

A Tradition Of



Excellence

2025-2026
Grand Haven High School
Student Handbook

Welcome to the 2025-2026 school year at Grand Haven High School. We are so excited about the school year ahead. Grand Haven High School has a long standing tradition of academic and co-curricular success. We encourage you to be an active participant not only in the classroom but with activities that will support your overall success! You will find a ton of opportunities available but if you have an interest in starting something new, that can happen as well.

Our school provides an opportunity for students to challenge themselves beyond their comfort zones while supporting them along the way. The faculty and staff at Grand Haven are here to assist and provide each of its student's unique opportunities that will be rewarding and memorable. The high school student support teams are structured to support students academically, socially and emotionally in a safe, non-judgemental environment.

You will find enclosed in this handbook the procedures and the policies that we need to adhere to in order to have a school that offers a safe, healthy and friendly environment for all students, staff, and visitors.

There truly is no better place to be than Grand Haven High School ... ***T.E.A.M. GH ... Togetherness, Excellence, Accountability, Mindfulness.*** Let's have an outstanding year!

Go Bucs,
Mrs. Wilson, Principal

District Mission Statement

Grand Haven Area Public Schools committed to creating a learning environment where students are challenged to think critically, act responsibly, and lead with purpose.

High School Mission Statement

Grand Haven High School prepares ALL students for success beyond graduation by empowering individuals to think critically, act with integrity, and find their purpose.

This handbook is intended for use by students, parents, and staff as a guide to the rules, procedures, and general information about the District. The use of the word “parent” in this handbook means a student’s natural or adoptive parent or legal guardian. Students and their parents are responsible for familiarizing themselves with this handbook, and parents should use the handbook as a resource to assist their students with following its rules and procedures.

Students must comply with all school policies, regulations, rules, and expectations. The use of the word “Policy” in this handbook includes bylaws or policies adopted by the Board of Education. Although the information in this handbook is comprehensive, it is not intended to address every situation that may arise during a school day or school year. This handbook does not create a contract between the District and parents, students, or staff. The administration is responsible for interpreting the rules contained in the handbook to ensure the implementation of the school’s educational program and well-being of all students. If a situation arises that is not specifically addressed by this handbook, the administration may respond based on applicable law and policy.

The rules and information provided in this handbook may be supplemented or amended by the administration at any time, consistent with applicable law and policy.

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Important Information

District Website

www.ghaps.org

Board Policies

Board Policies are available at: www.ghaps.org

Addresses

17001 Ferris St. Grand Haven, MI 49417

Contact Information

Main Office: 616.850.6000

Student Services: 616.850.6020

Fax: 616.850.6010

Athletics: 616.850.6030

Special Education: 616.850.5140

Transportation: 616.850.5150

Administration

Principal: Tracy L.N. Wilson
Athletic Director: Taylor T. Schriber
Assistant Principal: Keegan M. Ferris
Assistant Principal: Mike C. Roberson
Assistant Principal: Gina E. Schmitt
Assistant Athletic Director: Aaron E. Dean

Student Support Teams

All school phone numbers begin with 616.850.Ext.

	A - G	H - P	Q - Z
Assistant Principal:	Keegan Ferris - Ext. 6074 ferrisk@ghaps.org	Gina Schmitt - Ext. 6072 schmittg@ghaps.org	Mike Roberson - Ext. 6073 robersonm@ghaps.org
Counselors:	Angie Prieditis - Ext. 6014 prieditisa@ghaps.org	Steve Evink - Ext. 6026 evinks@ghaps.org	Kim Kowalski - Ext. 6012 kowalskik@ghaps.org
Social Worker:	Nate Purcell - Ext. 6146 purcelln@ghaps.org	Laurel Hotchkiss - Ext. 6015 hotchkissl@ghaps.org	Jessica Hauser-Brydon - Ext. 6017 hauserj@ghaps.org
Additional Support:	English Language Learning Support: Abby Teasley - teasleya@ghaps.org Ext. 6141 Psychologist: Sara Wiles - wiless@ghaps.org Ext. 6178 Registrar: Barbara Berko - berkob@ghaps.org Ext. 6028 Special Needs Coordinator: Leah Duplissis - duplissisl@ghaps.org Ext. 6009 Testing Coordinator: Tiffany VanVelzen - vanvelzent@ghaps.org Ext. 6171		
Safety Coordinators Student Advocates:	Matt Pohl - Ext. 6193 pohlm@ghaps.org Pod 2 (7:00 am-3:15 pm)	Cathy Hegedus - Ext. 6189 hegedusc@ghaps.org Pod 1 (7:00 am-3:15 pm)	
	ISS Jordyn Ploeg - Ext. 6191 Pod 2		

Principal: Tracy Wilson - Ext. 6071
wilsont@ghaps.org

Director of Safety & Security: Trent Carithers - Ext. 5025
carithersd@ghaps.org

Resource Officer: Zach Martinie - Ext. 6205
martiniez@ghaps.org

GHHS Security Assistant: Todd Taylor - Ext. 7100
taylort@ghaps.org

2025-2026 District Calendar

Click [here](#) to view the 2025-26 District Calendar, or visit www.ghaps.org/our-district/calendars/.

2025-2026 Daily Schedule

Please [click here](#), to view the daily schedule, or visit www.ghaps.org/schools/secondary-schools/ghhs/our-school/schedules/

School staff will supervise students on school grounds 30 minutes before the school day begins and 30 minutes after the school day ends. **Unless students are participating in a school activity, school staff will not provide supervision before or after these times.**

Emergency School Closing Procedures

In the event of an emergency school closure, such as a bad weather day or when school is unexpectedly closed early, the District will notify students, parents, and the general public about the closure in the following manner:

Click [here](#) to subscribe to district communication including emergency school closings, or visit <https://www.ghaps.org/parents/parent-email-blast/>. Additionally, the [district website](#) will be updated to communicate emergency closings.

Local Radio:

WAWL - 103.5 FM

WGHN - 92.1 FM

Local Newspaper:

[Grand Haven Tribune](#)

Local Television:

[WZZM 13](#)

[WOOD TV 8](#)

[FOX 17](#)

Notice of Non-Discrimination

The District does not discriminate on the basis of race, color, national origin, ethnicity, religion, sex (including gender identity or expression, sexual orientation, pregnancy, childbirth, or a related condition), age, height, weight, familial status, marital status, military service, veteran status, genetic information, disability, or any other legally protected basis, and prohibits unlawful discrimination, including harassment and retaliation, in any education program or activity that it operates, including in admission and employment.

Inquiries about unlawful discrimination, including unlawful harassment and retaliation, may be referred to the District's applicable Coordinator and/or an agency with jurisdiction, such as the U.S. Department of Education's Office for Civil Rights, the Michigan Department of Civil Rights, the Equal Employment Opportunity Commission, or the Department of Justice.

Designated Title IX Coordinators

Jason Reinecke, Assistant Superintendent

1415 South Beechtree

Grand Haven, MI 49417

616.850.5000

reineckej@ghaps.org

Cassady Krumm, Executive Director of Special Education
1415 South Beechtree
Grand Haven, MI 49417
616.850.5000
krummc@ghaps.org

Designated Section 504 Coordinator
Cassady Krumm, Executive Director of Special Education
1415 South Beechtree
Grand Haven, MI 49417
616.850.5000
krummc@ghaps.org

Designated Civil Rights Coordinator/Employment Compliance Officer
Jason Reinecke, Assistant Superintendent
1415 South Beechtree
Grand Haven, MI 49417
616.850.5000
reineckej@ghaps.org

The District's Non-discrimination, Anti-Harassment, and Non-Retaliation Policy and Grievance Procedures is available within the Grand Haven Area Public Schools [Board Policy](#).

To report information about conduct that may constitute unlawful discrimination, including unlawful harassment and retaliation, or make a complaint of such conduct, please contact the applicable Coordinator listed above.

Any student who witnesses an act of unlawful discrimination, including unlawful harassment or retaliation, is encouraged to report it to District personnel. No student will be retaliated against based on any report of suspected discrimination. A student may also anonymously report an incident of unlawful discrimination. The District will investigate anonymous reports pursuant to its investigation procedures described by Policy. Minor students do not need parent permission to file complaints or participate in the Grievance Process described by Policy.

A student found to have engaged in unlawful discrimination, including unlawful harassment or retaliation, may be subject to discipline, including suspension or expulsion, consistent with [Policy 5206](#). The District provides equal access to the Boy Scouts and other designated youth groups as required by law.

Diversity

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

- Create a positive learning environment free of bigotry and prejudice in which all students can learn free of intimidation, harassment, bullying, or prejudice directed at them or others.
 - Empower all people to reach their full potential
 - Promote respect and dignity toward all persons
 - Prepare students to function effectively in a multiethnic and multicultural society
- Everyone in the Grand Haven Area Public School District has a right to feel respected, safe and valued.

Examples of Unlawful Harassment

“Unlawful harassment” is verbal, written, or physical conduct that denigrates or shows hostility or aversion toward a person because of the person’s membership in a Protected Class that has the purpose or effect of: (1) creating an intimidating, hostile, or offensive environment; or (2) unreasonably interfering with the person’s ability to benefit from the District’s educational programs or activities.

- **Race, color, and national origin harassment** can take many forms, including, but not limited to, slurs, taunts, stereotypes, or name-calling, as well as racially motivated physical threats, attacks, or other hateful conduct. Harassment based on ethnicity, ancestry, or perceived ancestral, ethnic, or religious characteristics is considered race, color, and national origin harassment.
- **Disability harassment** can take many forms, including, but not limited to, slurs, taunts, stereotypes, or name-calling, as well as disability-motivated physical threats, attacks, or other hateful conduct.
- **Sex-based harassment** can take many forms. For the definition of sex-based harassment, including sexual harassment under Title IX, see [Policy 3115A](#). Policies 3115-3115H are attached to this handbook as [Appendix A](#).

Section I: District-Wide Policies and Procedures

Attendance

Students are expected to attend school every day school is in session. Students are to arrive before the first class and stay until the scheduled end of their school day.

- **Reporting Absences.** If a student is unable to attend school, a parent, legal guardian, or a student who has attained independent status must excuse full-day absences through ParentVUE (BEFORE the first class period of absence) and must call the attendance office at (850-6050) for partial day absences/early dismissals/late arrivals.
 - If the absence is to be considered exempt, for reasons listed below, documentation must be turned into the attendance office for the absence to be changed from excused to exempted.
 - All absences not reported within two (2) school days will be considered (U) unexcused.
 - Any deviations from this time limit will require administrative approval.
- **Non-Attendance Notifications.** An automated system will notify parents when their child receives an unexcused absence in any class. This notification is intended to alert parents regarding attendance concerns. Call the teacher or the Attendance Office (850-6050) with questions after checking your ParentVue account.
- **Attendance Records** All absences will be coded and become part of the student's permanent record.

If a student arrives late, the student must sign in at the attendance office. A student may only leave school early if the student's parent notifies the office or the student is an emancipated minor or 18 years old with student independent status.

Student Independent Status

Students who are eighteen years old and have filed an 18-Year-Old Attendance Agreement Form signed by their parent or legal guardian are considered to be "Age of Majority" and therefore act on their own behalf.

- This form is available in the Attendance Office and must be renewed each school year.
- This does not allow students to leave campus during lunch as we operate under a closed campus.

Absences due to illness

The school will contact parents if a student becomes ill at school and may ask that the parent pick up the student. A student who is absent due to illness has two (2) days for each day of absence to complete missed assignments.

Planned absences

Parents who know in advance that a student will be absent must contact the school at the earliest possible date. Students who will be absent for reasons that can be anticipated, such as routine medical appointments and school activities, must complete any work required by the teacher before the absence unless alternative arrangements are approved by the teacher in advance. Parents should make every attempt to schedule medical and other appointments outside of school hours.

Excused and Unexcused: Absence Definitions and Expectations

The following absences will be considered excused if they are confirmed by communication to the school from the student's parent:

- student's physical or mental illness (verification from a physician, physician assistant, or nurse practitioner is required after 4 consecutive days of absence for illness);
- medical appointments for the student;
- attendance at a funeral;
- appearance at court or for other legal matters;
- observance of religious holidays;
- college planning visits; and
- personal or family vacations

Students who arrive after the start of class bell are considered tardy.

A student who violates attendance expectations may be subject to discipline and any other applicable consequences.

- **Excused Absences (AC)** Absences, such as illnesses not requiring isolation or hospitalization, that are excused (Absence Confirmed) by parents/guardians' communication with the attendance office. To be excused, communication must be received within two (2) days and will be recorded as unexcused.
 - Students are required to make up all work missed within the required time limit, which is two (2) school days to make up missed work for each one (1) day of absence. This begins the first day the student returns to school.
 - Students are responsible to contact each teacher to discuss whatever he/she missed while absent.
 - Any assignments due or tests scheduled on the day of a student's excused or exempted absence, must be accomplished the day the student returns to school during that class. If it isn't possible to use the class period, a mutually agreed upon, alternate date/time can be established. Any extenuating circumstances that would require an extension of the deadline would be at the teacher's discretion.
- **Unexcused Absences (AN)** Absences that have NOT been excused (Absence Not confirmed) by parent/guardian or independent student status communication. within two (2) school days. Any deviations from this time limit will require administrative approval. Communication regarding the reason for students' absences is GHAPS School Board Policy and inquiry into unexcused absences will allow the attendance office to check on the whereabouts of the student.
- **Late Arrival (LA)** Any student more than (5) minutes late to a class, without approval, will cause the absence to be declared an late arrival (LA) for the entire class period and will receive the same consequences as an unexcused absence, listed below. **If the absence is unexcused, the student is expected to make up all work within the required time limits as previously described.**

Exempt Absences: Requirements and Expectations

These are absences for which verifiable documentation has been received, on provider's office letterhead, and signed by provider or representative.

- Exempt absences DO NOT count toward reducing the percentage of class attendance to the minimum of 90% to receive credit.
- Students are required to communicate with teachers regarding all missed assignments/tests/quizzes and all make-up work is to be completed within the required time limits as previously described (within 2 days for each 1 absent day).
- **Exempt Absence (AX)** including medical, dental, vision, mental health appointments, court, funeral, residence in youth home
- **School Related (SR)** Absences due to school related activities where students are present at school but not in class are recorded and considered school approved and shall not accumulate to cause a loss of credit.
- A maximum of two (2) college visits will be classified as "School Guidance (SG)" if they are approved in advance and a signed form is returned from that college.
- **School Athletics (SA)** Absences or early release due to school athletics
- **School Exclusion (SS)** In School and/or Out of School Suspensions
 - Absences resulting from disciplinary violations and subsequent removal from their regularly scheduled classes for a period of time. Suspended students are required to make up all work provided during the time of suspension.

CONSEQUENCES for Unexcused (AN) full day and Late Arrival (LA) class period absences:

- **First AN or LA:** Parapro issues a detention for the hour missed and the student receives a detention slip.
- **Second AN or LA:** Same procedure as first AN or LA and a phone call to parent.
- **Third AN or LA:** Parent phone call by administrator or paraprofessional. ISS for one day.
- **Fourth AN or LA:** Same procedure as third AN or LA.
- **Fifth AN or LA:** Referral to appropriate administrator. Suspension out-of-school (OSS).
- *Failure to serve a loss of privilege or detention will result in suspension.*

Minimum Attendance Requirement and Impact on GPA

This policy defines **minimum student attendance to receive high school academic credit in courses of instruction to be ninety percent (90%) of the sessions a class regularly meets.**

- Students may have **grade point average (GPA) affected in a class with ten (10) or more hours of excused or unexcused absences** during a semester. An hour of absence is defined as one (1) class period.

- **Transfer students** shall have attendance requirements adjusted on a prorated basis for the balance of the semester in which they enroll. Attendance is accumulated for all classes during each class hour for students transferring classes within the high school.
- **Student non-attendance**, even where it does not result in a loss of credit per se under the policy, **may nevertheless have grading consequences based on applicable course/teacher standards and requirements.**

WITH 0-9 excused, unexcused and/or late arrival absences per class (per semester),

- students receive the earned grade.

WITH 10+ excused, unexcused and/or late arrival absences per class (per semester),

- students **must earn a 70% minimum grade on the final exam to earn credit.**
 - Students who **do not earn the 70% minimum on the exam, but earn a passing semester average** will receive a **CF** for the class, this earns them credit, allows them to advance, **but a failing grade will compute towards their GPA.**
 - Students who **DO earn the 70% minimum on the exam, but earn a failing grade for the semester average** will receive a **CD** for the class, this earns them credit, allows them to advance, **but a 60% grade will compute towards their GPA.**

Students are expected to:

- Complete all class work in advance for any absence that can be anticipated or make alternative arrangements with their teacher in advance of the absence.
- Sign out of school at the office if leaving school during the school day.
- Make up all work that is assigned by teachers for the instructional time that has been missed.

Family Trip Policy

While valuing the time and experiences of family/educational trips, our district and county educators firmly believe that the value of classroom instruction and discussions cannot be replaced by completing missed work, and encourage trips be taken outside of instructional time.

As detailed in the Minimum Attendance Policy for Credit, full credit cannot be earned if absences exceed 10% of classes. In consideration of family needs to take extended time together during regularly scheduled school sessions, the GHAPS district policy allows up to three (3) consecutive absence days, in one (1) family trip to be considered EXEMPT, PER SCHOOL YEAR (please note, one exempt trip per SCHOOL YEAR, **NOT** SEMESTER)

- A request for this exemption must be made at least two (2) days in advance of a family trip through the attendance office.
- Any family trip absences beyond 3 consecutive days will be considered as excused if communication is received in advance.
- This EXEMPTION ONLY APPLIES to the credit policy. The State of Michigan and OAISD Attendance and Engagement department does NOT recognize family trip or other such

exemptions, so this maintains our school board policy while recognizing state and county attendance standards.

Tardy Policy

Punctuality is a lifetime trait which industry claims is one of the most important requirements for employability. To help students with the responsibility of getting to class on time, Grand Haven High School will sound a one (1) minute warning bell prior to the start of each class. Students will be considered tardy **if they are not inside the classroom** when the bell rings at the beginning of each class period.

- "B" lunch students who are tardy twice during the class period will receive a Late Arrival (LA) for that period.

The tardy policy is a 18 week, policy hour-by-hour:

- **Tardies # 1 - 2 in a class:** Verbal Warning.
- **Tardy #3 in a class:** Phone call home from the teacher
- **Tardies #4 - 5 in a class:** Lunch Detention
- **Tardies #6 - 7 in a class:** In School Suspension
- **Tardies #8 + in a class:** Out of School Suspension

Chromebooks, Textbook and Supplies

The District will provide free instruction to all students and will not charge a fee for materials necessary to complete required courses. Students and parents may purchase additional supplies at their own expense. The District may charge a reasonable and refundable deposit to cover damage to textbooks and supplies. A teacher may provide a list of suggested materials that students and parents may purchase. Purchasing materials is voluntary and not required for curricular activities.

Students must take care of Chromebooks, textbooks, and other supplies provided by the District. The District may assess fees to repair or replace District property that is lost, damaged, stolen, returned in a different condition, or not returned. Students failing to return these items will not receive their diploma and will receive an invoice for them.

Bulletin Boards

Space may be provided within school buildings or on school electronic media for students and student organizations to post notices about student groups. Rules for posting on bulletin boards are found in [Policy 5503](#).

Bullying

All types of student-on-student bullying, including cyberbullying, without regard to subject matter or motivation, are prohibited. The District's Anti-Bullying Policy is attached to this handbook as Appendix B.

Cafeteria Rules

Approximately one third of the student body and teachers will have their lunch period during each of the three lunches A, B, and C. These lunches take place during fourth hour classes which means it is necessary to curtail activity through the academic end of the building.

Students at lunch hour must remain in the cafeteria or other designated areas unless given a pass to meet with a teacher or work in the library.

All students are expected to be seated at a table while eating lunch. The music wing is off limits during the lunch period. It is also expected that all students will clean up after themselves. Any behaviors, which do not comply with standard dining practices, will be dealt with severely.

The following disciplinary actions may occur:

1. The student(s) will stay after lunch is dismissed, to clean the entire cafeteria.
2. The student(s) will lose the privilege of using the cafeteria for lunch for a period of time. This time will increase with each subsequent incident.

Cell Phone Use

Students may not use cell phones or other electronic devices during school hours. Cell phones or other electronic devices must be stored in the student's locker during school hours if a student chooses to bring them to school. If a school is not able to provide each student with a locker, then the building may identify an alternative safe and secure storage location for the student's phone. School building administrators may give temporary permission to teachers to allow student(s) to use cell phones during the school day for learning purposes. Exemptions will be handled on a case-by-case basis and student circumstances will be taken into consideration.

Students are personally and solely responsible for the security of their cell phones and other electronic devices. The District is not responsible for theft, loss, or damage of any cell phone or other electronic device.

Taking, disseminating, transferring, or sharing obscene, racial, pornographic, lewd, or otherwise illegal photographs, video, audio, or other similar data, whether by electronic data transfer or otherwise (including via cell phone or other electronic device), may constitute a crime under state or federal law. A student engaged in any of these activities at school, at a school event, or on school-provided transportation, may be subject to discipline pursuant to this Policy and the student code of conduct. A student engaged in any of these activities outside of school may be disciplined if the student's activities substantially disrupt or negatively affect the school environment. This is a violation of misuse of district/personal electronic devices.

- 1st Offense: Phone is confiscated and sent to the office. The student may pick up the phone and sign the "Cell Phone/Electronic Device understanding" sheet from an administrator at the end of the day.
- 2nd Offense: Phone is confiscated and sent to the office. The student may pick up the device from an administrator at the end of the school day, a lunch detention is assigned, a parent phone call will occur notifying parents the next violation will include ISS.
- 3rd + Offense: Phone is confiscated and sent to the office. The student may pick up the device from an administrator after school. ISS is issued and/or a parent conference may occur for additional consequences.

The use of any such device in or near any restroom, locker room, or other location where individuals have reasonable expectation of privacy is strictly prohibited and against the law. Our school resource officer will be involved in these violations.

Cheating, Plagiarism, and Academic Dishonesty

Students may not cheat, plagiarize, or otherwise participate in academic dishonesty in any form. Unless specifically authorized by a teacher, prohibited behavior may include, but is not limited to:

- Obtaining, attempting to obtain, or aiding another person in obtaining credit for work by any dishonest or deceptive means.
- Copying another person's work or answers.
- Discussing with other students the answers or questions on a test or assignment before the test or assignment has been submitted for a grade.
- Taking or receiving copies of a test.
- Using or displaying notes, "cheat sheets," or other sources of unauthorized information.
- Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- Using artificial intelligence to assist or complete an assignment or test.
- Submitting work or any portion of work completed by another person.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty may receive no credit on that assignment or class and will be subject to discipline, up to and including expulsion.

Artificial Intelligence (AI) / Natural Language Processing (NLP) Tools

The use of AI/NLP tools, without the express permission/consent of a teacher, undermines the learning and problem-solving skills that are essential to academic success and that the staff is tasked to develop in each student. Students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI/NLP tools and they should ask their teachers when they have questions and/or need assistance. Unauthorized use of AI/NLP tools is considered a form of plagiarism and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Student Code of Conduct.

Children's Protective Services Investigations

The District will cooperate with Children's Protective Services (CPS) during an investigation of suspected child abuse or neglect. Cooperation may include allowing CPS access to a student without parent consent if CPS determines access is necessary to complete the investigation or prevent abuse or neglect. As a matter of law, the identity of an individual who makes a report of suspected child abuse or neglect is confidential and will not be disclosed.

Classroom Behavior

Teachers may establish classroom conduct rules that students must follow.

Closed Campus

The school campus is a closed campus. All students must remain on campus during school hours. Students who leave campus without authorization are subject to disciplinary action.

Upon arrival, students may not be in restricted areas and must enter the building. Restricted areas include: the parking lot and wooded areas surrounding the building. Students in restricted areas are subject to being searched. Students must also stay in school during their scheduled hours. **They are not permitted to leave the building, even to go to the parking lot, without permission given directly by the building administration or paraprofessional.** (See Searches on page 24) Lunch is considered part of the student's daily scheduled hours. Whenever a student needs to leave the campus during school hours, the student is to check out through the attendance office before exiting the building. Parental/guardian confirmation must be established before a release will be granted. Any student who does not conform to this policy will be considered truant and receive consequences as follows:

First Offense

1. Notify parent
2. One (1) day of In-School Suspension

Second Offense

1. Notify parent
2. Two (2) days of In-School Suspension

Third Offense

1. Notify parent
2. Three (3) days of Out-of-School Suspension and parent conference before re-admittance to school.

Permission To Leave Building

If for any reason a student must leave the building, advance permission from a parent by phone must be obtained, then **the student MUST check out at the attendance office.** If a student has an appointment with a doctor or dentist, the student should have a parent call the Attendance Office at 850-6050 to have the time missed excused prior to the time of the appointment. This includes appointments made with the Ottawa County Health Department. In addition, the student is to sign out in the attendance office and sign in when returning. Failure to sign out in the office can result in a disciplinary action. This includes students in the parking lot or surrounding property during school hours.

Communicable Diseases

The District, in conjunction with local health department officials, may exclude students who:

- Are suspected of having a communicable disease until a physician or local health department official determines the student is no longer a risk; or
- Lack of documentation of immunity or are otherwise considered susceptible to a communicable disease until the local health department officials determine the risk of spreading the disease has passed.

Communicable diseases include, but are not limited to, diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, COVID-19, and other conditions indicated by the local and

state health departments. Any removal will only be for the contagious period or as directed by the local health department.

Damage to School Property

Students who damage school property either intentionally or unintentionally may be subject to discipline and required to pay to replace or restore the property.

Entering into school buildings outside of school hours without an authorized adult, considered breaking and entering, is strictly prohibited and may result in disciplinary action.

Dress and Grooming

In general, clothing should be clean and appropriate for the climate and the situation. Student dress, cleanliness, or personal appearance that is a threat to the safety, health, or welfare of others; violates any statute, [Policy 5101](#), or the Dress Code; or substantially disrupts the educational environment or that school officials reasonably forecast will substantially disrupt the educational environment, is grounds for remedial or disciplinary action.

The final decision in any situation involving inappropriate attire rests with building administrators.

Students who are dressed inappropriately will be asked to change clothing immediately. If necessary, parents will be called to bring appropriate clothing, students can use extra clothing provided by the District, or the student may be sent home to change. Repeated dress code violations may result in more severe consequences.

Dress Code

Tops must have straps or sleeves and must cover the student's entire torso from armpit to armpit. Pants, shorts, and skirts must have an inseam at least 4 inches in length. Clothing may not display material that:

- Is materially and substantially disruptive or that school officials can reasonably forecast will create a substantial disruption;
- Is obscene, sexually explicit, indecent, or lewd;
- Promotes the use of or advertises illegal substances, including but not limited to substances illegal for minors;
- Incites violence;
- Contains "fighting words";
- Constitutes a true threat of violence;
- Demonstrates hate group association/affiliation or uses hate speech targeting groups based on their membership in a protected class; or
- Displays nipples, genitals, or buttocks.

Students who represent the District at an official or school-sponsored function or public event (e.g., athletic teams, bands, choirs, and other groups) may be required to follow specific dress requirements as a condition of participation or attendance.

Driving and Parking Personal Vehicles

Student driving and parking on District property is a privilege, not a right, that may be revoked at any time. Students who drive to school must obey the following rules:

1. Students may not move their vehicles, sit in, or be around their vehicles during the school day without permission from administration.
2. Students may not drive carelessly or with excessive speed on school grounds.
3. By driving to school and parking on school grounds, students and parents consent to having that vehicle searched when school officials have reasonable suspicion that a search will reveal a violation of school rules, Board Policy, or law.
4. Students intending to drive to school must complete a parking application (obtained in the Main office.) This application must be completed prior to driving to school.
5. Upon receipt of the properly completed parking application and a fee of \$25.00, a student parking permit will be issued. This permit must be placed inside the driver's side rear window. For mopeds/scooters the permit MUST be stored on the moped/scooter (i.e. compartment, pocket and driver must be able to produce the permit upon request.
6. Students must adhere to the speed limit (a maximum of 15 miles per hour) and park in designated Student Parking Areas.
7. The accumulation of litter in the parking areas can be controlled by using the trash containers. Students not complying with the parking lot regulations may have their parking privileges revoked or may be ticketed, and/or booted and fined. Student automobiles will be searched as part of this process.
8. Students are not allowed to leave during the school day without valid permission from the Attendance Office.
9. Students with permission to leave campus, may not transport students without prior administrator approval.
10. The parking permit holder will be held accountable for proper use of their vehicle, including adherence to the guidelines of the Closed Campus policy and the Uniform Traffic Code.

Emergency Contact Information

Parents must provide emergency information for each student enrolled in the District. The information should include the family physician's name, contact information for parents or a responsible adult, and any necessary emergency instructions. Parents are responsible to keep this information updated in ParentVUE..

Fees

The District will not charge students a fee to participate in curricular activities. The District may charge students a fee to participate in extracurricular and noncurricular activities to cover the District's reasonable costs. The District may require students to furnish specialized equipment and clothing required for participation in extracurricular and noncurricular activities or may charge a reasonable fee for the use of District-owned equipment or clothing. The activity's coach or sponsor will provide students with information about the fees charged and the equipment or clothing required.

Food Services

The school food service program provides a planned, well-balanced menu featuring stations with several main dishes daily and A la Carte items. All of the serving lines are computerized and a debit account is set up for each student. Money may be deposited in this account any time during the three lunch periods. Detailed accounts and meal histories are available to parents. Call the Food Service Department at 616-850-6080.

Grand Haven High School ID Card Policy: High School students who wish to utilize the computerized debit system and students who receive free or reduced meal benefits **MUST** present their student ID card to the cashier to use their food service account. Without an ID card, a student must pay cash for their purchase or deposit a minimum of \$1.00 into their account. If your child has lost or forgotten their ID card, they may purchase a replacement with money in their food service account. A charge of \$5 will be deducted from their balance for a replacement card.

Students may order lunch ahead of time through **Digitaldeli** on their Chromebook. **Students must order by 9:30 a.m. the day they plan to eat** and will be charged for the meal even if they do not pick it up. On early dismissal days students must order by 8:30 a.m.

Charging Meals: Snacks or Ala Carte items are not permitted to be charged. If a student is more than \$3.00 in the negative, they will not be allowed to charge any meals until their outstanding balance is paid in full. **During the last two weeks of school, charging of lunches will not be permitted.**

Payments: As a convenience, parents may prepay money on their child's account. Students will be informed verbally when their balance is at \$5.00 or less. Pre-payments may be for any denomination and can be made by cash, check or money order or online at Meal Magic Family Portal <https://www.ghaps.org/our-district/departments/food-service/online-ordering/> Checks and money orders will only be deposited for the amount they are written, no change will be given to a student from a check. Check or for money orders can be made out to GHAPS. There is a \$15.00 service fee on all returned checks.

Withdrawals: Student accounts are not bank accounts. Money in the food service account is for food purchases only. Students are not allowed to withdraw money from their account at any time.

Meal Magic Family Portal: Account balance information and on-line deposits to food service accounts will be available at <https://www.ghaps.org/our-district/departments/food-service/online-ordering/>. You will need your student's ID number to access account information.

Account Balances: Students who have a negative balance on their food service account are not permitted to purchase any snack items from the snack room. Negative balances must be paid ASAP. Students whose accounts are negative at the end of the school year will not receive their report cards/diploma until all money has been paid in full. Positive Food Service account balances at the end of the school year will automatically carry over into the next school year.

Meal Benefits: Your child may be eligible for free or reduced price meals at school. Applications are available from the Food Service Department, the school office, the GHAPS website (www.ghaps.org), and

at Meal Magic Family Portal under the Apply for Benefits tab. Students who receive this benefit must use their food service account and student ID to protect their confidentiality.

If you have any other questions, please contact the Food Service Department at foodservice@ghaps.org or call 850.6080.

Field Trips

Classes occasionally take field trips off school property for educational enrichment. Each student must submit a completed permission form signed by the student's parent before being allowed to attend a field trip.

A student's failure to comply with Board Policy, the Student Code of Conduct, or any other applicable rules or behavioral expectations while on a field trip may result in disciplinary action and removal or exclusion from the trip or future field trips.

Students who have not met academic or behavioral expectations may not be allowed to attend field trips.

First Aid, Illness, or Injury at School

Students who feel ill or are hurt while at school should seek immediate assistance from the nearest adult. Administrators, School Nurse, Safety Coordinators and our School Resource Officer will determine the need to call 911.

When the building principal or designee determines that a student is too ill or injured to remain at school, school staff will contact the student's parent or other designated responsible adult to pick up the student from school. If the student requires immediate medical attention, the District will first attempt to contact a parent or other designated responsible adult when reasonably possible. If contact cannot be made, the building principal or designee will take any reasonable action necessary on the student's behalf, consistent with state law.

Students showing symptoms of a communicable disease may be sent home. The District may require a statement from a licensed physician or local health official before allowing the student to return to school.

Head Lice

A student with nits within ¼ inch of the scalp or live lice may remain at school. The student will be restricted from activities that involve close head-to-head contact or sharing of personal items. The District will notify the student's parent or guardian and provide educational materials on head lice prevention and treatment.

District personnel will not ostracize or embarrass a student with lice or nits and will maintain student confidentiality.

If a student has a persistent infestation after 6 weeks or 3 separate cases within 1 school year, the District will form a team that may include the student's parents, teacher, social workers, or administrators to determine the best approach to resolve the issue.

Homeless Children and Youth

The District will provide a free public education to homeless children and youth who are in the District and will afford them the educational rights and legal protections provided by federal and state law. Homeless children and youth will not be stigmatized or segregated based on their homeless status and will have the same access to services offered to students who are not homeless.

A student or parent in a homeless situation who requires assistance should contact the District's homeless liaison:

Sarah Elliot
1415 Beechtree Street, Grand Haven, MI 49417
616.850.5045
elliotts@ghaps.org

For detailed information about Homeless Children and Youth, see Policy 5307.

Immunizations

For a student entering the District for the first time and entering 7th grade, a parent must provide the building principal or designee with a certificate stating that the student has received at least 1 dose of an immunizing agent against each disease specified by the Michigan Department of Health and Human Services (MDHHS) or other responsible agency or documentation of an applicable approved exemption.

The student's parent must provide the certificate or documentation at the time of registration, or no later than the first day of school. A parent of a student who has not received all doses of any required immunizing agent must provide the District an updated immunization certificate demonstrating that the immunizations have been completed as required by the MDHHS. The updated certificate must be provided within 4 months of the student entering the District for the first time or upon entering 7th grade. The District will not permit a student to attend school unless the parent provides evidence of immunizations or exemptions consistent with [Policy 5713](#) and state law.

Law Enforcement Interviews

Law enforcement officers may be called to the school at the request of school administration. Students may be questioned by law enforcement consistent with [Policy 5201](#). Students may be questioned by school officials at any time, without parent notice or consent, consistent with the District's obligation to maintain a safe and orderly learning environment.

Limited English Proficiency

Limited proficiency in the English language should not be a barrier to a student's equal participation in the District's instructional or extracurricular programs. Those students identified as having limited English proficiency will be provided additional support and instruction to assist them in gaining English proficiency and in accessing the educational and extra-curricular programs offered by the District.

Locker Use

Pursuant to [Policy 5102](#), lockers are District property and may be made available for student use. Lockers are assigned to students on a temporary basis, and District administration may revoke a student's locker assignment at any time. The District retains ownership of lockers notwithstanding student use.

Students have no expectation of privacy in their lockers. The building principal or designee may inspect lockers without any particularized suspicion or reasonable cause and without advance notice. Upon the request of the building principal or designee, law enforcement may assist with searching lockers.

During a locker search, student privacy rights will be respected for any items that are not illegal or violate Board Policy or building rules.

Students must keep all personal belongings, including coats, cellphones, blankets, and backpacks, in their lockers during the school day.

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 Student Services Office. If your locker or combination is in need of repair, report it to the office.

If you are taking a physical education class, a locker will be made available by your physical education teacher. **Do not leave money or valuables in your physical education locker and be sure your locker is locked when you leave it.**

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

Particular Types of Searches

The following provisions apply following types of searches:

Locker(s) Searches

Lockers are the property of Grand Haven 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.

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. (This includes students that are in restricted areas) Restricted areas include locker rooms, parking lot, areas surrounding the building, music wings, etc.

(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.

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 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. Any student in the parking lot during school hours without permission will be subject to an automobile search.

Lost and Found

All lost and found items are to be taken to the attendance office. Students may claim lost articles there. Unclaimed items may be donated to a local charity or otherwise disposed of at the conclusion of each semester.

Media Center

The High School Library Media Center staff encourages students to use our excellent range of resources and services to pursue academic and personal goals. We are available for computer and audio-visual instruction, reading guidance, and research assistance. **Hours: 7:00 a.m. - 3:00 p.m.**

The library media center has many types of resources to promote academic success and lifelong learning:

- extensive online and print reference collection
- online and print magazines
- electronic databases and online public access catalog
- multi-media production/computer lab
- networked Internet access
- xapshot camera, videodisk, visualizer, large screen projectors for projects
- copy machine for personal copies

- current newspapers
- interlibrary loan from other schools in the district

Our checkout policies are:

- 3-week loan period on books and magazines
- 1-week loan for videotapes
- overnight loan for reference books
- overnight/weekend loan of video cameras

The Library Media Center is a quiet, comfortable place to study, read, or use computers and other reference tools. We look forward to seeing you in the new school year. All library materials must be returned or all paid for prior to taking exams each semester. Students failing to return these materials will not receive their report card or diploma until full payment has been made

Medication

Whenever possible, parents should arrange student medication schedules to eliminate the need for administration of medication at school. When a student requires prescription or over-the-counter medication at school, the following procedures apply:

- The student's parent must annually submit a written request and consent form as required by the District.
- A building principal or school nurse must request that the parent supply medications in the exact dosage required whenever feasible.
- The building principal or school nurse will notify the student's parent of any observed adverse reaction to medication.
- All medications must be in the original container.

For additional information and requirements, see [Policy 5703](#).

Medications and Individualized Health Plans

Students are not allowed to carry any medication during school hours. This includes: cough drops, Tylenol, eye drops, etc. All medication must be kept in the office. This excludes Inhalers, Epi Pens, and Diabetic supplies with parent/guardian and physician authorization on the Individualized Health Plan (IHP).

Medication Form 5330 F1 must be filled out and include parent/guardian authorization and physician's written order and signature before the administration of prescription or nonprescription (over-the-counter) medications at school by the administrator or his/her designee. This form may be picked up in the school office and online at www.ghaps.org under *parents and students tab/forms*. These forms must be renewed annually and with any change to the medication.

An Individualized Health Plan (IHP) is needed for children who have asthma, diabetes, seizures, a feeding tube, life threatening allergies, or any other health condition which requires prescribed treatment at school (ex. blood pressure checks). These forms may be picked up in the school office or online at www.ghaps.org under *parents and students tab/forms*.

All medication must be delivered to the school office by the child's parent/guardian in the original container. Prescriptions must be in the original pharmacy labeled containers.

School district policy requires that we count and keep accurate records of the number of pills we receive and administer. When dropping off medication, please plan a few extra minutes for this to occur.

By law, the school cannot provide medication of any kind. Thus, parents must provide even the simplest medication such as Tylenol.

Asthma Inhalers and Epinephrine Auto-Injectors/Inhalers

A student may possess and use an asthma inhaler or epinephrine auto-injector or inhaler with written approval from the student's healthcare provider and consistent with [Policy 5703](#). A minor student must also have written permission from the student's parent. The required documentation must be submitted to the building principal or designee. If a student is authorized to self-possess or self-administer an asthma inhaler or epinephrine auto-injector or inhaler, the building principal or designee will notify the student's teachers and other staff as appropriate.

Additionally, the school must maintain a written emergency care plan drafted by a physician in collaboration with the student's parent. The emergency care plan will contain specific instructions related to the student's needs. The physician and parent should update the emergency care plan as necessary to address any changes in the student's medical circumstances.

Parties

Classes may have seasonal or curriculum-related parties during the year. Students must follow all expectations and rules established by the teacher or other relevant staff during the party. Invitations for private parties and non-school-sponsored events may not be distributed in the classroom.

Protection of Pupil Rights

The District respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy as required by law. The policy is available on the District's website or upon request from the District's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the Superintendent. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the Superintendent. A copy of the District's annual notice to parents regarding the Protection of Pupil Rights Amendment is attached as Appendix C.

Public Display of Affection

Students may not engage in public display of affection that are disruptive to the school environment or distracting to others.

Rights of Custodial and Non-Custodial Parents

Unless a parent has provided the building principal or designee with a court order that provides otherwise, District personnel will treat each parent, regardless of custody or visitation rights, the same as to accessing student records, meeting and conferring with District personnel, visiting a child at school, and transporting a child to or from school. District personnel are not responsible for enforcing visitation or parenting time orders.

Parents, regardless of custodial status, will be provided information about conference times so both parents may attend a single conference. The District is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff may terminate a conference and reschedule it with appropriate modifications or expectations.

Search and Seizure

To maintain order and discipline in school and protect the safety and welfare of students and school personnel, school authorities may search a student or the student's personal effects (e.g., purse, book bag, athletic bag) as permitted by law and may seize any illegal, unauthorized, or contraband materials discovered in the search. As noted in "Locker Use," student lockers and desks are school property and remain at all times under the District's control. Student lockers and desks are subject to search at any time for any reason and without notice or consent. Vehicles on school property also falls within this process, please refer to [Driving and Parking Personal Vehicles #3](#).

School officials may use canines, metal detectors, wands, or other tools to conduct searches.

A student's failure to permit a search and seizure may be grounds for disciplinary action. A student's person and personal effects may be searched whenever a school official has reasonable suspicion to believe that the student possesses illegal or unauthorized materials. If a properly conducted search yields illegal or contraband materials, these items may be turned over to law enforcement or stored in a secure place at school until a disciplinary hearing.

Student Education Records

The District may collect, retain, use, and disclose student education records consistent with state and federal law. See [Policy 5309](#) for an overview of the District's collection, retention, use, and disclosure of student records.

Parents may inspect and review their minor child's education records, regardless of custody status, unless a court order specifies otherwise. An eligible student (i.e., a student who is 18 years or older or an emancipated minor) may also inspect and review their education records.

Right to Request Explanation or Interpretation

A parent or eligible student may request, in writing, an explanation or interpretation of a student's education records. School officials will respond to any reasonable request.

Right to Request Amendment of Education Records

A parent or eligible student may request that a student's education record be amended if the parent or eligible student believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights as explained in [Policy 5309](#).

Directory Information

The District designates the following information as directory information:

- a. student names, addresses, and telephone numbers;
- b. photographs and videos depicting a student's participation in school-related activities and classes;
- c. date and place of birth;
- d. major field of study;
- e. grade level;
- f. enrollment status (e.g., full-time or part-time);
- g. dates of attendance (e.g., 2023-2027);
- h. participation in officially recognized activities and sports;
- i. weight and height of athletic team members;
- j. degrees, honors, and awards received; and
- k. the most recent educational agency or institution attended.

The Board further designates District-assigned student email addresses as directory information for the limited purposes of: (1) facilitating the student's participation in and access to online learning platforms and applications; and (2) inclusion in internal school and District email address books.

School officials may disclose "directory information" without the prior written consent of a parent or eligible student unless the parent or eligible student specifically notifies the District that the parent or eligible student does not consent to the disclosure of the student's directory information for 1 or more of the uses for which the District would commonly disclose the information.

A Directory Information Opt Out Form is attached to this handbook as Appendix D. This form allows the parent or eligible student to elect not to have the student's directory information disclosed for 1 or more of the listed uses. Upon receipt of a completed Directory Information Opt Out Form, school officials may not release the student's directory information for any of the uses selected on the form.

Address Confidentiality Program

The District will not disclose a student's or parent's phone number or address or the parent's employment address to another person who is the subject of a court order that prohibits disclosure of the information if the District has received a copy of the order. The District will not disclose a confidential address, phone number, or email address in violation of the Address Confidentiality Program Act if the student or the student's parent notifies the District that the student or the student's parent has obtained a participation card issued by the department of attorney general.

Technology

Use of District technology resources is a privilege, not a right. Students are expected to use computers, the Internet, and other District technology resources for school-related educational purposes only. Students and their parents are required to sign and return the Acceptable Use Agreement attached as [Appendix E](#) before they may use or access District technology resources. Students who violate the District's Acceptable Use Agreement may have technology privileges terminated or suspended and may be subject to discipline, up to and including expulsion.

Threat Assessment and Response

The Board of Education is committed to providing a safe environment for all members of the school community. Our commitment to security includes creating and maintaining a safe school climate and supportive culture as a foundation for preventing violence and mitigating risk.

Students are encouraged to report any threat immediately. Threats may be reported to any District employee in-person, by e-mail, or by telephone. Students may also report threats through the OK2SAY program.

The District's Threat Assessment and Response is found in [Policy 5714](#).

Transportation Services

The staff of the Transportation Department is committed to safety 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 out 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.

Buses are to operate at maximum seat usage but within the rated capacity of the bus by type.

A student's riding time should not exceed one (1) hour, except for extenuating circumstances..

Transportation will not be provided for social activities (i.e. parties, social functions, go home with a friend, etc.) **In emergency situations, parents must call the transportation office to receive approval for changes to transportation.**

You must be at your bus stop ten (10) 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 their suspension.

School district transportation will not be used to transport students to or from 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 arrangement to get to school or have the item dropped off at school for you.

Bus Regulations

The buses are operated for your convenience and safety. The majority consideration in making regulations for those who ride the bus is 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:

1. Be at their assigned stop on time (7-10 min earlier than scheduled stop).
2. Not litter on the school bus.
3. Stay off the roadway: maintain proper conduct while waiting for or leaving a school bus.
4. Get on and off at the designated stop.
5. Not talk in a loud voice or shout or create any other disturbing noises.
6. Remain seated. The driver is authorized to assign seats.
7. Not eat or drink on the school bus without permission of the bus driver or chaperone.
8. Not use profane or vulgar language, or make obscene gestures.
9. Cross in front of the bus. **DO NOT CROSS IN THE BACK OF THE BUS!**
10. Keep head and hands inside the bus.
11. Not throw objects inside the bus or out the windows of the bus.
12. Obey instructions of and show respect to the bus driver.
13. Not harass others or otherwise be unruly.
14. Not fight.
15. Not spit or bite.
16. Not damage or vandalize the school bus. Students will be required to pay for repairs.
17. Not possess or use flammable or explosive materials on the bus.
18. Not possess or use illegal or dangerous substances or items on the bus.
19. Not possess or use tobacco products on the bus. This includes Vaping and E-Cigs and all related paraphernalia.
20. Not record or take any pictures of any students at any time at the bus stop or on the bus.

RULES 12-20 result in automatic 3 day suspension for first offense.

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

1. Warning
2. Three Day Suspension
3. Five Day Suspension
5. All Year Suspension

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

School Vehicle Rules

Riding in school vehicles is a privilege, not a right. Students must comply with the following rules and all school conduct rules and directives while riding in school vehicles. In addition, students must comply with the Student Code of Conduct while in school vehicles.

When in school vehicles, the following rules apply:

1. Students must promptly comply with any directive given by the driver.
2. Students must wait in a safe place for the vehicle to arrive, clear of traffic and away from where the vehicle stops.
3. Students may not fight or engage in bullying, harassment, or horseplay while riding or waiting for school vehicles.
4. Students must remain seated and keep aisles and exits clear while the vehicle is moving.
5. Students may not throw or pass objects on, from, or into vehicles.
6. Students may not use profane language, obscene gestures, tobacco, alcohol, drugs, or any other controlled substance on the vehicles.
7. Students may not carry weapons, look-a-like weapons, hazardous materials, nuisance items, or animals onto the vehicle.
8. Students may converse in ordinary tones and volumes but may not be loud or boisterous and should avoid talking to the driver while the vehicle is moving. Students must be absolutely quiet when the vehicle approaches a railroad crossing and any time the driver calls for quiet.
9. Students may not open windows without the driver's permission. Students may not dangle body parts or other items (e.g., legs, arms, backpacks) out of the windows.
10. Students must secure any item(s) that could break or cause injury if tossed about the inside of the vehicle if the vehicle were involved in an accident.
11. Students must respect the rights and safety of others at all times.
12. Students must help keep the vehicle clean, sanitary, and orderly. Students must remove all personal items and trash upon exiting.
13. Students may not vandalize or intentionally cause damage to the vehicle.
14. Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure by the superintendent or designee.

Video cameras may be placed on vehicles and buses to monitor student behavior on the vehicle/bus. Exceptions or modifications to these rules may be made as necessary to accommodate a student with a disability.

School Vehicle Misconduct Consequences

Students who violate the school vehicle rules will be referred to the building principal for discipline. Disciplinary consequences may include parent notification, suspension of vehicle/bus riding privileges, exclusion from extracurricular activities, in-school suspension, and suspension or expulsion.

These consequences are not progressive and school officials have discretion to impose any listed consequence they deem appropriate in accordance with state and federal law and board policy.

Records of vehicle misconduct will be forwarded to the appropriate building principal and will be maintained in the same manner as other student discipline records. Reports of serious misconduct may be reported to law enforcement.

Different Route Requests

All requests need to be made directly to the Transportation Department 616.850.5150.

Video Surveillance and Photographs

The District may monitor any District building, facility, property, bus, or vehicle with video recording equipment other than areas where a person has a legally recognized and reasonable expectation of privacy (e.g., restrooms and locker rooms). Except in those school areas, a person has no expectation of privacy.

The District may use video recordings for any lawful purpose, including student discipline, assisting law enforcement, or investigations.

Students may not make recordings: on school property; when on a vehicle owned, leased, or contracted by the District; or at a school-sponsored activity or athletic event unless otherwise authorized by [Policies 5210](#) or [5805](#), applicable law, or a District employee.

Withdrawal From School

Students who are transferring from the District must submit written notice to a Principal and follow the below procedures:

- Please obtain a transfer form from the appropriate Assistant Principal.
 - Have a parent or guardian sign the form.
 - Take the form to each of your teachers to:
 - obtain, in writing, a current "letter grade" for that course.
 - turn in the appropriate textbook and/or be assessed a fine.
 - obtain the teacher's clearance signature
 - Then, take the form to:
 - the Media Center to return any books checked out, be assessed a fine, if appropriate & obtain a clearance signature from the Media Specialist.
 - the Food Service Office to pay any outstanding debt or receive a refund on your food service account.
 - Signatures must be obtained from:
 - a representative in Student Services
 - a representative in Athletics
 - a representative in the Food Service Office
- This must be returned to the appropriate administrator.

The procedure for dropping students and transcribing grades will be as follows:

- If a student is dropped from school prior to the first three weeks of school (or the onset of a semester), and this student has not attended any classes in that three week period, that student will not be transcribed.

- If a student is dropped from school prior to the first three weeks of school (or the onset of a semester), and the student has attended classes, that student will be transcribed with a "W" for each class.
- If a student is dropped from school after the first three weeks, and has attended classes after the three week mark, that student will be transcribed either with a "WF" if failing, or a "W" if passing.

Section II: Academics

To encourage students and parents to stay apprised of student academic information, grades, attendance, and other information can be accessed via ParentVue in Synergy.

To register for Synergy, contact Student Services at 616.850.6020.

Academic Awards

Class rank is determined beginning after the third semester of high school. Honor Roll is published at the end of each semester. To qualify for Honor Roll, a student must maintain a **3.00 GPA or higher** across all subjects and have no grades marked as "Incomplete" (I).

Students become eligible to receive an **Academic Letter and/or Pin** after completing **four semesters** with a **cumulative GPA of 3.5 or higher**.

Academic Guidelines and Opportunities

Grand Haven High School offers a comprehensive educational program for students. For a full menu of these programs, please visit our [course descriptions guide](#).

Alternative Education Program

Students failing to meet adequate academic progress towards graduation may need to seek an alternative education program. Grand Haven Area Public Schools offers [Central High School](#) and [Cyber School](#).

Commencement

Any student who wishes to graduate from Grand Haven High School **MUST** complete one (1) semester, earning two (2.0) credits during their senior year. This typically happens during the 2nd semester unless a student qualifies for Early Graduation. Participation in the Graduation / Commencement Ceremony is an honor and student code of conduct violations could jeopardize a student's participation

Students who attend and complete the requirements for graduation at Central High School or CyberSchool will participate in the Central High School / CyberSchool graduation ceremony. Central High School or 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, earn a minimum of two credits and meet the GHHS graduation requirements to participate in the Grand Haven High School graduation ceremony. Typically, this would be accomplished during the final semester of the school year unless a student qualifies for Early Graduation and then it would be during the 1st semester. Central High School / CyberSchool students, who intend to walk with Grand Haven High School, must schedule a meeting with the GHHS Principal to determine if all GHHS expectations/requirements have been met.

Honor students and High Honor students will wear the honor cords at the graduation ceremony. Top Honor students and Distinguished Academic Leaders will be eligible to wear the honor cowl.

The grade point average and rank in class computed at the end of the seventh semester will not be the final rank or G.P.A. A final rank in class and grade point average will be computed at the conclusion of each senior's earned credits, usually at the end of the eighth semester in June. This final rank and G.P.A. will be recorded on each graduate's final official transcript permanent record for use in sending information to employers and colleges. Those students wishing to be considered for a higher honor during the last semester, must get a grade calculation form from Student Services, complete and return it to the HS Registrar by the last day of senior exams.

Credits and Graduation Requirements

A student must successfully complete all graduation requirements to earn a high school diploma.

Required Credits and Courses

English/Language Art 4 credits required

- 1.0 (9th) 9th Grade English
- 1.0 (10th) 10th Grade English or Honors 10th Grade English
- 1.0 (11th) 11th Grade English
- 1.0 (12th) AP or (12th) Elective

Social Studies 3 credits required

- 1.0 (9th) World History with Geography
- 1.0 (10th) U.S. History with Geography
- .5 (11th) Civics/U.S. Government
- .5 (11th) Economics

Science 3 credits required

- 1.0 (9th) Earth Science
- 1.0 (10th) Biology
- 1.0 (11th) Chemistry and Physics

Mathematics 4 credits required

- 1.0 Algebra I
- 1.0 Geometry
- 1.0 Algebra II
- 1.0 Additional Math credit (1 credit must be in **senior** year)

World Languages 2 credits required

- Physical Ed. .5 credit required**
- Health .5 credit required**

Visual/Performing or Applied Art 1 credit required

Electives 4 credits required

*** Beginning in the fall of 2024, Economics and Personal Finance will count as the Financial Literacy requirement for the Class of 2028 and beyond.**

Total Credits Required for graduation: 22

Per Board of Education [Policy #5409](#) Graduation Requirements - Students must complete the entire Michigan Merit Exam, which consists of a College Entrance exam, Career Readiness test, and Michigan wrap-around tests (currently SAT, WorkKeys, M-STEP), or an approved and appropriate alternate assessment, in order to graduate.

Early Graduation requires that students complete ALL graduation requirements in the 1st semester of their senior year which means being enrolled in two mathematics classes to earn 1.0 credits.

Dropping or Adding a Class

The week prior to each semester starting students may request to drop or change a class. All changes must be completed by the 3rd day of each semester. Please understand that each semester stands alone and schedule change requests for individual teachers and lunches may not be honored. Extenuating circumstance will follow the below criteria:

1. **Any course dropped before the first two (2) weeks of class will be recorded as a “W” (withdrawn).**
2. **Any course dropped after the first two (2) weeks will be recorded as an “F” for the semester.**
3. If a student is in jeopardy of failing his/her class and wants to drop a class, a conference with the student, parent, and counselor must take place in advance.
4. When a student is removed from a course by administrative action, the grade to be recorded will be determined by the administrator in conjunction with the teacher.
5. No course may be added after the first two (2) weeks of classes. This does not include transfer students.
6. Teacher initiated requests for deviation from this policy may be granted upon the approval of the principal or designee.
7. Any student enrolled in fewer than four (4) courses may be dropped.

Dual Enrollment

Students in grades 9 and above may be eligible to dually enroll in college classes to obtain high school and college credit. Please contact your assigned counselor for information about enrollment eligibility, charges paid by the District, eligible institutions, and other matters related to dual enrollment.

By March 1 of each year, the District will provide general information to all students in grades 8 or above about postsecondary enrollment options. In addition, the District will provide detailed information to all high-school students about postsecondary enrollment options. That information will include all of the following:

- enrollment eligibility;
- the institutions and types of courses in which students may enroll;
- the District’s decision-making process for granting academic credits;
- an explanation of the costs that the District will pay and financial arrangements for paying costs not paid by the District;
- an explanation that the District will pay the eligible postsecondary institution directly upon being billed by the postsecondary institution for those charges that are the District’s responsibility and that the student will be responsible for additional costs not paid by the District;
- available support services provided by the District;

- the need to arrange an appropriate schedule;
- consequences to the student for failing or not completing an eligible course, including the possibility of being required to repay the District for money paid by the District on the student's behalf to the postsecondary institution;
- the effect of enrolling in an eligible postsecondary course on the eligible student's ability to complete the required high-school graduation requirements; and
- the academic and social responsibilities that must be assumed by the eligible student and his or her parent.

The District will, to the extent possible, offer counseling services to a student and his or her parent before the student enrolls in an eligible postsecondary course to ensure that the student and his or her parents are fully aware of the benefits, risks, and possible consequences of enrolling in an eligible course. The District will also encourage eligible students and their parents to use available counseling services from the postsecondary institution.

Grades

Report cards will be issued at least once each semester. Grades are calculated using the following grading scale:

Grade Point Average is the sum of the numeric values of each report card letter grade divided by the number of grades. This number will be rounded to the nearest one-thousandth.

GRADING SCALE

Regular Courses

A	4.00
A-	3.667
B+	3.333
B	3.000
B-	2.667
C+	2.333
C	2.000
C-	1.667
D+	1.333
D	1.000
D-	0.667
F	0.000

Advanced Placement Courses

A	5.00
A-	4.667
B+	4.333
B	4.000
B-	3.667
C+	3.333
C	3.000
C-	2.667
D+	2.333
D	2.000
D-	1.667
F	0.000

NOTE: A grade of A+ may be given but it will be equated as an A in determining G.P.A.

Grade changes can only be done by the teacher of record. The grade change form must be completed by the teacher and submitted to the building principal.

Homework

Classroom teachers may assign homework. Parents who have questions about homework or concerns about class work should contact their student’s teacher.

Each student is expected to spend time preparing for classes outside of school hours. The amount of time that is needed will depend upon each student and each class.

Personal Curriculum

For some students, it may be appropriate to modify the Michigan Merit Curriculum through implementation of a personal curriculum. All students who have completed 9th grade are entitled to a personal curriculum, and the District will implement a personal curriculum for a student if requested by a parent or by the student if the student is age 18 or older. A parent of a student with a disability under the Individuals with Disabilities Education Act may request a personal curriculum before the student has completed grade 9. Any modification to the Michigan Merit Curriculum must be consistent with Michigan law and must incorporate as much of the Michigan Merit Curriculum content standards as practicable for the student. The District retains discretion to determine what modifications to the Michigan Merit Curriculum are appropriate for a particular student through a personal curriculum. A student who successfully completes an approved personal curriculum will earn a regular high school diploma.

To request a personal curriculum, please contact the appropriate counselor.

For additional information about the Michigan Merit Curriculum and Personal Curriculum, see [Policy 5409](#).

Placement

The District has the sole discretion to make promotion, retention, and placement decisions for its students, consistent with state and federal law. The District may consider parent requests that a student be placed in a particular classroom, building, educational program, or grade. The District’s placement decision is final.

Students with Disabilities

Eligible students with disabilities under the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act are entitled to a free appropriate public education. The District will follow state and federal law and applicable rules and regulations in identifying, locating, evaluating, and educating students with disabilities.

A parent who believes their student is eligible for special education or accommodations due to a disability or suspected disability should contact our Child Study Coordinator by calling Student Services, 616.850.6020.

Testing Out

A student may test out of high school classes and earn credit. Students interested in testing out of a class should review [Policy 5409](#).

Grand Haven High School students opting to test out of a course will receive a "TO" on their transcript if they receive a C+ or higher grade on the test exam. Credit will be 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 current high school applicants requesting Testing Out must submit a completed registration form to the main office.

The following date will be the Test out Dates: **May 6, 2026 (Registration Deadline is April 15, 2026)**

If you have any questions, contact Mrs. Schmitt, Assistant Principal.

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 Student Services Center. 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 his/her birth certificate or driver's license with the permit to the Student Services Center office for final validation.

Section III: Student Clubs, Activities, and Athletics

Students are encouraged to participate in the various student clubs, activities, and athletics offered by the District.

Extracurricular Activities

Participation in extracurricular activities is a privilege, not a right. Students are encouraged to participate in extracurricular activities. Participation is open to students who meet the eligibility requirements established by the District and any applicable governing body.

The District has exclusive control over extracurricular activities including, but not limited to, formation, naming, structure, operation, financing, and discontinuance.

Student athletes are also subject to the Athletic Code of Conduct (see Appendix F) and any applicable team rules.

For more information, see [Policy 5507](#).

Student-Initiated Non-Curricular Clubs

Students may voluntarily form clubs that are not directly related to the school curriculum. Membership in a student-initiated, non-curricular club must be open to all interested and eligible District students, and the club may not refuse membership to a student based on any protected classification under state or federal law.

For more information about student-initiated non-curricular clubs, including how to form a club, see [Policy 5510](#).

For the 2025-2026 school year, the High School offers the following student clubs, activities, and athletics:

Non-Competitive Athletics, Clubs, & Programs

Ambassador Club Art Club Baking Club Bucks Finance Club Calling All Colors Cereal Club Chess Club	DoRAK (Do Randoms Acts of Kindness) Dungeons & Dragons Fellowship of Christian Athletes (FCA) First Priority Grand Haven Productions G.R.E.E.N. (Global Responsibility for the Earth's Environment Now)	Grand Haven GSA InterAct Club Literary Club National Honor Society Student Senate Sending SunShine T.E.A.M. GH Tabletop Gaming Club
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Competitive Athletics, Clubs, & Programs

Band Baseball Basketball--Boys Basketball--Girls B.A.S.S. Fishing Bowling--Boys Bowling--Girls Catalina Club Choir Competitive Cheerleading Cross Country--Boys Cross Country--Girls Dance DECA eSports Equestrian First Robotics	Football Golf--Boys Golf--Girls Ice Hockey Lacrosse--Boys Lacrosse--Girls Mock Trial Model UN Orchestra Powerlifting Rowing (Co-Op at SL) Rugby--Boys Rugby--Girls Sailing Science Olympiad Sideline Cheer Ski--Boys	Ski--Girls Soccer--Boys Soccer--Girls Softball Swimming and Diving--Boys Swimming and Diving--Girls Tennis--Boys Tennis--Girls Thespians Track & Field--Boys Track & Field--Girls Trap Shooting Volleyball--Boys Volleyball--Girls Water Polo--Boys Water Polo--Girls Wrestling
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A significant part of having a quality educational experience is exploring interests and becoming involved in activities that supplement the academic offerings of the school. One way Grand Haven High School (GHHS) supports gaining this experience and strives to meet the Grand Haven Area Public Schools Standards for Excellence is by offering extensive opportunities for Grand Haven Area Public School students in activities and organizations that build character, teach leadership and develop teamwork skills.

It is an ongoing goal of GHHS to improve the number and quality of the curriculum-related, non-curriculum-related, and student service programs offered in our building. To achieve this goal we encourage each and every student to join some organization or activity that best meets their personal

needs. Along with a comprehensive athletic program, GHHS also offers curriculum-related programs and has a number of non-curriculum-related clubs.

Curriculum-related Programs

Those clubs and organizations that supplement a course offered for credit in the high school through performance or competition or that relate directly to the body of courses as a whole by honoring, recognizing or encouraging academic achievement in the context of the school's curriculum. These require a commitment outside the hours of the regular school day. (Examples include: Band, Choir, Science Olympiad, etc.)

Non-curriculum-related Clubs

Those clubs and organizations that exist with a specific purpose or mission outside of the academic curriculum. These programs require a commitment outside the hours of the regular school day. (Examples include: GREEN, First Priority, Catalina Club, and Ambassadors, etc.)

Athletic Clubs

An athletic club sport is a student-initiated group that meets to participate in a sport in which the Michigan High School Athletic Association (MHSAA) sponsors an officially sanctioned tournament in that sport. In the event the MHSAA does not sponsor a tournament in a particular sport, the student club will not be deemed to be an athletic club, but rather will be deemed to be a non-curriculum-related club. All athletic clubs in which the MHSAA sponsors a tournament in the particular sport must exist entirely outside of and separate from the School District.

Each curriculum-related program and non-curriculum-related club is overseen by an advisor or school official. Each program has regularly posted meeting times. Please watch the bulletin boards in the hallway for information on meeting times and events.

Club Letter

Lettering requirements to be eligible for a club letter:

1. Must be a competitive club with competitions.
2. Participants must attend 95% of practices unless excused by the coach. Excusable absence will include: sickness, death of a family member, other school or organization activity not to be more than 3 times per season.
3. Participants must be a positive contributing team member
4. Participants must be in good standing with the school and community
5. Specific criteria for receiving a club letter will be determined by each individual head coach.

A student's failure to comply with Policy, the Student Code of Conduct, or any other applicable rules or behavioral expectations while participating in or attending a student club, activity, or athletic competition, meeting, event, or practice, may result in disciplinary action.

Transportation To/From Extracurricular Activities

The District may provide transportation to students who participate in school-sponsored events. If District-provided transportation is available, students must ride to and from those events in a school vehicle unless otherwise excused by the activity sponsor.

Communication and Sportsmanship

Good Sportsmanship For Students and Others

“Sportsmanship is that quality of honor that desires always to be courteous, fair, and respectful, and it is interpreted in the conduct of players, spectators, coaches, and school authorities.”

HIGH SCHOOL STUDENTS - Should set a good example in the matter of sportsmanship and quickly condemn unsportsmanlike conduct on the part of other students or adults. To this end they should-

- (1) Remember that a student spectator represents his school the same as does the athlete.
- (2) Recognize that the good name of the school is more valuable than any game won by unfair play.
- (3) Respond with enthusiasm to the calls of the cheerleader for yells in support of the team, especially when it is losing.
- (4) Learn the rules of the various athletic games so that either as spectators or critics they will be intelligent.
- (5) Accept decisions of officials without question.
- (6) Express disapproval of rough play or poor sportsmanship on the part of players representing the school.
- (7) Express disapproval of any abusive remarks from the sidelines.
- (8) Recognize and applaud an exhibition of fine play or good sportsmanship on the part of the visiting team.
- (9) Be considerate of the injured on the visiting team.
- (10) Insist on the courteous treatment of the visiting team as it passes through the streets or visits the local school building, and extend the members every possible courtesy.
- (11) Acquaint the adults of the community and the grade pupils with the ideals of sportsmanship that are acceptable to the high school.
- (12) Impress upon the community its responsibility for the exercise of self-control and fair play at all athletic contests.
- (13) Advocate that any spectator who continually evidences poor sportsmanship be requested not to attend future contests.
- (14) Insist on fair play, courteous, and truthful accounts of athletic contests in local and school papers.
- (15) Be familiar with the state rules of eligibility and support their strict enforcement.
- (16) Encourage the full discussion of fair play, sportsmanship, and school spirit through class work and auditorium programs in order to discover ways by which students and schools can develop and demonstrate good sportsmanship.

Spectator Ejection Consequence

Step 1: Warning (explain the consequences of Step 2)

Step 2: Ejection and two-week contest suspension

*Athletic Code Violation will be assessed if an athlete

Step 3: 2nd Ejection and ban from athletic events for 365 days (If person does not abide 2-week contest suspension or gets ejected for the second time)

*Athletic Code Violation will be assessed if an athlete

*If an adult, file a no trespassing order against them

Step 4: Ejection and Loss of event privilege to attend Grand Haven High School Events

Parent Involvement Plan

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 at the High School levels includes traditional opportunities like PTA meetings but are specific to the booster groups for each activity, fund-raisers and volunteering in school. At Grand Haven High School, the building principal will host 'Parent Learning Walks' as a way to learn more about the daily ins and outs of the high 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 have 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, and 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 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.

Concussion Protocol

The District will comply with the concussion protocol in Policy 5712.

Parent/Athlete/Coach/Advisor Communication

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the others and provide greater benefit to the student. As parents, when your son or daughter becomes involved in our programs, you have a right to understand what expectations are placed on your student-athlete. This begins with clear communication from the coach of your student-athlete's program.

Communication You Should Expect From Your Son/Daughter's Coach/Advisor

Expectations the coach has for your daughter/son and the team.

Locations and times of all practices and contests.

Team requirements, i.e. fees, special equipment, off-season conditioning, team/individual camps.

Procedures to follow should your student-athlete become injured during participation.

Team rules, guidelines, and requirements for earning awards.

Communication Coaches/Advisors Expect From Student-Athletes

Notification of any schedule conflicts in advance.

Special concerns in regards to a coach's philosophy and/or expectations.

Injury or circumstances that may endanger the athlete when participating.

As your son/daughter becomes involved in the athletic programs at Grand Haven High School, they will experience some of the most rewarding moments of their lives. It is important to understand that there

also may be times when things do not go the way you or your student wishes. At these times discussions with the coach is encouraged.

Appropriate Concerns To Discuss With Coaches/Advisors

- The treatment of your student; mentally and physically.
- Ways to help your student improve.
- Concerns about your student’s behavior.
- Playing Time about your student (E.A.T.) This will be discussed under the guidance of E.A.T. Which stands for Effort, Attitude, and Talent.

Issues Not Appropriate To Discuss With Coaches/Advisors

- Team strategy
- Play calling
- Other student-athletes

It is very difficult to accept your son/daughter’s not playing as much as you may hope. Please understand, our coaches are professionals. They make judgment decisions based on what they believe to be the best for all students involved.

There are situations that may require a conference between the coach and the parent. These are to be encouraged. However, if you have a concern, you may want to discuss the issue with your son/daughter first. You may find through this communication an answer, resolution, or understanding of the situation before contacting others. It is important that both parties involved have a clear understanding of the other’s position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.



Extra-Curricular Eligibility

Previous Semester Record:

1. No high school student/athlete who has failed two (2) or more classes in the previous semester shall represent Grand Haven Area Public Schools in competition.
2. Those students failing to meet these standards will be ineligible until credit is fully recovered.

Current Semester Record:

Progress checks happen each week for students. Any student failing more than 1 class will be ineligible for not less than 1 full week and until that student is no longer failing more than 1 class.

Team Membership

Participation

Participation in interscholastic athletics is voluntary. Each student must accept the responsibility of self-discipline as it relates to studies, conditioning, sportsmanship, and personal conduct. Also each participant must agree to abide by sport, program, school training, and Michigan High School Athletic Association rules.

Athletes must agree to abide by:

- Student-Athlete-Parent Handbook
- Code of Conduct - signed by student and parents via Final Forms
- Team rules
- Rules and regulations of MHSAA

Try-Outs

Students wishing to participate on a competitive team must:

- Meet the residency requirements set forth by the MHSAA, if and MHSAA sport
- Meet academic requirements
- Create a Final Forms Account
- Have a current sports physical exam
- Sign the code of conduct per season

Students who join a team after the first official practice (date set by coach, which cannot be earlier than the MHSAA beginning date) must practice with the team for at least two (2) weeks before being allowed to participate in an athletic contest. Students who participate in a fall or winter sport with an extended season (districts, regionals, etc.) will be able to participate in winter or spring seasons following a mandatory resting period of at least three days.

Cuts

The district cannot provide a team for every student who wants to play interscholastic sports. Therefore, in some situations students will not make the team. The coach will provide information as to what criteria will be used to select team members. Participation in off-season or preseason camps or meetings

is not a determining factor. Factors that may determine team members include, manageable number of participants, skills of individuals, and team requirements by position. The athletes not making the team will be notified through a meeting with the coach. This can be a very emotional and difficult time, please be as supportive of your athlete as possible.

Team Advancement

The intent of advancing an athlete to a level beyond that at which he/she would normally play (9th grade athletes on the freshmen level, 10th grade athletes on the junior varsity level and 11th and 12th grade athletes on the varsity level) is to provide an exceptionally talented athlete the opportunity to enhance his/her experience and skill development, as well as contribute to the team, by participating at a more challenging level.

The head varsity coach is responsible for making the initial recommendation regarding who should be considered for team advancement in the program. The proposed team advancement must be discussed and approved by the Athletic Department, the Head Varsity Coach and the parent(s) prior to any discussion of the opportunity with the athlete. Academic progress, emotional maturity, and peer relationships, as well as athletic ability, will be considered as part of these discussions. If the athlete is advanced, he/she must be assured of an opportunity to improve his/her skills through playing time similar to what he/she would have had at the lower level. The team advancement decision must be assessed regularly by the coach, the Athletic Department, the athlete, and the parent(s). The placement decision may be reversed.

Equipment

Athletes will be issued equipment with the provision that it will be returned at the end of the season. Athletes will be held accountable for the cost of lost equipment. Game uniforms which will be issued prior to the first contest are not to be worn at any time other than an athletic contest.

If lockers are required, they will be assigned prior to the start of the season. Athletes are to remove equipment and clean-out lockers immediately after the season ends. All lockers need to be available for cleaning at the start of the next season.

Transportation To Contests

School-owned vehicles are provided for each athletic contest, whenever possible. Athletes are required to ride to and from contests

Dropping Out of a Sport

Quitting a team is a serious matter. No athlete should quit a team without first discussing his/her intention to do so with the coach.

An athlete will not be permitted to participate in another sport until the season of the sport he/she drops has been completed.

The Michigan High School Athletic Association (MHSAA) has been the governing body of high school athletics in our state since 1924, and Grand Haven Area Public Schools is part of the 733 public, parochial and private schools that have agreed to follow the rules and regulations MHSAA helps enact. The following is a summary of the MHSAA Ten-Point Checklist for Student Eligibility:

Age

A high school student is ineligible if they have reached their nineteenth birthday before September 1 of a current school year.

Undergraduate Standing

Students involved with high school sports cannot be a high school graduate.

Physical Examination

Students must have a physician's statement for the current school year on file, in the athletic office, (after April 15), certifying that he/she is physically able to compete in athletic practices and contests.

Semesters of Enrollment

Students cannot be eligible in high school for more than eight semesters and the seventh and eighth semesters must be consecutive. Students are allowed four first semesters and four second semesters of competition and cannot compete if they have graduated from high school. When two seasons leading to a state championship of the same sport are offered in a school year, an athlete may participate in only one. For more information visit the MHSAA Handbook at MHSAA.com

After practicing with or participating with high school teams, students cannot participate in any athletic competition not sponsored by his or her school in the same sport during the same season. Students in individual sports may participate in a maximum of two non-school individual meets or contests during the school season while not representing their school. Any participation in non-school individual meets during the high school season must be reported to the athletic department prior to participation.

All-Star Competition

Students shall not compete at any time in any sport under MHSAA jurisdiction in All-Star Contests or national championships regardless of the method of selection. Participation in such a contest shall cause that student to become ineligible for a maximum period of one year of high school enrollment.

Awards and Amateurism

Students cannot receive money or other valuable considerations for participating in MHSAA sponsored sports or officiating in interscholastic athletic contests, except as allowed by the HANDBOOK. Students may accept, for participation in MHSAA sponsored sports, a symbolic or merchandise award, which does not have a value over \$40.00. Banquets, luncheons, dinners, trips and admission to camps or events, are permitted if accepted "in kind". Awards in the form of cash merchandise, certificates, or any other negotiable document are not allowed.

Athletic/Fine Art Decision Making Procedure for Conflicts

The Purpose of this procedure is to help a student make a decision when there is a conflict between athletic and fine arts events. In this procedure, "event" refers to: a game; a competition; a practice; a performance or a rehearsal.

1. At no time will the student be adversely penalized because of the choice made.
2. When the choice is made, the time needs to be made up and a reasonable make-up assignment will be given. (The student will contact the coach or fine arts teacher for the make-up time or assignment.)
3. Items of precedence:
 - a. Game or competition over practice/rehearsal
 - b. Performance over practice
 - c. State-sponsored events would have priority
4. When two events are unavoidably scheduled in conflict with one another, the fine arts teacher(s) and affected coach(es) will meet with one another prior to discussing any resolution of the situation with the involved students. If the fine arts teacher and the coach come to agreeable terms as to which students are most needed at which event, they will both communicate their desires to the affected student. If the student accepts the decision made, there is no problem. If the student does not accept the decision and has a strong preference that runs contrary to the decision made by the adults, the student's decision will be honored. The student needs to communicate their decision to the coach and fine arts teacher. The student also needs to contact the coach and/or fine arts teacher for the make-up time and/or assignment.
5. If the Fine Arts Department schedules events beyond their published calendar, all efforts will be made to choose a date that does not conflict with regularly scheduled events. These events must have the approval of the building principal. If a conflict occurs, the student is exempted from either obligation.
6. At times when athletic events must be rescheduled because of bad weather, all efforts will be taken to avoid a conflict with regularly scheduled Fine Arts Department dates. If a conflict occurs, the student is exempted from either obligation.
7. Athletes or fine arts students shall not be adversely penalized or made to feel guilty for choosing one school event over another. Fine arts teachers and coaches will not use pressure tactics in attempting to sway a student to choose one event over another.
8. If a student consistently chooses fine arts events over a sports event, the student may jeopardize their ability to earn an award for that season. Conversely, if the student consistently chooses a sports event over the fine arts event and does not make up the assignment, the student's performance grade for the performances missed will not be earned.

Extra-Curricular Attendance

ATTENDANCE IN ALL CLASSES OF EACH SCHOOL DAY IS EXPECTED

Unexcused absences are not acceptable for student-athletes. An excessive amount of unexcused absences may result in having to sit out contests. The

amount of contests will be determined by school administration. Attendance at all practices and contests is expected.

Drug Testing

May occur, subject to individualized reasonable suspicion. A committee of the Athletic Director, Principal and the athlete's coach will evaluate evidence and determine appropriate action.

Insurance

Grand Haven Area Public Schools do not assume financial responsibility for medical, hospital, or ambulance expenses incurred because of athletic or activity injuries. Athletics, clubs, and other programs are voluntary in which students participate if they so desire. They do this at their own risk.

Grand Haven has purchased blanket coverage through the First Agency of Kalamazoo, Michigan. All competitive programs must take this coverage, which assures protection for all athletes throughout the season only for injuries that occur at a specific incident or accident when participating as a member of a Grand Haven Area Public Schools team during the defined athletic season. Each athlete has no limit catastrophe medical insurance for any injury incurred through athletic participation. All athletic insurance is secondary coverage. This means the family's personal policy pays first, and the school policy pays all other out-of-pocket costs incurred because of medical treatment that promotes healing and will not cover procedures deemed not medically necessary.

Team members are required to enroll in the current Board of Education sponsored insurance program prior to participation in each sport. The fee must be paid before a student may participate in any contest, scrimmage, or show. This is a supplemental coverage, which pays only the excess over which the individual, family, or employer group insurance does not pay. All claims must be made to the High School Athletic Director or principal/advisor.

Extra-Curricular Fees & Dues

Insurance Fee

Rate for [ALL Competitive Athletics, Clubs, & Programs](#) \$30.00 per participant/per sport

***Band, Choir, and Orchestra are dismayed from paying insurance fee

Facility Use Fee

Rate for ALL High School Sports \$50.00 per participant/per sport

Rate for All Middle School Sports \$40.00 per participant/per sport

Family Maximum MS & HS Combined \$400.00 per family/per year

*Financial Aid is available to student-athletes that receive Free or Reduced Lunch. Please see the Athletic or Main Office for assistance. Those students who qualify for free and reduced lunch will pay \$0 to participate in Athletics, Clubs, or Programs at the High School.

**Athletic, Club, and other program team members are required to pay all fees prior to participation in any competition/scrimmage.

***Following the first 2 weeks of practice or program, refunds will NOT be allowed for any participant who is injured, quits, is ineligible or is suspended from the program.

Awards

Freshman

Each ninth grade athlete will receive a freshman certificate and numerals.

Junior Varsity

Each first year junior varsity team member will receive a junior varsity certificate and Buccaneer head. Each 2nd year junior varsity team member will receive a junior varsity certificate only.

Varsity

Each first year varsity team member will receive a varsity certificate, a varsity letter.

***Each 2nd, 3rd, or 4th year varsity team member will receive a varsity certificate and sport pin.*

Special Awards

Certificates are available for special awards given by the team.

Plaque Award

Awarded to seniors who have earned five or more varsity awards. Starting in 2027-2028 this will be awarded to seniors who have earned seven or more Varsity awards.

Steven Sluka Award

Given to the top male and female senior multi-sport athletes who demonstrate good character, is involved in community activities and contribute to his/her team.

OK Athlete-of-the-Year

Given to a male and female senior athlete who demonstrate athletic ability, scholarship, and good character.

Todd Chittenden "Team Above Self" Award

Given to a male and female senior athlete who has participated in more than one sport, has demonstrated hard work, been team oriented, has hustle, and always displayed good sportsmanship and respect.

Wm. Louiselle Award

Given to a top Golfer.

Distinguished Athlete Award

U.S. Marine Corps presents this award to one exemplary male and female citizen and role model that has exhibited personal traits of courage, poise, self-confidence and leadership in a varsity sport.

West Michigan Showcase

Awarded to senior male and female athletes who have exhibited ultimate virtuosity and exceptional performance.

Robin Bye 'Spirit of Buccaneer' Award

Given to one athlete from the graduating class (male or female) who has made a SIGNIFICANT impact on the climate of the athletic program.

Steve Hewitt Memorial Scholarship Award

Given to a top Basketball player.

NCAA Clearinghouse Rule - Division I Only

16 Core Courses

4 years of English

3 years of mathematics (Algebra I or higher)

2 years of natural/physical science (one must be a lab science)

1 year of additional English, math or natural/physical science

2 years of social studies

4 years of additional core courses (from any area listed above, world language, or non doctrinal religion or philosophy)

14 Core courses are required in NCAA Division II. NOTE: Beginning August 1, 2013, students planning to attend an NCAA Division II institution will be required to complete 16 core courses.

NCAA Clearinghouse Rule - Division II Only

14 Core Courses

3 years of English

2 years of mathematics (Algebra I or higher)

2 years of natural/physical science (one must be a lab science)

2 years of additional English, math or natural/physical science

2 years of social studies

3 years of additional core courses (from any area listed above, world language, or non doctrinal religion or philosophy)

* PLEASE NOTE: Computer science courses will no longer be able to be used for initial-eligibility purposes. This rule was effective August 1, 2005, for students first entering a collegiate institution on or after August 1, 2005. Computer science courses (such as programming) that are taught through the mathematics or natural/physical science departments and receive either math or science credit and are on the high school's list of approved core courses as math or science may be used after the August 1, 2005 date.

Students who were homeschooled for any part of high school (grades 9 through 12) must now register with the NCAA Initial-Clearinghouse. Please see your counselor.

Prospective student-athletes may register with the NCAA Initial-Eligibility Clearinghouse on-line at www.eligibilitycenter.org. If you have questions about NCAA Eligibility, please call the NCAA Initial-Eligibility Clearinghouse at 319.337.1492 or Toll Free at 877.262.1492. You may also call the NCAA at 317.917.6222, or see your counselor.

Approved Courses at Grand Haven High School

<p><u>ENGLISH</u></p> <ul style="list-style-type: none"> • AP English Language/Composition A & B • AP English Literature/Composition A & B • College English • Contemporary Literature • Creative Writing I & II • English 9 A & B • English 10 A & B • Honors English 10 A & B • English 11 A & B • Folklore & Mythology • Humanities Literature • Journalism I • Public Speaking/Communications I • Research Studies through Genealogy 	<p><u>SCIENCE</u></p> <ul style="list-style-type: none"> • Anatomy & Physiology A & B • AP Biology A & B • AP Chemistry A & B • AP Environmental Science A & B • AP Physics: Mechanics (Calculus Based) A & B • Astronomy • Biology A & B • Earth Science A & B • Geology A & B • Greenhouse Biology • Honors Biology A & B • Honors Chemistry A & B • Marine Biology • Physical Science - Chemistry • Physical Science - Physics • Physics Applications: Electricity & Electronics • Wildlife Biology
<p><u>Social Studies</u></p> <ul style="list-style-type: none"> • AP Comparative Government & Politics • AP European History A & B • AP Psychology A & B • AP US Government A & B • AP US History A & B • Current Affairs • Diversity in American History • Economics • Introduction to Psychology • Law • Philosophy • Sociology • Sports 20th Century • US Government • US History A & B • World History A & B • World Religions 	<p><u>Math</u></p> <ul style="list-style-type: none"> • Algebra I A & B • Honors Algebra I A & B • Algebra II A & B • Honors Algebra II A & B • AP Calculus AB • AP Calculus BC • AP Statistics • Geometry A & B • Pre-Calculus A & B • Statistics • Trigonometry
	<p><u>Additional Core Courses</u></p> <ul style="list-style-type: none"> • German I A & B • German II A & B • German III A & B • German IV A & B • German V A & B • Spanish I A & B

	<ul style="list-style-type: none"> • Spanish II A & B • Spanish III A & B • Spanish IV A & B • AP Spanish A & B
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Standardized Tests

The student athlete must earn a sum of scores of at least 68 on the ACT or a combined score of at least 820 on the recentered SAT (or 700 on the nonre-centered SAT) on a national test date. For Division I, the minimum grade point average in the 13 core courses and required ACT or SAT score vary according to the Initial-Eligibility Index. See the NCAA Clearinghouse information for more details.

Section IV: Discipline and Code of Conduct

Discipline Generally

The District may discipline students who engage in misconduct, up to and including suspension or expulsion from school.

The District will take steps to effectively discipline students in a manner that appropriately minimizes out-of-school suspensions and expulsions. The District will comply with applicable laws related to student discipline, including the consideration of specific factors and possible use of restorative practices.

If an administrator determines that an emergency requires the immediate removal of a student from school, the administrator may contact the student’s parent or local law enforcement or take other measures to have the student safely removed from school.

Students who are involved in extracurricular activities and engage in misconduct may face consequences related to the activity in addition to the consequences provided in this handbook.

The District reserves the right to refer to an appropriate non-school agency any act or conduct which may constitute a crime. The District will cooperate with those agencies in their investigations as permitted by law.

The District’s rules and policies apply to any student who is on school property or school-affiliated transportation, who is in attendance at school or at any school-sponsored activity or function, or whose conduct at any time or place directly interferes with the operation, discipline, or general welfare of the school, regardless of location, date, or time.

Forms of School Discipline & Applicable Due Process

Loss of Privileges (LOP)

Grand Haven High School offers a wide variety of activities and events throughout the year, including but not limited to dances, fine arts performances, athletic competitions, and graduation exercises. All of these activities and events are privileges that must be earned. Additional privileges include lunchroom access, movement during Academy and driving/parking on campus. You will forfeit these privileges

and be assigned consequences when appropriate, if you do not comply with school rules. Students will not be reimbursed for parking lost as a result of a consequence. LOP will also be used for students not in good academic standing. This could include failing grades or not remaining on track for graduation. Grand Haven High School has the following continuum of LOPs, depending on the type, nature, and severity of a student's conduct:

LOP 1 = Full lunch period loss of privilege

LOP 2 = Academy movement loss of privilege

LOP 3 = Parking loss of privilege

LOP 4 = Attendance/participation in all school-sponsored events loss of privilege

LOP 5 = Attendance/participation in all school-sponsored events loss of privilege for one school year

Failure to report to or comply with LOP may result in an ISS or OSS.

Detentions

Detentions are scheduled during lunch and detentions are reserved for minor offenses of the rules and regulations and for excessive tardiness issued by the teacher. Teachers issue detentions for tardiness, and administrators will issue detentions for other offenses. Failure to serve detention(s) will result in an In-School Suspension (ISS).

In-School Suspensions

The In-School Suspension Program is an alternative to Out-of-School suspension (OSS). If a student is placed in ISS, he/she must abide by the rules of ISS and the direction of the supervisor. Any student who misbehaves in ISS could be given an additional OSS. Community service may be assigned during ISS penalty.

Suspensions can be deferred to the following school year if they cannot be served before the end of the school year. Students may be required to return after school has ended for makeup if they have been suspended at the end of the school year and have missed their final exams. It is the responsibility of the student and his/her parent to arrange with the appropriate assistant principal for exam make-ups. Under these circumstances, the receipt of a final grade may be delayed until such time that the teacher can evaluate this student's work.

Out-Of-School Suspensions

It is the discretion of the building administration to determine whether the seriousness of the offense merits OSS. The student must not return to the school grounds during the OSS suspension. This includes the weekend if the suspension extended into the following week. Students are not to participate or attend any activities home or away, in the evening, while under suspension.

Suspensions would extend to any extra-curricular activity and to any assignment where credit is received from the school. However, for activities off campus, such as co-op placement, the student would be kept from participation in that activity under regular school hours and/or to include the equivalent of that time released from school for co-op.

Community Service if applicable.

Snap Suspension - Suspension from Class, Subject, or Activity by Teacher

A teacher may suspend a student from any class, subject, or activity for up to 1 full school day if the teacher has good reason to believe that the student:

- intentionally disrupted the class, subject, or activity;
- jeopardized the health or safety of any of the other participants in the class, subject, or activity; or
- was insubordinate during the class, subject, or activity.

Any teacher who suspends a student from a class, subject, or activity must immediately report the suspension and its reason to the building principal or designee. If a student is suspended from a class, subject, or activity, but will otherwise remain at school, the building principal or designee must ensure that the student is appropriately supervised during the suspension and, if the student is a student with a disability, that all procedures applicable to students with disabilities are followed.

Any teacher who suspends a student from a class, subject, or activity must, as soon as possible following the suspension, request that the student's parent attend a parent/teacher conference to discuss the suspension. The building principal or designee must attend the conference if either the teacher or the parent requests the building principal's attendance. The building principal or designee must make reasonable efforts to invite a school counselor, school psychologist, or school social worker to attend the conference.

Removal for 10 or Fewer School Days

Before a student is suspended for 10 or fewer school days, an administrator will: (1) provide the student verbal notice of the offense the student is alleged to have committed, and (2) provide the student an informal opportunity to respond and explain what happened. Except in emergency circumstances, an administrator will not suspend the student unless, after providing the student notice and an opportunity to explain, the administrator is reasonably certain that the student committed a violation of the Student Code of Conduct and that suspension is the appropriate consequence. The building administrator will consider the 7 factors provided in the Student Code of Conduct before suspending a student.

Removal for More than 10 and Fewer than 60 School Days

Before a student is suspended for more than 10 school days but less than 60 school days, the Superintendent or designee will provide the parent or student with: (1) written notice of the offense the student is suspected to have committed; (2) an explanation of the evidence relied upon by the District in arriving at the conclusion that disciplinary action may be warranted; and (3) an opportunity for a hearing at which the student may present evidence and witnesses to show that the student did not commit the alleged offense or that suspension is not an appropriate consequence.

The Superintendent or designee will provide the parent or student at least 3 calendar days' notice before the hearing. The parent and student may be represented, at their cost, by an attorney or another adult advocate at the hearing.

The Superintendent or designee will not suspend the student unless, following the hearing, he or she is convinced by a preponderance of the evidence that the student committed a violation of the Student Code of Conduct and that suspension is the appropriate consequence. The Superintendent or designee will consider the 7 factors noted in the Student Code of Conduct before suspending a student.

A parent or student may appeal the Superintendent's or designee's decision to the Board. The appeal must be submitted to the Board within 3 calendar days of the decision. The Board will hear the appeal at its next regularly scheduled meeting. The Board's decision is final. The student's suspension will run while the appeal is pending.

Removal for 60 or More School Days

Before the Board suspends or expels a student, the Superintendent or designee must provide the parent or student with: (1) written notice of the offense the student is suspected to have committed; (2) an explanation of the evidence relied upon by the District in arriving at the conclusion that disciplinary action may be warranted; and (3) an opportunity for a Board hearing at which the student may present evidence and witnesses to show that the student did not commit the suspected offense or that suspension or expulsion is not an appropriate consequence.

The Superintendent or designee will provide the parent or student at least 3 calendar days' notice before the hearing. The parent and student may be represented, at their cost, by an attorney or another adult advocate at the hearing.

The Board will not suspend or expel the student unless, following the hearing, a majority of the Board finds by a preponderance of the evidence that the student committed misconduct that should result in suspension or expulsion under either the Student Code of Conduct or Board Policy and that suspension or expulsion is the appropriate consequence. The Board will consider the 7 factors noted in the Student Code of Conduct before suspending or expelling a student. The Board's decision is final.

Student Code of Conduct

This Student Code of Conduct is meant to be a guide and is subject to the discretion of administration and the Board.

Administration will, as required or permitted by state law, always consider the use of restorative practices as an alternative to, or in addition to suspension or expulsion. Nothing in the following table limits the District's ability to impose more or less severe disciplinary consequences depending on the situation's unique circumstances and the following factors:

1. the student's age;
2. the student's disciplinary history;
3. whether the student has a disability;
4. the seriousness of the behavior;
5. whether the behavior posed a safety risk;
6. whether restorative practices will be used to address the behavior; and
7. whether a lesser intervention would properly address the behavior.

The District will also comply with Policy 5206 Section I for victims of an alleged sexual assault.

Nothing in this handbook limits the District's authority to discipline a student for conduct that is inappropriate in school, but that is not specifically provided in this table. Depending on the circumstances of a particular situation, separate athletic or extracurricular sanctions may be imposed, in accordance with the applicable handbook or rules.

Prohibited Conduct

Prohibited Conduct	Potential Consequence(s)
<p>Arson: purposefully, intentionally, or maliciously setting a fire on school property.</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion from all Michigan public schools ● Police Referral
<p>Attendance/Tardies: violating GHHS attendance policy with absences, tardies, skipping class, and truancy. Refer to page 13-17</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Lunch Detention ● Parent Notification ● Suspension or Expulsion
<p>Cell Phone Use: violating Board Policy addressing phones need to be in lockers during school hours if a student chooses to bring them to school. Refer to page 18</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Lunch Detention ● Parent Notification ● Suspension or Expulsion
<p>Criminal Sexual Conduct: commits criminal sexual conduct in a school building or on school grounds; or pleads to, is convicted of, or is adjudicated for criminal sexual conduct against another student enrolled in the same school district; or commits criminal sexual conduct against another student enrolled in the same school district.</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion from all Michigan public schools ● Police Referral
<p>Dangerous Weapon Possession: firearm, dagger, dirk, stiletto, knife with a blade over 3 inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles.</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion from all Michigan public schools ● Police Referral
<p>Discrimination, Harassment (including Racial/ Sexual Harassment), and Bullying: violating Board Policy addressing anti-discrimination, anti-harassment, and anti-bullying. Such as extortion, blackmail, coercion.</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion
<p>Disruptive Behavior, Conduct, Appearance or Insubordination: disrupting the learning environment or school activity or violating a school rule or directive. Such as throwing food, being loud, rude, or obnoxious, refusal to identify self, carrying backpacks, vulgar language and/ or gestures</p> <p>Wearing clothing that may lead to substantial disruption of, or material interference with, School activities such as: clothing that advertises drugs, alcohol, violence, sexually inappropriate or</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Lunch Detention ● Parent Notification ● Suspension or Expulsion

offensive messages, vulgar slogans or pictures. Flags are unacceptable clothing attire.	
Fighting, Inciting Violence, Filming a Fight or Assault, Distributing or Publishing a Fight or Assault Video	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion
Illegal Substances or Paraphernalia, including Alcohol/Drugs: possession, sale, attempted sale, distribution, attempted distribution, use, or attempted use of drugs, alcohol, THC, fake drugs, illegal steroids, illegal inhalants, or look-alike drugs	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion • Police Referral
Misuse of District/Personal Technology: violating the District’s acceptable use policies and agreement. Unauthorized use of student/teacher logins, ID’s, passwords, and student/teacher devices. Using a device to distribute photos/videos that are obscene, racial, pornographic, lewd, otherwise illegal.	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion • Police Referral
Other Serious (Quasi-Criminal) Misconduct: breaking and entering, gambling, property damage, trespassing, unauthorized building access, misuse or inappropriate use of fire alarm, vandalism,	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion • Police Referral
Other Weapons and Look-Alike Weapons Possession: an object that is not a “dangerous weapon,” including but not limited to a pellet or air-soft gun, a knife with a blade of 3 inches or less, items intended to look like a dangerous weapon, or similar items	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Permanent Expulsion • Police Referral
Physical Assault (Student to Student): causing or attempting to cause physical harm to another through intentional use of force or violence.	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion up to 180 school days • Police Referral
Physical Assault (Student to Employee, Volunteer, or Contractor): causing or attempting to cause physical harm to another through intentional use of force or violence.	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Permanent Expulsion from all Michigan public schools • Police Referral
Plagiarism, Cheating, or other Falsification of Schoolwork or Records: submitting work that is not your own, including copying from others’ work, or unauthorized use of AI. Falsifying or forging signatures, forms, records, phone calls.	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Credit Loss or Grade Reduction • Failure of Course • Suspension or Expulsion

Sexting: distribution or publication of lewd, pornographic, or sexually suggestive videos or photographs of students or staff.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral
Theft: Unauthorized removal or possession of School or personal property.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral
Tobacco/Nicotine: possession, sale, attempted sale, distribution, attempted distribution, use, or attempted use of any form of tobacco, including vaping devices or supplies.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral
Use of an Object as a Weapon: any object used to threaten or harm another, regardless of whether injury results. Including propelling any water balloons, snow balls, missiles, or objects towards any person/vehicle OR from any moving vehicle.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion ● Police Referral
Vehicles: Violating GHHS Driving and Parking expectations. Refer to page 22	<ul style="list-style-type: none"> ● Referral to Asst. Princ. ● Removal/restricted parking privileges ● Lunch Detention ● Police Referral ● Suspension
Verbal or Written Threat, including Bomb or Similar Threat: statement that constitutes a threat against a student, employee, other person, or school property.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral

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:

Reporting Incidents of Theft or Violations of Code

Students and parents are expected to report any cases of vandalism, drugs, theft, or weapons violation to an adult. This includes teachers, paraprofessionals, administrators, or an Ottawa County Sheriff's deputy. Failure to report any of the above mentioned incidences may result in disciplinary action. 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.

OK2SAY / Silent Observer

Goals:

The goal of both programs is to make the school environment safer for the students and employees by providing an avenue to anonymously report the presence of dangerous weapons, drugs, theft or destruction of property occurring within or upon school property. These anonymous reporting tools are also to be used for any concerns related to self-harm.

Reporting Procedure:

Parties reporting information would utilize the regular **Silent Observer phone number of 842-1400** which is staffed 24 hours a day. The caller would identify the school involved and would provide the necessary information to the silent observer staff. To maintain confidentiality, the caller would be instructed to contact the designated Police representative within 48 hours to find out if the information resulted in a recovery and reward authorization. **OK2SAY** can be a phone call 8-555-OK2SAY, text to 65279 (OK2SAY) or email to OK2SAY@mi.gov

ALL CONCERNS SHOULD BE REPORTED ... DO NOT REMAIN SILENT!

Section V: Building-Specific Rules and Procedures

Student Services

Student Services, located across from the main office, provides services to assist students in developing life skills. Housed within Student Services are the academic guidance offices and career resource center; our school-to-work; and psychological and social work services.

You are encouraged to stop by Student Services for information and/or counseling regarding academics, personal, or career related issues. The Student Services Office is open from 7:15 a.m. to 3:15 p.m.

Internships/Cooperative Education

School-to-Work is for all students - all careers. School-to-Work activities should help all students achieve a high level of academic preparation as well as an understanding of continued education and career choices. Grand Haven High School currently offers two work-based opportunities for juniors and seniors:

- The Grand Haven High School Internship Program (Advisor - Mr. Jettner, 850-6175)
- Cooperative Education Work Experience (Advisor - Mr. Jettner, 850-6175)

Homeschool Transfer of Grades & Credits

Students transferring homeschool credits and/or grades to Grand Haven High School may be required to prove competency in the Core Curricular areas by taking a final exam.

Grade Reporting

Report cards are issued at the end of each semester with an up-to-date transcript included at the end of each school year.

Final exams

- Final exams count for 20% of the final semester grade.
- All final exams will be comprehensive that cover the entire semester's content.

Senior Exam Waiver - 2nd Semester ONLY

Grade Requirement - Seniors who have achieved a B- or better in any class in the second semester may be exempt from the final exam.

Attendance/Tardy Requirement - A graduating senior may not have more than 5 excused tardies OR 5 excused/exempted absences PER CLASS in the semester. **There may be NO unexcused absences in any class, or all exams must be taken.** School related (XR) are the only absences that do not count toward the 5 absence requirement.

Behavior Requirement - The senior may not have any suspensions in school (ISS) or out of school (OSS). A senior must exhibit exemplary behavior in class and in school in order to be eligible. **The return of all student textbooks, library materials and supplies must be taken care of before the final exam can be taken or waived.**

Pass-Fail

With parent and teacher approval, students may choose to take one elective course on a pass-fail basis each semester. The student will have the **choice by the end of the second week of the first semester** of either completing the course on a normal grade (A-F) basis or on a Pass-Fail (CR-F) basis. A passing grade would earn credit toward graduation and not impact the student's grade point average. A failing grade would negatively impact the student's grade point average. Please see your counselor if you have any questions and/or concerns regarding taking a class on a pass fail basis.

Incompletes

In some circumstances, students are unable to complete required work by the end of a semester. In such an event, all work must be completed within 2 weeks of the end of the semester. After 2 weeks, incompletes will revert to F's. In unusual circumstances an extension may be granted with the approval of the principal.

Independent Study

Limit of one independent study per semester in an elective area. This option is available to juniors and seniors only. Deviations to this policy must have approval from the high school principal. Students taking an Independent Study will not be issued a letter grade, only a Credit (CR) or No Credit (NC) will be issued and placed on their transcript.

Credit and Repeating Courses

Students wishing to retake a course with the grade earned the second time replacing the original must re-sit in the Grand Haven High School class. The original course will stay on the transcript and convert to an elective credit, and if it was passed, a credit (CR) will be entered on the transcript. If the original grade was a failure, then a No Grade (NG) will be entered on the transcript. Students may retake one or both semesters in a yearlong course, and must fill out the appropriate paperwork in Student

National Honors Society

National Honor Society is an organization that promotes scholarship, character, leadership and service. Membership is currently open to juniors and seniors with a 3.6 cumulative grade point average. Students are expected to maintain a 3.6 grade point average, do fifteen (15) hours of community service per year, serve on a committee one time during the year, participate in two (2) group service projects each year, and attend monthly meetings.

T.E.A.M. GH

T.E.A.M. GH represents our building's Positive Behavior Interventions and Supports (PBIS) system. We are always focused on working TOGETHER, towards EXCELLENCE, while holding one another ACCOUNTABLE and being MINDFUL beyond ourselves. This program focuses on positive rewards for meeting building behavioral, attendance and academic expectations. Among weekly, bi-monthly, monthly and quarterly rewards for behavior and attendance, T.E.A.M. GH continues to award students who are achieving academic excellence. **Academic Letters** are issued to Juniors and Seniors with a cumulative G.P.A. of 3.5 or above after four (4) semesters. **Academic Pins** are issued to seniors who continue to maintain a cumulative G.P.A. of 3.5 or above after six (6) semesters.

Daily Announcements

Announcements will be located on the GHHS website along with on student Chromebooks. Students who wish to place material on the announcements need to complete a form in the Main office and submit a minimum of two days prior to the announcement being published. P.A. announcements will be made at the discretion of the administration as needed.

Messages to Students

Telephone messages will **not** be delivered to students to remind/notify them of doctor/dental appointments, pick-up times/places and other non-emergency messages. Parents may; however, call the main office for more critical messages and students will be notified through email that they have a message in the office waiting. Parents can also email their student directly. Students will be reminded to check email on a regular basis throughout the school day. **In extreme emergencies, students will be notified directly.**

Uniform Traffic Code (U.T.C.) at GHHS

- * The Ottawa County Sheriff's Department will be enforcing **all** traffic laws on Grand Haven High School property.
- * The traffic laws enforced will be the same laws as officers enforce on Michigan roadways.
- * Specific enforcement will focus in areas such as:
 - 15 mph speed limit in school lot
 - violations of no parking areas to include fire lanes
 - careless and reckless driving
 - disobeying traffic signs

Violations of these basic Michigan traffic laws will result in citations and fines in accordance with State law. Additionally, students will be subject to consequences as set forth in the Code of Conduct.

Hall Passes

All students must have passes from an administrator, counselor, or teacher and should start an e-Hall pass to be in the halls during class time. This applies to all students, such as: student government, independent study, early dismissals, and students using the restrooms. Students meeting with teachers during the lunch hour must have a pass to leave the cafeteria. If the student leaves without receiving a pass, the student will be considered truant. This will be the determination even if verbal permission was

given. **Students who leave class without a pass risk disciplinary action.** Students can only utilize a pass for its original purpose, and must go directly to the prescribed location and return with the pass.

Posters

All posters, circulations, and displays must first be approved by the administration. Individual groups are responsible for removing them along with the tape and any other substance used to secure them. This would include any cleaning of tape marks, etc. Posters and announcements must be placed on bulletin boards only.

Sales and Solicitations

All sales and solicitations within the school by individuals or groups must have the approval of an administrator. All school club or group fundraisers must have previously completed the fundraising request form and received administration approval. A student may not sell any item(s) to school personnel or another student for individual profit. No food sales may occur during lunch hours.

Visitors

- **ALL VISITORS** must check in at the main office with a driver's license. Once a guest has been registered into our Raptor system, the check in process goes much more quickly.
- **No student visitors are allowed during the school day.**
- Parents are welcome to visit; however, an appointment in advance is greatly appreciated.
- Anyone wishing to talk with a student (other than the parent) must receive permission from an administrator.

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 which may include suspension from school.

Telephones

Office telephones may be used by students in case of an emergency. Students are permitted to use classroom telephones only with teacher supervision. Students checking out of school must use the Attendance office phones.

Assemblies and Special Programs

During the year there will be student assemblies and special programs scheduled. These are to include, but are not limited to pep assemblies. Assemblies are considered scheduled school time and all students are expected to be in attendance.

Assembly Expectations

- Wait until your pod is dismissed on the PA system.
- Walk in an orderly fashion to the field house. Do not wait in the rotunda for friends.
- Use only those cheers which are positive and supportive of GHHS.
 - Remember, pep assemblies are to unite the entire school, not to divide it by class.
- Be respectful of other class cheers.
- Stay in your section the entire time unless you are a participant.

Open House and Parent-Teacher Conferences

We provide an Open House each semester which allows parents the opportunity to meet staff.. Our Open House dates will be on September 11 and February 5. Our expectation is that parents and teachers are conferencing throughout the school year. An intentional focused effort will be made any time a student falls below passing in a class. We will be using SchoolBookings.net to schedule all appointments during conference sessions in October and March/April .

Identification Cards / Student ID's

All students will receive a multi-use ID card. This card, in addition to being an ID card, can be used as a lunch debit card and a library card. Every student should have his/her identification card in his/her possession while on campus or while attending school functions. Any student who does not have an identification card should report to the main office. As its name indicates, an identification card is for the purpose of identifying the holder of the card - in this case you, the student. On occasion you may be asked to show your identification to a staff member or security personnel. Failure to do so constitutes in and of itself a violation of the discipline code and will result in disciplinary action. **ID cards are required for entrance to all dances, and to debit your lunch account. If the ID card is lost, a \$5.00 replacement fee will be charged and can be purchased in the main office as well as through your food service debit account.**

Fire and Tornado Instructions

Fire Safety

Fire drills are an important part of our safety program. As soon as students hear the signal, they are to Shelter in Place, await further instructions. In the event any students are not with their class at the time of the drill, they are to enter the nearest classroom and follow the instructions of that instructor. The teacher is reasonably held responsible for his/her class.

When classes are outside, students must stay out of the driveways. Students must stay with their classmates and their teacher in a given location outside as determined by the teacher.

Tornado Safety

In case of a tornado WARNING, students are taken to a supervised shelter area within the building, where they remain until the WARNING is canceled. Students will not be released to walk or ride the bus home during a tornado warning.

Delays in dismissal time will be reported on the radio.

Parents are encouraged to allow students to remain at school during a WARNING. A school building shelter provides more safety than an automobile or being outside, unprotected, during a severe storm. A parent may pick up a student at school; however, during a warning the school can only release the student to his/her own parent/guardian. Additionally, each student must be signed out through the school office.

Appendix A: Non-Discrimination, Anti-Harassment, and Non-Retaliation
(including Title IX and Elliott-Larsen Civil Rights Act)

3115 Non-Discrimination, Anti-Harassment, and Non-Retaliation

The District does not discriminate on the basis of race, color, national origin, ethnicity, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, height, weight, familial status, marital status, military service, veteran status, genetic information, disability, or any other legally protected basis in admission, access to District programs and activities, or employment. Unlawful discrimination, including unlawful harassment and retaliation, in District programs, services, and activities is prohibited.

Title IX sexual harassment is covered by Policy 3118.

A contract to which the District is a party will be read to include a covenant by the contractor and its subcontractors not to discriminate against an employee or applicant for employment with respect to hiring, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, national origin, religion, sex (including pregnancy, gender identity, or sexual orientation), age, height, weight, and marital status.

The Board directs the Superintendent or designee to designate one or more employees to serve as the District's applicable Coordinator(s), as described in Policy 3115B.

- A. Definitions: For definitions related to the District's non-discrimination, anti-harassment, and non-retaliation policy, including examples of prohibited conduct, see Policy 3115A – Definitions.
- B. Designation of Coordinators: To find the appropriate coordinator/compliance officer, see Policy 3115B – Designation of Coordinators.
- C. Supportive Measures: For more information about supportive measures, see Policy 3115C – Supportive Measures.
- D. Informal Resolution: For more information about informal resolution, see Policy 3115D – Informal Resolution.
- E. Grievance Procedure and Remedies: For more information about the grievance procedure for investigating unlawful discrimination, harassment, and retaliation complaints, and for possible remedies, see Policy 3115E – Grievance Procedure and Remedies.
- F. Complaint Dismissal and Appeals: For more information about dismissing a complaint, appealing a complaint dismissal, or appealing a determination of responsibility, see Policy 3115F – Complaint Dismissal and Appeals.
- G. Reserved

- H. Training and Notice: For more information about training requirements and notice of the District's non-discrimination policy, see Policy 3115H – Training Requirements and Policy Notice.

3115A Definitions for 3115 Series

- A. The following definitions apply to policies 3115-3115H, 4101, 4102, and 5202, which address non-discrimination, anti-harassment, and non-retaliation:
1. "Appeals Officer" means a person who is designated to hear a determination appeal or a dismissal appeal. The Appeals Officer may not be the same person as the Coordinator, Decisionmaker, Investigator, or Informal Resolution Facilitator.
 2. "Complainant" means: (1) a student or employee who is alleged to have been subjected to conduct that could constitute Unlawful Discrimination; or (2) a person other than a student or employee who is alleged to have been subjected to conduct that could constitute Unlawful Discrimination and who was participating or attempting to participate in the District's education program or activity at the time of the alleged Unlawful Discrimination.
 3. "Complaint" means an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged Unlawful Discrimination.
 4. "Coordinator" means the person(s) designated by the District to coordinate the District's compliance with state and federal non-discrimination laws. The Coordinator may be the same person as the Investigator and Decisionmaker.
 5. "Day" means a day that the District's central office is open for business, unless otherwise indicated.
 6. "Decisionmaker" means the person designated to issue a determination as to whether Unlawful Discrimination occurred. The Decisionmaker may be the same person as the Coordinator and Investigator.
 7. "Disciplinary Sanctions" means consequences imposed on a Respondent following a determination that the Respondent engaged in Unlawful Discrimination.
 8. "Grievance Procedure" means the process outlined in Policy 3115E.
 9. "Informal Resolution Facilitator" means the person designated to facilitate an informal resolution process. The Informal Resolution Facilitator may not be the same person as the Investigator or the Decisionmaker.
 10. "Investigator" means the person designated to investigate a complaint of Unlawful Discrimination. The Investigator may be the same person as the Coordinator and Decisionmaker.
 11. "Key Role" means Coordinator, Investigator, Decisionmaker, Informal Resolution Facilitator, or Appeals Officer.

12. "Party" means a Complainant or Respondent.
13. "Remedies" means measures provided, as appropriate, to a Complainant or any other person the District identifies as having had their equal access to the District's education program or activity limited or denied by Unlawful Discrimination. These measures are provided to restore or preserve that person's access to the District's education program or activity after the District determines that Unlawful Discrimination occurred.
14. "Respondent" means a person who is alleged to have violated the District's prohibition on Unlawful Discrimination.
15. "Retaliation" means intimidation, threats, coercion, or discrimination against any person by the District, a student, or an employee or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured by the 3115 Policy Series, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the 3115 Policy Series. Retaliation does not include a requirement that a District employee participate in a Grievance Procedure.
16. "Supportive Measures" means individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a Complainant or Respondent, not for punitive or disciplinary reasons, and without fee or charge to the Complainant or Respondent to:
 - a. Restore or preserve that Party's access to the District's education program or activity, including measures that are designed to protect the safety of the Parties or the District's educational environment; or
 - b. Provide support during the District's Grievance Procedure or during an informal resolution process.
17. "Unlawful Discrimination" means to treat a person differently or less favorably due to the person's race, color, national origin, ethnicity, religion, sex (including gender identity or expression, sexual orientation, or pregnancy), age, height, weight, familial status, marital status, military service, veteran status, genetic information, disability, or any other legally protected basis or any other legally protected class, and includes unlawful harassment and retaliation based on a person's membership in a protected classification.

B. Examples of Unlawful Harassment

Unlawful harassment may include, but is not limited to:

1. ***Race, Color, or National Origin Harassment***, which is prohibited by Title VI and Title VII of the Civil Rights Act of 1964 and the Michigan Elliott-Larsen Civil Rights Act. Race, color, or national origin harassment is unwelcome conduct based on a person's actual or perceived race, color, or national origin that creates a hostile environment or becomes a condition of continued employment. Race includes traits historically associated with race, including, but not limited to, hair texture and protective hairstyles. Race, color, or national origin harassment may take many forms, including slurs, taunts, stereotypes, or name-calling, as well as racially motivated physical threats, attacks, or other hateful conduct.

Under this Policy, harassment based on ethnicity, ancestry, or perceived ancestral, ethnic, or religious characteristics, will be considered race, color, or national origin harassment.

2. ***Disability Harassment***, which is prohibited by the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and the Michigan Persons with Disabilities Civil Rights Act. Disability harassment is unwelcome conduct based on a person's actual or perceived disability that creates a hostile environment or becomes a condition of continued employment. Disability harassment may take many forms, including slurs, taunts, stereotypes, or name-calling, as well as disability motivated physical threats, attacks, or other hateful conduct.
3. ***Sex-Based Harassment***, which is prohibited by Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964, and the Michigan Elliott-Larsen Civil Rights Act, and includes harassment based on sex, sex stereotypes, sex characteristics, pregnancy, sexual orientation, and gender identity. Title IX sexual harassment is governed by Policy 3118.

3115B Designation of Coordinators

The District designates the following person(s) to serve as non-discrimination Coordinators:

Title IX Coordinator

Assistant Superintendent of Human Services
Grand Haven Area Public Schools
1415 S Beechtree Street
Grand Haven, MI 49417
compliance@ghaps.org
616-850-5000

Executive Director of Special Education
Grand Haven Area Public Schools
1415 S Beechtree Street
Grand Haven, MI 49417
compliance@ghaps.org
616-850-5000

Section 504 Coordinator

Assistant Superintendent of Human Services
Grand Haven Area Public Schools
1415 S Beechtree Street
Grand Haven, MI 49417
compliance@ghaps.org
616-850-5000

Executive Director of Special Education
Grand Haven Area Public Schools
1415 S Beechtree Street
Grand Haven, MI 49417
compliance@ghaps.org
616-850-5000

Civil Rights Coordinator/Employment Compliance Officer

Assistant Superintendent of Human Services
Grand Haven Area Public Schools
1415 S Beechtree Street
Grand Haven, MI 49417
compliance@ghaps.org
616-850-5000

Executive Director of Special Education
Grand Haven Area Public Schools
1415 S Beechtree Street
Grand Haven, MI 49417
compliance@ghaps.org
616-850-5000

3115C Supportive Measures

A. Supportive Measures

The District will offer and coordinate Supportive Measures, as appropriate, for Complainants, Respondents, and others whose access to the District's education program and activity was impacted by alleged Unlawful Discrimination. Supportive Measures are designed to restore or preserve a person's access to the District's education program or activity or provide support during the District's Grievance Procedure and informal resolution process. Supportive Measures are available at any time, including before, during, and after the Grievance Procedure or Informal Resolution Process.

Supportive Measures must not unreasonably burden any Party.

B. Students with Disabilities

If a Party is a student with a disability, the applicable Coordinator or designee should consult with one of more members, as appropriate, of the student's Section 504 or Individualized Education Program Team (as applicable), to ensure compliance with Section 504 or the IDEA in the implementation of Supportive Measures.

3115D Informal Resolution

In lieu of resolving a Complaint through the Grievance Procedure, and if offered by the District, the Parties may elect to participate in an informal resolution process. If the Complaint involves Title IX Sexual Harassment, the informal resolution process in Policy 3118 applies. Informal resolution is not available to resolve a Complaint that includes allegations that an employee engaged in sex-based harassment of a student, or when such a process would conflict with Federal, State, or local law.

Informal resolution does not require a full investigation and may encompass a broad range of conflict resolution strategies, including, but not limited to, arbitration, mediation, or restorative justice.

3115E Grievance Procedure and Remedies

A. Grievance Procedure

1. Generally

The District has adopted the following Grievance Procedure that provides for the prompt and equitable resolution of Unlawful Discrimination, including harassment and retaliation, Complaints, excluding Title IX Sexual Harassment complaints. This Grievance Procedure will be used to investigate and resolve Complaints of Unlawful Discrimination, including harassment and retaliation, between and among students, employees, volunteers, contractors, and Board members.

The District will treat Complainants and Respondents equitably.

The District requires that any individual serving in a Key Role not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant

or Respondent. The District presumes that the Respondent is not responsible for the alleged Unlawful Discrimination until a determination is made at the conclusion of the Grievance Procedure.

2. Grievance Procedure Timeframes

The District anticipates that most investigations will be concluded within 60 days. Investigations that involve several parties or witnesses, or investigations that are more complex, may exceed 60 days.

3. Confidentiality

The District will take reasonable steps to protect the privacy of the Parties and witnesses during its Grievance Procedure. These steps will not restrict the ability of the Parties to obtain and present evidence, including consulting with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the Grievance Procedure.

4. Evidence Considerations

The Decisionmaker will objectively evaluate all relevant evidence. Credibility determinations will not be based on a person's status as a Complainant, Respondent, or witness.

5. Complaint Consolidation

The District may consolidate Complaints when the allegations arise out of the same facts or circumstances.

6. Notice of Allegations

Upon receiving a Complaint, the applicable Coordinator will notify the Parties of the following:

- a. The Grievance Procedure and any informal resolution process;
- b. Sufficient information available at the time to allow the Parties to respond to the allegations, including the identities of the Parties involved in the incident(s), the conduct alleged to constitute Unlawful Discrimination, and the date(s) and location(s) of the alleged incident(s); and
- c. Retaliation is prohibited.

If, during an investigation, the District decides to investigate additional allegations of Unlawful Discrimination by the Respondent toward the Complainant that are not included in the notice provided or that are included in a Complaint that is consolidated, the District will notify the Parties of the additional allegations.

7. Investigation

The District will ensure an adequate, reliable, and impartial Complaint investigation. The burden is on the District - not on the Parties - to conduct an investigation that gathers sufficient evidence to determine whether Unlawful Discrimination occurred.

The Parties will be provided an equal opportunity to present fact witnesses and other inculpatory and exculpatory relevant evidence.

Throughout the investigation, the Investigator must determine what, if any, facts remain in dispute. If dispositive facts are not reasonably in dispute (e.g., based on Party admissions, irrefutable evidence), further investigation is not required.

8. Determination

Following the investigation and evaluation of the evidence, the Decisionmaker will:

- a. Use the preponderance of the evidence standard to determine whether Unlawful Discrimination occurred.
- b. Notify the Parties in writing of the determination whether Unlawful Discrimination occurred, including the rationale for such determination and the procedures and permissible bases for the Complainant and Respondent to appeal, if applicable.
- c. Comply with this Grievance Procedure before imposing any disciplinary sanctions against a Respondent.

9. Remedies

If there is a determination that Unlawful Discrimination occurred, the applicable Coordinator will, as appropriate:

- a. Coordinate the provision and implementation of remedies to a Complainant and other people the District identifies as having had equal access to the District's education program or activity limited or denied by Unlawful Discrimination;
- b. Coordinate the imposition of any Disciplinary Sanctions against a Respondent; and
- c. Take other appropriate prompt and effective steps to ensure that Unlawful Discrimination does not continue or recur within the District's education program or activity.

10. False Statements

A person who knowingly files a false Complaint or makes a materially false statement is subject to discipline, including discharge from employment or expulsion.

3115F Complaint Dismissal and Appeals

A. Complaint Dismissal

The District may dismiss a Complaint if:

1. The District is unable to identify the Respondent after taking reasonable steps to do so;

2. The Respondent is not participating in the District's education program or activity and is not employed by the District;
3. The Complainant voluntarily withdraws any or all of the allegations in the Complaint and the applicable Coordinator declines to initiate a Complaint; or
4. The District determines the conduct alleged in the Complaint, even if proven, would not constitute Unlawful Discrimination.

Upon dismissal, the District will promptly notify the Complainant of the basis for the dismissal. If the dismissal occurs after the Respondent has been notified of the allegations, the District will also notify the Respondent of the dismissal and the basis for the dismissal promptly following notification to the Complainant, or simultaneously if notification is in writing.

Upon dismissal, the District will take prompt and effective steps, as appropriate, through the applicable Coordinator, to ensure that Unlawful Discrimination does not continue or recur within the District's education program or activity. The District will offer Supportive Measures to the Complainant as appropriate. The District will also offer Supportive Measures to the Respondent as appropriate if the Respondent has been notified of the Complaint allegations.

B. Determination Appeal Procedures

Unless expressly stated in writing by the Decisionmaker, determinations are not subject to appeal.

3115H Training Requirements and Policy Notice

A. Training Requirements

All Coordinators and individuals assigned to serve in a Key Role must be adequately trained.

B. Nondiscrimination Notice Requirement

The District will prominently post on its website a notice of nondiscrimination, clearly stating that it applies to students, parents, employees, and applicants for admission and employment. The notice of nondiscrimination will comply with all applicable laws.

Appendix B: Anti-Bullying

5207 *Anti-Bullying Policy*

All types of bullying, including cyberbullying, without regard to subject matter or motivating animus, are prohibited.

A. Prohibited Conduct

1. Bullying, including cyberbullying, a student at school is prohibited. Bullying is any written, verbal, or physical act, or electronic communication that is intended to or that a reasonable person would know is likely to harm one or more students directly or indirectly by doing any of the following:
 - a. substantially interfering with a student's educational opportunities, benefits, or programs;
 - b. adversely affecting a student's ability to participate in or benefit from the District's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
 - c. having an actual and substantial detrimental effect on a student's physical or mental health; or
 - d. causing substantial disruption in, or substantial interference with, the District's orderly operations.
2. Retaliation or false accusations against the target of bullying, anyone reporting bullying, a witness, or another person with reliable information about an act of bullying, are prohibited.

B. Reporting an Incident

If a student, staff member, or other person suspects there has been a bullying incident, the person must promptly report the incident to the building principal or designee, or to the Responsible School Official(s), as defined below.

A report may be made in person, by telephone, or in writing (including electronic transmissions). If a bullying incident is reported to a staff member who is not the building principal, designee, or a Responsible School Official, the staff member must promptly report the incident to the building principal, designee, or a Responsible School Official.

To encourage reporting of suspected bullying or related activities, each building principal, after consulting the Responsible School Official(s), will create, publicize, and implement a system for anonymous reports. The system must emphasize that the District's ability to investigate anonymous reports may be limited.

Complaints that the building principal has bullied a student must be reported to the Superintendent. Complaints that the Superintendent has bullied a student must be reported to the Board President.

C. Investigation

All bullying complaints will be promptly investigated. The building principal or designee will conduct the investigation, unless the building principal or Superintendent is the subject of the investigation. If the building principal is the subject of the investigation, the Superintendent or designee will conduct the investigation. If the Superintendent is the subject of the investigation, the Board President will designate a neutral party to conduct the investigation.

A description of each reported incident, along with all investigation materials and conclusions reached, will be documented and retained.

D. Notice to Parent/Guardian

If the investigator determines that a bullying incident has occurred, the District will promptly notify the victim's and perpetrator's parent/guardian in writing.

E. Annual Reports

At least annually, the building principal or designee, or the Responsible School Official, must report all verified bullying incidents and the resulting consequences, including any disciplinary action or referrals, to the Board.

The District will annually report incidents of bullying to MDE in the form and manner prescribed by MDE.

F. Responsible School Official

The Superintendent is the "Responsible School Official" for this Policy and is responsible for ensuring that this Policy is properly implemented. This appointment does not reduce or eliminate the duties and responsibilities of the building principal or designee as described in this Policy.

G. Posting/Publication of Policy

The Superintendent or designee will ensure that this Policy is available on the District's website and incorporated into student handbooks and other relevant school publications.

The Superintendent or designee will submit this Policy to the MDE within 30 days after its adoption.

Prevention Task Force. The Responsible School Official may form a bullying prevention task force. The task force will identify, develop, and recommend written materials, training programs, and initiatives to reduce bullying. In its discretion, the task force may involve school staff, students, school clubs or other student groups, administrators, volunteers, parents, law enforcement, community members, and other stakeholders.

Educational Programs. The Responsible School Official will periodically arrange or otherwise provide educational programs for students and parents on preventing, identifying, responding to, and reporting incidents of bullying and cyberbullying. The Responsible School Official may arrange for teachers to address these same issues within the classroom curriculum.

H. Definitions

1. "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 it is held on school premises. "At school" also includes any conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if the device or provider is owned by or under the control of the District.
2. "Telecommunications access device" means any of the following:
 - a. any instrument, device, card, plate, code, telephone number, account number, personal identification number, electronic serial number, mobile identification number, counterfeit number, or financial transaction device defined in MCL 750.157m (e.g., an electronic funds transfer card, a credit card, a debit card, a point-of-sale card, or any other instrument or means of access to a credit, deposit, or proprietary account) that alone or with another device can acquire, transmit, intercept, provide, receive, use, or otherwise facilitate the use, acquisition, interception, provision, reception, and transmission of any telecommunications service; or
 - b. any type of instrument, device, machine, equipment, technology, or software that facilitates telecommunications or which is capable of transmitting, acquiring, intercepting, decrypting, or receiving any telephonic, electronic, data, internet access, audio, video, microwave, or radio transmissions, signals, telecommunications, or services, including the receipt, acquisition, interception, transmission, retransmission, or decryption of all telecommunications, transmissions, signals, or services provided by or through any cable television, fiber optic, telephone, satellite, microwave, data transmission, radio, internet based or wireless distribution network, system, or facility, or any part, accessory, or component, including any computer circuit, security module, smart card, software, computer chip, pager, cellular telephone, personal communications device, transponder, receiver, modem, electronic mechanism or other component, accessory, or part of any other device that is capable of facilitating the interception, transmission, retransmission, decryption, acquisition, or reception of any telecommunications, transmissions, signals, or services.
3. "Telecommunications service provider" means any of the following:
 - a. a person or entity providing a telecommunications service, whether directly or indirectly as a reseller, including, but not limited to, a cellular, paging, or other wireless communications company or other person or entity which, for a fee, supplies the facility, cell site, mobile telephone switching office, or other equipment or telecommunications service;
 - b. a person or entity owning or operating any fiber optic, cable television, satellite, internet based, telephone, wireless, microwave, data transmission, or radio distribution system, network, or facility; or
 - c. a person or entity providing any telecommunications service directly or indirectly by or through any distribution systems, networks, or facilities.

Appendix E: Acceptable Use Agreement

3116-F-2 Agreement for Acceptable Use of Technology Resources

Middle School/High School

Building/Program Name	User Name
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This Agreement is entered into on: _____

This Agreement is between _____ (“Student” or “User”)

and _____ (“school”).

The purpose of this Agreement is to grant access to and define acceptable use of the school’s technology resources (“Technology Resources”).

Technology Resources are any type of instrument, device, machine, equipment, technology, or software that is capable of transmitting, acquiring, or intercepting any telephone, electronic, data, Internet, audio, video, or radio transmissions, signals, telecommunications, or services and include without limitation: (1) internal and external network infrastructure, (2) Internet and network access, (3) computers, (4) servers, (5) storage devices, (6) peripherals, (7) software, and (8) messaging or communication systems.

In exchange for the use of the school’s Technology Resources either at school or away from school, you understand and agree to the following:

- A. Your use of the school’s Technology Resources is a privilege that may be revoked by the school at any time and for any reason.
- B. You have no expectation of privacy when using the school’s Technology Resources. The school reserves the right to monitor and inspect all use of its Technology Resources, including, without limitation, personal email and voicemail communications, computer files, databases, web logs, audit trails, or any other electronic transmissions accessed, distributed, or used through the Technology Resources. The school also reserves the right to remove any material from the Technology Resources that the school, in its sole discretion, chooses to including, without limitation, any information that the school determines to be unlawful, obscene, pornographic, harassing, intimidating, disruptive, or that otherwise violates this Agreement.
- C. The Technology Resources do not provide you a “public forum.” You may not use the Technology Resources for commercial purposes or for political positions or candidates unless expressly authorized in advance by a teacher or administrator as part of a class project or activity. You may, however, use the Technology Resources to contact or communicate with public officials provided you follow all other rules.
- D. The school’s Technology Resources are intended for use only by registered users. You are responsible for your account/password and any access to the Technology Resources made using

your account/password. Any damage or liability arising from the use of your account/password is your responsibility. Use of your account by someone other than you is prohibited and may be grounds for suspension from the Technology Resources and other disciplinary consequences for both you and the person(s) using your account/password. Likewise, using or accessing another person's account is prohibited and may be grounds for suspension from the Technology Resources and other disciplinary consequences for both you and the person whose account or password you used or accessed.

- E. You may not use the Technology Resources to engage in bullying, including cyberbullying. Bullying and cyberbullying are defined as:

Any written, verbal, or physical act, or any electronic communication, that is intended or that a reasonable person would know is likely, to harm one or more pupils either directly or indirectly by doing any of the following:

1. Substantially interfering with educational opportunities, benefits, or programs of one or more pupils;
2. Adversely affecting the ability of a pupil to participate in or benefit from the educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional distress;
3. Having an actual and substantial detrimental effect on a pupil's physical or mental health; or
4. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Use of other communication/messaging devices (including devices not owned by the school) to engage in bullying or cyberbullying may be grounds for discipline under the school's student code of conduct.

- F. If you misuse the Technology Resources, your access to the Technology Resources may be suspended and you may be subject to other disciplinary action, up to and including expulsion. Misuse includes, but is not limited to:

1. Accessing or attempting to access material that is "harmful to minors." Material that is "harmful to minors" includes any picture, image, graphic image file, or other visual depiction that: (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole lacks serious literary, artistic, political, or scientific value as to minors.
2. Accessing or attempting to access material that is unlawful, obscene, pornographic, profane, or vulgar.
3. Accessing or attempting to access material that is inappropriate for minors. Material that is inappropriate for minors includes all material described in Sections F.1 and F.2 of this Agreement as well as any language outlined in Board Policy or Student Handbooks.

4. Bullying and cyberbullying (as defined in paragraph E).
 5. Sexting, which includes, without limitation, possessing, sending, or distributing nude, sexually explicit, or sexually suggestive photographs, videos, or other visual depictions of yourself or another person.
 6. Vandalism, which includes, without limitation, any malicious or intentional attempt to harm, steal, destroy, or disrupt user data, school material, or school hardware or software.
 7. Hacking, which includes, without limitation, gaining or attempting to gain access to, modifying, or obtaining copies of information belonging to others or information you are not authorized to access.
 8. Unauthorized copying or use of licenses or copyrighted software.
 9. Plagiarizing, which includes the unauthorized distributing, copying, using, or holding out as your own, material that was written or created by someone else, without permission of, and attribution to, the author/creator.
 10. Posting or distributing confidential or inappropriate information meant to harass, intimidate, or embarrass others.
 11. Allowing someone else to use your account or password or not preventing unauthorized access to Technology Resources when leaving them unattended.
 12. Using or soliciting the use of or attempting to use or discover the account information or password of another user.
 13. Attempting to or successfully disabling security features, including technology protection measures required under the Children’s Internet Protection Act (“CIPA”).
 14. Misusing equipment or altering system software without permission.
 15. Commercial for-profit activities, advertising, political lobbying, or sending mass mailings or spam. You may contact a public official, however, to express an opinion on a topic of interest.
 16. Copying, recording, or sharing any information received or obtained via the school’s Technology Resources that includes personally identifiable information about any other student including, without limitation, videos, audio, documents, or other records that identify another student by name, voice, or likeness.
 17. Using the Technology Resources in any way that violates any federal, state, or local law or rule, Policy, or the school’s codes of conduct, or student handbooks.
- G. You must promptly disclose to your Parent or teacher any content you view or receive over the Technology Resources that is inappropriate or that makes you feel uncomfortable, harassed, threatened, or bullied, or that contains sexually explicit content. You should not delete such content until instructed to do so by a school employee.

- H. It is the policy of the school, as a recipient of certain federal funds, to monitor the online activities of its minor students and provide technology protection measures on its computers with Internet access designed to prevent minors from accessing visual depictions that are: (1) obscene, (2) child pornography, or (3) harmful to minors.
- I. It is the policy of the school to prohibit its minor students from: (1) accessing inappropriate matter on the Internet; (2) engaging in hacking or other unlawful online activities; and (3) accessing materials that are harmful to minors. It is also the policy of the school to educate students about cyberbullying awareness and response and about appropriate online behavior, including disclosing, disseminating, or using personal information and safely and appropriately interacting with other individuals in social networking websites, chat rooms, by email, and other forms of direct electronic communications.
- J. The school does not guarantee that measures described in paragraphs H and I will provide any level of safety or security or that they will successfully block all inappropriate material from the school's students. You agree that you will not intentionally engage in any behavior that was intended to be prevented by paragraphs H and I.
- K. The school does not warrant or guarantee that its Technology Resources will meet any specific requirement or that they will be error free or uninterrupted; nor will the school be liable for any damages (including lost data, information, or time) sustained or incurred in connection with the use, operation, or inability to use the Technology Resources.
- L. You will return all Technology Resources to the school in good working order immediately on request.
- M. You are responsible for the proper use of the Technology Resources and will be held accountable for any damage to or replacement of the Technology Resources caused by your inappropriate use.

I agree to follow this Agreement and all rules and regulations that may be added from time to time by the school or its Internet Service Provider. I also agree to follow all rules in the applicable student code of conduct and handbook. As a condition of using the Technology Resources, I agree to release the school and its board members, agents, and employees, including its Internet Service Provider, from all liability related to my use or inability to use the Technology Resources.

I understand that data I send or receive over the Technology Resources is not private. I consent to having the school monitor and inspect my use of the Technology Resources, including any electronic communications that I send or receive through the Technology Resources.

I have read this Acceptable Use Agreement and agree to its terms.

Student Signature

Date

I have read this Agreement and agree that as a condition of my child's use of the Technology Resources, I release the school and its board members, agents, and employees, including its Internet Service Provider, from all liability related to my child's use or inability to use the Technology Resources. I also indemnify the school and its board members, agents, and employees, including its Internet Service Provider, for any fees, expenses, or damages incurred as a result of my child's use, or misuse, of the school's Technology Resources.

I authorize the school to consent to the sharing of information about my child to website operators as necessary to enable my child to participate in any program, course, or assignment requiring such consent under the Children's Online Privacy Protection Act.

I understand that data my child sends or receives over the Technology Resources is not private. I consent to having the school monitor and inspect my child's use of the Technology Resources, including any electronic communications that my child sends or receives through the Technology Resources.

I agree that I will not copy, record, or share, or allow my child to copy, record, or share, any information sent to my child via the school's Technology Resources that includes personally identifiable information about any other child including, without limitation, videos, audio, or documents that identify another student by name, voice, or likeness.

I agree that my child will return all Technology Resources to the school in good working order immediately on request and that I am responsible for any damage to the Technology Resources beyond normal wear and tear.

I understand and agree that my child will not be able to use the school's Technology Resources until this Agreement has been signed by both my child and me.

I have read this Acceptable Use Agreement and agree to its terms.

Parent Signature

Date

cc: Parent, student file

Appendix F: Competitive Athletics, Clubs and Programs Code of Conduct

Participation in Grand Haven Area Public Schools (the “District”) competitive programming is a privilege, not a right. Competitive participants are students first. When participating in District competitive programming, students are District representatives and are held to the highest standards. Accordingly, this Competitive Athletics, Clubs, and Programs Code of Conduct applies 24 hours a day, 365 days a year. Students and parents should be familiar with this Competitive Athletics, Clubs, and Programs Code of Conduct. By participating in any competitive programming both students and parents agree to abide by these terms.

The coaching staff, advisors, and administration of Grand Haven High School will not condone the possession or use of alcohol, illegal drugs, tobacco in any form, improper conduct, actions that would be deemed misdemeanors or felonies under the criminal code, or the engaging in activities considered to be unbecoming of an athlete. Any information, circumstantial or otherwise, obtained by the school administrative team regarding a violation of these rules may result in an administrative investigation. If a breach of these rules is substantiated by an administrative team investigation or by the student's own admission, upon accusation, the following action will be taken:

<u>Tier 1</u>	<u>Tier 2</u>	<u>Tier 3</u>
<p>Can include, but not limited to:</p> <p>Cheating Destruction Gross Misconduct Hazing Police Report School Offenses Stealing Vaping (possession/use) Non-illegal drug</p> <p>In the presence of drugs and alcohol (guilty by association)</p> <p>Suspension from school for 1-4 days</p>	<p>Can include, but not limited to:</p> <p>Fighting/Bullying Misuse of social media Police Report School Offenses</p> <p>Suspensions from school for 5-10 days</p>	<p>Use or possession of alcohol, illegal drugs, tobacco, THC vape products, and/or actions that would be deemed as misdemeanors or felonies under the criminal code.</p> <p>Police Report</p> <p>Suspensions from school for 11+ days</p>
<p><u>First Offense</u> 10% of contests</p> <p><u>Second Offense</u> 25% of contests</p> <p><u>Third Offense</u> 50% of contests</p>	<p><u>First Offense</u> 25% of contests</p> <p><u>Second Offense</u> 50% of contests</p> <p><u>Third Offense</u> 100% of a season</p>	<p><u>First Offense</u> 40% of contests</p> <p><u>Second Offense</u> 100% of a season</p> <p><u>Third Offense</u> Ineligible for interscholastic</p>

<p><u>Fourth Offense</u> Loss of interscholastic opportunities for the remainder of their high school career</p>	<p><u>Fourth Offense</u> Loss of interscholastic opportunities for the remainder of their high school career</p>	<p>competition for 365 days</p> <p><u>Fourth Offense</u> Loss of interscholastic opportunities for the remainder of their high school career</p>
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**The offense number is not tied to the Tier. A second offense will be treated as such in the appropriate Tier, regardless of what Tier the first offense occurred in*

Understanding the tier system:

Tier 1

A tier one violation can be classified as a tier two or tier three violation by the administrative team depending upon the severity of the violation.

All tier one consequences will be determined by the coach and administrative team.

Consequences for additional tier one violations will remain in the tier one category.

During the suspension the athlete will participate in all practices and meet all the demands placed on other members on the team. The athlete must attend all games during this period, in street clothes, and sit/stand within close proximity of the team.

Tier 2 and 3

If an athlete gets a first offense violation in tier 2 and then gets a second offense violation in tier 3 the athlete would serve the penalty for tier 3 (365 days). If an athlete gets a first offense in tier 3 and then receives a second offense in tier 2 they would serve the penalty in tier 2 (50% of season).

During the suspension the athlete will participate in all practices and meet all the demands placed on other members on the team. The athlete must attend all games during this period, in street clothes, and sit/stand within close proximity of the team.

Upon completion of the above requirements, the athlete will become fully eligible for athletic competition.

Tier 3 Second Offense Provision

If a student athlete completes a substance abuse program, the violation will be reduced to a minimum of 75% of their next season. The scope and sequence of the substance abuse program must be approved by administration before the student athlete begins the program. The student athlete cannot participate in interscholastic competition until the program is complete or the 365 days has passed. This substance abuse program is voluntary and expenses will be covered by the family.

