

WELCOME TO MORLEY STANWOOD MIDDLE SCHOOL

We welcome you as a student at Morley Stanwood Middle School. The faculty and staff look forward to working with you in making this year the best it can be. The first section of this booklet has been prepared for the purpose of acquainting students and parents with the philosophy and policies of our school. This information is not intended to be a complete set of rules and regulations, but has been prepared to assist you in understanding the expectations and responsibilities that go along with becoming a good citizen of our school. Please read this information carefully and discuss it with your parents. Questions that arise now and throughout the year should be brought to the attention of the staff.

MISSION STATEMENT

We, the staff of Morley Stanwood Middle School, are committed to the belief that all students can learn. Our mission is to provide students the opportunity to grow academically, socially, and emotionally in a safe and positive environment during the transition from elementary school to high school.

GENERAL INFORMATION

Attendance

Maintaining regular and consecutive attendance is the only way students can gain as much as possible from their learning opportunities. Students not in school cannot gain from or contribute to the classroom learning experience.

Upon returning to school following an absence, a student's parent or guardian is asked to send a note or telephone the school explaining the absence. Absences not explained by a note or phone call from the student's parent or guardian will be considered unexcused.

Following the absence from school, the student will be given a predetermined amount of time, set by his/her teacher (generally one day for each day absent), to complete the work missed. Failure to complete the work within the time allowed may result in the student receiving partial or no credit for the assignment.

Students who are absent, without excuse, more than 15 days (unless there are extenuating circumstances) will be reported to the truant officer.

Cell Phones

It is strongly encouraged that parents do not allow students to bring cell phones to school as the school assumes no responsibility for lost or stolen items. Students may bring their cell phones to school but they must be stored in the student's locker or the principal's office. If the use of a cell phone is necessary (phone calls/texts/messages) it should occur in the office or during student passing time/lunch time.

Any violation of this policy will result in the following disciplinary action:

1st offense: confiscation of the cell phone for the remainder of the hour

2nd offense: confiscation of the cell phone, phones will be brought to the office for the remainder of the day and parents will be notified

3rd offense: confiscation of the cell phone, parent/guardian will be required to pick the cell phone up from the middle school office

4th offense: confiscation of the cell phone, student will be suspended for one day and a parent meeting will be required with the principal

5th offense: Progressive discipline, student will lose cell phone privileges for the remainder of the semester/year

Dances

A few times a year, the 7th and 8th grade students can attend school-sponsored dances. Following is a list of the rules of conduct for dances:

1. Do not stay after school and wait for the dance.
2. Doors open ten minutes before the dance starts.
3. Only a parent/guardian can come to get you early.
4. No guests allowed. NO EXCEPTIONS!
5. Students suspended or absent the day of the dance will not be allowed to attend.
6. Dances end at 9:00; have rides available at that time.
7. School dress code will be enforced.
8. Dance appropriately, or lose your privilege to attend future dances.
9. Same school behavior rules apply at dances.
10. Keep track of your own valuables; the school is not responsible for lost or stolen items.

Dress Standards

Clothing that distracts from learning, communicates hatred, is sexually suggestive, celebrates the use of drugs and alcohol, or could result in injury to one's self or others are not allowed.

Students in violation of the dress standards will be asked to change, or will be asked to call home for a change of clothes. Any student unable to change due to any circumstance will resume their school day in the office with their school work provided. If you think it may not be appropriate, it probably isn't. Following is a list of clothing items to avoid:

1. Bare midriffs.
2. Pajamas.
3. Tank tops with less than two-inch straps or with plunging necklines (if you place your hand on your chest just beneath your throat, the edge of your shirt must be hidden by the bottom of your hand).
4. Hats, headbands, hoods, bandanas.

5. Shorts and skirts that are too short. (Place your hands at your side, fingertips extended; the hem of the garment must be at or below your fingertips.)
6. Chains on pants.
7. Shoes, other than gym shoes, in the gym.
8. Clothing inappropriate for children and teenagers.

Field Trips

Each grade-level team determines its own field trip eligibility.

School Closings

If school is closed due to unavoidable circumstances, announcements to that effect will be made on local radio and television stations and our website.

Breakfast and Lunch Program

Morley Stanwood Community Schools attempt to provide the best possible meals for the least money. Students are expected to clean up after themselves. Any student misbehaving at breakfast time or lunch time may be assigned to a special place or other disciplinary action. Please remember that any adult has the authority to enforce the rules.

A free breakfast and lunch will be available to all students.

During lunchtime, students are permitted in the gym, outside by the picnic tables and in the commons (cafeteria). They are also permitted to listen to individual music-playing devices, but must turn them off before going back to class.

If a K-12 student's account accumulates a deficit of two lunch charges he or she will not be eligible to purchase the normal menu items or a la carte items for that day. This includes reduced pay and full pay students. Students receiving free lunch are not allowed to charge a la carte items. Instead, we will provide an alternate pre-made sack lunch which consists of: a cheese sandwich on whole wheat bread, fresh vegetable and fruit, and a skim milk. The charge for these lunches will be \$1.00 for full pay students and .40 cents per day for reduced lunch students. These reduced lunch costs will still be charged against your child's account, as the meal is not free to the district. Any payments for lunch will be first applied to uncollected charges due the food service program.

Attempts will be made to notify your student before lunch on the day the student will be receiving the alternative meal. It is the parent's responsibility to monitor their student's lunch account.

Bad Debt

As a result of uncollected charged balances, once a year the district will make the food service program whole. However such balances will be tracked and collected. Payments will be actively pursued by the district.

Credit balances, under \$50 not requested to be returned to students who are 18 years old, a graduate or are no longer in attendance as of the last day of the school year; such funds will be applied to uncollectable debt according to the district.

If you have any unusual circumstances or wish further information, please contact Cindy Sutherland at the Food Service Department 231-856-4444 extension 1160.

Immunization and Custody Records

All students enrolled in Michigan schools must provide proof of immunization against diphtheria, tetanus, whooping cough, polio, mumps, measles, and rubella. Students who do not comply will be denied attendance according to law.

Upon enrollment, all students must show proof of custody according to state law. Students will be released only to their custodial parent, unless permission is granted by telephone or in writing by the custodial parent.

Lockers

Each student will be issued a locker, sometimes with a locker mate. Students are strongly encouraged to keep their combinations to themselves. Remember, lockers are provided to keep belongings safe, but students *do not* have a reasonable expectation of privacy in regard to what is stored in their lockers.

The Board acknowledges the need for in-school storage of student possessions and shall provide storage places, including desks and lockers, for that purpose. Where locks are provided for such places, students may lock them against incursion by other students, but in no such places shall students have an expectation of privacy as to prevent examination by a school official. The Board directs the school principals to conduct a routine inspection at least annually of all such storage places. In the course of any search, student's privacy rights will be respected regarding any items that are not illegal or against Board policy.

Medications

Students who are taking prescribed medications are to leave the medicine with the office staff. Students are to have a signed parent/guardian medication permission form on file in the office with correct dosing information. Any medication will be administered by the office staff.

Photographs and Other Media

Photographs and videos or other types of media may be used throughout your child's education. This media may be desirable for newspaper articles and web page features about our programs. If you DO NOT wish to have your child's picture used in this manner, you must provide written notice to

our office. This will be placed in the student's educational records.

Search and Seizure

To maintain order and discipline, and to protect the safety and welfare of students and school personnel, school authorities may search a student, a student's locker, and/or a student's belongings under the circumstances outlined below and may seize any illegal, unauthorized, or contraband materials discovered in the search.

Students' lockers are the property of the school and remain at all times under the control of the school district and its authorities. However, a student is expected to assume full responsibility for the security of his or her locker and what they place in it. Students should not expect any privacy regarding items placed in school property because school property is subject to search at any time by school officials. Inspections of school lockers may be conducted by school authorities for any reason, at any time, without notice, without student consent, and without a search warrant. A student's person and/or personal effects may be searched whenever a school official has reasonable cause to believe that the student is in possession of illegal or unauthorized materials. Illegal or contraband materials found in such a search will be turned over to the proper legal authorities, and disciplinary actions will be taken against the student.

Visitors

Parents are welcome to visit the school at any time, but are asked to check in with the office. All visitors are to report to the office first. No student guests are allowed.

Weapons-Free School Zone Policy

Our Board of Education has adopted, as required by the State Department of Education, a policy that mandates expulsion for any student who brings a weapon to school. Weapons are the obvious things such as guns and knives, but also include objects that are brought to school with the intention of harming others.

SCHOOL RULES

Drinking

Morley Stanwood Community Schools has a zero tolerance when it comes to bringing, consuming, distributing alcohol on school grounds or school sponsored events. Students coming on school grounds or to a school sponsored activity (such as dances, away athletic contests, etc.) who have been drinking or in possession of alcoholic beverages will immediately be suspended from school and all school activities pending the outcome of a conference between the student, his/her parents/guardians, and school officials. Should a second violation occur, the student will be suspended from school and all school activities pending a decision given

at a hearing before the Board of Education and in all occurrences **police will be notified.**

Possession of Use of Tobacco

Morley Stanwood Community Schools has a zero tolerance when it comes to bringing, consuming, distributing tobacco or look alike tobacco products on school grounds or school sponsored events. Students are not permitted to smoke (includes electronic cigarettes, ie vaping), chew, or be in possession of tobacco at school, on school grounds, or at any school sponsored activity. The first violation of this policy will result in an immediate suspension from school and all its activities pending the outcome of a conference between the student, parents, and school officials. Should a second violation occur, the student will be subject to progressive discipline.

In the event that students are in the vicinity of the person(s) smoking, it will be assumed that they are involved in, contributing to, or encouraging others to smoke. If a student is found in this situation more than once, he/she will come under the same discipline as the smokers. In all occurrences, police will be notified.

Drugs

Morley Stanwood Community School has a zero tolerance when it comes to bringing, consuming, distributing drugs on school grounds or school sponsored events. Students who are found selling, providing, under the influence in possession of any kind of drug, drug paraphernalia, look-a-like drug, controlled substance or mood-modifying substances at any time will be immediately suspended from school, all school functions, school sponsored activities and school grounds and facilities until a formal hearing before the board of education can be held and the police will be notified. Should a student be found threatening another for any disclosure of wrongdoing by the former student, the same penalty shall apply. Parents and proper authorities will be notified immediately.

Blatant Disrespect

A student who blatantly disrespects any staff member will be assigned to the Behavior Intervention Center (BIC) or suspended from school at the discretion of the administration.

Use of Technology

Any student that uses technology (cell phones, chromebook, etc) to intimidate, harass, demean, or pick on any student or staff member will be subject to progressive discipline.

Bullying

Bullying is a form of harassment. For the purposes of this policy, “bullying” is defined as the repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted, or emotional abuse, or through attacks on the property of another. It may include, but may not be limited to, actions such as verbal taunts, name-calling, and put-downs, including ethnically-based or gender-based verbal put-downs, extortion of money or possessions, and exclusion from peer groups within school. Such conduct is disruptive of the educational process; bullying is not acceptable behavior in this District and is prohibited.

Students who engage in any act of bullying while at school, at any school function, in connection with any District-sponsored activity or event, or while on a school bus are subject to disciplinary action, up to and including suspension or expulsion. As may be required by law, law enforcement officials shall be notified of bullying incidents.

Cheating

A student found cheating will be assigned to BIC, and may lose any or all credit for the assignment at the discretion of the student’s teacher.

Dangerous Items Not Allowed in School

Smoke bombs, firecrackers, toy weapons, and other similar devices are not allowed in school. Students who violate this rule will face disciplinary actions including a suspension from school and/or a requirement to appear before the Board of Education.

Fighting or Provoking a Fight

Students who fight or provoke a fight will be assigned to BIC, or suspended from school. Students who fight at lunch time or in the morning in the gym will also lose their gym privileges for up to two weeks, and/or several lunch detentions.

Gang Activity/Markings

Our school has a zero-tolerance for gang-related activities. Students engaged in gang-related activities may be suspended long term or expelled.

Insubordination

Any student who persistently refuses to comply with authority will be sent to BIC or suspended from school. Persistent and willful disobedience of school rules by a student may result in that student being recommended for expulsion.

Physical Assaults on School Personnel

The Board shall permanently expel a student in grade six or above if the student commits a physical assault against a

district employee, volunteer, or contractor for the district on school property, on a school bus or other related vehicle, or at a school-sponsored event. The student’s parent or legal guardian may petition the Board for reinstatement 150 school days following the expulsion. In such cases, a due process hearing shall be provided by the Board to consider reinstatement after a minimum of 180 days.

For the purposes of this policy and as required by statute, physical assault shall be defined as the intentional causing or attempting to cause physical harm to another through force or violence.

Physical Assaults on Students

The Board shall expel, for a period of up to 180 school days, any student in grade six or above who commits a physical assault against another student on school property, on a school bus or other related vehicle, or at a school-sponsored activity or event. For the purposes of this policy, physical assault shall be defined as the intentional causing or attempting to cause great physical harm to another by force or violence, or violence that results in the causing of serious injury or behavior that requires physical intervention of staff or law enforcement, or medical treatment.

Profanity

There shall be no swearing or profane language used while on school property, either written or spoken. Inappropriate gestures are not permitted. Students violating this rule will be subject to disciplinary action.

Public Displays of Affection

Public displays of affection are not allowed on school grounds. Students who violate this rule will be subject to disciplinary action including assignment to BIC, several lunch detentions, and/or suspension from school at the discretion of administration.

Racial, Ethnic, and Sexual Harassment

Racial, ethnic, and sexual harassment of students or staff will not be tolerated. Such actions deny the victims a safe and orderly environment and will result in disciplinary action.

Theft

Any student who takes the property of another without permission will be assigned to BIC or suspended from school at the discretion of administration.

Truancy (Skipping School)

Any student who is absent from school without consent of parents or school officials will be assigned to BIC or suspended from school at the discretion of administration.

Students who are frequently absent will be reported to the truancy officer.

Vandalism

Our school is a well-maintained facility. Students are expected to treat the school and school grounds with care and respect. Students involved in pranks, vandalism, or defacing school property IN ANY WAY will be subject to disciplinary action which may include suspension, restitution, and/or legal action if warranted.

BEHAVIOR INTERVENTION CENTER

The Responsible Thinking Process (RTP) is a discipline process that teaches students how to think through what they are doing in relationship to the rules of wherever they are (i.e. classroom, cafeteria, playground, hallways, etc.). The key component of this process is its focus on teaching students how to achieve their goals without getting in the way of others that are trying to do the same thing. It teaches students how to take responsibility for their actions by developing their ability to think for themselves, while respecting the rights of others.

The Behavior Intervention Center (BIC) is where students are referred when they continue to violate the rights of others. In the BIC, students work on a plan to learn how to achieve what they want without interfering with the rights of others. If a student chooses to disrupt the learning process in the classroom, the teacher will initiate a series of questions that are designed to allow students to think about what they want in relationship to the rules of the classroom. If a student continues to be disruptive, then he/she has made a choice to go to the BIC.

In the BIC, the student will create a written plan to deal with his/her disruptions. The plan must be negotiated and discussed with the teacher before returning to class. It is the student's responsibility to make and keep an appointment with the teacher to negotiate a plan. Each visit to the BIC will be documented. Students who cause frequent disruptions may be required to phone home. Parents can view their child's folder by contacting the principal.

Students who refuse to complete a plan after a reasonable time, or violate the rules of others in the BIC, choose to go home.

The Responsible Thinking Process will be used in all environments of the middle school (classrooms, cafeteria, play areas, outside, and hallways).

There will be students whose behavior cannot be resolved through RTP. Therefore, we will use the following procedure for students who willfully disobey school rules, or continually disrupt the education of other students:

6th Plans Action Taken

- 3 Phone call to parents
- 6 Phone call to parents

- 9 Team intervention & phone call
- 12 May be a one-day suspension
- 15 May be a three-day suspension
Parent Conference
- 18 May be a Board Hearing (Expulsion)

7th/8th Plans Action Taken

- 3 Phone call to parents
- 6 Phone call to parents
- 9 Team intervention & phone call
- 11 May be a one-day suspension
- 13 May be a Three-day suspension &
Parent Conference
- 15 May be a Board Hearing (Expulsion)

POLICY FOR SUSPENSION & EXPULSION

The Board of Education (in compliance with a state Department of Education directive) has issued a policy on suspension and expulsion. This policy has been adopted by all schools in Mecosta and Osceola counties.

Parents are to be informed when a student persists in unacceptable conduct. The principal shall keep a record of such conduct in writing, with evidence documented to aid in his/her efforts to solve the problem involved. Such written documentation must lend support if he/she seeks to bring about suspension or expulsion of the student involved.

The State School Code does substantiate a school board's authority to suspend or expel a student from school for acts of gross misdemeanor, persistent disobedience, or actions detrimental to carrying on the normal operations of a school.

The Board of Education establishes, while the student is under the jurisdiction of the school, the following types of misconduct that can lead to suspension or expulsion from school. These categories of misconduct which lead to disciplinary action by the school are general in nature, but are not all inclusive.

Category I – RE: Public and Private Property

- 1. Larceny.
- 2. Misuse, defacing, or destruction of school property and equipment.
- 3. Extortion (securing property of others through intimidation)
- 4. Arson (willful and malicious burning of or attempt to burn any building(s) or property).
- 5. Robbery (taking of money or goods from a person against his/her will by violence).

Category II – RE: Citizenship

- 1. Violation of state laws, local ordinances, false fire alarms, or bomb threats
- 2. Civil disobedience – Use or sale of intoxicants or illegal narcotics, possession of or using weapons to threaten or inflict bodily harm, use of profane or obscene language, and fighting.

Category III – RE: School Attendance

1. Violation of compulsory attendance laws
2. Persistent tardiness
3. Truancy

Category IV – RE: Persistent Ignoring and Breaking of School Rules

1. Causing conditions detrimental to normal operations of the school's activities, curricular and extracurricular

PROCEDURES FOR DUE PROCESS

In cases of suspension and expulsion, the following procedures and due process shall be followed:

A. Procedure for Suspension

1. The student shall not be guilty by virtue of being accused.
2. An informal investigation shall be conducted by the principal for the purpose of obtaining all information pertinent to a fair decision.
3. Provisions shall be made for the student to be heard and to present his/her view of the occurrence involved.
4. If suspension is the decision of the principal, the student shall be duly informed of the reason.
5. Parents must be notified by telephone (if possible) of the decision to suspend, with the reasons confirmed in writing.
6. The principal will take the initiative to confer with the parents and student to make plans for returning the student to the classroom.
7. The student and his/her parents may appeal the principal's decision to suspend to the superintendent of schools and Board of Education.

B. Procedure for Expulsion

1. In cases where the principal believes that a suspension of over ten days or an expulsion is in order, he/she shall make such a recommendation to the superintendent of schools. This recommendation shall be accompanied by all documents pertinent to the case.
2. Should the superintendent decide to proceed with this process, he/she shall make a recommendation to the Board of Education in writing and shall set forth the grounds for the recommendation.
3. Upon receiving a recommendation for expulsion, the Board of Education shall set a date, time, and place for a hearing on such recommendation and notify the parents of this hearing at least five days before the date of the hearing.
4. Following the conclusion of the hearing, the Board of Education shall determine whether the student shall

be expelled. The decision of the Board of Education shall be communicated in writing to the parents or guardian of the student within two school days from the date of the hearing.

C. Procedures for Hearings for Expulsion

1. The student or parent may be represented by an attorney or other advisor of his/her choosing.
2. Witnesses may be presented at the hearing, and the student or his/her representatives may question the witnesses testifying against the student.
3. The hearing is not a court proceeding, and court rules of evidence shall not be enforced at such hearing.
4. There may be present at the hearing the principal, superintendent, Board of Education's attorney, and such other resource personnel as the Board of Education deems necessary.

OUT-OF-SCHOOL SUSPENSION

Students who are suspended from school can make up their work and receive credit for it. This should be arranged with their teachers upon their return to school. The following is the progressive discipline policy:

First Time:	One to five days.
Second Time:	Five to 10 days, and the student will not be allowed to return to school until he/she and parents meet with the principal.
Third Time:	The student will be suspended until he/she can appear before the Board of Education for an expulsion hearing.

LUNCH DETENTION

A student may be assigned a lunch detention due to a behavior or academic referral at the discretion of the staff.

Students who fail to attend an assigned detention without permission from administration, will face the following consequences:

1. An additional lunch detention will be added.
2. Student will serve one full day in RTC.
3. Repeat offenders may be suspended from school at the discretion of administration.

ATHLETIC INFORMATION

All students participating in sports are expected to show "superior" conduct and attitude toward school and the sports program. The attitude and conduct are to be reflected in the classroom, locker room, and especially on the field.

All participants in sports must be in school on the day of a contest or practice in order to participate.

Any middle school student that participates in an athletic sport will be charged an athletic fee. The fee will be \$50.00 per sport, with a maximum of \$100 per year. Payment

should be done in the middle school office. Students must pay the fee before they are allowed to participate in a contest.

NO SMOKING, DRINKING, OR USE OF DRUGS will be tolerated. Athletes found to be in violation of this rule, whether in or out of school, are subject to a nine-week suspension from sports. Only those weeks that are in session will count toward the suspension period. Summer weeks and vacation periods will not be counted toward the suspension period. Suspended athletes may practice at the discretion of the coach and administration. Suspended athletes may request a hearing between themselves, and administrator, and two faculty members to reconsider this suspension after a five-week period.

School-sponsored athletic opportunities are open to students in grades seven and eight. Please contact the athletic director for a list of scheduled contests.

ACADEMIC ELIGIBILITY POLICY FOR ATHLETICS

1. Eligibility will be weekly.
2. The following are the eligibility guidelines:
 1. Students must be passing all classes to be eligible to play in games. This includes all Exploratory classes and Related Arts classes.
 2. When an athlete becomes ineligible for the first time each sport season, the athlete will be granted a one-week grace period. During this period, the athlete will be allowed to participate in practices and games. It is the athlete's responsibility to raise his or her grade before the next eligibility period.
 3. Students failing one class past the grace period will be allowed to practice only. They will not be allowed to go to away games on the team bus, or suit up for home games. Students that fail more than one class past the grace period will not be allowed to practice.
 4. If an athlete is ineligible for four consecutive weeks, there will be a review hearing with the athlete, coach, and athletic director to discuss possible removal from that team.

Middle school students are also required (by MHSAA rule) to pass at least fifty percent (50%) of their classes each marking period. Any student who is not in compliance with this rule will become ineligible for a full marking period.

STUDENT MESSAGES

If parents *must* relay a message to their child, please do so before 2:45 P.M. Message requests after 2:45 cannot be guaranteed! Please make every attempt to finalize arrangements before school begins; it will be greatly appreciated.

STUDENT BUS RULES

Transporting students to and from school is serious business. No one can be allowed to threaten the safety of passengers on the school bus. So that there will be no mis-understanding, a list of the following bus rules is presented to all parents:

1. Students are expected to conform promptly to the suggestions of the bus driver.
2. Stay OFF the roadway at all times when waiting for the bus.
3. Be on time at designated bus stops. Allow five minutes leeway. **The bus cannot wait!**
4. If it is necessary to cross the road, cross at least ten feet **in front** of the bus. **Never cross the road behind the bus.**
5. Wait until the bus comes to a complete stop before attempting to enter or leave the bus. Remain seated until the bus stops.
6. Keep hands and heads inside the bus at all times. Do not open windows without permission from the driver.
7. Occupy any seat assigned by the driver. When seated, keep feet out of the aisles. Buses are often loaded to capacity; this requires three students to a seat.
8. Avoid loud talking and disturbing noises. Profane or vulgar language is not allowed.
9. Keep musical instruments, lunch pails, book bags, etc., out of the aisles.
10. Refrain from any form of "horseplay."
11. No smoking or chewing tobacco on any bus at any time.
12. Keep the bus clean, sanitary, and orderly. This is every student's responsibility.
13. Eating on the bus is not permitted unless there are extenuating circumstances. Permission from the driver is necessary.
14. Animals, glass bottles/jars, guns, knives, or any other potentially dangerous objects are not allowed on the bus.
15. Except at home or school, students may not leave the bus without permission.
16. Older students are expected to be considerate of younger students.
17. Students may not use cell phones in ANY capacity on the bus.
18. Special arrangements to ride another bus to attend a party/sleepover will **NOT** be allowed.

Additional Information

1. Please inform the driver if an absence is anticipated.
2. If students do not ride for two consecutive days, the bus driver will not stop unless he or she has been contacted.
3. Students are expected to walk up to one-half mile to the stop, if necessary.

4. Suspension from the bus results in the loss of all riding privileges, including extracurricular bus transportation.
5. Absences from school due to the loss of riding privileges will be considered unexcused. Continued absences may result in referral to appropriate authorities.

General Infractions (Two or more result in a three-day suspension)

Noisy/Loud

Disturbing other passengers

Changing seats without permission

Eating without permission

Littering

Throwing things

Major Infractions

Automatic One-Day Suspension – Using objectionable language or gestures; using emergency exit; will not stay in seat; talking back/sassing/disobeying driver; other as described on referral.

Automatic Three-Day Suspension – Hitting/fighting; smoking/chewing tobacco; lighting matches/lighter; other as described on referral.

Automatic Five-Day Suspension – Cutting or tearing seat covers; destroying any part of bus; other as described on referral.

PROGRESSIVE DISCIPLINE POLICY

Repeat offenders will be subject to more severe penalties with each occurrence using the following guidelines:

Second Major Infraction – Automatic suspension as described above plus three days.

Third Major Infraction – Automatic suspension as described above plus five days and conference required.

Fourth Major Infraction – Suspension for remainder of school year and conference required.

In extreme cases where the driver judges that continued misconduct is likely and will seriously endanger lives, a driver may refuse to transport a student pending the outcome of a conference between the student, driver, parent, and transportation supervisor. In these cases, it is not necessary to follow the guidelines above. The driver will immediately notify the parent(s) and/or the transportation supervisor in these cases.

A discipline referral must be signed and the yellow copy returned to the driver or transportation supervisor before

the student will be allowed to board the bus. The parent/guardian may keep the white copy. In the case of multiple suspensions, a conference with the driver and transportation supervisor is required before the student will be allowed to ride. Any suspension results in loss of all riding privileges, including extra trips. The parent/guardian's signature acknowledges awareness only. If there are questions, please contact the transportation supervisor at (231) 856-4676.

We continue to accept General Mills Box Tops for Education!

Go Mohawks!