

DANSVILLE HIGH SCHOOL



STUDENT-PARENT HANDBOOK 2008-2009

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APPROVED AND ADOPTED BY THE DANSVILLE BOARD OF EDUCATION

(insert date)

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Dansville Schools Vision Statement:

“As a small-town district, to be recognized and respected as Michigan’s best; bringing together the best people and the best ideas, to provide the best results for kids.”

Dansville High School Staff Belief Statement:

“We encourage growth and integrity.”

Dansville High School Points of Pride:

- Skilled, committed teachers who are knowledgeable, while caring very much for their students.
- Well-behaved, respectful students more than 75% of which are actively involved in extracurricular activities, sports and clubs.
- Wide variety of classes offered, including several advanced placement classes including: AP Environmental Science, AP Calculus, AP English Language and AP Human Geography.
- Excellent Spanish program, with a strong K-8 feeder program.
- Outstanding Art curriculum, with several students being recognized each year for their excellent projects.
- Fantastic band and music program, with excellent ratings every year at performances.
- Variety of extracurricular opportunities that allow all students to excel and make connections with staff and peers.
- 96% of the Class of 2008 graduates were accepted into colleges and universities for the fall semester.

DISCLAIMERS

1. Policies are subject to change at any time by the Dansville Board of Education.
2. In addition to the Dansville Student Handbook, students are governed by Dansville Schools' Board of Education policies, applicable state and federal laws/regulations and the MHSAA Handbook. Complete current policies for the Dansville Board of Education and the MHSAA may be viewed at www.dansville.org or at www.mhsaa.com.
3. Because it is not possible for a student handbook to address every situation, student conduct will be judged by the circumstances of the situation and subject to possible disciplinary action as appropriate.
4. A rationale, (an extremely good reason), exists to support the rules/policies set forth in this handbook. To conserve space, the rationale is not included. Please feel free to contact the High School Principal to discuss the contents of this handbook.

I. GENERAL SCHOOL INFORMATION AND DIRECTORY

Age of Majority Clause

Students who have reached the age of eighteen and are enrolled at Dansville High School must abide by all school rules, policies and procedures. Students who are eighteen must continue to get parent permission to leave school grounds. A parent or guardian must also continue to excuse all absences after a student turns eighteen.

Announcements

All announcements must be submitted to the high school office by 9:00 A.M. Daily announcements will be prepared, read and distributed by the high school main office during first hour. Only emergency announcements will be made at other times during the day. Announcements, posters, and notices must first be approved by the principal before they are posted or distributed in school buildings or on school property. **Parents are encouraged to submit their email address during Registration Day or upon enrollment to receive the daily announcements via email.**

Attendance

Dansville High School recognizes that there are situations that require a student to be absent for a reason other than illness. However, since there is great variance in thinking with respect to this issue, the school must stand in the position of judge in order to maintain uniformity in the handling of non-illness related absences. **The final decision regarding “excused” or “unexcused” absences rests with the school.**

If it is necessary for a student to be out of school, parents must understand that the student will miss class discussion, which can affect the education process. It is also imperative that students and parents realize that because our school is on a block schedule, being absent for one day is really the equivalent of missing two teaching days. Parents are required by State Law to ensure that their children attend school until the age of sixteen. It is the responsibility of the school to enforce this law. Parents will be contacted when there is an attendance concern. A conference may be requested to discuss the issue and to create a plan. If the problem continues, we may seek help from the Truancy Officer and/or Ingham County Probate Court.

A. Absences

A student absent from school, except to officially represent the school in a school-sponsored activity, is entered as absent on the school attendance register.

B. Excused Absences

1. **Illness**
2. **Emergencies**
3. **Funerals/Bereavement**
4. **Personal or Family Business**
5. **Medical and Dental Appointments-note required**
6. **Religious Observations**
7. **Participation in Legal or Court Proceedings**
8. **College Visits**
9. **Hunting:** 1 Day/school year with advanced permission from parent/guardian
10. **Vacation/Trips:** If a family takes a vacation during school hours, it is important to realize that such an absence has an effect on the learning process. Students are responsible for meeting the course requirements in advance or within five school days following return. An excused absence for a vacation is not an excused absence from athletic squad requirements. In advance of the absence, a parent/guardian shall submit written notice to the high school office, signed by a parent/guardian, stating that a student will be on vacation and the dates of the planned absence.

To excuse an absence, parents/guardians must call the attendance office (623-6120, Ext. 232) within a 48 hour period from the date of the absence. (Example: Student absent on Monday, call must be made by Wednesday). The student can also submit a signed note from their parent/guardian which contains the following: date of note, name of student, date of absence, reason for absence and parent/guardian signature. **A doctor's excuse is required whenever a student exceeds five consecutive absences.**

Failure to call or provide a note within 48 hours of the absence will cause the absence to remain unexcused carrying disciplinary action.

C. Discipline for Unexcused Absences (see Code of Conduct for descriptions)

1. Detention
2. Saturday School
3. In School Suspension

NOTE: Discipline will progress with each unexcused absence, and will not start over at the next semester. Students with unexcused absences WILL NOT be allowed to attend after school events.

D. Make Up of Work Missed

For Unexcused Absences: Failure to submit the proper documentation will cause the absence to be considered unexcused; carrying with it a zero for class work on the day of the unexcused absence.

For Excused Absences: Upon the day of return to school, it is the student's responsibility to arrange for the completion of make-up work with each of the student's teachers. Students have one day for each day they've missed to make up work. Extenuating or special circumstances with advance notice can result in extended make-up time and should be arranged in writing with the teacher.

E. Permission to Leave Building

Dansville High School is a closed campus. Students must stay in the school from the time they arrive until they are dismissed. Students, other than CACC students, who wish to leave school grounds **MUST SIGN OUT** with parent permission prior to leaving the building. Failure to obtain advanced permission will result in an unexcused absence. Students, even those on teacher errands, shall not leave the building to go to the parking lot unless they have first checked out with the secretary or principal.

All students must sign in and out of the office whenever entering or exiting the building. This includes students who are absent during the morning hours of school but return later in the day. Failure to do so will result in Saturday School suspension.

F. Tardiness

Students are expected to be on time with the sounding of the tardy bell (second/final bell each hour).

1. Students are considered tardy if not in their own seats.
2. Tardiness may be considered when teachers calculate a participation grade.
3. The first three tardies in each class will be managed by teachers for hours 2-5.
4. All tardies to first hour will be managed by the office.
5. All lunch detentions assigned will be served the same day if the tardy occurs before lunch and the next day if the tardy occurs after lunch. After school detentions must be served within 3 days of the tardy, otherwise discipline will automatically result in next consequence.
6. Failure to show up for any assigned consequence will automatically result in the next consequence.
7. Tardies will accumulate for the first half of the year and then start over for the second semester.
8. Consequences will be as follows:
 - a. **First tardy to each class:** Warning from teacher.
 - b. **Second tardy to each class:** 15-minute lunch detention assigned by teacher, served in office.
 - c. **Third tardy to each class:** Full lunch detention assigned by teacher, served in office.
 - d. **Fourth tardy to each class:** One after school detention until 4 pm, assigned by office.
 - e. **Fifth tardy to each class:** Two after school detentions until 4 pm, assigned by office.
 - f. **Sixth tardy to each class:** One Saturday School.
 - g. **Seventh tardy to each class:** Two Saturday Schools.
 - h. The administration reserves the right to increase the discipline for habitual offenders, including those who have multiple tardies to more than one class.

The only excuses accepted for tardies are:

1. doctor's note,
2. note from a staff member,
3. police/accident reports,
4. court dates, and
5. up to six (6) *parent/guardian excused tardies* per school year (3 each semester). *Parent/guardian excused tardies* are only accepted for the first period of attendance for the student (not the first period of the day). In extenuating circumstances, the parent/guardian may request a meeting with the principal to explain the six (6) *parent/guardian excused tardies* already excused and request additional *parent/guardian excused tardies*. The principal may grant additional *parent/guardian excused tardies* if in the principal's judgment the first six were used judiciously.

Block Schedule

The high school runs on a modified 4x4 block schedule. Students take 3 block classes (87 minutes each) and 2 skinny classes (48 minutes each) every day. First hour is a block class, followed by 2 skinny classes and then lunch. Following lunch there are two more block classes. All block classes allow students to earn one credit each semester. Students earn one-half credit per semester for skinny classes. Students can earn up to 4 credits for each semester, for a total of up to 8 credits/year.

Building Use

All organizations or individuals wishing to use the school building for an after school activity must fill out a building request form and submit it to the Superintendent's office for approval (forms are available in the office). Students must be under the supervision of an adult. No students will be allowed to use the building without a responsible adult present.

Cafeteria Info and Expectations

The school cafeteria is maintained as a vital part of the health program. A wide selection of nutritionally analyzed meals are offered at various prices and based on the family's ability to pay. Food and Nutrition Services and your fellow students will appreciate your cooperation and courtesy while in the cafeteria. **The cafeteria will be open for breakfast until first hour begins and then will reopen before lunch.** All students should follow the guidelines listed below:

1. Leave the table and floor in a clean condition and dispose of all litter properly.
2. Keep all food in the commons. No food may be taken from the commons. No food should be on the carpeted areas at any time.
3. All trash **MUST** be thrown away in a receptacle that is **NOT** full.
4. Make every effort to recycle bottles.
5. Students are allowed in gym/sculpture garden at lunch. Food is not allowed in the gym.
6. No backpacks, duffel bags, etc. are allowed in the serving or cashier lines.
7. No cutting is allowed in line.
8. Do not eat food in line before paying.

9. Treat all Food and Nutrition staff members with respect.
10. Throwing food in the cafeteria will result in disciplinary consequences.

*Note: Students who leave food/garbage at their table, may face disciplinary consequences at the discretion of the lunch supervisors.

Closed Campus

Dansville Schools operates as a closed campus, **including during the lunch period**. For students to leave the school building or designated “open areas” such as the Sculpture Garden, advanced written permission from the office is required and students must sign out in the office before leaving. Students will also need to get permission from the office to go to the parking lot during school hours. Leaving school grounds without permission will result in disciplinary consequences. See the Code of Conduct for details.

Communication

We believe strongly in the power of good communication. We email the daily announcements to any parent who would like them and provides us with their email address. We want to hear from you when you have questions, concerns or any other feedback. We communicate in several ways, including: teacher letters/emails, the district newsletter, School Messenger (the school calling system that leaves messages), progress/report cards and other mailings.

Complaint Process

Students or parents who believe there is cause to complain about the action of a teacher, administrator or another student may do so by following these steps:

- A. Discuss your concern directly with the individual about whom you have a complaint. Many problems are solved in this way every day.
- B. If discussion is not possible or does not resolve the problem, the student or parent may file a written complaint with the building principal or the immediate supervisor of the individual about whom the complaint is filed. A discussion must take place including the student, the supervisor and the person complained against.
- C. If the problem cannot be resolved in the discussion described above, the complaint may be advanced to the principal’s supervisor. Only in the event that the matter remains unresolved at that point may the appeal be advanced to the Superintendent.
- D. If the Superintendent is unable to resolve the issue, the complaint may be brought before the Board of Education during the public participation portion of the meeting. The Board of Education will not consider cases that have not followed appropriate procedures, except in extraordinary instances.

Daily Schedule

Full Day Schedule:

8:05 am - 9:32 am	1 st block	(87 min)
9:36 am - 10:24 am	2 nd skinny	(48 min)
10:28 am - 11:16 am	3 rd skinny	(48 min)
11:46 am - 1:13 pm	4 th block	(87 min)
1:17 pm - 2:44 pm	5 th block	(87 min)

Early Release Day Schedule:

8:05 am - 8:46 am	1 st period	(41 min)
8:50 am - 9:31 am	2 nd period	(41 min)
9:35 am - 10:16 am	3 rd period	(41 min)
10:20 am - 11:01 am	4 th period	(41 min)
11:05 am - 11:46 am	5 th period	(41 min)

Directory Information

DANSVILLE SCHOOLS' GENERAL NUMBER: 623-6120

High School:

High School Office - Kathy Nofzinger: Ext. 234

High School Office/Attendance - Phyllis Konen: Ext. 232

High School Counselor - Cori Riebow: Ext. 233

Special Education Director - Krista Voss: Ext. 310

High School Athletic Director/Attendance - Nancy Jungkans: Ext. 312

High School Principal - Amy Hodgson: Ext. 234

Other Office Numbers:

Superintendent's Office/Transportation - Ann Marie Lindsay: Ext. 221

Middle School Office - Brenda Moran: Ext. 227

Elementary Office - Mary Fran Reed: Ext. 226

Food Service Director - Chris Salmon: Ext. 237

Emergency Procedures

A. FIRE DRILLS

Fire drills are held six times during the school year for the purpose of familiarizing the students and faculty with standard procedures in case of emergency. The alarm for fire is a continuous sound of the fire alarm signal.

B. LOCKDOWN

Lockdown drills are held two times per school year in order to establish a procedure for lockdown of the building if an emergency occurs.

C. TORNADOS

Tornado drills are scheduled two times per school year. In the event of an actual tornado in the school area, students will be taken to a designated safety area in the building by their respective teacher. Notification and direction of an actual tornado will be given over the public address system.

Evening & Sunday Activities

Week day evening social activities (meetings, plays and practices) are to conclude not later than 10:00 p.m. Weekend school functions (including Friday nights) are to be concluded not later than 11:30 p.m., including clean up time. Sunday school-related activities and practices require advanced written approval of the principal.

Expectations of Parents/Guardians

The parent/guardian of each Dansville student shall:

- A. be familiar with the published school calendar, noting specifically which days school is in session and which days it is not.
- B. notify the school (via a call to the Attendance Office) the day before or the day of a student absence.
- C. speak regularly with your child about his/her school attendance, absence, and tardiness. Attend parent-teacher conferences in fall and spring.
- D. monitor your child's school performance in each class. Converse regularly with your child and as needed with his/her counselor and/or individual subject-area teachers.
- E. make sure your child schedules enough time for proper rest each evening, but especially on those evenings prior to school days.
- F. establish a rising time each morning school is in session which allows your student to eat, to prepare for school, to travel, and to arrive safely and on time at school.
- G. request homework for your child if he/she is suspended from school or is suffering long-term leave.
- H. understand that the school will not provide make-up work or additional instruction when a student intentionally misses school without excuse.

Field Trips

Each teacher is able to plan one field trip per class per year for the high school. There will be one adult chaperone for every 10 students on the trip. Only under special circumstances, with advanced permission from the principal, will students be allowed to drive to an off-site school-related destination. School rules and Board Policies apply for all field trips, Senior Trip and athletic trips from time of departure until arrival at the school.

Hall Passes

Any time a student leaves a classroom he/she must carry their student planner signed by a teacher. The student must go directly to his/her destination. Students in the halls at any time without a pass will be subject to disciplinary action.

Homeroom

The purpose of homeroom is to establish a staff member as a point of contact for any questions or concerns as well as to build teamwork and collaboration between the students. Each homeroom is made up of a mixture of students in grades 9-12 assigned to the same teacher for all four years of high school. Homeroom will be held on Tuesdays immediately following lunch, once per month and additionally as needed. Homerooms will take part in competitions where all classes will earn points for participating, with additional points being awarded for the classes who finish first, second or third. The overall winning class at the end of each semester will get a pizza party. Class meetings and other housekeeping-type matters may be held during additional homeroom meetings which help to minimize classroom disruptions.

K-9 Searches

In an effort to keep the schools and district premises free of drugs, school authorities may use specially trained dogs to sniff out and alert staff to the presence of illegal substances and contraband at school including vehicles parked on district premises. The entire campus is subject to search. Such inspection by school authorities and trained dogs may be made at any time.

Lockers

Lockers and locks are the property of Dansville Schools. Students will be assigned a hall locker and when necessary a gym locker. Students shall have no expectation of privacy when using school lockers. Each student should safeguard the locker combination to promote security. Lockers shall be kept clean and neat both inside and outside. At the end of the school year, students will be charged for any kind of writing or damage to their lockers.

Students shall keep their belongings in **ONLY** the locker assigned. Students are **NOT** to change lockers or locker partners without getting permission from the high school office. See the Code of Conduct under "Locker Responsibility" for consequences.

Lockers and their entire contents are subject to periodic and routine inspections by school authorities. Lockers may be inspected for specific reasons without student notice, a search warrant or approval. Any item, which is illegal, a health hazard, dangerous, or evidence of violation of any school rule or Board policy will be confiscated. A student whose locker contains any contraband is subject to discipline and/or prosecution by school and/or law enforcement authorities. All lockers, including gym lockers, should be locked at all times to discourage theft and tampering. Students are strongly discouraged from "rigging" their lockers, as several items have been stolen as a result of this practice. Locker problems should be reported to the office.

Lost and Found Articles

Students are responsible for the loss of personal property. **The school assumes no responsibility or liability for lost or stolen property.** However, as a courtesy, reasonable effort will be made to assist students in locating and recovering lost or stolen personal property.

Unclaimed lost and found items will be housed in the high school office. These items will be disposed of by donation to a charitable organization after 30 days.

Media Center

The Media Center and attached computer lab are designed to provide the students and faculty of Dansville High School with research materials/tools, recreational reading, and audio-visual aids. The Media Center will be used as an area for study, not for socializing. While fines are not collected for overdue materials, no new books may be checked out until the overdue books have been returned or the cost of a lost book has been paid. The Media Center is generally open every day after school until 4 pm and Mrs. Torrey, our Library Coordinator, provides free tutoring.

A. General Rules:

- Classes must be accompanied by a teacher; individual students must have a pass.
- No food or drink is allowed in the Media Center except at the newspaper table.
- All materials are due in two weeks; reference materials may not be checked out.
- All general rules of behavior, as found in the student handbook, also apply to the Media Center.
- Please see the Dansville High School Computer Use Policy for specific rules regarding the computer lab and computers in the library.

Medication

Students will not be permitted to take medication while at school unless such medicine is given to them by a school designee acting under specific written request of the parent or guardian and under the written instructions of the student's physician. The high school medication form must be filled out and turned in to the office, along with the non-prescription or prescription bottle. A container with prescriptive instructions is required. There is a form for medication that will be available at Registration Day or can be picked up in the high school office. The policy covers prescription and other drugs, except that non-prescription drugs may be given at the discretion of the school designee upon written authorization of the parent or guardian.

Parents of students with diabetes, asthma, or other health conditions that may require emergency treatment, must complete a **SCHOOL-BASED CARE PLAN**. Copies of the plans to be completed are available in the high school office.

The administration of prescription medicines to students by school personnel will be done only in exceptional circumstances when, without it, a child's health may be in jeopardy. If school personnel must administer medication, it must be under the following conditions:

1. A bottle with a pharmacist's label designating the patient's name, instructions, name of drug, and name of physician must be submitted to the designee.
2. A record must be kept of all children receiving medication. This record must be accessible in the office.
3. A note regarding the medication must be attached to the child's health card.

Medication will only be kept for one school year. At the end of the school year, a parent or guardian must come to the school to pick up the medication. One week after the last day of school, all medication that hasn't been picked up will be discarded.

PLEASE NOTE: The possession, sale, use, or distribution of a controlled substance, illegal substance (including prescription medication for a non-prescribed use), or a substance purported to be illegal (i.e. a "look-alike") is strictly prohibited and subject to discipline up to and including permanent expulsion.

Money and Valuables

Students should NOT bring unnecessary money, jewelry, or items of value to school. Gym or hall lockers are not safe places to house these items. School insurance only covers items owned by the school.

If a student chooses to bring musical devices (i.e. CD Player, Ipod), electronic games, etc., they shall not be visible during the school day. Ipods and other musical devices can be used during the lunch period. These and other valuable items can be at school, at the risk of the owner. If used during any time other than lunch, without permission from a staff member, these items can be confiscated and kept in the office for the remainder of the day. The student will be subject to the discipline outlined in the Cell Phone and ECD Policy in the Code of Conduct.

Dansville High School, its staff or administration, does not assume liability for items lost or stolen from gym lockers, hall lockers, or elsewhere on school property.

Office Hours

All school offices are open from 7:30 a.m. until 4:00 p.m. Monday through Friday during scheduled school days. The office opens one week before school and remains open for one week after school. Messages may be left when the office is closed and will be answered when office personnel return.

Parking/Permits

Students **MUST** register their vehicles at the beginning of each school year at Registration Day or upon enrollment. Students will be charged \$2 to cover the cost of the parking tags. Students must also come to the office to record any changes in their vehicle registration. Student parking permits must be prominently displayed at **ALL TIMES** when a student's vehicle is parked on school property. Students must park in designated parking spots **ONLY**. There is no parking allowed on Adams Street or in non-painted parking lot areas. Vehicles in violation may be towed **AT THE EXPENSE OF THE STUDENT**. Only the Student of the Week or that student's designee will be allowed to park in the Student of the Week space when there is a Student of the Week. Students may not park in the VISITOR'S parking space. Violators will be towed. **Students and staff may park in the high school parking lot at their own risk. The school district is not liable for any vandalism or theft that occurs while cars are parked on school grounds.**

Parent Advisory Committee

Parents who are interested in sharing their ideas, concerns and other feedback with the DHS administration and staff are encouraged to join the PAC. We meet once each marking period in the high school library. The committee consists of interested parents, the high school principal, the high school counselor and two teacher representatives. Parents have the opportunity to sign up for this committee on Registration Day and after that can join any time by contacting the high school office for information.

Parent Volunteers

We would love your help at school if you are interested and available. Please sign up at Registration Day or contact the office if you are interested in being on a list that is made available to teachers and school staff who need help. All volunteers must fill out a Volunteer Screening form before volunteering. This is a precautionary measure to ensure the safety of our students. These forms are available in the Registration Day packet or by contacting the high school office.

Planners

All students will be given planners at the beginning of the school year. Students are expected to use them in class as well as in the hall as hall passes. Students will be entered into drawings and randomly selected to get extra food/prizes for complying with planner expectations. A few extra planners are available in the office for \$10.

Registration Day

Registration Day will take place on Tuesday, August 19, 2008. A packet will be sent to all enrolled households in the beginning of August. The packet will contain information about Registration Day, as well as all of the forms that need to be filled out in order for your student to pick up his/her schedule. Students need to remember to wear school-appropriate clothes for the school picture.

Residency Requirements

The Dansville Public Schools district is a School District of Choice. As a result, no other student shall be permitted to enroll or remain in the district unless there is proof that the student is properly in residence or is otherwise permitted by law to enroll as a nonresident student.

Under Michigan Law, a child is considered to be a district resident if the child is placed by a court of law or a licensing agency in a licensed home in the school district. **Likewise, a child will be considered a legal resident for attendance purposes when actually residing in the home of a relative for purposes of securing a suitable home for the child and not for an educational purpose. In these cases, the relative must get power of attorney and present documentation to the school. A student may also live in the school district with a non-relative as long as guardianship is granted and documentation is presented to the school.**

Reporting an address where babysitting or partial care is provided is unacceptable for residency purposes.

Without regard to custody, a student may attend school in a school district in which either of the child's parents resides, or in which the child's legal guardian resides. (MCL 380.1148a)

Non-resident students may attend the Dansville Public Schools only under the following limited circumstances:

- A. Future Residents: The children of families who have signed a contract to buy or build a residence in the school district may be enrolled during the semester in which they expect to become residents, unless a one semester limitation results in a child having to change school districts more than once. In such event, the child(ren) may be admitted on a tuition basis (in cases where tuition applies) for up to one full year. No further extension will be permitted.
- B. Former Residents: Regularly enrolled children of families who have moved out of the district after the fall state membership count day may complete the school year. Such children enrolled in grade 11 may complete both grades 11 and 12.
- C. Children of Employees: The children of families in which a parent/guardian is employed by the Dansville Schools may enroll.

School Closing/Delay

In the event of bad weather or other conditions that make it necessary to close school on a scheduled day, or if it is necessary to delay the start of school, the administration will notify the following TV stations: WILX TV 10, FOX 47, TV 6. You can also listen to the following radio stations: WVIC 94.1, WFMK 99.1, Z101.7, Q106, WJIM 97.5.

School Day

The school day is 8:05 a.m. until 2:44 p.m. Students are welcome to enter the building any time after the building opens at 7:20 a.m. **Students are expected to depart from the building after the school day ends unless supervised by a responsible adult.** There will be consequences for students who linger in the building unsupervised. See the Code of Conduct under "Building Use" for details.

Student Guests

Non-district students are not permitted to attend school under most circumstances. On occasion, however, under special circumstances, a visitor may be permitted to attend as the guest of a DHS student, with the prior approval of the principal at least one week prior to the visit. An example would be if a DHS student participated in a short-term foreign exchange program and as part of the program the DHS student hosted a student from another country for a short time. Former students must also check in at the office upon arrival at school. Former students will only be permitted to visit teachers during the school day if prior arrangements have been made.

Student Records

Dansville Schools complies with the Family Educational Rights & Privacy Act (FERPA). Dansville School District designates the following personally identifiable information contained in a student's educational record as "directory information", and it will disclose that information without prior written consent: names of the student's parents and student's name, address, date of birth and place, class designation (ie. 9th grade), extracurricular participation, achievement awards or honors (not specific grades), degrees earned, information about school sponsored activities and athletics, weight and height of athletic team members, photograph, video, gender, period of attendance in school and school or district the student attended prior to enrollment at Dansville Schools. This directory information will NOT knowingly be released when it is requested for the purpose of surveys, marketing or solicitation, unless the district determines that the use is consistent with the educational mission of the district and is beneficial to the affected students. **If a parent wishes to have any or all items deleted, they may do so at any time by filing a written request with the superintendent, pursuant to applicable state and federal laws and regulations.**

Two federal laws require the district to provide military recruiters, upon request, with three pieces of directory information: names, addresses and phone numbers. This can be avoided if parents advise the district that they do not want their student's information disclosed without prior written consent. Any parent, guardian, or eligible student may prohibit the release of this information to the military by delivering a written objection to the principal. Under this option, directory information will still be made available to other sources under the terms and conditions in the previous paragraph.

Student Record Requests

Students and/or parents may request copies of student records by submitting their request in writing to the high school office. Office personnel will contact the parent or student within 10 days of the request and notify them of the total fee to be charged, at a rate of ten cents per copy. If a request is made to send records, postage will also be charged. **To view student records**, submit a request in writing to the high school office. An appointment will then be made to view the records.

Surveys, Flyers, Posters and Petitions

Dansville High School students will be allowed to pass out materials protected by the First Amendment as long as they do not materially and substantially disrupt the educational process. Such literature must have the principal's prior approval. In most cases, students will be allowed to set up a table at lunch to distribute flyers or get petitions signed. Students who are interested in receiving the information or participating in the survey or petition will approach the table.

Posters and flyers are not to be hung in the building without the principal's prior permission. In most cases, these requests will be denied because of a desire to keep the building clean. Those who wish to publicize events may request to put announcements into our daily announcements or to add slides to our PowerPoint announcements that run all day in the high school commons.

Telephone Calls

Incoming calls: The office will cooperate with parents and guardians to get necessary messages to students during school hours. However, calls for students during school hours are disrupting to the education process. Calls, therefore, should be held to a minimum by good planning at home. Messages will be recorded and delivered to the student as soon as possible. Messages are delivered during passing time or at lunch to minimize classroom disruptions. In an emergency, students will be called to the telephone only upon the request of their parent or guardian.

Outgoing calls: Office telephones are primarily for school business and are not to be used for personal use. Illness at school is considered school business; calls may be made by the student or a school employee to make arrangements to go home in these cases.

Visitors

Visitors, including parents and former graduates, must report directly to the high school office and fill out a visitor badge. The badge must be clearly displayed at all times. Before leaving the building, visitors must checkout with the high school office.

II. STUDENT ACTIVITIES AND RECOGNITION

Awards

Students are given recognition each spring at the DHS Honors Night. Students are honored if they have earned: Student of the Month, awards from the Career Center, Perfect Attendance, 3.5 grade point average, All A's, top student in each grade for each subject area and special Senior awards. Athletic passes are given to students who earn all "A's" or perfect attendance.

Class Officers

Class officers are elected each year to provide leadership for each high school class and to assist class sponsors in carrying out class responsibilities. Officers also serve as a means of communication between classes and the faculty and administration. It is an honor to be chosen as an officer, but being one involves much hard work and responsibility.

Class Responsibilities

Freshmen: Elect officers, do fundraisers to earn money (goal: \$1000), and participate in Homecoming, including building a float.

Sophomores: Elect officers, do fundraisers (goal: \$2000), participate in Homecoming, and book a place for Prom.

Juniors: Elect officers, do fundraisers (goal: \$2000), participate in Homecoming, plan, organize and put on Prom and purchase flowers for the Senior class for graduation.

Seniors: Elect officers, do fundraisers, participate in Homecoming, collect Senior Pictures for the Yearbook, plan and put on the Senior Breakfast (make a program; send invitations to staff, School Board, and Superintendent; make slideshow; do class history; artifacts from Elementary; only 2 guests per student; make reservations early), plan the Senior Trip (follow Board policy), work with the principal to communicate important dates with the seniors, and help plan and put on graduation (slide show, rent screen, make the program (at least one week ahead, working with the principal), help with decorations if desired, invite Board members and Superintendent, arrange NHS students to pass out programs).

Dance Sponsoring Procedure

At the end of the school year, one class officer from each class will be asked to attend a meeting to assign dance sponsors. Juniors will get first choice because they have to pay for Prom, followed by the Seniors, the Sophomores and then the Freshmen. Fall Homecoming is sponsored by Student Council and Winter Homecoming is sponsored by the Cheerleaders. Dances will take place on Friday evenings after home athletic events on days in which school is in session.

Dance Policy

The following regulations apply to dances:

1. A minimum of two staff and eight adult chaperones are required at a dance. At least one chaperone must be a DHS teacher, unless preapproved by the principal.
2. Dances are primarily for Dansville students. Former students and students attending another school may not attend high school dances without advanced principal permission. Students are to sign up guests for dances using the "*Request to Host Guest*" form available in the office. It is the host student's responsibility to ensure the form is filed in the office by 3:30 pm on the Monday before the dance. Host students must also make sure that the form is complete, including parent signatures. Dropouts from any school are prohibited from attending a Dansville dance. Guests shall not be older than 20 years of age and be prepared to prove it.
3. Middle School students may not attend high school dances; High School students may not attend Middle School Dances.
4. No suspended or expelled students or students with unexcused absences shall attend Dansville dances.
5. The organization sponsoring the dance is required to provide two students at the door to positively identify those who wish to enter. Guests shall be expected to show personal identification such as a driver license or school ID. The organization sponsoring the dance shall provide a list of chaperones to the principal 10 days prior to the dance.
6. Students permitted to enter will be recorded on the dance log with the arrival time. When students leave, the time of departure will be entered until 15 minutes prior to the end of the dance. When parents call, to check on their child, the list will be used to verify the presence or absence of a student.

Dance Policy, continued

7. Admission will be charged at the door; those who meet the qualifications outlined in this dance policy will be allowed to enter, while others will be directed to leave the premises.
8. Students who leave the dance will not be permitted to return. Offering to pay does not qualify a student for re-entry.
9. Searches of students/their belongings may be conducted by the dance sponsor. Students refusing to cooperate will be asked to leave the dance immediately. Parents will be contacted.
10. A student who is disrespectful or insubordinate to an adult chaperone will be asked to leave the dance and building. Every effort will be made to contact the parent in these situations.
11. Any student who becomes obscene, threatening or abusive will face the following consequences:
 - a. the student will be asked to leave the dance immediately.
 - b. the student will not be allowed to attend future dances at the discretion of the administrator.
 - c. the student will face discipline, including suspension from school at the discretion of the administrator.
12. No one will be admitted during the final 60 minutes of a dance.
13. Students on school property or at a dance, in possession or under the influence of drugs or alcohol are in violation of the law and will be reported first to the police and second to their parents. School rules and Board Policies will be applied appropriately.
14. These regulations apply to Prom, Homecoming, Mistletoe, and other dances.
15. The entire Code of Conduct, including the dress code, expectations regarding public displays of affection, etc. applies at all dances. Inappropriate dancing of any kind will not be tolerated. Any questions about appropriate dresses or other attire, should be asked and answered before the event.
16. In the absence of an administrator, the event sponsor will have the authority to act on behalf of Dansville High School.
17. Students must be picked up immediately after the event. If a student is not picked up within 15 minutes of the event, the student may not attend the next dance. If the problem recurs, the student will not be able to attend dances for the remainder of the school year.

Dress Code for Formal Dances

- A. Dresses should be appropriate for a school event, which means they:
 1. should not be shorter than two inches above the knee.
 2. should not be low-cut in either the front or the back.
 3. may be strapless, provided they fit properly.
- B. Tuxedos or suits are considered appropriate formal attire as well.

Fundraisers

Any group interested in doing a fundraiser must fill out and submit a completed Fundraiser Form (available in the H.S. mailroom). Before submitting a request, the group should check on the availability of the facility, if needed. This can be done by contacting the H.S. office personnel. To be approved, the fundraiser must be approved by the H.S. principal and the Superintendent.

Homeroom Representatives

Homeroom representatives are selected every year based on nominations from staff members. Along with student council representatives, they represent the voice of the student body when decisions that impact students are made. They periodically meet with the principal and help to facilitate homeroom discussions.

Prom Guidelines

*All "Dance Policies" starting on page 19, also apply to Prom.

1. Students who want to bring a guest are encouraged to turn in their completed guest request forms before purchasing Prom attire and tickets.
2. The latest date for turning in a request form to the office for Prom is six school days before the Prom.
3. The purpose of allowing students to bring one guest to Prom is to allow a Dansville student to bring a date from another school. Additional non-current DHS students/guests will not be permitted to attend.
4. Underclassmen may attend Prom as guests of upperclassmen, as long as he/she is in good standing on the day of Prom.

School Clubs and Organizations

Dansville High School recognizes several student clubs or organizations as part of the Dansville Schools. Each organization and its members shall adhere to Board policy and school rules when meeting or engaged in activities representing the organization.

New clubs or organizations formed shall submit a written proposal to the building principal. The criteria for recognition are that the clubs should meet a student need or community need and be within the educational mission of Dansville Schools. The building principal has the authority to recognize new clubs or withdraw school recognition, for cause, from recognized clubs.

Dansville has the following student organizations/clubs:

Drama - sponsored by: Mrs. St. Amant and Ms. Cheadle

*Tryouts for Little Play are generally held in December before Christmas Break. These tryouts are only open to those who have been in a previous high school production. All students are eligible to be part of the crew. Rehearsals for Little Play are determined based on the schedules of the participants. Spring tryouts begin in early March. These tryouts are open to anyone. These students practice from 7-9 pm every night of the school week, except Fridays. The Big Play is performed the weekend of the first full week of May.

Equestrian Club - sponsored by: Mr. Cal Bowden

*Anyone who is interested may participate as long as you have a horse available and some experience with horses, preferably in showing as well. The season is relatively short, with only two weekends and the State tournament for those who qualify. Practices start in August after the Ingham County Fair is over. If you are interested or need more information, contact Mr. Bowden at 517-204-5366.

FFA - sponsored by: Ms. Johnson

*FFA is a program that runs in conjunction with our Agriscience courses. Students must be in an Agriscience course or plan to be in an Agriscience course in order to participate in FFA activities. The cost of membership is \$17 per year, which is due by October 10th. Students participate actively throughout the school year. There is also an FFA 4-H club that shows at the Ingham County Fair. The FFA meets once per month in the evening. Members are required to attend at least 3 meetings, do one fundraiser, and one community service project to be considered active. Members may choose to participate in leadership contests as well. Career development contest practices will be after school November through March depending on the contest. The first meeting is usually within the first three weeks of school.

Friends of Rachel Groups - contact: Mrs. Hodgson

*Student leaders run the Friends of Rachel groups. Meeting times are determined based on the schedules of the participants. These groups plan acts of kindness school groups and community groups every month. They also have weekly personal goals related to kindness. The meetings are usually held during lunch. There are longer meetings once per month after school.

Hypermilers Club - sponsored by: Mr. Hubinger

*This club is starting in the 08-09 school year to encourage the maximizing of fuel economy. Ideas and even fuel-saving inventions will be experimented with and ideas will be shared with the community. Meetings: once every other week after school in room 118 for 30 minutes.

Jazz Band - sponsored by: Mr. Norman

*This group has been meeting before school on Tuesdays and Thursdays. Membership is voluntary and students are given two cuts, not involving illness, before they are dropped from membership. They begin after football marching season and end after the Spring Fling. Next year may change depending on who is interested and when they would like to rehearse.

National Honor Society - sponsored by: Mrs. Fancher and Mrs. Galloway

*Students may apply to be in National Honor Society as sophomores. Students need to have a 3.25 gpa. Members need to do 25 hours of community service per year to maintain their eligibility. NHS students raise money for charity each year as well as sponsor Powder Tuff. Students meet approximately once per month during lunch.

Quiz Bowl - sponsor: Unknown

*Students begin practicing for competitions in the fall. Practices have been held during lunch as well as after school. Students compete weekly against other schools. More information will be available in the fall.

Recyclers Club - sponsored by: Mrs. Fancher

*The Recyclers Club is new for the 08-09 school year. This club is for those students interested in maintaining and improving Dansville's recycling practices. Students will be responsible for encouraging Dansville students and teachers to recycle, collecting paper once a week from designated recycling boxes, and ensuring that these boxes are used properly. We will also be developing ways to expand our recycling program. Meetings will be held 1-2 times a month during lunch or after school.

SADD (Students Against Destructive Decisions) - sponsored by: Ms. Riebow

*This club meets regularly starting in the fall. They find ways to promote safe decision-making and work on substance abuse prevention.

Science Olympiad - sponsored by: Ms. Johnson and Mrs. Torrey

*Science Olympiad is a state organization. Students in Science Olympiad work toward the goal of competing in the all-day Regional Science Tournament at Lansing Community College at the end of February. After school meetings begin before Christmas break, with serious preparation starting second semester. Participants determine the frequency of the meetings, as well as the intensity of the preparation. Much of the work is also done at home. Students who place in the top three at Regionals move on to the state competition in early May at MSU.

Student Council - sponsored by: Mrs. Carlson

*The purpose of Student Council is to promote better understanding between students and faculty, improve school spirit, encourage good sportsmanship, develop leadership and self-government and work for the general welfare of the students by providing a means for student expression. Student Council sponsors Fall Homecoming, Puttin' on the Hits and community service projects. Student Council is open to any student as long as they maintain a 1.0 gpa, attend meetings the first Wednesday of every month in the library and work on committee projects.

III. STUDENT SERVICES AND GUIDANCE/COUNSELING OFFICE

Community Resources

The Dansville Public Library (623-6511) is available for students, including access to computers and Internet resources. It is open on Mondays and Wednesdays from 3 p.m. - 8 p.m., on Tuesdays and Thursdays from 10 a.m. - 1 p.m. and 3 p.m. - 6 p.m., on Fridays from 3 p.m. - 6 p.m. and on Saturdays from 10 a.m. - 2 p.m. The Dansville Christian Youth Center is also available for students. It is open until 5:30 p.m. on Friday afternoons for middle school and high school students.

Guidance Services

A counselor is available for help with personal problems, scheduling of classes, career planning, armed services information, planning for college, financial aid, and much more. For an appointment with a counselor, students must come to the office and get a guidance pass. Students will then arrange a time with teachers to be released to see the counselor. Issues discussed with the counselor are confidential. However, the counselor will call parents if the student reveals information that indicates he or she is a risk to him/her self or others. Parents may call the counselor at Ext. 233 or email: riebowc@dansville.org at anytime to schedule an appointment.

Scholarships/Financial Aid

Seniors may be eligible for local, state and other scholarships. Information and applications are available from the counselor. The announcements will give more up-to-date information at the appropriate time. The counselor makes information available on college financial aid to high school seniors. A financial aid program is held in the evening for interested seniors and parents mid-year.

Staffings

If a parent, teacher, or student has a concern related to academic progress, the counselor can be contacted to schedule a staffing. A staffing is a collaborative meeting with the student, parent(s)/guardian, counselor, principal, with input from all the students' teachers. An action plan is developed to identify strategies for student improvement.

Tutoring - After School

Free tutoring is available to all students in the library after school on most school days until 4 p.m. Students may show up any day without making prior arrangements with the school. Mrs. Torrey tutors any interested students, specializing in Math and English. Interested students can come to the library for any of the tutoring sessions. Prearrangements are not necessary. Mrs. Torrey keeps a log of students who attend tutoring sessions, which is available to parents upon request. Mrs. Torrey can be contacted at ext. 306. Tutoring is also offered through the National Honor Society based on NHS member schedules and availability. Parents or students interested in this service may contact the NHS co-advisors, Mrs. Galloway (ext. 303) or Mrs. Fancher (ext. 285). NHS members earn service credit for specific service hours, including tutoring.

Withdrawal from School

Students dropping or withdrawing from school should first make an appointment with the counselor. If the student still wishes to withdraw from school after meeting with the counselor, he/she must fill out a drop form requiring a parent signature and be taken to each teacher verifying the return of all high school textbooks and supplies. The completed form must then be returned to the counselor.

Work Permits

Work permits may be obtained in the office. The State of Michigan regulations control the employment of minors. Minors between the ages of 14 and 18 must have a work permit before they can be employed. A student shall have obtained the age of 14 to be issued a work permit. **NOTE: PERMITS MAY BE REVOKED BY THE SCHOOL IF A STUDENT'S ATTENDANCE OR ACADEMIC ACHIEVEMENT IS AFFECTED ADVERSELY BY THEIR EMPLOYMENT.**

IV. ACADEMIC POLICIES AND PROCEDURES

Academic Interventions

When a concern arises regarding a student's progress in a class, the following steps are suggested: 1. Contact the teacher directly with concerns. 2. Send the student to after school tutoring with Mrs. Torrey in the library. 3. Contact the counselor (x233) to schedule a staffing. 4. Contact the counselor to schedule a follow-up staffing to check on progress. 5. If there are concerns after steps 1-4 that continue, contact the principal regarding other services that the student may be eligible to receive, including special education.

Capital Area Career Center

The Capital Area Career Center (CACC) will enforce Capital Area Career Center rules as listed in the CACC handbook. Dansville Schools and the CACC mutually respect suspension and expulsion decisions. Decisions rendered by either Dansville or CACC are mutually binding. It should also be understood that Dansville Athletic Training rules are in effect while attending the CACC. Violation of the Athletic Training rules at the CACC will result in discipline as outlined in Dansville policies, rules and practices. Students must have junior status (14 credits) to enroll for the CACC. Students will have opportunities during their sophomore and junior years to visit and apply for enrollment at the CACC. The high school counselor is the point person for questions related to the CACC.

Students must attend the CACC, even if Dansville Schools are not in session.
Students must attend DHS, even if the Career Center is not in session.

Credit Recovery

Students needing information about credit recovery, to stay on track for graduation, should make an appointment with the high school counselor. Current options include: American School, Michigan Virtual High School, and local summer school programs.

Dual Enrollment Policy

Dansville Schools will pay tuition at a post-secondary institution for full-time students in accordance with the State law. *See the counselor for details.* As a condition of participation in the Dual Enrollment program, the following rules have been adopted by the Dansville School District.

1. Only Juniors and Seniors are eligible to dual enroll. This process begins when the counselor puts information in the announcements asking interested students to contact her. Students will receive necessary paperwork and information at that time.
2. Students must qualify to dual enroll by meeting state-established minimum standardized test scores. The high school counselor is able to discuss test score eligibility with interested students.
3. Students will not dual enroll to take a class that is equivalent to a class offered at Dansville High School.
4. Students who enroll in college classes must ensure that the college courses do not conflict with classes in which the student is enrolled at DHS.
5. Dansville Schools will not pay for students to retake classes or recover lost credit.
6. Due to the cost of tuition incurred by the school, dropping and/or failing a dual-enrolled class may jeopardize future dual enrollment.
7. Students are expected to communicate with both the post-secondary institution and Dansville High School counselor and/or principal regarding any concerns that arise related to dual enrollment.
8. Transportation arrangements are the responsibility of the student and his/her family.
9. Attendance rules printed in the Dansville High School Handbook shall govern the Dual Enrollment student.
10. Students who attend Dansville High School one or more hours daily are expected to arrive no earlier than 15 minutes before their first Dansville class and depart the Dansville High School campus within 15 minutes after the Dansville High School classes have concluded.
11. Dual Enrolled students shall not expect to spend time at Dansville High School during the designated school day and time they are expected to be at the college or working on their college courses, without written permission from the principal. Permission can be granted for a significant purpose that does not interrupt the teaching schedule or disrupt the school day.
12. Students who plan to drop a college course must get preapproval from the HS office before adding a new course. Not doing this may jeopardize future enrollment.
13. Students must declare before the start of the semester, whether the class will count for HS, college credit, or both.

Eighth Grade Credit

Students in the eighth grade or below, who take high school classes (grades 9-12) including Algebra I and Spanish I, who earn at least 77% overall, will receive high school credit. Students must retake these classes in high school if credit is not earned. These credits will count toward the 29 credit graduation requirement and the grade will be calculated into the student's high school grade point average. Students may choose to repeat either of these courses in their 9th grade year, in which case the 8th grade grades will be replaced by the grade earned in 9th grade.

Enrollment at Dansville High School

Students applying to enter high school after failing to complete the previous semester of traditional high school either at Dansville or elsewhere, or students who are continuously enrolled and fall into the categories listed below are required to meet with the high school principal and counselor. Enrollment will depend on commitment and a review of student records.

1. Student is 17 years of age as of September 1 with less than 6 credits on his/her record.
2. Student is 18 years of age as of September 1 with less than 10 credits on his/her record.
3. Student is 19 years of age as of September 1 with less than 14 credits on his/her record.
4. Student is 20 years of age as of September 1.

Alternative educational programs will be examined and may be encouraged depending on the individual student. Enrollment eligibility is determined after a review by the high school principal.

To determine the starting date for a student, a review of the grade record, tests, contents of the accumulative folder and the reasonable expectation of obtaining credit, will be conducted.

Grade Classification

During a four-year high school program, students are expected to earn a minimum of twenty-nine (29) credits toward graduation. Students will be contacted after the first semester of their final year by the counselor to verify graduation status.

1. 7.0 credits recorded = sophomore status;
2. 14.0 credits recorded = junior status;
3. 21.0 credits recorded = senior status;
4. 24.0 credits recorded = qualifies a senior to walk in the Graduation ceremony;
5. 29.0 credits recorded = qualifies the senior to be considered for a diploma.

Throughout enrollment, a student will be identified with and be expected to participate with his/her grade. Grade classifications can change on the first day of any semester.

Grading

Class Percentage	Letter Grade	GPA
93 – 100	A	4.0
90 – 92	A-	3.7
87 – 89	B+	3.3
83 – 86	B	3.0
80 – 82	B-	2.7
77 – 79	C+	2.3
73 – 76	C	2.0
70 – 72	C-	1.7
67 – 69	D+	1.3
63 – 66	D	1.0
60 – 62	D-	0.7
59 and below	F	0.0

INCOMPLETE GRADES: Students receiving an Incomplete ("I") grade shall make up the work within one week of the day report cards are mailed. After this date is passed, all "I" grades are turned to "F"s and credit will be lost. Some exceptions may exist due to extensive excused absences.

Dansville/Lansing Community College Credit Conversion Chart

To determine the Honor Points (HP) one must use to calculate ones Dansville Grade Point Average (GPA), identify the grade earned in column one, move horizontally across the row until aligned with the number of credits for the class. The number in the box, at this intersection, is the number to enter for this class in the calculation of one's Dansville GPA.

LCC Grade	LCC Credit 1 Hour	LCC Credit 2 Hours	LCC Credit 3 Hours	LCC Credit 4 Hours	LCC Credit 5 Hours
4.0	2.0 HP	3.0 HP	4.0 HP	6.0 HP	8.0 HP
3.5	1.75 HP	2.625 HP	3.5 HP	5.25 HP	7.0 HP
3.0	1.50 HP	2.25 HP	3.0 HP	4.5 HP	6.0 HP
2.5	1.25 HP	1.875 HP	2.5 HP	3.75 HP	5.0 HP
2.0	1.0 HP	1.50 HP	2.0 HP	3.0 HP	4.0 HP
1.5	.75 HP	1.125 HP	1.5 HP	2.25 HP	3.0 HP
1.0	.50 HP	.75 HP	1.0 HP	1.5 HP	2.0 HP

Graduation Requirements

Graduation requirements can be divided into three parts: (1) the total number of credits required (2) credits in specific courses required and (3) taking the Michigan Merit Exam (see MME section below). Graduation requirements should be viewed as dynamic rather than static because they must reflect and/or anticipate changing needs of students in order to prepare them for their eventual role.

Michigan Merit Exam Graduation Requirement

All students shall take the Michigan Merit Exam (MME) in their junior year. It includes a state-funded ACT college entrance exam, the Work Keys test for job readiness and Michigan-developed Math, Science and Social Studies tests to assess the State Content Expectations.

The Dansville School Board passed a policy in 2007 stating that students will be required to complete the MME test to graduate from Dansville High School. Students must also put forth a good faith effort to complete the test to the best of their ability. Students not earning proficient scores on the MME during their Junior year must retake the MME their Senior year or take a class in the area(s) in which their scores are not proficient.

Specific course requirements for the graduating classes of 2008 - 2010 are:

- **Three credits of English**
 - One credit of Freshman English
 - One credit of Sophomore English
- **Two credits of Math**
- **Two credits of Science**
 - One credit of Physical Science
- **Four and one half credits of Social Sciences**
 - One credit of 9th Grade History
 - One credit of U.S. History

- One half credit of Economics
- One half credit of Government/Geography
- One credit of World History
- **One credit of Health/Physical Education**
- **Two credits of Foreign Language, Fine or Performing Arts, Vocational Education, Practical Arts** (any combination)

Total number of credits required to graduate are 29.

Specific course requirements for the graduating class of 2011 and beyond:

- **Four credits of English**
 - One credit of Freshman English
 - One credit of Sophomore English
 - One credit of American Literature
 - One credit of elective English
- **Four credits of Math**
 - One credit of Algebra I
 - One credit of Geometry
 - One credit of Algebra II
 - One credit of math-related class in last year of high school
- **Three credits of Science**
 - One credit of Physical Science
 - One credit of Biology
 - One credit of Chemistry or Physics
- **Three credits of Social Sciences**
 - One credit of U.S. History/Geography
 - One half credit of Economics
 - One half credit of Civics
 - One credit of World History/Geography
- **One credit of Health/Physical Education**
- **Two credits of Foreign Language (beginning with the Class of 2016)**
- **One credit of Visual, Applied or Performing Arts (any combination)**
- **Twenty hours of online experience from 6th through 12th grade**

Total number of credits required to graduate are 29.

Eligibility to Participate in Commencement Exercises

Four continuous years of high school does not, in itself, guarantee graduation. Situations occasionally occur whereby a student can, at the last moment, fall short of the requirements for a signed diploma but may wish to participate in commencement exercises with his/her class. To be considered eligible to participate in graduation exercises, a student must have accumulated a minimum of **24.0 credits** by the end of the first semester of the senior year.

Participation in commencement exercises is a **privilege** not a right. Seniors who are subject to disciplinary action in the last nine weeks of their senior year, may lose the right to walk at graduation. ***Graduating seniors are also required to attend graduation practice as determined by the principal.***

Graduation is a public event. Student dress is expected to be modest, appropriate, and similar to attire worn to a wedding. Men graduates must wear dress pants, a collared dress shirt, and their best pair of shoes (preferably dress shoes). Women graduates must wear dress pants and an appropriate top or a dress, and dress shoes or sandals (no flip flops).

Eligibility to participate in commencement exercises is determined by grades recorded through the first semester in the final year. **Recognition of those who will be graduating with honors will take place after grades are recorded in the final semester before graduation.** Seniors with outstanding fees or payments, overdue or lost library books, or unpaid fees/fines (lunch, library), or obligations involving the athletic department, band, choir, library or school activity, and those who do not attend graduation practice shall not participate in graduation ceremonies.

Graduation with Honors

Beginning with the Class of 2009, students will be honored at graduation for the following accomplishments:

Cum laude: graduating with honor; earned a 3.33-3.69 grade point average (gpa)

Magna cum laude: graduating with great honor; 3.7-3.89 gpa

Summa cum laude: graduating with highest honor; 3.9-4.0 gpa

Students who earn summa cum laude standing will be recognized in lieu of the “Top Ten”. The Valedictorian designation will be given to the student(s) who earn the highest gpa, while the Salutatorian designation will be given to the student(s) with the second highest gpa.

Homebound Instruction

Homebound instruction may be provided for students who are unable to attend school because of injury or illness. This service will be provided when a student’s physician indicates in writing that the student’s medical condition requires him/her “to be hospitalized or to be confined to the home during regular school hours for a period of longer than five school days.” **It is the parent's responsibility to request homebound services from the high school counselor or administration.**

Students receiving homebound instruction will be provided two non-consecutive 45-minute periods of instruction per week. The purpose of the homebound instructor is to facilitate the exchange of assignments between the regular school teacher and the student. Specific content area questions should be directed to the regular classroom teacher via written questions given to the homebound instructor, email or direct phone call. Any issues that arise concerning receiving work from specific staff, should first be directed to the homebound instructor and an administrator.

Internet Resources

- Michigan School Report Cards <https://oeaa.state.mi.us/ayp/>
- School Matters (Analysis of School District Performance) www.schoolmatters.com
- School Violence Hotline www.michigan.gov/safeschools 1-800-815-TIPS
- MIChild (Health Insurance for Uninsured Children) 1-888-988-6300

- Michigan Merit Award www.michigan.gov/meritaward 1-888-447-2687
- Michigan Education Trust www.setwithmet.com 1-800-MET-4-KID
- Michigan Education Savings Plan www.misaves.com 1-877-861-MESP

Progress Reports/Report Cards

Progress reports are given to students every Tuesday in every class. Quarterly progress reports are sent home in the mail. Report cards are mailed home at the end of each marking period.

Reduced Schedule

Students interested in requesting a reduced schedule must do so no later than two weeks after the semester starts. Students will need to get a permission form from the office that must be completed by the student and signed by a parent/guardian.

In order to be granted a reduced schedule, students must meet one of the following criteria:

- Be legally employed after school hours preferably with a job that will help them gain educational skills, or career exploration knowledge.
- Be attending a local university or community college as a dual-enrolled student.

Note: According to the pupil accounting laws, students are allowed to have a reduced schedule during a skinny only if they are dual-enrolled for at least two blocks due to the extra work involved in taking college classes.

Schedule Changes

1. Students may change their schedule one week prior to the start of a semester for the following reasons:
 - a. Needs to be put into a more difficult or easier class as recommended by their teacher.
 - b. Student was scheduled into a class, which he/she has already successfully completed.
 - c. A change in school program, example: programs and/or classes being dropped or added by the administration.
 - d. The student has an incomplete schedule, example: the student has less than five classes printed on his/her schedule.
 - e. The student does not have the prerequisites for a course. The primary changes in a student schedule should be related to the student's four-year career plan.
2. All requests for schedule changes must be initiated with the counselor.
3. Students who stop attending class without an approved schedule change will be considered truant.
4. Students taking a year-long class are expected to stay for the full year unless fail the first semester, or it is mutually agreed upon by both the teacher and student that he/she is allowed to drop the class at semester time.
5. Changes to schedules after the schedule begins will only occur in limited cases.

Teacher Commitments

The teachers and administration at Dansville High School are committed to you and your student. Following is a list of resources and other information to allow a constant flow of communication between the staff and parents of Dansville High School.

- Every Tuesday a progress report from each class will be sent home with your student.

*PLEASE NOTE: Because of the nature of gym, art, choir and band classes, progress reports will be available only upon request.

- Every time a significant drop in behavior is noted, you will be contacted by the teacher via a note on the progress report, an email or a phone call.

<p style="text-align: center;">We are committed to the following plan to help students who struggle academically:</p>

- All students who are failing one or more classes at progress report time (4 weeks into the nine weeks) are encouraged to attend Saturday School to catch up on work until they are passing. Interested students should contact the office and speak to Mrs. Konen before attending Saturday School.
- Staffings are held for students who are struggling based upon parent, student, teacher, counselor or administrator request.
- All freshmen who are failing one or more classes after progress report time, will receive a call home from the counselor to set up a staffing- a meeting with the student, the parents, the teacher, the counselor and the principal designed to develop a plan of improvement for the student.
- All students who are failing more than one class at report card time (each nine weeks), will be contacted via a letter from the counselor regarding the school's concern, inviting parents to set up a staffing.
- If a student fails a core content class at the semester, every attempt will be made to change the student's second semester schedule so that he/she retakes the same class.
- If the student continues to struggle second semester, the student will be assigned weekly meetings with an adult mentor.

Testing Out

The Board of Education shall grant high school credit in any course to a pupil enrolled in Dansville High School, but who is not enrolled in the course, who has exhibited a reasonable level of mastery of the subject matter of the course by attaining a grade of not less than a C+ on a final exam in the course and/or by exhibiting that mastery through the basic assessment used in the course which may consist of a portfolio, performance, paper, project, lab or presentation.

For the purpose of earning credit under this section, any high school pupil may take the testing out assessments for any course. Credit earned under this section shall be based on a "pass" grade and shall not be included in a computation of grade point

average for any purpose. Credit earned under this section will count toward graduation, in accordance with Michigan Law.

Once credit is earned under this section, a pupil may not receive credit thereafter for a course lower in course sequence concerning the same subject area.(MCL 380. 1279b)

Students can apply to test out prior to ONE WEEK FROM THE LAST DAY OF EACH SEMESTER. The counselor will put information in the announcements during this window. Testing out will take place with the counselor the week after the final exams are taken at the end of each semester. Applications are available by contacting the counselor.

*NOTE: Seniors may apply to test out after the completion of the third marking period of their senior year. All tests must be taken no later than April 30th in order to count toward graduation. Otherwise, tests may be taken with underclassmen at the end of the semester.

Textbooks

Textbooks and other classroom materials such as flash drives, are provided free of charge for all students requiring textbooks in their classes. All textbooks and other classroom materials remain the property of Dansville Schools. Each student is responsible for the care and return of all textbooks and other classroom materials in a reasonable condition. If a student loses a textbook or other classroom material, or damages it beyond use, a replacement will be made.

All books and other classroom materials will be checked in at the conclusion of the course for which they are issued. Students are responsible to report to their teacher the condition of their books upon issue. The teacher will assess the student with a fine for damage or loss of school-issued books and materials. The fine should be paid at the high school office. Students with outstanding fines are not permitted to walk at graduation.

Virtual High School Classes

Dansville Schools will pay tuition costs for a limited number of students to take online classes each semester. The number will depend upon budget considerations and personnel to supervise the students. Students may only take classes whose equivalent is not offered at DHS. Students may only take classes that are approved in advance by the counselor and the principal. Approval will depend primarily on educational value of the class.

V. CODE OF CONDUCT

Dansville Schools' staff believes that discipline in the school setting provides each student with the best possible atmosphere for learning. Each student and his/her family should understand that any teacher or school official not only has the right, but the duty to insist on good behavior in all areas and functions for the school. Students have the right to a free education, but they also have the responsibility to comply with

the school's rules and regulations. All students should be treated fairly, considerately, and consistently. Disciplinary action will fit the violation and will occur as soon as practicable after the incident. **It should be noted that the discipline procedure is cumulative for each student, and that consequences progress with each infraction.** We believe that every student's problem must be handled on an individual basis. The ultimate goals of any disciplinary policy should be to encourage personal responsibility for actions and the development of internal constraints.

Building administrators may choose to apply disciplinary measures other than those specifically listed when it is deemed appropriate. Examples of these include, but are not limited to, diversion programs, work details, counseling programs, and evaluation and treatment programs.

POSITIVE BEHAVIOR SUPPORT

As a staff we have worked together to encourage positive behavior and create a positive school-wide system of support for students to make good choices. We believe that in addition to educating our students academically, we have a responsibility to foster the development of their CHARACTER. The staff has engaged in an ongoing evaluation of the traits represented below that correlate with each letter of the word CHARACTER. The students developed the definitions for each trait. The staff members will then evaluate each trait and find which traits need improvement. From there, a positive reward system will be developed to encourage students who are meeting or exceeding expectations for that trait. In this way, positive behavior is rewarded rather than focusing only on negative behavior.

CHARACTER

COMMITMENT

Never giving up on something you are passionate about, even when times are hard.

HONESTY

Being truthful to yourself and everyone around you.

ACCOUNTABILITY

Being responsible for your actions and following through to the fullest.

RESPECT

Treating people how you want to be treated regardless of how you feel about them.

ACHIEVEMENT

The result of hard work, effort, and good attitude; the real rewards that have truly been earned and last a lifetime.

CARING

Showing compassion for someone or something by thinking about them rather than yourself and actually talking to other people to see how they're doing.

TEAMWORK

Cooperating well within a group and working together to achieve a common goal.

EXCELLENCE

Being the best you can be; trying as hard as possible and striving for your best.

RESPONSIBILITY

Doing what you know you have to do and owning up to things you do wrong.

CONSEQUENCES FOR MISBEHAVIOR

1. Before or After School Detention.
2. Saturday School.
3. In-School suspension.
4. Out-of-School suspension.
5. Expulsion/separation.
6. Suspension from extracurricular participation and attendance.
7. Suspension of bus riding privileges.
8. Other-such as restorative conferences, etc.

LUNCH DETENTIONS

Students may be assigned lunch detention by teachers for classroom misconduct or as a consequence for tardiness. Students must report directly to the office and check in to ensure that the detention will be recorded as served. Failure to serve detentions will result in further discipline.

OFFICE DETENTIONS

Students may be assigned detentions for misbehavior. Office detentions are scheduled before (7:15 a.m.-8:00 a.m.) or after school (2:45 p.m.-3:30 p.m.). Students may be required to do cleaning on school grounds during detention time with prior parent approval. Students will report to the office and check in when assigned a detention. Failure to serve detentions will result in further discipline.

SATURDAY SCHOOL SUSPENSION

Saturday School meets at Dansville High School from 8:00 a.m.-12:00 p.m. The front doors will be open at 7:55 a.m. and will be locked at 8:05 a.m. Students are responsible for getting to and from the Saturday School Suspension. Students should be picked up/leave at 12:00 p.m. SHARP! Students are required to attend the full Saturday School hours and will not be admitted after 8:05 a.m. Failure to report for a Saturday School suspension will result in an automatic one day out-of-school suspension.

Students must report on time, behave appropriately, and bring enough homework for the entire session, including paper and pencil. Reading is also allowed, if it is academic reading.

IN-SCHOOL SUSPENSION

This is one or more days the student is socially separated from the rest of the student population. Students must report directly to the office upon arrival at school. During the In-School suspension the student is responsible for his/her assigned work. The student serving in the In-School suspension room must follow the rules of this room. If rules are not followed, the student will be sent home with an additional out-of-school suspension day added.

An in-school suspension prevents the student from attending their Career Center and/or classes for which they are dual enrolled. Students who are assigned in-school suspension will not be eligible to participate in any after school activities or events until the suspension ends.

Students are expected to complete all schoolwork and have it ready to turn in upon returning to class. Teachers will send work down to the office. Any work not completed may be counted for no credit, at the discretion of the teacher.

Students will earn credit for work missed. Students will be given until the end of the 2nd day after returning to class to turn in major projects or complete missed tests. Work not completed may be accepted at the discretion of the teacher.

NOTE: If a student is assigned an in-school suspension and chooses to take an out-of-school suspension instead, NO CREDIT will be given for work missed for the suspension.

OUT-OF-SCHOOL SUSPENSION

On the basis of present law, the principals at Dansville Schools are delegated the authority by the Board of Education to temporarily separate or suspend a student from school and school property. Violators will be prosecuted to the full extent of the law. Suspensions of more than ten days require Board action.

Out-of-School suspension is one or more days during which the student is barred from attending all classes and school sponsored events. Students receive out-of-school suspension due to one major violation of the Student Code of Conduct or a series of violations, which result in a higher level of consequence.

Suspended students may not be on school grounds or attend school activities during suspension (including other Dansville Public Schools activities such as football games, etc). An out-of-school suspension prevents the student from attending their Career Center and/or classes for which they are dual enrolled. Students are expected to complete all schoolwork. Assignments may be picked up by parents in the main office every two or three days. Students are generally given 2-3 days worth of work and more work will be provided when that work is completed and returned to school. Students are expected to have all assignments completed when they return to school. Any work not completed may be counted for no credit, at the discretion of the teacher.

Students will earn credit for work missed. Students will be given until the end of the 2nd day after returning to class to turn in major projects or complete missed tests. Work not completed may be accepted at the discretion of the teacher.

IMPORTANT: Students MUST meet with Ms. Riebow or with Mrs. Hodgson in the morning of the day of return, before returning to classes. She will follow up on academic progress and ensure a smooth transition back to school.

EXPULSION

Expulsion – the removal from Dansville Schools for an extended period of time, such as the remainder of the school year or longer. The Dansville Schools' Board of Education and Administration are committed to maintaining our safe and respectful school environment. **Therefore, we adhere strictly to Michigan Law, which requires the permanent expulsion of students (in grades 6-12) for any of the following offenses:**

- Physical assault of a school district employee, volunteer, or contractor;
- Verbal intimidation of a school district employee, volunteer, or contractor;
- Possession of a dangerous weapon on school property or at a school activity;
- Criminal sexual conduct
- Arson

The definitions and applications of these terms are found in the Code of Conduct.

Additional offenses warranting expulsion from school include:

- A student who uses or threatens to use a device capable of harm.
- Student who threatens to use or uses weapon, facsimile or explosive device.
- Possession or use of a weapon or weapon facsimile, explosive device or threat to use such instrument(s) to do bodily harm.
- Sexual misconduct/assault, (unwanted sexual contact).
- Bomb threats.
- False fire alarms.
- Selling, distributing, or providing drugs or other controlled substance(s), (including look-alikes) to others.
- Extortion, blackmail.
- Acts of hate (including racist or sexist comments/literature).

This is not an all-inclusive list. Other cases may be brought before the Board of Education for expulsion at the discretion of Dansville Schools. Cases of serious misconduct that also violate law are reported promptly to law enforcement personnel.

DUE PROCESS PROCEDURAL RULES AND REGULATIONS FOR THE SCHOOL COMMUNITY

The constitutional rights of individuals assure the protection of the due process of law; therefore, this system of constitutional and legally sound procedures is developed with regard to the administration of discipline in the schools of Michigan.

1. The hallmark of the exercise of disciplinary authority shall be reasonableness and fairness.
2. An effort shall be made by administration and faculty members to resolve problems through effective utilization of school district resources in cooperation with the students and his/her parent or guardian.
3. A student must be given an opportunity for a meeting with the appropriate school administrator if the student or his/her parents desire one. A meeting shall be held to allow the student and his/her parent or guardian to contest the facts that may lead to disciplinary action or to contest the appropriateness of the sanction imposed by a disciplinary authority, or if the student and his/her parent or guardian alleges prejudice or unfairness.

SUSPENSION PROCEDURES

1. The student shall be informed of the specific charges forming the basis for the disciplinary recommendation, and shall be given a brief explanation of the evidence against him/her.
2. The student will have the right to present to the school administrator any relevant information that will support his/her defense.
3. If the student is suspended by the school administrator, the administrator will:
 - a. Notify the parents as soon as possible of the suspension, the reasons for it, and the steps necessary to effectuate the student's return to school.
 - b. When necessary an administrator will meet with parents and/or the student to plan the satisfactory return of the student to the school setting.
4. If the parents are dissatisfied with this action, they may make a final appeal by submitting their request in writing to the superintendent within 24 hours of the consequences being assigned. The student will remain suspended during all phases of the appeal process or until the suspension has been fulfilled.

SUSPENSION OF MORE THAN TEN DAYS/EXPULSION

A student recommended for a long-term suspension or expulsion is entitled to a formal hearing. Procedural guidelines have been developed to facilitate the hearing/appeal process. The following procedure guidelines will be in effect during the school year.

1. Written notice of charges against a student shall be supplied to the student and his parent or guardian. Included within this notice shall be a statement of the time and place for the hearing. The hearing shall be held no later than 10 school days after the date of the notice.
2. The hearing shall be conducted by the School Board, which shall make its determination solely upon the evidence presented at the hearing.
3. Parent or guardian is entitled to be present at the hearing.
4. The student, parent or guardian may be represented by legal counsel at their expense.
5. The student shall be given an opportunity to give his/her version of the facts and to present witnesses and other evidence on his/her behalf.
6. The student shall be allowed to observe all evidence offered against him/her. In addition, (s)he shall be allowed to question all witnesses who testify at the Board hearing.
7. The decision of the School Board shall be sent to the student and his/her parent or guardian by the Superintendent's office.

Notice of Application of the Code of Conduct

The following Code of Conduct rules apply to any student who is on school premises, en route to and from school, on a school-related vehicle, at a school-sponsored activity, or whose conduct at any time or place directly interferes with the operations, discipline, or general welfare of the school.

CODE OF CONDUCT VIOLATIONS:

Alcohol, Drugs, or Other Controlled Substances

The possession, use, sale, and/or distribution of alcohol, drugs, any other controlled substances, prescription drugs, inhalants, "look-alike" substances by any student in school, on school property, or at school events (at DHS or elsewhere) is strictly prohibited. Any student involved in such acts faces discipline ranging from out-of-school suspension up to and including permanent expulsion depending, upon the severity and/or the number of offenses. Severity and length of disciplinary action will be influenced by: past history of disciplinary actions, amount of illegal substance(s) and intent for sale or distribution.

All offenses will be reported to the proper authorities. The Board of Education views possession, use, sale, and/or distribution of alcohol, drugs, any other controlled substances, or "look-alike" substances as dangerous and destructive and, therefore, will take every legal step to discourage their presence.

Alcohol

The possession, use, or sale of alcohol is strictly prohibited. If there is reason to suspect use of alcohol and it cannot be determined that a student has been using alcohol, the student can be requested to take an alcohol test. The student will be informed as to the purpose of the test and the process to be followed. An administrator will administer the test with an adult witness present, when possible. If the test registers alcohol in the system, the student will be subject to suspension according to school policy.

If the student refuses to take the test, he/she will be subject to suspension. Parents will be informed of the suspension. If the violation occurs at evening events, the punishment shall also include removal and suspension from further events.

The purpose of the test is to determine if the student has been using alcohol. The possession or consumption of malt beverages (regardless of their alcoholic content) on school grounds or while a student is associated with a school activity is inappropriate/unacceptable conduct and will subject the student to disciplinary measures under the student code of conduct.

CONSEQUENCES for violations involving student use, possession or being under the influence of a controlled substance including alcohol, drugs, unauthorized prescription medication, mood-altering or look-alike chemicals, will result in the following:

FIRST OFFENSE:

Option 1: 10 day out-of-school suspension and/or hearing before the Board of Education.

Option 2: The student and his/her parents may have the option of reducing the 10 day suspension to a minimum of 6 days of suspension provided that they agree to the following:

1. A certified substance abuse counselor, approved by the school district, will evaluate the student.
2. The student will follow the program prescribed by the counselor.
3. The student will attend a substance abuse class approved by the school district.
4. The parent/guardian will provide proof of steps 1-3.
5. If any of the above steps are not followed, the suspension will remain 10 days.
6. Any evaluation or treatment will be paid for by the parent/guardian.

SECOND OFFENSE: A second violation of the Code of Conduct for possession, use or being under the influence of alcohol or other drugs, will result in an automatic hearing before the Board of Education.

Arson

Student who deliberately burns or attempts to burn property or building on school premises has committed arson. Administrator will file charges with police. **Consequence:** permanent expulsion from all Michigan public schools as required by Michigan law.

Blackmail/Extortion

A student who attempts to obtain property, money or advantage by use of violence or threats has committed blackmail/extortion. **Consequences** range from police report to possible long-term suspension and/or expulsion.

Bomb Threats

Bomb threats and similar threats directed at a school building, school property, or a school related event are violations of State Law. **Consequences** 10 days out-of-school pending Board hearing into expulsion.

Book Bags, Coats, Hats and Purses

Book bags, coats, hats and purses are not allowed in classrooms and must be stored in students' lockers during the day. Hats must be removed before entering the building at the start of the day. Bandanas and hoods will be considered hats. Book bags, purses and coats should be placed in the locker at the start of the day and then can be taken/worn out of the building. **Consequences** first offense: warning; second offense: office detention; third offense: Saturday School suspension for insubordination. Consequences will increase if the violations continue.

Bullying

Bullying is a form of harassment. For the purpose of this policy, "bullying" is defined as: the repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted (which includes all forms of cyber bullying that are under the school's jurisdiction), or emotional abuse, or through attacks on the property of another. It may include, but not be limited to, actions such as verbal taunts, name-calling and put-downs, including acts that are reasonably perceived as being

motivated by a student's religion, race, color, national origin, age, sex, sexual orientation, disability, height, weight, socioeconomic status, or by any other distinguishing characteristic. Such conduct is disruptive of the educational process and, therefore, bullying is not acceptable behavior in this district, and is prohibited. **Consequences:** Students who engage in any act of bullying are subject to disciplinary action ranging from restorative conferences up to and including suspension or expulsion. **Law enforcement officials may be notified of bullying incidents.**

Bus Rules and Regulations

Riding a school bus is a privilege. It is the school's desire that the trip be safe in every respect. Students are expected to know and follow all rules established in the transportation policies. Reminders:

1. School rules are in effect on the bus and at bus stops.
2. School authorities may extend the suspension of bus privileges or assign school suspension if circumstances warrant.

Cell Phones & Electronic Devices

A student may possess a cellular telephone, or other electronic communication device (ECD), in school, on school property, including buses, at after school activities and at school-related functions. Possession of a cellular telephone or other ECD by a student is a privilege, which may be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of this privilege.

Student cell phones are subject to confiscation and may be searched based upon reasonable suspicion of a rule violation. ECDs are under no circumstances to disrupt the orderly conduct of the school. The student who possesses a cellular phone or ECD shall assume responsibility for its care. At no time shall the District be responsible for preventing theft, loss or damage to cell phones or ECDs brought onto its property, including buses.

During school activities, when directed by the supervisor or sponsor, cell phones and other ECDs shall be turned off and stored away out of sight.

Cellular telephones and other portable communication devices are not to be used during the school day, with the exception of high school students, who are able to use their phones ONLY during lunch.

During the school day such devices are to be turned off and stored in students' lockers. They are not to be taken into classrooms or locker rooms.

Use of cell phones on buses is permitted only with the express permission of a supervisory adult.

The use of cellular telephones may be allowed for health or other unusual reasons when approved in advance by school administration and are to be used only in the case of emergencies.

Further, the use of ECDs in the locker rooms, bathrooms, or other areas where students have an expectation of privacy will be construed as grounds for reasonable suspicion and a potential attempt to violate the rights of others and may result in confiscation and/or search of the device's contents.

Violations of this policy may result in disciplinary action against the student which may result in confiscation of the cellular phone or ECD. Surreptitious recording of any kind is prohibited by Board Policy [#461].

*Cell phone use is prohibited in a lockdown situation as per the District Lockdown policy.

CONSEQUENCES: First Offense: Phone taken/warning; Second Offense: Phone must be picked up by a parent; Third Offense: Phone picked up by parent and Saturday school for insubordination.

Computers and Acceptable Use Policy

I. General Information.

- A. Students' access to computers is restricted to school hours. Special arrangements must be made for other times (e.g. Saturday School).
- B. DHS restricts students' access to their personal email except for those with staff approval.
- C. DHS reserves the right to block any website.
- D. Students' storage space on the server is limited, so the use of portable storage devices is strongly encouraged.
- E. The student home directories are emptied out at the end of each school year.
- F. When you are using the computer system at school, it may feel like you can easily break a rule and not get caught. This is not true. Electronic footprints are imprinted on the system whenever an action is performed. Therefore, it is likely that you will be caught if you break the rules.

II. General rules for computer use.

- A. Food and drink are not allowed in either computer lab.
- B. Games are not allowed on any library computer.
- C. Games are allowed on lab computers at the discretion of the supervising teacher.
- D. Students may not exit Windows without teacher permission.

III. Reasons for computer use to be restricted or denied.

- A. Inappropriate Internet Use: Visiting non-academic sites (use of chat rooms, instant messengers, napster, large downloads or executables)
*Consequences: 1st violation: 60 days off the Internet.
2nd violation: 180 days off all school computers for any.
3rd violation: Permanent loss of all school computers plus additional disciplinary action at the discretion of the administrator.
- B. Illegal Internet/Network Use: Visiting pornographic sites or hacking, including using someone else's user ID without their knowledge.

- *Consequences:
- 1st violation: 90 days off all school computers for any reason.
 - 2nd violation: 180 days off all school computers for any reason.
 - 3rd violation: Permanent loss of all school computers plus additional disciplinary action at the discretion of the administrator.

C. Circumventing our school proxy and web filter by accessing a 3rd party proxy. By doing this, students gain access to all websites on the internet, without any monitoring.

- *Consequences:
- 1st violation: 90 days off all school computers for reason.
 - 2nd violation: 180 days off all school computers for any reason.
 - 3rd violation: Permanent loss of all school computers plus additional disciplinary action at the discretion of the administrator.

D. Vandalism: Any damage to a computer or computer equipment.

- *Consequences:
- 1st violation: 90 days off all computers for any reason.
 - 2nd violation: 180 days off all computers for any reason.
 - 3rd violation: Permanent loss of all school computers, plus additional disciplinary action at the discretion of the administrator.

E. In addition, students/parents/guardians may be required to make full financial restitution to cover the loss of staff time and/or loss of equipment and/or any legal expense that may have been incurred during investigations of student misuse.

Conspiring

Conspiring is considered assisting another to violate any school rule. Student will be subject to discipline up to and including the same disciplinary penalty associated the rule violated.

Criminal Sexual Conduct

Students guilty of criminal sexual conduct on school property or at school events will be expelled permanently.

Dangerous Weapons

The Board of Education will not tolerate possession of a "dangerous weapon" in a "Weapon Free School Zone," in a school building or on school grounds or at a school activity regardless of its location. To implement this policy, the District will comply with all dictates of Section 1311 of the Revised School Code and all applicable state and federal laws/regulations. Any student who possesses, uses or threatens to use any weapon or instrument capable of inflicting injury will result in immediate suspension and possible expulsion. Students are prohibited from bringing any item to school that could be used to injure another individual. This includes, but is not limited to: firearms, cutting devices of any kind, pepper spray, chains (including wallet chains), pellet guns,

clubs, etc. Students who bring any of these items to school will face suspension up to and including possible expulsion.

Knives of any length shall not be brought to school; they have no educational purpose. Any student who possesses a knife of ANY length on school property will be subject to an out-of-school suspension, up to 10 days.

Explosives of any kind, including fireworks, are not permitted on school property or at school-related events. Students in possession of any type of explosive will be subject to discipline ranging from out-of-school suspension to a Board hearing and possible expulsion.

Consequences: As required by the Revised School Code, a student in possession of a dangerous weapon on school property, on a school transportation vehicle, or at a school activity (regardless of its location) is subject to permanent expulsion from all Michigan public schools. Michigan law defines a “dangerous weapon” as a firearm, dirk, dagger, stiletto, knife with a blade over 3 inches in length, pocket knife opened by a mechanical device, iron bar or brass knuckles. The superintendent or his designee shall also notify the appropriate law enforcement agency.

IMPORTANT: STUDENTS WHO HAVE KNOWLEDGE OF ANY WEAPONS ON SCHOOL PROPERTY MUST NOTIFY SCHOOL OFFICIALS IMMEDIATELY. FAILURE TO DO SO COULD RESULT IN EXPULSION.

Disruptive/Inappropriate/Indecent/Disrespectful Behavior

A student who behaves in a disrespectful or disruptive manner or who engages in inappropriate or indecent behaviors (e.g. spitting, horseplay, incidental swearing, obscene language, use of laser pointers, or gestures) will face **consequences** ranging from detention or Saturday school to out-of-school suspension.

Dress Code

The purpose of the dress code is to prevent the wearing of clothing that is a disruption to the educational process. While it is recognized that each student’s mode of dress and grooming may be a manifestation of personal style and individual taste, any hairstyle or apparel which is disruptive, distracting, unsanitary or unsafe is prohibited. The guidelines serve to inform students of appropriate as well as unacceptable dress. The guidelines are not all-inclusive; the absence of any particular form or mode of dress does not indicate the dress is appropriate. Students wearing school-issued uniforms will not be subject to discipline under the dress code.

1. Cleanliness of a student and his/her wearing apparel is expected as a matter of health.
2. Shoes or sandals shall be worn in buildings as a matter of safety, to avoid injury and to comply with health code requirements.
3. Sexually suggestive clothing, gang related clothing or mode of dress that is gang inspired, advertisements for drugs, alcohol, lounges/bars or tobacco, profanity, pornographic symbols or pornography, derogatory racial and ethnic slogans are inappropriate/unacceptable dress.

4. Beachwear and active wear is inappropriate except in the gym. It is expected that the body shall be covered with clothing; Tube tops, halter-tops, beachwear and spandex are not appropriate clothing during school hours. Straps should be at least one inch in width at its most narrow spot.
5. See-through and mesh garments are inappropriate/unacceptable.
6. Rips in clothing cannot be in any areas above the acceptable length for shorts.
7. Undergarments shall be covered and may not be worn outside of clothing.
8. Female students are specifically restricted from wearing clothing that emphasizes "cleavage" when the student is performing normal school activities.
9. Male and Female tops (shirts, blouses, sweaters) shall be long enough so that when the student sits, stands, reaches, moves in traditional ways, the midriff is covered at all times.
10. Skirts that rise more than two inches above the top of the knee when the student is standing; while the skirt is worn appropriately at the waist, are unacceptable. Shorts/skorts shall be as long as the longest fingertip when arms are fully extended and resting normally at the student's side AND be deemed appropriate for school because they do not cause a distraction.

Consequences: Students violating the dress code will be asked to correct their violation immediately. If necessary, parents will be called to bring proper clothing so the student can return to class. First offense: correct and warning recorded; second offense: correct and office detention; third offense: correct and Saturday School suspension for insubordination. Consequences will increase if the violations continue.

False Fire Alarm

Consequences: Suspension (1-10 days); will result in the initiation of the expulsion process. Inform local police.

Fighting

An incident is considered a fight if BOTH students engage each other physically with intent to harm. **Consequences:** First offense: 3-5 days out-of-school up to and including board hearing for expulsion.

Forgery

Students who forge, or who have other students forge passes, notes, or other documents, will face disciplinary action. The school requests parents' signature on many forms and will accept only that of the parents or legal guardian. A student who forges a note is considered unexcused for absence he/she was attempting to excuse and will also face consequences for the unexcused absence, including zeros on all missed work. **Consequences** range from Saturday school up to and including out-of-school suspension.

Hazing

"Hazing" means any intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against an individual and that the person knew or

should have known endangers the physical or emotional health or safety of the individual. This act is meant to induce physical pain, embarrassment, humiliation, deprivation of rights or that creates physical or mental discomfort, and is directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club or athletic team sponsored or supported by the district and whose membership is totally or predominately other students from the district. The act of hazing is a crime in Michigan and subjects the offender to criminal sanctions, including imprisonment. Students engaging in any hazing or hazing-type behavior that is, in any way, connected to any activity sponsored or supported by the district, will be subject to **consequences** ranging from: removal from participation in extra-curricular activities to permanent expulsion from the school district. Law enforcement may be contacted at the discretion of the administrator.

Inappropriate Sexual Activity

Inappropriate sexual behavior, even when consensual, on school property or during school related activities is not tolerated. **Consequences** range from in-school suspension to permanent expulsion.

Insubordination

Refusal to comply in a timely and orderly fashion with the request of a school employee or volunteer is considered insubordination. **Consequences** range from Saturday school up to and including board hearing for expulsion.

Intimidation, Verbal

Verbal intimidation is defined as any statement or act, oral or written, which can reasonably be expected to induce in another person an apprehension of danger, bodily injury or harm.

- **Verbal Intimidation Upon Another Student:** A student who verbally threatens another student will be subject to disciplinary action, the extent of which shall be determined by the principal and/or hearing officer.

- **Verbal Intimidation Upon A School Employee, Volunteer or Contractor:** Any student in grade six or above who verbally threatens a school employee, volunteer or contractor shall be suspended or expelled for a time period determined appropriate by the administration or the Board of Education.

Locker Responsibility

Students are responsible for keeping the inside and outside of their lockers clean at all times. At the end of the school year, students will be charged for any kind of writing or damage to their lockers.

Students are NOT to change lockers or locker partners without getting permission from the high school office. If this policy is violated, students will first be warned. Subsequent violations will result in consequences ranging from an office detention to Saturday School suspension.

Loitering/Building Use

No students will be allowed to use the building without a responsible adult present. High school students are also not allowed to loiter in the middle or elementary schools. **Consequences** will range from verbal warnings up to and including suspension from after school activities and or school for repeat offenders.

Lying

Students who lie during the course of an investigation, or who make false reports, will face increased disciplinary **consequences**, up to and including removal from school.

Persistent Misbehavior

Students who accumulate five or more discipline referrals to the office in a given school year may face **consequences ranging from**: ten day out-of-school suspension, strict probation or recommendation for long term suspension.

Physical Assault: Student to Student

An incident is considered a physical assault if one person intentionally causes or attempts to cause physical harm to another student through force or violence. The student being harmed will not face consequences if he/she does not attempt to cause or intentionally cause physical harm in retaliation during the assault. The Revised School Code requires the school to suspend or expel (up to 180 days) a student who physically assaults another student at school. MCL 380.1310 (1)

CONSEQUENCES: The school shall suspend or expel the pupil from the school district for up to 180 days.

Physical Assault upon a School Employee/Volunteer

Any student in grade six or above, who physically assaults a school employee, volunteer or contractor, shall be permanently expelled from Dansville Schools. The expelled student may appeal to the Board of Education for reinstatement after 180 school days' expulsion has elapsed. Reinstatement in school after permanent expulsion is solely at the Board's discretion.

Plagiarism Policy

Philosophy: The integrity of a school depends on the honesty of those involved in the learning process. Students who choose to be academically dishonest cheat not only themselves and their teachers, but also all other students who choose to show academic integrity in their work. Academic dishonesty in any form is a serious offense and will result in penalties including possible failure and expulsion.

Definition: *Plagiarism is the use of and the representation of other people's work and ideas, in whole or in part, as the student's own work. This definition applies to words and ideas taken without proper acknowledgement from any source including the Internet, books or magazines or newspapers or essays from other students. It could possibly include class notes from the student's teacher or another teacher.*

Plagiarism may take the following forms:

1. Copying word-for-word from a source without proper acknowledgement. applies to the use of an entire paper, the use of entire sections and “cutting and pasting”, and the use of a few words or phrases.
2. Paraphrasing ideas from a source without proper acknowledgement.
3. Submitting in whole or part a paper written by another person.
4. Allowing one's essay, assignment, or test answers to be copied by another student.
5. Submission of a paper from a research service or term paper mill in an effort to earn credit.

Consequences for Plagiarism: Plagiarism will not be tolerated as it undermines the integrity of the academic community at Dansville Schools. While all forms of cheating and plagiarism are wrong and insidious, incidents of cheating and plagiarism will involve the following consequences:

A. Beginning Violations, including:

1. Copying homework.
2. Looking on another's test or quiz.
3. Permitting another student to look at a test or quiz.
4. Using secretive methods of getting test answers or doing class work.

Consequences: Such violations will result in a “zero” for the assignment or test and will be dealt with by the classroom teacher with written notification to the principal to be kept on file. It will also result in loss of honor awards. A second violation will result in stronger punishment. Any violation will also result in the notification of the parents.

B. The next level of plagiarism and cheating includes the following:

1. Taking papers from the Internet, other publications, or another student.
2. Taking any part of a test for personal use or to give to others.
3. Copying directly from a source representing the work as the student's own.
4. Taking ideas and representing the ideas as the student's own.

Such violations are considered theft.

Consequences will include:

1. The teacher will notify the principal and parents of the violation.
2. A mandatory “zero” for the assignment or exam.
3. Mandatory Saturday School.
4. Loss of National Honor Society membership/candidacy.
5. Mention in the student's permanent file at the option of the principal. A list of violations will be kept on file so escalation of, or repetition of cheating and plagiarism can be monitored by school personnel.

Possible Additional Consequences:

1. Out of school suspension at the option of the principal.
2. "F" for the term in the class in which the violation occurs at the option of the teacher.

Conclusion: It is recognized, that while discipline is severe, it is far less severe than that which can result at colleges and universities. The purpose of this policy is to protect the integrity of Dansville students and the academic integrity of Danville Schools.

**Much of this policy was adapted from the policies used at Beaconsfield H.S. and Limestone Community H.S.*

Profanity/Obscenity

School employees will not tolerate profane language at anytime. Profanity directed toward others is particularly offensive and is considered a more serious violation than incidental profanity. The act of using obscene language or demonstrating in verbal or written form or in pictures, caricatures or gestures is prohibited in or on any school property. **Consequences** will range from Saturday school to suspension.

Public Displays of Affection

Holding hands is the only acceptable public display of affection (PDA). Staff members confronting anyone engaged in overly affectionate behavior shall inform the student(s) that their behavior is inappropriate/unacceptable and that the staff member expects not to see the behavior again. This warning will be documented in the office. A second referral will result in written notification being sent to the parents/guardians of the students involved as well as assignment of an office detention. A third referral will result in Saturday School. Repeated, obscene, or extremely inappropriate PDA will be referred to the principal for discipline, up to and including suspension.

Searches of Persons and Belongings

During the school day, personal searches are occasionally performed. Understand that any item brought to school (laptop, phone, etc) is subject to search if the administration has reason to suspect that the contents may include evidence of a rule violation. If the administration has reasonable suspicion that a search is necessary, the following guidelines will be in effect:

1. All searches will be conducted by an administrator who will be accompanied by a witness or with the student as the witness.
2. The search will be done as privately and as reasonably as possible.

Selling, Delivering or Dispensing Drugs or Alcohol

Any student who sells, delivers or dispenses illegal and/or unauthorized prescription medication, drugs, alcohol, mood-altering or look-a-like chemicals will be suspended for 10 days out-of-school, pending a hearing before the Board of Education.

Sexual Harassment

Sexual harassment is defined as unwelcome sexual advances; requests for sexual favors; other verbal, nonverbal, or physical conduct or communication of an intimidating, hostile, or offensive sexual nature. It refers to behavior which is unwelcome, which is personally offensive, which fails to respect the rights of others, or which creates an intimidating, hostile, or offensive employment or educational environment. Any person who believes that they have been subject to sexual harassment should report the incident to an administrator or school counselor.

Consequences range: verbal warning, Title IX reporting, parent conference, suspension, to long-term suspension and/or expulsion, depending on severity of infraction.

Smoking/Use or Possession of Tobacco/Paraphernalia

Students, including those 18 years of age or older, shall not possess, use or distribute tobacco products, which includes possession of matches, lighters or any other paraphernalia in the school building, on school premises, or at any school function regardless of its location, including those held away from the district. Students violating these guidelines will face a minimum 3-day out-of-school suspension for the first offense and may also face a minimum \$50.00 fine imposed by the State of Michigan, as this is a criminal misdemeanor. Repeat violations will result in increased suspension. Any tobacco products on school grounds will be confiscated.

Student Drivers

Driving to school is a privilege and not a right. In order for a student to drive to and from school, a driving permit must be on file in the high school office and a parking tag must be displayed in a prominent location in the vehicle. To retain parking privileges, students must drive and park responsibly while on school property. To maintain an environment conducive to learning, drivers must be sure to keep the volume of their music and vehicle to a minimum. It is very important that students only park in designated parking areas to ensure adequate maneuvering space for buses. Vehicles that block the flow of traffic or are parked in unauthorized spots may be towed at the owner's expense.

Student vehicles parked on school property are subject to search based on reasonable suspicion that the vehicle may contain evidence of a rule violation. A student who does not permit a school official to search his/her vehicle, upon the establishment of the reasonable suspicion standard, will forfeit privilege to park on school property and may face other disciplinary consequences.

Consequences: Failure to follow these guidelines may result in the loss of driving privileges or application of other disciplinary measures including revocation of driving privileges. Reckless driving and driving at a speed that is unsafe for a parking lot will result in losing parking privileges for 5 days for the first offense. This will progress for repeat offenses.

Theft

Taking property not belonging to the person taking it, whether it is property belonging to the school or to another person, and including the possession of property known by the possessor to be stolen. **Consequences:** Restitution (paying for the cost to repair damage) and in-school suspension to possible expulsion.

Vandalism

Student who intentionally harms, destroys, defaces, or renders unusable the property of another or of the school. **Consequences** will include restitution, along with

discipline ranging from: 1 day in-school suspension to 10 day out-of-suspension; possible police report; referral for expulsion.

Verbal Harassment/Defamation

Student who uses language to berate or publicly impugn the person (status, race, creed, gender, sexual orientation, etc.) or reputation of another. **Consequences** range from restorative conference to suspension; and or possible expulsion.

VI. ATHLETIC PARTICIPATION POLICY

A. Athletic Training Rules

Training rules are in effect 365 days each year commencing with the first day on which a student attends practice through receipt of a Dansville diploma. A student who elects to participate in athletics is "voluntarily" making a choice of self-discipline and self-denial. Being a member of an athletic team is a privilege and must be treated as such. Extra-curricular activities are provided as an extension of the student's education.

Training Rules: A student-athlete shall not use, possess, sell, or distribute alcohol, tobacco, any controlled substance, or misuse any prescription medication. This also applies for "look-alikes".

B. Discipline for Violation of Training Rules

Definition: A "day" is defined as a day that school is in session or was scheduled to be in session, or days that an athletic competition is held in the sport for which the suspension occurs.

1. THE POSSESSION OR USE OF ALCOHOL OR TOBACCO PRODUCTS

FIRST OFFENSE: The possession or use of alcohol or tobacco products will mean suspension from game participation for 20 days. Once the violation has been deemed valid, discipline will begin with the next scheduled event. If it is necessary to carry a suspension over to the following sport or year, the punishment will continue with the next game in which the athlete could participate. For offenses dealing with possession, the school district reserves the right to lower the suspension when exculpatory circumstances are presented.

The student-athlete may have the suspension reduced to 15 days provided the student and his/her parent/guardian agree that:

1. A certified substance abuse counselor, approved by the school district will evaluate the student-athlete.
2. The student-athlete shall follow the program prescribed by the counselor.
3. The student-athlete will attend a substance abuse class approved by the school district.
4. The parent/guardian will provide proof of 1-3.

5. If any of the above steps are not followed, the suspension will remain 20 days.
6. Any evaluation or treatment will be paid by the parent or guardian.

SECOND OFFENSE: For a second violation, there will be a suspension from the team for 60 days or the remainder of the season, whichever is greater. If it is necessary to carry suspension over to the next sport or year, punishment will continue with the next game in which the athlete could participate.

THIRD OFFENSE: If a third offense occurs, there will be a 12 month suspension from athletic participation from the date of the last offense.

2. THE POSSESSION OR USE OF DRUGS

FIRST OFFENSE: The possession or use of drugs will result in suspension from game participation for 90 school days.

The student-athlete may have the suspension reduced to 72 days provided the student-athlete and his/her parents/guardian agree that:

1. A certified substance abuse counselor, approved by the school district will evaluate the student-athlete.
2. The student-athlete shall follow the program prescribed by the counselor.
3. The student-athlete will attend a substance abuse class approved by the school district.
4. The parent/guardian will provide proof of 1-3.
5. If any of the above steps are not followed, the suspension will remain 90 days.
6. Any evaluation or treatment will be paid by the parent or guardian.

SECOND OFFENSE: Suspension from athletics for 180 days.

THIRD OFFENSE: Permanent suspension from athletics.

3. Any illegal or disgraceful behavior that results in arrest or conviction or behavior that reflects in a seriously degrading fashion against our athletic program and accepted standards of conduct will result in suspension of twenty (20) days and shall include a minimum of the next four official contests. The school may impose a longer suspension or exclusion depending on individual circumstances. The technicality of having charges dropped or reduced by a civil authority does not automatically clear the student-athlete from these rules; school investigation and findings will prevail over legal findings. Continued violations will result in punishment as in "The Third Offense" above. Disgraceful behavior shall include a violation as in "The Third Offense" above when in uniform, or going to/coming from a game.
4. The sale of alcohol, drugs, serious illegal activities or felonies that result in arrest or conviction, will result in a full suspension from athletics for twelve (12)

calendar months from the date of the decision. **A longer suspension/exclusion from athletics may be imposed by the athletic director and/or building principal.**

5. Any athlete, cheerleader, or student manager will be expected to participate in practice sessions during any disciplinary suspension involving the above training rules. Except in “#4” above.
6. All discipline against an athlete for violation of these training rules or practice procedures will be handled by the coach. All assistant coaches will confer with the head coach of that sport; if there is disagreement, the position of the head coach will prevail.
7. All decisions of the coach are subject to immediate review by the athletic director. All decisions of the athletic director are subject to review by the building principal. Decisions of the building principal are subject to review by the Superintendent.

C. Athletic Participation Policy

1. Students in grades 7 - 12 who wish to engage in any sport shall submit evidence of physical fitness to the coach before practicing or competing in the sport. The student must secure a form from the coach, to be taken to the physical examination. The form, completed and signed by the doctor (MD., DO., NP or PA), must be returned to the coach and filed in the Athletic Office. Fees charged by the doctor are the responsibility of the student/family. Physicals given after April 15 are valid through June 30 of the following school year. (i.e. April 15, 2006 expires June 30, 2007.)
2. Students may try out for any sport offered at Dansville Schools. Coaches determine the tryout time period and the final roster.
3. Athletes are expected to commence the season at the earliest possible date. Late enrollment will be permitted, but lack of conditioning, instruction in fundamentals, and equipment or uniforms may delay the opportunity for latecomers to participate.
4. If it is necessary to cut players from a team, the coach shall consult with the athletic director and/or principal who will confirm that cuts are needed.
5. If cuts are confirmed at the JV level, upperclassmen may not be moved to JV or freshman teams.
6. Seniors shall participate at the varsity level.
7. A student who discontinues one sport (in good standing) may join another team in the same athletic season if the change is made prior to the first athletic contest. If a change is to take place, the student athlete must contact the athletic director who will effect the transfer. A key factor in the decision is the affect on the teams and the student involved in the transfer.
8. Athletes who miss a practice session or contest must present his/her excuse to the coach. If the athlete knows in advance that he/she must miss, he shall inform the coach in advance to request to be excused. The coach will handle excused and unexcused absences. “Automatic suspensions” are not permitted. The coach involved must meet with the AD and before appropriate action can

- be taken.
9. To be eligible for participation in any practice, scrimmage or competition, students shall have been in attendance or have an excused absence for the day of classes prior to the competition, scrimmage or practice. If a student is too sick to attend class, they shall not participate in practices, scrimmages or competition.
 10. Athletes suspended from the regular school day are not permitted to be on school property or participate in extra-curricular programs.
 11. "In-school" suspension is considered a suspension with the same limitations and privileges of an "out-of-school" suspension.

D. Athletics and Eligibility Rules for Dansville High School

Students who participate in interscholastic sports and those who are student support personnel shall conform to rules of eligibility.

1. To be eligible to participate in athletics for the next semester, students may fail one class provided they have passed at least 20 credit hours of instruction. All Career Center courses will count as 2 classes because each course is the equivalent of a 2 credit class.
2. Eligibility checks for athletics take place weekly as well as at the end of every nine weeks.
3. Students who fail two or more classes during weekly eligibility checks will be ineligible Sunday through Saturday of the following week.
4. Students who fail two or more classes at the end of the nine weeks will be ineligible for the following nine weeks.
5. Dansville High School is a member of the Michigan High School Athletic Association and enforces MHSAA Regulations.

E. Athletic Ejection Policy

If an athlete is ejected from an athletic event, that athlete shall not participate in the next event he/she would be eligible to participate in. If a conflict exists between this policy and the MHSAA policy, the principal will ensure that disciplinary action enforced at least meets MHSAA requirements.

If the athlete is ejected from more than one event during a one (1) year period (starting with the date of the first ejection), the athlete shall not participate in the next event and the athletic director and/or coach of the team may impose additional consequences.

F. Promotion of Athletes

Coaches wishing to promote a ninth or tenth grader to a team beyond their grade level shall first consult with the athletic director, counselor, or principal. If all agree that the promotion would be in the best interests of the teams and the student, then the athletic director may authorize parental contact.

1. If any of the above objects, the parent will not be contacted.
2. If the parent or child objects, the child will not be promoted.
3. If the parent approves the coach's recommendation endorsed by the principal and athletic director, the child will be promoted. A student

promoted must complete the session in good standing to earn the appropriate team award.

Extracurricular Attendance Policy

(Taken from School Board Policy: 348.62)

A school and community are frequently known by the action of its members at athletic contests. Everybody wants a winning team, however, good sportsmanship is more important. To clarify what is expected of our students and parents, the following will be stressed:

1. Throwing objects at each other or throwing objects onto the playing floor is totally unacceptable.
2. No whistles are allowed.
3. No drums or instruments except for those in the school pep band are allowed.
4. We expect that cheers will be of a positive nature. We expect courteous treatment of our opponents and officials.
5. Students cannot leave an event and return, even if they offer to pay again.
6. No towels are allowed.
7. Dansville Schools will adhere to Central Michigan Athletic Conference (CMAC) standards of sportsmanship.

The CMAC league takes the position that the practice of good sportsmanship is essential and that all league schools adopt a common position. League schools have adopted these standards:

- The school's and league's reputation should not be placed in jeopardy because of unsportsmanlike behavior.
- Fans in attendance at after-school events are expected to have fun by demonstrating positive enthusiasm without causing harm, danger or embarrassment to others or the school.
- Fans are to follow all rules that are in effect during the school day at after-school events.
- Proper language is to be used. No swearing or language that is offensive to others will be tolerated. High School events are a family activity. Individual and group vulgarity are unacceptable, as is verbal harassment and booing of players, coaches and officials.
- Obscene/inflammatory gestures or material (signs, t-shirts, etc.) are unacceptable.
- Dangerous and boisterous behaviors such as pushing, shoving or fighting are not acceptable.

Statement of Non-discrimination

Applicants for admission and employment, students, parents, employees, sources of referral of applicant and admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Dansville Schools are notified that the Dansville Schools does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability in admission or access to, or treatment or employment in any of its programs, activities or policies. Any person having inquiries concerning the Dansville Schools' compliance with the regulations implementing Title VI, Title IX, the ADA, or Section 504 is directed to contact: Ron Stoneman, Superintendent, 1264 Adams St., Dansville, MI 48819; 517-623-6120, ext 221, stonemanr@dansville.org, who has been designated by the Dansville Schools to coordinate the District's efforts to comply with Title VI, Title IX, the ADA or Section 504.

2008-2009 School Calendar

Dansville High School

DATE	EVENT
August 27 and 28	Professional Development- Teachers only
September 2	1 st Day of School
September 10	Professional Development- Early Release
October 8 & 9	Parent-Teacher Conferences 4-7 p.m.
October 31	End of First Marking Period- SCHOOL IN SESSION
November 7	Records Day- NO SCHOOL
November 26	Professional Development- Teachers only
November 27 & 28	Thanksgiving Recess- NO SCHOOL
December 10	Professional Development- Early Release
December 22-January 2	Winter Recess- NO SCHOOL
January 14	Professional Development- Early Release
January 21 & 22	Final Exams
January 23	End of First Semester- Records Day- NO SCHOOL
February 11	Professional Development- Early Release
February 16	President's Day- NO SCHOOL
March 4 & 5	Parent-Teacher Conferences 4-7 p.m.
March 10	Michigan Merit Exam- Juniors Only Report Today
March 11	Professional Development- Early Release
March 27	End of Third Marking Period- SCHOOL IN SESSION
April 3	Records Day- NO SCHOOL
April 6-10	Spring Break- NO SCHOOL
April 22	Professional Development- Early Release
May 13	Professional Development- Early Release
May 25	Memorial Day- NO SCHOOL
June 4 & 5	Frosh, Sophomore, Junior Final Exams
June 5	Last Day of School- Half Day

****This form must be signed, dated and returned to the H.S. Office no later than Tuesday, September 2, 2008.****

**Dansville High School
STUDENT HANDBOOK RECEIPT FORM**

Date ____/____/____ Student Name _____ Grade ____

We received the Dansville High School **Student Handbook**. We acknowledge by our signature(s) that Dansville School Board Policies, Practices, Procedures, applicable State of Michigan and Federal Laws and Regulations and Michigan High School Athletic Association, Inc. Regulations are the basis of the Student Handbook and that all apply appropriately to each student enrolled in Dansville High School.

Student Signature _____ Date ____/____/____

Parent Signature _____ Date ____/____/____

Dansville High School Release Form

Student's Name _____

Permission is granted to use audio, video, and/or photos of my student for articles in the school newspaper, school newsletters, school brochures, websites, classroom materials, newscasts, podcasts, radio casts or video sales of Puttin' on the Hits, Homecoming, sporting events or school plays.

Parent/Guardian: _____ (please print)

Signature: _____

Date: _____