

ANCHOR BAY SCHOOL DISTRICT

ELEMENTARY UNIFORM STUDENT CODE OF CONDUCT

**5201 County Line Rd., Suite 100
Casco, MI 48064
(586) 725-2861**

Website: www.anchorbay.misd.net



Dear Parents, Students, and Community Members:

Our schools provide a safe, orderly environment for the achievement of our mission - lifelong learning. We are proud of our students and we are committed to working together to make them all that they can be. This Uniform Code of Conduct is intended to support the efforts of the entire school family and to keep our schools safe. We are grateful for your support and your pride in Anchor Bay.

*Sincerely,
Superintendent of Schools*

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ANCHOR BAY SCHOOL DISTRICT

VISION:

It is the vision of the Anchor Bay School District to promote educational excellence, community collaboration and student success.

MISSION:

Anchor Bay Schools, in partnership with the community, will produce lifelong learners, who respect diversity, adapt to change and function as responsible citizens.

BELIEF STATEMENTS:

Every Person—

- Can become a life-long learner and a responsible citizen
- Can actively participate in the learning process
- Can respect the global environment
- Can respect diversity

The Community—

- Supports education
- Provides resources for students
- Encourages students to stay in school and succeed
- Supports school goals and activities

Families—

- Prepare children for school
- See that children attend school regularly
- Support school goals and participate in school activities
- Support school appropriate character development and behavior
- Provide support and resources for students to complete assignments
- Establish appropriate priorities for learning

Teachers—

- Provide relevant experiences that enhance and encourage learning
- Encourage students to do quality work
- Accommodate learning styles, abilities and intelligences
- Encourage parent communication/partnerships
- Utilize instructional best practices to meet state curriculum standards

All School Personnel—

- Model responsible leadership
- Provide a positive and safe environment
- Provide resources and technologies to enhance learning
- Encourage instructional best practices
- Encourage cooperation, innovation and creativity
- Are highly qualified
- Engage in continued professional development
- Set a standard for excellence
- Promote parent involvement
- Treat each other with respect
- Commit to the success of all students

Students—

- Demonstrate positive attitude and behavior
- Seek help and clarification when needed
- Set high goals for learning
- Understand the importance of learning

STUDENT CODE OF CONDUCT

EQUAL OPPORTUNITY

The Michigan Constitution (Article 8, Section I) assures all students the right to a free public education: "Religion, morality and knowledge being necessary to good government and the happiness of mankind, schools and the means of education shall forever be encouraged."

At the same time, both federal and state legislation assures students of their right to pursue this education in a system which provides equal opportunity for each learner.

Title VI of the Civil Rights Act of 1964 assures all citizens that they will not experience discrimination on the basis of their race or ethnic origins.

Title IX of the Civil Rights Act of 1964 assures students that they will not experience discrimination on the basis of their sex.

Section 504 of Public Law 94-142 (Vocational Rehabilitation Act of 1973) assures students that they will have equal opportunities regardless of handicapping conditions.

It is the policy of the Anchor Bay School District to provide equal opportunity for all students, regardless of race, color, creed, handicap, religion, sex, ancestry, national origin, place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this district. Any student who believes that they have been subject to discrimination should contact the Superintendent's Office.

RESPONSIBILITIES OF STUDENTS

With these rights come responsibilities. The Common Goals of Michigan Education (1971) identifies these general responsibilities of students:

- The rights of the individual at times are limited by the greater need to protect the rights of the group and the instructional process.
- Further rights of the individual end where they conflict with the rights of others.
- A person who violates the rights of others or fails to properly carry out his/her responsibilities can expect to suffer some loss of his/her rights.

For that reason, the Board of Education of the Anchor Bay School District has established through its policies and administrative directives the following Code of Conduct for all students.

RESPONSIBILITY FOR A SAFE AND ORDERLY SCHOOL ENVIRONMENT:

To create an environment which promotes learning, every member of the school community must work together. The ultimate responsibility for student conduct rests with the student and parents. Parents are responsible for the behavior and attitudes of their children. Teachers, administrators, counselors and staff deal with such problems to the extent the student will accept their help and authority.

When efforts fail or are not accepted by the student, parents must then deal with their child in whatever way is necessary to insure proper respect for school authority and acceptable behavior on the part of their child. The District policy manual states:

"Respect for the law and for those persons in authority shall be expected of all students. This includes conformity to school rules as well as general provisions of (state and federal) laws as they relate to students and staff. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all members of the school community."

The school district's policies and rules apply to any student who is on school property or school affiliated transportation, who is in attendance at school or any school-sponsored activity, or whose conduct at any place or time creates a substantial disruption to the operations, discipline, or general welfare of the school, regardless of location, date or time.

To accomplish these goals, students are expected to work to obtain the highest achievement possible in their studies, contribute to the schools' safe and orderly environment, and respect the rights and property of others. School staff are expected to encourage and work to maintain the highest standards of conduct in the schools by publishing and enforcing consistent rules of conduct and supervising activities. As partners in the educational process, parents are expected to reinforce the school's standards of conduct and disciplinary procedures at home and encourage their students to attend school regularly.

CATEGORIES OF MISCONDUCT:

The Board of Education has established standards of behavior in school, on school buses, and at school activities. Misconduct is defined as any action which:

- Does not conform to reasonable standards of socially-acceptable behavior,
- Does not respect the person or property of others,
- Does not preserve the order necessary to the educational program of the school,
- Does not respect the rights of others, or involves disobedience to duly constituted authority or disrespect for those who hold that authority.

ACTS OF MISCONDUCT MAY FALL INTO THE FOLLOWING CATEGORIES:

Minor infractions may include but are not limited to:

1. Lack of cooperation with school personnel in the schools, on buses, or at school-sponsored activities.
2. Improper dress - This Code requires dress which is not disruptive to the school environment and which is not hazardous to the health, safety or physical appearance of our school. Students must wear shirts which cover the shoulders and fit around the arms and waistline; pants which have a natural waistline and do not drag on the floor. Snap or breakaway pants and extremely short shorts are prohibited. Chains, studs and other metallic accessories are prohibited. Writing on the body is prohibited. Hats and coats should not be worn in school. T-shirts may not exhibit messages that are offensive, which advocate drugs or illegal activities.
3. Irregular attendance (unexplained absences or tardiness to class).
4. Violation of classroom or school rules.
5. Shoving, tripping, or other actions which endanger the safety of others.
6. Improper language directed at staff.
7. Unauthorized sales of products on school property.
8. Unauthorized distribution or posting of communicative materials.
9. Plagiarism.
10. Violation of closed campus rules.
11. Disrespectful behavior towards staff.
12. Violation of Computer Use Policy
13. Cheating - Copying assignments on tests, giving an assignment or test to another student to copy - no credit for the assignment.

POSSIBLE DISCIPLINARY ACTION FOR MINOR OFFENSES:

Since parents and school personnel share the responsibility for supervising student behavior, every effort will be made to keep parents informed of the nature and frequency of minor offenses. Disciplinary action for minor offenses will be progressive, relate in kind and degree to the infraction, help the student learn to take responsibility for actions, and be directed, wherever possible, to minimizing the harm which may have been done by the infraction. However disciplinary action taken shall not include corporal punishment.

(Time-outs will allow credit for make-up work; suspensions may not.) Actions may include all or part of the following:

- Exclusion from social activities, ceremonies, or extracurriculars,
- Detention before or after regularly-scheduled classes, when parents have been notified, and can provide for and/or arrange transportation,
- Reassignment to an alternative location in the school for completion of school assignments,
- Time-out (1-10 days) or suspension from classes (1-10 days), or
- Establishment of alternative consequences by means of student behavior contracts, or community service, or
- Elimination of the right to drive to or park at school.

ABSENCE AND TARDINESS:

Regular attendance at required school activities and classes is essential to successful achievement of the goals of education. It is the student's responsibility to attend class regularly. Reasons for absence may include, but are not limited to:

- a) illness,
- b) required medical or dental treatment which cannot be scheduled at another time,
- c) required court attendance,
- d) death in the immediate family or a family friend,
- e) observation or celebration of a bona fide religious holiday.

Parents or guardians must provide documentation of reasons for all absences to the school immediately following the absence. Students may be required to make up missed work at alternative times (1 day make-up for each day excused) or to demonstrate their competence through examinations for repeated absences; failure to do so may result in reduction of grade, denial of credit or failure to achieve promotion. Absences which are not explained by parents within 24 hours are unexcused. Students with greater than the number of unexcused absences specified in the student handbook may be denied credit subject to credit review. In the event of an unexcused absence (skip), there is a loss of credit for that period or day.

SEARCH AND SEIZURE:

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student, student lockers, desks, vehicles, purses and athletic bags under the circumstances out-lined below and may seize any illegal, unauthorized or contraband materials discovered in the search. Student lockers and desks are school property and remain at all times under the control of the school district; however, students are expected to assume full responsibility for the security of their lockers and desks. Students should not expect privacy regarding items placed in or on school property because school property is subject to search at any time by school officials.

Periodic general inspection of lockers, desks and vehicles may be conducted by school authorities for any reason at any time without notice, without student consent and without a search warrant. The District reserves the right to use the police department and its canine unit to search the premises for illegal substances at any time. A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action. A student's person and/or personal effects (e.g., purse, book bag, athletic bag or vehicle) may be searched whenever a school official has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

STUDENT PUBLICATIONS:

The Board of Education recognizes that student publications enable students to learn the rights and responsibilities of the press in a free society. The Board is mindful that publications sponsored by the District must be available to all students who attend and, therefore, must be suitable for all students. Issues which reflect opposing points of view may be included in school publications, providing that equal opportunity has been provided to present alternative views. The Board reserves the right to prevent distribution of student publications which:

- Are prejudicial to any group,
- Libel any person or persons,
- Seek to establish any religious denomination or sect,
- Advocate any substance which may be reasonably believed to endanger the health of students,
- Contain obscenity or material which violates the standards of the community, or
- Incite violence, advocate use of force, or urge violation of law or school regulations.

The Board also prohibits publications which:

- Fail to identify the student or organization responsible for their publication,
- Solicit funds for non-school organizations without Board approval, or
- Promote, favor, or oppose any candidate for election or issue placed on the ballot in an election.

HARASSMENT/BULLYING

Any form of harassment is unacceptable and will result in disciplinary action. Harassment includes but is not limited to the following:

1. Racial, ethnic, religious or gender-related slurs, name calling, derogatory slang terms, etc.
2. Racial, ethnic, religious or gender-related innuendos, epitaphs or gestures.
3. Racial, ethnic, religious or gender-related terms or messages written on lockers or displayed on papers, signs, T-shirts, or any other materials or apparel.
4. Any discriminatory words, acts, suggestions or sayings spoken or written anywhere on school property.

Students involved in harassing/bullying activities will be punished via suspension up to and including a recommendation for expulsion. Local authorities will be notified and charges filed for severe and/or repeat offenses. Distribution of materials which violate these standards shall be considered an infraction of school rules under the guidelines defined above.

STUDENT SEXUAL HARASSMENT:

The Anchor Bay School District is committed to providing all students with a safe and supportive school environment. Staff and students are expected to treat each other with mutual respect and to accept the rich diversity which makes up the school community. Disrespect among members of the school community is unacceptable behavior which threatens to disrupt the learning environment and behavior which will not be tolerated. The Anchor Bay School District is opposed to and prohibits without qualification sexual harassment in our schools.

Definition: Sexual harassment is any unwanted or unwelcome sexual behavior that makes a person feel uncomfortable, put down, demoralized or interferes with a person's school days. In order for any specific action to be considered sexual harassment, it must be offensive to the recipient or create an offensive educational (working or learning) environment. (Sexual harassment includes both intentional conduct and action that was not intended to offend a reasonable and prudent individual.)

Both federal and state laws state that harassment on the basis of sex is a form of discrimination. Title VII of the U.S. Civil Rights Act and Title IX of the Educational Amendments are the laws that make sexual harassment illegal in schools.

DISPLAYS OF AFFECTION:

Students demonstrating affection between each other is personal and not meant for public display. This includes touching, petting, or any other contact of this nature that may be considered inappropriate. Such behavior may result in suspension from school or possibly expulsion.

FRATERNITIES, SORORITIES, GANGS AND SECRET ORGANIZATIONS:

Students attending public schools are prohibited by state law from holding membership in fraternities, sororities, gangs and secret organizations.

Belonging to a gang or wearing gang-related clothing and gang items in itself poses a problem. It creates the possibility that persons other than Anchor Bay students will purposefully come to one of the schools to encounter a potential rival gang or member of a gang. This creates a potentially dangerous situation for all Anchor Bay students. It also creates an intimidating and stressful situation for non-gang members. The potential for internal conflict is also increased when "gangs" exist.

To provide a safe environment for all students in the Anchor Bay School District, all gang identifying clothing, items, and activities (as determined in cooperation with the police) are strictly prohibited in school, on school property and at all school related events.

Students violating the above regulation will be subject to disciplinary action up to and including expulsion and referral to police. Non-students will be refused entry to schools and school events or asked to leave.

ILLEGAL ACTIONS AND MAJOR INFRACTIONS:

The following actions are considered major violations of the order of the school:

1. Use, sale or possession of tobacco on school district property or during school sponsored events.
2. Larceny/Steal another person's property or unauthorized possession of it.

3. Hazing/Performing acts of initiation into a group, class or organization that causes physical, mental or emotional harm.
4. Extortion.
5. Gambling.
6. Malicious mischief.
7. Trespassing/being present in a locked or posted location without permission.
8. Unlawful interference with school authorities or programs.
9. Fighting (Five day suspensions for both parties on the first offense unless one party attempted to walk away and was physically unable).
10. Possession or distribution of materials which are libelous, pornographic or which advocate illegal acts.
11. Gaining access, altering or forging (on paper or electronically) school documents or school databases, or possession of a "virus" disc.
12. Gross negligence/violation of rules for safe and orderly conduct. Disorderly conduct/substantial interference with the operation of the district by unlawful student assemblage or group/individual acts of violence, disruption, vandalism or building seizure.
13. Racial or sexual harassment/intimidation.
14. Bullying/Harassment.
15. Insubordination/failure to follow staff directive. Bold resistance to authority.
16. Giving false identification or information.
17. Profanity and/or obscene gestures directed at staff.
18. Possessing or distributing non-commercial and/or pirated software (computer discs, CDs).
19. Indecent exposure.
20. Computer crimes and/or compromising the school network/hacking.
21. Possession of laser devices on school property or during school activities.
22. Use, sale or possession of illegal drugs/drug paraphernalia or look-alike substances or alcohol on school property or during school-sponsored events.
23. Arson.
24. Battery/harmful striking of another person.
25. Assault/an offer or threat to do physical harm, with force or violence, and the apparent present means to carry out that threat.
26. Burglary/breaking and entering a building with intent to steal.
27. Possession or use of explosives, flammable or dangerous materials.
28. Possession of firearms or items that could be used as weapons on school district premises.
29. Setting false alarms.
30. Bomb threats made to school or school personnel.
31. Gang related activity.
32. Anyone responsible for things going over the balcony railing (high school).
33. Improper touching of another student, or other lewd and promiscuous behavior.
34. Cell Phone/Electronic Communication Device – refusal to surrender to requesting staff member as directed.

CONSEQUENCES FOR MAJOR INFRACTIONS:

1st offense – up to three (3) day suspension

2nd offense – up to five (5) day suspension

3rd offense – up to ten (10) day suspension

Subsequent offenses – ten (10) day suspension

The severity of the infraction may allow for accelerated/reduced consequences

SPECIAL RESPONSES

Time out may be used until a parent conference is held.

Restitution will be made for damages.

Bogus phone calls will result in a one (1) day suspension.

During the period of suspension the student has forfeited any and all privileges to attend school functions or any school sponsored activities and/or be on school grounds. Violation of this provision will be construed to be willful violation of reasonable school rules, and subject to further suspension.

USE OF BREATH-TEST INSTRUMENTS:

The principal or their designee may arrange for a breath test for blood-alcohol to be conducted on a student whenever s/he has individualized reasonable suspicion to believe that a student has consumed an alcoholic beverage. The purpose of the test is to determine whether or not the student has consumed an alcoholic beverage. The amount of consumption is not relevant, except where the student may need medical attention if the result indicates a violation of school rules as described in this handbook. If a student refuses to take the test, s/he will be advised that such denial will be considered an admission of alcohol use with the consequent discipline invoked. The student will then be given a second opportunity to take the test.

DISCIPLINARY ACTION FOR MAJOR INFRACTIONS:

While minor infractions may warrant progressive consequences, major violations of school conduct may be followed by imposition of more severe consequences on the first offense. Violation of the major infractions above may result in immediate suspension for up to ten days, and may be followed by long-term suspension or expulsion from the school program by the Board of Education (as a result of a formal hearing). The District will also pursue criminal prosecution of violations of applicable state and federal laws on school district property. Suspensions from school for major offenses require notification to parents by phone or in person, followed by notification by mail (with copy to student record). Conditions for readmission of students may include restitution for property damage and/or acceptance of outside professional help for behavioral difficulties. The building administrator may also require a parent, guardian, or designee to accompany a student to class in lieu of suspension in some cases. Documentation of satisfactory completion of conditions for readmission will be provided. Work missed during suspension from school will not count toward credit or graduation unless it is the first non-violent infraction. As a result of a major infraction, students may also be restricted from enrollment in one or more educational alternatives in our system. Major offenses committed on school transportation will be considered major school offenses.

USE OF ELECTRONIC COMMUNICATIONS DEVICES

A student may possess a cellular telephone or electronic device (ECD) for after-school use, if it is turned off and stored in their locker during school hours. Also, during school activities when directed by the administrator or sponsor, cell phones and other ECD's shall be turned off and stored away out of site. Prohibited activities:

- *Devices that are capable of capturing images, electronic or otherwise, are prohibited from use in bathrooms or locker rooms, even at other school districts;

- *Connecting a cell phone and/or ECD to the District Wide Area Network.

Possession of a cellular telephone or other ECD by a student is a privilege which may be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of this privilege. Violations of this policy may result in disciplinary action and confiscation of the cellular telephone or ECD. The student who possesses a cellular phone or ECD shall assume responsibility for its care. At no time shall the District be responsible for preventing theft, loss or damage to cell phones or ECD's brought onto its property. Students using a Palm Pilot without the communication capacity disabled are subject to the same consequences.

Cell phones and electronic communications devices must be turned off and left in student lockers during the school day.

Students Caught Using Cell Phones

Since use of such devices can contribute to disruptions and student misbehavior, students whose cell phones go off in school or who use cell phones or electronic communication devices with or without a camera or video capability during the school day will be subject to the following consequences:

1st Offense - Confiscation and pick up by a parent or guardian

2nd Offense - 1 day suspension / time out

3rd Offense - 3 days suspension / time out

4th Offense - 5 days suspension / time out

5th Offense - 10 days suspension / time out

The administration reserves the right to accelerate consequences as necessary. Students caught using the video or camera capability of the phone during the school day without prior approval of the building principal will be subject to suspension from school.

Students who refuse to surrender their cell phone or electronic communication device are insubordinate. This is a major infraction and the consequences for major infractions subject to progressive discipline will apply.

WEAPONS

If a dangerous weapon is found in the possession of a pupil while the pupil is in attendance at school or a school activity or while the pupil is en route to or from school on a school bus, the superintendent of the school district will immediately report that finding to the pupil's parent or legal guardian and the local law enforcement agency. A dangerous weapon means a firearm, including air and gas-powered guns (whether loaded or unloaded) a dagger, a dirk, a stiletto, a knife with a blade more than three inches in length (measured from the hinge), a pocket knife opened by a mechanical device, iron bar, or brass knuckles, martial arts weapons, or any other object used to threaten or harm another student. Weapons may also include any toy that is presented as a real weapon or reacted to as a real weapon. Criminal charge may be filed for this violation. If a student possesses a dangerous weapon, the Board of Education or its designee will expel the student permanently from the school district, subject to possible reinstatement, unless the student establishes in a clear and convincing manner, at least one of the following:

1. The object or instrument possessed by the student was not intended for use as a weapon or for direct or indirect delivery to another person for use as a weapon.
2. The weapon was not knowingly possessed by the pupil.
3. The student did not know or have reason to know the object or instrument possessed constituted a dangerous weapon.
4. The weapon was possessed by the student at the suggestion, request, or direction of, or with the express permission of the school or police authorities. (Act 451 of 1976, Section 1311)

Major offenses committed on school transportation will be considered major school offenses. Students may also be subject to disciplinary action if misconduct occurs out of school and has a direct adverse impact either on school discipline or on the general safety and welfare of staff or students.

ASSAULT

If a student enrolled in grade 6 or above commits a physical assault at school against another student, that student may be subject to permanent expulsion with the right to reapply to the school district after 180 days. If a student enrolled in grade 6 or above commits a physical assault at school against a person employed by or engaged as a volunteer or contractor by the school district then that student shall be expelled from the school district. "Physical assault" shall mean intentionally causing or attempting to cause physical harm to another through force or violence.

"Verbal assault" shall mean a direct threat of physical harm by threatened force, violence or intimidation.

Staff members who observe or experience an assault shall provide immediate, written report to the building level administration to be communicated to the Superintendent of Schools. The report should include the specific nature of the physical harm threatened and details of how the means to carry out the threat was present in the situation.

MANDATORY EXPULSION FOR SERIOUS OFFENSES

Michigan law requires the expulsion of students who bring a weapon onto school premises. A weapon is defined as a firearm, an explosive device, a knife greater than 3 inches (measured from the hinge), brass knuckles, or any object which can be used as a weapon. In addition, Michigan law requires expulsion of students who communicate threats of bombing, commit arson, commit criminal sexual conduct or commit verbal or physical assaults on school employees, volunteers or contractors. (Michigan Revised School Code, Section 1311).

INTERVIEWS OF STUDENTS BY POLICE AND OTHER PUBLIC AGENCIES

The school district endeavors to cooperate with law enforcement agencies. Law enforcement officials may interview students at school. School officials will grant law enforcement interviews with a student considering (1) type of incident; (2) seriousness of incident; (3) age and maturity of student; and (4) the relationship of the incident to school or the education process. When practical, school personnel will be present during the police interview, and an attempt will be made to notify the parent prior to the interview. Parental notification will occur in the event such an interview has taken place.

DUE PROCESS:

A student charged with misconduct has a right to due process. The Board of Education recognizes that the following procedures insure this right:

1. The student will be informed of the charges against him/her in a timely manner.
2. The student will be informed of the origin of the charges and will be allowed to present evidence on his/her own behalf.
3. For serious/criminal infractions where police involvement is required, a hearing will occur with the appropriate administrator, the persons making the charges, and the student (with parents and/or representatives present if desired).
4. The student may have access to records of disciplinary actions and may appeal these actions when appropriate to the next higher authority.

An administrator may require the immediate removal of a disruptive student from a classroom situation if his/her presence endangers the academic atmosphere, the health, safety, or rights of others, or the security of the school. Notice of such a removal will be given to parents at the first opportunity.

In cases where students and/or parents object to the discipline practices of school personnel, appeal may be made by:

1. Arranging a conference with the teacher or administrator from whom the action originated, then
2. If agreement has not been reached, writing a letter of appeal to the building administrator or immediate supervisor, then
3. If agreement has not been reached, arranging a conference with the Superintendent of Schools or his/her designee.

Appeals of suspensions should be made in writing to the Director of Elementary or Secondary Education and followed by a phone call to the office. In an appeal, the parent should include the circumstances regarding the disciplinary action and the student's past school record. An appeal of a suspension may result in detention, community service, or continued suspension depending upon the student's record and circumstances. For suspensions up to 10 days, the appeal process ends with the Superintendent.

LONG TERM SUSPENSION AND EXPULSION:

Decisions on long term suspension (more than 10 days) or expulsion from the District are made by the Board of Education. The student and his/her parents will be provided with written notice of the intention to suspend or expel, the timetable for such action, and the reasons for this action. A Board hearing will be convened within ten (10) school days following the suspension. They will be provided with an opportunity to appear before the Board and to answer the charges. A summary of the procedures which will be used, the witnesses which will be called, and the student's rights in these procedures will be provided. The decision of the Board will be made available within five (5) days after such hearing. Students may be assigned to an alternative educational setting by the Superintendent.

Both the student and the Board may be represented by an advisor or legal counsel at this hearing. The hearing may be held in public or in closed session at the discretion of the student and his/her parents.

STUDENT GRIEVANCES:

The Board of Education recognizes that as citizens, students have the right to redress of grievances. Further, the Board believes that the instilling of respect for lawful procedure is an important part of the educational process. Accordingly, individual and group grievances should be provided for and appropriate appeal procedures implemented.

The first recourse for a student grievance is the staff member immediately involved in the process. If satisfaction is not achieved, the decision may be appealed to the next higher authority. Details of the appeal procedure are included in the Anchor Bay Board of Education policy manual. Further information can be obtained by calling the Superintendent at (586) 725-2861, or writing to the District at 5201 County Line Road, Ste. 100, Casco, MI 48064.

BUS TRANSPORTATION:

Bus transportation is a privilege and not a right. Major offenses or repeated minor offenses may result in the loss of bus privileges.

REPORTING OBLIGATION:

Public law and Board policy requires school officials to report all suspected crimes, misdemeanors, or suspected cases of abuse or harassment.

STUDENTS CHARGED WITH GROSS MISDEMEANORS OR FELONIES:

Students charged with gross misdemeanors or felonies are subject to suspension or expulsion within the discretion of the Board of Education, if the conduct giving rise to the charge occurred while going to or from school, on school district property, at a school activity (either home or away), during involvement in Community Education, or summer school. Students will also be subject to suspension or expulsion if the conduct occurred out of school and has a direct adverse effect either on school discipline or on the general safety and welfare of students or staff.