

Scranton Middle School Student-Parent Handbook



Home of the Bulldogs

Work Hard. Be Kind. Make it a Great Day.

Principals:

Mr. Bill Renner & Mr. Cody Rudolph

Office 810.299.3700 – Attendance 810.299.3706

Table of Contents:

Topic	Page	Topic	Page
After-School Activities/ Athletics	11	Grades	6
Animals in the Classroom	8, 14	Guidance & Counseling Services	15
Arrival at School	6	Health	17
Attendance & Truancy	18	Homework	34
BAS Board of Education Philosophy	4	Homework Requests	5
Cafeteria	14	Honor Roll	15
Cancellation of School	6	Insurance	8
Cell Phones	13	Leaving Early	21
Citizenship Code	16	Lockers	9
Co-Curricular Middle School Eligibility	31	Make-up Work	21
Communications	5	Medications	17
Cumulative Referral Policy	50	Money, Valuables	7
Curriculum Requirements	11	Parent Teacher Organization (PTO)	15
District Information	3	Posters & Publicity	14
Driving to School	31	Promotion and Retention of Students	33
Due Process of Law	22	Report Cards & Interim Progress Reports	6
Emergency Cards	7	School Bus, Transportation	29
Field Trips	12	Search & Seizure	10
Fire, Tornado, Lockdown Drills	8	Social Media	5
Food and Drink in Hallways	14	Student Code of Conduct	35

Table of Contents Continued:

Topic	Page
Student Expression	9
Student Pictures	13
Student Rights and Responsibilities	21
Summer School	35
Tardiness	20
Technology Policy/Forms	63
Testing Program	11
Textbook Replacement and Fines	7
Visitors	7
Volunteers	7
Yearbook	14



Important Information

District Website:

<https://www.brightonk12.com/>

Scranton Middle School Website:

<https://www.brightonk12.com/scranton>

BAS School Board Policies

Board Policies are available at:

<https://meetings.boardbook.org/Public/Organization/2615>

Address:

Scranton Middle School, 8415 Maltby Road Brighton, MI 48116

Contact Information:

Main Scranton Office: (810) 299-3700

Attendance: (810) 299-3706

Fax: (810) 299-3710

Special Education: (810) 299-4080

Transportation: (810) 299-3890

BAS District Administration:

Dr. Matthew Outlaw – District Superintendent

Dr. Elizabeth Mosher – Assistant Superintendent for Curriculum & Instruction

Mr. Jacob Anastasoff – Assistant Superintendent of Human Resources

Mr. Dave Jones – Assistant Superintendent of Finance

Ms. Michelle Allison – Special Education Director

Ms. Laura O’Lewin – Transportation Director

Middle School Principals:

Mr. Bill Renner

Mr. Cody Rudolph



BRIGHTON BOARD OF EDUCATION (BOE)

Statement of Philosophy and Guiding Principles

The home and parent play a major role in implementing a school philosophy. Without question, the home is the dominant influence on every child, and therefore, the home and school must work together. The school staff is working within the framework of our Board of Education’s philosophy and goals. The District’s mission statement is *Learning for Life*; each Brighton graduate is prepared as a lifelong learner to use academic and life skills to be self-sufficient, resourceful, an effective communicator, and a productive citizen who contributes to our democratic society within a global community.

Guiding Principles

The Brighton Area School District supports the State of Michigan in requiring the teaching of core democratic values and constitutional principles. These include but are not limited to truth, justice, equality, liberty, diversity, the common good, the rule of law, and individual rights.

We intend that students will learn respect, responsibility, and caring for themselves, others, and the environment. Further, we expect all students and adults to practice honesty, fairness, and responsible citizenship, which is essential to being good community members.

We recognize that each school has needs unique to the pupils it serves. Our basic goal is to provide students with the foundation that will allow students to acquire skills and attitudes to reach our mission.

PREFACE

This handbook, a cooperative effort of students, teachers, parents, and administration, sets forth the rules and regulations that govern the students’ involvement with the academic, social, and recreational programs of Scranton Middle School. The goal is to promote learning for life in a safe, drug, and violence-free environment.

SMS Administration advises that this handbook is not intended to be all-encompassing, that it does not create a contract between the school and parents or students, and that school officials may revise the handbook to implement the education program and ensure student wellbeing. School officials are responsible for interpreting the handbook, and if a situation is not specifically addressed, the school will make decisions based on staff discretion, applicable board policies, and state and federal statutes and regulations consistent with the school’s best interests.



Welcome to Scranton Middle School!

We look forward to sharing two wonderful years with you and will be dedicated to your academic and personal growth during our time together. As a student, YOU are the most important part of our school, and we, as a staff, are honored to be a small but important part of your time in BAS. It is all of our responsibilities to be a part of the positive school culture that we enjoy at Scranton and to live our mission to... Work Hard, Be Kind, And Make It A Great Day at Scranton Middle School.

Communications

Communication between home and school is critical for student success. Conferences are scheduled two times per year. In addition to conferences, all staff members are available via email and by phone. Each teacher has a Google Classroom page that contains important information regarding your child's classes. While parents are not permitted to be a member of Google Classrooms due to student privacy concerns, parents are encouraged to sign up for daily updates for teachers who provide them. Staff members are also available to conference in person should academic, medical, or behavioral needs require it. A weekly newsletter is emailed to all families each Friday and contains all of the important information about Scranton and Brighton Area Schools.

Social Media

Connect with Scranton Middle School on the following platforms:

- Facebook at Scranton JPups
- Instagram at scrantonjpups
- Twitter at @ScrantonJPups

Homework Requests

When you are out of school, on an excused absence, you may request make-up work. If the absence is for less than three days, please see your teacher upon your return to school. If you are absent for three or more days, please email your teacher and check the Google Classroom pages for your classes. Parent Connect and Student Connect are also great resources for finding assignments you may have missed. If you do not have access to email, please contact the main office at 810-299-3700 to place a homework request. Please allow 24 hours for homework requests to be completed. It's also a good idea to verify that there is work to be picked up before coming up to the building.



Report Cards & Interim Progress Reports

Report cards are issued quarterly and available to parents online via the Parent Connect system. Hard copies are also distributed to all students upon request. Parents will be notified about the release of report cards via email and weekly communication.

At the midway point of each quarter, all students will receive a progress report in each class. Progress reports may be viewed online at each of these intervals. These serve as an indication to students and parents as to academic standing while time remains to make corrections before issuing report cards. Parents and students are encouraged to make appointments with teachers whose class problems exist.

The student school year is divided into four (4) quarters, with report cards issued at the conclusion of each one.

Grades

The BAS Superintendent or designee will develop and implement student grading guidelines to be used by teachers. The objective of grades is to quantify and report each student’s academic achievement.

Arrival at School

Supervision and school doors open at 7:30 am. Please avoid dropping your student before 7:30 am as there will be no supervision for these students. Breakfast is served in the cafeteria beginning at 7:30 am.

Cancellation of School

In the event of a school cancellation, Brighton Area Schools may notify families in various ways, including recorded phone calls, text message, emails, and social media, through various news outlets. Information on school closings may be found through the following sources:

- | | | |
|------------|-----------|--|
| WHMI Radio | 93.5 FM | Brighton Area Schools – 810-299-4000, Option 2. |
| WJR Radio | 760 AM | Brighton Area Schools Website |
| WDIV TV | Channel 4 | Please remember to discuss with your child the procedures they should follow should school be dismissed early. |
| WXYZ TV | Channel 7 | |
| FOX TV | Channel 2 | |
- www.Cancellations.com



Emergency Cards

You are required to have on file an emergency card via Parent Connect completed by a parent or guardian for illness and emergency situations. In emergency situations, the school will attempt to contact the parent/guardian. Emergency cards are updated every year.

Textbook Replacement and Fines

Students are responsible for returning all textbooks assigned to them throughout the year. Accidental damage and loss are no exception. Due to the high replacement costs, it is recommended that students cover their textbooks and write their name (in ink) in the designated area at the front of the book. Any fines incurred are required to be paid in full at registration.

Visitors

All visitors must report to the office to obtain a visitor pass. Student visitors are permitted in the building during school hours only with permission from the office. Parent visitors must check in with the office and provide government issued photo identification.

Volunteers

BAS encourages volunteerism in our schools. A positive benefit when working with students is the relationship developed between the volunteer and the student. We take seriously the relationships that are formed.

Money, Valuables, and Band Instruments

It is advised that students do not carry more money to school than necessary. Items such as rings and watches should be carefully guarded when worn. It is advised that valuable rings and watches not be worn to school, especially when classes (physical education, etc.) necessitate leaving them behind. Storage for musical instruments is provided as a convenience for students. The security of instruments cannot be guaranteed. Parents are free to drop off items on the cart located in the vestibule. Items are collected by office staff, and students are called down to pick items up in between classes.



Insurance

It is the practice of BAS to offer for student/parent purchase Student Accident Insurance to students of the school district at group rates from a reliable insurer. We recommend this coverage for any student whose family does not have health and accident insurance or has limited coverage. Generally, the district assumes no responsibility for coverage of student accidents or injuries.

The student's personal property is not covered by school insurance. This would include radios, musical instruments, or display items. Personal items are typically covered under homeowners' policies. Parents are advised to check their policies to be aware of their deductible and/or special endorsements, if any, for property that may be brought to school.

Fire, Tornado, and Lockdown Drills

Drills are held regularly to develop safety practices that will help you to move quickly and in an orderly manner to assigned safety areas during an emergency. Rules of safety are reviewed regularly and posted in each classroom. During a drill or actual emergency, personal safety will depend on the way in which you carry out instructions.

Animals

Students may not bring animals to school. BAS will permit a person with a disability to be accompanied by a service animal in all areas of the BAS facilities where members of the public, invitees, or participants in BAS services, programs, or activities are permitted.

An animal is prohibited on BAS property except with the superintendent's or designee's approval or as otherwise required by law. Nothing in this policy diminishes any rights a person with a disability may have to be accompanied by a service animal or other therapy animal on BAS property. If an animal's handler is not a student or employee, the handler must undergo a criminal history check and any other background check required for employees and volunteers by state law or policy before being allowed to regularly access BAS facilities as the handler.



Student Expression

BAS will balance student speech and expression rights with its responsibility to provide a safe, orderly learning environment.

Students may not engage in speech or expressive conduct that would materially and substantially interfere with or disrupt school operations, including school activities and educational programming. An actual disruption is not required before school officials may regulate student speech or impose discipline if they can reasonably forecast a substantial and material disruption or interference with school operations.

Students may be disciplined for speech or expressive conduct 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; incites violence; contains “fighting words” or constitutes a true threat of violence; constitutes hate speech or symbols, including, but not limited to, swastikas or Confederate flags; involves a student walkout; urges a violation of law, BAS Board Policy, or rule; or is not constitutionally protected.

Administrators will evaluate student speech on a case-by-case basis, including the location, context, and nexus to the school, before imposing discipline. Student activism is subject to the above standards.

Student Appearance and Dress Code

Student dress, hairstyle, make-up, cleanliness, or personal appearance that is a threat to the safety, health, or welfare of students or others; violates any statute 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.

Lockers

Lockers are BAS property and may be made available for student use. Lockers are assigned to students temporarily, and District administration may revoke a student's locker assignment at any time. BAS 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 or 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 items not illegal or against BAS Board Policy.

Each student will receive the use of a locker and combination. This locker is for storing the student's property and school materials. Under no circumstances should a student give his/her locker combination to another student or tamper with the locker so that it is accessible without a combination.

Lockers are the property of BAS and are subject to inspection when deemed necessary. Inappropriate use of a locker may result in the loss of locker privileges. Only small-band instruments can be stored in lockers. Large instruments must be kept in the band room to avoid breaking or damaging the locker doors. No oversized book bags or bags with wheels will fit in the lockers without damage. If a locker needs to be repaired or if it cannot be opened, the office or custodian should be informed. Students are expected to keep their lockers locked at all times to prevent vandalism or theft.

Search and Seizure

The following rules shall apply to the search of school property and the confiscation of items.

1. Lockers, desks, and other such property that the school owns. The school exercises exclusive control over the school property, and students should not expect privacy regarding items placed in school property because school property is subject to search at any time by school officials. Students are responsible for whatever is contained in the desk and lockers issued to them.
2. Students are expected to assume full responsibility for the security of their lockers. Periodic general inspection of lockers may be conducted by school authorities for any reason, at any time, without notice, without student consent, and without a search warrant.
3. If a search yields illegal or contraband materials or items that are used to disrupt or interfere with the educational process, such findings shall be removed and turned over to proper legal authorities for ultimate disposition.
4. Illegal items (firearms, weapons, or other possessions reasonably determined to be a threat to the safety or security of others) may be seized by school authorities.
5. Items that are used to disrupt or interfere with the educational process will be removed from the student's possession.



Curriculum Requirements

Each student must complete six (6) classes within the following guidelines.

1. Four (4) full-year academic classes—language arts, math, science, and social studies. Two periods of exploratory or elective classes will be taken each semester.
3. A semester-long health education/physical education class is required for all seventh graders.
4. On-Line Courses: Students may take an online course each school year with approval from the principal and counselor. A list of possible online courses is available at Michigan Virtual or in the statewide catalog. Contact your counselor or administrator for information on enrolling in these courses. Grades for any online course will not be weighted. If a student fails an online course, that student will not be permitted to take another online course.

Testing Program

The Michigan Student Test of Educational Progress (M-STEP) is administered to both seventh and eighth-grade students each spring. This required test is administered to all public middle school students in the state. Seventh-grade students are tested in English Language Arts, Mathematics, and Science; eighth-grade students are tested in Social Studies. Parents may review test information for their child upon request. The PSAT-8 is taken for ELA and mathematics for eighth-grade students.

Students at Scranton are also administered the NWEA test in reading and math twice per year. The NWEA test is a nationally normed, adaptive assessment of student growth and achievement.

After-School Activities/ Athletics

Students are welcome to attend after-school athletic events and other sponsored activities. They are to report to the lobby at the end of the school day and enter the gymnasium, cafeteria, or other event location by 3:00. Students are to remain in the gymnasium, cafeteria, or event location for the duration of the event, other than for restroom use or concession visits. Students are to follow the instruction of event supervisors; all Student Behavior/ Code of Conduct expectations apply. Students who exhibit unacceptable behaviors may be removed from the event, and parents may be contacted to pick up the student(s). Further, student(s) may lose the privilege of attending after-school events in the future. All students must be picked up within 10 minutes of the end of an event. Students who are not picked up within this time frame may be restricted from attending all future events.



Rules for After-School Activities/ Athletics

1. Students who have been suspended will be excluded from the next scheduled activity or athletic event. ~~The office will notify them of their exclusion.~~
2. Students may not leave until the activity or athletic event is over unless a parent or guardian personally picks them up or they have a note from the parent.
3. Students may not go outside the building during the activity or athletic event unless accompanied by a staff member or chaperone. If a student leaves without permission, they may be unable to attend the next activity or athletic event.
4. Students may only be in designated areas.
5. The Student Code of Conduct, as stated in the Parent and Student Handbook, is in effect
6. Parents are to pick up their child within 10 minutes of the end of the activity or athletic event.
7. Parents arriving to pick up their children must remain in the lobby.
8. To attend an activity or athletic event, students must be in school the day of the activity or athletic event unless previously excused by the principal.

Field Trips

All field trips must be pre-approved by the building principal or designee. Out-of-state and overnight trips require pre-approval from the BAS Board or its designee. Field trips should be primarily academic in nature and related to the curriculum. The BAS Superintendent or building principal(s) will develop procedures for the approval of trips and communicate those procedures to instructional staff.

Parent/Guardian Permission

Each student must submit a completed permission form signed by the student's parent/guardian before being allowed to attend a field trip.

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



Student Pictures

Families may purchase student pictures each year. Students will have their individual pictures taken at registration.

Cellular Phones

Students are prohibited from carrying cell phones. Cell phones should be kept in their lockers during the school day with the exception of lunch. Students may use their cell phones before and after school.

Student Use of Cell Phone and Electronic Communication Devices

Students may use cell phones or other electronic devices while at school, so long as they do so safely, responsibly, and respectfully and comply with all other school rules while using the devices.

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

Students may not use cell phones or other electronic devices while they are in locker rooms, restrooms, or any other area in which others may have a reasonable expectation of privacy.

Taking, disseminating, transferring, or sharing obscene, 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.

School administrators and teachers may confiscate a student's cell phone or other electronic device if the student's use or possession of a cell phone or electronic device violates this Policy, the student code of conduct, or any applicable building or classroom rule.

Backpacks/Crossbody Bags



Backpacks and cross body bags are not permitted in classrooms during the regular school day. These items must be secured in students lockers if brought to school.

Food Delivery

Students are prohibited from receiving food delivery throughout the school day. These include but are not limited to DoorDash, Uber Eats, Grub Hub. Items confiscated will be discarded upon delivery to the school.

Student Deliveries

Items that are delivered to the school will be the students responsibility to pick up from the main office. Students will not be called out of class to pick up items. Balloons, treats, and other related items that would detract from a student's education will be available for pick up at the end of the school day from the main office.

Food and Drink in the Hallways

Open containers of food and drink (other than water) are not permitted in the hallways.

Yearbook

The yearbook is for sale to any member of our school community wishing to purchase a copy.

Animals in Classrooms

Students and staff wishing to bring an animal into the classroom for any reason must receive permission from the building administrator.

Posters and Publicity

Posters must be approved by the sponsor and administrator before posting. School personnel will post in an appropriate area. As soon as the event advertised is completed, they will be removed.

Cafeteria

Students will have a lunch period each full school day. A free or reduced-cost government lunch program is available to families who meet certain requirements. For information regarding the free or reduced-cost lunch program, please call the school office.



Guidance and Counseling Services

The role of the school guidance counselor is to contribute to the quality education process by assisting the staff, students, and parents in matters relating to student growth and development. The guidance counselor is available for individual and group conferences or to assist teachers or parents. Students are encouraged to talk with their counselor in the guidance office by making an appointment at any time. The counselor's job is to help students in all school-related situations. These services may include vocational counseling, career information, assistance with academic and study problems, specialized testing, and personal problem counseling. It is recognized that certain situations call for immediate attention; in such cases, a counselor will be available. Parents and teachers may also request counseling support for a student.

Parent Teacher Organization (PTO)

The purpose of the parent group is to enhance the student's education by providing support in the form of special activities, programs, volunteer help, and financial aid to the school. The SMS PTO Board meets once a month with the school principals. All parents are welcome to attend these meetings. All parents are encouraged to support the work of the PTO by donating time, supplies, or money when given the opportunity to do so. It is the goal of the PTO to not carry over money so that it goes to benefit the students of the parents that donated it.

Honor Roll Requirements

To be on the Honor Roll, students must have a quarter grade point average of 3.5

Citizenship Code

1. Exceeds standards of acceptable classroom behavior.
Students who receive a 1 in citizenship almost always exhibit the following behaviors.
 - A. Participates in class
 - B. Demonstrates leadership abilities
 - C. Cooperative, courteous, and respectful
 - D. Punctual
 - E. Has a positive attitude
 - F. Self-disciplined
 - G. Brings appropriate materials to class
 - H. Self-motivated



2. Meets standards of acceptable classroom behavior.
Students who receive a 2 in citizenship frequently exhibit the following behaviors:
 - A. Participates in class
 - B. Demonstrates leadership abilities
 - C. Cooperative, courteous, and respectful
 - D. Punctual
 - E. Has a positive attitude
 - F. Self-disciplined
 - G. Brings appropriate materials to class
 - H. Self-motivated

- 3 Exhibits unacceptable classroom behavior.
Students who receive a 3 in citizenship frequently exhibit some of the following behaviors:
 - A. Fails to follow directions
 - B. Distracts others or disrupts class
 - C. Is distracted by others
 - D. Lacks initiative to begin working
 - E. Is out of his/her seat without permission
 - F. Is disrespectful
 - G. Uses inappropriate materials in class
 - H. Requires formal disciplinary referrals

Health

Responsibility of the Student

1. Personal Illness or Injury
 - A. If you are sick or need first aid, tell the teacher in charge.
 - B. If there are no teachers around, go to the school office.
 - C. If you are seriously injured, remain still. Do not attempt to move. Tell anyone you see to get an adult for help. Do not ask or permit any student to move you until an adult gives permission for you to be moved.
 - D. If you know of a student who has been hurt or is ill, and that student has not told an adult, an adult should be informed immediately.

2. Injury and Illness
 - A. Any case requiring first-aid for injuries sustained at school will be done with caution in order to prevent further injury or delay in the effectiveness of good



medical follow up when necessary. An injury report may be filled out describing the nature of the accident and sent home with the student.

- B. Illness—No care beyond first-aid will be administered to a student. An illness report will be completed describing the nature of the illness and set home with the student when the nature of the illness requires more explaining than can be done by a telephone call. Professional aid will be sought for serious cases of accident and illness.
- C. Communicable Disease —the school can evaluate and recommend to the BAS Superintendent or their designee whether or not a student should be excluded from school. It is the school staff’s responsibility to report this to the administrator.
- D. Medications —any medications to be kept at the school for emergency or daily dispensing must be done each year through the office. Medications are dispensed in school only under the direction of a physician.

Medications

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

The student’s parent/guardian must annually submit a written request and consent form as required by BAS.

A building principal or designee must request that the parent/guardian supply medications in the exact dosage required whenever feasible.

The building principal or designee will notify the student’s parent/guardian of any observed adverse reaction to the medication.

All medications must be in the original container.

As required by Michigan law, our staff members are trained in administering epinephrine (EpiPen). Two EpiPen devices are maintained in the clinic.

Compulsory Attendance, Absenteeism, and Truancy

Required Attendance

Every person residing in the BAS District who has legal or actual charge or control of a child who is of mandatory attendance age must ensure that the child regularly



attends a public or private school or is receiving a home-school education unless the child has satisfied BAS District graduation requirements or is otherwise exempt from Michigan's compulsory attendance requirements.

Mandatory Attendance Age

A child who is or will turn 6 years old before December 1 of the current school year and who has not turned 18 years old is of mandatory attendance age.

Excused Absences

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

The student's physical or mental illness (a physician's verification is required after 4 consecutive days of absence for illness);

- Medical appointments for the student; with doctor's note
- Death or serious illness of the student's family member;
- Attendance at a funeral, wedding, or graduation;
- Appearance at court or for other legal matters;
- Observance of religious holidays of the student's own faith;
- College planning visits; and career/vocational planning visits
- ~~other reasons with prior approval of the principal~~

Excessive Absenteeism and Truancy

When a student has 5 unexcused absences in any ~~term~~ quarter or semester the building principal or designee will provide written notice to the student's parent/guardian encouraging the student's regular daily attendance and explaining the truancy process.

When a student is absent 10% of the school year, the building principal or designee will notify the attendance officer who has jurisdiction in the district. Once notified, the attendance officer will investigate each case of nonattendance and will take all other steps permitted and required by law.

When a student is absent, the school requires a satisfactory explanation from the parent or guardian for each absence. The school may require a physician's verification of illness when it is deemed necessary to confirm a student's absence.

A student can and will be referred to the Attendance Officer at the Livingston Educational Service Agency (LESA) for the following attendance violations:



1. Not properly enrolled in school;
2. Absent ten (10) consecutive days without notification;
3. Habitually truant from school;
4. 10% of total school days
5. Excessive tardiness;
6. Educational neglect—failure of the parent(s) to send the child to school.
7. Numerous excused absences where there is reasonable doubt of the truthfulness of the excuses.

Continual violations could subject the parent(s)/student(s) to court action and penalties (Juvenile Court).

Absence

School attendance is the responsibility of the student and his/her parents. Punctual and regular attendance is very important. If an absence is necessary for any reason, please call the school attendance line (810-299-3706) during the morning of the absence, preferably before 9:00 a.m.

The parent/guardian must call the school on the first day of the absence, preferably before 9:00 a.m.; however, calls will be taken from 7:30 a.m. until 3:30 p.m. If the parent/guardian fails to contact the school, we will make every effort to contact them. All absences will be unexcused unless they meet the requirement above for an excused absence. A parent phone call letting us know the student is going to be absent does not qualify for an excused absence.

When a parent has not been contacted by phone, the student, upon return to school from an absence, must bring a note from home signed by a parent/guardian indicating the reason for the absence. If a note is not received the next day, the absence is recorded as unexcused until a note is received.

Absences from school for purposes of family vacations are discouraged. The student will accept responsibility for work missed during the absence. Assignments will be provided upon a student's return to school, and such work must be completed within the number of school days absent.

Absences will NOT be excused for the following reasons:

1. Missing the school bus, if applicable
2. No written or verbal contact from parent/guardian to explain your absence



3. Other reasons not specifically set forth above as excused
4. Sporting activities
5. Vacations (not aligned with the school calendar)

Excessive unexcused absences (10% absent) will result in a truancy referral.

Student Attendance Policies

To encourage the development of good attendance habits and improve communication between home and school relating to attendance, the following procedures will be followed:

- Students are expected to maintain a 90% attendance rate.
- Attendance rates of less than 90% may be subject to mandated truancy supports and interventions.

Absences that are excused by a verifiable medical statement and absences resulting from suspension will not be counted in the process described above.

Tardiness

If a student arrives late to school, parents are to provide a reason for the tardiness. Students' calls not be accepted. The student is to report directly to the office.

Tardies will be excused for the following reasons:

1. Announced late school bus, if applicable
2. Medical/dental appointments with appropriate documentation

Classroom tardiness is recorded by quarters and will receive the following consequences:

First, second, and third tardy – Email and Text warning to parents

Fourth Tardy – ½ hour Saturday detention

Additional Tardies beyond fourth tardy – 1 hour detention

Make-up Work

Excused Absences—Students completing work missed during an excused absence may receive credit. To get credit, you will be given the number of school days absent, plus one, to finish work. Make-up work must be within the time limits.

Out-of-School Suspension— Students should do all assignments missed while suspended. Homework should be completed during the suspension, and students will receive “full” credit for all work completed and handed in upon “the day of” return to school.

Vacation—Assignments will be provided upon a student’s return to school and such work must be completed within the number of school days absent.

Leaving Early

If you need to leave school during regular school hours, you must bring a note to the office before school hours. You must also sign out in the office before leaving. If you are ill, report to the office.

Student Rights and Responsibilities

The BAS Board of Education recognizes the following principles:

1. The primary intent of society in establishing public schools is to provide an opportunity for learning.
2. That the students have citizenship rights as delineated in Michigan and the United States Constitution and its amendments.
3. That citizenship rights must not be abridged, obstructed, or in other ways, altered, except in accordance with due process of law.
4. That education is one of these citizenship rights in Michigan.

Due Process of Law

The constitutional rights of individuals assure the protection of due process of law; therefore, a system of constitutional and legally sound procedures will be provided as part of the school’s disciplinary policy within the following guidelines:

1. The hallmark of the exercise of disciplinary authority shall be reasonableness and fairness.
2. Administrators and faculty members shall make every effort to resolve problems through effective utilization of school district resources in cooperation with the student and his/her parent or guardian.
3. In every disciplinary situation involving the possibility of suspension or expulsion from school, the student will be provided with notice of the violation with which he or she is charged and will be entitled to a fair and impartial hearing (which may be informal) regarding such violation and its punishment.

Unlawful Discrimination, Harassment, and Retaliation Against Students

The District prohibits unlawful discrimination. For purposes of this policy, “unlawful discrimination” includes unlawful harassment and retaliation unless specifically stated otherwise. The District will investigate all allegations of unlawful discrimination



and will take appropriate action, including discipline, against any person who, following an investigation, is determined to have engaged in unlawful discrimination.

This policy applies to student-to-student conduct and staff-to-student conduct.

This policy applies to all conduct occurring on school property, including in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, at a school-sponsored activity or event whether or not it is held on school premises, or conduct with a direct nexus to school.

The District will comply with all applicable state and federal laws related to unlawful discrimination.

Types of Unlawful Harassment

“Unlawful harassment” is verbal, written, or physical conduct that denigrates or shows hostility or aversion toward a student because of the student’s race, color, religion, sex (including pregnancy, gender identity, or sexual orientation), national origin, disability, or any other legally protected class that has the purpose or effect of:

1. creating an intimidating, hostile, or offensive environment; or
2. unreasonably interfering with the student’s ability to benefit from the District’s educational programs or activities.

Race, color, and national origin harassment is prohibited by Title VI of the Civil Rights Act of 1964 and the Michigan Elliott-Larsen Civil Rights Act. Race, color, and national origin harassment is unwelcome conduct based on a student’s actual or perceived race, color, or national origin. Race, color, and national origin harassment can 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, and national origin harassment.

Disability harassment 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 student’s actual or perceived disability. Disability harassment can take many forms, including slurs, taunts, stereotypes, or name-calling, as well as disability-motivated physical threats, attacks, or other hateful conduct.



Reporting Requirements

District personnel who witness an act of unlawful discrimination must intervene immediately unless circumstances would make intervention dangerous. A person who is unable to intervene should promptly attempt to find another person who can intervene, contact a building administrator, or contact law enforcement, as the situation requires.

Any student who witnesses an act of unlawful discrimination is encouraged to report it to District personnel. No student will be retaliated against based on any report of suspected unlawful discrimination. A student may also anonymously report an incident of unlawful discrimination. The District will investigate anonymous reports pursuant to its investigation procedures described below. Minor students do not need parent/guardian permission to file complaints or participate in the formal complaint resolution process described below.

How to Report Unlawful Discrimination

If you or someone you know has been the victim of unlawful sex-based discrimination, or any other type of unlawful discrimination, including unlawful conduct based on race, color, or national origin, you may file a complaint with:

You may file a report with any District employee or with the Title IX Coordinator:

BAS Assistant Superintendent of Human Resources

125 S. Church Street Brighton, MI 48116

810-299-4090

titleix@brightonk12.com



BAS Director of Special Education

125 S. Church Street

Brighton, MI 48116

810-299-4081

titleix@brightonk12.com

Filing a False Report

Any person who knowingly or maliciously files a false report of unlawful discrimination will be subject to discipline, up to and including expulsion.

Office for Civil Rights

Any person who believes that he or she was the victim of unlawful discrimination may file a complaint with the Office for Civil Rights (OCR) at any time:

U.S. Department of Education Office for Civil Rights

1350 Euclid Avenue, Suite 325

Cleveland, Ohio 44115

Phone: (216) 522-4970

E-mail: OCR.Cleveland@ed.gov

Title IX Sexual Harassment

Consistent with BAS Policy 3115, the District prohibits unlawful sex discrimination, including harassment and retaliation, in any of its education programs or activities in accordance with Title IX of the Education Amendments of 1972 and corresponding implementing regulations.

Inquiries about Title IX's application to a particular situation may be referred to the Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

Definitions

"Sexual Harassment" means conduct on the basis of sex that satisfies one or more of the following:

- a. A District employee conditioning the provision of a District aid, benefit, or service on a person's participation in unwelcome sexual conduct;

- b. Unwelcome conduct that a reasonable person would determine to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District’s education program or activity; or
- c. Sexual assault, dating violence, domestic violence, or stalking, as defined by the Violence Against Women Act, 34 USC § 12291 et. seq., and the uniform crime reporting system of the Federal Bureau of Investigation, 20 USC 1092(f)(6)(A)(v).
 - i. “Sexual assault” means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.
 - ii. “Dating violence” means violence committed by a person who is or has been in a romantic or intimate relationship with the Complainant. The existence of such a relationship is based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
 - iii. “Domestic violence” means felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the Complainant, person with whom the Complainant shares a child, person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner, person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Michigan; or any other person against an adult or youth Complainant who is protected from that person’s acts under the domestic or family violence laws of Michigan.
 - iv. “Stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to (1) fear for the person’s safety or the safety of others; or (2) suffer substantial emotional distress.

“Actual Knowledge” means notice of sexual harassment or allegations of sexual harassment to the District’s Title IX Coordinator or any District employee. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only District employee with actual knowledge is the Respondent.



“Appeals Officer” is the person designated by the District to handle appeals of a dismissal or determination of responsibility for matters investigated under this policy. The Appeals Officer may not be the same person as the Investigator, Title IX Coordinator, Decision-Maker, or person designated to facilitate an informal resolution process on a specific matter.

“Complainant” is a person who is alleged to be the victim of conduct that could constitute Title IX sexual harassment.

“Consent” means a voluntary agreement to engage in sexual activity by a person legally capable of consenting. Someone who is incapacitated cannot consent. Past consent does not imply future consent. Silence or an absence of resistance does not imply consent. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another. Consent can be withdrawn at any time. Coercion, force, or threat of either invalidates consent. Sexual conduct or relationships between District employees, volunteers, or contractors and students, regardless of age or consent, are prohibited.

“Day,” unless otherwise indicated, means a day that the District’s central office is open for business.

“Decision-Maker” is the person designated by the District to review the investigation report and provide a written determination of responsibility that provides the evidentiary basis for the Decision-Maker’s conclusions. The Decision-Maker may not be the same person as the Investigator, Title IX Coordinator, Appeals Officer, or person designated to facilitate an informal resolution process on a specific matter.

“Education Program or Activity” means any location, event, or circumstance over which the District exercised substantial control over both the Respondent and the context in which the harassment occurred.

“Formal Complaint” means a written document or electronic submission signed and filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the District investigate the sexual harassment allegation.

“Grievance Process” is the process by which the District handles Formal Complaints.

“Investigator” is the person designated by the District to investigate a Title IX Formal Complaint. The Investigator cannot be the same person as the Decision-Maker, Appeals Officer, or person designated to facilitate an informal resolution process on a



specific matter. The Title IX Coordinator may serve as the Investigator on a particular investigation, unless the Title IX Coordinator signed the Formal Complaint.

“Report” means an account of alleged Title IX sexual harassment made by any person (regardless of whether the reporting party is the alleged victim).

“Respondent” is a person who has been reported to be the perpetrator of conduct that could constitute Title IX sexual harassment.

“Supportive Measures” are non-disciplinary, non-punitive, individualized services offered and implemented by the Title IX Coordinator as appropriate, as reasonably available, and at no-cost to the Complainant and the Respondent before or after the filing of a Formal Complaint or when no Formal Complaint has been filed. Supportive measures are designed to restore or preserve equal access to the District’s education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District’s educational environment or deter sexual harassment.

“Title IX Coordinator” is the person(s) designated by the District to coordinate the District’s Title IX compliance. The Title IX Coordinator may not be the same person as the Appeals Officer or Decision-Maker on a specific matter. A person not serving as a Title IX Coordinator in a particular matter is not disqualified from serving in another role in that matter. The Title IX Coordinator may also serve as the Investigator or person designated to facilitate an informal resolution process on a particular investigation unless the Title IX Coordinator signed the Formal Complaint.

The District designates the following person(s) as the Title IX Coordinator(s):

BAS Assistant Superintendent of Human Resources

125 S. Church Street Brighton, MI 48116

810-299-4090

titleix@brightonk12.com

BAS Director of Special Education

125 S. Church Street Brighton, MI 48116

810-299-4081

titleix@brightonk12.com

False Statements



Any person who knowingly makes a materially false statement in bad faith in a Title IX investigation will be subject to discipline, up to and including discharge or permanent expulsion. A dismissal or determination that the Respondent did not violate this Policy is not sufficient, on its own, to conclude that a person made a materially false statement in bad faith.

Office for Civil Rights

Any person who believes that he or she was the victim of sexual harassment may file a complaint with the Office for Civil Rights (OCR) at any time:

U.S. Department of Education Office for Civil Rights

1350 Euclid Avenue, Suite 325 Cleveland, Ohio 44115

Phone: (216) 522-4970 E-mail: OCR.Cleveland@ed.gov



School Buses – Transportation Safety Rules & Consequences

The Brighton Area Schools wish to provide safe and efficient transportation to and from school and to co-curricular activities when needed. This requires cooperation and open communication between students, staff, parents, and administration. The policies and procedures adopted by the BAS Board include direct communication between the driver and the home which are explained below. Levels of disciplinary consequences may be skipped in situations where behavior has been severe. Transportation and school rules, along with their consequences, apply to co-curricular trips taken by students as well. Students must remember that transportation is a privilege for all to enjoy if they observe proper behavior.

School Bus Rules

The following rules have been adopted by the bus drivers and the administration as being necessary for the safety of the students and the maintenance of the buses. Violence—As defined by the Brighton Area Schools—Violence is any mean look, gesture, word or action that hurts a person's body, feelings, friendships, reputation or property.

1. The BAS Board of Education discipline codes as stated in the Student-Parent Handbooks are in effect on the bus.
2. The driver is in full charge of the bus and students. Students must obey the driver. On field trips, the teacher, sponsor, or coach is in charge of student discipline.
3. Students must be on time for the bus stop; the bus will not wait for those who are tardy. It is suggested that students arrive at their bus stop at least five minutes ahead of the scheduled pickup time.
4. Students must stand six (6) feet off the road in front of the bus and are to wait for the driver's signal before crossing.
5. Students are to always cross the road in front of the bus and to wait for the driver's signal before crossing.
6. Students are to board the bus in an orderly manner.
7. Students are to remain seated at all times.
8. Students are to keep their arms and heads inside the bus windows. Bus windows will be no lower than ½ down on school property.
9. Outside of ordinary conversation, classroom conduct is to be observed.
10. The driver has the right to assign students to certain seats to promote order on the bus.
11. No eating, drinking, spitting, using, or possessing tobacco or illegal substances, or weapons (or other dangerous objects) are permitted.
12. Complete silence must prevail at railroad crossings. This is mandated by Public Act 187.
13. Students must have written permission from their parents and the principal's office to get off the bus at any place other than their designated bus stop, or to ride a different bus.
14. Parents of students who vandalize buses in any way will be required to pay for the damage.
15. Recreational items are not allowed on the bus. Examples are: skateboards, hockey sticks,



- golf clubs, etc.
16. No live animals are permitted on busses.
 17. All items carried on the bus must fit on the student's lap.

Consequences for Misconduct on the Bus

The driver has the authority to impose discipline at a higher level if the behavior warrants. The driver may also, at their discretion, repeat a level.

Intervention:

The bus driver will warn the student that his/her misconduct will not be tolerated. The driver may also have a conference with the student on the bus or give the student a different assigned seat. A phone call may also be made to the parent.

Level 1 The student will not be allowed to board the bus again until the ticket is signed by the parent and returned to the bus driver by the student.

Level 2 The student will lose his/her bus privileges up to three (3) days. The ticket must also be signed by the parent and returned to the driver.

Level 3 Additional offenses shall result with bus suspensions of greater duration, up to and including suspension for the balance of the school year. Whenever a bus driver issues a Bus Violation Ticket, or a Notice of Suspension, the driver will make one documented attempt to contact the parent or guardian. It is also the responsibility of the student to notify his/her parent or guardian of the ticket and/or suspension. Suspensions greater than three (3) days will be handled by transportation administration.

Appeal Process and Restrictions

Because of the safety-sensitive nature of school bus transportation, the bus driver is vested with discretion to issue tickets, and to suspend students from the bus. In the event a student is suspended from the bus more than six (6) days in one semester, the parent may request a conference with the driver and director of transportation to discuss the suspensions. During the conference and based on mutual agreement, the parties may alter the most recent discipline and establish a long-term behavior plan to address the concerns of the parent and driver.

There shall be NO APPEAL of bus suspension that does not exceed three (3) consecutive school days. In the case of a suspension from the bus that exceeds three (3) consecutive school days, a parent or guardian may appeal the suspension to the Bus Safety Appeal Committee. To make an appeal, the parent or guardian must contact the Transportation Office (810-299-3890) within 24 hours (with the exception of weekends) of the notice of suspension. The transportation director will determine whether the student may continue to ride the bus



during the time the appeal is being considered.

The Bus Safety Committee shall be convened within two (2) scheduled school days of the request for appeal. The committee membership shall include the BAS Transportation Director or his/her designee, the bus driver recommending the suspension. The student's transportation discipline record will be reviewed during the appeal along with other student records that may assist the committee in reaching an informed decision. All appeals will be heard on weekdays between 10:00 a.m. and 11:00 a.m. the decision of the Bus Safety Committee is final and may not be appealed to any other level.

Driving to School

Middle school students who obtain a valid driver's license at the age of sixteen (16) may not drive on school property or while participating in any co-curricular activity.

Co-Curricular Middle School Eligibility

The middle school offers 7th and 8th grade basketball, track, volleyball, swim and dive, wrestling, and cheerleading on an interscholastic basis. The Michigan High School Athletic Association governs interscholastic competition. Athletes must comply with their requirements, as well as the following:

1. Academic

- a. One "E"-will cause the student to be placed on one-week probation to raise his/her marks. If improvement does not occur, the student will be suspended from participation in co-curricular activities (including weekend activities) until the marks are raised to the required standard. Students are permitted to practice and compete during this probationary period.
- b. Two "E's" will cause the student to be suspended from participation in co-curricular activities (including weekend activities) until the marks are raised to the required standard. Students are able to practice but not dress/participate in competitions during their suspension.
 - Grades will be reviewed at the beginning and halfway point of the season on dates determined at the beginning of the school year.

2. Suspendable Offenses

Any student receiving a suspension will be ineligible to participate in co-curricular activities for the same number of school days as the suspension (i.e. a three-day suspension would warrant a three-day suspension from participation in co-curricular



activities). When the suspension spans a weekend, the student may not participate in weekend activities. Participation is defined as working with other students as a representative of Brighton Area Schools by participating in a co-curricular activity sponsored by the school, including athletic events.

* Participation is defined as working with other students as a representative of the Brighton Area Schools by participating in a co-curricular activity sponsored by the school, including athletic events. It also includes travel to and from such activities and events. When a student is on probation or becomes ineligible, he/she may be allowed to practice for the co-curricular activity or athletic event.

3. **Attendance**

- a. The participant must be in school the full day of a game or school activity unless previously excused by the principal.
 - b. The athlete or student must not be habitually absent the day following a game or activity.
4. No credit for an honor or an award can be earned during ineligibility.
 5. The above standards are to be considered minimal and may be raised to a higher level if the activity head gets approval from the athletic director and the principal.
 6. The mentioned rules apply to co-curricular activities (i.e. clubs, sports, band, choir) All students will be informed of the policies contained in the Brighton Area Schools' Parent and Student Handbook by their coaches and sponsors. Probationary periods and suspensions are the responsibility of the principal and athletic director.

Promotion and Retention of Students

Consideration of all aspects of the child will occur as grade placements are made.

Promotion: Occurs when a student is doing the caliber of work (grade level) that indicates the student should be promoted based on teacher recommendation with the concurrence of the building administrator.

Retention: This occurs when a student is not doing the caliber of work that indicates the student should be promoted to the next grade, based on the recommendation of the administration.. In general, if retention is necessary, it is most beneficial if it occurs early in a child's school career.

Criteria for Consideration

The administration will review the following criteria:

- Academic potential
- Objective evaluation scale results (Light's Retention Scale, etc.)
- Current level of achievement

- Immediate and long-range effects on the child
- Emotional maturity
- Parent support
- Physical maturity
- Academic test results
- Other pertinent information

Utilization of Procedures

Timeline for Middle School Grade Placement:

- *Before the parent/teacher conference*, the administrator will review grade placement procedures with teachers.
- *November–December*, the teacher should indicate concern to parents and should initiate documentation. Any concerns should be reflected on the report card.
- In *Early March*, the teacher will notify administrators of grade placement. If an alternative grade placement is being considered and parent commitment to the decision has been secured, Form B will be signed. If parent commitment is not secured, the student placement team will be convened by the administrator.
- *Early April*, if an alternative grade placement is being considered, parents should have been notified by this time.
- *May –June*, the decision on placement is made. Student grade placement recommendation is completed.

Homework

The Brighton Board of Education supports and encourages homework as a necessary and valuable function of the school.

Homework Philosophy

In the most basic, sense, homework is an extension of the classroom. As such, it should support and contribute toward fulfilling educational objectives for the student. Meaningful and carefully planned homework serves many purposes, but basic to its use would be: strengthening skills, an extension of experiences, and providing students the opportunity to develop skills of self-discipline and time management. We believe the homework policy outlined below succeeds in maintaining a cooperative relationship between school and home. Because it does so, the policy is flexible and does not place excessive constraints on either teachers, students, or parents.

Definitions

Homework—For the purpose of this policy statement, homework consists of meaningful



assignments to be prepared outside of the classroom to further develop those concepts and skills that are learned in the classroom under the direction of the teacher.

Make-up Work—For the purpose of this policy statement, make-up work consists of assignments that a student misses because of absence from school.

Middle School-Grades 7-8

Homework will focus on the further development of skill strengthening and self-discipline.

Suggested Guidelines

- Students in grades 6 through 8—two (2) to four(4) hours per week.

Summer School

The District may offer a summer school program to provide additional educational opportunities for students who need remedial instruction, credit recovery, or enrichment experiences.

Student Code of Conduct - Introduction

It is recognized that the vast majority of Brighton students conduct themselves in a manner that exemplifies the best hopes of the community. There are certain standards of behavior that the school must require to maintain the school's legal responsibility to its constituents. It is understood that any staff member in the building has the authority to correct misconduct. The Student Code of Conduct is not an attempt to state a rule for every situation. The school functions on the belief that students of this age have developed a sense of self-respect and dignity suitable to conduct oneself in most situations.

Principals may exercise all powers necessary to enable them to perform the function of their office. Many of their responsibilities are specifically delegated by the local Board of Education, but the principal is not limited to those powers specifically delegated. He/she may implement reasonable rules as needed to accomplish the functions of education without specific delegation by the Board.

Student Discipline

The BAS Board of Education is committed to providing students and staff with a safe learning environment free from substantial disruption. Consistent with this commitment, 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 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 the possible use of restorative practices.

Applicability

This policy applies to student conduct that occurs:

1. on BAS district property;
2. at a school-sponsored or school-related event;
3. on a school bus or vehicle;
4. while traveling to or from school, including at a bus stop; and
5. at any other time or place if the conduct has a nexus to the school, substantially disrupts the school environment, or as permitted by law.

Definitions

For purposes of this Policy:

1. "suspend" or "suspension" means a disciplinary removal from school for less than 60 school days;
2. "expel" or "expulsion" means a disciplinary removal from school for 60 or more school days;
3. "restorative practices" means practices that emphasize repairing the harm to the victim and the school community caused by a student's misconduct; and
4. "Mandatory 7 Factors" means the following:
 - a. the student's age;
 - b. the student's disciplinary history;
 - c. whether the student has a disability;
 - d. the seriousness of the behavior;
 - e. whether the behavior posed a safety risk;
 - f. whether restorative practices are a better option; and
 - g. whether lesser interventions would address the behavior.

Restorative Practices

Before suspending or expelling a student (except a student who possesses a firearm in a weapon-free school zone), teachers, administrators, and the BAS Board must first determine whether restorative practices would better address the student's misconduct, recognizing the Board's objective of minimizing



out-of-school suspensions and expulsions. Likewise, teachers, administrators, and the Board must consider whether restorative practices should be used in addition to the suspension or expulsion. Restorative practices, which may include a victim-offender conference, should be the first consideration to remediate offenses such as interpersonal conflicts, bullying, verbal and physical conflicts, theft, damage to property, class disruption, harassment, and cyberbullying.

All victim-offender conferences must be conducted consistent with state and federal law and Policies. No student who claims to be the victim of unlawful harassment may be compelled to meet with the alleged perpetrator of the harassment as part of a restorative practice.

Discretionary Suspension or Expulsion

Under Michigan law, a suspension of 10 or fewer school days is presumed to be reasonable. A suspension of more than 10 school days or an expulsion is, in most circumstances, presumed not to be justified. Before imposing a suspension or an expulsion, administrators or the BAS Board must consider the Mandatory 7 Factors.

Building Administrators – 10 or fewer days

The BAS Board delegates to all building administrators the authority to suspend a student for up to 10 school days consistent with the student code of conduct. A building administrator may also suspend a student for up to 10 school days pending further investigation and possible further disciplinary consequences, including a longer-term suspension or expulsion.

Before exercising this authority, the building administrator must consider the Mandatory 7 Factors.

Additionally, before suspending a student for any length of time, the building administrator must provide the student due process as described in policy 5206A. If the student is a student with a disability, the student's discipline is also subject to Policy 5206B.

Superintendent – Less than 60 school days

The BAS Board delegates to the BAS Superintendent the authority to suspend a student for less than 60 school days consistent with the student code of conduct. Before exercising this authority, the BAS Superintendent must consider the Mandatory 7 Factors. Any time the BAS Superintendent finds that a suspension of more than 10 school days is warranted, the BAS Superintendent must base the

rationale on the Mandatory 7 Factors and explain the rationale in writing. Additionally, before suspending a student for any length of time, the BAS Superintendent must provide the student due process as described in policy 5206A. If the student is a student with a disability, the student's discipline is also subject to Policy 5206B.

Panel Hearing – Suspension or Expulsion

The BAS Board delegates authority to suspend or expel a student to a Disciplinary Panel consisting of at least one Board of Education member and four District administrators (the "Panel"). The panel may suspend or expel a student for an offense consistent with the student code of conduct.

Before exercising this authority, the panel must consider the Mandatory 7 Factors. Any time the panel finds that a suspension of more than 10 school days or expulsion is warranted, the panel must base the rationale on the Mandatory 7 Factors and explain the rationale in writing. Before exercising this authority, the panel must provide the student due process as described in Policy 5206A. If the student is a student with a disability, the student's discipline is also subject to Policy 5206B.

Criminal Sexual Conduct – Discretionary Suspension or Expulsion

If a student commits criminal sexual conduct, as defined in Revised School Code Section 1311, against another student enrolled in the District and expulsion is not mandatory under Policy 5206 H.3, the District may suspend or expel the student even if the student has not been criminally charged, subject to consideration of the Mandatory 7 Factors.

Before exercising this authority, the District must provide the student due process as described in Policy 5206A. If the student is a student with a disability, the student's discipline is also subject to Policy 5206B.

Mandatory Suspension or Expulsion

Building principals and other administrators must refer all incidents that may result in a mandatory suspension or expulsion to the superintendent or designee for transmission to the panel. As explained below, the Brighton Board of Education recognizes that in some circumstances, the panel may choose not to suspend or expel a student. Nothing in this section may be construed as limiting the panel's discretion to suspend or expel a student for any offense that the student code of conduct identifies as possibly resulting in suspension or expulsion.

Possession of a Dangerous Weapon

If a student possesses a firearm in a weapon-free school zone, the panel will permanently expel the student unless the student demonstrates, in a clear and convincing manner, at least one of the following:

- the student was not possessing the firearm to use as a weapon or to deliver, either directly or indirectly, to another person to use as a weapon;
- the student did not knowingly possess the firearm;
- the student did not know or have reason to know that the firearm constituted a “dangerous weapon”; or
- the student possessed the firearm at the suggestion, request, or direction of, or with the express permission of, school or police authorities.

If a student demonstrates one of the above circumstances in a clear and convincing manner and the student has not been previously suspended or expelled from school, the panel will not expel the student unless the panel finds that, based on the circumstances, expulsion is warranted.

Possession of a Dangerous Weapon (Other than a Firearm)

If a student possesses a dangerous weapon (other than a firearm) in a weapon-free school zone, the panel will consider whether to permanently expel the student or to impose a less severe penalty after first considering the Mandatory 7 Factors.

The panel is not required to expel a student for possession of a dangerous weapon (other than a firearm) if the student demonstrates, in a clear and convincing manner, at least one of the following:

- the student was not possessing the instrument or object to use as a weapon or to deliver, either directly or indirectly, to another person to use as a weapon;
- the student did not knowingly possess the weapon;
- the student did not know or have reason to know that the instrument or object constituted a “dangerous weapon”; or
- the student possessed the weapon at the suggestion, request, or direction of, or with the express permission of, school or police authorities.

If a student demonstrates one of the above circumstances in a clear and convincing manner and the student has not been previously suspended or expelled from school, the panel will not expel the student unless the panel

finds that, based on the circumstances, expulsion is warranted.

Applicable Definitions for Dangerous Weapon Offense

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

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

“*Dangerous weapon*” means a firearm, dagger, dirk, stiletto, knife with a blade over 3 inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles.

“*Firearm*” means (i) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (ii) the frame or receiver of any such weapon; (iii) any firearm muffler or firearm silencer; or (iv) any destructive device. “*Firearm*” does not include an antique firearm, as defined by 18 USC § 921.

“*Destructive device*” means (i) any explosive, incendiary, or poison gas (including a bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or similar device); (ii) any type of weapon (other than a shotgun or a shotgun shell that the Attorney General finds is generally recognized as particularly suitable for sporting purposes) by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and (iii) any combination of parts either designed or intended for use in converting any device into a destructive device and from which a destructive device may be readily assembled.



Additional Procedures for Dangerous Weapon Expulsion

The superintendent or designee must ensure that if a student is expelled for possession of a dangerous weapon, the student's permanent record reflects the expulsion. The superintendent or designee must refer a student who is expelled for possession of a dangerous weapon to the county department of social services or the county community mental health agency and notify the student's parent/guardian (or the student, if the student is at least age 18 or is an emancipated minor) of the referral within 3 calendar days of the expulsion. The superintendent or designee must also make a referral to local law enforcement and contact the student's parent/guardian immediately any time a student is found to have brought a dangerous weapon to school or possessed a dangerous weapon at school, at a school related activity, or in a school vehicle. If a District official confiscates a dangerous weapon, the District official will give the dangerous weapon to law enforcement and will not release the dangerous weapon to any other person, including the legal owner. Unless reinstated pursuant to Revised School Code Section 1311(6), a student expelled by another district or public school academy for possession of a dangerous weapon may not enroll in the District.

Arson

If a student commits arson as defined in Revised School Code Section 1311, in a school building or on school grounds, the panel will consider whether to permanently expel the student or to impose a less severe penalty after first considering the Mandatory 7 Factors.

The superintendent or designee must ensure that if a student is expelled for committing arson, the student's permanent record reflects the expulsion. The superintendent or designee must refer a student who is expelled for committing arson to the county department of social services or the county community mental health agency and notify the student's parent/guardian (or the student, if the student is at least age 18 or is an emancipated minor) of the referral within 3 calendar days of the expulsion.

Unless reinstated pursuant to Revised School Code Section 1311(6), a student expelled by another district or public school academy for committing arson may not enroll in the District.

Criminal Sexual Conduct

If a student commits criminal sexual conduct as defined in Revised School



Code Section 1311, 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 District, the panel will consider whether to permanently expel the student or to impose a less severe penalty after first considering the Mandatory 7 Factors.

The superintendent or designee must ensure that if a student is expelled for committing criminal sexual conduct, the student's permanent record reflects the expulsion. The superintendent or designee must refer a student who is expelled for committing criminal sexual conduct to the county department of social services or the county community mental health agency and notify the student's parent/guardian (or the student, if the student is at least age 18 or is an emancipated minor) of the referral within 3 calendar days of the expulsion. Unless reinstated pursuant to Revised School Code Section 1311(6), a student expelled by another district or public school academy for committing criminal sexual conduct may not enroll in the District.

Physical Assault

Physical Assault Against Employee, Volunteer, or Contractor

If a student in grade 6 or above commits a physical assault at school against an employee, volunteer, or contractor and the victim reports the physical assault to the BAS Board or to a school administrator or, if the victim is unable to report the assault, another person makes the report on the victim's behalf, the BAS Panel will consider whether to permanently expel the student or to impose a less severe penalty after first considering the Mandatory 7 Factors.

The BAS Superintendent or designee must ensure that if a student is expelled for physically assaulting an employee, volunteer, or contractor, the student's permanent record reflects the expulsion. The superintendent or designee must refer a student who is expelled for physically assaulting an employee, volunteer, or contractor to the county department of social services or the county community mental health agency and notify the student's parent/guardian (or the student, if the student is at least age 18 or is an emancipated minor) of the referral within 3 calendar days of the



expulsion.

Unless reinstated pursuant to Revised School Code Section 1311a(5), a student expelled by another district or public school academy for physically assaulting an employee, volunteer, or contractor may not enroll in the District.

Physical Assault Against Another Student

If a student in grade 6 or above commits a physical assault at school against another student and the physical assault is reported to the BAS Board or to an administrator, the District will consider whether to suspend or expel the student or to impose a less severe penalty after first considering the Mandatory 7 Factors.

A resident student in grade 6 or above who is currently expelled by another district or public school academy for committing a physical assault against another student may request to enroll in the District. The BAS Superintendent or designee will consider the request along with any information the superintendent or designee determines relevant. The superintendent or designee may either grant or deny the request. The BAS Superintendent's decision is final.

Applicable Definitions for Physical Assault Against Student

"Physical assault" means intentionally causing or attempting to cause physical harm to another through force or violence.

ii. *"At school"* means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.

Bomb Threat or Similar Threat

If a student in grade 6 or above makes a bomb threat or similar threat directed at a school building, other District property, or at a school-related event, the District will consider whether to suspend or expel the student or to impose a less severe penalty after first considering the Mandatory 7 Factors. A resident student in grade 6 or above who is currently expelled by another district or public school academy for making a bomb threat or similar threat



may request to enroll in the District. The BAS Superintendent or designee will consider the request along with any information the superintendent or designee determines relevant. The superintendent or designee may either grant or deny the request. The BAS Superintendent's decision is final.

Statewide School Safety Information Policy (SSSIP) & Law Enforcement Reporting

The BAS Superintendent or designee must notify law enforcement when required by the SSSIP and make all other reports and provide all other notifications required by the SSSIP or any state or federal law. Nothing in this policy limits the ability of a school administrator to contact law enforcement at any other time.

Educational Programming During Suspension or Expulsion

Except as otherwise required by law or as provided in this Policy, a student who has been suspended or expelled may not be on school property, attend classes or other school functions, or participate in extracurricular activities during the student's suspension or expulsion without written permission from the BAS Superintendent or designee. District personnel may assist students who have been suspended or expelled to explore alternative means, as allowed by law, to earn credit and to complete coursework during the period of the student's suspension or expulsion.

Disciplinary Actions - Terms

Verbal Reprimand-Warning

Detentions—Detentions are before or after school, up to one hour in a detention room under the supervision of school personnel. Parent notification or phone call before detention is required.

Failure to serve an assigned detention will result in the detention time being doubled. If not resolved at this point, a suspension will be implemented. Failure to comply with the rules of the detention room will result in the detention time being repeated.

Failure to serve an assigned Saturday detention will result in original suspension time being served. the detention time being doubled. If not resolved at this point, a



suspension will be implemented. Failure to comply with the rules of the detention room will result in the detention time being repeated.

Short-Term & Long-Term Suspensions—Short-term suspension is defined as removal from school attendance for a period not to exceed ten (10) school days. Long-term suspension is defined as removal from school for a period greater than ten (10) school days, but not to exceed 180 school days; Removal from co-curricular activities (i.e. sports, clubs, intramurals, attendance to dances, athletic contests, etc.). If a long-term suspension is recommended by the building administrator, it may include permission for reinstatement prior to serving the full suspension. If permitted by the building administration, the recommendation will include requirements which the child must satisfy and the date reinstatement would be considered. "Suspension days" are days school is in session and are counted as district attendance days. Long-term suspensions may be appealed to the superintendent or designee.

Incorrigibility—The Livingston County Probate Court (Juvenile Division) will be advised of any situation that the administration feels comes within the jurisdiction of that court

Expulsion—Recommendation to the BAS Board appointed Expulsion Committee that consists of one BAS Board member and four school officials to exclude a student from school for a period longer than ten school days, and up to permanent removal from Brighton Area Schools.

Points of Clarification

1. Upon suspension from school, a student may be removed from class immediately.
2. The rules and regulations described in the Student Code of Conduct apply to any supervised school function on or off school grounds.
3. The administration has the right to discipline according to the student's disciplinary history. Disciplinary steps may be waived, if warranted by the seriousness of the offense. Other conduct, which is not specifically enumerated in this Code of Conduct and which, in the judgment of the BAS Board of Education, constitutes gross misdemeanor or persistent disobedience, shall be subject to disciplinary action such as the Brighton Board of Education or its administrators deem appropriate.

Anti-Bullying Policy

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

Prohibited Conduct

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.

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.

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 BAS Superintendent. Complaints that the superintendent has bullied a student must be reported to the BAS Board President.

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 BAS Superintendent or designee will conduct the investigation. If the superintendent is the subject of the investigation, the BAS 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.

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.

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 Brighton Board of Education. The district will annually report incidents of bullying to the Michigan Department of Education (MDE) in the form and manner prescribed by MDE.

Responsible School Official

The BAS 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.

Definitions

"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.

“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.

“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.

Student Code of Conduct

Cumulative Referral Policy

Goal: To make a positive change in behavior

The accumulation of discipline referrals carries the consequences listed below. Consequences in this chart may supersede the usual consequences for handbook infractions. School administration or designee has the ability to increase or decrease discipline as necessary.

Parent Notification with All Levels

Level 1 - Warning

Level 2 - Detention (before/after school/lunch/Saturday)

Level 3 - up to 3 days out-of-school suspension

Level 4 - up to 5 days out-of-school suspension

Level 5 - Up to 10 days out-of-school suspension. Possible recommendation for expulsion.

Level 6 - 10 days out-of-school suspension. Possible long-term suspension (11-59 days) and recommendation for expulsion.

Matters Pertaining to Staff

Verbal and/or written disrespect (short of profanity).	First Offense – Level 2 or 3 Subsequent Offense – Level 4 or 5
Verbal and/or written assaults (threats – no bodily contact).	Any Offense – Level 4 or 5 Subsequent Offense – Level 5 or 6
Profanity directed at staff member.	First Offense – Levels 2 or 3 Subsequent Offense – Level 4 or 5



Physical Assault – Employee, etc.	Any Offense – Level 6
Refusal to follow reasonable instructions. (Insubordination).	First Offense – Level 2 or 3 Subsequent Offense – Level 3 or above
Refusal to identify oneself to school personnel or refusal to go to the office when asked.	First Offense – Level 2 or 3 Subsequent Offense – Levels 4 or 5
Videotaping or photographing any staff member without consent.	Level 3, 4, or 5 Subsequent Offense – Level 4 or 5

Profanity or Obscenity (Verbal, Written, and/or Gesture)

Incidental	First Offense - Level 1 or 2 Subsequent Offense – Level 2, 3 or 4
Loud and/or deliberate	First Offense – Level 2 or 3 Subsequent Offense – Level 3 or above

Matters Pertaining to the Safety of Others

Verbal and/or written disrespect (short of profanity). Including but not limited to name calling, inappropriate language, insulting remarks, rude gestures, spreading rumors, poking, mean notes, playing mean tricks, or pranks, or behavior that would hurt other's feelings or making them feel bad about themselves	First Offense – Level 1 or 2 Subsequent Offense – Level 3 or above
Verbal and/or written assault (Student) (threats – no bodily contact). Including but not limited to threats of emotional or physical violence, planned exclusion, shunning or social platforms	First Offense – Level 2 or 3 Subsequent Offense – Level 3, 4, or 5
Pushing, wrestling, tripping, shoving, grabbing, slapping, pinching, kicking, spitting, hitting, and “goofing/messing” around (general horseplay), disrespect of others property, or other behavior that causes bodily harm.	First Offense – Level 1, 2, or 3 Subsequent Offense – Level 3 or above



Assault – Physical Assault Intentionally causing or attempting to cause physical harm to another through force or violence	Any Offense – Level 5 or 6 Possible Police Referral
Inciting Others to Fight	First Offense – Level 2 or 3 Subsequent Offense – Level 3 or above
Extortion or coercion: Obtaining money or property (something of value) from an unwilling person or forcing an individual to act by physical force or threat (stated or implied).	First Offense – Level 3 or 4 Second Offense – Level 4 or 5 Subsequent Offense – Level 4 or above
Throwing food in the Cafeteria	<u>Any Offense – Level 1, 2, 3, 4, 5</u>

Matters Pertaining to Citizenship

Type of Conduct	Disciplinary Action
Sexual Harassment—Sexual harassment of students or other persons is prohibited. Any person engaging in sexual harassment will be subject to disciplinary measures. Sexual harassment is defined as: sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature which has the purpose or the effect of unreasonably interfering with an individual’s personal liberties or education or creates an intimidating hostile, or offensive learning environment. Sexual harassment shall also be defined to include unwelcome comments, gestures and touching.	1a: Any Offense— Level 1,2,3,4 or 5; police referral
Criminal Sexual Conduct - As defined by Michigan Law (MCL 750.520b,c,d,e,g) including but not limited to unwelcome sexual touching or sexual penetration by force or coercion.	1b: Any Offense – Level 5 or 6 Mandatory police referral.
Disrespect to school personnel A. Verbal disrespect (short of profanity) or dishonesty, lie/lying.	1 st Offense—Level 1 or 2 2 nd Offense—Level 2 or 3 Subsequent Offense—Level 3 or above

<p>B. Verbal assault/bullying (threats-no bodily contact)**</p> <p>C. Battery (pushing, punching)</p> <p>D. Insubordination (refusal to follow reasonable instructions)</p> <p>E. Failure to follow reasonable directions.</p>	<p>Any Offense—Level 5 or 6</p> <p>1st Offense—Level 4, 5 or 6 Subsequent Offense—Level 5 or 6</p> <p>1st Offense—Level 1, 2, or 3 2nd Offense—Level 3 or 4 Subsequent Offense—Level 4 or 5</p> <p>1st Offense—Level 1 or 2 Subsequent Offense—Level 2 or above</p>
<p>Profanity, obscenity or vulgarity (written or expressed)</p> <p>A. Incidental</p> <p>B. Loud and/or deliberate</p> <p>C. Directed at staff members</p>	<p>A. 1st Offense—Level 1 or 2 Subsequent Offense—Level 2 or 3</p> <p>B. 1st Offense—Levels 2 or 3 Subsequent Offense— Levels 3 or above</p> <p>C. 1st Offense—Level 2, 3, or 4 Subsequent Offense— Level 4 or above</p>

Matters Pertaining to Property

<p>Theft or possession of stolen property</p>	<p>1st Offense—: Level 3 or above Subsequent Offense— Level 4 or above Restitution and notification of police, if appropriate.</p>
<p>Defacing and/or littering property</p>	<p>1st Offense—Level 1, 2, 3, or 4 Subsequent Offense—- Level 2 or above Restitution, notification of police if appropriate.</p>
<p>Destruction of school property or property of others</p>	<p>1st Offense— Level 2, 3, or 4 Restitution and notification of police, if appropriate. Subsequent Offense— Level 3 or above</p>

	Restitution and notification of police, if appropriate.
Misuse of books, lost or stolen textbook school-owned musical instruments and other similar class-related materials become the responsibility of the student to whom they were issued.	While reasonable wear is expected, books and other materials must be returned in good condition. Damaged, lost or stolen books and other materials must be paid for by the student to whom they are issued.
Students are prohibited from carrying cell phones. Cell phones should be kept in their lockers during the school day with the exception of lunch. Students may use their cell phones before and after school.	1 st Offense—Confiscation. Student may pick up at end of school day Subsequent Offense—Confiscation. Parent must pick up the phone. Additional consequences may apply.

Matters Pertaining to the Safety of Others

Violation of state laws and/or local ordinances, including but not limited to: <ul style="list-style-type: none"> A. Abuse of fire alarms, safety equipment B. Bomb Threats C. Arson or attempted arson 	1 st Offense— Level 5 or 6 Parent conference, file complaint with police; seek recovery of damages through court of competent jurisdiction, possible recommendation for expulsion or long term suspension. Subsequent Offense—Level 6 File a complaint with police and seek recovery of damages through court of competent jurisdiction.
Dangerous Weapons—Possession, use, or threatening to use dangerous weapons or look alike such as, but not limited to: dagger, dirk, stiletto, knife with a blade over three inches in length, pocket knife opened by a mechanical device, iron bar or brass knuckles. Look alike weapons of any kind (ex. Water guns, electronic toy guns, etc. are NOT permitted on school grounds at any time. Possession, use, or threatening to use a firearm.	Level 6 Parent conference, file complaint with police; seek recovery of damages through court of competent jurisdiction, possible recommendation for expulsion or long term suspension. Any Offense - Recommendation for expulsion. <i>Note: The above offenses will be cumulative over the years during</i>



	<i>which the student is enrolled in Brighton Area Schools.</i>
Verbal assault, intimidation, or harassment based on race, ethnicity, religion, gender, handicap, or other form of prejudice (threats—no bodily contact).	1 st Offense- Level 1, 2, 3, or 4 Subsequent Offense-Level 2 or above
Verbal and/or written assault to staff (threats, no bodily contact)	Any Offense—Level 2 or above
Pushing, Wrestling, Tripping	1 st Offense --Level 1, 2, or 3 Subsequent Offense – Level 4, or 5
Hostile or aggressive physical contact	1 st Offense—Level 2 or above 2 nd Offense—Level 3 or above Subsequent Offense—Level 4 or above
Assault against a student	Any Offense—Level 4 or above
Inciting others to fight	1 st Offense-Level 1, 2, or 3 Subsequent Offense-Level 3 or above
Assault against a staff member	Any Offense— Level 6
Extortion or coercion: Obtaining money or property (something of value) from an unwilling person or forcing an individual to act by physical force or threat (stated or implied).	1 st Offense—Level 1, 2, or 3 2 nd Offense—Level 3 or above Subsequent Offense—Level 4, or 5
Spitting Dangerous Objects—Possession, use or threatening the use of any weapons or dangerous object(s) capable of inflicting bodily harm, and not included in the section on “Matters Pertaining to Citizenship”, including but not limited to: <ul style="list-style-type: none"> A. Chains B. Knives C. Toys resembling weapons or other dangerous objects. D. Fireworks, explosives, smoke bombs, toy weapons resembling any of the above. E. Stink bombs F. Lighters and matches G. Aerosols—other than those required for class projects. 	Any Offense—Level 3 or above 1 st Offense—Confiscation -Level 3 or above Subsequent Offense— Level 4 or above



Matters Pertaining to Disruption of the Educational Process

Public Display of Affection—Any intimate behavior including but not limited to kissing, prolonged hugging, inappropriate touching, having one's arm/hand around another, or sitting on one's lap.	1 st Offense—Level 1 or 2 2 nd Offense—Level 2, 3, 4 Subsequent Offense—Level 4, or 5
Cafeteria—Students may not leave the cafeteria or remove food from the cafeteria without permission from an SMS Lunchroom Supervisor.	1 st and Subsequent Offense - Level 2 above
Cheating/Plagiarism—copying the work of another and representing it as one's work or knowingly providing work to another for presentation as their own.	1 st Offense—Level 1 or, 2; loss of assignment credit 2 nd Offense—Level 2, 3, or 4; loss of assignment credit.
Closed Campus—Leaving any designated area without authorization from the principal or his/her designee from the time a student arrives on school grounds until school is dismissed. Students should remain out of academic areas of the building before and after school unless a pass has been issued.	1 st Offense—Warning/detention Level 1 or 2 2 nd Offense—Level 2, 3, 4 Subsequent Offense—Level 4, or 5
Failure to attend detention—Failure to attend assigned disciplinary detention (with a reminder about detention day and time)	1 st Offense—Double the detention time 2 nd Offense—Level 2, 3, or 4
False Identification – A student will not refuse to identify him/herself, use another person's identification, or use/provide false identification.	1 st Offense – Level 1 or 2 2 nd Offense --Level 2 or 3 Subsequent Offense – Level 3 or 4
False Information – A student will not intentionally misrepresent information or lie to any school representative.	1 st Offense – Level 1 or 2 2 nd Offense – Level 2 or 3 Subsequent Offense – Level 3 or 4
Forgery—Fraudulently writing the name of another person; falsifying time, dates, grades, reports,	1 st Offense—Level 1, 2, or 3 2 nd Offense—Level 3 or 4



mandatory surveys, addresses or other data on school forms.	Subsequent Offense—Level 4 or 5
Gambling	1 st Offense— Level 3 or 4 2 nd Offense— Level 4 or 5 Subsequent Offense— Level 5 or 6
Inappropriate display of affection	1 st Offense – Level 1 or 2 2 nd Offense – Level 2 or 3 Subsequent Offense – Level 3 or 4
Disruptive conduct	1 st Offense – Level 1 or 2 2 nd Offense – Level 2 or 3 Subsequent Offense – Level 3 or 4
Indecency—Offending commonly recognized standards of health, safety, and good taste in behavior and dress	1 st Offense – Level 1 or 2 2 nd Offense – Level 2 or 3 Subsequent Offense – Level 3 or 4
Instigation – A student will not directly or indirectly incite, encourage, persuade, or otherwise aid and abet conduct that constitutes a violation of this Code of Conduct.	1 st Offense – Level 2 or 3 2 nd Offense – Level 3 or 4 Subsequent Offense – Level 4, 5, or 6
Truancy—the failure to attend a full class period or scheduled class activity.	Truancy of up to and including one-day 1 st Offense—Level 2 or 3 2 nd Offense—Level 3 or 4 Subsequent Offense—Level 4, 5, or 6
Dress Code-- Dress or grooming which is disruptive to the educational process is prohibited. <ul style="list-style-type: none"> • Clothing and/or accessories that endorse any item or product related to tobacco, alcohol or other controlled substances are not permitted. • Footwear must be worn. Hats are allowed in hallways and common spaces; and in classrooms at the discretion of the teacher. • Decency, as interpreted by the administration and staff, is to be maintained at all times. • Halter tops, mesh shirts, shirts which expose the midriff, tank-tops, short skirts, short shorts, shorts with slits or cutoffs, and other types of suggestive clothing, will not be permitted. 	1 st Offense—Level 1 sent to office until appropriate attire is secured. 2 nd Offense—Level 2 - 3 sent to office until appropriate attire is secured. Subsequent Offense—Level 3, 4, or 5



<ul style="list-style-type: none"> • Students must be covered shoulder to shoulder and from shoulder to mid-thigh. Shorts and other apparel worn must be mid-thigh or longer. • Undergarments must not be exposed including over leggings. 	
<p>Clothing—Clothing, clothing orientation accessories, or jewelry worn to indicate membership or advocacy of a gang or group whose purpose is to discriminate against others, is strictly forbidden. Gang-related graffiti on personal effects will be confiscated. Hand signs indicating gang involvement are also strictly prohibited.</p>	<p>1st Offense—Level 1 sent to office until appropriate attire is secured.</p> <p>2nd Offense—Level 2 or 3 sent to office until appropriate attire is secured.</p> <p>Subsequent Offense—Level 3, 4, or 5</p>
<p>Toys or recreational paraphernalia—Toys or recreational paraphernalia that are not intended for curricular or co-curricular activities are not permitted at school or on school buses. Examples may include skateboards, hockey sticks, electronic games, laser pens/pointers and glass bottles.</p> <p>Photograph/ Video/ Audio Recording – A student shall not photograph or make a video/ audio recording of another without permission.</p> <p>Persistent Disobedience or Misconduct – Accumulation of multiple and/or repeated Code of Conduct violations over time.</p>	<p>1st Offense— Level 1, or 2 confiscation of item(s) until parent picks it up.</p> <p>2nd Offense—Level 2, or 3 ;confiscation of item(s) until parent picks it up.</p> <p>Subsequent Offense—Level 3 or 4 confiscation of item(s) until a parent picks it up.</p> <p>Any Offense – Level 1, 2, 3, 4</p> <p>Any Offense – Level 3, 4, 5, or 6</p>

Matters Pertaining to Controlled Substances

Smoking, Tobacco Products, Drugs, and Alcohol

A. Definitions

1. **“Electronic nicotine delivery system”** includes the components, parts, and accessories of an electronic nicotine delivery system, such as e-liquids, cartridges,



atomizers, cartomizers (atomizer plus replaceable fluid-filled cartridge), clearomisers, tank systems, flavors, and vials that contain e-liquids.

2. **“Illegal drugs” means “controlled substances”** under federal or Michigan law, anabolic steroids, human growth hormones or other performance-enhancing drugs, substances purported to be illegal, abusive, or performance-enhancing (i.e., synthetic “look-alike”) drugs, or other drugs prohibited by law.
3. **“Tobacco product”** means any product made or derived from tobacco that is intended for human consumption, including any component, part, or accessory of a tobacco product (except for raw materials other than tobacco used in manufacturing a component, part, or accessory of a tobacco product).
4. **“Use of tobacco product”** means any of the following:
 - a. the carrying by a person of a lighted cigar, cigarette, pipe, other lighted smoking devices, or electronic nicotine delivery system;
 - b. the inhaling or chewing of a tobacco product;
 - c. the placing of a tobacco product within a person’s mouth; or
 - d. the smoking or use of electronic vapor or other substitute forms of cigarettes, clove cigarettes, other lighted smoking devices, or other electronic nicotine delivery systems for consuming or inhaling tobacco or any other substance.

B. Smoking and Tobacco Products

1. The District prohibits the sale, possession, distribution, dispensation, or use of tobacco products, electronic cigarettes, vaporizers, and all electronic nicotine delivery systems on property owned or operated by the District and at any District-related event.

C. Drugs

1. The District prohibits the sale, possession, distribution, dispensation, or use of illegal drugs on property owned or operated by the District and at any District-related event.
2. The District prohibits the sale, distribution, and dispensation of any products containing cannabidiol (commonly referred to as CBD) on property owned or operated by the District and at any District-related event. The Superintendent or designee will consider exceptions to this prohibition.
3. District personnel should review Policy 4210 for the District’s drug- and alcohol-free workplace policy. Students should review Policy 5206 for the student discipline policy.

D. Alcohol

1. The District prohibits the sale, possession, distribution, dispensation, and use of alcohol on property owned or operated by the District and at any District-sponsored event.
2. District personnel should review Policy 4210 for the District’s drug- and alcohol-free workplace policy.



<p>Tobacco—All types and paraphernalia, Imitation chewing tobacco, and electronic cigarettes (E-cigarettes/Nicotine Vapes).</p> <ol style="list-style-type: none"> a. Possession b. Use, sale and/or distribution on school property and/or at school activities. 	<p>1st Offense—Confiscation; Level 3 or 4 2nd Offense—Confiscation; Level 4 or 5</p> <p>Subsequent Offense—Confiscation; Level 6 or possible expulsion</p>
<p>Students shall not possess or use alcohol, controlled substances, or mind-altering drugs and/or related paraphernalia on school property or during school-sponsored events. Students attending school activities after using these substances will be subject to this policy regardless of amount taken.</p> <p>OR</p> <p>1st Offense—Option B Level 5 - Meeting with his/her parent(s) prior to re-admission</p> <p>2nd Offense—Level 6</p>	<p>1st Offense – Option A Level 4 - A meeting with his/her parent(s) prior to re-admission</p>
<p>Sale, distribution, furnishing or attempting to sell, distribute or furnish alcohol, controlled substances or mind-altering drugs. (IF a student is enrolled in an approved state-licensed program, he/she will be eligible to continue credit through a hospital/homebound program and assignments will be given by the home where appropriate.)</p>	<p>Any Offense—Level 5 or 6</p>
<p>Selling, furnishing or possessing substances purported or represented to have the effects of controlled drugs.</p> <p style="text-align: center;">OR</p> <p>1st Offense—Option B Level 5 - Meeting with his/her parent(s) prior to re-admission</p>	<p>1st Offense – Option A Level 4 - A meeting with his/her parent(s) prior to re-admission</p> <p>2nd Offense—Level 6 with a recommendation for expulsion.</p>



<p>Use of substances purported or represented to have the effects of controlled drugs.</p> <p style="text-align: center;">OR</p> <p>1st Offense—Option B Level 5 - Meeting with his/her parent(s) prior to re-admission 2nd Offense—Level 6 with a recommendation for expulsion.</p>	<p>1st Offense – Option A Level 4 - A meeting with his/her parent(s) prior to re-admission</p>
<p>Sale, distribution, furnishing, possession, or attempting to furnish those drugs that affect general metabolism including but not limited to, prescription or over-the-counter drugs.</p> <p style="text-align: center;">OR</p> <p>1st Offense—Option B Level 5 - Meeting with his/her parent(s) prior to re-admission 2nd Offense—Level 6 with a recommendation for expulsion.</p>	<p>1st Offense – Option A Level 4 - A meeting with his/her parent(s) prior to re-admission</p>
<p>Use of substances or represented to be controlled drugs or those drugs that affect general metabolism including but not limited to prescription or over-the-counter drugs.</p> <p style="text-align: center;">OR</p> <p>1st Offense—Option B Level 5 - Meeting with his/her parent(s) prior to re-admission 2nd Offense—Level 6 with a recommendation for expulsion.</p>	<p>1st Offense – Option A Level 4 - A meeting with his/her parent(s) prior to re-admission</p>
<p>Violation of the Code of Conduct as identified above will be cumulative over the years during which the student is enrolled in Brighton Area Schools. Police referrals will be made in accordance with State law. Other referrals to the police may be made at the discretion of the building administrators. Parent(s) will be informed of all police referrals.</p>	



District Technology and Acceptable Use

The BAS Board of Education will provide students, staff, volunteers, and other authorized users access to the District's technology resources, including its computers and network resources, in a manner that encourages responsible use. Any use of District technology resources that violates federal or state law is expressly prohibited.

A. Children's Internet Protection Act

The Board complies with the Children's Internet Protection Act ("CIPA") and directs its administration to:

1. Monitor minors' online activities and use technology protection measures on the District's computers with internet access to block minors' access to visual depictions that are obscene, constitute child pornography, or are harmful to minors. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
 - a. taken as a whole and as to minors, appeals to a prurient interest in nudity, sex, or excretion;
 - b. depicts, describes, or represents, in a patently offensive way as 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
 - c. taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
2. Use technology protection measures on the District's computers with internet access to block all access to visual depictions that are obscene or that constitute child pornography. The technology protection measures may be disabled by authorized personnel during adult use to enable access to bona fide research or for other lawful purposes. The Superintendent or designee will determine which District personnel are authorized to disable the protection measures.

BRIGHTON AREA SCHOOLS TECHNOLOGY ACCEPTABLE USE POLICY

Overview

Technology access is available to staff and students of the Brighton Area Schools (the District). We are pleased to bring this access to the district and believe that Internet technology offers vast, diverse, and unique resources to users. Our goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication.



Brighton Area Schools provides technology in furtherance of the educational goals and mission of the District. Unauthorized and inappropriate use may result in loss of technology access, as well as other disciplinary measures. Specifically, as required by the Children’s Internet Protection Act, inappropriate use includes (a) unauthorized access, including so-called “hacking” and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

The use of Brighton Area Schools’ technology is a privilege, not a right, which can be revoked at any time by the district. Any questions that users may have concerning appropriate use should be addressed to the Director of Technology.

Rights and Responsibilities

Users are advised that some systems may contain defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material. Users, the district, and system administrators do not condone the use of such materials and do not permit the usage of such materials in district and school environments. Users and parents of students accessing the system should be aware of the existence of such materials and are responsible for monitoring the usage of the system. Users will not knowingly bring such materials into the district and school environment.

As required by the Children’s Internet Protection Act, the school district has implemented filtering software intended to block a minor’s access to visual depictions that are obscene, child pornography, harmful to minors, or that the school district determines to be inappropriate for minors. Minors may use email and other forms of direct electronic communications only for educational purposes.

Despite the precautions that the school district may take to prevent access to potentially objectionable content, the district does not guarantee that school officials will control user access to such materials, or that users will not have access to such materials while using the school district’s technological resources. Parents/Guardians assume this risk by consenting to allow their students to participate in the use of technology. Users accessing the school’s technology equipment assume personal responsibility and liability, both civil and criminal, for unauthorized or inappropriate use of technology. Users are specifically prohibited from taking any unauthorized actions to bypass or disable the district’s technology protection measures, access another user’s account, or share passwords.

It shall be the responsibility of all members of the Brighton Area Schools staff, students, and parents to educate, supervise, and monitor the appropriate use of the district’s technology in accordance with this policy and all applicable laws and regulations.

Brighton Area Schools will not be responsible for any damages suffered by the user. Use of any information obtained through the district's technology is at the user's own risk. Brighton Area Schools specifically denies any responsibilities for the accuracy or quality of information obtained through its services.

The system administrators and the BAS Board do not warrant that the functions or services performed by, or that the information or software contained on the system will meet the users' requirements or that the operation of the system will be uninterrupted or error-free, or that defects in the system will be corrected.

There is no expectation of privacy in the Brighton Area Schools technology systems. Any data may be accessed by others and may be subject to subpoena and Freedom of Information Act requests. Data relating to or in support of illegal activities may be reported to the authorities.

Users are responsible for retaining their own emails or other records on this system pursuant to all applicable laws and regulations. The District does not necessarily backup user records.

To the extent that any member of the Brighton Area Schools staff or students use non-district technology services to communicate information regarding the school or its staff or students, this policy still applies. This includes posting information, videos, or photos on services such as Facebook, YouTube, or Flickr. Users and parents/guardians of students acknowledge that the district cannot control the content posted to non-district technology services.

To the extent that any member of the Brighton Area Schools staff or students use non-district technology equipment while on district property or on district-related activities, this policy still applies. This includes devices such as cell phones, book readers, or tablets. Users and parents/guardians of students acknowledge that the district cannot filter non-district network services such as cellular phone networks, nor control content stored on non-district equipment.

I have read the Acceptable User Policy, and I understand that access to technology is designed for educational purposes and that the District has taken available precautions to restrict and/or control access to material that is obscene, objectionable, inappropriate, and/or harmful to minors. However, I recognize that it is impossible for the District to restrict access to all objectionable and/or controversial materials. I will not hold the BAS Board (or any of its employees, administrators, or officers) responsible for materials I or my child may acquire or come in contact with. I further understand that I or my child may be liable for violations.



Furthermore, I agree to all of the following conditions of access:

- As a parent/guardian, I give permission for my child to use and access technology at school and for the district to issue any technology accounts to my child, including email or other technology services hosted by the district or the district's service providers.
- For any content that I or my child create on the district's servers or the district's service providers, I authorize and license the use of that content to the district.
- As a parent/guardian, I authorize and license the district to post my child's class work on technology systems.

STUDENT NETWORK AND INTERNET ACCEPTABLE USE AND SAFETY AGREEMENT

To access e-mail and/or the Internet at school, students under the age of eighteen (18) must obtain parent permission and must sign and return this form. Students eighteen (18) and over may sign their own forms.

Use of the Internet is a privilege, not a right. The Brighton Board of Education's Internet connection is provided for educational purposes only. Unauthorized and inappropriate use will result in a cancellation of this privilege.

The BAS Board has implemented technology protection measures, which protect against (e.g. block/filter) Internet access to visual displays/depictions/materials that are obscene, constitute child pornography, or are harmful to minors. The BAS Board may monitor the online activity of students in an effort to restrict access to child pornography and other material that is obscene, objectionable, inappropriate, and/or harmful to minors. Nevertheless, parents/guardians are advised that determined users may be able to gain access to information, communication, and/or services on the Internet that the BAS Board has not authorized for educational purposes and/or that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Parents / Guardians assume this risk by consenting to allow their students to participate in the use of the Internet. Students accessing the Internet while on district premises or at district events or using district equipment assume personal responsibility and liability, both civil and criminal, for unauthorized or inappropriate use of the Internet.

The BAS Board has the right, that any time, to access, monitor, review, and inspect any directories, files, and/or messages residing on or sent using the Board's computers/networks. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.

To the extent that any student uses non-district technology services to communicate information regarding the schools or its staff or students, BAS Board policy still applies. This



includes posting information, videos, or photos on services such as Facebook, YouTube, or Flickr. Users and parents/guardians of students acknowledge that the district cannot control content posted to non-district technology services. Users and parents/guardians of students further acknowledge that the district cannot filter non-district communication services such as cellular phone networks, nor control content stored on non-district equipment.

Parent/Guardian

As the parent/guardian of this student, I have read the Student Network and Internet Acceptable Use and Safety Policy and Guidelines, and have discussed them with my child. I understand that student access to the Internet is designed for educational purposes and that the BAS Board has taken available precautions to restrict and/or control student access to material on the Internet that is obscene, objectionable, inappropriate, and/or harmful to minors. However, I recognize that it is impossible for the BAS Board to restrict access to all objectionable and/or controversial materials that may be found on the Internet. I will not hold the BAS Board (or any of its employees, administrators, or officers) responsible for materials my child may acquire or come in contact with while on the Internet. Additionally, I accept responsibility for communicating to my child guidance concerning his/her acceptable use of the Internet - i.e., setting and conveying standards for my daughter/son to follow when selecting, sharing, and exploring information and resources on the Internet. I further understand that individuals and families may be liable for violations. To the extent that proprietary rights in the design of a website hosted on the BAS Board's servers would vest in my child upon creation, I agree to assign those rights to the Brighton Board of Education.

For my child to use District technology systems:

- ◆ I give permission for my child to use and access the Internet at school and for the BAS Board to issue an Internet/e-mail account to my child.
- ◆ I give permission for my child's image (photograph) to be published online, provided only his/her first name is used.
- ◆ I give permission for the BAS Board to transmit "live" images of my child (as part of a group) over the Internet via a webcam.
- ◆ I authorize and license the BAS Board to post my child's class work on the Internet without infringing upon any copyright my child may own with respect to such class work. I understand only my child's first name will accompany such classwork.

Student

I have read and agree to abide by the Student Network and Internet Acceptable Use and Safety Policy and Guidelines. I understand that any violation of the terms and conditions set forth in the policy and Guidelines is inappropriate and may constitute a criminal offense. As a



user of the BAS Board's computers/network and the Internet, I agree to communicate over the Internet and the Network in an appropriate manner, honoring all relevant laws, restrictions and guidelines.

Teachers and building principals are responsible for determining what unauthorized or inappropriate use is. The principal may deny, revoke or suspend access to the Network/Internet to individuals who violate the BAS Board's Student Network and Internet Acceptable Use and Safety Policy and related Guidelines, and take such other disciplinary action as is appropriate pursuant to the Student Code of Conduct.

Scranton Middle School's "Bring Your Own Device" Policy

Technology plays a large role in our students' lives. Personal devices can enhance and enrich learning opportunities both at home and at school. Scranton Middle School is committed to allowing responsible, learning-centered use of personal devices at school in order to provide as many pathways to understanding as possible for our students.

General Information:

Access to Scranton's wireless network is a privilege, not a right. Any use of the wireless network entails personal responsibility and compliance with all school rules. Student use of Brighton Area Schools' network allows staff to conduct investigations regarding inappropriate internet use.

Guidelines for Use:

- Use of personal devices during the school day is at the discretion of teachers and staff. Students must use devices as directed by their teacher.
- The primary purpose of the use of personal devices at school is educational.
- The use of a personal device is not to be a distraction in any way to teachers or students. Personal devices must not disrupt class in any way.
- The use of personal devices falls under Brighton Area Schools' Acceptable Use Policy, found in the student handbook.
- Students shall make no attempt to circumvent the school's network security and/or filtering policies. This includes setting up proxies and downloading programs to bypass security.
- Students shall not take nor distribute pictures or videos of students or staff without their permission (distribution can be as small as emailing/texting to one other person or as large as posting images or videos online).

Consequences for Misuse/Disruption (one or more may apply and are based on the severity of the infraction):



- Disciplinary Referral resulting in verbal warning or detention
- Disciplinary referral resulting in suspension
- Student is not allowed to use personal devices at school
- Student is suspended or banned from use of school internet

School Liability Statement:

Students bring their devices to use at Scranton at their own risk. It is their duty to be responsible for the upkeep and protection of their devices (we highly recommend contact information on every device).

Scranton Middle School is NOT responsible for:

- Personal devices that are broken while at school or during school-sponsored activities
- Personal devices that are stolen or lost at school or during school-sponsored activities
- Maintenance or upkeep of any device (keeping it charged, installing updates or upgrades, fixing any software or hardware issues, etc.)

