ELKTON-PIGEON-BAY PORT LAKER SCHOOLS

LAKER ELEMENTARY

Parent & Student Handbook

2026-2027

At Laker Elementary
we help students find their why.

Board Approved 6/29/2026

LAKER ELEMENTARY SCHOOL
2026-2027 Parent and Student Handbook

Welcome!

Thank you for entrusting your child to the Laker Elementary Educational Team! It is our mission to provide all students with an excellent academic program and a safe and engaging learning environment. We encourage you to be involved in all aspects of your child's education.

This student handbook is here to help answer common questions you and your family might have during the school year. It included important rules, helpful information, and what students need to know about school.

Because the handbook talks about student rights and responsibilities, it's important for every student and family to read and understand it. Please keep it handy at home – it can help you if questions come up during the year.

We look forward to your input and visits, as we together prepare your child for a lifetime of success! If you have any questions or concerns, please reach out to us at 989-453-4600 or jreithel@lakerschools.org.

Sincerely,

Jill Reithel
Laker Elementary Principal

Bill Comai
Laker Elementary Assistant Principal

Laker Elementary School
6436 Pigeon Road
Pigeon, MI 48755
Phone: 989-453-4600 FAX: 989-453-4629
OFFICE HOURS: Monday – Friday, 7:30 am to 3:30 pm

EPBP Laker Board of Education for 2026-2027
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**The Elkton-Pigeon-Bay Port Laker Schools provides equal opportunity for all people Regardless of race, color, national origin, sex, religion, or marital status.*

EQUAL EDUCATION OPPORTUNITY

It is the policy of this District to provide an equal education opportunity for all students. The right of a student to be admitted to school and to participate fully in curricular, extra-curricular, student services, recreational or other programs or activities shall not be abridged or impaired based on the traits of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or state civil rights laws (hereinafter referred to as "Protected Characteristics") or other protected characteristics as well as place of residence within District boundaries, or social or economic background.(See Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity)

NOTICE AND STATEMENT OF NONDISCRIMINATION

Notice of Nondiscrimination
The District's notice of nondiscrimination shall read as follows:
The Board of the Elkton Pigeon Bay Port Laker School District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment. Inquiries about Title IX may be referred to the District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights ("OCR"), or both.
The District's Title IX Coordinator is:
Mr. Bill Comai
Title IX Coordinator
6136 Pigeon Road
Pigeon MI 48755
bcomai@lakerschools.org
989-453-4600
The Board's nondiscrimination policy and grievance procedures can be located at www.lakerschools.org.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to www.lakerschools.org. Contact information for OCR is available here: https://ocrcas.ed.gov/contact-ocr
Statement of Nondiscrimination
If necessary, due to the format or size of any publication, the District may use the following statement of nondiscrimination:
The Board of the Elkton Pigeon Bay Port Laker School District prohibits sex discrimination in any education program or activity that it operates. Individuals may report concerns or questions to the Title IX Coordinator. The full notice of nondiscrimination is located at www.lakerschools.org.
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A. ACADEMIC PROGRAMS

1. CLASS OFFERINGS INCLUDE:
   Core Classes: Math, Reading, English Language Arts, Science, and Social Studies
   "Special" Classes: Physical Education, Music, and Arts & Technology
   *All girls and boys will participate in a regular program of physical education. The appropriate shoes for PE class are athletic (tennis) shoes. If there are medical or physical reasons for non-participation, please inform the office and have your doctor send the school a note of excuse.

2. REPORT CARDS
   Report cards are generated at the end of each nine week marking period, indicating your child's academic performance. Between report cards, teachers will communicate with parents on an on-going basis, along with progress reports.

3. HONOR ROLL
   Honor Roll is based exclusively on an A/B system in core subjects.

4. PARENT TEACHER CONFERENCES
   Parent Teacher Conferences are scheduled shortly after the end of the first marking period. Parents will reserve a specific appointment time that is best for their schedule (afternoon or evening). Parents or teachers can request another conference if deemed necessary.

5. SKYWARD PARENT ACCESS PORTAL
   Parents may access their child's grades, attendance, and discipline reports via Skyward. The Skyward link can be found on the Laker Website (www.lakerschools.org). Under the "Students tab, select the Skyward link. Your username and password can be obtained from the elementary office. Please utilize this terrific communication tool.

   All classroom teachers utilize the Apptegy app. **Please download the Lakers App on your phone. All communication with the teacher will be done through the Rooms icon at the bottom of the screen.** Please note that responses may be delayed outside of regular school hours, including before and after school.

6. TITLE I SUPPORTS
   Laker Elementary receives federal funding through Title I. The purpose of these funds is to provide academic support to students so that they can be proficient in core content areas. Laker Elementary utilizes Title I funds to provide academic interventions in reading and math.

7. HOMEWORK POLICY
   Homework, when assigned to be completed at home, will not be excessive. A homework assignment should not be confused with work that has been expected to be completed in class, but due to slowness of completion, the student elects to finish the assignment at home.

8. RETENTION
   Retention of students will be considered for students who have failed 3 or more of the five main academic subjects (Reading, Math, English-Language Arts, Science, and Social Studies).

B. MICHIGAN LITERACY LAW

Michigan's new literacy and dyslexia laws require schools to screen all students for signs of dyslexia multiple times each year, with additional support for older students who struggle with reading. The laws aim to improve early literacy by ensuring students receive timely help through reading plans and support systems. They also require teacher training programs to include instruction on identifying and supporting students with dyslexia.

We want all students to be proficient readers. In order to achieve this mission, our school will:

- ✓ **Provide core instruction** in phonemic awareness, phonics, fluency, vocabulary, and comprehension that is systematic, explicit, multisensory, and sequential.
- ✓ **Use a Univeral Screening** tool to assess ALL students for reading proficiency, at least **three times each year.** The first screening will occur **within 30 days of the beginning of the school year.**
- ✓ **Complete diagnostic and formative assessments** for the skill area(s) of phonemic awareness, phonics, fluency, vocabulary, and comprehension, as indicated by the universal screening results. This 'digging deeper' will help us determine what additional instruction each child needs.
- ✓ **Notify parent,** in writing, of their child's reading deficiency. **Within 30 days** of identifying the student, the teacher, principal, parent, and other pertinent personnel will **create an Individual Reading Improvement Plan.**

The plan will include:

- Student's **assessment results.**
- **Intensive intervention services** the pupil will receive during the school day, in addition to regular classroom reading instruction, until the deficiency has been remedied.
- **A Read-at-Home Plan for parents with tools and training provided by the school.**
- Documented **efforts to engage the parent** and whether or not efforts were successful.
- Documentation of any **dissenting opinions** about the plan.

Students with an identified reading deficiency, the plan will also include:

- An intervention program proven to **accelerate achievement** within the same year.
- **More dedicated instructional time** than given the previous year.
- **Daily, targeted, small-group or 1-to-1 instruction with more detailed and varied explanations, more extensive opportunities for guided practice, and more opportunities for error correction and feedback.**
- More **frequent progress monitoring.**
- Supplemental instruction provided by someone with **specialized reading training.**

C. ATTENDANCE POLICY

The Compulsory Education Law states that every parent or guardian of a child between 6-16 years of age is legally responsible to send their child to school. The Laker Elementary attendance policy is in accordance with this law.

1. REPORTING ABSENCES
    - Student absences may be excused with a message sent to the teacher through the Laker App, a parent phone call to the office the day of any absence, or with a note delivered to the office upon return. Any absence without a parent phone call or note will be determined unexcused.
    - Below is our process for absences:
        i. After 5 absences a letter is sent to the parent or guardian along with a copy provided to Truancy Services. Truancy Services are contacted to monitor and contact family either by letter of phone.
        ii. After 7 absences a 2nd letter is sent to the parent or guardian and a copy provided to Truancy Services. Truancy Services will be updated and will send a certified letter. Both the school and Truancy Services will reach out to the parent by telephone and will document it.
        iii. At 10 absences, the Truancy Officer and the School will review absences and jointly determine if it should be submitted to the court or other avenues to address truancy behavior.

    Excused absences that do not count towards the above truancy policy are:

    - Illness (more than 5 illnesses in a semester/1/2 school year will require a doctor's note).
    - Recovery from an accident/medical procedure (a doctor's note should be provided to the school).
    - Required Court Appearance
    - Death in the immediate family.
    - Good cause as determined by the school (i.e. college/trade school visits).
    - Suspensions – handled under the discipline policy.

2. ASSIGNING TARDIES

It is important for students to report to class on time at the start of every day. A great deal of learning is lost when students show up late. For this reason:

- A Tardy will be assigned to students who arrive to school between 7:40 and 8:00 a.m. Students arriving **after 8:00 a.m.** will be recorded as having an **a.m. half-day absence**. Similarly, students who leave **prior to 2:50 p.m.** will be recorded as having a **p.m. half-day absence**.
- Excessive tardies in a marking period will result in a student's parents being informed.
- Early pick up between 2:50 and 3:10 will be documented.
- Excessive early pick up in a marking period will result in parent notification.

3. POLICY ON ILLNESS

Students leaving school due to illness

If a student is nauseous, has a temperature of 100 degrees or more, has excessive coughing, or diarrhea, contact will be made with parent or guardian per the instructions of the emergency medical form on file in the office. It is the parent's responsibility to transport and care for the child in the instance of illness.

Students returning to school after illness

Any child who has had a fever of 100 degrees or more, may not return to school until they are fever free **without medication for 24 hours.**

Any child who has suffered from vomiting or diarrhea may not return to school until they have been free of diarrhea or vomiting for 24 hours.

A note of medical clearance from a doctor is required for the child to return to school in the instance of an infectious or communicable disease.

Head Lice

Students found with head lice will be excluded from school until appropriate treatment has been given – including removal of nits and lice. Students can return to school only after being checked by the school nurse and found to be lice and nit free or with written permission from a doctor.

Medication

Medications for long term duration ordered by a physician, or medications sent from home will be administered by the school nurse or school personnel. The medicine must be in a proper container with the child's name, the name of the medication, dosage, and when it is to be given. The child must not carry any medication to or from school. Medications should be handled by adults only.

4. POLICY ON INJURIES

Student injuries are reported to the teacher, nurse or principal. In the event the injury needs more than minor first aid, parents will be notified.

Medical emergencies will be handled per the instructions on the child's medical emergency form on file in the elementary office. Please be sure that this information always has up-to-date information.

By law #380.1178, it is the responsibility of school personnel to administer medicine as needed (including aspirin, cough medicine, antibiotics, etc.). Parents must have a written note on file in the office.

D. DRESS CODE POLICY

Good judgment should be used with regard to any clothing worn to school – no bare midriff, no tobacco or alcohol related clothing or clothing with offensive materials. Shorts should touch the child's fingertips when holding their arm down. Flip flops and sandals may be worn to school, but athletic shoes must be worn to physical education class and to outdoor recess. Parents are requested to see that their child is dressed appropriately for school and current weather conditions. Students will be going outside if the temperature is above 10 degrees.

E. DISCIPLINE MODEL

OVERVIEW OF THE CKH DISCIPLINE MATRIX

The CKH (Capturing Kids' Hearts) discipline matrix is part of a program designed to foster positive school culture and student success through healthy relationships. It offers a structured approach to addressing student behavior.

❖ **Key Components**

1. **Social Contract:**
   - **Definition:** A collaboratively created agreement outlining expected behaviors.
   - **Purpose:** Establishes mutual respect and shared understanding.
2. **Four Questions:**
   - **Questions:**
     1. What are you doing?
     2. What are you supposed to be doing?
     3. Are you doing it?
     4. What are you going to do about it?
   - **Purpose:** Promotes self-reflection and responsibility.
3. **Behavior Intervention:**
   - **Levels:** Escalating interventions based on behavior severity.
   - **Examples:** Verbal warnings, conferences, parent involvement, and administrative actions.
4. **Affirmations:**
   - **Purpose:** Provides positive reinforcement and recognizes good behavior.

Principles

1. **Relationship Building:** Develop strong, positive relationships between students and teachers.
2. **Consistency:** Ensures fair and consistent application of rules and consequences.
3. **Empowerment:** Encourages student ownership of actions and self-discipline.
4. **Positive Reinforcement:** Balances corrective actions with positive feedback.

Outcomes

1. **Improved Behavior:** Decrease in disciplinary issues, increase in positive behaviors.
2. **Enhanced School Culture:** More positive and collaborative environment.
3. **Academic Success:** Improved academic performance and student engagement.

The CKH discipline matrix integrates relationship-building, consistency, empowerment, and positive reinforcement to create a supportive and effective learning environment.

❖ Students in grades Developmental Kindergarten through Fifth grade at Laker Elementary adhere to the following behavior guidelines in all areas of the school campus: classroom, hallway, library, recess, specials, cafeteria, and field trips.

Expected Behaviors

Good listening, following directions, completing work without disrupting others, raise hand to get teacher, wait your turn, positive words and voice, apologize when needed, respect others and property, keep arms / feet and boy to self, walk safely, and tell the truth. These behaviors are rewarded in several ways in the classroom and by the principal's office.

Minor Violations will be handled by the classroom teacher using the CKH process.

Major violations that could result in suspension or expulsion could include but not limited to:

- Carrying or selling a controlled substance including vapes
- Vandalism
- Theft
- Insubordination: open defiance of school personnel and disruption to other student's learning
- Fighting or assault

- Gross misbehavior – the deliberate or willful conduct detrimental to normal functions of a program or activity.
- Weapons
- Threatening students or school personnel
- Bullying: deliberate, hurtful behavior done repeatedly
- Harassment: verbal or physical

SUSPENSION/EXPULSION

In the case of a suspension of more than 10 days or expulsions, the Administrator must consider the following factors:

1. The student's age.
2. The student's disciplinary history.
3. Whether the student has a disability.
4. The seriousness of the violation or behavior.
5. Whether the violation or behavior committed by the student threatened the safety of another student or staff member.
6. Whether restorative practices will be used to address the violation of behavior.
7. Whether a lesser intervention would properly address the violation or behavior. Once these factors have been considered, it may still be appropriate for long-tern suspension or expulsion to take place. This decision lies with the administrator.

   It should be noted that violations involving weapons, arson, and criminal sexual conduct are grounds for immediate expulsion. There are certain exceptions where weapons are involved, pertaining to knowledge and intent of the possession.

❖ **BULLYING AND HARASSMENT**

At Laker Elementary, we believe every student has the right to feel safe, respected, and valued. Bullying and harassment in any form – whether physical, verbal, or online – are strictly prohibited. Bullying is defined as deliberate, hurtful behavior done repeatedly and can be physical, verbal, or indirect/emotional. Harassment includes verbal, physical, or sexual harassment. With the rise of social media and online platforms, cyberbullying has become a significant concern. This includes hurtful messages, spreading rumors, or sharing embarrassing photos or videos online. If a student experiences or witnesses bullying or harassment, whether in person or online, they should report it immediately to a teacher, counselor, or school administrator. Our school is committed to taking all reports seriously and will work with students and families to address and resolve any incidents. Bullying and harassment will result in disciplinary action, ensuring a positive and supportive learning environment for all.

F. SCHOOL BUS CODE OF CONDUCT

At Laker Schools, we are pleased to offer transportation services to and from school and extracurricular activities. Our goal is to ensure a safe, respectful, and orderly environment on every bus. Riding the bus is a privilege — not a right — and student behavior must reflect our expectations for safety and responsibility.

Student Expectations

- The bus driver is the authority on the bus. Students are expected to follow all directions promptly.
- Students must conduct themselves respectfully and avoid distracting the driver.
- Video cameras are used by district employees to support safe behavior and assist in resolving incidents.
- Families are responsible for transportation if a student is suspended from bus privileges.

Progressive Discipline

Bus discipline follows a progressive model. If student behavior continues or escalates in severity, consequences will increase. Steps may be skipped in cases of serious misconduct that directly impact safety.

1st Written Violation:

A written warning is issued to the student. Parents must sign and return the notice within 3 school days. Failure to return the notice will result in temporary loss of bus privileges. This step cannot be appealed.

2nd Written Violation:

A second warning is issued, and the building principal will contact the parent/guardian. The goal is to intervene early and correct behavior before suspension becomes necessary. No appeal is allowed.

3rd Violation:

Results in a one-day suspension from riding the bus. This reinforces the seriousness of continued misbehavior. No appeal permitted.

4th Violation:

Student is suspended from bus privileges for three days. Families must make alternative transportation arrangements. No appeal permitted.

5th Violation:

Suspension extends to five days. Parents/guardians may request an appeal by contacting both the transportation manager and building administrator within 3 days of notice.

6th Violation:

Results in suspension of bus privileges for one full semester. Appeals are permitted following the same 3-day window and procedure as above.

7th Violation:

Student loses bus privileges for the remainder of the school year. Appeal process is available and must be initiated within 3 days of the notice.

Appeals: Suspensions longer than 3 school days may be appealed. Contact the building or transportation administrator within 3 school days of receiving the notice.

Examples of Misconduct

MINOR VIOLATIONS

These may begin with verbal warnings but can escalate if repeated. They generally do not pose immediate safety risks but interfere with the orderly operation of the bus:

- Unsafe boarding/exiting: Pushing or shoving, standing in the roadway, or failing to wait safely.
- Eating or drinking: Food and beverages are not allowed due to safety, cleanliness, and allergy concerns.
- Inappropriate items: Includes prohibited electronics, glass containers, pets, or other distractions.
- Littering: Scattering or leaving trash behind on the bus.
- Leaving seat or sitting improperly: Not remaining seated or switching seats without permission.
- Window misuse: Opening/closing windows without permission or placing anything outside the bus.
- Tardiness: Not being at the stop on time, delaying the route.
- Disruptive behavior: Excessive noise, roughhousing, or horseplay that distracts the driver.

SERIOUS VIOLATIONS

These behaviors create an unsafe environment or demonstrate major disregard for rules. They may result in immediate suspension or skipping steps in the process:

- Fighting or physical aggression: Any pushing, hitting, or threatening contact.
- Bullying, harassment, or verbal abuse: Teasing, name-calling, slurs, or threats — including written or electronic.
- Vandalism: Damaging or defacing the bus, such as cutting seats or writing on surfaces.
- Throwing objects: Inside or outside the bus, especially near the driver.
- Improper use of emergency exits: Only to be used when instructed by the driver or in a real emergency.
- Insubordination: Refusing to follow directions or identify oneself when asked.
- Tobacco/vaping: Possessing or using tobacco, e-cigarettes, or vaping products.
- Dangerous behavior: Grabbing onto mirrors, bumpers, or retrieving items under the bus.

G. ELEMENTARY SCHOOL PERSONAL WIRELESS DEVICES GUIDELINES

Personal Wireless Devices include: Cellphones, Laptops, Smart watches, Ear Pods, iPads/tablets
At our elementary school, our goal is to create a learning environment where students stay focused, build strong relationships, and feel safe. To support that goal, we ask students to keep Personal Wireless Devices including smart watches put away during the school day. Personal Wireless Devices may not be used during school hours (7:40 a.m. – 3:15 p.m.) unless a teacher or office staff member has given permission. Personal Wireless Devices should remain in backpacks/lockers for the entire day.

To keep everyone safe and respectful:

- Personal Wireless Devices may not be used in the hallways, cafeteria, or on the playground.
- Students may not take photos or videos of others at school or on the bus.
- Inappropriate pictures may not be taken, shared, or forwarded.
- The school is not responsible for lost, stolen, or damaged Personal Wireless Devices.

We understand students are still learning how to manage technology. When a Personal Wireless Device is used at school without permission, we will work to guide students toward better choices.

- **First time:** The student will be asked to put the Personal Wireless Device away in their backpack/locker, and they will receive a reminder of the expectations.
- **Second time:** The Personal Wireless Device will be collected and kept in the office for the rest of the day. A parent/guardian will be notified by the teacher.
- **Third time:** A parent/guardian will need to pick up the Personal Wireless Device from the office.
- **Fourth time:** The student will be required to check their Personal Wireless Device in and out at the front office each day for five school days.

Ongoing issues may result in further consequences, such as a parent meeting or a longer loss of Personal Wireless Device privileges.

H. AI POLICY

At Laker Elementary, we are beginning to explore age-appropriate ways for students to use Artificial Intelligence (AI) tools to support learning. Our goal is to help students become thoughtful, ethical users of technology.

We ask for your partnership in helping your child:

- Understand that AI is a learning tool – not a replacement for their own thinking and effort
- Follow their teacher's guidelines about when and how AI can be used.
- Use AI in ways that support curiosity, creativity, and learning – not shortcuts or dishonesty.

If your child is using AI tools at home for schoolwork, please help them follow the same expectations we have at school. If you have any questions about how AI is used in your child's classroom, we encourage you to contact their teacher.

Together, we can help students develop strong digital habits and a love for learning that's guided by honesty, responsibility, and respect.

I. BREAKFAST AND LUNCH PROGRAM

Breakfast and lunch are available to all Laker Elementary students.
Costs for 2026-2027 are: DK-5 Breakfast, $1.40; DK-5 Lunch, $2.40; Extra Milk, $0.40

Federal free or reduced price lunch program applications are available in the office.

Please keep money in your child's account. Deposits can be made by dropping off a check or cash in an envelope to the deposit box by the elementary office or paying through Skyward Family Access.

Menus are published monthly and sent home from the school as part of the calendar.

In the event of a one hour delay, breakfast will be served. In the event of a two hour delay, breakfast will not be served.

Lunch Debt

- Lakers will provide consistent and concise guidelines for paying lunch debt in a timely manner.
- A guideline shall be provided in writing to all households at the start of each school year and to households transferring to the school during the school year detailing consistent directions for students who are eligible for free and reduced lunch but do not have funds in their accounts to cover the cost of their meal at the time of service.
- Bad debt that is incurred through the inability to collect lunch payment from students is not an allowable cost chargeable to any federal program, such as food service funds. Any related collection costs arising from bad debt that is determined to be uncollectable are also unallowable costs to federal programs.

J. OTHER

1. STUDENT REGISTRATION
   Students may be registered by parent or guardian, with student birth certificate, immunization record or waiver signed by the Health Department, and proof of residency.

2. FEES
   Student books and most supplies are provided by the school without cost. However, students are subject to book fines or replacement fees of class textbooks, library books, technology, or other supplies that are damaged or lost. Fees are based on repair or replacement costs.

3. RIGHTS TO ACCESS AND PRIVACY OF RECORDS
   All parents and guardians of students under 18 years of age and all students 18 years of age or older have the right, pursuant to the Family Education Right and Privacy Act of 1974, to examine the official records, files and data maintained by Laker Elementary School directly relating to the student. Parents have the right to challenge any of the contents of said records to insure accuracy and fairness. Procedures of such examinations and challenges, including a hearing on a challenge, shall be established by the Board of Education and be made available upon request. Parents and guardians are reminded that a student's legal name must be used for all records.
   No records, files, or data directly relating to an individual shall be made available to anyone without the consent and/or notification of the student or of the parent or guardian of a student under 18 years of age, except:
   a. The teachers and officials of Laker Elementary School, who have a legitimate educational interest in such information.
   b. A federal or state request for submission of student records has been made.
   c. The student or parent will be notified if officials of a school to which a student is to enroll desires access to student records, or if a court has ordered access to such records. For other investigation of student records, parental or student consent is needed.

4. FIELD TRIPS
   Field trips are special events that classes are rewarded with each school year. These trips are a privilege and may be taken away from students who fail to meet certain criteria.
   Students who continually break rules of conduct or consistently fail to complete required school work will lose their privilege. Parents will be notified when a trip is in jeopardy.
   Students will be marked half-day absent if you sign them out before 2:50 after a field trip.

   Chaperones
   Field trips are set up and directed by classroom teachers. Parents are asked to follow specific directives set by the classroom teacher. (One directive is no smoking/vaping on the trip.) Chaperones are to be the parent or legal guardian of the student. The optimal student to chaperone ratio is 3:1, therefore we will plan our trips accordingly.
   Siblings are <u>not</u> to accompany parent chaperones on field trips. Parents are expected to enforce and exhibit proper school behavior at all times. **Appropriate clothing should be worn (examples:**

no spaghetti straps, no tank tops, no t-shirts with profane or inappropriate messages, and all shorts mid thigh). Thank you for setting a positive example!
Volunteer background check paperwork must be filled out and approved 2 weeks prior to any field trip.

5. LOST AND FOUND
   Lost items can be readily identified if they have been marked with the child's name. At school, many times students have items that are the same in appearance as another child. The name is identified on hats, boots, lunch pails, gloves, etc. helps solve many problems. The school is not responsible for lost items.

6. PERSONAL ITEMS
   We ask that students not bring toys, sports cards, radios, or other personnel items to school. These items can get lost or stolen and create problems. The school is not responsible for the protection or replacement of personal items. If it becomes a problem, parents will need to pick the item up from the principal. Personal items such as toys and fidgets are not allowed outside at recess.

7. PETS
   For the safety of students and staff, we ask that family pets not be brought to school.

8. NO SCHOOL DUE TO INCLEMENT WEATHER
   On days of inclement weather when school is to be cancelled or delayed, you will be notified by School Messenger and Bad Axe Radio WLEW (102.1 FM).
   If the school is closed early due to weather, the students that ride the bus will be taken home to their normal drop off point. Parents are encouraged to direct their child on what to do when special situations arise and no one is home when he/she arrives home from school.

K. PARENT'S RIGHT TO KNOW REQUIREMENT

Parents have a right to know and may request information as to:

Whether a teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;

Whether a teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;

The baccalaureate degree major of a teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree

L. ACCEPTABLE USE AGREEMENT

The purpose of the Laker School District's Technology, Computer and Network Acceptable Use Agreement is to help learners use technology in school and at home to facilitate learning on a 24/7 basis.

The Acceptable Use Agreement (AUA) provides guidelines for using computer hardware and software on individual computers/devices, on local area networks, wide area networks, wireless networks, the internet and companion technological equipment (i.e. printers, servers, whiteboards, projectors, etc.). The guidelines establish rights and responsibilities for all users. All users of the network and technological devices are expected to follow the guidelines or risk loss of computer privileges.

The signatures on the Parent School Compact are binding and indicate that the parties who signed have read the terms and conditions and understand their meaning.

Users who knowingly access prohibited information or who disregard guidelines will be subject to disciplinary action.

I agree to the following:

I acknowledge that I am responsible for my actions on my device and for following the specific rules established for the use of the hardware, software, labs, and networks throughout the district. I understand that failure to do so could result in a loss of technological privileges.

I will not share my password or account with anyone and will have full responsibility for the use of my account. I will not use another's account or represent myself as someone else.

I will not engage in illegal activities on the network, computer and technological devices (i.e. plagiarism, bullying, harassment, tampering with hardware, software or documents; vandalism; unauthorized entry or destruction of files; or deliberate introduction of computer viruses).

I will obey procedural safeguards to maintain the performance of the network, computer and technological devices. This includes uninstalling/tampering with apps installed by the school.

I will respect the rights of others, use appropriate language and avoid offensive or inflammatory material. I will bring incidents of offensive or inflammatory material directed to myself or others to the attention of a Laker staff member.

I will not share, make, or post online personally identifying information about any members of the Laker community without permission (addresses, phone numbers, email addresses, photos, videos, etc.)

I will access only those resources that are appropriate for school and those District network resources for which I have specific authorization.

I will obey copyright laws and license agreements. Text material, music, software, and other media are protected by law.

I will not install software on the network, computer or technological devices without permission of the system administrators.

I understand that administrators and teachers may access my files anytime and without advanced notice.

Staff and students who are issued school owned tablets are responsible for their care. Charges related to repair and replacement caused by abuse, misuse, negligence or loss as determined by school administration will be the responsibility of the staff member or student.

I understand that I will file a police report for any school device that is assigned to my child that is stolen or is missing.

Violation of this Acceptable Use Agreement may result in:

- *Loss of school provided technology and network privileges*
- *Laker sanctions as prescribed by the student handbook*
- Monetary reimbursement to Laker Schools or other appropriate sources – Prosecution under applicable civil or criminal laws.

Laker School reserves the right to addend or amend the policy at any time.

The Laker Elementary Team sincerely thanks you
for reading this handbook and reviewing it with your child.