

Bangor Middle School Handbook

Home of the Vikings!



Bangor Public Schools Mission Statement

Providing Educational Excellence as a Pathway to Success

Bangor Public Schools Vision Statement

Challenging and Guiding Each Student to Pursue Their Dreams

Table of Contents

Table of Contents.....	1
Purpose of the Handbook.....	2
School Contacts & General Information.....	2
School Day.....	2
<u>Bangor School District Procedures, Expectations & Policies.....</u>	<u>3</u>
Attendance.....	3
Birthday Treats.....	3
Bicycles, Skateboards, Scooters, etc.....	3-4
Bullying and Other Aggressive Behavior Towards Students (Policy 5517.01).....	4-5
Dress Code.....	5
Field Trip Guidelines.....	6
Food Delivery.....	6
Grievance Procedures For Nondiscrimination (Policy 2260).....	6
Immunizations.....	6
Internet Usage.....	6-7
Limited English Proficiency.....	7
Medications (Prescription and Non-Prescription).....	7
Morning Drop Off Procedures.....	7
Parent Concerns.....	7
Parent-Teacher Conferences.....	7
Personal Electronic Devices & Cell Phones (Policy 5136).....	7-8
Personal Items & Materials.....	8
Positive Behavior Interventions & Supports.....	8
Responsible Thinking Process.....	8-9
Recess Guidelines and Expectations.....	9
Report Cards.....	9
Promotion & Retention.....	9-10
School Closure.....	10
Search & Seizure (Policy 5771).....	10
Social Probation.....	10-11
Student Injury.....	11
Student Illness.....	11
Suspension & Expulsion.....	11-12
Testing.....	12
Tobacco & Drug-Free School Zone (Policy 7434 & 5530).....	12
Transportation Privileges & Bus Expectations.....	12-13
Volunteers.....	13
Weapons Free School Zone (Policy 5772).....	13-14
Emergency Drills.....	14
Fire Response Plan.....	14
Tornado Watches & Warnings.....	14
Appendix A.....	15
Code of Conduct.....	

Appendix B.....	16
Behavior Matrix	

Purpose of the Handbook

The purpose of the Middle School Student Handbook is to provide you with information that you and your child(ren) will need to know to increase middle school success. This handbook contains rules, regulations, procedures, and policies which are to be adhered to by all students. Additional procedures and information pertinent to the school will be sent home separately.

It is required that you read the information and discuss it with your child. Please also sign and return the parent signature page, confirming that you have read and understand the contents of the Middle School Student Handbook. Guardians and staff who work together can better help each student develop to their fullest potential — academically, physically, socially, and emotionally. If you have any questions or concerns, please call the school office.

This handbook does not contain every rule or policy of the district. Rules, policies, procedures, and/or activities are subject to change during the school year, with sufficient notification to the students. The rules, policies, and procedures in this handbook do not supersede federal, state, or local laws or ordinances.

No person in the Bangor School District will be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity based on ethnicity, religion, gender, disability, or any other legally protected status. Inquiries by students and guardians related to discrimination based on disability should be directed to the Superintendent.

School Contacts & General Information

803 W. Arlington Street
Bangor, MI 49013
(269) 427-6800 Main Line

Principal: Glenn Woodley **Asst. Principal:** Eugenio Aleman **Success Coach:** Madison Munro
School Day

Parents should plan appropriately so that children do not arrive before school is open.

Full Day Schedule 2024-2025 (Doors open at 7:30 AM)	Half-Day Schedule 2024-2025 (Doors open at 7:30 AM)
1st hour 7:55 - 8:56 2nd hour 9:00 - 9:50 3rd hour 9:54 - 10:44 10:44 -11:09 A LUNCH 11:38-12:03 B LUNCH A-4th hour 11:13-12:03 B-4th hour 10:48-11:38 5th hour 12:07-12:57 6th hour 1:01-1:51 7th hour 1:55-2:45	1st hour 7:55 - 8:21 2nd hour 8:25 - 8:50 3rd hour 8:54 - 9:19 4th hour 9:23-9:48 5th hour 9:52-10:17 6th hour 10:21-10:46 7th 10:50 -11:15 A LUNCH 7th 11:15-11:40 B LUNCH

Bangor School District Procedures, Expectations & Policies

Attendance

It is imperative that students be in attendance each school day in order not to miss a significant portion of their education. Many important learning opportunities result from active participation in the classroom and other school activities, which cannot be replaced by individual study.

Attendance is important in developing a high-quality work ethic which will be a significant factor in a student's success with future employers. One of the most important work habits that employers look for in hiring and promoting a worker is his/her dependability in coming to work every day and on time. This is a habit the School wants to help students develop as early as possible in their school careers.

Under State Law, attendance at school is compulsory until a student reaches the age of sixteen (16) or graduates from High School.

- A. If a child is late or absent from school, parents are requested to notify the Middle School office (427-6824) before 8:30 a.m.
- B. In the event the school does not hear from the parents, school personnel will attempt to telephone the parents or other emergency contacts provided by the parent to verify the absence.
- C. Examples of excused absences may include but are not limited to
 1. Illness
 2. Death in the family
 3. Family emergency
 4. Doctor and dentist appointments
 5. Authorized school activities
 6. Religious holidays
 7. Legal business
- D. ***A student must be in attendance for at least one-half day of the school day to attend or participate in any extracurricular activity.*** Exceptions to this policy may be made by the principal or his/her designee.

Early Student Releases

When it is necessary for your child to leave school during the school day, please notify the office. For the protection of your child, students will only be released to the parent, guardian, or others designated by the legal guardian. Picture identification may be required. Children will only be released through the office.

Birthday Treats

We do not allow any food-type birthday treats unless they are provided before lunch and must be consumed at lunchtime. Items should be dropped off in the main office before the start of your child's lunch period.

Bicycles, Skateboards, Scooters, etc.

Students who ride their bicycles/skateboards/scooters to school must have permission from their guardians. Guardians should discuss safety with their students and the need to follow these safety rules. We cannot assume responsibility for loss or damage.

Students should:

Travel on the side of the road with traffic, not on the sidewalks.

Walk on school grounds.

For security reasons, we recommend that bicycles be locked.

For safety, we recommend that students wear helmets.

Bullying and Other Aggressive Behavior Towards Students (Policy 5517.01)

Bangor recognizes the negative impact that bullying and harassment have on student health, welfare, and safety as well as the learning environment. Per policy 5517.01, we provide a safe and nurturing educational environment for all students. This policy protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

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

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

Any student who believes s/he has been or is the victim of bullying, hazing, or other aggressive behavior should immediately report (in person or writing) the situation to the Principal or assistant principal. The student may also report concerns to a teacher or counselor responsible for notifying the appropriate administrator or Board official.

"Bullying" is defined as any written, verbal, or physical acts, including cyberbullying that, without regard to its subject matter or motivating animus, is intended or that a reasonable person would know is likely to harm one or more students either directly or indirectly by doing any of the following:

substantially interfering with educational opportunities, benefits, or programs of one or more students;

adversely affecting the ability of a student to participate in or benefit from the school district's educational programs or activities by placing the student in reasonable fear of physical harm or

by causing substantial emotional distress;

having an actual and substantial detrimental effect on a student's physical or mental health; and/or causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Bullying can be physical, verbal, psychological, or a combination. Some examples are:

Physical – hitting, kicking, spitting, pushing, taking and/or damaging personal belongings or extorting money, unwelcome physical contact.

Verbal – taunting, malicious teasing, insulting, name-calling, making threats.

Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation.

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

Dress Code

- A. The cooperation of all parents and guardians is requested in determining what is acceptable dress.
- B. While fashion changes, the reason for being in school does not. Students are in school to learn. Any fashion (dress, accessory, or hairstyle) that disrupts the educational process or presents a safety risk will not be permitted. Personal expression is permitted within these general guidelines. If a student has selected a manner of appearance that is beyond mere freedom of expression and disrupts the educational process or presents risk to themselves or others, they may be removed from the educational setting. Chains attached to clothing are not allowed. Students wearing, carrying or displaying gang paraphernalia or exhibiting behaviors or gestures which symbolize gang membership or causing and/or participating in activities which are designed to intimidate another student will be disciplined.
- C. Examples of unacceptable dress in Middle School may include but are not limited to
 1. Bare feet.
 2. Bare midriffs, open back, or see-through tops or bottoms.
 3. Spaghetti straps, tank tops, muscle shirts, halter tops, strapless garments, etc are not acceptable. Skirts and shorts must be of appropriate length as determined by the principal or his/her designee. Clothing imprinted with profanity, implied profanity, inappropriate language, advertising tobacco or alcoholic products, or derogatory to any individual, group or institution.
 4. Bandanas/scarves on the head.
 5. Chains in/on clothing.
- D. Students are not to exchange items of clothing or shoes.
- E. Hats, Coats, and Other Items.(See Below)

Personal items such as blankets, pillows, stuffed animals, and other personal items are not allowed in the classroom at any time. These items distract students from the educational opportunities being provided to them.

Hats, hoods, and other head coverings (except those for religious purposes) cannot be worn in the school building.

Field Trip Guidelines

Students who have been suspended in the 2nd semester are not eligible to attend the end-of-year field trip. Students on school trips are subject to the school rules and other behavior policies. Misbehavior during any school trip may result in exclusion from other off-campus trips and disciplinary action. Administration may require a student to remain at school due to behavioral concerns.

Food Delivery

Students are not allowed to have food delivered with the exception of parents/legal guardians. Delivery companies will not be allowed to deliver food to any student.

Grievance Procedures For Nondiscrimination (Policy 2260)

Equal educational opportunities shall be available to all students, without regard to the Protected Classes, age (unless age is a factor necessary to the normal operation or the achievement of any legitimate objective of the program/activity), place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District. Educational programs shall be designed to meet the varying needs of all students.

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, Dr. Dannielle McGuire 269-427-6800 ext. 1108. The person who believes he/she has a valid basis for grievance shall discuss the grievance informally and on a verbal basis with the District's Civil Rights Coordinator, who shall in turn investigate the complaint and reply with an answer to the complainant.

Complaints will be investigated in accordance with the procedures as described in

Board Policy 2260: <http://go.boarddocs.com/mi/bps/Board.nsf/goto?open&id=BBQMDB4EE2CC>

Any student making a complaint or participating in a school investigation will be protected from any threat or retaliation. The Compliance Officer can provide additional information concerning equal access to educational opportunities.

Immunizations

All students enrolling in the Bangor School District for the first time shall submit either: a statement signed by a physician that they have met immunizations required by the State of Michigan or a waiver signed by one guardian that the child has not been immunized because of religious conviction or objection to immunization. To assure the health and safety of the students in the Bangor School District, no student will be allowed to continue in attendance if requirements are not met.

Internet Usage

Assigned devices are the property of the school district. No stickers, emblems, or other markings can be placed on those devices.

The Bangor School District allows students to work independently on the internet/network with written parental permission. Such work is for educational purposes. Any misuse involving the sending or accessing of non-educationally relevant material may result in the loss of technology privileges and may be subject to further discipline. The complete acceptable protocol is sent home with the opening day packet and must be signed and returned to school.

Limited English Proficiency

Limited proficiency in the English language should not be a barrier to equal participation in the instructional or extra-curricular programs of the District. It is, therefore, the policy of this District that those students identified as having limited English proficiency will be provided additional support and instruction to assist them in gaining English proficiency and in accessing the educational and extra-curricular program offered by the District. Parents should contact the **ELL/ESL Department** at **(269) 427-6800 ext. 1200** to inquire about evaluation procedures and programs offered by the District.

Medications (Prescription and Non-Prescription)

The Bangor School District policy for prescribed and non-prescribed medication given at school is strictly enforced. No medicine can be given until the following criteria have been met:

1. A consent form with the signature of the physician and guardian must be filled out and returned to the school office.
2. All medication must be in the original container.
3. An adult must bring medication to the school office. This is where the medication will be kept & distributed unless outlined in a health plan.

Morning Drop-Off Procedures

Students should not be dropped off before the school's designated time. For the safety of your child please make arrangements for child care or supervision before school hours.

Parent Concerns

Our goal is to resolve all issues positively for all parties concerned. Should you have a concern or problem regarding your child, the procedure to follow is:

1. Speak with your child's teacher.
2. If needed, contact your building principal.

Parent-Teacher Conferences

are held in the fall/winter, and spring of each year. We hope you will make a special effort to come, as a conference with your child's teacher is of great importance to the student's success. Regular communication with your child's teacher is also encouraged.

Personal Electronic Devices & Cell Phones (Policy 5136)

To protect the privacy of all students and staff, cell phones and other personal electronic devices cannot be used during the school day. These should be powered off and stored out of sight. This includes school-provided transportation. If a student is found in violation of this expectation, it will result in consequences.

The Bangor School District shall not be responsible for the loss, theft, or destruction of devices brought onto school property.

Personal Items & Materials

The Bangor School District shall not be responsible for the loss, theft, or destruction of personal items. Valuable items such as jewelry, expensive clothing, and electronic equipment should not be brought to school. Toys and games are only allowed after permission from school personnel is given.

Positive Behavior Interventions & Supports

Bangor Middle School will utilize positive behavior interventions and supports to construct a school-wide culture that utilizes data to drive action and provides appropriate tiered interventions to support the social and emotional development of our students. Under this model, all students are required to behave in a way that is safe, respectful, and responsible. They are given positive reinforcement and support for meeting these expectations.

When students have difficulty following the expectations, minor or major office referrals are documented, and consequences may be given. Tiered supports provide additional interventions to some students who do not respond to Tier One strategies. In the case of repeated offenses, students may be placed on a behavior plan that outlines the specific expectations for the student to display and allows for more regular reinforcement throughout the day for the child. Plans may include a parent feedback component, which allows for more regular communication between the school and the parent.

Responsible Thinking Process

Our Discipline Philosophy

Students have the right to learn and teachers have the right to teach in safety. No one has the right to disrupt, to prevent other students from learning, or to violate the rights of others.

Purpose

The purpose of the Responsible Thinking Classroom is to create a safe environment conducive to learning and free from disruptive behavior, where students develop the ability to become self-disciplined.

Basis

The Responsible Thinking Program is based on the Perceptual Control Theory and the book, *Discipline for Home and School* (available in the office) by Edward E. Ford. Simply stated, the

Perceptual Control Theory says: "Human beings act when they are trying to control their perceptions of the world to make it conform to internally set goals" (Ford 1997). In other words, we change our actions only when we see a difference between our present situation and what we want.

What is the Responsible Thinking Program?

The goal of this program is to help children to think in such a way that their actions demonstrate respect for the rights, safety, and learning of others. In many instances people do things to get what they want, but often pay little attention to whom it hurts or what may happen as a result of their actions. By asking the children a series of questions, they are taught to think responsibly about what they have done and what choices they have made. Through this questioning process, children are not told how to act but instead taught how to think.

The Responsible Thinking Program is not based on rewards and punishment because that places responsibility for the actions on the person with authority instead of the child, where it belongs. Mutual respect is fostered through the questioning process. Children learn, with assistance, how to make a plan to help them deal with future situations. Confidence is built when students make their own choices to obey the rules and, by doing that, experience success.

In addition to the support above Bangor Middle School has a student code of conduct that outlines the expected student behaviors and the potential consequences for not meeting these expectations. Refer to the appendix for a matrix of behaviors and consequences.

Recess Guidelines and Expectations

A mid-day recess, after eating lunch, is when students have time on the playground with adult supervision.

Student clothing should be appropriate for the daily weather conditions.

Fighting, tackling, and roughhousing is not allowed. Games that require touch, reenact video games, or are based on violence are also not allowed.

Students are not allowed to throw snowballs or other objects.

Use of playground equipment must be in a safe manner.

Baseballs and other equipment are not permitted at school, we provide them.

In cases of severe weather, supervised games and activities will be provided inside the building.

Report Cards

Report cards are completed two (2) times during the school year. Parents are encouraged to contact their child's teacher for any questions or if further information is needed.

Promotion & Retention Policy

It is the fundamental responsibility of school staff, students, and parents/guardians to ensure middle school students are prepared academically for high school level courses with this in mind it is our goal to promote students to the next grade level at the end of each school year. However, students who

repeatedly fail to meet certain academic standards may be retained and repeat their current grade. Families will be notified via mail at the end of the first semester if their student is in danger of being retained. Criteria are as follows, student is/has failed two academic core courses (ELA, Math, Science, Social Studies) for two consecutive marking periods. If a student fails two or more of these core classes for the third marking period they will receive a final letter stating that their student has been retained.

School Closure

In the event of a school closure, you will be notified via school messenger, email, or your local TV channel. Please follow the school closure dismissal procedures outlined in that communication.

Search & Seizure (Policy 5771)

Search of a student and their possessions may be conducted at any time the student is under the jurisdiction of the Board of Education if there is a reasonable suspicion that the student violates law or school rules. A search may also be conducted to protect the health and safety of others. All searches may be conducted with or without a student's consent.

Students are provided lockers, desks, and other equipment to store materials. It should be clearly understood that this equipment is the school's property and may be searched at any time if there is reasonable suspicion that a student has violated the law or school rules.

Anything that is found in the course of a search that may be evidence of a violation of school rules or the law may be taken and held or turned over to the police. The school reserves the right not to return items that have been confiscated. During any search, students' privacy rights will be respected regarding any items that are not illegal or against school policy.

All computers located in classrooms, labs and offices of the District are the District's property and are to be used by students, where appropriate, solely for educational purposes. The District retains the right to access and review all electronic, computer files, databases, and any other electronic transmissions contained in or used in conjunction with the District's computer system, and electronic mail. Students should have no expectation that information contained on such systems is confidential or private.

Review of such information may be done by the District with or without the student's knowledge or permission. The use of passwords does not guarantee confidentiality, and the District retains the right to access information in spite of a password. All passwords or security codes must be registered with the instructor. A student's refusal to permit such access may be grounds for disciplinary action.

Social Probation

Students who have earned at least 3 failing grades during the marking period, when grade checks are completed each Monday, will not be allowed to attend any extracurricular events during that particular week. Students will remain on this list until grades are checked for the following Monday. Students will

only be allowed to work with a teacher or attend a Credit Recovery session after school. Otherwise, students who have 3 failing grades must exit the building at dismissal.

Student Injury

If your child is injured at school, emergency care will be given.

1. Students who are injured should report it to their teacher or other school employee.
2. The parent, guardian or authorized representative will be contacted.
3. 911 will be called if necessary

Student Illness

When your child is ill, please keep them at home. It is important that we keep our student body and staff members healthy.

If a student becomes ill at school, the following steps will be taken:

1. The guardian or an authorized representative will be contacted.
2. In the case of illness, the parent will be asked to pick up the student.
3. Students must be fever-free for 24 hours, without medication, before returning to school.

Refer to the appendix for a matrix of communicable diseases and how to manage these illnesses.

Suspension & Expulsion

The authority of school boards to authorize suspension or expulsion and to make reasonable rules and regulations regarding discipline is granted under Public Acts in the School Code. Section 380.1311 of the School Code authorizes suspension for the following reasons: (1) Gross misdemeanor or (2) Persistent disobedience.

Conduct that deliberately interferes with the educational process or violates accepted and ordinary standards of conduct is also prohibited, even though not specifically set forth below. Violating any school rule or performing any act that is disruptive or detrimental to the health, welfare, or education of other individuals or is damaging to school property is prohibited. The degree of severity of the misconduct will determine whether any offense warrants suspension or expulsion from school.

Examples of unacceptable behavior include but are not limited to:

- Arson
- Assault and Battery
- Threats (Verbal and/or Written)
- Controlled Substance (ex. drugs, copy-cat drugs, drug paraphernalia, marijuana and alcohol)
- Ethnic, gender or sexual intimidation or harassment, profanity and racial slurs
- False Fire Alarms or False Bomb Threats
- Physical Aggression
- Prolonged Insubordination
- Major Theft
- Purposeful Destruction (ex. defacing of school property)
- Tobacco (all types, including chewing tobacco)

- Weapons
- Other Major Inappropriate Acts

Refer to the appendix for a matrix of behaviors and consequences.

Testing

The following are tests that are administered to each student:

- 5-8 NWEA Math & Reading
- 5-8 Panorama: Social and Emotional Skill Assessment
- 5-8 Michigan Student Testing for Education Progress (MSTEP)
- 5-8 IXL Math & Reading
- 8 PSAT

Tobacco & Drug-Free School Zone (Policy 7434 & 5530)

In accordance with Federal and State law, the Board hereby establishes a "Drug-Free School Zone" that extends 1000 feet from the boundary of any school property. The Board prohibits the use, possession, sale, concealment, delivery, or distribution of any drug or any drug-related paraphernalia at any time on District property. This includes individuals on campus before and after school.

For purposes of this policy, "drugs" shall mean: all dangerous controlled substances as so designated and prohibited by Michigan statute; all chemicals which release toxic vapors; all alcoholic beverages; any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy; performance enhancing drugs as determined annually by the Department of Community Health; any other illegal substance so designated and prohibited by law.

The administration shall take appropriate action in cases involving persons who are in violation of this policy.

Transportation Privileges & Bus Expectations

Bus transportation is a privilege provided to students in areas designated by the Board of Education. Bus transportation is provided for students' convenience as long as they maintain appropriate student conduct. The same behavior that is expected in the classroom is expected on each bus. Buses are equipped with video cameras to monitor student behavior. If a student misbehaves on a bus and their actions are recorded, the footage will be reviewed by the administration. Since these videos are considered part of a student's record, they can be viewed only in accordance with Federal Law. Students riding the bus may be denied transportation, temporarily or permanently, for behavior, which threatens their own safety or the safety and well-being of others.

The following is a list of rules and expectations which shall be obeyed when riding a bus. Students not following bus rules and expectations may lead to disciplinary action.

1. Be courteous; use no profane language. No yelling or screaming.
2. Do not eat or drink on the bus.

3. Do not be destructive, keep the bus clean.
4. Cooperate with drivers and follow their directions.
5. Keep hands, feet, and body to yourself during the entire bus ride.
6. Stay seated, keep your head, hands, and feet inside the bus, and help to ensure safety.
7. Cell Phones are not to be used on the bus due to safety and privacy concerns.

The bus driver has the right and the responsibility to assign seats to ensure safety.

If a student must ride a bus other than that assigned, a written note from the guardian must be approved by the transportation office and given to the bus driver.

If the student resides in another school district but attends school in Bangor, it is the obligation of the guardians to provide transportation for the student from the home of the non-resident.

Volunteers

All volunteers must complete an iChat background check. Check with the school office for the proper form.

Various opportunities exist for parents to play a role in school activities. These can include volunteer activities, help with homework, participation in field trips, organizing class parties, supporting the PTO events, and other events that will occur throughout the year. It is best to arrange volunteer opportunities ahead of time with your child's teacher or PTO president in order to ensure that your participation can offer the most value to the classroom or school. Please contact the school office for more information about how you can become involved.

Weapons Free School Zone (Policy 5772)

The Board of Education prohibits students from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the District according to policy number 5772.

The term "weapon" means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type whatsoever, including spring, air and gas-powered guns (whether loaded or unloaded) that will expel a BB, pellet, or paint balls, knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, and explosives or any other weapon described in 18 U.S.C 921. This policy shall also encompass such actions as look-alike items, false fire alarms, bomb threats, or intentional calls to falsely report a dangerous condition.

It makes no difference whether or not the weapon belongs to someone else, unless the student can provide convincing evidence that the weapon was placed in the student's possession without his/her knowledge. If it can be confirmed that a weapon was brought on District property by a student other than the one who possessed the weapon, that student shall also be subject to the same disciplinary action.

Weapons will not be tolerated in any way and a student will be disciplined, up to and including expulsion. Criminal charges may be filed for this violation with our school resource officer.

Emergency Drills

Each school in the Bangor School District conducts fire, tornado and intruder drills during the school year, as required. Drills are designed to assure the safety of students and staff should emergency situations arise.

Fire Response Plan

Staff are responsible for ensuring that all students exit the building and remain at a safe distance. The central office will communicate a dismissal plan with families via email. No student will be released to a person other than their guardian except by specific request from the guardian. The child *must* be checked out through the office.

Tornado Watches & Warnings

The Bangor School District will remain in session during a tornado watch, a tornado warning or severe weather warning. Building administrators will be notified in the event of potential severe weather and appropriate precautions will be taken.

If, at the regular school closing time, a tornado warning is in effect for the immediate area, the school will not be dismissed until the warning is lifted. Students may be picked up at school by their guardians if they come to the school office to request their dismissal. No student will be released to a person other than their guardian except by specific request from the guardian. The child *must* be checked out through the office. Please do not call the school office, email communication is preferred.

Appendix A

Code of Conduct

Bangor Middle School Student Code of Conduct

The Bangor School District recognizes the importance of establishing clear and consistent disciplinary procedures and consequences for violations of school and district expectations. Bangor Middle School students are expected to demonstrate respectful, responsible, and safe behavior.

Under School Board Policy (po5500), the Board finds that student conduct is closely related to learning and that an effective instructional program requires an orderly school environment, which is, in part, reflected in students' behavior. The Board shall require each student of this District to adhere to the Code of Conduct promulgated by the administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules.

Each student must adhere to the Board policies and Code of Conduct governing student discipline to provide a positive learning environment and school climate. Our school-wide expectations are focused on the three B's:

1. Be Respectful
2. Be Responsible
3. Be Safe

*It should be noted that the Code of Conduct is designed with some flexibility so that school personnel can exercise judgment within the Code's scope.

Staff at Bangor Middle School will consider *all* factors when assigning consequences for student misbehavior; however, considering *all* factors does not guarantee consequences will not be assigned. This document adds transparency when consequences are being assigned for student misbehavior for all stakeholders. Staff may consider reasonable alternatives to the consequences BELOW (i.e., restorative meetings, conferences with home, referral to our Student Assistance Team (SAT)) with administrator approval. Before a suspension is assigned, Bangor Middle School Staff must consider the seven factors outlined and required by the State of Michigan.

These seven factors are:

- Student age
- Disciplinary history
- Disability
- Seriousness of behavior
- Safety risk
- Use of Restorative Practices
- Level of intervention

The following pages define the categories of violations used in the Bangor Middle School disciplinary program.

Appendix B

Minor Violations:

Minor violations distract from the learning environment but are usually resolved without further incident. These violations are addressed by the staff member that witnesses the violation and typically does not result in removal from class or school.

The below matrix will be used by staff when addressing the minor violations listed. Administrative action will typically not occur with these violations.

Minor Behaviors & Definitions	Consequence Options for minor violations *optional consequence at staff discretion			
Defiance / Disrespect / Disruption Student engages in brief or low-intensity failure to follow directions, socially rude or dismissive messages to adults or students, talks back, or causes an inappropriate disruption.	Follow RTP Process Outlined Below			
Inappropriate Language Student engages in low-intensity instances of inappropriate language.	Follow RTP Process Outlined Below			
Technology Violation Student engages in non-serious but inappropriate (as defined by school) use of school-provided technology.	Follow RTP Process Outlined Below			
Cell Phone/Personal Electronics: Cell phones or other electronics are visible during school hours.	1st offense Student takes phone to office, phone can be picked up at the end of the day	2nd offense Student takes phone to office, phone can be picked up at the end of the day by parent/guardian	3rd offense - Student takes phone to office - Phone must be picked up by parent/guardian - Student will serve 2 days OSS	Refusal to Follow Policy Student will serve 2 days OSS
Academic Dishonesty The use of unauthorized assistance to aid in completing any school assignments, tests, or quizzes.	1st offense Student is allowed to redo the assignment or receive a zero	2nd offense - Student is sent to the RTC - Student meaningfully completes Behavior Reflection plan	3rd offense Student receives a zero for the assignment	

2025-2026

Includes cheating, plagiarism, and the use of AI (Artificial Intelligence)				
Tardiness The student is late to class after the tardy bell sounds. *Reset	1st offense Verbal warning	2nd offense Verbal warning	3rd offense (tardies 3-7) Lunch detention for each tardy	4th offense (tardies 8+) 1 suspension for each tardy
Other Student engages in any other minor behaviors that do not fall within the above categories.	Follow RTP Process Outlined Below			

Major Violations:

Major violations are considered serious breaches in the Student Code of Conduct and significantly interfere with the learning and/or negatively impact the safety of the school environment. Therefore, these violations will be addressed by an administrator.

Major Behaviors & Definitions	1st Offense	2nd Offense	3rd Offense	4th Offense
Abusive/ Inappropriate Language/ Profanity Students deliver verbal messages that include swearing, name-calling, or use of words in an inappropriate way, repeatedly causing a major disruption to the learning environment.	Towards Students - Lunch Detention Towards Staff 2 days OSS - Optional restorative meeting	Towards Students - Reflection w/Admin - Lunch Detention - Optional restorative meeting Towards Staff 4 days OSS - Parent meeting before re-entry	Towards Students 1 day OSS - Parent meeting before re-entry Towards Staff 10 OSS	Towards Students 3 days OSS - Referral to SAT - Creation of behavior contract Towards Staff 10 days OSS pending investigation - Recommendation for online placement/expulsion
Physical Contact/ Physical Aggression Students engage in non-serious but inappropriate physical contact. This includes roughhousing, tackling, and over-aggressive play.	Lunch Detention	- Reflection w/Admin 2 lunch detentions - Optional Restorative Meeting	1 day OSS - Parent Meeting before re-entry	3 days of OSS - Referral to SAT - Creation of a behavior contract
Defiance / Disrespect / Disruption Students engage in refusal to follow directions for a prolonged period of time or engage in behavior causing a major disruption to the learning environment. Disruption can also include sustained screaming, misuse of materials,	2 days OSS Rentry Meeting W/Admin	2 days OSS Rentry Meeting W/Admin	2 days OSS - Behavior Contract Rentry Meeting W/Admin	Follow the behavior contract

and/or sustained out-of-seat behavior.				
Technology Violations Students engage in serious, inappropriate (as defined by the school) use of school-provided technology.	- Temporary loss of privilege (technology use) - Parent Meeting	2 days OSS - Temporary loss of privilege (technology use)	2 days OSS - Loss of privilege (technology) for the remainder of the school year	2 days OSS - Loss of privilege (technology) for the remainder of the school year
Inappropriate Location/ Out of Bounds Area Student have left their area that has been determined safe or have left school property without permission.	- Parent Contact - OSS rest of the day	- Parent Contact 2 days OSS	- Parent Contact 3 days OSS	- Parent Contact 5 days OSS
Property Damage/Vandalism Students participate intentionally in an activity that results in the destruction or disfigurement of property.	- Parent Meeting 2 days OSS - Option to complete the restorative act and receive a one-day reduction in suspension	- Parent Meeting 3 days OSS	- Parent Meeting 10 days OSS - Possible expulsion 5 OSS, placement in MS Transition Room	
Bullying The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face-to-face or online which causes or threatens to cause bodily harm, reasonable fear for personal safety, or personal	- Parent contact/meeting 2 days OSS - Behavior contract	5 OSS - Continue behavior contract	10 OSS	Student placed online or recommended for expulsion

degradation.				
Instigating a Fight Students are encouraging, perpetuating, or provoking students to fight by using inflammatory language, recording the fight, or taking other actions.	- Parent Contact/meeting 1 Day of OSS	- Parent Contact 2 Days of OSS	- Parent Contact - Behavior Contract 3 Days of OSS	Follow the Behavior Contract
Fighting / Physical Aggression Students are involved in mutual participation in an incident involving physical violence. A student engages in actions involving serious physical contact where injury may or may not occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).	3 days OSS,	5 days OSS,	10 days OSS - Possible placement online or expulsion	
Assault An aggressor takes violent action against a victim	- Referral to SRO 10 days OSS	10 days OSS pending investigation - Recommendation for expulsion/online placement		
Harassment The delivery of disrespectful messages with malicious intent in any format related to gender, ethnicity, sex, race, religion, disability, physical features, or other protected class.	2 days OSS	4 OSS, placement	10 days OSS pending investigation - Recommendation for expulsion/online placement	

Sexual Harassment Severe, pervasive, and unwelcome conduct of a sexual nature.	Refer to the Title IX Coordinator			
Use and/or Possession of Weapons The student is in possession of an item that could be used as a weapon.	10 days OSS pending investigation - Referral to SRO and threat assessment team - Possible expulsion			
Verbal Aggression/Threatening Behavior Threatening behavior directed at other students or staff members.	Towards Students: 2 days OSS - Threat Assessment Towards Staff: 5 days OSS, - Referral to threat assessment team - Safety Plan upon return	Towards Students: 4 days OSS - Safety plan/Threat Assessment Towards Staff: 10 days OSS pending investigation - Referral to SRO and threat assessment team - Possible expulsion	Towards Students: 10 days OSS pending investigation - Referral to SRO and threat assessment team - Possible expulsion Towards Staff: Indefinite OSS, a recommendation for expulsion	Towards Students: Indefinite OSS, a recommendation for expulsion
Use/Possession of illicit substances	10 days OSS - Referral to SRO - Referral to mental health	10 days OSS pending investigation - Referral to SRO - Possible expulsion/online placement	Indefinite OSS, a recommendation for expulsion	
Sale/distribution of illicit substances	10 days OSS pending investigation - Referral to SRO - Possible expulsion/online placement	Indefinite OSS, a recommendation for expulsion		
Vaping/Tobacco Products -does not contain illicit substances (for example, nicotine-based vaping devices)	3 days OSS - Referral to SRO	5 days OSS - Referral to SRO	10 days OSS - Referral to SRO	10 days OSS pending investigation - Referral to SRO - Possible expulsion/online placement
Repeated instances of minor violations	Follow RTP Process Outlined Below			
Other Student engage in any other major problem behaviors that	Administration reserves the right to assign appropriate consequences for other major behaviors not listed above. Administration will consider the seven factors when using this discretion.			

do not fall within the above categories.	
--	--

Positive Behavior Interventions/Supports (PBIS)

The staff of Bangor Middle School in compliance with state law also supports student behavior through the use of positive supports and reinforcements. This includes teaching students desired expectations of respect, responsibility, and safety and providing rewards for demonstrating these behaviors. Rewards can include but are not limited to:

- School assemblies and activities
- Tangible items from the school store
- Positive praise from staff
- Positive calls/postcards home

Restorative Practices

State law requires that school administrators consider restorative practices as part of their disciplinary practices. In accordance with this Bangor Middle School administration will utilize restorative practices when appropriate to help students repair the harm caused and reacclimate them to the school environment. It should be noted that restorative meetings between students must be agreed upon by all parties involved and approved by a parent/guardian.

Responsible Thinking Process Process Summary

Simple & Clear classroom rules are posted, reviewed, and understood by all.

A student disrupts class.

The teacher asks the RTP questions.

1. What are you doing?
2. What are you supposed to be doing?
3. What will happen if you continue?

The same student disrupts class a second time. Not necessarily the same behavior.

The teacher asks the RTP questions.

1. What are you doing?
2. What did you say would happen if you disrupt again?
3. Where do you need to go?

The student reports to the Responsible Thinking Center.

1. The student signs in and visit data is collected.
2. The student writes out a plan to address their behavior, not repeat their error.
3. The plan is reviewed by the RTC Coordinator for appropriateness.

- a. Does it address the behavior that they were sent to RTC for?
- b. Can the plan be successful?
 - i. If “yes” the student is released with the plan to negotiate with the teacher to return to class - if the teacher is willing to allow the student back.
 - ii. If “no” the student rewrites the plan. Taking as long as necessary to complete an acceptable plan.
4. The student negotiates reentry to class with the teacher. This is a “restorative justice” component of the process. It is not a rubber stamp - it is an honest conversation that allows the student to take responsibility for their behavior and apologize.

The RTC Coordinator will track each student's visits to RTC.

If a student goes to RTC 3 times in 1 school day:

1. They are sent home as they are not ready to learn.
2. They must have a parent accompany them for readmit to school.

If a student visits RTC 6 times in a marking period:

1. They are required to attend a meeting with the **student success coach and their parents**.
2. Data regarding the disruptions that the student has made is shared with the parent.
3. An agreement is made that the student will stop disrupting class.

If a student visits RTC 9 times in a marking period:

1. The student is required to attend a meeting with **the assistant principal, the student success coach, and their parents**.
2. Data is reshared.
3. Notice is given that a change in educational placement is a consideration. Possible at 9, and 12; if the student reaches 15 visits their placement will be changed.
4. A behavior contract is developed, signed and put in place.

If a student visits RTC 12 times in a marking period:

1. The student is required to attend a meeting with **the principal, assistant principal, the student success coach, and their parents**.
2. Data is reshared.
3. Notice is given that a change in educational placement is imminent. If the student reaches 15 visits their placement will be changed.
4. The behavior contract is reviewed and updated where necessary.

If a student visits RTC 15 times in a marking period:

1. Their behavior contract is violated, they are referred to virtual education.

Parent/Guardian Signature Page

I _____ hereby acknowledge that I have reviewed the information contained within this document with my middle school student(s). I also, acknowledge that not all rules, policies, and regulations are not contained within this document. Finally, my student(s) agree to abide by the rules, policies, and regulations set forth within this document.

Signature of parent/guardian: _____

Name(s) of student(s): _____
