Van Dyke Public Schools

Student Code of Conduct & Parent Handbook



Van Dyke Public Schools
Every Studen, Every Day, No Matter What

2025-2026

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MISSION STATEMENT

Every Student, Every Day, No Matter What

VISION STATEMENT

The Van Dyke Public Schools Community aspires to create critical thinkers and problem solvers in a culturally responsive, supportive, and safe environment. We aim to nurture, educate, challenge, and prepare students for careers and college.

We will focus on each student's needs, in concert with our community and family stakeholders, guiding them as they develop into individuals who are inspired and prepared to excel in our rapidly-changing society.

ABOUT VAN DYKE PUBLIC SCHOOLS

Nestled in the southern portion of Warren, Michigan, the Van Dyke Public Schools have a long and rich history of serving the educational needs of students and families, dating back to 1879.

The Van Dyke Public School District encompasses approximately six square miles and is home to many small industries and businesses. The district is bound by Eight Mile Road on the south, Schoenherr on the east, and a north boundary starting at Frazho. The westernmost boundary is generally two blocks west of Van Dyke Avenue.

Van Dyke Public Schools serve approximately 2,700 PreK-12 students housed in 3 elementary schools, one middle school, and one high school, an alternate setting Seat Time Waiver Academy, and an Early Childhood Center. A central, eight block school site extending south from Nine Mile Road and stretching between Federal and MacArthur houses the high school, middle school, one elementary school, our auditorium, our stadium facilities, and several athletic facilities. The Administration and the Success Academy are located on MacArthur Blvd. We also house approximately 175 pre-k students at our Kennedy Early Childhood Center.

A seven-member Board of Education and district staff of 550 works to administer the programming in Van Dyke Public Schools. The district's goal is to provide a practical educational program that w ill prepare students for life's many experiences. The Board is particularly committed to building educational opportunities for all students. Along with support from residents and local business, the district has made a concerted effort to keep a balanced budget while providing solid educational experiences for students.

TITLE I RIGHT-TO-KNOW

Dear Parents and Families,

In the Van Dyke Public Schools, we are very confident in the abilities of our teachers and know that they are ready for the coming school year. They have been working together and are prepared to give your child a high-quality education. As a Title I school district, we must meet federal rules related to teacher qualifications as defined in No Child Left Behind. These rules allow you to learn more about your child's teachers' training and credentials. We are happy to provide this information to you. At any time, you may ask:

- Whether the teacher met state qualifications and certification requirements for the grade level and subject he/she is teaching,
- Whether the teacher received an emergency or conditional certificate through which state qualifications were waived, and
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled. Keeping the lines of communication open between home and school will help your child to succeed and help us to realize other needs they may have.

If you have any questions about your child's assignment to a teacher or paraprofessional, please contact the school principal's office.

Sincerely,

Mrs. Wendy Cusic
Director of Curriculum & Instruction

VAN DYKE SCHOOLS DIRECTORY

ADMINISTRATIVE OFFICES

Piper Bognar, Superintendent . . . . . .(586) 758-8333
Wendy Cusic, Director of Curriculum & Instruction . . . . . .(586) 758-8341
Piper Bognar, Director of Business & Operations . . . . . .(586) 758-8340
Alicia Holifield, HR Generalist . . . . . .(586) 758-8337
Dawn Bruley, Director of Special Services. . . . . .(586) 758-8338
Jeff VanConant, Director of Operations & Transportation. . . . . .(586) 758-8371
Joann Iras, Turnaround Director/Employee Relations. . . . . .(586) 427-3611

LINCOLN HIGH SCHOOL

Michael Harris, Principal . . . . . .(586) 758-8306
Derek Lawson, Assistant Principal/Athletic Director . . . . . .(586) 758-8307
Darrius Alexander, Dean of Students. . . . .(586) 758-8314
Counseling Office. . . . . .(586) 758-8310

LINCOLN MIDDLE SCHOOL

Gabrielle Avila, Principal . . . . . .(586) 758-8320
Jackie Hoekstra, Assistant Principal . . . . . .(586) 758-8324
Counseling Office. . . . . .(586) 758-8325

SUCCESS ACADEMY

Rachelle Bierod, Director . . . . . .(586) 427-0836

CARSLON ELEMENTARY SCHOOL

Melissa Pluszczynski, Principal . . . . . .(586) 758-8345
Heather Graef, Interim Principal . . . . . .(586) 758-8345

LINCOLN ELEMENTARY SCHOOL

Adam Laur, Principal . . . . . .(586) 758-8342

MCKINLEY ELEMENTARY SCHOOL

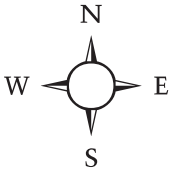
Denye Griessel, Principal . . . . . .(586) 758-8365

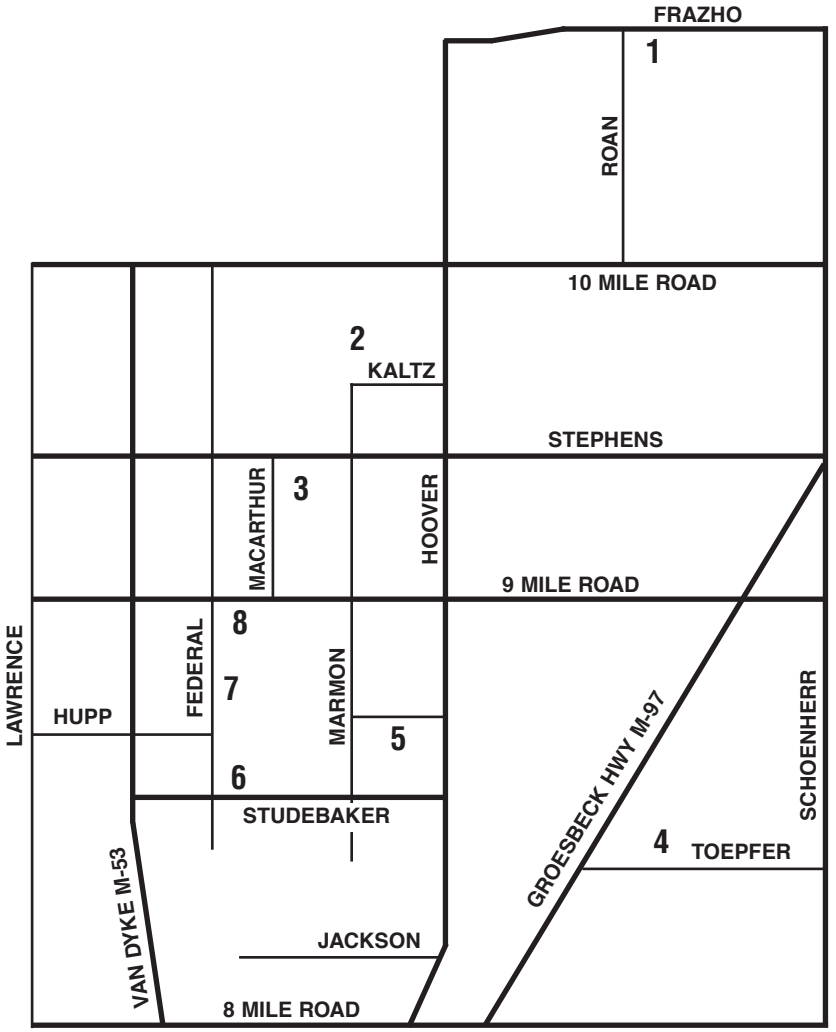
KENNEDY EARLY CHILDHOOD CENTER . . . . . .(586) 758-8349
Cheryl Siecinski, Director

VAN DYKE PUBLIC SCHOOLS WEBSITE
www.vdps.net

VAN DYKE SCHOOL DISTRICT

1. Carlson Elementary
2. Kennedy Early Childhood Center
3. Administration Building/Success Academy
4. McKinley Elementary
5. Thompson Community Center
6. Lincoln Elementary
7. Lincoln Middle School
8. Lincoln High School





PRESCHOOL/DAY CARE PROGRAMS

The Van Dyke Public School District offers a number of preschool and day care programs. Information regarding the programs may be obtained by referring to the following list:

PROGRAM	AGE GROUPS	LOCATION	PHONE
PRESCHOOL			
Our World of Fours	4 years	Kennedy Early Childhood Center	759-9406
Physically or Otherwise Health Impaired (POHI)	3 - 6 years	Carlson	759-9449
Early Childhood Special Education (ECSE)	3 - 6 years	Carlson	758-8338
SCHOOL AGED CHILD CARE			
Carlson SACC Room Phone:		(Grades K-5)	427-2301
Carlson Elementary Office Phone:			758-8345
Kennedy Early Childhood Center:			759-9406

The Michigan Merit Curriculum (MMC) is crafted around the philosophical belief that all students will need postsecondary learning opportunities beyond high school. It is not a curriculum in the traditional sense in that it doesn't describe instructional materials and approaches. **Instead it specifies that all students who earn a diploma, at a minimum, have demonstrated proficiency with the content outlined by the state academic standards or guidelines.**

- English Language Arts 4 credits
- Mathematics 4 credits
- Science 3 credits
- Social Studies 3 credits
- World Languages 2 credits
- Visual, Performing and Applied Arts 1 credit
- Health ½ credit
- Online Learning Experience

I. BOARD OF EDUCATION AUTHORITY AND THE RIGHTS AND RESPONSIBILITIES OF STUDENTS

A. The Van Dyke Board of Education has all of the rights, powers and duties expressly set forth in the Revised School Code; and may exercise any power implied or incident to any power set forth in the Revised School Code; and may exercise any power incidental or appropriate to the performance of any function related to the operation of a school district in the interests of public elementary and secondary education including, but not limited to:

a.) Educating pupils. In addition to educating pupils in grades K-12, this function may include operation of preschool, lifelong education, adult education, community education, training, enrichment, and recreation programs for other persons.

b.) Providing for the safety and welfare of pupils while at school or a school sponsored activity or while en route to or from a school or school sponsored activity.

c.) Enforcing the Code of Conduct for all students enrolled in the Van Dyke Public Schools. The Code applies to a student who is on school premises, in a school-related vehicle, or at a school-sponsored activity or trip. While Van Dyke Public Schools is not responsible for supervising or regulating off-campus activities, the School District may impose disciplinary or remedial measures in the event that off-campus activities of students, including travel to and from school, are thought likely to or, in fact, substantially disrupt the operations, discipline, or general educational environment of the Van Dyke Public Schools.

A student newly enrolled in the Van Dyke Public Schools who has engaged in an act of misconduct while enrolled in another school district may also be subject to disciplinary action if the act of misconduct would constitute a basis for suspension or expulsion had the act occurred while enrolled in Van Dyke Public Schools. All applicable disciplinary procedures will be followed.

B. Nondiscrimination and Equal Employment Opportunity

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Elliott Larsen Civil Rights Act of 1977, it is the policy of Van Dyke Public Schools that no person shall, on the basis of age, race, religion, color, national origin, marital status or disability, sexual orientation, gender identity, gender expression, physical characteristics (e.g., height, weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.) be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. For further information, contact 586-758-8337. The Superintendent shall appoint and publicize the name of the compliance officer(s) who is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulation, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or denial of equal access. The Compliance Officer(s) shall also verify that proper notice of nondiscrimination is provided to students, their parents, staff members, and the general public.

C. Rights of Students:

The Constitution of the United States, through the Bill of Rights and subsequent amendments, gives all citizens, including students, certain rights. Students also have rights granted by the Van Dyke Schools as stated in this document.

D. **Sexual harassment** of students by other students or by employees of Van Dyke Public Schools is unlawful under both Michigan and Federal law, and is contrary to the commitment of Van Dyke Public Schools to provide a stable learning environment.

E. **Sexual harassment** includes all unwelcome sexual advances, requests for sexual favors, and verbal or physical contacts of a sexual nature whenever submission to such conduct is made a condition of employment or a basis for an employment decision. Sexual harassment also includes unwelcome verbal, nonverbal, or physical behavior of a prohibited nature that is pervasive enough to create an intimidating, hostile, or offensive environment.

F. **Other prohibited conduct** includes that which has the purpose or effect of creating an intimidating, hostile, discriminatory, or offensive educational environment on the basis of **age, race, religion, color, national origin, marital status or disability, but may also include sexual orientation, gender identity, gender expression, physical characteristics (e.g., height, weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.).**

If a student has concerns about the nature of any conduct or physical contact by an adult employed by the Van Dyke Public Schools, by a fellow student, or by a member of the public, the student should immediately report this concern to the building principal or director of personnel, 23500 MacArthur Avenue, (586) 758-8337, as well as discussing this concern with the student's parent or guardian. The principal/director of personnel will arrange to have a male and/or female staff member available for the student to share his or her concerns. All such reports will be investigated immediately by the Van Dyke Public Schools. Anyone found to have violated this policy will be subject to disciplinary action up to and including expulsion from school if they are a student, or termination of employment if they are an employee.

All such reports will be handled discreetly, so as to maintain appropriate levels of confidentiality, to avoid embarrassment and to protect the student making the report. However, it should be understood that the Van Dyke Public Schools are required by law to report child abuse to the Department of Social Services.

G. Responsibilities of Students:

Each student has a responsibility to himself and to others within this society. Each student has the responsibility to:

1. respect the dignity and worth of every other individual;
2. be informed of and adhere to reasonable rules and regulations established by the Van Dyke Board of Education and implemented by school administrators and teachers;
3. study diligently and maintain the best possible level of academic achievement;
4. completing classroom and homework assignments on time, and maintain the best possible level of academic achievement;
5. be punctual and present in the classroom;
6. refrain from libel, slanderous remarks and obscenity in verbal and written expression;
7. dress and appear in a manner that meets reasonable standards of health, cleanliness, modesty and safety;

8. help maintain and improve the school environment and preserve school property;
9. act in an appropriate manner while in attendance at school and all school-related functions.
10. understand that serious violations of the Student Code of Conduct may lead up to long-term suspension including loss of credit;
11. understand that state law mandates that certain violations of the Student Code of Conduct including possession of a dangerous weapon, arson, third degree criminal sexual conduct or physical assault of a school district employee, volunteer or contractor may lead to permanent expulsion.

H. Parent Responsibilities:

As part of the Student Code of Conduct, parents will:

1. Support all school rules through support of personnel decisions and through example of personal behavior at all times.
2. Provide the school with up to date contact information, allowing the school to communicate with a responsible adult.
3. Provide appropriate supervision for their student(s) in the case of suspension from school.

II. GUIDELINES RELATIVE TO STUDENT RIGHTS AND RESPONSIBILITIES

The conduct of all students shall be governed by this Code of Conduct.

B. Dress and Appearance:

Student dress and grooming are the responsibility of the individual and his/her parents under the following guidelines:

Dress and grooming should be appropriate for the school setting. Students should wear clothing to school that enhances their educational experience.

High School/Middle School

No item of apparel may display inappropriate text or graphics pertaining to drugs, alcohol, tobacco or gang affiliation; no sexual references or profanity. Shirts should be full length and have shoulder straps or sleeves. Appropriate shoes are to be worn. Students should wear pants or skirts that fit at the waist. Shorts/skirts should be appropriate length and not cause a distraction to the learning environment. Hats/headgear may be worn as long as it does not interfere with the learning environment. Hoods/headgear (ski masks, etc.) should not be worn over the head in a way that blocks the student's identity. Jewelry, clothing or accessories that can cause injury (spiked necklaces, large rings, wallet chains, etc.) are not allowed Building administrators will have sole discretion to determine dress code violations and subsequent consequences.

Elementary School

Students should wear skirts, pants or blue jeans that fit at the waist. T-shirts that are full length, have sleeves and are a solid color or striped are acceptable for the educational setting. No items of apparel may display inappropriate text or graphics pertaining to drugs, alcohol or tobacco, gang colors or affiliation; no sexual references, profanity or "Double Meanings". Tennis shoes or street shoes are to be worn. Outerwear is worn to and from school. School spirit wear may be worn. All hats and headwear, including sweatbands and bandannas are to be secured in student lockers/cupboards/coat areas during school hours. Shorts should be the appropriate length and not cause a distraction to the learning environment. Students are strongly advised not to wear flip-flop and open-toe shoes due to the lack of ankle support and greater susceptibility to injury during Physical Education classes. Building administrators will have sole discretion to determine dress code violations and subsequent consequences.

Jewelry, clothing or accessories that can cause injury are not allowed. Examples are spiked necklaces or wristbands, large rings and wallet chains.

Face painting and/or stickers related to certain school events such as pep rallies and Spirit Days may be permissible if approved by the principal.

C. Freedom of Expression:

Students have the right of expression as long as they do not interrupt the educational process. This includes the right to express personal opinions in student publications as long as these statements are not libelous, profane, obscene and do not violate editorial policies governing student publications.

Students cannot be required to participate in educational experiences that violate their religious or patriotic convictions, but must request and complete alternate educational experiences.

The school reserves the right to set reasonable rules regarding utilization of freedom of expression.

D. Non-Curriculum, Non-School Sponsored Meetings, or Secondary School Students:

In accordance with the Equal Access Act (20 USC#4071), students who wish to schedule a meeting in school during non-instructional times may do so, providing:

1. The meeting is voluntary and student-initiated;
2. The meeting is not sponsored by the school or its employees;
3. An employee who may be present at a religious meeting will attend only in a non-participatory capacity;
4. The meeting shall not materially and substantially interfere with the orderly conduct of the school;
5. Non-school persons may not direct, conduct, control or regularly attend the meetings;
6. Meetings must be scheduled in advance by permission of administration.

E. Access and Privacy of Records:

In accordance with the Family Educational Rights and Privacy Act (FERPA), you are notified of the following basic rights:

1. Right to Inspect: You have the right to review and inspect your child's educational records maintained by Van Dyke Public Schools.
2. Right to Request Amendment: You have the right to ask for a correction of

any part of your child's record which you believe is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. This right includes the right to a hearing to present information that the record should be changed should Van Dyke Public Schools decide not to alter the educational record according to your request.

3. Right to Confidentiality: The Van Dyke Public Schools will not disclose personally identifiable information contained in a student's educational records, except: (1) when written consent is obtained from the eligible student or the student's parent; (2) when the information is designated as directory information; or (3) under certain limited circumstances permitted by law.

4. Right to Protest: You have the right to file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605, concerning the failure of the Van Dyke Public Schools to comply with FERPA. You may also file a complaint with an appropriate state or federal agency if Van Dyke Public Schools violates the Education for the Handicapped Act – Part B.

F. Directory Information

Each year the Superintendent shall provide public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory information." The Board designates as student "directory information":

a. a student's name;

b. major field of study;

c. participation in officially recognized activities and sports;

d. height, if member of an athletic team;

e. weight, if member of an athletic team which requires disclosure to participate;

f. dates of attendance;

g. date of graduation;

h. awards received;

i. honor rolls;

j. scholarships;

k. school photographs or videos of students participating in school activities, events or programs.

The Board designates school-assigned e-mail accounts as "directory information" for the limited purpose of facilitating students' registration for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes and for inclusion in internal e-mail address books. School-assigned e-mail accounts shall not be released as directory information beyond this/these limited purpose(s) and to any person or entity but the specific online educational service provider and internal users of the District's Education Technology.

The Technology Director will also develop a list of uses for which the District commonly would disclose a student's directory information and develop an opt-out form that lists all of the uses or instances and allows a parent or legal guardian to elect not to have his or her child's directory information disclosed for (1) or more of these uses.

Each student's parent or legal guardian will be provided with the opt-out form within the first thirty (30) days of the school year. The form shall also be provided to a parent or legal guardian at other times upon request.

If an opt-out form is signed and submitted to the District by a student's parent or legal guardian, the District shall not include the student's directory information in any of the uses that have been opted out of in the opt-out form. A student who is at least age eighteen (18) or is an emancipated minor may act on his or her own behalf with respect to the opt-out form.

Parents and eligible students may also refuse to allow the District to disclose any or all of such "directory information" upon written notification to the District within five (5) business days after receipt of the District's public notice.

G. Search and Seizure:

1. General Searches

   General Searches of school property may be conducted at any time by school personnel for the purpose of enforcing school regulations concerning health, safety or order.

2. Searches of Person and Personal Property

   When legally permissible and with just cause, school personnel may search that student's person and the property of that student, including, but not limited to, such items as desks, bags, brief cases, satchels, purses and automobiles. No strip searches shall be conducted by school personnel.

   Students who bring cellular telephones or other electronic devices upon school property consent, by such action, to their search in appropriate circumstances, either within the presence of the student or outside of his/her presence. The act of parking a vehicle in a student lot acts as consent for school personnel to search that vehicle, either in the presence of the owner/driver or outside his/her presence.

3. Lockers and Other School Property

   School lockers are the property of the Van Dyke Public Schools. Lockers are provided for the convenience of students; however, at no time does the School District relinquish its right to exclusive control over school lockers. Accordingly, periodic general (or specific) searches of lockers may be conducted by school personnel for any reason at any time, without notice, without student consent and with or without student presence.

4. Illegal items or other items reasonably determined to be a threat to the safety or security of others, or items which are used or attempted to be used to disrupt or interfere with the educational process,(including cellular telephones or other electronic devices) will be removed from student possession and may be confiscated and/or turned over to law enforcement and may be used in disciplinary procedures.

   Whenever it is necessary for an officer of the law to interview, question, or take into custody any student in the Van Dyke Public Schools, the School District will make reasonable efforts to make sure it will be done in the presence of a building administrator. The parent or guardian will be notified as soon as reasonably possible.

H. Married/Pregnant Students:

Married students shall have the same educational opportunities in the Van Dyke Schools as other students. Further, the Board's responsibility for the education of

all school-age persons includes the pregnant student, married or unmarried. These persons shall be allowed to remain in school, and services for them shall be made a regular part of the school system. Any variation from their continuing in regular school classes shall be based upon their assessed needs.

A pregnant person may remain in her regular school program as long as her physical condition permits. The person, along with input from their physician, should be consulted in developing the educational plan to fit their individual needs.

I. Corrective Measures:

No School District employee, volunteer, or contractor shall inflict corporal punishment, as defined by statute, upon any pupil under any circumstance.

J. Attendance:

The Michigan Compulsory Attendance Law recognizes an educational value in regular attendance at school. The Code requires the parent, guardian, or other person having control and charge of a child to send the child to a public school during the entire school year from the age of six to the child's 18th birthday. The Code also requires the child's attendance to be continuous and consecutive for the school year fixed by the district in which the child is enrolled.

In addition, the Code requires a child becoming six years old before December 1 to be enrolled on the first school day of the school year in which the child's sixth birthday occurs. Attendance has significant bearing on learning and will reflect in a student's grade. "In attendance" would mean, for a school day, that a pupil is present at his or her assigned school or school activity for at least 90% of the school day.

Excessive absence or tardiness, whether unexcused or excused, parent/guardian contacted school or a Doctor's note provided, can result in a lower grade. In high school, excessive excused absences may result in class failure in accordance with the high school attendance policy. Any questions concerning attendance should be directed to the assistant principal in charge of attendance. In the elementary, middle and senior high schools, parents are to call the school office regarding absences and send follow-up notes.

K. Use and Responsibility for School Books, Materials and Property Students will be issued books and materials necessary for meeting the educational objectives of the school. Fees, however, may be charged for materials to be used by a student.

The school may charge students for damage to books and equipment and for the loss of books and supplies. The students must be notified of a charge at the time of the loss and any appeal must be made by the student or his/her parent at that time.

Any person found to have committed an act of vandalism against any property of the Van Dyke Schools will be subject to prosecution and will be required to make full restitution. In the event the person is a minor, legal action will be directed toward the parent or guardian. Late fees will be assessed for school books, clothing and supplies not returned on time.

L. Classroom Procedures:

Secondary students have the right to select classes within the guidelines for graduation approved by the Van Dyke Board of Education and the availability of classes. It is recognized that each classroom situation requires an organized set of reasonable rules for learning to take place. Students have the right to know and the responsibility to follow these rules.

Failure to follow established rules will lead to appropriate consequences designed to change deviant behavior. These corrective measures may include:

1. a conference with the student;

2. referral to a counselor or administrator;
3. a conference with the parents;
4. other reasonable corrective measures, which may include disciplinary consequences under this Handbook.

Classroom rules are to be reviewed by staff with students, at the beginning of the school year or course. It is also suggested that the classroom procedures for each class or course of study be posted in the classroom.

M. Student Driving:

Students though grade nine are not allowed to drive motorized vehicles to school.

Students in grades 10, 11 and 12 may drive motorized vehicles and park in the student lot off MacArthur, upon agreement to abide by the parking regulations issued with a parking permit. Students who fail to comply with these regulations will lose their parking privilege and/or receive a parking ticket from the Warren Police. The District may search vehicles parked in student areas with or without the permission of the driver and in his/her presence or outside his/her presence.

N. Tobacco Products:

The Board of Education believes that the right of persons who use tobacco must be balanced against the right of those who do not use tobacco to breathe air untainted by tobacco.

In accordance with Board Policy 7434 and in order to protect students and employees who choose not to use tobacco from an environment noxious to them and potentially damaging to their health, the Board prohibits the use or possession of tobacco products on District premises, in District vehicles, and in all school buildings owned and/or operated by the school district.

For purposes of this policy:

1. "tobacco products" imply a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth.
2. "use of tobacco products" means any of the following:
    a. The carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device;
    b. The inhaling or chewing of a tobacco product;
    c. The placing of a tobacco product within a person's mouth; and/or
    d. The smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes, or other lighted smoking devices for burning tobacco or any other substance.

    Students possessing, distributing, or using tobacco products as described or tobacco paraphernalia (e.g. matches, lighters) shall be subject to penalties listed in this document under section III, B. 18 (definition of offenses leading to suspension).

    This policy will be in effect on school property, including the stadium, buses, parking lots, and school-sponsored activities.

O. Closed Campus: (Secondary)

During a student's scheduled attendance hours, he/she must stay within the campus area and is not permitted to leave without authorized permission. Lunch hour is considered part of the student's day.

Although use of grounds is permitted, students are not allowed to enter the school parking lots during their scheduled attendance hours.

P. Use policy for the Internet, Local Area Network, Computers, and Related Technology Equipment. For purposes of technology usage by students, ownership of the Internet, Computers, and Related Technology Equipment is exclusively within the control of the District. There is no expectation of privacy in electronic-mail or other transmissions made using the District's technology infrastructure and such transmissions may be searched at any time with or without cause.

Internet and Local Area Network (LAN) Activities:

1. All use of networks must be in support of education and research and consistent with the purposes of the Van Dyke Public Schools (VDPS).
2. Any use of the network for purposes other than educational (e.g. commercial or for-profit purposes) is prohibited.
3. Use of the network for personal and private business is prohibited.
4. Any use of the network for product advertisement or political lobbying is prohibited.
5. Network accounts are to be used and accessed only by the authorized user of the account for the authorized purpose. Passwords shall not be shared by users and it shall be an infraction of this policy for a user to share his or her password with another. Logging on as another user for whatever purpose shall be deemed an infraction under this handbook and may subject both the owner and the person logging on as the owner to discipline and potential loss of technology privileges.
6. Users shall not seek information on, obtain copies, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.
7. All outside communications and information accessible from the District by users via the networks should be assumed to be private property and should be treated with respect (e.g. no hacking, posting inappropriate comments, or downloading for distribution without permission of the owner).
8. No use of the network shall serve to disrupt the use of the network by others; hardware or software shall not be destroyed, modified, or abused in any way.
9. Malicious use of the network to develop programs that harass other users, infiltrate a computer or computing system, and/or damage the software components of a computer or computing system is prohibited.
10. Hate mail, harassment, discriminatory remarks, and other antisocial behaviors are prohibited on the network and may subject the person transmitting the information to discipline.
11. The illegal installation of copyrighted software as well as unauthorized software for use on district computers is prohibited.
12. Use of the network to access or process pornographic materials, inappropriate text, files known to have viruses, or other such actions is prohibited. All use of networks must be in support of education and research and consistent with the purposes of the Van Dyke Public Schools (VDPS).
13. Files dangerous to the integrity of the local area network are prohibited.
14. Any violations of the use of the Internet should be reported to the principal, teacher, or technology facilitator assigned to the user.
15. Users will accept the responsibility of keeping copyrighted software of any kind from entering the local area network via the Internet.

Disciplinary Action for Violation of Acceptable User Policy

The violations listed are not all-inclusive, but only representative and illustrative. A user who commits an act of misconduct that is not listed will also be subject to disciplinary action. In addition, if a student is receiving Special Education services, the applicable State Board guidelines will be followed. (see III.b, p.15).

Transportation

1. The administration of Van Dyke Public School and First Student work together to ensure the safety and well-being of our students. The bus rules and regulations are set forth as a safeguard for all students, and create a positive environment on our buses.
2. The School district is not compelled to transport any student who does not conform to the necessary rules and regulations. The administration of the school may withdraw the privilege of riding the bus on any route if inappropriate behavior of the pupil interferes with the health, safety, and drop off point, no deviation will be allowed without prior approval by the Transportation Department. No notes from parents or principals will be accepted by drivers. Students who do not normally ride or qualify for transportation will not be transported by buses except for field trips.
3. Responsibility of Students Using School Transportation
    1. Keep hands and head inside the bus at all times.
    2. Move about the bus safely-No running, jumping or horseplay.
    3. Occupy any seat assigned by the driver.
    4. Keep bus clean, sanitary and orderly.
    5. Refreshments permitted only by prior approval of activity sponsor and building administrator.
    6. Do not leave the bus without written permission from building administrator, except at a school or your home stop.
    7. Remain seated.
    8. Emergency door to be used for emergency purposes only.
    9. Talk in ordinary tones. Do not shout.
    10. Do not tease, pull hair, or scuffle.
    11. Throwing articles of any kind will not be tolerated.
    12. Students who disfigure the bus in any way will be required to pay for the damage.
    13. Students are expected to conform promptly with instruction of bus drivers.
    14. Students should be at their designated bus stop, at the designated time; the bus CANNOT wait on students.
    15. Stay off streets (roads) while waiting for bus.
    16. Wait until bus has stopped before attempting to enter or leave bus.
    17. The following are strictly prohibited behaviors on buses operated by the Van Dyke Public Schools: smoking, profanity, and obscene gestures.
    18. Students who ride buses operated by Van Dyke Public Schools are expected to adhere to and follow all directives by bus drives to maintain a safe riding environment."
4. In the event of a discipline problem on a school bus, the following procedures will ordinarily be implemented, in addition to any applicable consequences under the Progressive Disciplinary System.

1st Violation: Verbal reprimand by building administrator, written report sent home.

2nd Violation: Verbal reprimand by building administrator, personal contact by building administrator with parent, written report sent home.

3rd Violation: Verbal reprimand by building administrator, 1 school day bus suspension, personal contact by building administrator with parent, written report sent home.

4th Violation: Verbal reprimand by building administrator, three-day bus suspension, personal contact by building administrator with parent or guardian, written notice to the District Administration, written report sent home

5th Violation: Verbal reprimand by building administrator, three to ten-day bus suspension, personal contact by building administrator with parent or guardian, parent meeting with the District Administration and building principal, written report sent home.

6th Violation: bus privileges are suspended until a parent meeting can be held to determine if bus privileges will be restored or revoked for the remainder of the school year.

In cases of serious or dangerous misconduct, appropriate consequences, including suspension of bus privileges, may be imposed without resort to the progressive discipline system.

The decision of the building administrator, as it applies to student disciplinary action, may be appealed by the student through the office of the Superintendent.

If a student is involved in a bus incident that requires immediate attention, the parent will be notified of the decision on the day of the violation.

III. SUSPENSION AND EXPULSION OF STUDENTS, DEFINITION OF RULES AND PROCEDURAL DUE PROCESS

PROACTIVE APPROACH TO STUDENT DISCIPLINE USING RESTORATIVE PRACTICES

School personnel will take the necessary action to hold students accountable for their behavior and display empathy for why students might be misbehaving. The goal is to help the student recognize and fix mistakes, develop internal control of their behavior, and maintain the dignity of each student. Should a student choose to misbehave, it is the role of the adults in the school to assist the student in modifying inappropriate behavior prior to the use of punitive measures. Such corrective measures may include, but not be limited to, the following:

1. Parent/student/teacher conferences
2. Referral to a building team for intervention
3. Detention both during and outside of regularly scheduled school hours
4. Alternative learning environments or classes within the building
5. Involvement in a school or community intervention program if available
6. Loss of privileges

7. Logical consequences per Restorative Practices including providing opportunities for students to complete acts of service in response to misdeeds and/or poor choices.
8. Additional interactive modeling of the desired behavior and the opportunity to practice these expectations

Effective August 1, 2017: 1310d Amendment to the Michigan Revised School Code

The following factors must be considered before any student is suspended or expelled from any public school in the state of Michigan:

1. Possession of a firearm on school property
2. The student's age
3. The student's disciplinary history
4. Whether or not the student has a disability (e .g. 504 plan or I .E .P.)
5. Whether the misbehavior jeopardized the safety of others
6. Whether restorative practices were used to address the misbehavior
7. Alternatives used in each situation and whether this is an appropriate response

SUSPENSION AND EXPULSION OF STUDENTS:

The Revised School Code authorizes the School District to suspend or expel pupils from school who are guilty of a gross misdemeanor or persistent disobedience, and requires the school District to expel students who possess a firearm in a school building or on school grounds (Amendment 1310d).

Removal from school in the Van Dyke Public Schools is defined as one of the following:

Temporary Separation – Temporary Separation is the removal of a student for up to 5 school days, imposed only by the principal or designee, and appealable only to the principal (ex . not outside the building) . Temporary Separation is considered an excused absence and is appropriate in cases determined by school administration. It is not an official suspension.

Short-Term Suspension: Suspension from attending regularly scheduled classes and any school-related events for a term of one (1) to ten (10) school days. Short-term suspensions are acted upon by the building principal upon delegation of authority by the Board of Education.

Long-Term Suspension: Suspension from attending regularly scheduled classes and any school-related events for a specific period of time in excess of ten (10) school days, but less than expulsion from the School District. The Superintendent or his/her designee has the authority to suspend a student on a long-term basis for up to and including sixty (60) school days.

Expulsion (for misconduct other than the possession of a firearm): Expulsion from attending any further regularly scheduled classes and any further school-related events in the School District; The responsibility for such expulsions are within the exclusive jurisdiction of the Board of Education, upon a vote of a majority of the Board, and upon recommendation of the Superintendent or his/her designee.

Expulsion (for possession of a firearm): Permanent expulsion from the School District pursuant to the Michigan School Code (MCL 380 .1311 and .1311a) and the Gun-Free Schools Act.

The Van Dyke Board of Education recognizes that behavior harmful to persons or property can lead to removal from school by suspension or expulsion and notification of police.

- Students under suspension are not allowed on any school property, in any school building or admitted to any school function. Violation may result in a trespassing charge.
- When the severity or frequency of violations warrant, a suspension of up to ten (10) school days may be given. The Superintendent of the school shall be notified in writing of all cases of suspension.
- Sponsors of activities, including coaches, have full authority to determine who shall be participants in each situation, but they may remove a student from a given activity only based on predetermined rules which have been approved by the principal or appropriate administrative personnel. Parents and students are to be made aware of school rules or regulations affecting specific activities prior to the beginning of the activity.
- Nothing in this Code of Conduct is intended to limit a teacher or sponsor in exercising authority requiring a student to leave an activity when that student's behavior violates Board policies or school rules.
- Due process ensures that disciplinary action is imposed only after review of the facts and/or special circumstances of the situation.
- Appeal procedures available to parents include:
    - o Requesting a principal conference within the period of the suspension. The principal may affirm or modify the terms of the discipline within two (2) school days of the conference.
    - o Appealing the decision to the Superintendent of Schools or designee within five (5) school days of the principal's decision. The Superintendent/ designee may affirm or modify the decision of the principal.

PROGRESSIVE DISCIPLINARY SYSTEM

Disciplinary Step System

A. The disciplinary steps listed below shall be followed in the administration of disciplinary action. The steps are designed to:
    i. Provide students with a program that includes ample opportunity for modification of the negative behavior.
    ii. Provide consistency in the administration of disciplinary action –a fair program in that all students charged with the same level of misconduct will receive the same action.
    iii. Provide for clearly stated, advanced knowledge to all students, parents, and staff members of the course of action to be taken in handling disciplinary matters.
    iv. Provide a program that is progressive (moderate to most severe action).

B. The steps shall be administered under the following conditions:
    i. That all appropriate corrective action shall be taken either prior or concurrently with the administration of any disciplinary action. Placement on the step system will be proportionate to the severity of the misconduct. Steps listed in the accompanying chart are guidelines only. The principal at secondary schools with assistant principals will place students on steps for five (5) or higher. That once a student is placed on the disciplinary steps, the student may, during the current school year, move to succeeding steps for each subsequent occurrence of misconduct at administrative discretion. Movement on the steps will be proportionate to the severity of the misconduct.

ii. The student's placement on the step system shall be reduced one step for each consecutive forty-five (45) school days at the high school level and thirty (30) school days at the elementary and middle school levels without misconduct requiring disciplinary action as described in this policy.

iii. Suspensions carrying over into a new school year will be at the discretion of building administration.

Disciplinary Steps

Step 1 Administrative conference with the student to include reviewing the disciplinary policy and procedure and notification that the next infraction of rules may result in action on at least the 2nd step. The student's parents shall be notified. Possible detention at elementary, middle and high school level.

Step 2 Student/parent/administrative conference/ possible detention at elementary, middle and high school level.

Step 3 Short-term out of school or in-school suspension.

Step 4 Short-term out of school or in-school suspension.

Step 5 Short-term out of school suspension.

Step 6 Short-term out of school suspension.

Step 7 Long-term suspension and or recommendation for expulsion for misconduct not including possession of dangerous weapon, arson, criminal sexual conduct or physical assault against district employees, visitors, students, volunteers, or contractors.

Step 8 Expulsion for possession of dangerous weapons, arson or criminal sexual conduct or physical assault against district employees, visitors, students, volunteers, or contractors.

Elementary students may be removed from the step system for good behavior at the discretion of the building principal.

C. With enactment of Public Act 102, as of January 2, 2000, the following acts of misconduct will be reported to law enforcement:

Armed Student or Hostage
Suspected Armed Student
Dangerous Weapons on School Property
Death or Homicide
Drive by Shooting
Physical Assault (Fights requiring police report*)
Bomb Threat
Explosion
Arson
Sexual Assault (Criminal Sexual Conduct)
Robbery or Extortion (Over $1,000)
Unauthorized Removal of Student
Threat of Suicide*
Suicide Attempt
Larceny (theft) over $1,000
Intruders
Illegal Drug Use or Overdose
Drug Possession or Drug Sale

Vandalism or Destruction of Property
Minor in Possession of Alcohol or Tobacco
Bus Incident and Accident*

* Only required to report if immediate danger persists.

VIOLATIONS AND RELATED CONSEQUENCES:

1. To maintain a safe and positive learning environment that is conducive to the improvement of the academic achievement of students in Van Dyke Public Schools, misbehaviors and violations of the Code of Conduct will be disciplined accordingly. These violations, if not addressed accordingly, could pose a safety risk to other students and staff members in addition to posing a serious disruption to the learning environment. Please note: the outcome of disciplinary hearings with the Superintendent of Schools or the Superintendent's designee could ultimately result in expulsion from Van Dyke Public Schools. Due to the recent legislation (1310d), there is a delineation of the consequences for violations by age (i.e. school division level).

    a. **Elasticity Clause:** Violations listed in this section are common serious school violations reported in the state of Michigan, and possible disciplinary actions associated with these misbehaviors. These violations are not all-inclusive. Some violations are/may be of a more serious nature, which will result in more severe disciplinary action up to and including expulsion. Additional violations may also result in disciplinary action, and repeated violations will result in more severe disciplinary action up to and including expulsion. Moreover, other less serious school violations will be addressed by building administration in accordance with current building procedures and policies, and those infractions could result in more severe disciplinary action. Some violations may result in law enforcement involvement, dependent upon their nature.

    b. **Off-Campus Misconduct Policy:** Students attending Van Dyke Public Schools are expected to represent themselves and their community with pride and distinction. When incidents occur in the community during non-school hours while students are off-campus, and these subsequent incidents lead to a major disruption in the learning environment during school hours, this is considered an off-campus misconduct violation. An off-campus misconduct violation shall include social media postings which cause major disruptions to the learning environment during school hours. A potential off-campus misconduct violation will be investigated by building administrators, and students involved in the off-campus incident could be subject to disciplinary action for the safety and well-being of the staff and students at that school. Off-campus misconduct also includes violations during travel time to and from school and school activities, as well as during any school-related activities that take place at another site, e.g. other schools, activity complexes, etc.

Violations requiring a mandatory meeting with the Superintendent of Schools or Designee and their related consequences:

VIOLATION	VIOLATION
Possession of a firearm	Disciplinary hearing with the Superintendent of Schools; State-mandated expulsion
Possession of a dangerous weapon	10-day out of school suspension; Disciplinary hearing with the Superintendent of Schools
Arson	10-day out of school suspension; Disciplinary hearing with the Superintendent of Schools
Criminal Sexual Conduct	10-day out of school suspension; Disciplinary hearing with the Superintendent of Schools
Physical Assault	10-day out of school suspension; Disciplinary hearing with the Superintendent of Schools
Threatening Communications Indicative of Large-Scale Harm to School Community	10-day out of school suspension; Disciplinary hearing with the Superintendent of Schools

These violations may result in an automatic discipline hearing with the Superintendent of Schools:

CONSEQUENCE ELEMENTARY (K-5)

Fighting

- First offense: 1 day of in-school or out of school suspension
- Second offense: 1-3 days of in-school or out of school suspension; mandatory parent meeting with building administration
- Third offense: at the discretion of the building administrator; mandatory parent meeting with building administration
- Fourth offense: at the discretion of the building administrator; mandatory parent meeting with District administration

Malicious Destruction of School Property

- First offense: warning up to 1-day of in-school or out of school suspension
- Second offense: 1-3 days of in-school or out of school suspension; mandatory parent meeting with building administration
- Third offense: 5-10 days of in-school or out of school suspension; mandatory parent meeting with building administration
- Fourth offense: 10-day out of school suspension; mandatory parent meeting with the District and building administration

Substance Abuse

Being under the influence, use, or possession of alcohol, illicit drugs, controlled substances, drug paraphernalia, vaping paraphernalia, hookah pens, and similar devices, or a substance which is represented as a drug or look-alike drug, on school property by students is prohibited. The prohibition of these substances and/or items includes during extracurricular or school related activities that take place both at or away from school. Students who violate this policy will receive the following consequences:

- First offense: 3-5 days of in-school or out of school suspension
- Second offense: 6-10 days of in- school or out of school suspension; mandatory parent meeting with building administration
- Third offense: 10-day out of school suspension; mandatory parent meeting with the District and building administration
- Fourth offense: Disciplinary hearing with the Superintendent of Schools

Any Student involved with the sale or distribution of illicit drugs, controlled substances, look-alike drugs and/or alcohol, or possession of amounts that would reasonably indicate sales, may be automatically disciplined at the 4th level. In all cases, local police may be involved.

CONSEQUENCE SECONDARY (6-12)

Fighting

- First Offense: 3-6 day in or out of school suspension. Parent meeting with building administrator.
- Second Offense: 6-10 day out of school suspension. Mandatory parent meeting with building and district administrators.
- Third Offense: 10 day out of school suspension. Mandatory discipline hearing with the superintendent of schools.

Malicious Destruction of School Property

- First offense: 3-day in-school or out of school suspension
- Second offense: 5-day out of school suspension
- Third offense: 10-day out of school suspension; mandatory parent meeting with building administration
- Fourth offense: 10-day out of school suspension; mandatory parent meeting with the District and building administration

Substance Abuse

Being under the influence, use, or possession of alcohol, illicit drugs, controlled substances, drug paraphernalia, vaping paraphernalia, hookah pens, and similar devices, or a substance which is represented as a drug or look-alike drug, on school property by students is prohibited. The prohibition of these substances and/or items includes during extracurricular or school related activities that take place both at or away from school. Students who violate this policy will receive the following consequences:

- First offense: 3-5 days out of school suspension and/or successful completion of the school's substance education intervention program. *CARE Class may replace suspension/ticket for first time offenders.
- Second offense: 6-10 days of in- school or out of school suspension; mandatory parent meeting with building administration
- Third offense: 10-day out of school suspension; mandatory parent meeting with the District and building administration.
- Fourth offense: Disciplinary meeting with Superintendent.

Any Student involved with the sale or distribution of illicit drugs, controlled substances, look-alike drugs and/or alcohol, or possession of amounts that would reasonably indicate sales, may be automatically disciplined at the 4th level. In all cases, local police may be involved.

Violation	Elementary Step (K-5)	Middle School Step (6-8)	High School Step (9-12)
Disruptive Conduct: Conduct that materially and substantially interferes with the educational process, either inside or outside the classroom, is prohibited. This is considered the act of being involved in behavior that disrupts the educational process of other students in the classroom or disregarding the suggestions and corrective effort of the teacher or substitute teacher.	1 to 3	2 to 5	2 to 5
Distribution of Unauthorized Materials: The act of distributing or selling materials on school property without authorization of the building administration	1 to 2	1 to 3	2 to 5
Misuse of Electronic Devices: The act of using any portable electronic devices, such as headphones, cell phones, MP3 players, etc. is subject to School/Building Policy. Recording/ capturing of image without consent is prohibited. Van Dyke Public Schools is not responsible for lost or stolen devices.	1 to 5	1 to 6	1 to 6
Extortion: The act of securing or attempting to secure money or other items of value in school or on school property by use of threats and/or violence	3 to 6	3 to 8	3 to 8
False Alarms: Bomb or Similar Threats: The act of initiating a false fire alarm or report, or making a bomb threat or similar threat directed at a school building, other school or employee property, or at a school-related event – (Minimum suspension of ten (10) days) Should any further offense occur, the student will be suspended from school for a period of ten (10) days and recommended for expulsion. Contact will be made with the local police department and the offense could result in expulsion from school.	6 to 8	6 to 8	6 to 8
False Reports: The act of knowingly reporting false incidents or making false accusations, or giving false testimony to school personnel which would affect the welfare of others	3 to 4	4 to 8	4 to 8
Fireworks: The act of possessing, using, or threatening to use any substances or prepared chemicals on school property that explode or cause explosion and are capable of inflicting bodily injury – (Minimum suspension of five (5) days.)	5 to 8	5 to 8	5 to 8
Forgery: The act of fraudulently using in writing, the name of another person, or falsifying times, dates, grades, addresses, or other data on school forms or records, on assignments and other school work.	2 to 5	2 to 8	3 to 8
Gambling: The act of playing games of chance which may include cards and/or dice for money, goods, etc.	2 to 4	3 to 8	3 to 8
Gang-Related Activities: No student shall participate in any gang related activity, including but not limited to the following: soliciting others for membership in any gangs, requesting any person to pay protection or otherwise intimidating or threatening any person, inciting other students to act with physical violence upon any the other person; wearing, using distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign or other item which	2 to 8	2 to 8	2 to 8

Violation	Elementary Step (K-5)	Middle School Step (6-8)	High School Step (9-12)
is commonly associated with membership in or affiliation with any gang; visible body or facial piercing, hair dyeing or physical adornments which are identified by local law enforcement officials as gang related; committing any other illegal act or other violation of school district policies or regulations. "Gang," as used in this regulation, shall mean individuals who associate with each other for criminal, disruptive, and/or other activated prohibited by law and/or by the School District's rules and regulations.			
Gross Misbehavior: The act of deliberate or willful conduct that is detrimental to the normal functioning of programs or activities under school sponsorship. Gross misbehavior may also include open defiance and acts of poor judgment which either interrupt normal school routine or threaten the health, safety and welfare of others .	1 to 3	2 to 8	2 to 8
Indecency: The act of engaging in conduct that is contrary to commonly recognized standards of propriety and behavior.	2 to 5	2 to 8	2 to 8
Insubordination: The act of failing to respond to or carry out a reasonable request by authorized school personnel.	2 to 5	2 to 8	2 to 8
Misconduct at a Consortium School: If a student attending a consortium school is disciplined for an infraction of that school's Code of Conduct, the penalty assessed at the consortium school will also be imposed at Lincoln High School.	N/A	N/A	2 to 8
Misconduct at School-Sponsored Off-Campus Events: Students at school-sponsored events shall be governed by school district rules, regulations, and this code of conduct, and are subject to the authority of school district officials. Violators will be punished as prescribed by the appropriate section of this code.	2 to 8	2 to 8	2 to 8
Obscenity: The act of using language in verbal or written forms, or in pictures, or caricatures, or gestures, which are offensive to the general standards of the school and community.	2 to 5	2 to 8	2 to 8
Off-Campus Internet Sites & Usages: Students may be subject to appropriate disciplinary action for off-campus internet use, including but not limited to web site creation, social networking, electronic and digital communication, and/or use, where such use causes, or is likely to cause a material and substantial negative effect on the general safety and welfare of students and staff, or on the good order and functioning of the school(s). This paragraph shall not be applied contrary to the protections of the First Amendment.	2 to 8	2 to 8	2 to 8
Other Inappropriate Behavior and Other School Rules: The superintendent and principal of each school are authorized to develop appropriate rules and regulations as may be necessary to govern the conduct of students. They may take appropriate action, including the imposition of discipline, in the case of other student conduct that endangers, or has the potential to endanger, the student's self, other students, staff members,	1 to 8	1 to 8	1 to 8

Violation	Elementary Step	Middle School Step	High School Step
other persons, or property, or that otherwise disrupts, or has the potential to disrupt, the educational environment.			
Physical Horseplay: Rough play resulting in shoving, pushing, hitting, slapping and other behaviors that are inappropriate.	1 to 4	2 to 4	2 to 4
Refusing to Identify Oneself/Display ID: Middle and High School students are required to display student identification cards at all times on any Van Dyke Public Schools property as a campus safety measure. Students refusing to identify themselves when asked will receive consequences.	N/A	1 to 6	1 to 8
Theft and Possession of Stolen Property: The act of taking or acquiring the property of others without their consent.	3 to 8	3 to 8	3 to 8
Threatening Communications: The act of writing, telephoning or otherwise communicating to other individuals: verbal threats, annoying nuisance communications, and vulgar and/or obscene messages.	3 to 8	3 to 8	3 to 8
Tobacco Products: Students in possession, distribution or use of tobacco, tobacco products, or tobacco paraphernalia including electronic, "vapor," or other substitute forms of cigarettes (possession includes, but is not limited to personal belongings, lockers, automobiles, book bags, gym bags or purses). *Unlawful use of tobacco product is a misdemeanor, punishable by a fine of not more than $50.	3 to 8	3 to 8	3 to 8
Truancy and Tardiness: The act of unauthorized absence or being late to school or classes for any period of time - Student will be disciplined when continually failing to respond to corrective measures. Unexcused absences will reflect on a student's grade.	TBD	TBD	TBD
Unauthorized Student Demonstration: The act of instigating or participating in a demonstration or disturbance which interrupts the educational opportunities of others or threatens the general health, safety and welfare of others on public or school property or at a school sponsored activity.	1 to 3	2 to 6	3 to 8
Verbal Assault: Commission by a student in grade 6 or above of a verbal assault, as defined herein against a person employed by or engaged as a volunteer or contractor. As used herein "verbal assault" means intentional display of force or communication such as would give the victim reason to fear or expect immediate bodily harm.	N/A	3 to 8	3 to 8
Violation of Van Dyke Public School Acceptable Use Policy for Internet, Local Area Network Computers & Related Technology Equipment: Discipline may include loss of technology privileges. This includes, but is not limited to website creation, social networking, electronic and digital communication, and/or use where such use causes or is likely to cause a material and substantial negative effect to the general safety and welfare of students and staff, or on the good order and function of the school(s).	1 to 8	2 to 8	2 to 8

IV. STUDENT GOVERNMENT

In schools where such an organization exists, students have the right to elect and be represented by a Student Government. Student Government will operate within the guidelines outlined by a printed constitution and under the guidance of a sponsor appointed by the principal.

It is each student's responsibility to support Student Government by attendance if chosen to serve on the body, or by support if one is not an active member.

V. EVALUATION

Students have the right to a fair evaluation of their class work based on guidelines issued by the administration and each individual teacher. Students have the right and responsibility to question grades with the teacher, counselor, principal (in that order) if a grade is considered unfair.

VI. GRADUATION

A student may only graduate from Lincoln High School after acquiring the necessary amount of credits including the required courses for the Michigan Merit Curriculum. Credits needed to graduate will vary for students graduating in the next few years. (See attached chart). A student may reduce the 4-year time requirement with administration permission if all credit requirements are met.

Students may participate in graduation ceremonies only if they have earned the required credits. The administration has the right to refuse participation in graduation ceremonies to any senior violating any of the rules mentioned in this document.

GRADUATION CREDIT REQUIREMENT CHART

Lincoln High School Graduation Requirements
(22 credits)
+ Denotes Michigan Merit Curriculum Requirement

ENGLISH (4 CREDITS)
- English 9+
- English 10+
- English 11+
- English 12+

MATHEMATICS (4 CREDITS)
- Algebra I (or Honors)+
- Geometry (or Honors)+
- Algebra II (or Honors/Pre-Calculus)+
- One additional Math related course during the Senior year+

SCIENCE (3 CREDITS)
- Biology+
- Physics or Chemistry+
- One additional Science related course+

SOCIAL STUDIES (3 CREDITS)
- World History and Geography+
- US History and Geography+
- Economics (.5 credit)+
- Government (.5 credit)+

PYSICAL EDUCATION/HEALTH (1 CREDIT)
- Health (.5 credit)+
- Physical Education* (.5 credit) +
  *3 years of Marching Band waives PE Credit

VISUAL, PERFORMING AND APPLIED ARTS (1 CREDIT)
- Course credit aligned to State guidelines+

WORLD LANGUAGE (2 CREDITS)
- Spanish 1+
- Spanish 2*+
  *Second year of credit may be waived by completing approved Career and Technical Education program or completing an additional Visual, Performing and Applied Arts course.

COMPUTERS (.5 CREDIT)
- Computer Applications

ADDITIONAL ELECTIVES (3.5-5.5 CREDITS)
- Additional elective credits throughout grades 9-12 of students' choice

VII. SCHOOL RULES

Individual schools may adopt additional regulations governing actions not covered by the Student Code of Conduct, but such additional regulations may neither substitute for nor negate any of these provisions. The Superintendent or designee as representatives of the Van Dyke Board of Education must approve such additional regulations.

NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

The Board of Education does not discriminate on the basis of age, race, religion, color, national origin, marital status or disability, sexual orientation, gender identity, gender expression, physical characteristics (e.g., height, weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.) in its programs and activities, including employment opportunities.

The Superintendent shall appoint and publicize the name of the compliance officer(s) who is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or denial of equal access. The Compliance Officer(s) shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, and Section 504 of the Rehabilitation Act of 1973 (as amended), is provided to students, their parents, staff members, and the general public.

GRIEVANCE PROCEDURES FOR NONDISCRIMINATION AND EQUAL OPPORTUNITY/ACCESS

Section I

Any person who believes that they have been discriminated against or denied equal opportunity or access to programs or services may file a complaint, which shall be referred to as a grievance, with the District's Civil Rights Coordinator:

Mrs. Edie Valentine
Director of Personnel
Van Dyke Public Schools
23500 Mac Arthur
Warren, MI 48089-1741
(586) 758-8337

Section II

The person who believes they have a valid basis for grievance shall discuss the grievance informally and on a verbal basis with the District Civil Rights Coordinator, who shall in turn investigate the complaint and reply with an answer to the complainant. They may initiate formal procedures according to the following steps:

Step 1

A written statement of the grievance signed by the complainant shall be submitted to the District Civil Rights Coordinator within five (5) business days of receipt of answers to the informal complaint. The Coordinator shall further investigate the matters of grievance and reply in writing to the complainant within five (5) business days.

Step 2

If the complainant wishes to appeal the decision of the District Civil Rights Coordinator, s/he may submit a signed statement of appeal to the Superintendent within five (5) business days after receipt of the Coordinator's response. The Superintendent shall meet with all parties involved, formulate a conclusion, and respond in writing to the complainant within ten (10) business days.

Step 3

If the complainant remains unsatisfied, they may appeal through a signed written statement to the Board within five (5) business days of his/her receipt of the Superintendent's response in step two. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representative within twenty (20) business days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) business days of this meeting.

The District Coordinator will provide a copy of the District's grievance procedure to any person who files a complaint and will investigate all complaints in accordance with this procedure. A copy of each of the Acts and the regulations on which this notice is based, may be found in the Civil Rights Coordinator's office.

RELEASE OF STUDENT

If a student is to be released from class during the school day the following procedures are to be used:

- The student must bring a note from home stating the requested time of dismissal.
- A parent or adult designated on the student's emergency card, must stop at the office to accompany the child from the building.
- The adult taking responsibility for the child will be asked for identification and must sign a checkout sheet.
- Early pick up for students in grades TK-5 ends at 3:15 p.m.

MEDICATION

State law requires that both parent/guardian permission and physician's instructions must be given in writing before a principal can administer medication. The permission form is available in the building main office.

Medication must be stored and administered in a school office. Appropriate allowances can be made for asthma inhalers and emergency medications for allergic reactions, per Board Policy and Administrative Guidelines 5330, Section E.

INFECTIOUS DISEASES

The following is a chart of the most common infectious diseases. Any child that has one of these diseases is to stay home until the communicable stage has passed. This will help prevent the spread of the disease. Parents should ask their doctor for a communicable period of other contagious diseases not listed below.

DISEASE	INCUBATION PERIOD	COMMUNICABLE PERIOD
Chicken Pox	2-3 weeks	1 week
Influenza	1-3 days	Probably 3 days from onset
Measles (Rubeola - Red Measles)	10 days, or longer if modified with immune globulin	Beginning of fever to 4 days after rash
German Measles (Rubella)	14-21 days	7 days before & 4 days after rash
Mumps	12-26 usually 18 days	Most contagious 48 hours before swelling - 9 days after
Scarlet Fever	1-3 days	Approximately 24 hours after doctor's treatment w/ antibiotics
Sore Throat (Streptococci)	1-3 days	Weeks or months without medical treatment
Impetigo	4-10 days commonly	Throughout infection. When lesions are dry or when condition is under a physician's care, and a note received from him.
Scabies	Several days or weeks before itching is noticed	Until mites and eggs are destroyed
Pink Eye	1-3 days	Throughout active infection
Lice (Pediculosis)	Eggs hatch in 7-10 days; maturity reached 7-13 days after hatching	Van Dyke Public Schools follows guidelines established by the Michigan Department of Health for cases involving Pediculosis (Head Lice).
Bed Bugs	1 – 14 days Depending upon allergy	Van Dyke Public Schools follows guidelines established by the Michigan Department of Health for cases involving Bed Bugs.
Ring Worm	10 to 14 days	Van Dyke Public Schools follows guidelines established by the Michigan Department of Health for cases involving Ring Worm.



President
Mark Kedzior



Vice President
Jecinda Jones-Bettie



Secretary
Diane Boehm



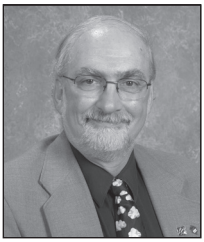
Treasurer
Timothy A. Jones II



Trustee
David Cowlbeck



Trustee
Ivan Thomas



Trustee
Richard Carloni



Superintendent
Piper Bognar

VAN DYKE PUBLIC SCHOOLS
BOARD OF EDUCATION 2025-2026

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Superintendent . . . . . Piper Bognar

SCHOOL CLOSINGS

The school closing procedure in case of inclement weather is as follows:

1) The Superintendent of Schools, having been informed of road conditions, will determine if the schools will be closed.
2) If school is canceled because of conditions which develop during the night, it will be done by 6:00 a.m. whenever possible.
3) If school is canceled for the following day, it will be done by 11:00 p.m. whenever possible.
4) Notice of school closings will be announced through the Michigan State Police Law Enforcement Information Agency (LEIN).
5) Radio stations will be notified through LEIN in this area.
6) Automated calls and/or electronic messages will be sent to families wishing to receive this type of notification assuming we have updated contact information

VAN DYKE PUBLIC SCHOOLS PARENT AND FAMILY INFORMATION

The Van Dyke Public Schools Board of Education believes that durable and significant learning by a student is more likely to occur when there is an effective partnership between the school and the student's parents/guardians. Such a partnership means a mutual belief in and commitment to significant educational goals for a student, a plan for the means to accomplish those goals, cooperation on developing and implementing solutions to problems that may be encountered and continuing communication regarding the progress in accomplishing the goals.

It is imperative to the education and safety of your student that the following information is kept updated:

- Parent/guardian phone numbers
- Addresses
- Additional emergency contacts

Please notify your child's school when there is a change in your contact information. We look forward to partnering with you this school year.

NONDISCRIMINATION POLICY

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Elliott Larsen Civil Rights Act of 1977, it is the policy of Van Dyke Public Schools that no person shall, on the basis of race, color, religion, national origin or ancestry, gender/sex, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. For further information, contact (586) 758-8337.

Inquiries related to discrimination on the basis of disability should be directed to:
Ms. Susan Ludlum, Section 504 Coordinator
23500 MacArthur, Warren, MI 48089
(586)758-8338

Direct all other inquiries related to any other discrimination to:
Mrs. Edie Valentine, Director of Personnel
23500 MacArthur, Warren, MI 48089
(586) 758-8337

EQUAL EDUCATION OPPORTUNITY

It is the policy of the Van Dyke Public School District to provide an equal opportunity for all students. Any person who believes that the school or any staff person has discriminated against a student on the basis of race, color, creed, age, disability, religion, gender, ancestry, national origin, or other protected characteristics as well as place of residence within District boundaries, or social or economic background, has the right to file a complaint. A formal complaint can be made in writing to the School District's Compliance Officer listed below:

Mrs. Edie Valentine
Director of Personnel
Van Dyke Public Schools
(586) 758-8337

This complaint will be investigated and a response, in writing, will be given to the concerned person within 5 days: Under no circumstances will the District threaten or retaliate against anyone who raises or files a complaint.

Van Dyke Public Schools
23500 MacArthur
Warren, MI 48089