it causes or is likely to cause a material and substantial disruption of school or school activities, a violation of school regulations, or the commission of an unlawful act.
- B. Materials may not be displayed or distributed during class periods, or during passing times between classes. Permission may be granted for display or distribution during lunch periods and after school in designated locations, as long as exits are not blocked and there is proper access and egress to the building.

Students who are unsure whether or not materials they wish to display meet school guidelines may present them to the principal or assistant principal twenty-four (24) hours prior to display.

STUDENT CONCERNS, SUGGESTIONS, AND GRIEVANCES

The school is here for the benefit of the students. The staff is here to assist each student in becoming a responsible adult. If a student has suggestions that could improve the school, s/he should feel free to offer them. Written suggestions may be presented directly to the principal or to the student government.

When concerns or grievances arise, the best way to resolve the issue is through communication. No student will be harassed by any staff member or need fear reprisal for the proper expression of a legitimate concern. Any suggestions, concerns, and grievances may be directed to the principal or to the student government.

A student may have the right to a hearing if the student believes s/he has been improperly denied participation in a school activity or has been subjected to an illegal rule or standard. A student may not petition to have a change in grade.

SECTION V: TRANSPORTATION

BUS TRANSPORTATION TO SCHOOL

The school provides transportation for all students who live farther than walking distance from school. The transportation schedule and routes are available by contacting the Transportation Department at 989-435-9474.

Students may only ride assigned school buses and must board and depart from the bus at assigned bus stops. Students will not be permitted to ride unassigned buses for any reason other than an emergency, except as approved by the principal.

The building principal may approve a change in a student's regular assigned bus stop to address a special need, upon the principal's approval of a note from parent stating the reason for the request and the duration of the requested change.

BEAVERTON SCHOOLS--BUS RIDER RULES

1. The driver may assign seats
2. Students must be courteous to others
3. There will be no profanity, abusive language or behavior
4. There will be no eating or drinking on the bus
5. The students shall keep the bus clean
6. There will be no fighting or disturbing of others
7. All students shall remain seated facing forward with their feet on the floor in front of them
8. No illegal substances may be brought onto the bus
9. All students must keep their hands, head, saliva, and other body parts inside the bus at all times
10. All students must show respect for the property of others
11. All noise must be kept to a moderate level
12. Personal hygiene must not be offensive to others (suspension only upon prior approval from transportation supervisor)

The bus driver and/or school administration will impose penalty for rule infractions as may be prescribed by school board policy as provided. It must be understood by the students that any instruction given to the student by the bus driver are for the overall health, safety and welfare of the students and must be followed.

Discipline Policy (penalty for violation of the rules will be imposed)

Drivers may use several techniques to control minor or mischievous offenses such as horseplay, excessive noise, or agitating other children. Assigning a seat in the front of the bus or writing the bus rules multiple times are examples. In the event a "Warning Slip" is issued, it must be signed by the parent/guardian and returned to the driver before the student is allowed to ride the bus.

Minor Offenses

- Warning- Bus Conduct Report issued by bus driver or bus Paraprofessional
- 2nd Offense- Bus Conduct Report with one (1) day suspension off the bus issued by the driver
- 3rd Offense- Bus Conduct Report with three (3) days suspension off the bus issued by the transportation supervisor
- 4th Offense- Bus Conduct Report with a minimum three (3) day suspension and possible removal from the bus, issued by the building principal

All above suspensions will start the day after the conduct report is given to the student. All suspensions will require a call to the parents by: #2 driver, #3 supervisor, #4 principal.

Major Offenses

Any incident, which creates a potential health or safety problem or violates the severe clause will result in an immediate suspension from riding the bus and may result in suspension from school. The building principal will contact the parent/guardian. Examples of severe clause violations are, but not limited to; Fighting, Use of matches or lighters, Vandalism or destruction of property, Violation of safety procedures (opening the rear door while bus is in operation, etc).

VIDEO RECORDING ON SCHOOL BUSES

The Board of Education has installed video cameras on school buses to monitor student behavior. If a student misbehaves on a bus and his/her actions are recorded on a videotape, the tape will be submitted to the principal and may be used as evidence of the misbehavior. Since these tapes are considered part of a student's record, they can be viewed only in accordance with Federal law.

SELF-TRANSPORTATION TO SCHOOL

Students are permitted to drive cars to school and are to park them in the south parking lot. Students and their parents assume full responsibility for any transportation to and from school not officially provided by the school. Students may not drive their vehicles during the school day without permission from the school

administration. Since the parking lot is school property, the school reserves the right to inspect vehicles when deemed necessary. The additional guidelines and standards should be followed:

1. Students are to park in the south parking lot of the school.
2. Students will not loiter in the parking lot during school hours.
3. Once students arrive to school, they cannot loiter or stay in their vehicles.
4. BJSHS reserves the right to search all vehicles on the property.
5. Student vehicles are to be on district property south of the high school until 3:10 p.m. each day for safety reasons.
6. Parking on school property is a privilege which can be revoked at any time.

SECTION VI: ATHLETIC HANDBOOK AND CODE OF CONDUCT

Participation in athletics is understood to be a privilege and not an inherent right of the student. Signing of the Athletic Code of Conduct & Eligibility Agreement indicates knowledge of and willingness to abide by the regulations of the MHSAA and Beaverton Schools. The rules for athletic conduct are applicable at all times, not just during the school year. As an athlete representing Beaverton Schools, you are representing something bigger than any individual. As a Beaverton Athlete, you are a part of something great!

MISSION STATEMENT

The mission of the Beaverton High/Middle School Athletic program is to provide the student-athlete with an opportunity to compete at the highest level while receiving a quality education. The athletic experience is an extension of the educational process where student-athletes acquire the skill, character, sportsmanship and self-confidence that will enable them to reach their full potential while achieving their greatest academic and physical ability.

ATHLETIC PHILOSOPHY

The ideals of good sportsmanship, ethical behavior and integrity permeate our culture. The values of good citizenship and high behavioral standards apply equally to all athletic disciplines.

Middle school sports are the time for basic skill building and providing adequate time for student-athletes to explore their talents and abilities. Coaches at this level make a serious attempt to avoid cutting students who wish to participate. While winning is an admirable goal, winning is not the only goal.

Coaches at the high school level may need to make "cuts" due to the number of student-athletes attempting to make a squad. The coach is expected to communicate to those students who are cut in private out of concern for the student. Student-athletes are not guaranteed playing time. Knowing that improvement can and does occur throughout the season, coaches are expected to communicate with team members on a routine basis. If a student-athlete is cut, coaches may discuss specific skills they can work on during the off-season.

Each player must demonstrate his/her skills each year during tryouts in order to earn a position on the team. No player is guaranteed a position the present year simply because a student-athlete played that position the previous year. Likewise, no player is guaranteed a specific amount of playing time, as this will vary depending on game conditions, number of student-athletes on the team, and level of competition. Coaches and their student-athletes share the same basic expectation: to work hard together as a team, to perform their best as a team and to set team goals.

While the pressure on coaches can sometimes be quite intense, coaches must understand their charge to be respectful of students. Profanity and demeaning comments have no place in coaching and will not be tolerated.

Coaches are encouraged to look beyond the win/loss record and take advantage of the many opportunities they have to influence their players in a positive way while seeking to enhance the definition of success to include the betterment of all.

Coaches, players, parents and fans must remember that winning is not the only goal but a possible by-product of working together within our roles to be our best as players and people on and off the field of play.

TEAM DESIGNED PHILOSOPHY

Middle School

- Student-athletes should be able to explore and expand interests and abilities.

- Coaches should maximize opportunities for as many students to participate as possible.
- Major focus on teaching and time commitment should focus on basic fundamentals of the activity. Emphasis on building skills and participation.
- As much playing time as possible will be made available for all participants.

Junior Varsity

- The junior varsity level is a major transitional period that calls for a balance between participation and winning.
- The major focus continues on the teaching of basic fundamentals to further develop the skill level of each participant, while stressing of more defined team concepts in all aspects of participation.
- Whenever possible, each student-athlete will be given the opportunity to participate in practice and contests.
- All student-athletes will perform in practice competition on a daily basis.

Varsity

- Major focus on working toward the mastery of fundamentals to further develop individual skill level and enhance competitiveness of the team.
- At the varsity level, the emphasis is on playing those who provide the team the best opportunity to win, without sacrificing the rules, good sportsmanship, and welfare of the team.

Rationale:

- The Board, administration and members of the coaching staff need a policy upon which to base decisions.
- The central concept of this policy is that an athletic program is primarily to benefit the student's participation. The policy emphasizes student participation at the middle school level. The intent at this level is to allow as many eligible students as possible the opportunity to learn and develop the skills necessary to succeed in a particular sport.
- At the junior varsity and varsity levels, participation in athletics should allow individuals opportunity to refine and improve their skills while emphasizing the self-discipline and effort necessary for the development of a competitive athletic program.

JOINING A TEAM/TRANSFER STUDENTS

All eligible students will be offered the opportunity to try out for an athletic team. Each sport has a starting date and, if need be, there will be a minimum of three days of tryouts/practice before cuts are made. Once tryouts are complete and the team is selected in a roster reduction situation (cuts), no student may join a team that had not tried out. The Athletic Director may grant additions only under unique situations and after careful review. The decision of the Athletic Director will be final.

DUAL SPORT PARTICIPATION DURING SAME SEASON

Beaverton High/Middle School does provide students the opportunity to participate on more than one team during the same sport season as long as the following apply:

1. The student-athlete must have a 3.0 G.P.A. for dual sport participation. Regular eligibility rules will also apply.
2. The student-athlete should indicate interest to the Athletic Director prior to the official start of the season. A form, indicating the student-athlete's primary sport, must be completed and may be picked up in the Athletic Office.
3. The primary sport will prevail in determining participation priority whenever there is a conflict of games, meets or practices. The coaches will jointly determine a practice and competition schedule for the student.
4. In-season coaches and the Athletic Director will meet to discuss the student-athlete and their expectations. If one or both coaches or the Athletic Director feel that dual participation is not in the student-athletes or the team's best interest, the request shall be denied.
5. If both coaches are in agreement with the request, a meeting with the parents, student-athlete, both coaches and Athletic Director will be convened to discuss dual sport participation

PHYSICALS

All students who wish to try out for, or participate in, any Beaverton Jr/Sr High School sport **must have a completed MHSAA Physical Form on file in the Athletic Office in advance of ANY participation in that sport.** Physicals must be signed and dated (by the M.D., D.O., Physician's Assistant or Nurse Practitioner who administers the physical examination) on or after April 15 of the previous school year and is valid for the entire current school year. In cases of serious injury or extended illness, students should be re-examined by a physician (M.D. or D.O.) before being allowed to compete. This is a requirement of both BRS and the MHSAA.

ATHLETIC INSURANCE AND INJURIES

Although efforts to prevent injury from occurring to student-athletes, there is the risk of injury while participating in athletics. It is important that the school administration is informed ahead of time of reasonable action to take if an injury does occur to your son or daughter. Athletics can play an important role in your student-athlete's development. The use of proper techniques and equipment is also essential. It is encouraged that all parents have medical insurance in the event that an injury occurs while participating in school sports. Insurance coverage for participation in athletics is the responsibility of each family. **Beaverton Schools does not provide insurance coverage for participation in athletics.**

If a coach, athletic trainer or physician, in the best interest of the student-athlete, determines that a student-athlete is unable to participate due to a potentially serious injury, such as an injury to the head, neck, back, etc., the student-athlete involved should seek medical assistance. A signed physician's statement clearing the student-athlete to resume participation will be required. Physician's notes should be turned in to the Athletic Office to be kept in the student-athlete's health file.

GENERAL TEAM GUIDELINES

Each team and coach will have various guidelines that are relative to the particular sport. However, listed below are a few guidelines that are the same regardless of the sport:

General Commitment to the Program ~ Each student-athlete on a team must have a strong commitment to the team and athletic program in general. Being on a team will require teamwork, self-discipline, loyalty, tolerance, sportsmanship, citizenship and perseverance. If a student-athlete has a concern or conflict, first, begin by talking with the Head Coach of the team (See Issues in Athletics).

Practices & Contests ~ Practice days/times will be determined by the head coach of each level. Most athletic contests are usually scheduled a year in advance or more. Various sports, however, do schedule during the current school year.

Equipment & Uniforms ~ Athletic participants are responsible for the care, security and use of uniforms and equipment issued to them. If the student-athlete fails to comply, s/he will be responsible to pay the cost for the uniform or equipment item(s) that are abused, damaged, or not returned. Student-athletes will not be allowed to participate in athletics in succeeding seasons until this obligation is met. Student-athletes may not allow other students to wear or otherwise use their school-provided uniform or equipment.

TRANSPORTATION & OUT-OF-TOWN CONTESTS/TRIPS

- The district will not provide transportation to or from competition on weekends. It is the responsibility of the student-athlete's family to secure transportation. The District will not provide transportation back after a contest that is within 30 miles of Beaverton Schools. Parents are responsible for coordinating return transportation for drop & go trips.
- All student-athletes and coaches are expected to travel with the team and return with the team on school days.
 - **EXCEPTIONS FOR RETURN:** While it is strongly recommended that all student-athletes remain with the team upon return to the school following an event, there are times when it may be necessary for students to ride home with his/her parents. **A written request, given to the head coach, is required when parents plan to transport their student-athlete home from an athletic event.** Face-to-face contact must be made with the head coach at the contest site prior to departure to protect the safety of the students and the responsibility of the coach(es) involved.
- Student-athletes will not be permitted to ride with parents other than their own, unless proper written request, with signatures of both sets of parents has been submitted to the Athletic

Director for approval. Forms are available in the Athletic Office or on the Beaverton Jr/Sr High School website and must be approved and on file in the Athletic Office at **least 24 hours** prior to the event date.

- Violation of the transportation policy will result in a minimum one game suspension up to removal from the team.

ATTIRE

Once you have volunteered to be a member of a Beaverton Jr/Sr High School athletic team, you have made a choice to uphold certain standards. When representing BJSHS in any athletic event, student-athletes will wear the team uniform with pride, and follow the Beaverton High School dress code if out of uniform. No clothing advertising alcoholic beverages, tobacco products, or other items not in proper representation of Beaverton may be worn.

CONDUCT AT ATHLETIC EVENTS

All student-athletes at Beaverton High School carry the responsibility of representing not only themselves, but their families, school and community. Whether at Beaverton Jr/Sr High School or at other schools, we have an obligation to demonstrate good sportsmanship and citizenship and to promote good relations with our opponents, spectators and officials at athletic events. School sponsored sports are an educational activity. Student-athletes, parents, and friends must be aware of our school's expectations with regard to sportsmanship.

Attendance at an educational activity does not entitle one to verbally abuse the contestants, coaches, officials or opponents. As a spectator it is expected that you will maintain good sportsmanship or refrain from attending athletic events.

- It is expected that as participants and spectators, we will support in a positive way our own team remembering that the student-athletes, coaches and officials are not perfect and will make mistakes. Negative, derogatory cheers or actions aimed at either team are not acceptable in educational athletics.
- It is expected that spectators will accept the decisions of the officials without vocalizing disagreement. Officials are an important part of an educational activity. We are sending the wrong message when we challenge or abuse the game official sent to our school to administer these educational activities.
- At all times it is expected that we will respect one another, adults and students alike. This especially includes opponents and officials, without whose involvement, sports contests would not occur.

LOCKER ROOM CONDUCT

Locker room conduct is of vital importance, and all student-athletes must treat all equipment and facilities with the utmost care and respect. Any vandalism, theft of equipment or possession of stolen equipment from our school or from opponents may be treated as an Athletic Code violation and may be basis for dismissal and/or prosecution. Cell phones, cameras and other image-taking devices are strictly prohibited in locker room and rest room areas, regardless of whether the device is in use or not. When traveling to away contests, image-taking devices should be kept on the bus (if secured), in a valuables bag with the team or with parents. Any image-taking device found in a locker room or restroom area is to be confiscated immediately and not returned until parents meet with the coach and/or Athletic Director to discuss possible suspension. NOTE: BRS is not responsible for lost or stolen items. Always lock your locker.

ATTENDANCE

Student-athletes must attend a *minimum* of half day on the day of a practice or game in order to participate on that day; this includes arriving to each class on time. Exceptions for medical/dental appointments require written proof of the appointment. Exceptions may be made by the Athletic Director or Principal for extenuating circumstances.

PARENT/COACH RELATIONSHIP

Parenting and coaching can be two very difficult vocations. By attempting to understand each position, we are better able to accept the actions of the other and provide greater benefit to the student-athletes. Participation in interscholastic athletics is an integral component of the overall educational process. Interscholastic athletics teach values such as establishing common goals, TEAMwork, sportsmanship, responsibility, developing healthy lifestyles, striving to succeed and respect for authority, TEAMmates, opponents, fans and the community.

Parental expectations from your student-athlete's coach:

- Philosophy of the coach
- Coaches expectations for the TEAM
- Sites and schedules for all practices and competitions
- Special team requirements such as: fees, special equipment, off-season conditioning
- Injury procedures
- Discipline that results in the denial of your student-athlete's participation

Coaches expectations from parents:

- Modeling good sportsmanship at all times
- Demonstrating respect for the game, officials and opponents
- Direct communication to the coach
- Notification of any schedule conflicts in advance

Note: As a student-athlete becomes involved in the athletic programs of Beaverton Jr/Sr High School, they will experience some of the most rewarding moments of their young lives. However, it is also important to understand that there may also be times when things do not go the way your student-athlete wishes. At these times, discussion with your student-athlete is encouraged. Following parent/student-athlete discussion, a discussion between your student-athlete and the coach is encouraged.

ISSUES IN ATHLETICS

Appropriate issues to discuss with coaches:

- The treatment of your student-athlete; mentally and physically
- Ways to help your student-athlete improve
- Concerns about your student-athlete's behavior

It may be very difficult to accept your student-athlete not playing as much as you had hoped. Our coaches are professionals. They make judgment decisions based upon what they believe is best for the TEAM. Please remember, the coaches see all the student-athletes at practice every day and student-athletes know their own abilities at this stage of development, not how good someone was in the past.

Playing time concerns should not be discussed with the Athletic Director. Playing time varies. At the middle school level, everyone eligible to play is expected to do so during each contest. The amount of playing time will vary somewhat based upon skill level, attitude, effort, etc. At the Junior Varsity level we begin to transition from exploration and discovery to developing the cornerstones of success. Playing time will not be as equal as it was at the Middle School level, with those who demonstrate advanced skills and effort earning more playing time. Wins and losses, league standings and championships are not a point of emphasis at any of the sub-varsity levels.

The Varsity level is the culmination of the high school athletic experience and playing time may be reserved exclusively for those who demonstrate outstanding skills and effort. While our teams and coaches will not exhibit a "win-at-all-costs" mentality, we are however competing to win at the varsity level. At all levels, playing time is *earned*.

As you have seen from the list above, certain things can and should be discussed with your student-athlete's coach. Other things, such as those below are left to the discretion of the coach.

Issues not appropriate to discuss with coaches:

- Playing time

- Team strategy
- Play calling
- Other student-athletes

The use of e-mail has become more pervasive over time. However, e-mail should be limited to routine questions such as time of competition, location of competition, etc. More serious concerns must be dealt with either by phone or in a personal meeting.

24-Hour Rule: *Parents should not attempt to confront a coach before or after a practice or contest.* These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution. Please wait 24 hours before addressing a situation with a coach.

Chain of Command: When a person (such as a student, a parent, a coach, a teacher or an administrator) has a question, concern, or complaint regarding an athletic situation, the following line of communication is most effective, and will be expected, in resolving issues.

1. The student-athlete begins at the source
Talk directly with the head coach of that level, in private, face-to-face, away from the practice site or game arena. A telephone call may be necessary to arrange an appointment. After a contest is NOT the best time.
2. If necessary, parent and student-athlete speaks with the student-athlete's head coach together
3. If necessary, parent and student-athlete make an appointment to speak with the Athletic Director
4. If necessary, parent and student-athlete make an appointment to speak with the principal

Since the focus of the meetings will be centered on the student-athlete and his/her athletic experience, the student-athlete should be present at the meetings.

Note to Parents

- Help the student learn to resolve his or her own differences. When a student successfully deals with difficult situations, he or she learns and grows. Of course, a parent always has the right to intervene on behalf of a student-athlete.
- When stating your complaint/concern, be prepared with the facts in so far as you understand, or can ascertain them. Think through your expectations for the outcome resulting from voicing your concern. That is, be clear about what you hope will happen as a result of your meeting.
- As you converse with the coach, or other authority, repeat back what you hear him/her say to be sure that you understand the important points. Stay calm and friendly as you talk and listen.
- We always assume that all parties have the best interest of the students in mind when complaints/concerns are discussed. We will make every effort to assure that the student is not penalized or placed in an awkward position as a result of voicing a complaint/concern.

PERFORMANCE-ENHANCING DRUGS: PA215 (2006)

This act, which took effect with its signing by the Governor in late June 2006, reflects the nationwide concern for cheating in professional sports and the hope that performance-enhancing drugs will negatively affect neither the integrity of contests nor the health of participants in school sports in Michigan.

- Student-athletes who use, possess, conceal, distribute, sell or are under the influence of these substances will be subject to the Athletic Code.
- Michigan's Department of Community Health is to maintain a list of banned substances based on the policies of the National Collegiate Athletic Association (NCAA).
- Parents and student-athletes should be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified. Lists of substances banned by the NCAA can be found by Internet searching "NCAA banned substances".
- Student-athletes should consult the Athletic Director before consuming any medication or supplement.

NCAA CLEARINGHOUSE ATHLETIC REQUIREMENTS

If students wish to participate in Division I or Division II athletics after high school, a student-athlete must be certified by the NCAA Clearinghouse. Information and application materials are available online at

www.ncaaclearinghouse.net. The number of core academic courses required to qualify for Division I and Division II have changed, depending on your expected graduation year. Be sure to check the NCAA for current information as you complete your high school course selections. It is recommended that you begin the Clearinghouse process before your junior year.

ELIGIBILITY

Eligibility requirements must be met for an athlete to participate in any contest with another school including games and scrimmages.

ACADEMIC REQUIREMENTS OF ATHLETIC PARTICIPATION

Requirements for athletic competition are determined by the Michigan High School Athletic Association and the Beaverton Schools Board of Education. Eligibility checks are normally done on Monday of each week, which determines the *following* week's (Monday through Sunday) eligibility status. Semester eligibility is done at the end of each semester and follows the MHSAA guidelines for determining eligibility

Weekly Eligibility: A student must be passing five out of six classes on Monday at 7:00 AM prior to the contest based on a semester accumulate grading scale in order to participate. Students will be given a warning in writing to be mailed home to parents if they are not passing five out of six classes. If the failures continue after this warning, the students will be ineligible to participate until grades become acceptable. Only one warning per athletic season will be issued.

Semester Eligibility: A student must have passed 66% of academic classes during the previous semester (5 of 7 at the HS level). Failure to do so will result in the student being ineligible for a minimum of the first 60 school days during the following semester after grades are posted. A student may become eligible on the 61st school day, provided student-athlete is passing all classes.

PROCEDURE FOR CARRYING OUT ACADEMIC INELIGIBILITY PERIOD

- Student-athlete will travel with the team and sit with the team during contest unless coach and Athletic Director agree that it is not in the best interest of the team and/or student-athlete's academic standing.
- Student-athlete will not wear equipment or a uniform for contests.
- Student-athlete will continue to practice and take part in other in-season team functions.
- Student-athlete will not travel on team bus if it requires an early dismissal from school.
- If student-athlete is ineligible for two or more weeks, it will be Coach's decision whether that student should attend practice during the week. The Coach will have the discretion whether to dismiss the student-athlete from the team for academic reasons.

ATHLETIC CODE OF CONDUCT

OVERVIEW

- In each year of middle and high school, a student-athlete and parent will sign one athletic code at the start of the first season of participation; only one code will be signed per year regardless of the number of sports played.
- This agreement shall be considered binding and will be in effect *year round*, throughout the student-athletes Beaverton Jr/Sr High School tenure (grades 7-8) and (grades 9-12).
- Season is defined as the first legal MHSAA practice date to the end of the coach's last organized activity.
- Any violation of the student code of conduct that occurs during a student-athlete's off-season shall carry over to the next season of that student-athlete's participation, whenever that may be.

VIOLATIONS OF THE CODE OF CONDUCT

USE, POSSESSION, OR SALE OF TOBACCO, ALCOHOL OR DRUG SUBSTANCES AND/OR CONVICTION OF A MISDEMEANOR

Excellent physical and mental conditions are necessary for high performance in athletics as well as to protect the personal health and safety of the participant. Students participating or planning to participate in the athletic program are prohibited from the use, possession, or transmittal of tobacco, alcohol, illegal drugs or any prescription drug substance not prescribed to the student-athlete by a doctor. Said student-athletes are prohibited from attending any activity or gathering at which illegal drugs are present and/or being consumed. In addition, said student-athletes are prohibited from attending any activity or gathering at which tobacco or alcohol are present and/or being consumed, unless the activity or gathering is supervised by a parent or legal guardian of a student or students, and the tobacco and/or alcohol are not being used or consumed by persons under the age of 18 with respect to tobacco, or under the age of 21 with respect to alcohol.

It shall not be a violation of the athletic code for a student-athlete to use or possess a prescription or patent drug when taken pursuant to a legal prescription issued by a licensed physician or for which permission to use in the school has been granted pursuant to Board policy. A student-athlete shall notify his/her coach if he or she is taking a prescription medicine, which could alter the student's behavior or affect the student's ability to participate in the activity. It shall not be a violation for student-athletes to use or possess legal substances when such use or possession is part of an established religious or cultural tradition.

First Offense

- Involved in alcohol, tobacco, illegal or controlled substances will be suspended from athletic game participation for 20% of the season. Note: Game participation does NOT include games that are canceled. Students are expected to attend practices during this time of suspension. If a student-athlete fails to complete the season in which the suspension is administered, the suspension will carry over to his/her next season of competition.
- Student-athlete must remain eligible during time of suspension in order for contests to count. Student-athlete is expected to attend practices, unless coach or Athletic Director agree otherwise. Student-athlete may not be dismissed from school early to ride team bus during time of suspension to attend contests.
- Student may be required to complete a screening with Ten Sixteen Recovery Network of Gladwin County or another school approved agency and follow all recommendations of the agency. The parents and students will schedule and bear the cost of the appointment. All recommendations of the agency must be followed. Failure to attend said screening visits shall result in forfeiture of the right to participate in extra-curricular activities for one calendar year.

Second Offense

- The student will be suspended from any extra-curricular participation for eighteen (18) weeks of game competition if the 2nd offense occurs within a calendar year of the 1st offense. If the 2nd offense occurs at least one calendar year after the 1st offense, the student will be suspended from athletics for nine (9) weeks of game competition.
- Student-athlete must remain eligible during time of suspension in order for contests to count. Student-athlete is expected to attend practices, unless coach or Athletic Director agree otherwise. Student-athlete may not be dismissed from school early to ride team bus during time of suspension to attend contests.
- The student will enroll in a counseling program like the Ten Sixteen Recovery Network of Gladwin County or another school approved program. The student will follow all recommendations of the agency. The parents and student will schedule and bear the cost of the counseling program.
- Failure to register and attend said counseling visits shall result in the forfeiture of the right to participate in extra-curricular activities for one calendar year.

Third Offense

- Student will forfeit their right to participate in extra-curricular activities for a period of one calendar year

Fourth Offense

- Student automatically forfeits any rights they have to participate in activities while in attendance at Beaverton Jr/Sr High School. Appeal of the decision of school personnel will be made to the superintendent. Any subsequent offenses shall be reported to the administration.

The Athletic Director will check periodically with the student-athlete to make sure that student-athlete is making satisfactory progress towards completion of these requirements.

If the student-athlete chooses this option, at the end of one calendar year the student-athlete will meet with an athletic appeals committee comprised of the Principal, Athletic Director, two board members, two non-involved coaches, and one teacher to present his/her case for possible reinstatement. At this time the student-athlete will provide documentation that the above requirements have been met. The committee may also use, but not limited to, the student-athlete's academic, attendance and disciplinary records to assist them in the appeals procedure. At the conclusion of the appeals process, the committee, at its discretion, may grant reinstatement.

CONVICTION OF A FELONY

In the case of a conviction of a felony, the student will appear before a committee made up of the High School Principal, Athletic Director and one School Board member. The decision on any further athletic participation will be made by that committee.

BULLYING & HAZING

Bullying and/or hazing will not be tolerated within the Beaverton Athletic program. Coaches and team members are responsible for making every effort to avoid bullying and/or hazing situations and are obligated to address any such allegations or instances that are either seen or reported to them by team members or parents. Team members should speak with their Coach, Athletic Director, and/or Principal immediately. Coaches have a professional obligation to communicate any such instances to the Athletic Director and/or Principal immediately.

ADDITIONAL RULES

Conduct judged unbecoming of a student-athlete on or off the field may result in suspension. Examples of unbecoming conduct include but are not limited to: *destruction of property, unexcused absence from practice or school, poor sportsmanship, theft, extortion, vandalism, assault, fighting, insubordination, sexual misconduct, gross disrespect, obscene or abusive language, misbehavior in and out of school, etc.*

A coach of any sport may have and enforce rules in addition to those listed here. If other rules do exist, the coach of that sport must explain them to the student-athletes prior to their first practice. The coach will supply written copies of the rules to each team member and to the Athletic Director. No team rules may violate school rules, Board policy or state or federal law.

Administration reserves the right to utilize online social networking sites including, but not limited to, Facebook, YouTube, MLive, Twitter, Email and Text Messaging to investigate alleged violations of the athletic code.

TRANSFER POLICY WITH REGARD TO CODE OF CONDUCT VIOLATION(S)

Beaverton Jr/Sr High School will enforce upon a transfer student any period of ineligibility to which that student would have been subject as a result of a student or athletic code violation(s) at that student's most recent previously attended school. A student who transfers to Beaverton Jr/Sr High School after becoming ineligible because of a student or athletic code violation(s) at the previously attended school shall remain ineligible at Beaverton Jr/Sr High School for not less than the period of ineligibility imposed by the previously attended school. This would be the case even if the student's situation would otherwise satisfy one or more exceptions to the transfer regulation of the MHSAA, and even if the act which caused the student's ineligibility at the previous school would not be a violation or cause the same period of ineligibility at Beaverton.

MHSAA TRANSFER RULE:

A "sport-specific" transfer rule proposal has been adopted by the MHSAA Representative Council for 2019-20. It has two major components:

1. Students in grades 9 through 12 who have not participated in an interscholastic scrimmage or contest on a school-sponsored team in Michigan or elsewhere in an MHSAA sport one season may transfer from one school to another with no delay in eligibility at any level in that sport the next season. No MHSAA action is required.
2. Unless one of the 15 stated Exceptions applies, students in grades 9 through 12 who have participated in an interscholastic scrimmage or contest in an MHSAA sport on a school sponsored team in Michigan or elsewhere during the previous season for a sport, and then transfer to an MHSAA member school, are ineligible at all levels of that sport at that school through the next complete season in that sport, including the MHSAA tournament. Students who transfer during a season in which they are participating, and do not meet one of the 15 stated Exceptions, are ineligible at all levels of that sport for the remainder of that season, including the MHSAA tournament; and they remain ineligible at all levels of that sport through the next complete season in that sport, including the MHSAA tournament.

NEW STUDENTS to Beaverton in Grades 10-12th must complete the Educational Transfer Form upon enrolling and meet with the Athletic Director prior to participating in any activity with a Beaverton Athletic Team in order to determine eligibility.