

2019-2020
Marysville Middle School
Parent Student Handbook



MARYSVILLE PUBLIC SCHOOLS

2019-20 Parent/Student Handbook

Welcome to MARYSVILLE PUBLIC SCHOOLS, where great futures begin!

Dear Parents/Guardians,

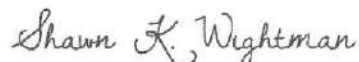
Providing personalized learning for every student through rigor, relevance and relationships is the mission of the Board of Education and staff of Marysville Public Schools. However, we invite you to share this responsibility with us by closely monitoring your child's academic progress and gaining a clear understanding of the standards we have for our students—standards that are vital to advancing the learning process. We also ask that you take time to review the important information and expectations contained in this handbook with your child. By working together, we can ensure that every child will excel, both personally and for the benefit of humanity.

Great futures begin in Marysville Schools!

Sincerely,



David Schmorrow
President, Board of Education



Shawn K. Wightman, Ed.D.
Superintendent of Schools



BOARD OF EDUCATION

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This handbook is also available on our website @ www.marysville.k12.mi.us.

Parents of Marysville Middle School Students:

Welcome to a very exciting part of your child's life, not only to the 2019-2020 school year, but also to your continued participation in the Marysville Schools.

Through this parent handbook, we hope many questions are answered regarding the operation of our Middle School programs. We are very proud of our Middle School programs and are especially proud of the tremendous support shown by Marysville parents.

Without your support, we could not offer the programs we have all come to enjoy and appreciate. Your participation in your child's school activities, through the building advisory committees, parent support groups, or your child's teacher, is vital for your child's success.

From time to time parents have concerns or questions about their child's education. Board of Education policy states that all complaints regarding the District should be resolved at the lowest possible administrative level.

Concern	Contact
Classroom instruction or activities	Teacher
Instructional materials, building-level activities or programs	Building Principal
Policies, curriculum, facilities or auxiliary services of the District	Superintendent of Schools
Any unresolved issued	Board of Education

The above chart illustrates whom you should contact for various concerns. If a parental concern is not addressed satisfactorily, all citizens have a right to attend and be heard at all regular Board of Education meetings.

As a parent who is interested in resolving a concern or complaint, please keep the following in mind:

- A concern or complaint regarding your child and his/her classroom activities would best be resolved between yourself and the teacher.
- Concerns regarding specific instructional materials or building-level activities and programs should be directed to the building principal.
- Concerns or complaints regarding policies, curriculum, facilities or auxiliary services provided in the District should be referred to the Superintendent of Schools.

We are very interested in providing the best possible educational experiences and programs for our community. Your willingness as parents to work with us in reaching that goal will provide better education for all.

We are asking that you continue your child's education by reviewing this handbook and talking to your child about its contents. With your help, we can make this year a very successful one for all.

Mission Statement

Marysville Middle School will maintain a safe, positive, interactive environment that provides students with skills and confidence needed for success in high school and the community.

Our annual report may be viewed at: www.marysvilleschools.us

Academics

Retention and Promotion Policy

The intent of this retention and promotion policy is to clarify the circumstances under which students will be promoted from one grade level to another. Our purpose as educators is to prepare each student to successfully complete the present grade level. Unfortunately, not all students for various reasons succeed to the level necessary to be promoted. It is the responsibility of the principal, after reviewing all pertinent information, to place the student in the appropriate grade level.

Criteria for Promotion

In order for students to be promoted to another grade level, they must satisfactorily make progress in the following areas:

1) academic; 2) social; 3) emotional; 4) self-responsibility; and 5) attendance.

Student Retention

Students who do not achieve satisfactory in one grade level, according to the above criteria, may be retained in their present grade.

Students who fail two or more basic classes (English, science, social studies, mathematics), or fail to make the appropriate academic, social, or emotional adjustment to have a good chance at success in the next grade level may be retained.

Parent Involvement

All efforts will be made by teachers and counselors to involve parents in the promotion review procedure. Parents are an important part of the decision to promote or retain a student.

Reports to Parents

Mid -Term Reports

1. At the midpoint of each card marking period progress reports will be available to parents in Skyward informing them if a student is doing poorly in a class.
2. Parents should then contact the student's counselor/teachers for additional help/information.

Report Cards

Report cards are sent home twice a semester (9th week and end of semester). The first report card is an indication of progress for the first nine weeks of the semester. The final mark is the official mark, which goes on the school's transcript and determines whether the student has passed or failed the course.

Honor Roll and National Junior Honor Society

Honor Roll students are classified as those individuals who have achieved a "B" average or above in all subjects for the marking period. Grade point averages will be determined by the chart listed below.

The National Junior Honor Society is composed of students who are selected for their academic success, character, leadership, integrity, and honesty. They are selected by counselors, teachers and administrators, and are inducted each fall. To be eligible for consideration for membership in the Marysville Chapter of the National Junior Honor Society, a student must be an 8th grader, have a "3.5 GPA" average with no D's or E's, and be in attendance at Marysville Middle School for one full year. Eligible students will be asked to fill out a student activity form and will be rated by the faculty on the characteristics necessary for membership, discipline history will also be considered. The faculty council reviews the activity form and other verifiable information. Candidates meeting all criteria will be invited to be inducted into the local chapter.

Determining Grade Point Averages

Grade	Grade Points
A+	4.33
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	.67

Assemblies

Each year the Middle School Student Council and staff try to offer a variety of assemblies for the students. Student code of conduct will be enforced at all assemblies. Students are to sit with their class and teacher in the assigned area. At the conclusion of the assembly, the dismissal of students will be by rows, by an administrator.

Students who do not conduct themselves in an orderly manner may be excluded from future assemblies.

Field Trips

Any field trip taken inside or outside the borders of the school system can be arranged with the financial involvement of each student participating. In this case, each student attending the field trip experience will be assessed a dollar figure on the basis of the total cost of the trip divided by the number of students attending. Mr. Hurley, Transportation Director, will determine the cost of the trip based on contracted stipulations. All school rules and expectations remain in effect on all field trips.

Student Fees

A \$5.00 Student Activity fee will be charged at the beginning of each school year to each student. Students are responsible to maintain assigned books in good condition and return the same book issued at the beginning of the school year. Books lost, damaged or stolen must be paid for by the student to whom they were issued. Student fees are also used for certain student activities.

Student Conduct**Attendance Policies and Procedures****Michigan Revised School Code, Section 1561 - Compulsory Student Attendance Excerpt**

Every parent, guardian or other person in the state of Michigan, having control and charge of any child between the ages of six and eighteen years shall be required to send such child to the public schools during the entire school year and such attendance shall be continuous and consecutive for the school year fixed by the school district in which such child is enrolled.

School Day

Classes are in session from 8:00 a.m. – 3:00 p.m. Students are required to be in school on time for First Hour at 8:00 a.m.

In order to participate in any after-school activity, students must be in attendance for at least one-half of the school day.

The purpose of a School Attendance Policy is to encourage outstanding attendance among all students and to maintain academic standards for earning grades. The school recognizes the importance parents play in school attendance. Students with perfect attendance will be recognized by a certificate at the end of the year.

Students will not be allowed in the building prior to 7:30 a.m. and 8:45 a.m. on late start days.

Entering Building

All students will enter the building through the front main building doors facing Collard Dr.

Attendance Letters

Marysville Middle School will closely monitor all student attendance records. Because a child's attendance remains the responsibility of the parents/guardians, the school can only provide the information to help support the importance of school attendance and the documentation for the actual days a student attends. If a student's attendance record warrants attention due to excessive absences, a letter of information, a letter to request a conference, or a notice for a referral to the **St. Clair County RESA Attendance Officer**, will be sent to the parents/guardians. Administration reserves the right to determine what constitutes excessive absence. However, if a student acquires 5 absences within a semester, an informational letter will be sent to the parents/guardians. A conference may be requested at this time. A copy of the letter will be distributed to the student's CA60.

Exceptions to the Attendance Policy

1. If there are extenuating circumstances, the length of absences could be extended if proof, in writing, is given to the school within 48 hrs. These circumstances would include:

- a. Medical appointments - verified by a doctor's note.
- b. Illness - verified by a doctor's note.
- c. Death in the family
- d. Court appearance

2. If the absence is due to a school sponsored event.

Excused Absences

Appointments with doctors and dentists should not ordinarily be scheduled during school time. In case this is unavoidable, the student either should bring a note signed by a parent or guardian to the office stating the time it will be necessary to leave school and the reason, or the office should receive a phone call from a parent or guardian. Administration reserves the right to determine if an absence or tardy is excused.

Absence from School – Procedures

Students who will not be in attendance during a school day should have a parent or guardian call the school office at 364-6336 (subject to change) by 8:00 a.m. and leave a detailed message. A note from home will be accepted only if there is no telephone in the home. This note is required on the day the student returns to school.

A student who is absent from school must make up the work missed according to the plan of each individual teacher. Credit will be given for work made up for an excused absence. Homework must be requested by 9:00 a.m. and may be picked up after 3:00 p.m. if a student is out more than 2 days.

Prearranged Absence

Occasionally parents may decide certain experiences or family needs dictate the student's absence for an extended period of time (3 days or more). When this occurs the student should pick up a "Prearranged Absence" form from the office. This form should then be returned to the office when the student has all of the necessary teachers' and parents' signatures. This procedure is to be completed at least two days before the absence. The school reserves the right to withhold permission for the excuse based on the student's prior attendance record. An absence for hunting is excused only if it is prearranged. Teachers and parents must sign this form. All homework will be completed before leaving or immediately upon returning.

Student Make-Up Work Policy

1. We will gather make-up work from teachers and have it ready for a parent to pick up for any student who is absent or going to be absent for **three days or more**.
2. Prearranged absence forms are available in the attendance office for students who know they are going to be absent ahead of time. Prearranged absence make-up work is due, at the teacher's option, either before the student leaves, immediately upon return, or as arranged on return.
3. As a rule of thumb, a student is given a day to make-up work for each day absent. Teachers may give "zeros" to work not made up on time.

Tardy procedure

A tardy to class is defined as not being in your assigned seat when the bell rings.

1. School starts at 8:00 a.m. Any student not in their assigned seat when the bell rings will be considered tardy. Exceptions to this rule will be:
 - a. Doctor/dental/court appointment (with a note from the doctor or court presented to student services).
 - b. Bus problem.
 - c. Inclement weather.
2. When a student reaches his/her third tardy in a class the student will receive a detention. For each tardy after the third tardy, the student will receive an additional detention.
3. A student that comes in later than 15 minutes to a class will be considered absent.
4. When a student is detained by school personnel, the student will be given a pass and the tardy will not count against the student.

Leaving School Grounds

Once students have arrived, they are not allowed to leave school or school property without following office procedures. Permission to leave is first given by the parent or guardian through a call or note to the office. The parent/guardian is then required to sign the student out in the office at the requested time.

Cafeteria and Lunch Periods

Classes will be in session during this time so it is important that students be considerate of others.

Simple rule of courteous behavior include:

1. Observing good dining room standards at the table;
2. Leaving the table and surrounding area clean and orderly;
3. Returning trays to window and putting trash in proper containers; and
4. Eating food in the cafeteria only.
5. Food or drink will not be allowed outside or in the gymnasium during lunch time
6. Any lunch dropped off for a student will be placed on the designated table in the old cafeteria with the students name attached.

7. No group lunches brought in unless approved in advance by Teacher, Coach or Administration.

Regulations for Lunch Period

1. Students are not allowed to go to their lockers without permission.
2. Students are to report to their assigned area during lunch; gym, WINS, teacher's classroom with pass, or outside.
3. Students are not to leave school grounds during the lunch hour.
Noon hour supervisors are employed to supervise the halls and the cafeteria during lunch. Their responsibilities include: reporting violations of student behavior code to an administrator, checking students for hallway passes, keeping students out of the hallways during lunch, and assisting teachers and visitors when needed. These noon supervisors are employed by the school district and must be treated with the same respect as other district employees.

Drinks

Students are only allowed water in a closable container/bottle in the hallways and classrooms. Open containers such as McDonalds, Tim Hortons, Starbucks, etc. are not allowed in the hallways and classrooms and are limited to the cafeteria only.

Detention

Detention may be assigned by the staff for unacceptable behavior or disciplinary reasons with a day's notice. Students are expected to report promptly to the Assistant Principal after school for detention. Those students not in attendance will be assigned two nights of detention unless the absence is excused by an administrator. Doctor or dentist appointments will require notes for the appointment. If the student does not serve the 2 assigned detentions, an in-school suspension will be assigned. Otherwise, all students who are in school are expected to be in attendance. Students assigned detention, are to bring enough school related work (written work) to keep them busy. There is no talking or food allowed in detention. Detentions will be from 3:05 – 4:00 p.m. on a full school day and 11:15 – 12:00 on a half day of school. Any students missing detention will not be allowed to participate in any after school activities. Detentions will not be switched for any after school activities.

Progressive Discipline For Abuse Of Detentions

When a student reaches his/her fifth detention (regardless of assigned reason) and all subsequent detentions thereafter during a semester, the student will be assigned an in-school suspension for one day and a referral to the counselor or social worker will be made.

Dress Code

Student Appearance – Board Policy 8240

Students' dress and grooming must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or comprise the reasonable standards of health, safety, and decency.

Student appearance and dress is a factor in the establishment of an educational atmosphere. Clothing and appearance should be appropriate for school. Standards of dress which clearly deal with the health and safety of students will be upheld. Forms of student dress are acceptable as long as they are neat, clean and not considered distracting the educational process. Clothing that contains profanity, vulgar or sexual suggestions will not be permitted. Also, physically revealing or generally unwholesome clothing will not be permitted.

Building Policy

Standards of dress, which clearly deal with the health and safety of students, will be upheld. Clothing should be neat and clean. Shoes (footwear) must be worn at all times. The following will not be permitted:

- Rompers
- Pajamas/lounge wear.
- * Tank Tops with less than 3 (three) finger widths.
- * Halter Tops.
- * Spaghetti Straps(less than three finger widths).
- * Midriff Shirts – belly may not be exposed.
- * Short skirts (fingertip length).
- * Short shorts (fingertip length).
- * Clothing with reference to: alcohol, drugs, and tobacco.
- * Clothing with: profanity, vulgar, sexual, and/or unwholesome language or reference.
- * Gang and gang related symbols, colors, clothing, and emblems.
- * Head wear (i.e. hats, bandannas).
- * All bags are to be used to transport books and personal items to and from school only.

Any student inappropriately dressed will be expected to change his/her clothing.

Shoes must be worn at all times in school and at school- related activities. The school reserves the right to establish definitive dress regulations for performing representative groups, such as musical groups, athletic squads, and cheerleaders.

MARYSVILLE PUBLIC SCHOOLS DISTRICT POLICY 8260 PROHIBITING BULLYING

8260 Bullying (Cf. 8018) 8260

It is the policy of the District to provide a safe and nurturing educational environment for all of its students.

This policy protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

Bullying or other aggressive behavior toward a student, whether by other students, staff, or third parties, including Board members, parents, guests, contractors, vendors, and volunteers, is strictly prohibited. This prohibition includes written, physical, verbal, and psychological abuse, including hazing, gestures, comments, threats, or actions to a student, which cause or threaten to cause bodily harm, reasonable fear for personal safety or personal degradation.

Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior.

Bullying shall also include, by definition, cyberbullying which is defined as any electronic communication that is intended to or that a reasonable person is likely to harm one or more pupils either directly or indirectly by doing any of the following:

- (i) substantially interfering with the educational opportunities benefits or programs of one or more pupils;
- (ii) adversely affecting the ability of a pupil to participate in or benefit from the school district's or public school's educational programs or activities by placing the pupil in reasonable fear of physical harm by causing substantial emotional distress;
- (iii) having an actual and substantial detrimental effect on a pupil's physical or mental health;
- (iv) causing substantial disruption in or substantial interference with the orderly operation of the school.

8260 Bullying (Cf. 8018) 8260-2

This policy applies to all "at school" activities in the District, including activities on school property, in a school vehicle, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, or where an employee is engaged in school business. Misconduct occurring outside of school may also be disciplined if it interferes with the school environment.

Notification

Notice of this policy will be annually circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.

Parents/Guardians of the alleged victim(s), as well as of the alleged aggressor(s), shall be promptly notified of any complaint or investigation as well as the results of the investigation to the extent consistent with student confidentiality requirements. A record of the time and form of notice or attempts at notice shall be kept in the investigation file.

To the extent appropriate and/or legally permitted, confidentiality will be maintained during the investigation process.

However, a proper investigation will, in some circumstances, require the disclosure of names and allegations. Further, the appropriate authorities may be notified, depending on the nature of the complaint and/or the results of the investigation.

Implementation

The Superintendent is responsible to implement this policy, and may develop further guidelines, not inconsistent with this policy.

8260 Bullying (Cf. 8018) 8260-3

This policy is not intended to and should not be interpreted to interfere with legitimate free speech rights of any individual.

However, the District reserves the right and responsibility to maintain a safe environment for students, conducive to learning and other legitimate objectives of the school program.

Procedure

Any student who believes he/she has been or is the victim of bullying, hazing, or other aggressive behavior should immediately report the situation to the Principal or Assistant Principal. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building Principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports shall be made to those identified above. Reports may be made anonymously, but formal disciplinary action may not be taken solely on the basis of an anonymous report.

To the greatest extent possible, complaints by students, their parents or others acting on their behalf will be kept confidential. The following procedures will be followed to maintain confidentiality:

- (i) all verbal communications regarding a complaint will occur in a confidential setting outside of the ability of others to overhear the conversation and only those that are necessary to be involved will be part of any meeting where complaints are discussed or reviewed;
- (ii) meetings held with a pupil who has made a complaint under this policy shall be kept out of view of other students;
- (iii) all records concerning complaints will be kept in the principal's office in his or her desk in a secure location such that the information cannot be accessed by others;

8260 Bullying (Cf. 8018) 8260-4

- (iv) information regarding complaints will be shared with others only on a need to know basis. This means only individuals involved in investigating complaints or taking corrective action will be aware of the information;
- (v) to the extent possible, unless permission is given by the complainant, the identity of the complainant will be kept confidential.

The Principal shall promptly investigate and document all complaints about bullying, aggressive or other behavior that may violate this policy. The investigation must be completed as promptly as the circumstances permit after a report or complaint is made.

If the investigation finds an instance of bullying or aggressive behavior has occurred, it will result in prompt and appropriate remedial action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents/guardians, guests, volunteers and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement or other appropriate officials.

The individual responsible for conducting the investigation shall document all reported incidents and report all verified incidents of bullying, aggressive or other prohibited behavior, as well as any remedial action taken, including disciplinary actions and referrals, to the Superintendent. The Superintendent shall submit a compiled report to the Board on an annual basis.

Non-Retaliation/False Reports

Retaliation or false allegations against any person who reports, is thought to have reported, files a complaint, participates in an investigation or inquiry concerning allegations of bullying or aggressive behavior (as a witness or otherwise), or is the target of the bullying or aggressive behavior being investigated, is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy, independent of whether a complaint of bullying is substantiated.

8260 Bullying (Cf. 8018) 8260-5

Suspected retaliation should be reported in the same manner as bullying/aggressive behavior. Making intentionally false reports about bullying/aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

Definitions

The following definitions are provided for guidance only. If a student or other individual believes there has been bullying, hazing, harassment or other aggressive behavior, regardless of whether it fits a particular definition, he/she should report it immediately and allow the administration to determine the appropriate course of action.

"Aggressive behavior" is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. Such behavior includes, for example, bullying, hazing, stalking, intimidation, menacing, coercion, name-calling, taunting, making threats, and hitting/pushing/shoving.

"At School" is defined as 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. It also includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if either owned by or under the control of the District.

"Bullying" is defined as any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts, i.e. internet, telephone or cell phone, personal digital assistant (PDA), or wireless hand held device) that, without regard to its subject matter or motivating animus, is intended or that a reasonable person would know is likely to harm one (1) or more students either directly or indirectly by doing any of the following:

8260 Bullying (Cf. 8018) 8260-6

1. Substantially interfering with educational opportunities, benefits, or programs of one (1) or more students;
2. Adversely affecting the ability of a student to participate in or benefit from the school District's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
3. Having an actual and substantial detrimental effect on a student's physical or mental health; and/or

4. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Bullying can be physical, verbal, psychological, or a combination of all three. Some examples of bullying are:

1. Physical - hitting, kicking, spitting, pushing, pulling; taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
2. Verbal - taunting, malicious teasing, insulting, name calling, making threats.
3. Psychological - spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation. This may occur in a number of different ways, including but not limited to notes, emails, social media postings, and graffiti.

"Cyberbullying" - cyberbullying is defined as any electronic communication that is intended to or that a reasonable person is likely to harm one or more pupils either directly or indirectly by doing any of the following:

- (i) substantially interfering with the educational opportunities benefits or programs of one or more pupils;

8260 Bullying (Cf. 8018) 8260-7

(ii) adversely affecting the ability of a pupil to participate in or benefit from the school district's or public school's educational programs or activities by placing the pupil in reasonable fear of physical harm by causing substantial emotional distress;

(iii) having an actual and substantial detrimental effect on a pupil's physical or mental health;

(iv) causing substantial disruption in or substantial interference with the orderly operation of the school.

"Harassment" includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature, often on the basis of age, race, religion, color, national origin, marital status or disability, but may also include sexual orientation, physical characteristics (e.g., height, weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.).

"Intimidation/Menacing" includes, but is not limited to, any threat or act intended to: place a person in fear of physical injury or offensive physical contact; to substantially damage or interfere with person's property; or to intentionally interfere with or block a person's movement without good reason.

"Staff" includes all school employees and Board members.

"Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district or intra-district athletic competitions or other school events.

8260 Bullying (Cf. 8018) 8260-8

For further definition and instances that could possibly be construed as Harassment, see policy 8018; Hazing, see Policy 8270.

Approved: December 16, 2010

Revised: May 17, 2012

Revised: March 19, 2015

LEGAL REF: MCL 380.1310B (Matt's Safe School Law, PA 241 of 2011); Model Anti-Bullying Policy, Michigan State Board of Education

Student Behavior Code

Detentions may be assigned by the staff for unacceptable behavior or disciplinary reasons with a 24 hour notice. These behaviors include, but are not limited to the following:

1. Failure to follow classroom or teacher rules.
2. Leaving MMS property - off school grounds - without permission.
3. Abuse or profane language.
4. Disrespect to teachers, staff or other students.
5. Possession or use of lasers, lighters or matches.
6. Skipping school or class.
7. Public display of affection (i.e. kissing, holding hands).
8. Wearing hats in school.
9. Clothing or appearance which is not wholesome.
10. Throwing objects, including snowballs, food, etc.
11. Distribution or posting of materials without prior approval.
12. Cheating/Plagiarism-students will receive a zero for their work, a parent contact will be made and students will receive one night's detention.
13. Unacceptable use of electronic devices in school including phones, radios, i-pods, MP3 players, etc.
14. Use of headphones or ear buds during passing time between classes, assemblies and lunchtime.
15. Abuse of school property/vandalism-students will be responsible for full labor and replacement costs.

16. Continual neglect to complete and hand in assignments.

17. Forgery.

18. Tardies.

19. Harassment (sexual, racial, ethnic or gender) and bullying.

*It is important to tell an adult when you hear that a student has threatened to harm or harass another person. Relaying this information is a responsible choice.

It is understood that by being a student at MMS, each student agrees to follow the rules of the school. All students will comply with the requests of the administration, teachers and staff employees. If a student does not comply with the law and/or school rules, the privilege of attending school and all school related activities may be revoked. All students will be afforded due process rights.

The following is a list of possible disciplinary action to be taken for violations of the Student Behavior Code. Combinations of these actions may be used at the discretion of the administration. It should be noted that repeated violations, even for lesser offenses, will be treated as a major violation. All students will be afforded all due process rights, including Special Education and 504 accommodations.

1. Reprimand
2. Loss of privileges
3. Referral to special services, including community agencies or law enforcement officials.
4. Exclusion from social activities, ceremonies, and other extracurricular activities.
5. Schedule change
6. Detention – being required to remain after school under supervision of school officials.
7. Suspension from class – removal of a student from one or more classes for a period of up to ten days by confining the student to an isolated location in school and placing the student under the supervision of school officials or their designees.
8. Restitution – Restoration or payment for stolen or damaged property of the school district or individuals associated with it.
9. Short-term Suspension – The exclusion of a student from all school activities for a period of one to ten days with removal of privilege of attendance. [Short-term suspension appeal process ends with Superintendent.]
10. Long-term Suspension – The exclusion of a student from all school activities pending action by the Board of Education or disposition of civil authorities.
11. Expulsion – The act of unconditional or unlimited denial of regular school attendance to a student. The right of the Board of Education to expel pupils from school.

Definite procedures for disciplinary action are out-lined for the following five (5) major offenses:

A. Fighting

1st Offense – One to Three (1-3) days' suspension.

2nd Offense – Three to Five (3-5) days' suspension plus a police report and parent conference.

3rd Offense – Five to Ten (5-10) days' suspension plus a police report and parent conference.

B. Tobacco

Smoking by students, the use of tobacco products, possession of tobacco, electronic cigarettes, vaping, paraphernalia or look alike substances is not allowed in school buildings, on school property, nor at school events.

1st Offense – One to Three (1-3) days' suspension, parent contact.

2nd Offense – Three to Five (3-5) days' suspension, parent contact.

3rd Offense – Five to Ten (5-10) days' suspension, possible expulsion procedures. (Possession of tobacco products by any student under the age of 18 years may be reported to appropriate law enforcement authorities.)

[Possession of tobacco products by any student under the age of 18 years may be reported to appropriate law enforcement authorities.]

C. Drugs and Alcohol

Possession, delivery/sale, use or being under the influence of narcotics, alcohol, drugs, any intoxicant substance, or look-alike drug.

1st Offense – Five to Ten (5-10) days' suspension, parent contact.

2nd Offense – Ten (10) days suspension, evidence of student participation in substance abuse counseling and possible expulsion procedures.

D. Weapons, Arson and Assault – Board Policy 8300.

Students in possession of a dangerous or look-alike weapon or firearm, or who commits arson or criminal sexual conduct or physically assaults a school employee, volunteer or contractor on District property or at District sponsored school events, shall be permanently expelled from school and referred to the criminal justice or juvenile delinquency system and the Department of Human Services or community mental health agency. The parent, legal guardian and/or student shall also be notified of the referral.

The Board reserves the authority to expel students. The Board authorizes the administration to determine routine student disciplinary matters.

The Board will continue disciplinary hearing only for students who are being recommended by the administration for expulsion.

Every student subject to expulsion shall have their situation reviewed by the Board on a case-by-case basis. This policy statement is the Board's assurance that the District is in compliance with both PL 103-382 and MCL 380.1311

E. Other major offenses

1. Near beer brew, gambling, matches, lighters
2. Explosives, bomb threats, fireworks, firearms, knives of any type or size. Look alike weapons will be considered weapons by the school.
3. Assault, insubordination, gang paraphernalia, extortion, threats, profanity, obscenity, or hate speech.
4. Inappropriate use of the internet and/or computers
5. Robbery, larceny, or burglary.
6. Indecent exposure, harassment (including bullying [Board Policy 8260], sexual harassment, or any similar offense)
7. Deliberately setting false fire alarm, or making false statements during an investigation.
8. Terrorist threats/acts as outlined in Board Policy 8255.

Disciplinary Appeal

All student disciplinary appeals will be handled at the lowest possible level. If, after speaking with your child's teacher(s), you disagree with the disciplinary action(s), you have the right to appeal to the assistant principal within three days. If you disagree with the assistant principal's decision, you may appeal to the building principal. If the issue cannot be resolved at the building principal level, you may take your concerns to the superintendent of schools. The appeal process, for all matters other than suspensions and expulsion, ends at the superintendent's level.

Board Policy 8350 (Disciplinary Appeal) – Suspensions and Expulsions:

- *Violation(s) of student behavior code of conduct occurs
- *Assistant Principal notifies parent of violation(s) and consequences
 - Short-term suspension (up to 10 days)
 - Long-term suspension (over 10 days up to 180 days)
 - Expulsion (remainder of school term up to 180 days or permanent)
- *Assistant Principal sends written notification of violation(s), consequences, and appeal procedure
- *If parent chooses to appeal, they must contact Principal within three school days after notification
- *Principal will schedule a meeting with parent within ten school days (student may be present)
- *If parent chooses to continue appeal, they must contact the Superintendent within three school days
- *Superintendent will schedule meeting with parent within ten school days (student may be present) and shall affirm or modify the Principal's decision within two school days from hearing appeal date
[Short-term suspension appeal process ends with Superintendent]
- *Superintendent's decision may be appealed to the Board within five school days if it invokes a long-term suspension.
- *Board of Education shall schedule a hearing within ten school days from receipt of the appeal
- *Board of Education shall provide written decision within five school days from appeal hearing

All students will be afforded all Due Process Rights and Appeal Procedures, including Special Education and 504 accommodations

Bus

Student conduct on school buses will be in conformity with the rules and regulations established by the Marysville Public Schools and the bus contractor. Bus drivers have the delegated authority to control students on buses. Students riding on buses to school-sponsored activities must return by the same bus. The privilege of riding a bus may be revoked for misconduct or refusal to comply with established rules and regulations. The school bus will be considered an extension of school for disciplinary purposes.

Other Considerations

1. All buses leave at the bus loop on Delaware.
2. Students form a single line at their designated bus stops at the dismissal bell. Students must stay on the sidewalk and wait until the bus stops. There is no running to or from the buses.
3. Halls will be cleared by 3:10 p.m. Students will not loiter in or around the building.
4. Students riding buses are not to leave school grounds after arriving at school or while waiting for the bus after school.
5. Students who ride bikes need to be aware of buses and other traffic.
6. Students need permission slips to ride a different bus.
7. No riding bikes, skateboards, long boards, scooters, rip sticks, rollerblades, etc. on sidewalk from bus loop to school.

Look-Alike Drug Policy

It is against school policy to deliver, attempt to deliver or cause to be delivered a non-controlled substance which the person:

1. Represents to be a controlled substance; or
2. Represents to be of a nature, appearance or effect, which will allow the recipient to display, sell, distribute, or use the substance as a controlled substance.

Proof of any one of the following is prima facie evidence of the above:

1. The substance substantially resembles a controlled substance (Black Cadillac, Black Beauty, Yellow Jacket, Blue and Clear, Brown Bombers, White Cross, Purple Heart, Valium, Librium, Cocaine, Crack, etc.)
2. The substance is unpackaged or is packaged in a manner normally used for illegal delivery of a controlled substance (baggy, envelope, gum wrapper, etc.)
3. The substance is not labeled as required by the FDA.

Sexual Harassment and Intimidation

It is the policy of this district to maintain a learning and working environment that is free from sexual harassment. No board member, employee or student of this district shall be subjected to any form of sexual harassment or intimidation.

It shall be a violation of this policy for any board member, employee or student to harass any member of the board, staff or student body through conduct or communications of a sexual nature as defined in this policy.

Sexual harassment means unwelcome sexual advances, requests of sexual favors and other verbal or physical conduct of a sexual nature.

Sexual harassment, may include, but is not limited to, the following:

- Verbal harassment, verbal abuse
- Pressure for sexual activity
- Repeated remarks with sexual or demeaning implications
- Unwelcome touching
- Suggestion or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades, safety, job or performance of public duties
- In addition, any form of retaliation against the complainant or witness is in itself a form of sexual harassment

Anyone who feels they have been a victim of sexual harassment should immediately report to their teacher, counselor or building administrator.

Electronic Communication Devices

Per Board Policy, students may possess a cell phone or other two-way communication device in school, on school property, at after school activities, on a school bus and at school related functions, provided that **during school hours the two-way communication device is turned off and kept out of sight (7:30 a.m. – 3:00 p.m.)**. Use of a two-way communication device for cheating on academic assignments or for conduct illegal, immoral, or inappropriate (as determined by School Administration) activities is prohibited.

Dance Rules

1. Dances are intended for 7th and 8th grade Marysville Middle School students only. **No guests are allowed.**
2. The dance is not open to students currently suspended from school or whose behavior is determined to be unacceptable.
3. Students absent from school the day of the dance may not attend the activity.
4. All school rules will be in effect.
5. Acceptable behavior must be in accordance to the occasion – no running, shoving, or roughhousing will be allowed.
6. The bottom bleachers will be pulled out for seating – students are not to climb on the upper bleachers.
7. All students attending the dance will not be allowed to leave until the designated dance ending time unless prearrangements are made with school administration.

Co-Curricular Activities

Athletics

All students who wish to participate in athletics must pass a physical exam and meet other eligibility requirements of the Michigan High School Athletic Association.

Academic requirements, a student must be passing all classes ENROLLED AT Marysville Middle School in order to participate. (Students must be enrolled in at least 4 classes, each worth 1 semester credit.) The athletic code of conduct will be covered by coaches prior to the beginning of each season. All students representing Marysville Middle School on athletic teams are expected to dress, perform, and behave in a way which reflects the highest standards of achievement.

Coaches are expected to establish reasonable guidelines for team participation prior to the beginning of each season.

Participation at all scheduled practices and contests may be set as criteria for team participation. The district recognizes family vacations during the season as excused absences from practices and contests. Other excused or approved absences from team activities are to be determined by the individual coach. For additional information please refer to the Athletic Code of Conduct which can be obtained from the main office.

Athletic Fee Information

Marysville Public Schools provides exceptional academic opportunities for all students. The Board of Education is also committed to providing equal opportunity to compete in interscholastic athletics for both boys and girls. Due to recent cuts in funding from the State of Michigan, the District has implemented an Athletic Fee starting with the 2011-12 school year.

Annual Athletic Fee:

Middle School \$75.00

Annual Athletic Fee Assessment Schedule:

All Athletes

Middle School athletic fee is due no later than the first competition of their sport season. If the fee is not paid or arrangements are not made prior to the first competition, the athlete will not be allowed to compete.

Clubs and Organizations

All students are urged to participate in some type of activity during their three years in the middle school. Employers often give preference to prospective employees who have taken part in school activities: music, yearbook, National Junior Honor Society, athletics, student council, assemblies, and a variety of other activities sponsored by the Parent Advisory Group or the City Recreation Department.

Sale of Commodities

Fund-raising projects must be approved by the principal at least two weeks prior to the expected project.

Sales of all commodities are limited to before school, lunchtime, and after school.

Student Council

Expectations of Student Council Members

1. To attend meetings of the committee to which they are appointed.
2. Follow all school rules and remember they represent the school at all activities and act accordingly.
3. Be willing to give the time necessary to do a good job on their committee.
4. To help plan, promote, and execute all activities within their committee.
5. To support and assist other committees within the council.
6. To encourage students to participate in all school-related activities.
7. To help build school spirit and school pride.

The following are Student Council Committees: Snack Shack; Dance Committee; School Spirit and School Pride Committee; Public Relations and Community Service Committee; Finance Committee.

Requirements to be a member

1. All Students must meet the same requirements for eligibility as those required for athletic eligibility.
2. Any conduct unbecoming a student council member shall result in forfeiting the right to serve on the council. This shall include any violations of school rules that could result in a suspension.
3. Student Council officers must maintain a B (3.00) average for the entire school year prior to running for office.

Student Council Elections

Student Council officers and members will be elected by the student body after submitting a petition to the student council sponsor with twenty-five student signatures and three teacher signatures. Elections will be held in early September of each school year.

Building Instruction Team

MMS Building Instruction Team works to encourage students who are having trouble with grades, attendance, discipline, etc. The team formally meets monthly to discuss issues and brainstorm solutions to student problems to support the teachers. Students come to the team's attention through the office, teacher or parent referrals. If you have any concerns, don't hesitate to call our counselor.

General Information

New legislation intended to protect young athletes from sports-related concussions mandates public school districts provide educational materials regarding concussions to all students and parents/guardians of students participating in a practice, a competition, or a physical education class. Accordingly, the following important information is shared with our school community. Please be sure you read this information with your child. Parents and students must sign and return acknowledgement of this educational material starting with the 2013-14 school year. The acknowledgement form will be provided by your school office.

Educational Materials for Parents and Students (Content Meets MDCH Requirements)

Sources: Michigan Department of Community Health, CDC and the National Operating Committee on Standards for Athletic Equipment (NOCSAE)

UNDERSTANDING CONCUSSION

Some Common Symptoms

Headache	Balance Problems	Sensitive to Noise	Poor Concentration	Not "Feeling Right"
Pressure in the Head	Double Vision	Sluggishness	Memory Problems	Feeling Irritable
Nausea/Vomiting	Blurry Vision	Haziness	Confusion	Slow Reaction Time
Dizziness	Sensitive to Light	Fogginess	"Feeling Down"	Sleep Problems
		Grogginess		

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by a fall, bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. A concussion can be caused by a shaking, spinning or a sudden stopping and starting of the head. Even a “ding”, “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. A concussion can happen even if you haven’t been knocked out.

You can’t see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If the student reports any symptoms of a concussion, or if you notice symptoms yourself, seek medical attention right away. A student who may have had a concussion should not return to play on the day of the injury and until a health care professional says they are okay to return to play.

IF YOU SUSPECT A CONCUSSION:

- 1. SEEK MEDICAL ATTENTION RIGHT AWAY** – A health care professional will be able to decide how serious the concussion is and when it is safe for the student to return to regular activities, including sports. Don’t hide it, report it. Ignoring symptoms and trying to “tough it out” often makes it worse.
- 2. KEEP YOUR STUDENT OUT OF PLAY** – Concussions take time to heal. Don’t let the student return to play the day of injury and until a health care professional says it’s okay. A student, who returns to play too soon, while the brain is still healing, risks a greater chance of having a second concussion. Young children and teens are more likely to get a concussion and take longer to recover than adults. Repeat or second concussions increase the time it takes to recover and can be very serious. They can cause permanent brain damage, affecting the student for a lifetime. They can be fatal. It is better to miss one game than the whole season.
- 3. TELL THE SCHOOL ABOUT ANY PREVIOUS CONCUSSION** – Schools should know if a student had a previous concussion. A student’s school may not know about a concussion received in another sport or activity unless you notify them.

SIGNS OBSERVED BY PARENTS:

- | | | |
|--|---|--|
| - Appears dazed or stunned | - Can’t recall events prior to or after a hit or fall | - Answers questions slowly |
| - Is confused about assignment or position | - Is unsure of game, score, or opponent | - Loses consciousness (even briefly) |
| - Forgets an instruction | | - Shows mood, behavior, or personality changes |
| - Moves clumsily | | |

CONCUSSION DANGER SIGNS:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. A student should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- | | | |
|---|----------------------------------|--|
| - One pupil larger than the other | - Repeated vomiting or nausea | - Becomes increasingly confused, restless or agitated |
| - Is drowsy or cannot be awakened | - Slurred speech | - Has unusual behavior |
| - A headache that gets worse | - Convulsions or seizures | - Loses consciousness (even a brief loss of consciousness should be taken seriously) |
| - Weakness, numbness, or decreased coordination | - Cannot recognize people/places | |

HOW TO RESPOND TO A REPORT OF A CONCUSSION:

If a student reports one or more symptoms of a concussion after a bump, blow, or jolt to the head or body, s/he should be kept out of athletic play the day of the injury. The student should only return to play with permission from a health care professional experienced in evaluating for concussion. During recovery, rest is key. Exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse. Students who return to school after a concussion may need to spend fewer hours at school, take rest breaks, be given extra help and time, spend less time reading, writing or on a computer. After a concussion, returning to sports and school is a gradual process that should be monitored by a health care professional.

Remember: Concussion affects people differently. While most students with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

To learn more, go to www.cdc.gov/concussion.

7/16/13

Administration of Medication

- A Request to Administer Medication form filled out and signed by the doctor prescribing the medication (prescription or over the counter), the principal, and the parent/guardian, annually.
- A new form is needed for any new medications or changes in dose or frequency of a medication.
- The form must contain: drug name, drug dosage, frequency, time to be given, duration, and any special administration instructions, as well as the student's name and date.
- Medication must be brought to school in the original pharmacy container by a parent or guardian. Students should not bring in any medication to school. It should have a current date, the student's name, drug name, drug dosage, and times to give the drug and the prescribing doctor's name.
- It is the parent's responsibility to provide the school with the student's medication.
- Medication administration for prescription and nonprescription will be conducted only under a doctor's instruction.
- If a student does not come for their medication and is more than one hour later than prescribed, the parent shall be notified. If unable to make parent contact, medication will **NOT** be given.
- Missed medication must be dispensed by the parent (i.e. early morning dose normally taken at home or late or missed dosage during the school day), unless other arrangements have been made.
- Medications that are no longer being given or are expired need to be picked up by the parent. Medication cannot be sent home with children. Medication that is not picked up will be disposed of in the presence of another adult.
- Parents are requested to split their own pills, if needed.
- A parent's written authorization to discontinue the distribution of medication is required.
- Medication will only be administered according to the Medication Permission form on file.

Self-Possession/Self-Administration of Medication

(Marysville Middle School)

- Parents requesting that their child self-possess or self-administer their own medication must fill out a Request to Administer Medication form (Self-Possession/Self-Administration section on Page 10). **The District does not monitor or keep logs on the self-administration of student medication.**
- Parents shall meet with the school principal or designee to provide and review the instructions of the student's physician and to develop a plan for administration of the medication.
- Students authorized to self-possess/self-administer medication in the school setting shall have possession and control over the medication at all times. The student shall not convey, transfer or otherwise distribute the medication to other students.
- The school principal may revoke the approval to self-possess or self-administer medication at any time, upon providing advance notification to the student's parent/guardian. Any such revocation for a student who has a Section 504 Plan or an IEP shall be done in compliance with Section 504 of the Rehabilitation Act and the Individual with Disabilities Education Act (IDEA).

Conditions of Approval

Parents have the overall responsibility to ensure that student medication is properly delivered and administered. Parents/Guardians are expected to:

1. Complete, verify accuracy and return to the office the *Request to Administer Medication* form before any medication is brought to school at least annually.
2. Ensure adequate medication is available and current. This includes monitoring expiration dates; obtaining medication renewals and refills; and splitting any pills so the prescribed dosage is available for administration.
3. Inform the office in writing of any change in the student's health affecting the administration of medication, and/or any changes in medication or the administration thereof, including the termination or discontinuance of the medication.
4. Provide the district in writing with all relevant physician and/or administration instructions.
5. Monitor that the student complies with the appropriate administration requirements, including the manner and time for dispensation of the medication.
6. Unless authorization for self-possession/self-administration or other arrangements have been pre-approved by the Principal, deliver student medication to the office and pick up any expired medication or medication at the end of the school year. (The student may personally deliver the medication only if 18 years of age or older; provides advance notification to the office that the student will be bringing medication to school; and delivers the medication to the office immediately upon arrival to school with the medication.)
7. Assist in the development of a self-possession/self-administration plan with the principal as appropriate.

Special Conditions for self-possession/self-administration

1. The student is responsible for the physical possession of the medication. Except during proper administration, the medication must be maintained in a container appropriately prepared and labeled by the prescribing physician, pharmacy, pharmaceutical company from which the medication was procured.
2. The school does not monitor or maintain administration records for the self-possession/self-administration of medication. The parent/guardian/student is expected to follow and monitor appropriate administration requirements.
3. The school principal may revoke approval to self-possession/self-administration medication at any time, upon providing notification to the student's parent/guardian or to the student if 18 years of age or older.

Disciplinary Actions:

Possessing or taking medication in school without approval; sharing medication with or distributing medication to another student; or failure to follow these rules and procedures will result in disciplinary action, up to and including expulsion from school.

Parent/Guardian Initials: _____

Student Initials: _____

*Students who are 18 years of age or older or an emancipated minor have the responsibility of the parent/guardian under these *Conditions of Approval*.

Immunizations

In accordance with Michigan law, the Marysville School District requires immunization records for all students. New students, upon enrolling, must verify up-to date immunizations. A student's failure to comply with the State Law will result in the recommendation the student be expelled from attending school, until compliance is met.

Ambulance Service

Fees charged are for services rendered and all patients receiving emergency medical care and transportation are billed for these services. The term "all" refers to any patient either inside or outside the City of Marysville.

Every effort will be made to contact the parents prior to emergency transportation. However, the safety of the child will remain top priority resulting in the use of the city's emergency units in any case where the health and welfare of a child is in peril.

Counseling and Guidance

The school counselor is a person who is specially trained to help students realize their fullest potential as human beings. They can help students in a number of ways. Among things they do are:

1. Measure a student's strengths and limitations.
2. Help students make suitable decisions about their lives.
3. Help students develop attitudes that help them rather than hurt them.
4. Choose courses that are right for them.
5. Help them solve personal problems with family, friends, and teachers.
6. Help them discover their talents and abilities.
7. Help them begin to look at the world.
8. Help them begin to look at the world of work.

Things talked about in the counselor's office can be as confidential as students want them to be, with the exceptions of threats to hurt self or others and abuse.

Students who would like to meet with their counselor may sign up in the counseling center in the main office.

Elevator Use

The elevator is for use by handicapped students, moving equipment and emergency use.

Locks and Lockers

Lockers will be issued. Do not leave money or any other valuables in your locker, in the locker room, or around the building at any time. A fee will be charged to the student for any locks lost or stolen.

Lockers in the school or on school property belong to the school. At no time do they become property of the student. Students should not expect privacy in these areas because the school district retains the right to search them at the discretion of the school administration, and to seize any illegal, unauthorized or contraband materials discovered in the search.

Periodic searches of these areas may be conducted by school officials, with or without the assistance of law enforcement officers, at any time, with or without notice to the students. No consent or search warrant is required for inspection of these areas. For the purposes of this policy "search" includes but is not limited to visual inspection, physical inventory of contents, sniff by contraband detecting dog, or other animals or by electronic devices, photography of all sorts, electromagnetic photography of all sorts, and inspection of electromagnetic sensors of all sorts.

Every reasonable attempt shall be made to afford the student the right to be present during the search. However, when safety concerns are the issue, the school reserves the right to make a search without the student being present or with a police officer if the student is present.

A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action. A student's person and/or personal effects (e.g. purse, book bag, athletic bag) may be searched whenever a school official has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. If properly conducted search yields illegal or contraband materials, such finds shall be turned over to proper legal authorities for ultimate disposition.

Anything put on the outside of a locker must be approved by administration.

Lost and Found

Whenever an article is misplaced or lost, report the loss to the office. Any articles found should be turned into the office.

Articles not claimed throughout the school year will be donated to a local charitable organization at various times.

Reward

We will punish and prosecute students we catch damaging our building and if you witness an act of vandalism and your testimony leads to that punishment or prosecution, we will pay you a reward of \$50.00. This is a standing offer that includes school days and non-school days both inside and outside the building.

Right to Review Records

Students and parents or guardians of the student have the right to review and examine official student records held by the school concerning that student. A one day notice may be required for such a request.

Telephones

Marysville Middle School Office telephones are for business only. Students may use the telephones in the office if an emergency arises, and it is school business. They must state why they wish to use the phone to one of the office staff and have his/her permission before placing the call. This is a business office and visiting on the phone cannot be permitted.

School of Choice

The Marysville School District participates in the "School of Choice Program." Please contact the M.M.S. Office at 364-6336 or the St. Clair County RESA at 364-8990.

SCHOOL CLOSING

School closing or delay - When weather conditions result in school being delayed or closed the information will be communicated by the District through school messenger, District webpage, Facebook, Twitter, as well as local television and radio networking.

Visitors

All visitors must report to the office. Students wishing to escort visitors through the school must request, in writing, permission to do so (at least 24 hours ahead of time) through the principal prior to the visit. Permission will be granted for a half-day visitation in writing, on an individual basis. No visitors are allowed to enter the middle school during lunch hours without administrative permission.

Marysville Public Schools
Agreement for Acceptable Use of Technology Resources
Students Grades 6 through 12

_____/_____
Building/Program Name *Student Name*

This Agreement is entered into on: _____

This Agreement is between _____ ("Student" or "User") and the Marysville Public Schools ("District").

The purpose of this Agreement is to grant access to and define acceptable use of the District's technology resources ("Technology Resources"). Technology Resources are any type of instrument, device, machine, equipment, technology, or software that is capable of transmitting, acquiring, or intercepting, any telephone, electronic, data, internet, audio, video, or radio transmissions, signals, telecommunications, or services, and include without limitation (1) internal and external network infrastructure, (2) Internet and network access, (3) computers, (4) servers, (5) storage devices, (6) peripherals, (7) software, and (8) messaging or communication systems.

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

- A. Your use of the District's Technology Resources is a privilege that may be revoked by the District at any time and for any reason.
- B. You have no expectation of privacy when using the District's Technology Resources. The District reserves the right to monitor and inspect all use of its Technology Resources, including, without limitation, personal e-mail and voice-mail communications, computer files, data bases, web logs, audit trails, or any other electronic transmissions accessed, distributed, or used through the Technology Resources. The District also reserves the right to remove any material from the Technology Resources that the District, at its sole discretion, chooses to, including, without limitation, any information that the District determines to be unlawful, obscene, pornographic, harassing, intimidating, disruptive, or that otherwise violates this Agreement.
- C. The Technology Resources do not provide you a "public forum." You may not use the Technology Resources for commercial purposes or to support or oppose political positions or candidates unless expressly authorized in advance by a teacher or administrator as part of a class project or activity. You may, however, use the Technology Resources to contact or communicate with public officials.
- D. The District's Technology Resources are intended for use only by registered users. You are responsible for your account/password and any access to the Technology Resources made using your account/password. Any damage or liability arising from the use of your account/password is your responsibility. Use of your account by someone other than you is prohibited and may be grounds for suspension from the Technology Resources and other disciplinary consequences for both you and the person(s) using your account/password.
- E. You may not use the Technology Resources to engage in bullying, which is defined as:

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

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

Use of other communication/messaging devices (including devices not owned by the District) to engage in bullying may be grounds for discipline under the District's Student Behavior Code and Board Policy 8260.

F. If you misuse the Technology Resources, your access to the Technology Resources may be suspended and you may be subject to other disciplinary action, up to and including expulsion.

Misuse includes, but is not limited to:

1. Accessing or attempting to access material that is "harmful to minors." Material that is "harmful to minors" includes any picture, image, graphic image file, or other visual depiction that (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole lacks serious literary, artistic, political, or scientific value as to minors.
2. Accessing or attempting to access material that is unlawful, obscene, pornographic, profane, or vulgar.
3. Accessing or attempting to access material that is inappropriate for minors. Material that is inappropriate for minors is defined as:
 - visual depictions that are obscene, child pornography or otherwise harmful to minors; terms, messages or pictures which would violate the District's non-discrimination or other policies or that could be deemed offensive by a reasonable person or which are otherwise determined to be inappropriate by the Superintendent.
4. Bullying (as defined in paragraph E).
5. Sexting, which includes, without limitation, possessing, sending, or distributing nude, sexually explicit, or sexually suggestive photographs, videos, or other visual depictions of yourself or another person.
6. Vandalism, which includes, without limitation, any malicious or intentional attempt to harm, steal, destroy, or disrupt user data, school material, or school hardware or software.
7. Hacking, which includes, without limitation, gaining or attempting to gain access to, modifying, or obtaining copies of, information belonging to others or information you are not authorized to access.
8. Unauthorized copying or use of licenses or copyrighted software.
9. Plagiarizing, which includes the unauthorized distributing, copying, using, or holding out as your own, material that was written or created by someone else, without permission of, and attribution to, the author/creator.

10. Posting or distributing confidential or inappropriate information meant to harass, intimidate, or embarrass others.
 11. Allowing someone else to use your account or password or not preventing unauthorized access to Technology Resources when leaving them unattended.
 12. Using or soliciting the use of, or attempting to use or discover the account information or password of, another user.
 13. Attempting to or successfully disabling security features, including technology protection measures required under the Children's Internet Protection Act ("CIPA").
 14. Misusing equipment or altering system software without permission.
 15. Commercial for-profit activities, advertising, political lobbying, or sending mass mailings or spam. However, you may contact a public official to express an opinion on a topic of interest.
 16. Using the Technology Resources in any way that violates any federal, state, or local law or rule, or the District's Student Code of Conduct and Handbook Guidelines.
- G. You must promptly disclose to your teacher or other school employee any content you view or receive over the Technology Resources that is inappropriate or that makes you feel uncomfortable, harassed, threatened, or bullied, or that contains sexually explicit content. You should not delete such content until instructed to do so by a staff member.
- H. It is the policy of the District, as a recipient of certain federal funds, to monitor the online activities of its minor students and provide technology protection measures on its computers with Internet access designed to prevent minors from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors.
- I. It is the policy of the District to prohibit its minor students from (1) accessing inappropriate matter on the Internet; (2) engaging in hacking or other unlawful online activities; and (3) accessing materials that are harmful to minors. It is also the policy of the District to educate students about cyberbullying awareness and response and about appropriate online behavior, including disclosing, disseminating, or using personal information and safely and appropriately interacting with other individuals in social networking websites, chat rooms, by e-mail, and other forms of direct electronic communications.
- J. The District does not guarantee that measures described in paragraphs H and I will provide any level of safety or security or that they will successfully block all inappropriate material from the District's students. You agree that you will not intentionally engage in any behavior that was intended to be prevented by paragraphs H and I.
- K. The District does not warrant or guarantee that its Technology Resources will meet any specific requirement, or that they will be error free or uninterrupted; nor will the District be liable for any damages (including lost data, information, or time) sustained or incurred in connection with the use, operation, or inability to use the Technology Resources.
- L. You are responsible for the proper use of the Technology Resources and will be held accountable for any damage to or replacement of the Technology Resources caused by your inappropriate use.

I agree to follow this Agreement and all rules and regulations that may be added from time to time by the District or its Internet Service Provider.

I also agree to follow all rules in the District's Student Code of Conduct and Handbook Guidelines.

Any additional rules, regulations, and policies are available in Board of Education policies. As a condition of using the Technology Resources, I agree to release the District and its board members,

agents, and employees, including its Internet Service Provider, from all liability related to my use or inability to use the Technology Resources.

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

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

Student Signature

Date

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

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

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

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

I have read this Agreement and agree to its terms.

Parent/Guardian Signature

Date

cc: parent/guardian, student file Revised: 06/21/2012

TITLE 1

Marysville Schools participate in the Title 1 program. The Title 1 program is funded by federal monies based on our at-risk student population.

The expanded role of the program promotes school-wide reform and works to ensure that all students meet high academic standards. The goals of Title 1 are tied to and support building level school improvement goals. Also, it is a goal of the Title 1 program to work with parents.

To demonstrate our belief that high student performance is a shared responsibility by parents, the entire school staff and students, the members of our school planning team have developed the following School/Parent Compact:

"Our school will provide all students with high quality curriculum and instruction which will provide the maximum opportunity for all students to successfully meet the state's content and performance standards. Furthermore, regular and open communication regarding student progress will be maintained at all times, including regularly scheduled parent-teacher conferences, frequent progress reports and reasonable access to staff.

In turn, parents of participating Title 1 students will agree to be responsible for supporting their child's learning. This support will include, but not be limited to, monitoring attendance, homework completion, and television watching; volunteering to help in the classroom when possible; and participating in decisions regarding their children's education."

Marysville School District

FERPA Notice: Your Rights and Your Child's Records

The Family Educational Rights and Privacy Act (FERPA) afford to parents/guardians of students, and to students themselves who are over 18 years of age, certain rights with respect to the student's education records maintained by the Marysville School District. These rights are outlined below:

1. The right to review and inspect the student's education records within 45 days of the day the district receives a written request for access. Parents or eligible students should submit to the school principal a written request that identified the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the district to amend a record they believe is inaccurate or misleading. They should write the Superintendent of Schools clearly identifying the part of the record they want changed and specify why it is inaccurate or misleading. If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their rights to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent is to school officials with legitimate educational interests. A school official includes a person employed by the district as an administrator, supervisor, instructor, counselor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the district's school board; a person or company with whom the district has contracted to perform a special task such as an attorney, auditor, medical consultant, or therapist, or a parent, student or other person serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her responsibilities for the district. Upon request, the district also discloses education records without consent to officials of a school district in which a student seeks or intends to enroll. If you do not want the school district to disclose directory information without your prior written consent you must notify the district prior to September 1st. The district has designated the following as directory information:
 - Student's name
 - Participation in officially recognized activities and sports
 - Address
 - Telephone listing
 - Weight and height of members of athletic teams
 - Photograph
 - Degrees, honors and awards received
 - Date and place of birth
 - Dates of attendance
 - Grade level
 - Program of study
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirement of FERPA. The name and address of the office that administers FERPA is the Family Policy Compliance Officer, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20024.

The Marysville Public School's Board of Education supports parental involvement as both a valuable resource and ally in teaching and learning for our students.

In conjunction with the Parent/Guardian Involvement Policy (7175), M.P.S. parents/guardians are kept informed and/or have the opportunity to be involved, a part of the **Parent Involvement Plan**.

The Plan consists of:

Federal and State Mandated Notifications:

*Save and Drug Free Schools Program *Supplemental Services Information

- *Before & After School Programs *Parent Visitation Policy
- *National Assessment of Educational Progress * Section 504 Meetings
- *Family Education Rights to Privacy Act *Anti-Discrimination
- *Reproductive Health Curriculum *Schools of Choice (District/County)
- *AHERA – Asbestos *Freedom of Information Act (FOIA)
- *Material Safety Data Sheets (MSDS) *Annual Yearly Progress (AYP)
- *Protection of Pupil Rights Amendment *Education YES! Report Cards
- *Board of Education Meetings *Pesticide/Herbicide Use
- *McKinney Vento Rights of Homeless Students *Individual Education Plans (IEP's)
- *Title 1: HQ Letters, Parent Involvement Policy, *Substitute Use, Meetings

District-Initiated Involvement Activities:

- *Parent Open Houses *Parent/Teacher Conferences
- *Parent Advisory Committees *Booster Clubs
- *Parent/Family Night *Field Trips
- *Child Study *Graduating Senior Information
- *Athletic Eligibility Notices *Athletic Code of Conduct
- *Annual M.P.S. Budget Report *Special Education Parent Advisory Committee

M.P.S. Parent Involvement Notifications:

- *Annual Report *Building Newsletters
- *District Newsletters *Mailing – Bulk Mail
- *Direct Mailings *District Web Site
- *Building Web Sites *Telephone Calls
- *Telephone Messages System *"Student-Carried" Messages
- *E-Mail Messages *Public Forums
- *Student Handbooks *Parent/Student Handbooks
- *Staff/Employee Handbooks *Student Report Cards
- *Local Print Media: Voice & Times Herald *Surveys & Focus Groups
- *Board of Education Meetings

2019-2020

MPS District Calendar

495 E Huron BLVD
Marysville, MI 48040

Phone: 810.364.7731 • Fax: 810.364.3150 • www.marysvilleschools.k12.mi.us

August '19						
Su	M	Tu	W	Th	F	Sa
						3
4						10
11						17
18						24
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September '19						
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October '19						
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November '19						
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December '19						
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January '20						
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February '20						
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March '20						
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April '20						
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May '20						
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June '20						
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14						20
21						27
28						

July '20						
Su	M	Tu	W	Th	F	Sa
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5						11
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19						25
26						

Aug 27	Welcome Back/Professional Development Day (no students)
Aug 28	Staff Work Day/Open House (no students)
Aug 29	Professional Development Day (no students)
Sep 03	First day of school (full day of classes)
Oct 23	MHS evening P/T Conf. (full day of classes)
Oct 24	MHS afternoon/evening P/T Conf. (AM classes only)
Oct 25	MHS (AM classes only for all staff/students)
Oct 31	Professional Development Day (AM classes only)
Nov 01	Elementary Records Day (AM classes only)
Nov 11	MMS evening P/T Conf. (full day of classes)
Nov 12	Elementary evening P/T Conf. (full day of classes)
Nov 13	MMS evening P/T Conf. (full day of classes)
Nov 14	MMS afternoon P/T Conf. (AM classes only)
	Elementary afternoon/evening P/T Conf. (AM classes only)
Nov 15	MMS/Elementary (AM classes only for all staff/students)
	MHS (full day of classes)
Nov 27	Thanksgiving Break (AM classes only for all staff/students)
Dec 02	Classes resume
Dec 20	Winter Break begins @ end of day (full day of classes)
Jan 06	Classes resume
Jan 20	MLK Day (no staff/students)
Jan 23	MHS/MMS Records Day (AM classes only for all MHS/MMS students)
	Elementary (full day of classes)
Jan 24	Records Day (no students)
Feb 13	Mid-Winter Break (AM classes only for all staff/students)
Feb 18	Classes resume
Mar 27	Spring Break begins @ end of day (full day of classes)
Apr 06	Classes resume
Apr 09	Easter Break @ end of day (full day of classes)
Apr 14	Classes resume
May 22	Memorial Day weekend (AM classes only for all staff/students)
May 26	Classes resume
Jun 11	Records Day (AM classes only for all students)
Jun 12	Last day of school (AM classes only for all students)
PLC	Late Start (MHS/MMS classes) from 9:15 AM-3:00 PM and elementary classes from 9:45 AM-3:30 PM