



Central High School Grand Haven CyberSchool

Student Handbook 2023-2024

**US News and World Report –
“Best High Schools in America”**

**Central High School
Grand Haven CyberSchool**

Handbook 2023-2024

Students attending Central High School and Grand Haven CyberSchool are responsible for following all school procedures as defined in the handbook. The Central High School / Grand Haven CyberSchool Student handbook is not intended to be all-encompassing. Central High School and Grand Haven CyberSchool administration has the right to amend this handbook without prior notice. All amendments will be clearly identified to students, staff and parents via various outlets such as: announcements at school, information sent home, email, and handouts given to students.



Central High School
Grand Haven CyberSchool
106 S. Sixth Street
Grand Haven, Michigan 49417
(616) 850-6800
(616) 850-6810 (fax)

Web Sites

[Central High School](#)
[Grand Haven CyberSchool](#)
[Grand Haven Area Public Schools](#)

District Mission Statement

The Grand Haven Area Public Schools are committed to the expectation that all students will learn. It is our obligation to provide each person in our community, child through adult, with a positive environment for learning so they will experience success and realize their fullest potential.

This school district accepts the responsibility to work in partnership with the community to provide an excellent education that will prepare all learners for the challenges of changing global society.

Central High School Mission Statement

The mission of Central High School is to provide another quality educational option for those students desiring a smaller, more personalized approach to teaching and learning. Central High School seeks to empower students with confidence and self-esteem derived from genuine academic achievement, individual responsibility, and service to the community.

Grand Haven Area Public Schools

We will support learning through the following Core Values:

- A Culture of **Caring**
- **Dedicated** to success for all
- Commitment to **Best Practice**
- **Professional** excellence
- **High Expectations** for self and others

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Staff Directory

Office Staff

Principal	Kevin Berko	berkok@ghaps.org
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Social Worker	Christy Rinkewicz	rinkewiczc@ghaps.org

Central High School

Art	Kellene Arnold	arnoldk@ghaps.org
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Sciences / GED	John Williams	williamsj@ghaps.org
Spanish	Jenanne Voss	vossj@ghaps.org
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Media Assistant	Laurie McManus	mcmanusl@ghaps.org
College Access	Tom Langejans	collegeadvisor@t-can.org

Grand Haven CyberSchool

Language Arts / Social Studies	Isaac Sorensen (Mentor)	sorenseni@ghaps.org
Mathematics / Sciences	Kelly Erickson (Mentor)	ericksonk@ghaps.org
Spanish / Electives	Jenanne Voss (Mentor)	vossj@ghaps.org
Health / Physical Education	David Funk	funkd@ghaps.org

2023-2024 Student Calendar - Central High School

Central High School	
First Marking Period <ul style="list-style-type: none"> • Aug. 15 - Device Pick Up • Aug. 16 - Device Pick Up • Aug. 17 - Device Pick Up • Aug. 18 - Device Pick Up • Aug. 23 - First Day of School • Aug. 24 - Orientation Meeting • Sep. 1 - No School • Sep. 4 - Labor Day, no school • Sep. 7 - Senior Meeting • Sep. 21 - Parent Teacher Conference • Oct. 4 - Count Day • Oct. 11 - No School, Prof. Devel. • Oct. 19 - 1st-4th Exams - End First Marking Period 	Third Marking Period <ul style="list-style-type: none"> • Jan. 8 - Start Third Marking Period • Jan. 9 - Orientation Meeting • Jan. 15 - No School • Jan. 18 - Senior Meeting • Feb. 7 - Count Day • Feb. 8 - Parent Teacher Conference • Feb. 19 - No School • Mar. 15 - 1st-4th Exams - End Third Marking Period
Second Marking Period <ul style="list-style-type: none"> • Oct. 20 - No School • Oct. 23 - Start Second Marking Period • Oct. 24 - Orientation Meeting • Nov. 16 - Parent Teacher Conference • Nov. 22 - No School • Nov. 23 - No School - Thanksgiving • Nov. 24 - No School • Dec. 21 - Half Day, 1st/2nd Exams • Dec. 22 - Half Day, 3rd/4th Exams - End Second Marking Period 	Fourth Marking Period <ul style="list-style-type: none"> • Mar. 18 - Start Fourth Marking Period • Mar. 19 - Orientation Meeting • Mar. 29 - Spring Break Begins • Apr. 8 - School Resumes • Apr. 10 - SAT/PSAT Testing • Apr. 11 - WorkKeys / MME Testing • Apr. 25 - Parent Teacher Conference • May 1 - No School - Prof. Devel. • May 17 - Seniors Last Day • May 22 - Graduation • May 29 - Half Day, 1st-4th Review • May 30 - Half Day, 1st/2nd Exams • May 31 - Half Day, 3rd/4th Exams - End Fourth Marking Period

2023-24 Student Calendar - CyberSchool

Grand Haven CyberSchool

Fall Semester

- Aug. 15 - Device Pick Up
- Aug. 16 - Device Pick Up
- Aug. 17 - Device Pick Up
- Aug. 18 - Device Pick Up
- Aug. 23 - First Day of School
- Sep. 1 - No School
- Sep. 4 - Labor Day, no school
- Sep. 21 - Parent Teacher Conference #1
- Oct. 4 - Count Day
- Oct. 11 - No School - Prof. Devel.
- Oct. 20 - No School
- Nov. 16 - Parent Teacher Conference #2
- Nov. 22 - No School
- Nov. 23 - No School - Thanksgiving
- Nov. 24 - No School
- Dec. 22 - All Courses Complete
- End Fall Semester

Spring Semester

- Jan. 8 - Start Spring Semester
- Jan. 15 - No School
- Feb. 7 - Count Day
- Feb. 8 - Parent Teacher Conference #1
- Feb. 19 - No School
- Mar. 29 - Spring Break Begins
- Apr. 8 - School Resumes
- Apr. 10 - SAT/PSAT Testing
- Apr. 11 - WorkKeys / MME Testing
- Apr. 25 - Parent Teacher Conference #2
- May 1 - No School - Prof. Devel.
- May 17 - Seniors Last Day
- May 22 - Graduation
- May 31 - All Courses Complete
- End Spring Semester

Support Services available to Students:

Central High School and Grand Haven CyberSchool will help coordinate support services for our students with the following agencies:

Community Agencies Support

- New Directions Mentoring
- Tri-Cities Ministries
- Ottawa County Health Department
- Community Police Officer/Grand Haven Public Safety
- Ottawa County Juvenile Court
- Bethany Christian Services
- United Way
- Lakeshore Pregnancy Center
- Barnabas Ministries
- Ottawa County Sheriff's Department
- College Access Network
- Michigan Rehabilitation Services
- Ottawa County Community Mental Health

Program Description for Central High School

Central High School is a school of choice for students who desire or need an alternative to the traditional school setting within the Grand Haven Area Public Schools system. Class enrollment is small and instruction is delivered in a block-schedule format.

Central High School offers:

- High School diploma
- Independent Study and correspondence courses
- Computer training
- Co-op and internship opportunities
- Professional counseling
- Drug, alcohol, and tobacco intervention
- Online Credit Recovery
- GED Completion

Prior to enrollment, students and parents are asked to make a commitment to Central High School and the positive change and growth it promotes. Our goal is to assist students in developing academic and life management skills necessary to succeed in life. An accessible staff that is responsive to both students and parents encourages student success

Absence Reporting

A parent, legal guardian, or a student who has attained independent status, must call the Central High School attendance line at **616-850-6800** whenever necessary for their son, daughter, or themselves to be absent (excused) from school. If a telephone is not available, the student must bring a written note identifying the date and reason for the absence within 24 Hours of returning to school.

Age of Majority

The handbook governs the conduct of all students who have filed for privacy. Students who are emancipated will be allowed to exercise their rights as adults, as allowed by law or as specifically provided in the handbook.

Emancipated or 18 year old students who wish to assert and maintain this right of privacy and similar independent status must complete and sign a form provided by student services which stipulates that the parent(s) or guardian will no longer receive communications from the school; not be called for attendance, or IEPC's; not be able to receive permanent records; not be able to request records sent, and other information regarded by the law as a protection of privacy. This student must be able to conform to all the stipulations for enrollment in the district. This form is designed as a courtesy for the parent(s) or guardian so they will know that the school can no longer share this information with them. This form will be sent to the parent(s) or guardian and a copy will be kept on file in the school records. If this form is not completed, the school will view this as the intent of the 18-year-old student to have all communications and information shared with the parent(s) or guardian, to follow the attendance policy as a student of minor age, and other reasonable considerations that the parent(s), guardians, teachers, and administration have in communicating with each other.

Announcements

Daily Student Announcements can be viewed at any time by going to our website, or clicking on the link below:

[Central High School Website](#)

Athletic Eligibility

Students who attend Central High School or Grand Haven CyberSchool are eligible to participate in all extracurricular activities offered at Grand Haven High School. To be eligible, the student must maintain minimum eligibility standards to participate. To be eligible a student must pass 6 of their 8 scheduled classes during the semester prior to participation in selected activities. Central High School, nor Grand Haven CyberSchool determine student academic eligibility for athletics at Grand Haven High School. Athletic eligibility is determined by the Athletic Director at Grand Haven High School. Please contact that office with questions about athletic eligibility at (616) 850-6040.

Attendance Policy

- Attendance directly affects academic progress and development as well as attitudes and habits for later life.
- Students who accumulate **5 or more absences in a class, for any reason** during a nine-week marking period, must pass all course work and earn a 75% on the final exam to earn a passing grade for the course.
- Items that do not count as an absence for a student – School sponsored field trips, suspensions, and court appointments.
- To pass all course work, the student must earn a passing grade according to the guidelines of the classroom teacher.
- The student must complete the final examination and all course work for a particular class no later than the last day of the marking period. Exceptions will be handled on an individual basis and must be approved by the classroom teacher and building principal.
- Situations that require a student to be absent for an extended period of time, such as a medical reason, will be dealt with on an individual basis by the principal.
- Transfer students shall have attendance requirements adjusted on a prorated basis for the balance of the term in which they enroll.

Michigan Compulsory School Attendance Law

Michigan Compulsory Laws Ann. § 380.1561 - Compulsory School Attendance Sec. 1561. (1)

- Except as otherwise provided in this section, for a child who turned age 11 before December 1, 2009 or who entered grade 6 before 2009, the child's parent, guardian, or other person in this state having control and charge of the child shall send that child to a public school during the entire school year from the age of 6 to the child's sixteenth birthday. Except as otherwise provided in this section, for a child who turns age 11 on or after December 1, 2009 or a child who was age 11 before that date and enters grade 6 in 2009 or later, the child's parent, guardian, or other person in this state having control and charge of the child shall send the child to a public school during the entire school year from the age of 6 to the child's eighteenth birthday. The child's attendance shall be continuous and consecutive for the school year fixed by the school district in which the child is enrolled. In a school district that maintains school during the entire calendar year and in which the school year is divided into quarters, a child is not required to attend the public school more than 3 quarters in 1 calendar year, but a child shall not be absent for 2 or more consecutive quarters.

Juvenile Truancy Laws - MCL 712A.2(a)(4):

- (4) The juvenile willfully and repeatedly absents himself or herself from school or other learning program intended to meet the juvenile's educational needs, or repeatedly violates the rules and regulations of the school or other learning program, and the court finds on the record that the juvenile, the juvenile's parent, guardian, or custodian, and school officials or learning program personnel have met on the juvenile's educational problems and educational counseling and alternative agency help have been sought. As used in this sub-subdivision only, "learning program" means an organized educational program that is appropriate, given the age, intelligence, ability, and psychological limitations of a juvenile, in the subject areas of reading, spelling, mathematics, science, history, civics, writing, and English grammar.

Attendance – Chronically Absent

- **Chronically absent** means absent for 10% or more of the enrolled school days in a school year, whether absenteeism is due to unexcused, excused. (For instance, missing 3 days of school the first month of the year; 8 days in the first half of the year; or 18 days in the entire school year.)
- Note: All absences for the school year should be counted, even if they have carried over from a different school. Attendance shall be continuous and consecutive for the school year (sec 1561) and not start over each semester/trimester.

Attendance and Truancy

Attendance Policy: Chronic Absenteeism, 10%-Whether excused or unexcused:

How a truancy referral is made by the school to the Ottawa County Sheriff's Office –

- At any time during the school year if a student has absences that have reached 10% of their school days as being absent, this should initiate the following steps by the district addressing concerns. It is recommended that these check marks be made at 30 days of school, 60, 90, 120, and 150.

OR

- At any time during the school year a student has tardies (late arrivals and early dismissals) that have reached 20% of their school days, or any combination of the above, the following steps should be initiated:
- At 5 days absent (or at 10% of their school days being absent) a Central High School or Grand Haven Cyber School identifies a potential attendance problem
- At 7 absences (or continued absences after identified attendance issue) district sends out an attendance letter addressing concerns of absences.
- At 10 absences (or continued absences after identified attendance issue) district attempts to contact parent/guardian to discuss attendance issues and offer any support as needed. District also attempts to confirm that parent/guardian received attendance letter.
- At 12 absences (or continued absences after identified attendance issue) district attempts to contact parent/guardian and schedules school meeting to complete Truancy Meeting Forms and offer any resources that might be helpful. Tier 1 and Tier 2 supports being reviewed by school (see handout).
- At 15 absences (or continued absences after identified attendance issue) and the district has exhausted all resources and interventions and attendance has not improved, a referral to the ISD is made via the Truancy Data Manager (TDM). After a referral has been made, all absences **must** have a doctor's note in order to be marked excused.
- Schools can refer a student to truancy prior to 15 absences (especially elementary) as long as the student has missed 10% of the school year and the school has exhausted all efforts and tiered interventions to improve attendance.
- *Please note, each truancy case is handled individually between the parents of the student who is truant and Mr. Paul Kunde, Principal, Central High School. Some truancy cases may appear differently to the casual observer.
-

Attendance Policy - Grand Haven CyberSchool

Students in the Grand Haven CyberSchool program have the ability to work on their class work at the time of their choice. We encourage students and parents to have a goal of a minimum of 20 hours per week of active online work inside the program. Other requirements for attendance include:

- A minimum weekly check in with a student's mentor is required throughout the school year. This communication must be academic in nature, which will be discussed with the parent and student upon enrollment in the Cyber School program.
- Attendance for all State of Michigan mandated testing. For 7th and 8th students, this requires attendance for all M-STEP testing. Please note - beginning in 2018-19 school year, 8th graders will be taking the PSAT. This testing is typically the first week of May each school year. Information on dates and times of testing will be shared with parents and students. For 9th and 10th grade students, this requires attendance for all PSAT testing. This testing is typically the week following the traditional

spring recess. 11th grade students are required to complete the Michigan Merit Exam (MME). Components of this testing include; SAT, ACT WorkKeys, and the M-STEP.

- Communication about testing dates and times will be shared with parents and students when it becomes available. Further, student mentors will communicate with Cyber School students about testing expectations leading up to testing day.

Bullying

Bullying is a form of harassment. For the purposes of this policy, “bullying” is defined as: “The repeated intimidation, or emotional abuse of others by the infliction of harm of any kind to the person or property of others whether real or threatened, as transmitted verbally, in writing, or electronic transmitted (Referred to as “Cyber Bullying”) either outside or inside of school. It may include, but not be limited to, actions such as verbal, written, or electronically transmitted taunts, name-calling and put-downs, including ethnically-based or gender based put-downs, extortion or attempted extortion of money or possessions, and systematic exclusion from peer groups within the school.” Such conduct is disruptive of the educational process and, therefore, 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 to or with any District sponsored activity or event, while enroute to or from school, or outside of school hours if the bullying is likely to carry some connection to, or have an effect upon, the school environment, 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.

Cell Phones

Students may not use cell phones during class times. Cell phones may only be used before/after school, during lunch, and passing times. Cell calls and text messaging may only be made in the front airlock of the building. Cell phones must be turned off during class time. Further, students who use a cell phone for video purposes during a school event will be subject to discipline. Students calling or receiving a cell call or text message during class will be subject to the following:

1st Incident: Cell phone taken, student may retrieve them at the end of the day.

2nd Incident: Cell phone taken, parents contacted to pick up the phone.

3rd Incident: Cell phone taken, parents contacted to pick up the phone, Out-Of-School suspension.

Note: A teacher does have the right to confiscate a student’s phone without explanation.

Cheating and Plagiarism

The administration and teaching staff believe that students have a significant responsibility in the area of honesty and integrity regarding all school work. Teachers will expect individual effort of students and will do everything in their power to enforce it. Students who are caught cheating will face a variety of consequences

ranging from failure of the work in question to loss of credit for the class. Each staff member will address this issue in his/her classroom rules. Those students attempting/planning to cheat will also face disciplinary action. This type of cheating could include preparing “cheat sheets”, programming a calculator with answers, and/or leaving notes visible prior to or during a test/quiz.

The following disciplinary actions will occur:

1. Contact parent/guardian within 48 hours.
2. Referral to administration.
3. The student will receive a grade of zero (0) on the test, assignment or term paper on which the cheating or plagiarism occurred.
4. Repeated violations will be dealt with on an individual basis and discipline could involve the student receiving an “F” in the course for the semester.

Examples of Cheating include but are not limited to:

- Hiring someone to write a paper
- Buying a paper or project
- Sharing files (e.g. an Excel Worksheet) in a class
- Distributing unauthorized materials (cheat sheets & answer sheets)
- Copying homework
- Building on someone else’s ideas without proper citation
- Letting your class partner do all the work and just putting your name on the final report
- Using a computer to translate English into a foreign language
- Letting someone else build your class project
- Looking at another’s test
- Turning in your brother’s or sister’s old assignments or projects
- Using technology in inappropriate ways (ex. Pictures, social media)
- “Cut and Paste” answers to school work without proper citation of sources

Cooperation with Staff

The staff of Central High School feels very strongly that students must maintain a cooperative spirit and a positive attitude while attending Central High School. Further, we feel that this is an important life skill that will serve our students well throughout life. Students who do not maintain a sense of cooperation and disobey the lawful commands of staff members at Central High School will be deemed to be acting inappropriately and will be subject to discipline. Please see the Code of Conduct section (*Insubordination*) of this student handbook for further explanation and description.

Closed Campus

Students are not permitted to leave campus during their lunch. Students are permitted in the courtyard near the greenhouse. Students who leave during the school day without prior approval, will not be allowed in the building for the remainder of the school day.

Distribution of Printed Material

Prior permission by the school administrator must be obtained before printed material may be distributed on or near school property.

Drop and Add Policy

During the first two days of each marking period students may request to drop or change a class. After the two-day period, students will not be able to drop or change a class. Students who stop attending a class at any point during the marking period will be given a grade of “F”.

Dress Code – GHAPS – Grades 9-12

Dress and grooming are the responsibility of the student and parent/guardian. The student must be clean and well-groomed. Shoes must be worn at all times.

Dress and grooming must not:

- A. present a hazard to the health or safety of the student himself/herself or to others in the school;
- B. interfere with school work or disrupt the educational program;
- C. cause excessive wear or damage to school property;

Clothing Items to Avoid:

- Undergarments should not be visible.
- Pants with holes or rips are not acceptable.
- Tank tops – shoulders covered. If a shirt is see through, whatever is underneath it, must meet dress code.
- Skirts and shorts need to follow the fingertip rule.
- Too much torso (ex. bare midriffs, chest, etc.)
- Clothing or jewelry that shows tobacco or alcohol products, that are drug related, or gang symbolism.
- Any clothing with sexually inappropriate or offensive messages, vulgar slogans or pictures.

Students whose dress is not acceptable will be given the opportunity to change clothes. If a student continues to violate the dress expectations, the following consequences will be issued:

- 1st Offense: Student changes into acceptable attire.
- 2nd Offense: Change offensive garment/parent contact/detention.
- 3rd Offense: ISS/Parent contact.
- 4th Offense: ISS/OSS/Parent meeting.

Enrollment Process for Central High School

Out of district students:

1. Obtain a copy of transcripts from previous school(s).
2. Set up an appointment with the Principal of Central High School.
3. Bring a parent or guardian to attend the intake meeting.
4. Provide current immunization records.
5. Provide a birth certificate.

Students from Grand Haven High School:

1. Meet with their High School Assistant Principal and Counselor.
2. If recommendation is made to transfer to Central, the Central High School Principal must be contacted to set up an appointment.
3. Students must complete a “transfer” form at Grand Haven High School and submit to Central High School.
4. Students must complete an "exit" form at Grand Haven High School prior to receiving a schedule at Central High School.
5. Students receiving special education services at Grand Haven High School need to have the approval for enrollment from the special education coordinator at Grand Haven High School.
6. Due to the size constraints of the Central High School, enrollment may be capped without notice and a student/family wishing to transfer to Central High School, may find their particular enrollment on the “waiting list” until a spot becomes available.

Enrollment Process for Grand Haven CyberSchool

Open Enrollment for 7th through 12th grade students:

- Grand Haven CyberSchool will accept open enrollments from families interested in the CyberSchool at the beginning of each semester.
- Students and families interested in enrolling in the CyberSchool program, should first meet with their school counselor. The purpose of this meeting is to discuss the CyberSchool option and determine if CyberSchool would be a proper fit for the educational needs of the student and family.
- Students and families applying after the beginning of a semester, may still apply for enrollment at any time. Once accepted into the CyberSchool program, classes will begin at the start of the next semester.

Food and Clothing Pantry (Hours of operation)

7:30 AM to 7:45 AM
9:20 AM to 9:24 AM
11:00 AM to 11:20 AM
12:59 PM to 1:03 PM
2:39 PM to 2:55 PM

Grade Reporting

Student grades will be calculated and credit issued quarterly. See page 21 for individual teacher grading scales.

Each class has a credit value of ½ credit. ¼ credits will not be issued.

Incomplete - In some circumstances, students are unable to complete required work by the end of a marking period. In such an event, all work **must be completed** within two weeks after the end of the marking period with the exception of the fourth marking period when incompletes will not be issued. Arrangements must be made with the teacher involved and approved by the principal of Central High School. Students must complete an **Incomplete Request Form**.

Graduation

Students who attend and complete the requirements for graduation at Central High School or Grand Haven CyberSchool, will participate in the Central High School / Grand Haven CyberSchool graduation ceremony. Central High School and Grand Haven CyberSchool students who wish to participate in the commencement exercises must complete all coursework on the Friday prior to graduation.

Central High School and/or Grand Haven CyberSchool students who wish to walk with their senior class at Grand Haven High School, must attend a minimum of one semester during their senior year to participate in the Grand Haven High School graduation ceremony. Typically, this would be accomplished during the final semester of the school year. Students who intend to walk with Grand Haven High School must coordinate with their high school counselor.

Grade Level Advancement

	Central High School	Grand Haven CyberSchool
Freshman	0-6.5 credits	0-5.5 credits
Sophomore	7-14.5 credits	6-11.5 credits
Juniors	15-19.5 credits	12 - 17.5 credits
Seniors	20-25 credits	18 - 22 credits

Please note - grade level promotion is determined only at the start of the school year. Promotion does not occur during the school year.

Graduation Requirements

Central High School		Grand Haven CyberSchool	
Content Area	Credits Required	Content Area	Credits Required
English Language Arts English 9 1.0 English 10 1.0 English Electives 2.0	4.0	English Language Arts English 9 1.0 English 10 1.0 English 11 1.0 English Electives 1.0	4.0
Social Studies World History 1.0 U.S. History 1.0 Economics 0.5 Government 0.5	3.0	Social Studies World History 1.0 U.S. History 1.0 Economics 0.5 Government 0.5	3.0
Science Earth Science 1.0 Biology 1.0 Chemistry 0.5 Physics 0.5	3.0	Science Earth Science 1.0 Biology 1.0 Chemistry 0.5 Physics 0.5	3.0
Mathematics Algebra I 1.0 Geometry 1.0 Algebra II 1.0 Senior Math 1.0	4.0	Mathematics Algebra I 1.0 Geometry 1.0 Algebra II 1.0 Senior Math 1.0	4.0
World Languages	2.0	World Languages	2.0
Physical Education	0.5	Physical Education	0.5
Health	0.5	Health	0.5
Visual / Performing Arts	1.0	Visual / Performing Arts	1.0
Electives	7.0	Elective	4.0
Total Credits Required for Graduation	25.0	Total Credits Required for Graduation	22.0

Field Trips

A field trip is an extension of the school day and not a free day. Students attending a field trip or other school related activities during the school day are actually at school only at a different site. All school rules and policies apply while the student is attending the activity. Since this is considered to be part of the school day,

students are required to return to their classroom upon returning to school. **Students suspended any time prior to a field trip may be ineligible to participate depending on the severity of the suspension offense and/or the number of suspensions**

Grand Haven High School Expectations

Throughout the school year, Central High School and/or CyberSchool students will be on the property of Grand Haven High School for various reasons. These include, but not limited to, bus transportation, athletic events, and dances. For all events, Central High School and/or CyberSchool students are expected to be on their best behavior. The following are the expectations of Grand Haven High School for Central High School and/or CyberSchool students:

- Students need to enter the building through the rotunda doors only any school day between 6:00 AM and 10:00 PM.
- Students may use the cafeteria in the morning. If a student does not use the cafeteria, they must wait for transportation in the airlock of the rotunda.
- Students may not be in any other place of the building, walk the hallways or go to the media center, AM and PM.

HALL LOCKERS

Students will be assigned a locker for their use upon entering school each year and are responsible for its care and maintenance. Be sure your locker is locked when you leave it. It is required that students use their lockers for backpacks and other personal items, on a daily basis. Coats, bags, backpacks and cell phones must be kept in your locker during the school day.

You should not give your locker combination to any other students. If your locker combination needs changing, go to the office. If your locker or combination is in need of repair, report it to the office.

Students MAY NOT change lockers from those originally assigned without permission from the administrator. Lockers are the property of the school and must be well maintained. Students are responsible for leaving lockers at the end of the year in the same condition they received them or will be assessed a \$25.00 locker cleaning fee.

Independent Study

Independent study is a credit recovery opportunity that can be utilized by Central High School students. The intent of independent study courses are not for credit acceleration by Central High School students, but for those that find themselves credit deficient. For a student to be eligible for an independent study course, they must meet the following criteria:

1. They must have passed four classes during the previous marking period at Central High School.
2. They must have a consistent attendance record the previous marking period at Central

High School.

Once a student is no longer credit deficit, they'll no longer be eligible for independent study. Finally, the Central High School principal will make all final determinations in regards to a student being eligible for independent study courses.

Lunch Program

The school food service program provides two balanced food choices daily. Free/reduced lunch forms are available in the office.

Due to sanitation and health-related concerns, students are required to eat their lunch in the cafeteria, picnic area outside of the building, or other areas deemed satisfactory.

Michigan Merit Exam SAT/ACT/MSTEP

Students who are in their junior year are required by the State of Michigan to take the Michigan Merit Exam (MME), beginning in April, 2015, this test is now called the M-STEP. The MME (M-STEP) is offered in April of the student's junior year. As an incentive at Central High School, students who attend ALL testing sessions on-time for the entire duration of testing and complete all testing in a manner deemed by the Central High School test proctors are eligible to receive up to a .5 elective credit towards high school graduation. Further, students must complete all of the Michigan Merit Examination (M-STEP) related assessments including but not limited to the SAT, ACT Plus Writing, ACT Work Keys, Michigan Math, Science, and Social Studies and beginning in 2016 the SAT examination, to earn a Central High School diploma.

Parent-Teacher Conferences

Parent-teacher conferences are planned throughout the school year (Please see school calendar for dates and times). Teachers will be available to meet with parents to discuss student progress. Please feel free to contact your student's teachers at any time during the year.

Medication

The school will make all reasonable efforts to discourage the dispensing and taking of medications without the appropriate safeguards. Only those medications which are necessary to maintain the student in school, and which must be given during school hours, will be administered. Students are not to take or have any medication (prescription, non-prescription, or over-the-counter supplements) in their possession without a form on file in the office. In order for school personnel to administer medication to a student, the parent must complete one of two forms (one for prescription, the other for non-prescription). Both are available in the school office.

Any medications will be taken away by school personnel and given to the appropriate administrator if seen in a student's possession or discovered in any search of cars and on their person. All prescription bottles must be labeled with the up-to-date information pertaining to the student, time of dispense, dosage, and the amount of pills in the bottle.

Parent Involvement

Central High School and CyberSchool believe that student learning happens best when there is an effective partnership between the school and home. Such a partnership between home and school will result in higher academic achievement, improved student behavior, and reduced absenteeism.

The term “families” is used in order to include the student’s primary caregivers, who may not be the student’s biological parents.

Permission to Leave Building

If a student has an appointment with a doctor, dentist, court, etc., the student must have a parent call the school office and have verification of the appointment when returning on that day to school. Students may not leave campus during their lunch period unless a **parent/guardian** picks them up at school. Parents must call the office prior to the affected lunch period. If a student elects to leave Central High School without following proper procedure and attempts to return during the school day, they will not be allowed to return to class (es).

Progress Reports

Parents interested in checking the progress of their student at Central High School can check “ParentVue” anytime, anywhere with Internet connectivity. Please go to www.ghaps.org and click on the “Parents and Students” tab for more information. Parents in need of support are asked to call 616-850-5040 for assistance.

Restricted Areas

Students are not permitted to be in the parking lot, in a vehicle, or outside of the building during school hours. However, students may be in the courtyard during lunch.

Safe Zone

Safe Zone Contacts

In an effort to provide a more comfortable place for students to bring discriminatory comments and racial slur concerns to a trained staff member, our buildings now have "Safe Zone" contacts to assist in this effort. The Safe Zone contact, who has had specialized training, offers a very unique set of skills and awareness that may help students feel more comfortable sharing these types of concerns. Parents and staff should encourage students to utilize this new building resource.

SEARCHES

(The following provisions apply to the following types of searches)

LOCKERS/LOCKER SEARCHES

Lockers are the property of Central High School. Students are expected to maintain their lockers and may not damage them by applying stickers, gum, writing on them with markers, etc. Students failing to maintain their lockers in the same condition as issued will be billed for cleaning at the end of the school year and will not receive their report card or diploma until full payment has been made.

(1) Maintenance Searches: Although School lockers are temporarily assigned to individual students, they remain the property of the School at all times. The School has a reasonable and valid interest in ensuring that lockers are properly maintained. For this reason, periodic inspections of lockers are permissible to check for cleanliness, vandalism, etc. General maintenance inspections may, therefore, be conducted by School authorities at any time. Any contraband discovered during such searches shall be confiscated by the administration and appropriate disciplinary action taken.

(2) Non-Maintenance Searches: A student's locker and its contents may be searched when a School authority has reasonable suspicion that illegal, unauthorized, dangerous (e.g. weapons) or contraband items, or other evidence of School rule violations are contained therein.

AUTOMOBILE SEARCHES

Students are permitted to park on School premises as a matter of privilege, not of right. The School retains authority to conduct routine patrols of the student parking lots. A student's automobile on School premises (or other school sanctioned parking areas) may be searched if the School authority has reasonable suspicion that illegal, unauthorized, dangerous (e.g., weapons) or contraband items, or evidence of violations of law or School rules are contained therein.

PERSONAL SEARCHES

(1) A student's personal effects (e.g. purse, book bag, jacket, etc.) may be searched when a School authority has reasonable suspicion that illegal, unauthorized, dangerous (e.g., weapons) or contraband items, or evidence of violations of law or School rules are contained therein

(2) Personally intrusive searches will, in general, require more compelling circumstances to be considered reasonable, and will be conducted (if at all) only upon compliance with such additional precautions (e.g., privacy, etc.) as may be appropriate under the circumstances.

Severe/Hazardous Weather Announcements

Your best source for accurate school closing information is 92.1 FM, 103.5 FM, or by visiting the district webpage at www.ghaps.org. Parents may also wish to receive weather/school closing information from other media resources utilizing smartphone technology.

Smoking on School Property

Smoking is not permitted on school property including the sidewalks and streets that comprise the perimeter of the school. Students caught smoking (including electronic (or e-cig) cigarettes) on school grounds will be suspended for 3 days on the first offense and referred to Grand Haven Department of Public Safety.

Substitute Teachers

Conduct of students under the supervision of a substitute teacher is to be the same or better than if their regular teacher was present. Students are expected to give the substitute teacher full cooperation and respect. Students are subject to the same school and classroom rules when a substitute teacher is present. Failure to cooperate with substitute teachers will result in appropriate disciplinary measures that may include suspension from school.

Successful Completion

Throughout each marking period, a student who is not being successful is subject to being dropped from enrollment at Central High School. This typically occurs when a student has exceeded the attendance requirement and is not passing any of his/her classes. Students who are dropped may apply for re-enrollment for the next marking period. Students wishing to re-enroll must agree to an interview with a teacher panel prior to re-enrollment. It will be up to the teacher panel if the student's request for re-enrollment will be granted or not.

Further, students are expected to receive credit in a **minimum** of two out of four classes in a given marking period. Students not meeting the minimum requirement will be placed on academic probation for the next nine-week marking period. If no improvement has occurred after the completion of the probationary period, the student and parents will confer with the principal to consider other educational options in which the student may be successful. If the student has reached the age of 18, the option available to the student who is not successful in completion of courses at Central will be the GED "Career Development" program.

Tardiness

Tardy is up to each individual teacher at Central High School. Please check with your classroom teacher for information about their classroom tardy policy. Students who arrive at school after the 7:50 AM start time are considered tardy until 8:05 AM.

NOTE: A student is considered absent if they are tardy 15 minutes or more in any class.

Student Parking Guidelines

The following guidelines are to remind students of their obligations regarding the use of student automobiles:

1. Students wanting to drive to school must complete a parking application that is obtained in the school office. This application must be obtained prior to the student's driving to school.
2. Students not complying with parking lot regulations could have their parking privileges revoked or could be ticketed or fined.
3. Reckless or careless driving will result in a suspension or permanent loss of parking privileges.
4. All students are to park in the lower lot on Clinton Avenue closest to Seventh Street.

Teacher Grading Scales

Each individual teacher computes grading. Ask your classroom teacher for their grading scale.

Careerline Tech Center

The Career-Line Tech Center is a valuable resource for students of Central High School. Central High School students who attend the Tech Center will attend either the A.M. or P.M. session depending on their placement. Students who attend Tech Center understand they may have to attend Tech Center on days when Central High

School is not in session. The student could be responsible for transportation on these days. Beginning in the 2018-19 school year, Central High School, Grand Haven Cyber School, and Grand Haven High School students will attend (both AM and PM) “extended session”. PM tech center students will be responsible for transportation to their home from Grand Haven High School, should they require.

Telephones

Students only in case of emergency may use the Office telephone, with office personnel determining the degree of emergency. Classroom phones are off limits to students at all times.

Textbooks

Students who are issued or use textbooks, supplies, library materials, or equipment are expected to return these materials in good condition. Students failing to return these items will not receive their report card or diploma until full payment has been made. Teachers also reserve the right to ask for a nominal deposit from a student checking out a textbook for use at home.

Testing Out of a Class

Public Act 335, Section 1279B, and 1278 (a) (4) (c) of the State Code, requires that any public high school student be offered a “test out” opportunity of any course offered in his/her high school. Central High School students opting to test out of a course will receive a “TO” on their transcript if they receive a 75% or higher grade on the test exam. Credit is also given if successful. This option allows students to advance in the curriculum and satisfy a requirement for graduation. The test out exam grade is not figured into a student’s grade point average. All “test outs” must be pre arranged with the teacher. Test outs will only be scheduled during the final week of a marking period at Central High School. Finally, students are limited to one test-out attempt for each half-credit course.

Unauthorized Sales

Students are not permitted to sell any items in school without the approval of the school administrator. Any sales allowed must be in support of a school sanctioned (or sponsored event).

Visitors

- No student visitors are allowed during the school day.
- Parents are welcome to visit any time and must check in at the main office upon arrival.
- Anyone wishing to talk with a student (other than the parent) must receive permission from the Central High School office.
- Central High School Alumni are always welcome to visit, but they must make prior arrangements to speak with staff engaged in teaching a class upon their arrival.

Work Experience

Central High School students are eligible to earn “elective” credit by completing a work experience with a local employer. To be eligible for work experience credit, students must fill out a work experience form with the Central High School office. Also, prior to beginning the work experience, student, employer, and school, must complete a work permit. The Central High School principal must approve the work experience for credit purposes. Students are required to provide documentation of successful completion of the work experience to earn credit. This is typically done with the student turning in “paycheck stubs” on a weekly/bi-weekly basis to the office. Finally, the student must average 15 hours per week to be eligible for credit to be granted. Work experience credit is recorded on a student’s high school transcript at the end of the first semester (end of 2nd marking period) and at the end of the school year (end of 4th marking period).

Time Schedule (Daily Class Schedule)

Standard School Day

	Monday	Tuesday	Wednesday Early Release	Thursday	Friday
1st Block	7:48 - 9:20	7:48 - 9:20	7:48 - 9:09	7:48 - 9:20	7:48 - 9:20
2nd Block	9:24 - 10:56	9:24 - 10:56	9:12 - 10:33	9:24 - 10:56	9:24 - 10:56
Homeroom			10:36 - 10:56		
Lunch	10:56 - 11:23	10:56 - 11:23	10:56 - 11:23	10:56 - 11:23	10:56 - 11:23
3rd Block	11:23 - 12:59	11:23 - 12:59	11:23 - 12:30	11:23 - 12:59	11:23 - 12:59
4th Block	1:03 - 2:39	1:03 - 2:39	12:33 - 1:40	1:03 - 2:39	1:03 - 2:39

Half Day Schedules

Half Day - All Four Blocks			Half Day - Exam Schedule	
1st Block	7:48 - 8:28		1st/3rd Block	7:48 - 9:12
2nd Block	8:32 - 9:12			
3rd Block	9:16 - 9:56		2nd/4th Block	9:16 - 10:40
4th Block	10:00 - 10:40			

Work Permits

By Michigan law, all students under 18 years of age must file a work permit prior to actually working. The work permit may be picked up in the Central High School office. It has three parts: the employer fills out part one, the student fills out part two, and the school gives approval on the third part. After the employer and student parts are completed, the student needs to bring the permit to the main office for validation. A student may work up to 24 hours per week when school is in session and no more than 48 hours per week when school is not in session.

Career Development Program

- The Career Development Program is a one-year program designed to provide students with the education they need to become successful and productive adults. The outcome of the program, once classes and testing is completed, is a GED (General Education Diploma).
- Students enrolled in the Career Development program will need to complete the required courses to be eligible to begin GED test administration.
- Students enrolled in the Career Development program are not eligible to take the GED test administration during the MME (Michigan Merit Exam) window. For the 2018-19 school year, these dates are April 10, 11, 12.
- Upon successful completion of required courses, enrolled students will earn high school credit in related areas.
- Student Contract – students who wish to enroll in the Career Development program must sign the “Student Contract” prior to enrollment. This contract details those items students must complete to earn their GED.
- Students must have reached a minimum age of majority (18) to enroll in the Career Development program.
- Students enrolled in the Career Development program will receive a district provided technology device to be used to complete their studies and communicate with their mentor. Students will return this device upon completion of the program. Internet access is also provided, should the student decide to use the district provided internet access point (“Hot Spot”).
- Students enrolled in the Career Development program will utilize the Career Cruising website (<https://public.careercruising.com/en/>) prior to enrollment and complete their Educational Development Plan (EDP). Students will discuss their EDP with staff of the Career Development program with the purpose of creating an individualized program of study for the student.

STUDENT CODE OF CONDUCT

(Adopted June 7, 1988, Revised April 17, 2000)

The following Code of Conduct, Related Provisions and Disciplinary Procedures, pertaining to students of the Grand Haven Area Public Schools (the "School"), may be collectively referred to as the "Code".

INTRODUCTION

Among the Code's objectives are the following:

1. Creating and maintaining an environment conducive to the learning process
2. Instilling respect for individuals, their property, and their rights.

It is hoped that application of this Code will promote an understanding and appreciation of our representative form of government. Discipline is necessary to ensure the smooth functioning of the education process through the efforts of the administration, teachers and students. Students should be guided to aid the learning process rather than interfere with it. Training students to be responsible, self-disciplined contributors of the community is of primary importance. Rather than posing a threat to or creating fear in students, a more positive approach (using preventive discipline) is desired in the interest of developing student self-discipline and self-control.

SCHOOL SPONSORED OFF CAMPUS EVENTS

Students at school-sponsored events shall be governed by school district rules, regulations, this code of conduct, and are subject to the authority of school district officials. Violators will be punished as prescribed by the appropriate section of this code.

While it is natural for most students to desire knowledge and to seek to perform along lines of acceptable behavior, the School's responsibility is to see that these natural inclinations are developed and encouraged. When reasonably possible and practical, an effort will be made to solve disciplinary or pupil conduct problems within the School setting and without excluding students from School. However, when such solutions are not reasonably possible or practical, and/or when the disciplinary problems or pupil conduct warrant, separation of students from School may be required.

Pursuant to the authority granted it under the School Code, the Board of Education (the "Board") approves and adopts the following:

CODE OF CONDUCT

In addition to such other rules, regulations, standards and guidelines as are set forth in other publications of the School, and/or as may be separately issued by School officials, and/or as are inherent in basic concepts of acceptable conduct and behavior, the following provisions are illustrative (but not limiting or exhaustive) of required or prohibited conduct (as the case may be). Some forms of prohibited conduct may fall within more than one category. Violation of any such rules, regulations, standards or guidelines shall be deemed to be a gross misdemeanor or misconduct warranting a student's exclusion, suspension or expulsion as hereinafter provided.

1. “Type I Discipline”

The exclusion of a pupil from a classroom or extracurricular activity for not more than one class period, one instructional unit, or, in the case of an extracurricular activity, for not more than one day, as hereinafter provided.

2. “Type II Discipline”

The suspension of a pupil from his or her regular School program and/or a curricular or extracurricular activity for a specified period not to exceed ten (10) school days, as hereinafter provided.

3. “Type III Discipline”

The suspension of a pupil from his or her regular school program and/or extracurricular activity for a specified period in excess of the (10) school days, but not in excess of thirty (30) school days, as hereinafter provided.

4. “Type IV Discipline”

The suspension of a pupil from his or her regular school program and/or a curricular or extracurricular activity for a specified period in excess of thirty (30) school days

OR

The permanent expulsion (or non-admittance) of a pupil from attending the regular school program and/or from participating in a curricular or extracurricular activity, as hereinafter provided.

5. “Type V Discipline”

The *mandatory permanent expulsion* and/or *mandatory expulsion up to 180 school days* for conduct that, pursuant to Section V of this Code and under state and/or federal law, requires such expulsion.

a. Mandatory Permanent Expulsion:

Notwithstanding any provisions of this Code to the contrary, students shall, pursuant to applicable state and/or federal law, be permanently expelled (as Type V Discipline) for any of the following conduct:

- i. Weapons: Possession of a dangerous weapon on School property, including a building, playing field or property used for School purposes or used for functions and events sponsored by the School and vehicles used by the School to transport students to and from School property. For purposes of this Section of the Code, a “dangerous weapon” means a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, pocket knife opened by a mechanical device, iron bar or brass knuckles.
- ii. Arson: Commission of arson in a School building or on School grounds.
- iii. Rape: Commission of a rape in a School building or on School grounds.
- iv. Physical Assault upon School Personnel: Commission, by a student enrolled in grade 6 or above, of a physical assault at School against a person employed by or engaged as a volunteer or contractor by the School Board. For purposes of the subsection, 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. For purposes of the section of the Code, physical assault means intentionally causing or attempting to cause physical harm to another through force or violence.

b. Mandatory Expulsion Up to 180 School Days*:

Notwithstanding any provisions of this Code to the contrary, students shall, pursuant to applicable state and/or federal law, be expelled for up to 180 School days for any of the following conduct:

- i. Verbal Assault on School Personnel: Commission, by a student enrolled in grade 6 or above, of a verbal assault at School against a person employed by or engaged as a volunteer or contractor by the School Board. For purposes of this section of the Code, 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. For purposes of this section of the Code, a verbal assault means any statement (oral or written) or other act that can reasonably be expected to induce, and/or which reasonably does induce, in another person an apprehension of danger of bodily injury or harm.

- ii. Bomb Threat: Commission, by a student enrolled in grade 6 or above, of a bomb threat or similar threat directed at a School building, other School property, or a School related event.
- iii. Physical Assault on a Student: Commission, by a student enrolled in grade 6 or above, of a physical assault at School against another student. For purposes of this section of the Code, 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. For purposes of the section of the Code, physical assault means intentionally causing or attempting to cause physical harm to another through force or violence.

*While expulsion up to 180 School days is mandatory under this Code and state law, the School retains discretion, under Type IV Discipline, to expel a student for a longer period of time, up to and including permanent expulsion, for misconduct described in this or any other subsection of the Code. When the School mandatory expels a student pursuant to this subsection of the Code, the School may follow the disciplinary procedures set forth in this Code for Types II, III, IV, or V Discipline, based upon the number of days the student will be expelled. (For example, if a student will be expelled for less than ten days, the School may follow the procedures for Type II Discipline; if a student will be suspended for 10 days or more but less than 30 days, the School may follow the procedures for Type III Discipline; etc).

6. Snap Suspension:

Permits a teacher to suspend a student from any “class, subject, or activity” for up to one day. The suspension must be for specific student conduct defined by local school district policy as behavior justifying suspension from a class. “As soon as possible” after the suspension, the teacher shall ask the student’s parent/guardian to attend a conference at which an administrator shall also be present if the teacher or parent/guardian so requests. The school counselor, psychologist, or social worker shall also attend this meeting where practicable. Examples of such behaviors which might lead to a snap suspension include but are not limited to the following:

- Throwing objects that can cause bodily injury or property damage
- Fighting
- Directing profanity, vulgar language, or obscene gestures toward the teacher or other students
- Violating safety rules as communicated in student handbooks or classroom rules
- Failing to comply with directives given by the teacher
- Expressing racial or ethnic slurs toward the teacher or another student
- Engaging in any misbehavior that gives the teacher a reasonable belief that such conduct will incite violence
- Possessing a laser pointer
- Violating district dress codes standards
- Excessive tardiness
- Destroying/defacing school property
- Violating computer use policies, rules, or agreements

7. Summary Suspensions:

A student may be temporarily suspended and removed from his or her school program and/or a curricular or extracurricular activity immediately, pending a meeting, conference, hearing and/or the result of an appeal pursuant to the Disciplinary Procedures prescribed in this Code, if, in the opinion of the Building Administrator and/or Superintendent in consultation with other appropriate school personnel, the continued presence of the student in school and/or in a curricular activity would pose a continuing danger to persons or property or an ongoing threat of disrupting the educational process.

8. Athletic Separations:

Notwithstanding any and all other provisions of this Code, participation in the athletic program of the school is governed not only by this Code but also by the athletic policies of the school, as said policies are set forth in other portions of the Code and/or separately is sued by school officials.

PROHIBITED CONDUCT

The following prohibited conduct provisions are generally intended to apply to student conduct that is School-related. School-related conduct may include (for example) conduct occurring on School property, at School-sponsored events, on School vehicles, on School routes (e.g. walking routes and bus stops), and/or conduct which otherwise adversely affects or disrupts the School's programs or operations. The following examples are illustrative (but not exhaustive) of prohibited student conduct:

PROHIBITED CONDUCT

1. Alcoholic Beverages:

(a) Possession, use, sale, distribution, being under the influence, or advertisement of alcohol, or causing alcohol to be possessed, used, sold, distributed or advertised; or the attempt to engage in any such conduct.

(b) Possession, use, sale, distribution, or advertisement of any substance which is: (1) represented to be alcohol, or (2) represented to be of a nature, appearance or affect which will allow the recipient to display, sell, distribute, advertise or use the substance as alcohol, or causing such substance to be possessed, used, sold, distributed or advertised; or the attempt to engage in any such conduct.

RANGE OF DISCIPLINARY ACTION

Possession, Use - First Offense

1. Notify parents, Meeting, Assessment
2. Police referral
3. Student Assistance referral
4. 5 day O.S.S. and Crossroads Family Center (CFC) referral

Possession, Use-Second Offense

1. Same as items 1-3 above
2. Recommended 10 day O.S.S. (Type III) and Crossroads Family Center referral

Other incidences

1. Same as item 1-3 above
2. Recommendation for expulsion (Type IV) – 30 day O.S.S. and possible expulsion

Sale

Same as items 1-3 above
Recommendation of 30 day O.S.S. (Type III)

PROHIBITED CONDUCT

2. Attendance:

Failure to maintain daily

RANGE OF DISCIPLINARY ACTION

attendance in accordance with state law and Board or School policy.
See School policy

PROHIBITED CONDUCT

3. Criminal Acts:

The commission of, or participation in, criminal acts (under federal, state or local laws or ordinances). Disciplinary action may be taken by the School

RANGE OF DISCIPLINARY ACTION

regardless of whether or not criminal charges result, and such action (if taken) will not be subject to the rules or standards applicable in a criminal case. A partial listing of criminal acts which may subject a student to

discipline by the School under this paragraph appears below:

1. Notify parents

(a) Arson:

The intentional setting of fire.

(b) Assault and/or Battery:

Physical threats or violence to persons.

(c) Extortion, Blackmail or Coercion:

Obtaining money or property by violence or threat of violence or forcing someone to do something against his or her will by force or threat of force.

(d) Gambling:

Participating in games of chance for monetary gain.

(e) Larceny or Theft:

Unauthorized removal or possession of School or personal property.

(f) Malicious Mischief:

Property damage.

(g) Robbery:

Stealing or otherwise taking the property of another by force, threat or threat of force.

(h) Trespass:

Being present in an unauthorized place or refusing to leave when lawfully ordered to do so.

2. Police referral.

3. (Type II-V) discipline for all subsequent offenses

1. Notify parents.

2. Police referral

3. Mandatory expulsion (Type V)

1. Notify parents

2. Police referral

3. Physical Threat-Up to 3-day suspension

4. Physical Threat and contact-Up to 30-day suspension (Type III)

1. Notify parents

2. Police referral

3. Up to a 10-day suspension (Type II)

4. 2nd offense, Recommendation for 30-day suspension (Type III)

1. Notify parents

2. Up to 10-day suspension (Type II)

1. Notify parents

2. Police referral

3. Recommendation for restitution

4. Up to 30-day suspension (Type II-III)

1. Notify parents

2. Police referral

3. Type (II-IV)

1. Notify parents

2. Police referral

3. (Type II-IV)

First Offense

1. Notify parents

2. Police referral

3. (Type I-II)

Second Offense

1. Same as 1-2 above

2. (Type II-III)

If the student comes back to school during their suspension:

1. Additional one (1) day or three (3) days, if a second offense, will be added to their suspension

(i) Other serious (Quasi-Criminal) Misconduct:

Serious misconduct which is not necessarily “criminal” (based on technical legal principles), but which nevertheless is inherently wrong or unacceptable, and/or which is disruptive to the educational process or detrimental to others.

1. Notify parents
2. Police referral
3. (Type I-V)

PROHIBITED CONDUCT

4. Disruptive Conduct or Appearance (including gang-related symbols):

Wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign or anything that may lead to substantial disruption of, or material interference with, School activities.

RANGE OF DISCIPLINARY ACTION

First Offense

1. Notify parents
2. Type I-II

Second Offense

1. Notify parents
2. Notify counselor
3. Type II

PROHIBITED CONDUCT

5. Drugs:

(Including mind altering substances) Possession, use, sale, distribution, being under the influence, or advertisement of illegal or prescription drugs (without a prescription for such drugs), or causing illegal or prescription drugs (without a prescription for such drugs) to be possessed, used, sold, distributed or advertised; or the attempt to engage in any such conduct.

RANGE OF DISCIPLINARY ACTION

Possession, Use - First Offense

1. Notify parents
2. Police referral
3. Student Assistance referral
4. 10 day O.S.S. or 5 day O.S.S. and Crossroads Family Center Assessment. (Type II)

Possession, Use - Second Offense

1. Same as items 1-3 above
2. Recommended 10 day O.S.S. and Crossroads Family Center referral Type (II)

Other Incidences, including SALE/DISTRIBUTION

1. Same as items 1-3 above

2. Recommendation for 30 day O.S.S. and possible expulsion (Type IV)

*Appropriate forms must be on file for any over the counter medication. (This includes vitamins)

PROHIBITED CONDUCT

6. False Reporting:

Misuse or inappropriate use of fire alarms, the making of bomb threats, and/or falsely reporting student or staff misconduct.

RANGE OF DISCIPLINARY ACTION

Fire Alarm

1. Notify parents
2. Police referral
3. Type IV – 10 day O.S.S. and recommendation for expulsion

Bomb Threat

1. Notify parents
2. Police referral
3. Type III-IV – 30 days O.S.S. and recommendation for expulsion

False Reporting

1. Notify parents
2. Police referral, if applicable
3. Type I-I

PROHIBITED CONDUCT

7. Falsification of Records:

Falsification or forgery, as to either content or signature, or any documents, forms or records used or relied upon by the school. This includes fake phone calls.

RANGE OF DISCIPLINARY ACTION

1. Notify parents
2. Police referral, if applicable
3. Type I-II

PROHIBITED CONDUCT

8. Fighting/Instigating or provoking:

Quarreling involving bodily contact.

RANGE OF DISCIPLINARY ACTION

1. Notify parents
2. Possible police referral

3. Type I-II (Ten (10) days suspension for punches thrown, or five (5) with conflict resolution/anger management.)

PROHIBITED CONDUCT

9. Identification of Self:

Failure, upon the request of School authorities, to identify oneself as to name and whether or not he/she is a student enrolled in the School.

RANGE OF DISCIPLINARY ACTION

1. Type I-II

PROHIBITED CONDUCT

10. Incendiary Devices:

(a) Possession, use, threatened use, sale, distribution, or advertisement of any incendiary, explosive or destructive device (including, but not limited to, a bomb, a grenade, a mine and/or device which emits poisonous or other gas or smoke), or causing such incendiary, explosive, destructive device to be possessed, used, sold, distributed or advertised; or the attempt to engage in any such conduct.

(b) Possession, use, threatened use, sale, distribution, or advertisement of any instrument or device that is: (1) represented to be incendiary, explosive or destructive device (including, but not limited to, a bomb, a grenade, a mine and/or a device that emits poisonous or other gas or smoke), or (2) represented to be of a nature, appearance or affect that will allow the recipient to display, sell, distribute, advertise or use the instrument or device as an incendiary, explosive or destructive device (including, but not limited to, a bomb, a grenade, a mine and/or a device that emits poisonous or other gas or smoke), or causing such an instrument or device to be

RANGE OF DISCIPLINARY ACTION

possessed, used, sold, distributed or advertised; or the attempt to engage in any such conduct.

1. Notify parents
2. Police referral
3. Type II-V – 10 day O.S.S. and mandatory expulsion

PROHIBITED CONDUCT

11. Indecency:

Action or conduct offensive to commonly recognized community standards of propriety or good taste, including, but not limited to, the use of vulgar language and/or gestures.

RANGE OF DISCIPLINARY ACTION

*This includes, but is not limited to, public displays of affection (PDA)

1. Notify parents
2. Type I-III

PROHIBITED CONDUCT

12. Sexual Harassment:

Action or conduct of a sexual nature which is discriminatory, insulting, intimidating, offensive or hostile. Such action or conduct may include, but is not limited to, the following: verbal or written comments of a sexual nature; overt or subtle pressure for sexual activity; inappropriate and/or unwelcome patting, pinching, or body contact; demand for sexual conduct accompanied by implied or overt threats concerning an individual's safety;

RANGE OF DISCIPLINARY ACTION

and/or any physical act of aggression that includes a sexual act or a sexual purpose.

1. Referral to Administration and Sexual Harassment Counselor
2. Notify parents
3. Police referral, if applicable.
4. Type I-IV

PROHIBITED CONDUCT

13. Harassment/Bullying:

Any statement (oral or written), conduct (in any form), or other act which is discriminatory, insulting, intimidating, offensive, demeaning, derogatory or hostile on account of a person's gender, sexual orientation, race, ethnicity, national origin, religion, age, disability, marital status, height, weight or other physical characteristic

RANGE OF DISCIPLINARY ACTION

1. Referral to Administration and counselor if appropriate
2. Notify parents
3. Police referral, if applicable
4. Type I-IV

PROHIBITED CONDUCT**14. Insubordination:**

Failure to obey the lawful instructions or directives of School personnel. This includes cooperation with staff.

RANGE OF DISCIPLINARY ACTION

1. Notify parents
2. Type I-IV

PROHIBITED CONDUCT**15. Interference with School Authorities:**

Interference with and/or intimidation of school personnel by force or violence or threat of force or violence.

1. Notify parents

RANGE OF DISCIPLINARY ACTION

2. Police referral
3. Type II-IV

PROHIBITED CONDUCT**16. Loitering:**

Lingering, loitering, sitting or standing in an area where prohibited or restricted, or in a manner obstructing free

RANGE OF DISCIPLINARY ACTION

passage, or after having been directed to move by school authorities or other authorized personnel.

1. Notify parents
2. Type II-IV

PROHIBITED CONDUCT**17. Missiles:**

Wrongfully throwing or propelling any snowball, missile or object from any moving vehicle; or wrongfully

RANGE OF DISCIPLINARY ACTION

throwing or propelling any snowball, missile or object toward any person or vehicle (whether or not motorized).

1. Notify parents
2. Type I-II

PROHIBITED CONDUCT**18. Obscenity:**

Action or conduct involving the use or display of obscene language, signs or symbols in any form,

RANGE OF DISCIPLINARY ACTION

whether verbal, written or in the form of pictures or caricatures.

1. Notify parents
 2. Type II-III
-

PROHIBITED CONDUCT

19. Tobacco:

Possession, use, sale or distribution of snuff, chewing tobacco, smoking tobacco, e-cigarettes, vapes, (including, but not limited to, cigarettes) or smoking paraphernalia on School property.

RANGE OF DISCIPLINARY ACTION

First Offense

1. Notify parents
2. Police referral
3. Three (3) day O.S.S. & smoking cessation program
4. Referral to Student Assistance

Second Offense

1. Notify parents
2. Police referral
3. Five (5) day O.S.S.
4. Referral to Student Assistance

Third Offense

1. Notify parents
2. Police referral
3. Ten (10) day O.S.S.
4. Referral to Student Assistance

PROHIBITED CONDUCT

20. Truancy:

Unauthorized absence from School for any period of time, including chronic tardiness.

RANGE OF DISCIPLINARY ACTION

1. Notify parents
2. Type I-II
3. Referral to Ottawa County truancy Officer, if applicable

PROHIBITED CONDUCT

21. Vandalism:

Willful or ignorant damage to, or destruction of, property, or attempts to damage or destroy property, belonging to another or others.

RANGE OF DISCIPLINARY ACTION

1. Notify parents
2. Police referral
3. Restitution
4. Type I-III

PROHIBITED CONDUCT

RANGE OF DISCIPLINARY ACTION

22. Vehicles:

Operation of any vehicle, including, but not limited to, recreational vehicles (e.g., snowmobiles, motorcycles, all-terrain cycles, etc.) in any area which is not designed and intended for vehicular use; and/or operation of any such vehicle contrary to school rules or the directives of school authorities.

1. Notify parents
2. Police referral, if applicable
3. Loss of parking privilege
4. Type I-III

PROHIBITED CONDUCT

23. Weapons:

Michigan law (Public Act 328) which took effect January 1, 1995, requires expulsion of students who possess “a dangerous weapon” defined as a firearm, BB gun, dagger, dirk, stiletto, knife with a blade over three inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles in a weapon free school zone (school property) or who commit arson or sexual misconduct on school grounds. As in the federal law, the penalty for students in grades 6-12 is a mandatory expulsion.

(a) Possession, use, threatened use, sale, distribution, or advertisement of any weapon, instrument or device capable of inflicting injury (including, but not limited to, a firearm, a knife and an explosive or destructive device), or causing such weapon, instrument or device to be possessed, used, sold, distributed or advertised; or the attempt to engage in any such conduct.

(b) Possession, use, threatened use, sale, distribution, or advertisement of any instrument or device which is: (i) represented to be a weapon, instrument or device capable of inflicting injury (including, but not limited to, a firearm, a knife, laser pen/light, chains, and/or a destructive device), or (ii) represented to be of a nature, appearance or affect which will allow the recipient to display, sell, distribute, advertise or use the article as a weapon, instrument or device capable of inflicting injury (including, but not limited to, a firearm, a knife and/or a destructive device), or causing such an instrument or

RANGE OF DISCIPLINARY ACTION

device to be possessed, used, sold, distributed or advertised; or the attempt to engage in any such conduct.

1. Notify parents
2. Police referral
3. Mandatory expulsion

PROHIBITED CONDUCT

24. Flagrant Misconduct: Any other gross misdemeanor or persistent disobedience, whether in violation of established school rules, regulations, standards, or guidelines (whether contained in this Code

RANGE OF DISCIPLINARY ACTION

or separately issued), and/or whether merely violates basic concepts of acceptable student conduct and behavior.

1. Notify parents

2. Type II-IV

PROHIBITED CONDUCT

25. Inappropriate Use of Technology: Any use of technology on school property (i.e. classrooms, bathrooms, hallways, locker rooms, school events, etc.) which is used to defame, embarrass, harass another student or Grand Haven High School adult, is prohibited. This includes but is not limited to photographing, videotaping or posting of these photos/videos on social media without permission.

RANGE OF DISCIPLINARY ACTION

First offense

1. Notify parent
2. Police referral
3. Three (3) day OSS

Second offense

1. Notify parent
2. Police referral
3. Five (5) day OSS

Third offense

1. Notify parents
2. Police referral
3. Ten (10) day OSS

Reporting Incidents of Theft or Violations Of Code

Students and parents are encouraged to report any cases of vandalism, and drug, theft, or weapons violations, either by telephone or in writing. If the report results in prosecution and/or restitution, a reward may be given. The district will keep the identity of the person reporting the offense anonymous whenever possible.

Gang Behavior

The school prohibits attire and behavior that threatens the security and safety of the students on school property and at all school related activities. Although there are schools where gang activities are minimal or have not been evidenced, it would be naive to believe that these activities are not occurring after school or in a more secretive fashion. Through correspondence with local police, it is evident that our community and the surrounding communities are, however, influenced by gang activity. Because of this communication, the school has learned of attire and behaviors that are known to be gang related or initiative of gang related activities. As the school learns of these traits it will communicate to the student that such traits will not be permitted for their own safety and that of the student body. This is not to mean that the wearing of any cap after school or at activities, athletic logo items, sweatpants, earrings, haircuts, all loose fitting pants, etc. are seen as gang attire. But whenever the wearing of these items is in some way perceived as threatening, excessive or repetitive, it will be restricted.

Initiating gang attire and behaviors is restricted. This would include but not be restricted to bandannas, scarves (red or blue), baggy pants, wearing of coats and caps in a gang fashion, hats tilted to one side or the other,

sweatpants with one leg pushed up, and tattoos with gang style lettering, symbols, or logos. Attire may be required to be changed. Warnings and or disciplinary action may be taken. Repeated violations will bring about more severe discipline for insubordination up to and including expulsion.

Behaviors are seen as more disruptive and threatening. The following behaviors will bring about suspension that could lead to expulsion: gang hand signs or similar communications; “ganging” up on students to threaten them; vandalism from graffiti on books, notebooks, desks, walls, etc.; and any other behavior that damages property, creates a threatening environment, harasses students and school personnel, or endangers the student who imitates the gang attire and behaviors.

Any association with formal gangs that have established networks is strictly prohibited. Any behavior that has students forming associations with other students that either initiates established gangs or has similar characteristics is also prohibited. The administration will take severe disciplinary action including expulsion of any students who gather together to threaten, provoke, or harass another student or group of students, or disrupt the normal and prescribed activities of the school.

Sexual Harassment Policy

The Grand Haven Area Public School’s policy, No. 4220.1, prohibits sexual harassment of students. Sexual harassment of students disrupts the educational process and interferes with this District’s commitment to provide a stable learning environment to its students. All students are expected to conduct themselves with respect for the dignity of others. The Grand Haven Area Public Schools, because of its desire to prevent and prohibit sexual harassment of its students, adopts this policy to give notice that sexual harassment of students is wrong and will not be tolerated by this District.

Definition of Sexual Harassment: Sexual harassment includes, but is not limited to, any unwelcome or unwanted sexual advances, requests for sexual favors, or other verbal, written or physical conduct of a sexual nature that is unwanted by or unwelcome to the student and/or has the purpose or effect of substantially interfering with a student’s educational environment. Such conduct or communications may be illegal and will subject students to appropriate corrective actions, including discipline, when such conduct or communication has the purpose or effect of substantially interfering with the student’s education or creates an intimidating, hostile or offensive educational environment.

Sexual harassment of students may take many forms. Examples of conduct prohibited by this policy include, but are not limited to, the following:

- a. Verbal harassment or abuse of a sexual nature.
- b. Pressure for sexual activity.
- c. Repeated remarks with sexual or demeaning implications to students
- d. Unwelcome touching of a sexual nature.
- e. Suggestions or demands of sexual involvement that are accompanied by implicit or explicit threats.
- f. Sexual name-calling, gestures, jokes and spreading sexual rumors about students.

Reports of Sexual Harassment: The District encourages any student who believes he or she has been subjected to sexual harassment to report his/her concerns directly to **Kevin Berko and/or Gwen Lemkuil** (they will also explain the complaint process). Complaints or reports of sexual harassment shall be handled as confidentially as possible. However, in certain circumstances, the District may be required by the Child Protection Law to report child sexual abuse to the Department of Social Services or other designated law enforcement agency.

Appropriate District representatives will promptly investigate all reports or complaints of sexual harassment. Any student who violates this policy will be subject to appropriate corrective action, including suspension or expulsion.

The District prohibits retaliation against students who file or make such complaints. Filing of a complaint or otherwise reporting sexual harassment will not reflect upon an individual's status nor will it affect a student's grades or work assignments. However, the District will take appropriate action if it finds that a student has deliberately filed a false complaint.

Bullying/Harassment

Bullying or "harassment" is any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e., cyberbullying, through the use of internet, cell phones, personal digital assistant (pda), computer, or wireless handheld device, currently in use or later developed and used by students) that is reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress and may be motivated either by bias or prejudice based upon any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression; or a mental, physical, or sensory disability or impairment; or by any other distinguishing characteristic, or is based upon association with another person who has or is perceived to have any distinguishing characteristics. Bullying and harassment also include forms of retaliation against individuals who report or cooperate in an investigation.

The scope includes the prohibition of every form of bullying, harassment, and cyberbullying/harassment, whether in the classroom, on school premises, immediately adjacent to school premises, when a student is traveling to or from school (portal to portal), or at a school-sponsored event, whether or not held on school premises. Bullying or harassment, including cyberbullying/ harassment, that is not initiated at a location defined above is covered by this policy if the incident results in a potentially material or substantial disruption of the school learning environment for one or more students and/or the orderly day-to-day operations of any school or school program.

Technology Code of Ethics

With support from our community, the Grand Haven Area Public Schools are pleased to offer access to state-of-the-art technology. The available hardware, software, network, and Internet access provide students and employees excellent opportunities for learning and working. Access to the Internet enables users to explore thousands of libraries, databases, and bulletin boards throughout the world.

The use of technology at Grand Haven Area Public Schools is a privilege extended to students, faculty, and staff to enhance learning and exchange information. Users have the opportunity to utilize district technology and

access the Internet for learning, teaching, and research. Therefore, it is the expectation that all users will adhere to the following guidelines:

- Act responsibly during use of hardware, software, printers, labs, and networks in the district.
- Maintain the privacy of passwords and network security.
- Be responsible for personal network storage.
- Understand any information stored on the district network is the property of the school district.
- Comply with all copyright laws while using district technology.
- Refrain from downloading or installing programs, changing software or hardware configurations, or using district technology for any unauthorized purpose.
- Abstain from using chat programs, telnet, and other forms of personal communications except email.
- Follow specific rules and regulations posted in individual district buildings or classrooms.

Individuals using technology will adhere to all of the rules, regulations, and standards of Grand Haven Area Public Schools. Users violating any of these expectations will face disciplinary action according to the parameters established by the district.

Student Disciplinary Action

(Misuse of Technology)

- Users violating any of these Rights and Responsibilities will face disciplinary action according to the guidelines established by the Student Code of Conduct.
- Users violating any of these Rights and Responsibilities may be banned from using school hardware and software.
- Users will be required to make full financial restitution for any expenses incurred or any damages caused.
- Users who misuse school hardware, software, and Internet access may be required to attend additional training sessions at their expense.

Transportation (Bus) Regulations

The staff of the Transportation Department is committed to safely transporting students to and from school-sponsored events. In providing this service, we are bound by set guidelines provided by the Board of Education which define the level and limit of service which can be provided in keeping with cost effective operation and the level of service required to meet the educational needs of the school district's students.

Some of these operational guidelines will impact upon you directly and therefore are pointed below:

- Students residing within one (1) mile of their school are not eligible for transportation.
- A bus stop for a student eligible for transportation can be up to but no further than one (1) mile from their residence.
- Busses are to operate at maximum seat usage but within the rated capacity of the bus type.
- A student's riding time should not exceed one (1) hour.
- Transportation will not be provided for social activities (i.e., parties, social functions, go home with a friend, etc.).
- You must be at your bus stop five (5) minutes prior to your scheduled pick-up time. Buses do not follow an exact time schedule due to varying traffic, weather, and road conditions.
- Students suspended from school lose riding privileges for the duration of the suspension.
- School district transportation will not be used to transport students to or from work. With permission from parents and school administrators, students may get off their assigned bus at an existing stop for the purpose of work.

- Items taken on the bus must be enclosed in a tote bag or backpack. If your project or item, which you need to get to school, is too large for the backpack, you need to make some other arrangements to get to school or have the item dropped off at school for you.

To provide student transportation service in the safest possible manner is the highest priority of the Grand Haven Area Public Schools Transportation Department. In order to meet this objective, a system of rules and enforcement procedures has been developed to work towards the safety of all.

There are 19 specific rules for riding the bus which all fall under two guiding precepts. YOUR SAFETY AND THE SAFETY OF OTHERS and RESPECT FOR OTHERS.

When a disciplinary problem occurs, the driver will fill out a “Report of Misconduct on School Vehicles” form. Two copies go home to the parent, one copy to the Director of Transportation, and one copy goes to the school principal.

A set number of points are assessed for each rule violation and serve to determine the duration of suspension from bus riding privileges.

When the period of suspension has been served, the student must return the pink copy of the form signed by a parent before he/she may resume riding the bus.

Points are cumulative. Once 20 points have been accumulated, bus-riding privileges are suspended from the remainder of the school year. A copy of this form can be found below.

Remember, bus transportation is a service and a privilege. There is no requirement of law that mandates it be provided to you. It is a service we gladly provide to enhance the convenience of your education for both you and your parents. What we ask in return is that you simply conduct yourself in a manner which is in keeping with the safety and due respect of yourself and others.

The buses are operated for your convenience and safety. The major consideration in making regulations for those who ride the bus is the safety of all. We want all students to be happy and comfortable while riding. In order to meet these objectives the following regulations must be observed to and from school and any extra-curricular activities:

Students must:

- be at their assigned bus stop on time. (1)
- not litter on the school bus. (1)
- stay off the roadway - maintain proper conduct while waiting for or leaving a school bus. (2)
- get on and off at the designated stop. Changes must be approved in writing by a school authority. (2)
- not talk in a loud voice or shout or create any other disturbing noises. (2)
- remain seated. The driver is authorized to assign seats. (2)
- not eat or drink on the school bus without permission of the bus driver or teacher chaperone. (2)
- not use profane or vulgar language, or make obscene gestures. (3)
- cross in front of the bus, not in back. (3)
- not throw objects on the bus or out of the window of the bus. (3)
- obey instructions of, and show respect to, the driver. (3)
- not harass others or otherwise be unruly. (3)
- not fight. (7)

- not spit or bite. (7)
- not damage or vandalize the school bus. Students will be required to pay for repair of damage. (7)
- not possess or use flammable or explosive devices on the bus. (7)
- not possess or use tobacco products on the bus. (7)

Action regarding these regulations is based on accumulated points as follows:

- Warning - no points (warning may be given at anytime at the discretion of the bus driver).
- One day suspension - 1-3 points
- Three day suspension - 4-6 points
- Five day suspension - 7-14 points
- Ten day suspension - 15-19 points
- All year suspension - 20 or more points

Parents/Guardians disagreeing with the above discipline may request a hearing.

Note: Students cited for violation(s) of Bus Regulations will receive additional disciplinary action when the Central High School Principal deems such action appropriate.

Parent Involvement

At Grand Haven Area Public Schools parent involvement is critical to the success of all of our students. Research has shown that family involvement in education is twice as predictive of students' academic success as family socioeconomic status. When parents are involved students have higher grades, test scores, and graduation rates; better school attendance; increased motivation, better self-esteem; lower rates of suspension; decreased use of drugs and alcohol; and fewer instances of violent behavior.

Parent involvement in our schools should continue to include the traditional approaches like PTA meetings, fundraisers and volunteering in school. However, parent involvement in our schools must also focus on improving the academic progress and well being of the parents' own children.

Grand Haven Area Public Schools has made parental communication and involvement a high priority. Parents must be encouraged to be involved in all aspects of their child's education. The following expectations are to be considered guidelines for the development of Parent Involvement Plans for each of the district's school buildings:

Communication between home and school is regular, two-way, and meaningful.

- Use a variety of communication tools on a regular basis including email and the web.
- Establish opportunities for parents and educators to share information regarding student strengths and learning preferences.
- Provide clear information regarding course expectations, student placement, activities, services, and optional programs.
- Mail report cards and regular progress reports.
- Communicate with parents regarding positive student behavior.

- Provide opportunities for informal interaction between parents and staff.
- Conduct an annual parent survey to determine parent attitudes and concerns regarding the schools including barriers to involvement, level of parent involvement, and strategies to increase involvement.

Parenting skills are promoted and supported.

- Support the strengths and needs of all parents.
- Recognize the roles and responsibilities of parents in the schools.

Parents play an integral role in assisting student learning.

- Encourage parents to help in the learning process at home.
- Help parents connect to their child's learning.
- Provide opportunities for parents to join committees, contribute their specialized skills, advocate for their children.
- Educate parents on State academic content standards, state and local assessments, requirements of Title I, Part A.
- Provide parents with materials and training to help them work with their children on academic achievement.
- Educate staff on how to reach out to, communicate with, and involve parents as equal partners.
- Coordinate parental involvement with other programs.
- Provide information for parents in an understandable and uniform format.

Parents are welcome in the school, and their support and assistance are sought.

- Provide a variety of meaningful and valuable volunteer opportunities for parents to volunteer (flexible for those not available during school hours).
- Involve parents in the development of the 31a and/or Title I, Part A planning process.
- Coordinate parental opportunities with other programs such as Head Start, Adult Ed, Open Door, preschool, STAR, HOST, STRIVE, career prep and Junior Achievement.

Parents are full partners in the decisions that affect children and families.

- Involve parents in decision-making and advocacy.
- Enlist the participation of all parents.
- Involve parents in the school improvement process.
- Coordinate technical assistance and other support for schools through the district website by including classroom projects, academic standards, and grade level curriculum brochures.

Community resources are used to strengthen schools, families, and student learning.

- Provide easy access for parents to community resources.
- Establish school-business partnerships.

- Involve students in service learning projects.

Homeless Children and Youth

Grand Haven Area Public Schools adhere to the rules and regulations of the McKinney-Vento Homeless Assistance Act (Subtitle B - Education of Homeless Children and Youth reauthorized in January 2002) ensuring educational rights and protections for children and youth experiencing homelessness. At Grand Haven Area Public Schools, students who are homeless have access to the same programs as students who are housed. Homeless children will have access to educational services for which they qualify, including special education, gifted education, the free and reduced-price lunch program, before and after-school activities, and Title I services. Grand Haven Area Public Schools has designated an appropriate staff person as a liaison* for students in homeless situations. The liaison must ensure that homeless children and youth have full and equal opportunity to succeed in school and that they receive educational services for which they are eligible.

Grand Haven Area Public Schools will:

- immediately enroll homeless children and youth regardless of whether school or immunization records and proof of residency are available at the time of enrollment,
- provide school choice so students can stay in their school of origin, if feasible,
- post the educational rights of homeless children and youth in each school building, and
- provide transportation for the homeless student to ensure access to school.
- The term "homeless children and youth"
- (A) means individuals who lack a fixed, regular, and adequate nighttime residence; and
- (B) Includes -
- (i) Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations; are living in emergency or transitional shelters; are abandoned in hospitals, or are awaiting foster care placement;
- (ii) Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings...
- (iii) Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- (iv) Migratory children who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).