

# **Britton Deerfield Public Schools**

## **Student & Parent Handbook**



**reimagine**

*This document serves as an extension of the BDPS Code of Conduct and is intended to further explain the policies that are unique to Britton Deerfield Public Schools.*



## Mission

The mission of the Britton Deerfield Schools, the focal point of our rural communities, is to develop an active learning environment and independent thinkers, who are respectful and responsible citizens capable of adapting and assuming a productive role in an ever-changing world.



## Vision

The vision of the Britton Deerfield School District is to create a positive learning community where parents and staff focus on the intellectual, artistic, physical and social-emotional dimensions of its students. The district will provide a safe and challenging environment that will foster the development of responsibility and independent thinking.

## **Our Belief**

Britton Deerfield High School is committed to equipping our students to be the citizens, scholars, and leaders of tomorrow by engaging our students through academic, athletic, creative, career-based, and service learning experiences.

- ⦿ Britton Deerfield *citizens* will be challenged to demonstrate professionalism, perseverance and personal accountability.
- ⦿ Britton Deerfield *scholars* will be challenged to actively pursue wisdom, knowledge and understanding.
- ⦿ Britton Deerfield *leaders* will be challenged to cultivate discipline, commitment, and integrity.

## **Framework for Success**

Britton Deerfield is committed to demonstrating excellence in teaching and learning through the utilization of a framework for schooling based on both academic press and personalization.

- ⦿ **Academic Press**
  - Quality and Committed Staff: We are committed to hiring teachers who are experts in both their content and instructional methodologies while also establishing a classroom culture characterized by strong relationships leading to high expectations with high support.
  - Instructional Leadership: We are committed to providing teachers the support, professional development, feedback and accountability that allows them to grow and flourish as educators.
  - Excellent Instructional Design: We are committed to designing learning experiences that challenge our students through a rigorous, integrated curriculum that prepares them to engage effectively in the global community.

## **School Specific Policies**

Students must meet all state requirements for graduation as outlined by Michigan Department of Education and the Britton Deerfield Public Schools. The promotion policy is as follows:

### **Promotion Policy**

To proceed to the 10<sup>th</sup> grade, a student must earn 7 credits inclusive of the following credits:

English	1 credit	Minimum-standard level
Algebra 1	1 credit	Minimum-standard level

To proceed to the 11<sup>th</sup> grade, a student must earn 14 credits inclusive of the following credits:

English	1 credits	Minimum-standard level
Math	1 credits	Must have completed Algebra I or equivalent, or higher

To proceed to the 12<sup>th</sup> grade, a student must earn 21 credits and inclusive of the following credits:

English	3 credits	Minimum-standard level
Math	3 credits	Must have completed Algebra I, Geometry and Algebra II or equivalent

### **Grading Policy**

Britton Deerfield high school utilizes Standards Based Grading to assess student understanding of the standards covered in the course. Standards Based Grading depends on a student's ability to demonstrate mastery of a standard. Students are given multiple opportunities to learn and demonstrate learning through a variety of assessment methods. Assessments may include, but are not limited to the following: tests, quizzes, projects, productions, essays, and labs. The district is finalizing policy connected to standards-based grading and will communicate to BDHS parents through their website. BD policy will align with any changes made at the State level.

### **Grading Scale**

<b>Grade</b>	<b>Grade Meaning</b>	<b>Percentage</b>
A+ - A-	<b>Mastery</b> - Student performance shows that you could teach the targeted content/skill(s) to others. <u>Masterful!</u>	100 - 90%
B+ - B-	<b>Advanced</b> – Student performance shows that you have nearly mastered the content/skill(s), but there is still some room for growth. <u>Solid!</u>	89 - 80%
C+ - C-	<b>Proficient</b> – Student performance shows that you can handle the content/skill(s) adequately, but you could benefit significantly from more practice. <u>Decent!</u>	79 - 70%
D+ - D-	<b>Basic</b> – Student performance suggests that you are <u>not yet</u> able to execute the targeted skill(s). There is evidence of basic knowledge, but not enough to suggest true understanding.	69 - 60%
F	<b>Below Basic</b> – Student performance does <u>not yet</u> show that you have acquired basic knowledge of the content and skill(s). <b>Missing</b> – Student has made no effort to communicate their learning, thus no assessment of student mastery of content can be made	59% and below

## Honors

- ⊙ Students receive an additional 3 points added to their final grade
- ⊙ Honors grades receive an additional 0.5 weight in their GPA calculation (ie. an A in honors class is weighted at 4.5)

## Advanced Placement

- ⊙ Students receive an additional 5 points added to their final grade
- ⊙ AP grades receive an additional 1.0 weight in their GPA calculation (ie. an A in advanced placement class is weighted at 5.0)
- ⊙ AP students who are not exempt from their course exam according to the attendance exemption policy may choose to be exempt from the final semester exam by taking the AP national exam. Their grade will be calculated as the average of their 3<sup>rd</sup> and 4<sup>th</sup> quarter grades for second semester courses, and the average of 1<sup>st</sup> and 2<sup>nd</sup> quarter grades for first semester courses. For example: If the 1<sup>st</sup> or 3<sup>rd</sup> quarter grade is an 88 and the 2<sup>nd</sup> or 4<sup>th</sup> quarter grade is a 93, then the semester grade will be recorded as a 90. If a student plans to take the AP exam, but fails to do so, the semester grade will be computed using the two 9-weeks grades (40% each) and the exam grade of 50 (20%).

**Class Rank:** By Board policy, BDHS does not rank students. For purposes of selecting the Valedictorian, Salutatorian and Top 10 Graduates, class rank is determined by the weighted cumulative GPA.

## LISD TECH CENTER

### High School Academic Credit Opportunities

\*NOTE: Only your local school district can award high school credit. The credit listed in this chart is recommended by the LISD TECH Center based on State of Michigan content standards and Michigan Merit Curriculum requirements. Your high school counselor can give you more information about your district's graduation requirements.

LISD TECH Center Program	ELA	4 <sup>th</sup> Math	2 <sup>nd</sup> Science Chemistry, Physics, Anatomy, Agriscience	In lieu of 3 <sup>rd</sup> Science	In lieu of World Language 2 <sup>nd</sup> year	Visual, Performing & Applied Arts	Online Learning Experience
<b>Arts &amp; Communication</b>							
Graphic Imaging Technology+		½		X	X	X	X
Video and Audio Production	½			X	X	X	X
<b>Business, Management, Marketing &amp; Technology</b>							
Computer Information Services		X		X	X		X
Computer Programming		X		X	X		X
Culinary Arts +		X		X	X	X	X
Marketing & Entrepreneurship	½	X		X	X	X	X
<b>Engineering/Manufacturing &amp; Industrial Technology</b>							
Auto Collision Repair & Refinish+		X		X	X	X	
Auto Services Technology+		X		X	X		X
Building Trades		X		X	X		X

Engineering, Design & CAD+	½	X		X	X	X	X
Engineering, Robotics & Mechatronics +		X		X	X		X
Machining & Computer Aided Manufacturing (CAM)+		X		X	X	X	
Residential Construction		X		X	X		
Welding Technology+		X		X	X	X	
<b>Health Science</b>							
Certified Nurse Aide (CNA)			X	X	X		X
Dental Assisting			X	X	X		
Emergency Medical Technician (EMT)			X	X	X		X
Health Care Careers	½		X	X	X		
Nursing Preparation	X	X	X	X	X		X
<b>Human Services</b>							
Education Careers	X			X	X		X
<b>Natural Resources &amp; Agriscience</b>							
Agri-Tech		X	X	X	X		
Biochemical Technology		X	X	X	X		X
Horticulture		X	X	X	X	X	
Natural Resources		X	X	X	X		X
Natural Sciences (1 elective credit)							X

*+Note: Students must complete 2 years to be eligible for academic credit recommendation.*

## School Counseling Services

School counselors are committed to the successful promotion and graduation of all students. The counselor will meet with every student within their grade level to support student progression in school. The counselor will support students in their academic progress, social-emotional development, and post-secondary planning.

Frequently Asked Questions:

- When may a student go to his or her counselor? *Students may go to their counselor to request a meeting before school, after school, during transitions, and at lunch.*
- If a meeting is requested, how will the student know when they are able to meet? *The counselor will review the student's schedule, determine the best time to meet, and retrieve the student from class for the meeting.*

## Enrollment and Attendance Policy

**Enrollment:** Britton Deerfield is a school of choice that enrolls students from all over the county. Students engage in a school choice option and district process to enroll in the school. All students zoned to Britton Deerfield will have enrollment priority and are guaranteed enrollment.

## Attendance

Core Value: Every minute matters. Teachers are expected to plan engaging learning experiences for student's bell-to-bell, every block, every day. Students may communicate that learning is not happening at all times but be assured that it is. We aggressively protect learning time to ensure that students are prepared for college, career, and life.

Compulsory Attendance: **Michigan Department of Education 380.1587** Failure to send child to school; notice to parent; notice of noncompliance. Sec. 1587. If a parent or other person in parental relation fails to send a child under his or her control to the public school or other school listed under section 1561, the attendance officer, upon receiving notice from proper authority of that fact, shall give written notice in person or by registered mail to the parent or other person in parental relation requiring the child to appear at the public school or other school on the next regular school day following the receipt of notice, and to continue in regular and consecutive attendance in school. The attendance officer shall notify the intermediate superintendent or superintendent of schools of the service of notice. The intermediate superintendent or superintendent of schools shall notify the attendance officer of the failure on the part of the parent or other person in parental relation to comply with the notice. Parents, guardians, and other persons with parental rights, with legal responsibility of any child or children between the ages of six (6) and seventeen (17) years, both inclusive, shall be responsible for their attendance in a public or non-public school. In the event of failure to do so, the parents, guardian, or other persons will be subject to the penalties provided in the Compulsory School Attendance Law. Nothing shall preclude a student from attending high school beyond the age of seventeen if the student has not graduated but maintains good behavior, attendance and continues to make academic progress.

Verification of Absences: All absences must be verified in writing or called in by the parent or guardian within three (3) days. All absences for which no written verification is received will be considered unexcused. Absences are marked on the student's record as either excused or unexcused.

In a matter related to school attendance and grades, the Michigan Attorney General issued an opinion cited as 1978 OAG 5414 which concluded that a school district may consider attendance in determining a student's grade in a course. The State pays billions of dollars for students to be in class. Wasting taxpayer's money for students who do not attend is unacceptable to the Britton Deerfield Board of Education. Therefore, Britton Deerfield provides that a student must not be absent (excused and unexcused combined) more than 10% of a school year – or no more than 18 days (a maximum of 9 days each semester). After 9 days in any given semester, the truant student **WILL BE** turned over to the Intermediate School District Truancy Officer for referral to the proper court. The student will also lose credit in that course with the option of doing credit recovery after school in our Choices online program. **Parents and Attendance:** *The law states that a parent or legal guardian who fails to comply with the compulsory school attendance section of the Revised School Code is guilty of a misdemeanor [MCL 380.1571- 380.1599].* The goal of the school district is to link all students and families with appropriate resources that will enable them to overcome the barriers that interfere with regular attendance.

Principal Authority: With written documentation in the student's record and in accordance with this policy, principals may:

- Excuse an absence
- Refuse to excuse an absence
- Require an explanation (written or oral) from the parent/guardian explaining the reason for each absence
- Require other documentation
- Require a physician's statement of consent to participate in the regular school program, or extracurricular activities, or to validate an extended illness or excessive absences due to illness

Make-Up Work: Make-up work/tests will be permitted for excused absences only. Students have one day (1 A/B cycle day) to make up work for each day of absence. Students will not receive credit for work on any day designated as an unexcused absence.

Late Arrival/Early Dismissal: Students who are not present in their class at the ringing of the final bell are considered tardy. **Students may only be dismissed to an approved contact in the student's profile. Parents/Guardians will be expected to show a proper picture identification to the front office personnel before the student can be released from school.**

## Student Code of Conduct (SCC) and Discipline Policy

This Student Code of Conduct has been designed to provide a positive and safe learning environment. The goal of this policy is to provide students with the necessary tools to develop a sense of self-discipline, self-understanding, self-direction, successful interpersonal skills as well as a sense of self-worth. The academic as well as the discipline expectations are high and the SCC is designed to give students the best chance to be prepared for college and a career, as well as make them feel safe and happy at school.

The SCC is not intended to address the entire spectrum of student misbehavior; instead it outlines a range of appropriate responses for certain inappropriate behaviors. School officials retain the discretion to address student misconduct that is not specifically included in this discipline policy. This code applies to actions of students during school hours, before and after school hours, while on school property, while traveling on school vehicles, while participating on any team or group representing the school or attending such an activity, at school-sponsored events, and while using school network or any electronic devices. This code also applies to actions of students before or after school hours and off school property if those actions pose a substantial likelihood of disruption to the learning environment in the school.

Staff members shall ensure due process for each student while consistently following the policies outlined below.

A student's IEP will be followed. When determining any disciplinary consequences for misconduct by a student with a disability which may result in a suspension for more than 10 cumulative days or will result in a change of placement, the IEP team will consider all relevant



information in the student's file including the student's IEP, any teacher observations and any relevant information by the parent to determine if the conduct was a manifestation of the student's disability.

### **Restorative Practices**

We recognize that when students make choices that are not aligned with the expectations of the school, there must be a response. We seek to utilize restorative practices such that students are able to learn from their mistakes as well as acquire the skills that they need to be successful in college, work, and life.

### **Our Philosophy**

#### **We believe:**

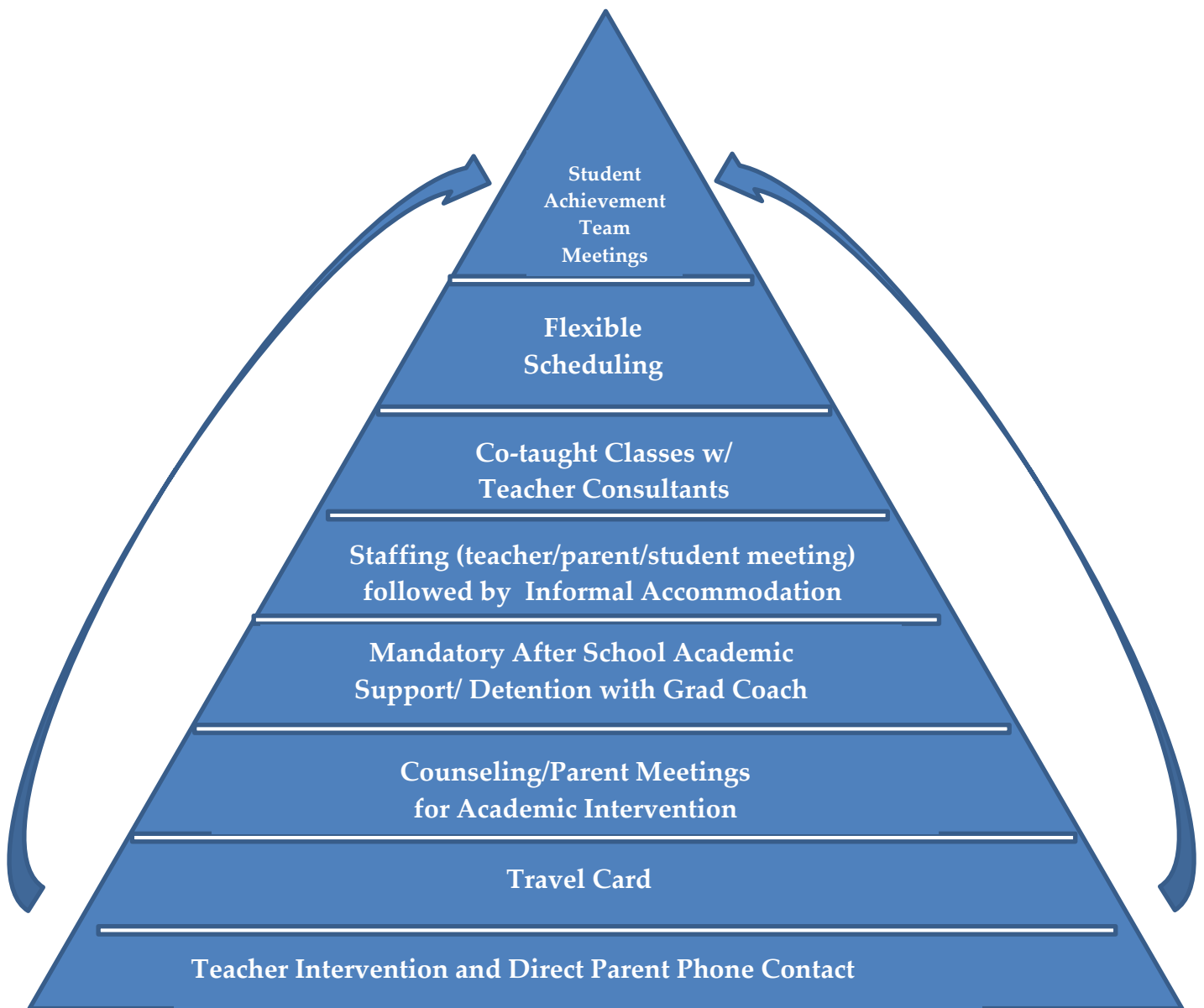
- Our parents are our partners
- In being proactive not reactive
- In building positive relationships with our students
- In rewards as well as consequences
- In equipping student to make positive choices
- In keeping students in class and in school as much as possible

### **Our Structure**

- 1) Highly Personalized Design
  - Teacher Professional Learning Community Model
  - Student Community Schools Model
    - College and Career Readiness, Social Emotional Support, Health and Wellness, Parent and Family Engagement
  - Extra-Curricular Activities and Clubs
  - Custom Learning Curricular Design
    - Project & Problem Based Learning, Blended Learning, Discussion Based Classrooms, Job Shadowing/Internships
  - Extended Learning Framework via Seminar attendance
- 2) Responsive Practices
  - Classroom Level Practices
    - Bell to Bell Teaching, Engaged Curriculum, Dynamic Instruction, Organized Lessons
    - Teacher Interventions
      - Rule Reminder, Change Seating, Detention, Gentle Reprimand, Proximity, Loss of Privilege, Positive Practice, Norming, Written Reflection, Private Discussion, Parent Contact
    - Parent Contact: We believe that our parents are their students' most important teachers and therefore we will involve them early and often. Parents will be contacted when their student's behavior causes a disruption to the learning environment.

- Building Level Practices via Pyramid of Interventions (see below)
  - BDPS has a Student Intervention Protocol that is implemented when a student's behavior continues to persist despite classroom level interventions.

### **Pyramid of Interventions 2018-2019**



- Administrative Level Practices
    - Mentoring: Students may be assigned a peer or community mentor
    - Staffing Conference: student, all teachers, parent, and administrator
    - Local Discipline: Lunch Detention, After School Academic Detention, Community Service, travel card
    - Progressive Discipline: Student Behavior Contract, ISS, OSS, Choices, Expulsion
      - Choices Virtual School: Content Recovery framework, Edgenuity computer based, results communicated back to teachers, good attendance and passing grades provides opportunity for return to the day school setting.
  - School wide Positive Behavior Supports
    - PBS
    - Awards and recognitions
    - Special events and opportunities
    - Peer Mediation
      - Conflict resolution practices
    - Informal Hearings
      - Administrative Leaders
      - Discipline Coordinators
- 3) Staff Quality and Competency

**THE REVISED SCHOOL CODE (EXCERPT) Act 451 of 1976380.1309**

Conduct constituting suspension; action by teacher; report; supervision; conference; return by student; adoption of local policy by school board; definitions. Sec. 1309. (1) If a teacher in a public school has good reason to believe that a pupil's conduct in a class, subject, or activity constitutes conduct for which the pupil may be suspended from a class, subject, or activity according to the local policy required under subsection (2), the teacher may cause the pupil to be suspended from the class, subject, or activity for up to 1 full school day. The teacher shall immediately report the suspension and the reason for the suspension to the school principal and send the pupil to the school principal or the school principal's designee for appropriate action. If that action requires the continued presence of the pupil at school, the pupil shall be under appropriate supervision. As soon as possible after a suspension under this section, the teacher shall ask the parent or guardian of the pupil to attend a parent-teacher conference regarding the suspension. Whenever practicable, a school counselor, school psychologist, or school social worker shall attend the conference. A school administrator shall attend the conference if the teacher or the parent or guardian so requests. During a suspension under this section, the pupil shall not be returned that school day to the class, subject, or activity from which he or she was suspended without the concurrence of the teacher of the class, subject, or activity and the school principal. (2) A school board shall adopt a local policy specifying the types of conduct for which a pupil may be suspended from a class, subject, or activity by a teacher under this section. This policy shall be included in the school board's code of student conduct. (3) As used in this section: (a) "School board" means that term as defined in section 1311a. (b) "School principal" means the chief administrator of a school. History: Add. 1999, Act 103, Imd. Eff. July 6, 1999. Popular name: Act 451

## Definition of Terms

<b>Afterschool Academic Detention (AAD)</b>	With some infractions, students may be assigned afterschool academic detention. AAD varies in length at the discretion of the administrator.
<b>Behavior Contract</b>	After 3-4 infractions, students will be placed on a site-based behavior contract. The behavior contract will clearly identify the expected behaviors and the consequences for further misbehavior.
<b>Choices Virtual School</b>	With some infractions, Choices may be assigned. Choices occurs between 3:00 – 6:00pm every day. Students assigned to Choices will be provided access to the content they are missing, and work completed will be given back to the teacher. Most Choices curriculum is provided online through lessons assigned in Edgenuity. The number of days a student is assigned to Choices is determined by school administration and may be assigned for extended periods of time.
<b>Community Service</b>	With some infractions, students may be provided the opportunity to perform community service as a consequence for their action. Community service is assigned at the discretion of the administrator and may include a variety of tasks related to the cleanliness and general upkeep of school facilities.
<b>Community Schools Referral</b>	With some infractions, a referral may be written by our grad coach in order to provide student access to outside services provided by partner organizations.
<b>Expulsion</b>	When school administration determines that a student has committed an offense that is grounds for expulsion, an expulsion will be recommended. Students will be provided all information related to the expulsion including alternative learning center assigned and process for appeal.
<b>Informal Hearing</b>	An informal hearing will be held with a district discipline coordinator and site-based administration once a student has demonstrated repeated behavior that may lead to an expulsion. Informal hearings are usually held at some time between 5 and 10 behavioral infractions but may be held earlier if the student behavior merits that level of intervention.
<b>In-School Suspension (ISS)</b>	With some infractions, in school suspension may be assigned. A student assigned in school suspension will be located in the ISS room for the entire day and will receive work from their classroom teacher. Work is intended to be completed during ISS and will be returned to the teachers. Students may be asked to participate in additional reading and writing activities as well. Students will participate in a social and emotional learning activity as well.
<b>Letter of Apology</b>	With some infractions, students may be provided with the opportunity to write a letter of apology to the person whom they have wronged in an effort to repair the harm that has been done and restore the relationship.
<b>Lunch Detention</b>	With some infractions, students may be assigned lunch detention with a staff member.

<b>Out-of-School Suspension (OSS)</b>	Out of School Suspension may be assigned due to the serious nature of the student's discipline infraction. Students may be assigned up to 10 days for any one offense. Students who have been suspended may not appear on campus nor attend any school functions (before school, after school or in the evening) while suspended. Violators of this policy will be considered trespassing. Suspended students will be allowed to make up work at the principal's discretion in partnership with the teachers.
<b>Parent Conference</b>	With some infractions, a parent may be informed by phone or in person, the incident explained, and future consequences reviewed.
<b>Peer Mediation</b>	With some infractions, peer mediation may be used to understand an issue and recommend consequences.
<b>Student Conference</b>	With some infractions, a student conference may occur where a student is provided the opportunity to reflect on, explain, and/or come to understand the nature of his or her behavior and the consequences that may be recommended or assigned if the inappropriate behavior continues. Conferences can occur student to student, student to teacher, or student to administrator.
<b>Teacher Conference</b>	With some infractions, a student-teacher conference will be conducted to provide both parties the opportunity to be heard by the other party and to equip both parties with a clear understanding of all classroom level expectations and consequences.

## Unacceptable Behavior and Corrective Disciplinary Consequences

Unacceptable Behavior	Policy	Disciplinary Consequence
<p><b>Cell Phone/Electronic Devices</b></p>	<p>Cell phones may not be seen or heard during instructional time. <b>All</b> time within a class period is considered instructional time. Cell phones/electronic devices may not be plugged into chargers in classrooms during instructional time. Teachers may allow students to charge phones in their classrooms during lunch at the students' own risk.</p> <p><b>No searches will be conducted for lost or stolen phones.</b></p> <p>Student refusal to surrender the cell phone will be considered a refusal to obey and disrespect and will receive appropriate consequences.</p>	<p>_____</p> <p><b>1<sup>st</sup> offense</b> ~ student loses device and may get back from teacher at the end of the hour.</p> <p>_____</p> <p><b>2<sup>nd</sup> offense</b> ~ student loses device until parent comes in to pick device up from principal.</p> <p>_____</p> <p><b>3<sup>rd</sup> offense</b> ~ student loses device until meeting with principal, parent, and student; student could be suspended until meeting.</p>

<b>Disrespectful Behavior</b>	<p>Behavior that demonstrates disrespect to a staff member, student, or visitor, including verbal disrespect, written disrespect, obscene gestures and disrespect on the internet.</p> <p>Disrespect includes refusal to comply or obey the request of any staff member.</p> <p><b>“Not in the Moment”</b> – Students often want to discuss a situation further when they feel or believe that they need additional information. Staff will implement our “Not in the Moment” policy which encourages students to wait to have clarifying conversations until after class or another time initiated by the teacher. Students who are not able to wait for a later time to have the conversation will be considered disrespectful and disruptive.</p>	<p><u>Minimum:</u> Student Conference</p> <p><u>Maximum:</u> Choices/OSS</p>
<b>Disruptive Behavior</b>	<p>Behavior that serves to distract or take away from student learning in class.</p>	<p><u>Minimum:</u> Student Conference</p> <p><u>Maximum:</u> Choices/OSS</p>
<b>Dress Code Violation</b>	<p>This occurs any time a student does not fully comply with the standard school attire policy.</p>	<p><u>Minimum:</u> Office conference, phone call home for a change of clothes</p> <p><u>Maximum:</u> OSS Note: Additional consequences may be given for students who repeatedly violate the Dress Code policy.</p>
<b>Failure to Serve Detention</b>	<p>Failing to serve lunch detention or after school detention when assigned.</p>	<p><u>Minimum:</u> Detention is reassigned and increased</p> <p><u>Maximum:</u> Choices/OSS</p>
<b>Fighting</b>	<p>Physical altercation between two or more students.</p>	<p>OSS, the number of days will be dependent on the number of infractions.</p> <p><u>Maximum:</u> Choices/OSS</p>
<b>Gambling</b>	<p>Any activity where betting occurs and money or any material object is exchanged. Gambling includes, but is not limited to, activities with cards, flipping dollars, or dice.</p>	<p><u>Minimum:</u> ISS</p> <p><u>Maximum:</u> Choices/OSS</p>

<b>Gang Related Activity</b>	<p>Any activity related to student participation in or membership in a gang. Activity includes, but is not limited to, tagging, throwing up signs/set, consistently wearing gang related colors, flagging with hats, bandanas or other symbols, gathering the group to threaten or intimidate other students.</p> <p>Any group of students who has a clearly identified name, group, and behaviors will be considered a gang regardless of the term used to define themselves.</p>	<p><u>First Offense:</u> Minimum student conference, Maximum Choices School/OSS</p> <p><u>Second Offense:</u> Minimum ISS, Maximum Choices School/OSS</p> <p><u>Third Offense:</u> Expulsion</p>
<b>Leaving Class Without Permission</b>	This behavior includes a student walking out of class without permission or leaving the teacher designated area without permission.	<p><u>Minimum:</u> Lunch Detention</p> <p><u>Maximum:</u> Choices/OSS</p>
<b>Possession/Use/Distribution of a Controlled Substance or Vapeing. Includes ANY mood-altering substance without physicians note.</b>	This behavior includes student possess, use or distribution of any controlled substance including, but not limited to, tobacco, alcohol, drugs. Vaping is not acceptable in or on the school grounds.	<p><u>Minimum:</u> ISS/OSS</p> <p><u>Maximum:</u> Expulsion</p>
<b>Possession/Use of a Weapon</b>	This behavior includes the possession or use of a weapon or object that is used as a weapon.	Michigan State Law will be followed for discipline.
<b>Profanity</b>	This behavior includes the use of any profane language whether directed at another person or not.	<p><u>Minimum:</u> Student Conference</p> <p><u>Maximum:</u> Choices</p>

<b>Repeated Violations</b>	This behavior involves more than 5 discipline infractions.	<p><u>Minimum:</u> Student Contract</p> <p><u>Maximum:</u> Expulsion</p>
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<b>Skipping Class</b>	This behavior occurs any time a student is out of class during class time without permission. This includes excessive tardiness to class, out of class when a sub is assigned, or completion of a task without explicit permission from all parties. For example, students will be considered to be skipping class if they chose to go to the guidance office during class without permission.	<u>Minimum:</u> After school Academic Detention  <u>Maximum:</u> Choices/OSS
<b>Tardiness</b> Note: See additional information below	This occurs any time a student is not present in class after the ringing of the bell.	<u>Minimum:</u> Warning <u>Maximum:</u> Choices School
<b>Theft/Robbery/Extortion</b>	This includes taking possession of another student's or the schools property without permission or through the use of intimidation.	<u>Minimum:</u> ISS <u>Maximum:</u> Choices School/OSS and Police Citation
<b>Threat/Harassment &amp; Bullying</b>	This includes behavior that is threatening or harassing toward a student or staff member including, but not limited to, sexual harassment and threats on the internet	<u>Minimum:</u> Student Conference <u>Maximum:</u> Expulsion
<b>Vandalism</b>	This includes behavior that damages or destroys school property.	<u>Minimum:</u> Community Service <u>Maximum:</u> Choices School/OSS

**Public Displays of Affection (PDA):**

Britton Deerfield Schools recognizes that genuine feelings of affection may exist between two students. However, students shall refrain from all Public Displays of Affection (PDA) while on campus or while attending and/or participating in a school-related activity.

Being overly affectionate at school can be offensive and is generally in poor taste. The expression of feelings toward one another is a personal concern between the two individuals and thus should not be shared with others in the general vicinity. PDA includes any physical contact that may make others in close proximity uncomfortable or serves as a distraction for themselves as well as innocent onlookers. Some specific examples of PDA include but is not limited to:

- Kissing
- Fondling
- Cuddling
- Inappropriate touching

Inappropriate Public Displays of Affection (PDA) will not be tolerated. Students caught engaging in such practices are subject to the [following disciplinary actions](#):

- *1st Offense* = Verbal Warning. Parents informed of the issue.
- *2nd Offense* = ISS. Parent conference on the issue.
- *Subsequent Offenses* = OSS/COICES School. Parent conference on the issue.

## Tardy Policy

### Tardy to School

Our goal is student success, and we believe students have the best opportunity to achieve this if they are in class, ON TIME, to take advantage of all our teachers have to offer. Discipline consequences for tardies are outlined below.

1. 1st – 2nd tardies per class: Teacher warning.
2. 3rd-4th tardies per class: A lunch detention will be assigned to students by the teacher. Lunch detentions will be held in the cafeteria at a specially designated table and supervised by the Grad Coach or other adult supervision.
3. 5th tardy per class: 60 minute detention (3:05-4:05). Students must serve their detention within 48 hours of receiving the tardy. Failure to serve the detention will result in an additional discipline.
4. 6th – 7th tardies per class: Students will be assigned 1 day of in-school suspension and will constitute a Truancy Referral.
5. 8th-10th tardies per class: Out of School Suspension and the Truant Officer notified.
6. If a student accumulates 11 or more tardies per class, the class will be dropped for no credit and the student will make up that credit in the Choices online program.

Students are considered tardy to school if they are not present in class when the final bell rings in the morning. Students who are in the building, but not in class, are considered tardy. Students who arrive on a late bus will be provided late bus passes and will have 5 minutes to get to class. Students not in class after the 5 minutes allotted for a late bus will be considered tardy.

**Note:** The behaviors above do not serve as a complete list of all possible inappropriate behaviors, only the behaviors for which the Britton Deerfield staff sought to provide additional clarification. All behaviors listed in the BDPS Code of Conduct are a violation to the school rules at Britton Deerfield and will involve consequences. All consequences issued for inappropriate behavior are issued with the desire to both equip students with the skills needed for life and to repair harm.

## Hall Passes

Hall passes are required when leaving a classroom for any reason. Students must have the yellow hall pass, signed by their classroom teacher with a destination noted. When asked, the student must present the pass to any staff member who asks to see it.

## Dress Code

<b>Core Values</b>	We believe that school prepares us for college, careers, and life, and that professionalism is central to success. We believe that attention to detail in all parts of our lives will help us to realize and achieve our potential.
<b>Pants, Shorts, and Skirts</b>	Students may not wear torn clothing where skin is visible (pants, shorts, skirts etc.), shorts or skirts that are above the finger tips, "beater" tank tops, crop tops, or tops revealing mid-drifts or stomachs. No clothing with inappropriate words or pictures. Sagging is not allowed.
<b>Hats/Head coverings</b>	No non-religious head coverings will be allowed. Students may not wear hats, scarves, hoodies or bandanas.
<b>Accessories</b>	No sunglasses may be worn in the building. No chains, spikes or other accessories may be worn or hang from pockets or belt loops.

**Technology Acceptable Use Policy**

The goal of computer access at school is to build technology skills, information gathering skills, and communication skills. Students have the privilege to use computer work stations, electronic devices, the school network, email and the Internet for school assignments only.

**Responsible students use technology carefully:** Students will return technology in the same manner in which it was received.

**Responsible students use the internet appropriately:** Students are responsible for all web pages accessed. Students are not allowed to access, use, or possess pornographic, gang-related, violent, illegal or inappropriate material. Students may not access any social media, email, chats, blogs without the consent of a staff member. Students may not alter any network address or identifiers. Students must not attempt unauthorized entry to any area of the network or interfere with or disrupt any computer, network, source or equipment.

**Bus Conduct**

Bus transportation is provided by the Britton Deerfield School District as a privilege for our students. Students are expected to adhere to the rules as expressed by the bus driver. Violation of these rules could result in removal of bus privileges.

**Sports Eligibility**

Britton Deerfield will fully comply with all BDPS and MHSAA policies related to student eligibility. Additionally, students involved in extra-curricular activities will be expected to

comply with the BDHS policies and expectations.

<b>Behavior</b>	<ul style="list-style-type: none"><li>• ASD &amp; ISS = Physical Conditioning (Workout created by Coach Reynolds)</li><li>• Choices &amp; OSS = No play for the upcoming game</li></ul>
<b>Sportsmanship</b>	<ul style="list-style-type: none"><li>• Player Ejection = TSSAA Consequence + 1 week of Coach Reynolds workout plan</li></ul>

## SEARCH AND SEIZURE

Search of a student and his/her possessions, including lockers and vehicles, may be conducted at any time the student is under the jurisdiction of the Board of Education if there is a reasonable suspicion that the student is in violation of law or school rules. A search may also be conducted to protect the safety of others. All searches may be conducted with or without a student's consent under authority of the Federal Supreme Court. Students are provided lockers, desks and other equipment in which to store materials. It should be clearly understood that this equipment is the property of the school and may be searched at any time if there is reasonable suspicion that a student has violated the law or school rules. Locks are to prevent theft, not to prevent searches. No padlocks are to be placed on student lockers without permission of the principal, and without the combination of the lock submitted to the school office. Locks will be cut off if the combination is not given to the office.

No strip searches will be conducted by any employee of the school but may be conducted by law enforcement officials if deemed necessary.

Anything that is found in the course of a search that may be evidence of a violation of school rules or the law may be taken and held or turned over to the police. The school reserves the right not to return items which have been confiscated. Students are afforded no rights to privacy when searching school property or personal property brought on school grounds.

## STUDENT RIGHTS OF EXPRESSION

The school recognizes the right of students to express themselves. With the right of expression comes the responsibility to do it appropriately. Students, **with permission of the Principal**, may distribute or display, at appropriate times, non-sponsored, noncommercial written material and petitions; buttons, badges, or other insignia; clothing, insignia, and banners; and audio and video materials. All items must meet the following school guidelines:

Material cannot be displayed if it:

- 1. Is obscene, libelous, indecent or vulgar,
- 2. Advertises any product or service not permitted to minors by law,
- 3. Intends to be insulting or harassing
- 4. Intends to incite fighting or presents a likelihood of disrupting school or a school event.
- 5. did not receive permission from the building Principal

Materials may not be displayed or distributed during class periods, or during passing times between classes. Permission may be granted for display or distribution during lunch periods and after school in designated locations, as long as exits are not blocked and there is proper access and egress to the building. Students who wish to display materials must present them to the principal twenty-four (24) hours prior to display. Any materials that are hung without permission are subject to disposal at the discretion of the Administration.

## Self-Transportation to School

Driving to school is a privilege, which can be revoked at any time. Students who are provided the opportunity to ride school transportation are encouraged to do so. Students and their parents assume full responsibility for any transportation to and from school not officially provided by the school.

The following rules shall apply: (Students Driving to School)

- Students must have written parental permission prior to driving to school.
- Students shall complete the Student Vehicle Form 5515 F! and provide evidence of:
  - o Driver’s license
  - o Insurance certificate
  - o Vehicle registration
- The student must obtain a permit from the Student Service Office in order to park on school property.
- Limited parking space is available and therefore it is important to park accordingly. Students are only to park in the Student Parking Lot, at all times.

You will not have access to your car or be able to drive your car during regular school hours without special permission (such as Dual Enrollment, or Co-op arrangements). We maintain a closed campus.

**Student Valuables**

Students are encouraged not to bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The School cannot be responsible for their safe-keeping and will not be liable for loss or damage to personal valuables.

**WEAPON FREE SCHOOL ZONE POLICY**

In order to provide a safe learning environment for all children, our schools must be weapon-free. Michigan law requires the Board of Education to expel a student for possession of a dangerous weapon on school property or in a school vehicle. Michigan law defines a dangerous weapon as a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, a knife opened by mechanical devise (regardless of blade length), iron bar, or brass knuckles. School officials will immediately contact the student’s parent/legal guardian and local law enforcement officials in the event a student is found in possession of a dangerous weapon or an object which may be used to cause harm to others.

**Stop it NOW!**  
**Report Bullying or Harassment**  
(Please submit to your building principal or the office)

**Please Print**

Your Name (Optional): \_\_\_\_\_

Your Grade: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

How did you find out about this? \_\_\_\_\_  
\_\_\_\_\_

Where did this happen? \_\_\_\_\_  
(location)

When did this happen? \_\_\_\_\_  
(day and time)

Who did the bullying or harassment? \_\_\_\_\_  
\_\_\_\_\_

What type of bullying or harassment took place? \_\_\_\_\_  
\_\_\_\_\_

If other, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Would you like to be to be contacted? \_\_\_\_\_

Please explain what took place in your own words: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_

