TRI COUNTY HIGH SCHOOL HANDBOOK



2026-2027

Dear Students, Parents and/or Guardians,

We are excited to have you a part of Tri County High School, and we desire to make your experience at the High School positive, as well as prepare you for your next steps in life.

The handbook is designed to help students and parents gain a better understanding of the expectations for students, as well as pertinent information about the school. Parents and students should use this handbook as a guide to help assure a positive, rewarding experience. It is not realistic to think that every situation that could happen at school is covered in this handbook. If there is ever any doubt about a situation, we expect students to use common sense.

It is our goal to provide a school setting in which teachers can teach effectively so students can maximize their potential. We can accomplish this with quality relationships and communication with parents and students. We must work together to ensure the best education for all students. As a parent, please take an active role in the communication process by attending parent/teacher conferences, enrolling in our ParentVue which is a great tool for you to access your child's grades, attendance, disciplinary referrals 24/7, having frequent communication with your child's teacher and setting effective homework habits.

Your success at school has a lot to do with your attitude and effort. We will do everything we can to help you be successful. You need to do your part by being prepared, participating in class, and being respectful to everyone. I am looking forward to a successful school year.

If you have any questions or concerns, please contact me at 231.937.4338.

Sincerely,

Tri Goheen

Mr. Goheen, Principal
Tri County High School

TCHS Student Handbook

Principal: Timothy Goheen
Assistant Principal: Joe Williams
Athletic Director: Phil Butler
Counselors: Wendy Kik & Amie Renner

All students will achieve at college and career readiness target goals by grade level.
All students will meet math requirements for college and career readiness.
All students will meet reading requirements for college and career readiness.
All students will meet writing requirements for college and career readiness.

"Educate. Encourage. Empower."
Revised: May 2025

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ADMINISTRATION

Mr. Ryan Biller	Superintendent	616.636.5454
Mrs. Corrie Mervyn	Director of Curriculum	616.636.5454
Mr. Tyler Betterly	Special Education	231.937.4391
Mr. Tim Goheen	High School Principal	231.937.4338
Mr. Joe Williams	High School Assistant Principal	231.937.4338
Mr. Phil Butler	Athletic Director	231.937.4338
Mrs. Jessica Kurtz	Middle School Principal	231.937.4318
Mrs. Jamie Harkness	Middle School Dean of Students	231.937.4318
Mrs. Brooke Haslacker	Elementary Principal	231.937.4380
Mr. Jason Rykse	Elementary Assistant Principal	231.937.4380
Mrs. Amy Gould	MacNaughton Learning Center Principal	231.937.4391
Mrs. Lisa Newton	Food Service Director	231.937.4338
Mr. Thomas Phinney	Director of Facilities	616.636.5454
Mr. Dan Clegg	Director of Technology	231.937.4338
Mrs. Kim Leyko	Tri County Transportation	231.937.4386

MEMBERS OF THE BOARD OF EDUCATION

Jessica Helfmann, Brandon Monreal, Heather Shadley,
Brian Campbell, MaDonna Princer, Nick Hall

Tri County Area Schools
Tradition · Character · Achievement · Success

DISCLAIMER: This student handbook is composed of most of the rules and regulations that students need to know while attending Tri County Area Schools. However, it does not include every rule, regulation, qualification, or other relevant information of the District or buildings. Tri County Area Schools will not waive students' responsibilities simple because a state regulation, District, or building policy is not included in this handbook. We will make every reasonable effort possible to see that students are informed either verbally or in writing. However, is it the students' responsibility to know the rules they must abide by while at Tri County Area Schools. Any changes made in state law, such as restorative justice practices, and/or school board policy after this handbook has gone to press may require information in the handbook to be amended. An addendum reflecting changes in policy or state law will be issued as soon as possible. We apologize for any inconvenience this may cause. This does not exempt students or parents from making themselves aware of and follow rules and policies added to the student code of conduct.

2026 - 2027
TRI COUNTY AREA SCHOOLS

CALENDAR SUBJECT TO CHANGE

Stay in the know by visiting
www.tricountyschools.com

AUGUST 20: Tri County Open House
AUGUST 24: First Day of School!
AUGUST 28: No School
SEPTEMBER 4: No School
SEPTEMBER 7: No School - Labor Day
SEPTEMBER 18-19: Homecoming Weekend
OCTOBER 7: Count Day
OCTOBER 12-14: Parent-Teacher Conferences
OCTOBER 15: Early Release Day
OCTOBER 16: No School
NOVEMBER 2: No School - Professional Development Day
NOVEMBER 25-27: No School - Thanksgiving Break
DECEMBER 17: Early Release Day (Middle & High School Only. Elementary Full Day)
DECEMBER 18: Early Release Day
DECEMBER 21 - JANUARY 1: Christmas Break
FEBRUARY 10: Count Day
FEBRUARY 12 - 15: No School - Mid Winter Break
MARCH 1 - 3: Parent Teacher Conferences
MARCH 4: Early Release Day (Elementary Only. Middle & High School Full Day)
MARCH 5: No School
MARCH 26: No School - Good Friday
APRIL 2 - 9: No School - Spring Break
APRIL 26: No School - Professional Development Day
MAY 27: High School Graduation
MAY 31: No School - Memorial Day
JUNE 3: Early Release Day
JUNE 4: Early Release Day - Last Day of School!

SCHOOL CALENDAR KEY

For more information visit tricountyschools.com

NO SCHOOL

EARLY DISMISSAL

SCHOOL EVENT

AUGUST 2026

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START & END TIMES:

High School and Middle School:
7:25am - 2:20pm
Elementary School:
8:35am - 3:35pm

FEBRUARY 2027

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JUNE 2027

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JULY 2027

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EARLY RELEASE TIMES:

High School & Middle School:
7:25am - 11:05am
Elementary School:
8:35am - 12:15pm

TRI COUNTY AREA HIGH SCHOOL MISSION STATEMENT"
Educate. Encourage. Empower."

INTRODUCTION

Described in this handbook are the Tri County Area Schools Board of Education policies, rules and procedures used to implement those policies at Tri County Area High School.

SCHOOL IMPROVEMENT GOALS

All students will achieve at college and career readiness target goals by grade level.
All students will meet math requirements for college and career readiness.
All students will meet reading requirements for college and career readiness.
All students will meet writing requirements for college and career readiness.

ELASTIC CLAUSE

The school and administration reserve the right to establish fair and reasonable rules and regulations for things requiring actions that are not covered in the handbook that may arise. In all cases, rules, regulations, and possible consequences shall be as consistent as possible with previously established rules, regulations, and possible consequences for similar incidents. Matters omitted from the final list should not be interpreted as a limitation to the scope of the school's authority in dealing with any type of infraction that may not be in the best interest of the safety and welfare of the students of the high school.

The policies and regulations within this handbook apply for all school sponsored activities and transportation, including those held before or after school and those held away from Tri County High School. Safe transportation is provided through the Transportation Department. If this is jeopardized, removal from the bus may be necessary.

Parent Notification
Right to Request & Review:
Information Regarding Teacher Qualifications
Assignment of Not Highly Qualified Teacher

As a parent/guardian of a student in the Tri County Area School District, please be aware that only licensed and certified teachers and paraprofessionals are hired to serve our students. As part of the No Child Left Behind Act of 2001, parents and guardians have the right to request specific information about the professional qualifications of their child's classroom teachers. As a parent/guardian of a student in Tri County, you have the right to know when your child has been assigned to or has been taught, for four or more consecutive weeks, by a teacher who is not highly qualified. You also have the right to request the following information:

(1) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
(2) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
(3) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
(4) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Information on how to request the qualifications of your child's teacher(s) will be provided by their building principal

NOTICE TO PARENTS/ELIGIBLE STUDENTS OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHT TO PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask Tri County Area Schools to amend a record that they believe is inaccurate or misleading. They should write the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses educational records without consent to officials of another school District in which a student seeks or intends to enroll. (NOTE: FERPA requires a school District to make a reasonable attempt to notify the student of the records request unless it states in its annual notification that it intends to forward records on request.)

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, S.W.
Washington, D.C. 20202.4605

STATEMENT OF NON-DISCRIMINATION

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Tri County Schools are hereby notified that this institution does not discriminate on the basis of religion, race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in its programs, activities or policies.

No person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any educational program or activity available in any school on the basis of race, color, sex, religion, creed, political belief, age, national origin, linguistic and language differences, sexual orientation, gender, gender identity, gender expression, socioeconomic status, height, weight, marital or familial status, disability or veteran status.

Any person having inquiries concerning the Tri County Schools' compliance with the regulations implementing Title VI, Title IX or Section 504 is directed to contact:

Mr. Ryan Biller
Tri County Area Schools
94 Cherry Street
Sand Lake, Michigan 49343

Discriminatory harassment of any form is unacceptable
to this school District and subject to disciplinary action.

McKINNEY – VENTO HOMLESS ASSISTANCE ACT defines homelessness as:

- The term "homeless children and youths"—
  means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and
- Includes
  - children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;*
  - children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));
  - children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
  - migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).

*Per Title IX, Part A of the Every Student Succeeds Act, "awaiting foster care placement" was removed from the definition of homeless on December 10, 2016; the only exception to his removal is that "covered states" have until December 10, 2017 to remove "awaiting foster care placement" from their definition of homeless.

If you are aware of any child who may fit this definition or need assistance yourself, please contact the Tri County Homeless Liaison, Joe Williams 231-937-4338

SEXUAL HARASSMENT

Sexual harassment is a violation of Title VII of the civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972 and the Michigan Elliott-Larsen civil Rights Act. Sexual harassment is a form of sexual discrimination. As sexual harassment is unacceptable to this school District, it is against the policy of this school District for any administrator, employee, independent contractor or volunteer (subsequently "Employee"), male or female, to sexually harass another employee, student or volunteer. The complaint procedure is available in the principal's office, Superintendent's office, and/or guidance office.

ENROLLMENT

Michigan law requires that a person enrolling a student in school provide the local or intermediate school District with a copy of the student's birth certificate and reliable proof of residency.

IMMUNIZATIONS

Michigan state law requires that each new student provide verification of completed immunizations as required by the Michigan Department of Health. Students who have not received the required immunizations will be excluded from school until parents provide proof that all required immunizations have been given or have a waiver on file.

RESIDENCY

"District of residence" means the District in which a pupil's custodial parent or legal guardian resides [MCL 388.1603]. If a student's parent or legal guardian reside in different Districts, either District may enroll the student as a resident, regardless of which parent or legal guardian has custody [MCL 380.1148a]. A student who has reached age 18 or who is an emancipated minor is a resident of the District which he or she resides. Out of District students may apply for "schools of choice" with participating Districts within the specified time frame.

UNIVERSAL SCREENERS

Throughout the school year, students will partake in academic, social-emotional, and health (vision/hearing) screeners. Their screeners are universal for all students. If parents/guardians choose not to have their student(s) participate, please contact, in writing, the building administrator to decline screeners.

VISITORS

For the protection of our students, all doors except the main entrance will be locked. All visitors are asked to report to the office and sign in before going anywhere in the building. Parents bringing things in for students are asked to bring them to the office and the items will be delivered. We ask that parents wait for their children outside at their child's designated pick-up area.

VOLUNTEERS

The Superintendent may direct that appropriate screening processes be implemented to assure that adult volunteers are free of criminal convictions for any offences involving children. Such processes may include the requirement for a criminal background check, application forms that require disclosure of any criminal convictions for crimes involving children, gathering of personal references, and other methods to assure that adult volunteers are suitable and acceptable for accompanying children on field trips, excursions, or as a classroom volunteer.

When serving as a chaperone for District field trips, the parents/guardians, or other adult volunteers, including employees of the District, assigned to chaperone, shall not use tobacco products in the presence of students, nor shall they consume any alcoholic beverages nor use any illicit drug during the duration of their assignment as a chaperone, including during the hours following the end of the day's activities for students. Chaperones shall be given a copy of these rules and sign a letter of understanding verifying they are aware of, and agree to, these District rules before being allowed to accompany students on any field trip or excursion. Any chaperone found to have violated these rules shall not be used again as a chaperone for any District sponsored field trips or excursions. Employees found to have violated these rules may be subject to disciplinary action.

MEDICATIONS

Medication Policy: TCAS Policy # (5330 & 5330.01)

The administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or the child is disabled and requires medication to benefit from his/her educational program.

Before any prescribed medication or treatment may be administered to any student during school hours, the Board shall require the written prescription from the child's physician accompanied by the written authorization of the parent. Both must also authorize any self-medication by the student.

Before any non-prescribed medication or treatment may be administered, the Board shall require the prior written consent of the parent who must also authorize any self-medication by his/her child. Medications will be administered by the District in accordance with the Superintendent's guidelines.

Only medication in its original container; labeled with the date, if a prescription; the student's name; and exact dosage will be administered. Parents, or students authorized in writing by their physician and parents, may administer medication or treatment.

Students may possess and self-administer a metered dose or dry powder inhaler for relief of asthma, or before exercise to prevent onset of asthma symptoms, while at school, on school-sponsored transportation, or at any school-sponsored activity in accord with the Superintendent's guidelines, if the following conditions are met:

A. There is written approval from the student's physician or other health care provider and the student or parent/guardian (if student is under eighteen (18)) to possess and use the inhaler (Form

5330 F1c)

And

B. the building administrator has received a copy of the written approvals from the physician and the parent/guardian.

And

C. there is on file at the student's school a written emergency care plan prepared by a licensed physician in collaboration with the student and his/her parent/legal guardian. The plan shall contain specific instructions on the student's needs including what to do in the event of an emergency.

Students with a need for emergency medication may also be allowed to self-possess and self-administer such medication, provided that they meet the same conditions established above. Students who are prescribed epinephrine to treat anaphylaxis shall be allowed to self-possess and administer the medication if they meet the conditions stated above.

EMERGENCY SCHOOL CLOSINGS

Classes will be held whenever possible. If, however, weather conditions make it unsafe to transport children to school, the office of the Superintendent will notify parents via the School Messenger automated calling system as early as possible, along with area radio, TV stations, and Social Media. If it is necessary to delay the start of school or dismiss early, the same procedure will be followed.

SAFETY DRILL INFORMATION

Fire Drills
Fire drills are held regularly to acquaint everyone with a system of clearing the building as safely and quickly as possible.

Safety Drills
Tri County Area Schools recognize that there are certain types of emergencies other than weather-related that can occur in our society today. Therefore, we will conduct periodic safety drills.

TORNADOES

The occurrence of a tornado during regular school hours is extremely unlikely. However, since the possibility exists, reasonable safeguards will be taken. The weather bureau issues the following tornado alerts: Tornado Watch indicating conditions exist which may result in a tornado. Tornado Warning indicating that a tornado has been sighted in the area. In case of a tornado watch, children will remain at school until the dismissal time. In case of a tornado warning, children will remain in school until the

warning is lifted. If the warning extends beyond normal dismissal time, dismissal will be delayed, and busses will not run until the warning is lifted.

PROJECT FIND

In Michigan we know that education begins at birth. We also know that some of our children need extra help or other related special services along the way. That's why Michigan's special education system helps children as young as newborns and up to age 26.

Project Find provides information about special education programs and services and helps arrange free evaluations to find out if a child is eligible for extra help from Michigan's public schools.

If your child, or a child you know is struggling in school or has a physical, emotional or communication problem that might help prevent success in school, please contact your building principal or Melissa Clegg, Tri County Area Schools Special Education Coordinator, at 231.937.4391.

CHILD ABUSE / NEGLECT

Schools and other institutions shall cooperate with the Family Independent Agency Department during an investigation of a report of child abuse or neglect. Cooperation includes allowing access to the child without parental consent if access is necessary to complete the investigation or to prevent abuse or neglect of the child. However, the department shall notify the person responsible for the child's health or welfare about the department's contact with the child at the time or as soon afterward as the person can be reached. The department may delay the notice if the notice would compromise the safety of the child or child's siblings or the integrity of the investigation, but only for the time those conditions exist.

The State of Michigan requires that all members of licensed institutions be on the lookout for, and report to the State, any and all cases of suspected abuse or neglect of a child. The staff and other professionals that provide services to Tri County High School are therefore obligated by law to report any suspected cases of child abuse and/or neglect.

If the department has contact with a child in a school, all of the following apply:

a) Before contact with the child, the department investigator shall review with the designated school staff person the department's responsibilities under this act and the investigation procedure.

b) After contact with the child, the department investigator shall meet with the designated school staff person and the child about the response the department will take as a result of contact with the child. The department may also meet with the designated school staff person without the child present and share additional information the investigator determines may be shared subject to the confidentiality provisions of this act.

c) Lack of cooperation by the school does not relieve or prevent the department from proceeding with its responsibilities under this act.

SCHOOL TRANSPORTATION

Please refer to the Tri County Transportation Handbook.

FOOD SERVICE

Tri County High School serves free meals every school day. If a doctor has determined that your child has a disability or special dietary needs that would prevent the child from eating the regular school meal, the school will make any substitutions prescribed by a doctor at no extra charge. Required forms are available in the school office.

DRUG FREE CAMPUS

The Tri County Area School District is a tobacco, smoke/vape free, and drug free campus. The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. Our school District clearly prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as any part of any of its activities.

In an effort to keep the schools and District premises free of drugs, school authorities may use specially trained dogs to sniff out and alert staff to the presence of illegal controlled substances in school lockers and in student's vehicles parked on District premises.

Discipline sanctions (consistent with local, state, and Federal law), up to and including expulsion and referral for prosecution will be imposed on students who violate the standards of conduct. A description of those sanctions is listed under Student Discipline Code of Conduct

STUDENT INSURANCE

The Board will offer students the opportunity to purchase insurance. Payments of medical expenses are made ONLY IN EXCESS over all other family or employer group insurance plans, which must contribute its maximum before the insurance takes effect.

New Cell Phone Policy

Electronic devices including but not limited to cell phones, tablets, game systems, headphones, and smart watches are to be kept in students' lockers. If phones are brought to class, they must be powered off and out of sight during class time. Students will place their phone in a location designated by the teacher before the start of class. Phones will remain in the designated location for the entire hour until teachers give permission for students to access them. Teachers also have the option to have students place other electronic devices in the designated location. Students may not access their phone or other devices during bathroom breaks. Electronic devices may be accessed during passing time and lunch periods as long as the student is adhering to the building's Acceptable Use and Internet Safety Policy. Photos and video recordings can be an invasion of privacy and should only be taken with direct consent or permission. Any photos or video recordings taken of students or staff members without consent or permission can result in disciplinary action.

Possession of electronic equipment outside of what the school policy permits
1. Device collected by school staff. Student pickup at the end of the day.
2. Device is collected by school staff. Device must be picked up by a parent.

3. Device collected and picked up by parents at the end of the day. Student will check their device into the office each morning for a period of time determined by administration. Student will retrieve device at the end of each day.

USE OF OFFICE PHONE/STUDENT MESSAGES

No student will use the office phone except for an emergency. Students may use their cell phone with permission. Do not ask the office to deliver messages. Students will not be called from the classroom unless it is an emergency.

STATE MANDATED PERMANENT EXPULSION POLICY

Disclaimer: The District will always comply with the most recent Revised School Code and or current law.

Prior Policy and Practices

This Policy supersedes any prior policies and/or practices with respect to student discipline for the student behaviors described in this Policy. As stated in the student handbooks, students are also subject to expulsion for behavior in addition to the behaviors described here.

Policy Statement

District students who:

a. possess a dangerous weapon in a weapon free school zone
b. commit arson in a public school or on public school grounds
c. commit criminal sexual conduct in a school building or on school grounds

shall be permanently expelled from this District and all Michigan public schools in accordance with applicable law.

Definition

A dangerous weapon is any object defined as a dangerous weapon by state or federal law; a gun, revolver, pistol, dagger, knife with a blade over 3 inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles. In addition, a firearm, as defined by federal law, is prohibited. A weapon free school zone includes all public and private K.12 school buildings, school grounds and school vehicles used to transport K.12 students. Arson and rape are also defined in the Michigan criminal codes.

Exceptions

A student who possesses a dangerous weapon in a weapon free school zone shall be permanently expelled, subject to possible reinstatement, unless the student can prove by clear and convincing evidence at least one of the following:

1. the alleged dangerous weapon was not possessed by the student for use as a weapon or for direct or indirect delivery to another person for use as a weapon;
2. the student did not knowingly possess the weapon;
3. the student did not know or have reason to know that the object was a dangerous weapon;
4. the student possessed the weapon at the suggestion, request, or direction of school administrators or police authorities, or the student had the express permission of school administrators or police authorities to possess the weapon
5. there is a rebuttable presumption that expulsion for possession of a weapon is not justified if both of the following are met:
   a. The school board or its designee determines in writing that at least 1 of the factors

above has been established in a clear and convincing manner.

b. The pupil has no history of suspension or expulsion.

There are no exceptions for students who commit arson or rape in school or on school grounds.

Denial of Enrollment

Students expelled from any public school in Michigan for the reasons described in this policy shall not be enrolled in Tri County unless the student is eligible for reinstatement and the Tri County Board of Education approves enrollment after the procedure described below is completed. The Board may deny enrollment, condition enrollment or grant unconditional enrollment, in its sole discretion.

Reporting Requirements

The District will comply with all reporting and other requirements of the federal Gun-Free Schools Act and Michigan Public Act 328.

Referral

As required by law, within three days after a student is expelled under this policy, the District shall notify either the Montcalm County DSS or the Montcalm County Community Mental Health of the expulsion. The student, if 18 or emancipated or the student's parent/guardian shall be notified of the referral. In addition, the District shall notify appropriate law enforcement officials when a student possesses a dangerous weapon in a weapon free school zone.

Alternative Placement

Students expelled under this policy may not attend a regular Tri County program and are expelled from all public schools in the State of Michigan. However, such students may be enrolled in an appropriate program at the discretion of the District, which operates or participates in the program. Such a program must be operated in facilities and at times separate from the general student population. The District is not obligated to provide an alternative program.

Reinstatement

Students expelled from Tri County or other public schools for the reasons described in this policy are eligible for reinstatement depending on their grade level and the duration of expulsion.

Students who are 18, emancipated students, or their parents/guardians may petition the expelling school District for reinstatement when they become eligible for reinstatement. If denied, students may then petition another school District for reinstatement.

Students who are in grades 5 or below at the time of expulsion may petition for reinstatement any time after 60 school days of expulsion but may not be reinstated until after 90 school days of expulsion.

Students who are in grades 6 or above at the time of expulsion may petition for reinstatement any time after 150 school days of expulsion but may not be reinstated until after 180 school days of expulsion.

The Board and administration are not required to provide any assistance in preparing the petition for reinstatement. However, upon request, a form for petition will be provided.

Petitioning for Reinstatement

When an expelled student is eligible to petition for reinstatement, the student, if 18 or emancipated, or the student's parents or guardians may file a petition for reinstatement, or a form provided by the Board. The petition should be filed with the Superintendent of Schools and should contain any supporting information the petitioner believes is relevant. The petitioner may include proposed conditions for reinstatement.

Appointment of Review Committee
Not less than a major majority of the Board.

Board of Education Decision
Not later than the next regularly scheduled Board meeting after receipt of the committee recommendation, the Board shall decide the petition for reinstatement. The Board shall either grant the petition conditionally or unconditionally or deny it. The Board may require an agreement in writing upon a conditional reinstatement. Such conditions may include but are not limited to a behavior contract; participation in an anger management program or other appropriate counseling; periodic progress reviews; specific consequences for violation of conditions. The Board's decision is final.

ATTENDANCE POLICY

MCL 380.1561. (1) Except as otherwise provided in this section, every parent, guardian or other person in this state having control /charge of a child from age six to the child's sixteenth birthday shall send that child to a public school during the entire school year. The child's attendance shall be continuous and consecutive for the school year fixed by the school District in which the child is enrolled.

MCL 380.1588 The Attendance Officer, after giving formal notice prescribed in Section 1587, shall determine whether the parent or other person in parental relation has complied with the notice. The attendance officer shall make a complaint against the parent / other person who fails to comply to the court. The court shall issue a warrant
upon the complaint and shall proceed to hear and determine it.

MCL 380.1599 A parent / other person who fails to comply with this part is guilty of a misdemeanor, punishable by a fine and/or imprisonment for not less than 2 nor more than 90 days or both

MCL 380.1586 If a child is repeatedly absent without a valid excuse or is failing in schoolwork or gives evidence of behavior problems and attempts to confer with the parent or other person in parental relationship to the child fail, the attendance officer may request the parent or other person in parental relationship to attend a meeting to discuss the child's irregularity in attendance, failing work, or behavior problems with the proper school authorities.

Philosophy
A. The Tri County Board of Education promotes a policy of high expectations and academic achievement for all students. It is important that children learn the value of prompt and regular attendance.
B. Frequent absences from school disrupt the continuity of instruction and learning. When the student is absent frequently, the benefit of regular classroom instruction is lost and cannot be entirely regained. The process of education requires a continuity of instruction, classroom participation, learning experience and study in order to maximize each child's educational opportunity. This is the well-established principle of education that underlies and gives purpose to the requirement of compulsory school in this state.
C. Attendance and punctuality in class are proper educational values and are part of the behavior expected of the student both in his/her academic setting and his/her community at large. A specific attendance procedure has been adopted by the Tri County Board of Education that is understandable and reasonable in its expectations of students and parents.

Loss of Credit due to Excessive Absences

Tri County High school reserves the right to withhold credit due to excessive unexcused absences. Parents will be notified when their student has eight absences, and a doctor note may be required to excuse further absences. Once a student has accumulated twelve unexcused absences, a parent will be notified, and a meeting will be arranged with the administration. Any student receiving 12 or more unexcused absences in any class period in one semester may lose credit for that class. This does not include school-related absences.

Attendance for Students in Extracurricular Activities

All participants must be in attendance the entire day at the school to participate or play if school is in session that day. Exceptions include a Doctor's Note, Funeral or approval from High School Principal.

Excused Absences

A. A student receives an excused absence whenever he/she is given permission by the school principal/school attendance officer to leave or be dismissed from one or more classes, school-sponsored program or school-related activities. A student receives an excused absence when he/she is absent from school for the following reasons:
   1. Serious illness of a family member.
   2. Death in the family.
   3. Illness, injury, dental or medical services of the student. If a student has been absent from school because of illness and is at a school activity that day after school is dismissed, at a job, etc., he or she will receive an unexcused absence from school unless prior arrangements have been made with the high school principal.
   4. A required appearance in court.
   5. A required observance of a holiday or ceremony of the student's religion; or

B. Absence for any reason other than the five (5) above listed categories will be unexcused unless the principal determines that extenuating circumstances exist. Homebound teachers are provided on an extended illness; pregnancy is not an extended illness.

C. The verification of an absence shall be made in accordance with any reasonable method that establishes the fact of the reason for absence, including the following:
   1. phone call from parent.
   2. note or personal visit from parents.
   3. home call; or
   4. note from physician

D. Parents/guardians must contact the school by phone or note within 24 hours following an absence to report the reason for absence. Excuses should be presented in the office before classes begin in the morning. The administration reserves the right not to excuse a student's absence if the excuse is known to be invalid.

E. For an excused absence, a student will be allowed (3) days from their return to complete missed assignments. Full credit will be given for these assignments.

F. It is the parents'/guardians' responsibility to make arrangements for securing schoolwork early enough during an extended absence in order for the student to maintain academic progress. Parents/guardians are to contact the school office before 9:00 a.m. to request their student's books and assignments. Students out of school for four (4) weeks or more may be provided with a homebound teacher.

G. The principal and/or the individual classroom teacher will schedule a conference with a student to develop an attendance contract to resolve sporadic absence or attendance problems.

H. Students who have excessive excused absences may be asked to provide a doctor's statement for any future absences.

I. The privilege to attend extracurricular activities (i.e. dances, games, graduation, etc.) may be revoked for those students with a total of eight or more unexcused absences as determined by high school administration.

Unexcused Absences

Attendance guidelines per MAISD regarding unexcused absences:

1. Once your child has accumulated three (3) unexcused absences, the school truancy referral process will be started. You will receive a letter, phone call, home visit, or possibly all three, to alert you that your child is missing too much school. The school may refer to Department of Human Services for prevention/intervention and/or may request MAISD Truancy Officer intervention.
2. Five (5) accumulated unexcused absences, the school refers the case to the MAISD Truancy Officer for follow up.
3. Eight (8) accumulated unexcused absences, the school and MAISD Truancy Officer refers the student/parent truancy case to the Prosecuting Attorney for judicial review/action.
4. The privilege to attend extracurricular activities (i.e., dances, games, graduation, etc.) may be revoked for those students with a total of eight or more unexcused absences as determined by high school administration

Any student who is absent without proper verification will be considered truant (unexcused). An unexcused absence may result in loss of credit for daily assignments. Multiple unexcused absences may result in loss of credit for the semester. The school has the right to refuse credit when a student has accumulated eight or more unexcused absences.

Planned Absences

Planned absences for personal reasons that the principal or his/her designee may consider justifiable when requested in advance. Planned absences for justifiable personal reasons will be based on the student's current academic performance and a pattern of regular school attendance. The student's teachers may be asked to review the request, but the final decision will rest with the principal or his/her designee. If the student does not meet the above-mentioned criteria, the request will be denied. If the student chooses to leave after the request has been denied, all days absent will be unexcused. Passing all classes will be considered an important criterion for favorable approval. If a student leaves school or class before the end of the regular school day for any reason without checking out in the office, they will be unexcused for the time missed unless the principal determines that extenuating circumstances exist that warrant an excused absence. Planned absence request forms may be obtained from the office.

DISCIPLINE POLICY

Introduction

The right to attend our public schools is beyond question. Likewise, beyond question is that this right is tempered by and subject to proper regulations. Violations of these regulations may result in disciplinary action.

Philosophy

A. The primary objective of student discipline and control is to produce a school environment in which complete attention may be defined as the control of conduct either by the individual himself or by the external authority. It includes the entire program of adapting the individual child to live in this society and involves two major emphases:
   1. To ensure that no student shall interfere with a teacher's right to teach or another student's right to learn; and
   2. To assist the pupil in becoming a responsible, productive and self-disciplined

citizen within the school in preparation for assuming adult responsibilities.

B. The student is expected to assume personal responsibility for his/her behavior, relative to his/her maturity. The school system will assist each student to become more responsible as he/she matures and gains experience. While it is recognized that children and youth can be controlled through fear and actual physical restraint, the purpose of the school is to help students develop self-control and self-discipline.

C. In the event a student has to be excluded (in-school suspension, out of school suspension or expelled) from the school setting because of a behavior problem, parents will be notified.

D. Students who assist, encourage, or aid in the violation of the student code of conduct are subject to the same discipline as the students who violate the code.

E. Students serving an out of school suspension are prohibited at any school related activities including the weekend during the suspension.

Detention

This hour is considered part of the school day. Students who are assigned this form of discipline will be required to attend for the entire hour. No transportation is provided by the school. If a student receives a detention, he/she will bring home a referral slip explaining the reason for the detention. Detention will be served from 2:30.3:30 pm.

Appeals/Due Process

A. The student or his/her parents/guardians have the opportunity for a hearing, which may be requested within three (3) school days after notification of loss of credit.

B. The Appeals Hearing Committee shall be composed of the building principal and three faculty members appointed by the building principal. The Appeals Hearing Committee will convene within five (5) days upon receipt of the written request for a hearing. The student or his/her parents/guardians may attend the hearing. The student or his/her parents/guardians will be informed on the dates of the alleged absences, will be given the opportunity to examine any records or documents maintained by school officials concerning these absences, and will be given the opportunity to present the student's side of the story, including any evidence in extenuation or mitigation.

C. The student or his/her parent/guardians may appeal the decision of the Appeals Hearing Committee within five (5) days to the Board of Education. The Superintendent will notify the student and his/her parent/guardians of this opportunity. The Board of Education shall schedule a hearing. The Board of Education shall give its decision within five (5) days after the hearing. This decision will be final.

Suspension of Extra-Curricular Activities

Since school dances are a privilege, a student may lose the privilege of attending the next dance or dances if the student is not in good standing. This includes but is not limited to students who:

1. Have three or more in-school suspensions,
2. More than 1 day of out-of-school suspensions from school,
3. Violation of alcohol, illegal drugs, dab pens, etc.,
4. Weapons violation,
5. Vandalism or destroying property,
6. Attendance that is in violation of the ISD truancy policy.

The administration reserves the right to deny admittance to the dance to any student or guest.

Students who are denied the right to attend a dance will be given written notification when they receive their disciplinary action or upon notice of violation of the attendance policy.

BEHAVIORS AND CONSEQUENCES

Administration has the right to suspend student attendance and participation in any extracurricular activities (i.e., school dances/athletic events/after school events) for any of the following infractions. Written notice of given extra-curricular suspension at time of discipline.

Academic Dishonesty – Students found to be guilty of "cheating" or plagiarism on assignments and/or tests.

- 1st offense. notify parents, assign a detention, possible zero percent on assignment or redo an assignment.
- 2nd offense: grade reduction of one full grade for the class and a "zero" on the assignment
- 3rd offense: failure of class

Alcohol/Illegal Drugs/Dab Pens – Possession of, use of, under the influence of alcohol, narcotics, prescription drugs, inhalants, e-cigarettes/"vapes "or drugs, including look-a-like drugs or what is represented as a drug, or any other related paraphernalia, (including rolling papers, such as "zig zags", pipes, etc.) Metal detectors may be used to locate contraband.

- Notify Parents and possible notify Police
- 1st offense – day suspension (Can be reduced with restorative justice.)
- 2nd offense – 10-day suspension and possible referral to Board of Education for hearing with possible expulsion.

Alcohol/Illegal Drugs/ Transfer & Sale of – Transfer or sale of alcohol, narcotics, prescription drugs, inhalants, or drugs, including look-a-like drugs or what is represent as a drug, or any other related paraphernalia, (including rolling papers, such as "zig zags", pipes, etc.) Metal detectors may be used to locate contraband.

- Notify Parents and possible notify Police
- 1st offense: Up to ~~5~~-10 day suspension
- 2nd offense: Possible referral to Board of Education for hearing and up to a 180-day suspension

Arson (or attempt thereof) on school property or a District-related event

- Notify Parents/notify police
- Immediate suspension pending a hearing which may lead to an expulsion pursuant to PA 328 of 1994; MCL 380.1311
- Refer to criminal District of juvenile delinquency system and the appropriate county dept. of social services community mental health agency

Assault-Physical – Intentionally causing or attempting to cause physical harm to another through force or violence

- Notify Parents/notify Police
- Immediate suspension and possible referral to Board of Education for expulsion hearing

Assault-Verbal – Making a bomb threat or similar threat directed against a school building, school property or a school related event; or making a verbal threat of serious bodily injury directed at a staff member, volunteer, or other

- Notify Parents/notify Police
- Immediate suspension up to 10-days and refer Board of Education for expulsion hearing

Criminal Sexual Conduct – Non-consensual contact, rape and/or other abuses (not restricted to violence)

- Notify Parents/notify Police
- Immediate suspension pending hearing which may lead to an expulsion pursuant to PA 328 of 1994; MCL 380.1311
- Referral to criminal district of juvenile delinquency system and the appropriate county dept. of social services or community mental health agency

Classroom Disruption/Defiance of Authority/Insubordination

- Notify Parents
- 1st offense: Office referral with possible detention
- 2nd offense and more: Possible detention to suspension

Detentions (failure to serve)

- In-School Suspension (ISS) (if available) or Out-of-School Suspension (OSS)

Dress Code Violations – Failure to follow dress code policy

- Notify Parents
- 1st offense: change inappropriate clothing
- 2nd offense: change inappropriate clothing and detention assigned
- 3rd offense: change inappropriate clothing and one day of In-School Suspension (if available) or Out-of-School Suspension (continued violations will result in out of school suspensions)

Extortion

- Notify Parents/possibly notify Police
- 1st offense: 5-10-day suspension
- 2nd offense: Indefinite suspension, refer to Board of Education for hearing with possible expulsion

Fighting/Aggressive Behavior

- 1st offense: 3-day Out-of-School Suspension and possible referral to Board of Education for expulsion hearing with possible police notification (can be reduced with restorative practices)
- 2nd offense: 5-day Out-of-School Suspension – possible referral to Board of Education for expulsion hearing with possible police notification
- 3rd offense: Up to 10-day Out-of-School Suspension – refer to Board of Education for hearing with possible expulsion with possible police notification

False Alarms Setting off fire alarm; deliberately breaking glass or triggering an alarm or removal and/or discharge of fire extinguisher. This policy shall also encompass such actions as bomb threats, or intentional calls to falsely report a dangerous condition.

- Notify Parents/notify Police
- Payment of damages
- Up to a 10-day suspension or possible expulsion

Forgery

- Notify Parents
- 1st offense: Detention
- 2nd offense: Up to a 10-day suspension or expulsion

Gambling

- Notify Parents
- 1st offense: Detention
- 2nd offense: Up to a 3-day suspension

Gang Related Activity – There will be zero tolerance for any type of gang related activity, clothing, "flashing signs", graffiti, or strong-arm tactics etc.

- Notify Parents/notify Police
- Up to a 10-day suspension or possible expulsion

Gross Misbehavior – Deliberate or willful conduct detrimental to normal functioning of any school activity

- Notify Parents/ possible notify Police
- Up to 10-day suspension
- Possible referral to Board of Education for hearing with possible expulsion

Harassment (taunting, bullying, stalking, and or intimidation)* Deliberate or willful conduct that may lead to/involve physical, emotional or verbal abuse includes emails, instant messaging, etc.

- Notify Parents/notify Victim's Parent
- Possible notification of Police
- Grievance Procedure for Harassment see page 25
- Detention or up to 10-days suspension
- Possible referral to Board of Education

Harassment (sexual)*

- Notify Parents/notify Police
- Grievance Procedure for Harassment see page 25
- Up to 10-day suspension or expulsion
- Possible referral to Board of Education

*Tri County Area Schools will not tolerate harassment of any students or staff member. Incidents of this nature will result in serious consequences upon the establishment of responsibility.

Hazing – An intentional act directed against a student(s) without the regard of physical/emotional health or safety for the purpose of initiation

- Notify Parents/possibly notify Police
- Up to 10-day suspension or possible expulsion

Racial or Ethnic Intimidation/Harassment

- Notify Parents/notify Police
- Up to 10-day suspension or possible expulsion

Inappropriate Driving

- 1st offense: Up to 2-week loss of driving privileges
- 2nd offense: Up to permanent loss of driving privileges

Inappropriate Use of Computer Technology

- Notify Parents
- 1st offense: loss of computer privileges up to the remainder of semester
- 2nd offense: loss of computer privileges up to the remainder of school year
- 3rd offense: possible loss of all computer privileges for time remaining in high school

Look-A-Like Weapons/Pyrotechnics

- Notify Parents/possible notification of Police
- Confiscate
- Up to10-day suspension or possible expulsion

Malicious Destruction ($100 and over)

- Notify Parents/notify Police
- Up to a 10-day suspension or possible expulsion

Physical Contact (not at a fight level)

- 1st offense: Notify Parents and Detention
- 2nd offense: 1-day In-School Suspension (if available) or 1-day Out-of-School Suspension
- 3rd offense: Up to 10-day suspension

Possession of Nuisance Items Disruptive to the Educational Process: Ex: squirt guns, lighters, matches, radios, chains, etc.

- 1st offense: Notify Parents, item confiscated and held for parent to pick up
- 2nd offense: Notify Parents, item confiscated and held for parent to pick up – up to 3-day suspension

Public Display of Affection Students are expected to conduct themselves as ladies and gentlemen at all school related functions.

- Notify Parents.
- 1st offense: Detention
- 2nd offense: Up to 10-day suspension or expulsion

Profanity/Obscenity

- If directed toward staff member, 3-day suspension
- 1st offense: Notify Parents and detention
- 2nd offense: Up to a 5-day suspension
- 3rd offense: Up to 10-day suspension

Restrooms - Bathroom stalls are for single use only. If more than one student is in a stall:

- 1st offense: Notify Parents and after-school detention
- 2nd Offense: 1-day suspension

Skipping Classes or School

- Notify Parents
- If under 16, refer to Montcalm Co. Truancy Officer
- Detention or In-School Suspension (if available) or Out-of-School Suspension
- Possible loss of driving privileges if applies

Technology Misuse Ex: Phone, iPod, laptop, smart watches, AI glasses.

- 1. Device collected by school staff. Student pickup at the end of the day.
- 2. Device is collected by school staff. Device must be picked up by a parent.
- 3. Device collected and picked up by parents at the end of the day. Student will check their device into the office each morning for a period of time determined by administration. Student will retrieve device at the end of each day.

Theft/Stealing

- Notify Parents/possible notification of Police
- Return or repayment of stolen item (s)
- Up to a 10-day suspension or possible expulsion

Tobacco/ Disposable Vapes (possession or use) Metal detectors may be used to locate contraband.

- Notify Parents/notify Police
- 1st offense: 3-day suspension (Can be reduced with restorative justice.)
- 2nd offense: 5-day suspension
- 3rd offense: 10 day-suspension and possible referral to the Board of Education with possible expulsion

Transportation Safety: Refer to the Transportation Handbook

Unexcused Tardies (by marking period)
- 2 unexcused tardies equals an hour of detention
- Students over 10 minutes late will be counted as an absence for that hour.
- Failure to serve detention in designated time will result in an In-School Suspension
- Refusal to serve In-School Suspension will result in a 2-day Out-of-School Suspension
- Excessive tardy referrals may result in In-School Suspension

Vandalism Defacing or Destroying School Property
- Notify Parents/possible notification of police
- Payment of Damages / clean-up
- 1st offense: Up to a 10-day suspension or possible expulsion

Weapons
Tri County is a Weapon-Free school. Any item that could be used to cause injury or harm is not allowed on school grounds or at school events. Knives of any length are not allowed on school grounds.
- 1st offense: Notify parent, notify police, up to 180-day suspension or permanent expulsion

Weapons (dangerous) A student will not possess, handle, transmit, or use dangerous instruments or tools. A dangerous weapon means: firearm, dagger, dirk, stiletto, knife with a blade over 3 inches, pocketknife opened by mechanical device, iron bar or brass knuckles.
- 1st offense: Notify parent, notify police, up to 180-day suspension or permanent expulsion.

Weapons (dangerous instruments) A student will not possess, handle, transmit or use a dangerous instrument. Dangerous instruments include but are not limited to: Chemical mace, pepper gas, stun guns, air guns, BB guns, pellet guns, razors or box cutters.
- 1st Offense: Notify parent, notify police, suspension or up to 180-day expulsion.

BULLYING

It is the policy of the District to provide a safe and nurturing educational environments for all of its 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, coaches, 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. To view our complete policy regarding bullying, please refer to our Board Policy, 5517 & 5517.01, which are available on our website, www.tricountyschools.com. Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior. 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 is determined to interfere with the school environment.

Notification

Notice of this policy will be annually circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure. Parents/Guardians of the alleged victim(s), as well as of the alleged aggressor(s), shall be promptly notified of any formal complaint. The results of the investigation to the extent consistent with student confidentiality requirements will be reported. A record of the time and form of notice or attempts at notice shall be kept in the investigation file. To the extent appropriate and/or legally permitted, confidentiality will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations. Further, the appropriate authorities may be notified, depending on the nature of the complaint and/or the results of the investigation.

Implementation

The Superintendent is responsible to implement this policy, and may develop further guidelines, not inconsistent with this policy. This policy is not intended to and should not be interpreted to interfere with legitimate free speech rights of any individual. However, the District reserves the right and responsibility to maintain a safe environment for students, conducive to learning and other legitimate objectives of the school program.

Procedure

Any student who believes he/she has been or is the victim of bullying, hazing or other aggressive behavior should immediately report the situation to the Principal or Assistant Principal. The student may also report concerns to a staff member or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building Principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President. Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports shall be made to those identified above. Reports may be made anonymously, but formal disciplinary action may not be taken solely on the basis of an anonymous report. The Principal ***(or other administrator as designated)*** shall promptly investigate and document all complaints about bullying, aggressive or other behavior that may violate this policy. The investigation must be completed as promptly as the circumstances permit after a report or complaint is made. If the investigation finds an instance of bullying or aggressive behavior has occurred, it will result in prompt and appropriate remedial action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents/guardians, guests, volunteers and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement or other appropriate officials. The individual responsible for conducting the investigation shall document all reported incidents and report all verified incidents of bullying, aggressive or other prohibited behavior, as well as any remedial action taken, including disciplinary actions and referrals, to the Superintendent. The Superintendent shall submit a completed report to the Board on an annual basis.

Non-Retaliation/False Reports

Retaliation or false allegations against any person who reports, is thought to have reported, files a complaint, participates in an investigation or inquiry concerning allegations of bullying or aggressive behavior (as a witness or otherwise), or is the target of the bullying or aggressive behavior being

investigated, is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy, independent of whether a complaint of bullying is substantiated. Suspected retaliation should be reported in the same manner as bullying/aggressive behavior. Making intentionally false reports about bullying/aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

GRIEVANCE PROCEDURES FOR HARASSMENT
(How to File a Harassment Complaint)

It is a violation of the law and of school rules for any student or staff member to harass or intimidate another student or staff member.

Step 1: If you are the recipient of unwanted behavior, communicate to the offender 1) what you are feeling, and 2) that you expect the behavior to stop. The importance here is your sense of safety. Thus, the following options are available for you to do the above: 1) Tell the person directly to stop the unwanted behavior, 2) communicate to the person in writing to stop the unwanted behavior, or 3) go to a safe contact person, such as you school counselor or a teacher, for support in telling the person to stop the unwanted behavior.

Step 2: If the unwanted behavior is repeated, go to a person in authority such as the principal or assistant principal. Document exactly what happened. Give a copy of your written record to the person in authority and keep one for yourself.

Your document should include the following information. Use exact quotes where appropriate and whenever possible.

1. What happened
2. When it happened
3. Where it happened
4. Who did the harassing
5. Who the witnesses were (if any)
6. What you said and/or did in response to the harassment
7. How your harasser responded to you
8. How you felt about the harassment

Step 3: If the unwanted behavior is repeated, go back to the principal or assistant principal documenting the behaviors stated in **Step 2.** Give a copy of your written record to the person in authority and keep one for yourself.

Step 4: If unwanted behavior does not stop, you may either go back to the principal or assistant principal or go to a person in higher authority, such as the Superintendent or a school board member documenting the behaviors stated in **Step 2**. Give a copy of your written record to the person in authority and keep one for yourself.

DRESS CODE

All students are expected to be well groomed and appropriately dressed while in school. Students and parents have the right to determine a student's dress, except when the school administration determines a student's dress is in conflict with state policy, is a danger to the students' health and safety, is obscene, is disruptive to the teaching and/or learning environment by calling undue attention to oneself. The dress code may be enforced by any staff member.

Prohibited Attire

A. Hats of any kind, sunglasses, and head covering of any kind are not to be worn while in the school building during the school day. Head dress worn in conjunction with religious affiliation will be allowed.
B. Attire with messages or illustrations that are lewd, indecent, vulgar, or profane, or that advertise any product or service not permitted by law to minors
C. Clothing which exposes bare midriffs and/or backs or with extremely low necklines that expose cleavage
D. Tank tops must have a one and one-half inch strap – not exposing under garments
E. Jackets or coats are not being worn during the school day unless teacher approved
F. Mutilated clothing. (excessive holes or rips above mid-thigh)
G. Exposed undergarments
H. Sagging pants that show undergarments
I. Shorts or skirts shorter than mid-thigh
J. Sheer Clothing
K. Any adornment such as chains or spikes that reasonably could be perceived as or used as a weapon

Any questionable clothing is under the discretion of a teacher and/or administrator.

DUE PROCESS

Recommendation for the expulsion of a student from school shall be made to the Board of Education by the Administration. Such action is generally taken upon the recommendation of the principal. The principal's recommendation shall be communicated to the Superintendent in writing, signed by the principal and accompanied by the student's cumulative file. Excepting cases stemming from extreme overt behavior, it is expected that parental conferences would have been held at the building level prior to the expulsion recommendation. The following procedure shall be followed:

A. Written notice of charges against a student shall be supplied to the student and his/her parents/guardians by certified mail. Included within this notice shall be a statement of time and place for the hearing. The time shall be reasonable for the parties involved.
B. Parents/guardians may be present at the hearing and may be represented by legal counsel.
C. The student shall be given an opportunity to give his/her version of the facts and their implications. He/she shall be allowed to observe all evidence offered against him/her
D. The student, his/her parents/guardians or legal agent shall be allowed to observe all evidence offered against him/her.
E. The hearing shall be conducted by the Board of Education, which shall make its determination solely upon the evidence presented at the hearing. The hearing is not a court proceeding and court rules of evidence shall not be enforced at such a hearing, whether open or closed.
F. The Board of Education by majority vote shall state within a reasonable time after the hearing its findings as to whether or not the student charged and its decision to expel. A majority vote of the Board may be obtained by those present at the meeting.
G. The findings of the hearing authority shall be reduced to writing and sent to the student and his/her parents/guardians.
H. The student and his/her parents/guardians shall be made aware of the right to appeal the decision of the Board of Education to the appropriate judicial authority.
I. Efforts shall be made but not guaranteed by the school to provide alternate means by which a student under extended suspension or expulsion may continue his education. Such opportunities may include evening classes, correspondence courses, special programs, or transfer to another school or school system.

ATHLETIC ELIGIBILITY CODE

Representing Tri County Area Schools through interscholastic sports is considered an honor. Once a student achieves a position on a team, that person must abide by certain conduct and eligibility requirements during the entire year (this includes vacations and summertime) and indeed during their entire participation in athletic programs at Tri County. These requirements are necessary because young men and women representing Tri County should be setting a good example for younger students as well as their fellow students and community as a whole. We are proud of our athletic teams and only those who maintain satisfactory scholastic standing and good conduct will be a part of them.

RULES GOVERNING CONDUCT OF STUDENT ATHLETES

Scholastic Eligibility

A. Any student coming from the Middle School will become immediately eligible.

B. Tri County will follow MHSAA Eligibility Rules-Student- Athletes must pass 4 out of 6 classes at the end of the semester to be eligible per MHSAA Rules.

C. Fall and winter athlete eligibility is determined by final grades at the end of the second semester. D. Spring athlete eligibility is determined by first semester grades and GPA.

E. Students failing **TWO** classes during their weekly eligibility check would be ineligible for the following week of competition. A student with one or more E's will be ineligible for the following week (defined as Monday through Sunday). (*Exceptions will be made for students that miss considerable time due to family illness, death or a prolonged health issue)

F. A special education student who is making satisfactory progress in a prescribed school course may be exempt from the normal scholastic requirement. (Please note students can never be exempt from the MHSAA rule of passing four classes per semester.)

Weekly Eligibility

It will be run every Wednesday and sent to the coaches. Every E will be pulled. This will be a talking point for the coaches and their athletes. Then on Friday eligibility will be pulled and this will be final for the next week. If an athlete has two Es they will be ineligible the following Sunday through Saturday night. Building principals can override any E or make any student ineligible if they are not doing the right things. This is in compliance with the MHSAA. They mandate eligibility to be run once every 10 weeks.

Semester Eligibility

A. Tri County High School will be following the MHSAA guidelines and adapting to remain in line with Tri County's philosophy.

Conduct

Scholastic eligibility is important and so is conduct either in or out of school. Young men and women participating in sports are expected to follow all school rules properly and maintain good conduct outside of school.

A. Any student suspended from the regular academic program for a violation of school rules or discipline may not participate in the athletic program during the period of suspension. In addition, the student may be declared ineligible to participate in athletics for a period exceeding the period of the academic suspension pursuant to the rules and procedures set forth in this athletic eligibility code.

B. A student suspended from one Tri County Area Schools District school is ineligible to take part in athletics in another school until he presents a clearance card from the school from which s/he has been suspended.

C. All participants must be in attendance the entire day at the school to play in an athletic contest if school is in session that day. The only accepted excuses (parent/guardian **must** notify school) will be: serious illness of a family member; death in the family; pre-existing medical condition; dental, pre-existing medical condition or medical services of the student (Parent/Guardian must notify school) for which a doctor's note is given to the Athletic Department; required appearance in court (court statement must be provided); required observance of a holiday or ceremony of the student's religion; or a planned absence approved by principal. Any other exception must be granted by the High School Principal (or Assistant Principal in his absence) before school is dismissed the day of the contest. Parents will be notified if the athlete is unable to participate.

D. Athletes with a pre-existing medical condition must have a medical statement on file at the high school.

E. Anyone quitting a team must consult with his/her coach and then turn in his/her uniform within one week. Any student failing to follow said procedure will be ineligible to participate during the next athletic season or sport for one game or contest for every week the equipment is late.

F. No student shall be allowed to wear an athletic uniform other than at an athletic contest connected with Tri County unless given permission by the coach of the team involved, subject to review by the Athletic Director and Principal.

G. Use or possession of tobacco products, alcohol or other harmful substances and use or possession of narcotics or habit-forming drugs are prohibited.

H. Any conduct in or out of school that is detrimental to the school or to the team is prohibited. Examples include, but not limited to theft, insubordination, fighting, hazing*and destruction of property or arson carries over year to year.

I. Any athlete serving athletic code violation suspension will not be allowed to attend an overnight trip. Any conduct beyond the scope of G, H and I may be referred to the Board of Education for further discipline.

J. Tri County High School will follow the NCAA List of Banned Substances.

K. Any athlete serving an athletic code violation suspension must remain academically eligible during suspension. If this does not occur, the suspension will be extended to include those weeks the athlete was academically ineligible

Penalties for G, H, AND I above

The following penalties are considered minimum penalties and may be increased if circumstances warrant. Offenses are cumulative over the course of his or her high school career.

First offense: Athletes will be suspended for one-half (50%) of the contests in the sport in which they are presently participating in. If the suspension is not fully executed, it will carry over into the next season in which the athlete participates.

Second offense: Athletes shall be suspended for three-fourths (75%) of the contests in the sport in which they are presently participating in. If the suspension is not fully executed, it will be carried over into the next season in which the athlete participates.

Third offense: Athletes shall be suspended from participating in all athletic programs for a period of one full calendar year.

Example: Athlete is in basketball and commits a code violation after the 15th game in a 20-game season. This athlete would be suspended from participating the remainder of the current season (25%), and 25% of the next season they choose to participate in.

***All hazing incidents will follow handbook guidelines with possible referral to the Board of Education for possible expulsion.**

***Athletes must remain eligible to serve the suspension**

General Penalty Guidelines:

A. Any athlete turning themselves in for an athletic code violation, or seeks/completes outside treatment on their own, will have their penalty decreased by 10% on a first or second violation only. Administrator and athletes may also apply restorative justice to decrease the penalty by 10%.

B. Any athlete serving suspension will not be nominated for all-conference, all-area or all-state recognition.

C. Any Tri County student convicted of or pled guilty or nolo contendere (no contest) to a felony will lose their eligibility for the remainder of their time at Tri County. If final sentencing is less than a felony, the penalty will be reconsidered if requested by the athlete or their parents, to the Superintendent. A committee of three (3) Board Members, the Athletic Director, and the Superintendent will make the final determination.

D. If suspension cannot be fully served during the present sport season, it will carry over into the next sport season the athlete participates in.

E. If violation occurs when the athlete is not currently participating in a sport, the suspension will be served during the next season that the athlete participates in.

F. During suspension, athletes will be required to participate in all practices and attend all games (out of uniform). The athlete will not be allowed to participate, however, on any days s/he is suspended from school.

G. Tri County will uphold any athletic code violation suspension from another school if a student transfers during their suspension/delay of play.

DUE PROCESS AND PROCEDURE

A. The coach of the sport in question (Principal and Athletic Director for alleged out-of-season violation) will conduct an investigation and review of any allegation of a violation of the above rules of conduct, excluding questions of scholastic ineligibility. This investigation and review may include consultation with the student under investigation and his/her parents or guardian. If a student is reasonably suspected of being in violation of a rule, the student shall be notified of the charges against him/her and given an opportunity to respond. The student may be temporarily suspended from the team pending an immediate investigation and review. The student and parents or guardian shall be informed of any temporary athletic suspension.

B. The investigation and review will be completed by the coach as soon as is reasonably possible. Upon completion of his investigation and review, if an athletic code violation is found to exist, the coach will report to the Athletic Director and Principal. If the investigation and review result in discipline being imposed, the student and/or the student's parents or guardians will be given written notice of the nature of the violation, a brief summary of the evidence in support of the finding of a violation, and notice of the penalty to be imposed.

C. The student and/or the student's parents or guardians will be given an immediate opportunity to meet with the Superintendent or his designee if they so request. At such a meeting, the student and/or the student's parents or guardians will be afforded the opportunity to present the student's side of the story on the charged violation itself and to present evidence in an extenuation and mitigation of any violation. Upon the conclusion of this review, the Superintendent or his designee may then affirm, modify or vacate the charged violation and/or the penalty, in whole or in part. The Superintendent's decision is final.
D. Athletic Code Violation Report forms are available from the Athletic Director for any person wanting to report a violation of the Athletic Eligibility Code.

ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES

Rules governing eligibility for non-athletic department extra-curricular activities are determined by the Board of Education. In the absence of Board of Education policy, rules governing eligibility are determined by the high school administration.

In general, the eligibility guidelines for participation in school clubs, groups, organizations, events, and activities other than sports are similar to the rules for participation in interscholastic athletics. The code of conduct is the same for both types of activities.

ATHLETIC/EXTRACURICULAR PROGRAMS

Athletics:

Baseball
Basketball (B&G)
Cross Country (B&G)
Golf (B&G)
Softball
Track (B&G)
Volleyball
Wrestling
Soccer (B&G)
Bowling
Sideline Cheer
Competitive Cheer
Football

Extracurricular:

Poms/Dance
Be Nice
Student Council
National Honor Society
Odyssey of the Mind
Chess Club
Equestrian

NCAA Division I

If you enroll in a Division I college in 2008 or later and want to participate in athletics or receive an athletics scholarship during your first year, you must:

1. Graduate from high school
2. Complete these16 core courses:
    - Four years of English.
    - Three years of math (Algebra 1 or higher);
    - Two years of Natural or Physical Science (including one year of lab science if offered by your high school);
    - One extra year of English, Math or Natural or Physical Science.
    - Science.
    - Two years of Social Science.
    - Four years of extra core courses (from any category above or foreign language, non-doctrinal religion or philosophy);
3. Earn a minimum required grade point average in your core courses; and
4. Earn a combined SAT or ACT sum score that matches your core course grade point average and test score sliding scale on page 9 (for example, a 2.400 core course grade. point average needs an 860 SAT).

Note: Be sure to look at your high school's list of NCAA Courses on the NCAA Eligibility Center's

website (www.eligibilitycenter.org).

You will be a qualifier if you meet the academic requirements listed above. As a qualifier, you:

- Can practice or compete for your college or university during your first year of college.
- Can receive an athletics scholarship during your first year of college; and
- Can play four seasons in your sport if you maintain your eligibility from year to year.

You will be a non-qualifier if you do not meet the academic requirements listed above. As a non-qualifier, you.

- Cannot practice or compete for your college or university during your first year of college.
- Cannot receive an athletics scholarship during your first year of college, although you may receive need based financial aid; and
- Can play only three seasons in your sport if you maintain your eligibility form year to year (to earn a fourth season you must complete at least 80 percent of your degree before beginning your fifth year of college).

Remember: Meeting the NCAA academic rules does not guarantee your admissions into a college. You must apply for admission.

NCAA Division II

If you enroll in a Division II college in 2005 or later and want to participate in athletics or receive an athletics scholarship during your first year, you must:

1. Graduate from high school.
2. Complete these 14 cores courses.
    - Three years of English
    - Two years of math (algebra or higher)
    - Two years of natural or physical science (including one year of lab science if offered by your high school0
    - Three extra years of English, math or natural or physical science
    - Two years of social science
    - Four years of extra core courses (form any category above, or foreign language, non-doctrinal religion or philosophy);
3. Earn a 2.000 grade point average or better in your core courses; and
4. Earn a combined SAT score of 820 or an ACT sum score of 68. There is no sliding scale in Division II.

Note: Computer science courses can be used as core courses only if your high school grants graduation credit in math or natural or physical science for them, and if the courses appear on your high school's core course list as a math or science course.

You will be a qualifier if you meet the academic requirements listed above. As a qualifier, you:

- Can practice or compete for your college or university during your first year of college;
- Can receive an athletics scholarship during your first year of college; and
- Can play four seasons in your sport if you maintain your eligibility from year to year.

You will be a partial qualifier if you do not meet the academic requirements listed above, but you graduate from high school **and** meet one of the following:

- The combined SAT score of 820 or ACT Sum score of 68: or
- Completion of the 14 core courses with a 2.000 core-course grade-point average.

As a partial qualifier, you;

- Can practice with your team at its home facility during your first year of college.
- Can receive an athletics scholarship during your first year of college; Cannot compete during your first year of college; and
- Can play four seasons in your sport if you maintain your eligibility from year to year.

Educational Material for Parents & Students (Content Meets MDCH Requirements)
Source: Michigan Department of community Health, CDC and the National Operating Committee on Standards for Athletic Equipment (NOCSAE)

UNDERSTANDING CONCUSSION

Headache	Balance Problems	Sensitive to Noise	Poor Concentration	Not "Feeling Right"
Pressure in the Head	Double Vision	Sluggishness	Memory Problems	Feeling Irritable
Nausea/Vomiting	Blurry Vision	Haziness	Confusion	Slow Reaction Time
Dizziness	Sensitive to Light	Fogginess	"Feeling Down"	Sleep Problems
		Grogginess		

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by a fall, bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. A concussion can be caused by a shaking, spinning or a sudden stopping and starting of the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious. A concussion can happen even if you haven't been knocked out.

You can't see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If the student reports any symptoms of a concussion, or if you notice symptoms yourself, seek medical attention right away. A student who may have had a concussion should not return to play on the day of the injury and until a health care professional says they are okay to return to play.

IF YOU SUSPECT A CONCUSSION:

1. **SEEK MEDICAL ATTENTION RIGHT AWAY** – A health care professional will be able to decide how serious the concussion is and when it is safe for the student to return to regular activities, including sports. Don't hide it, report it. Ignoring symptoms and trying to "tough it out" often makes it worse.

2. **KEEP YOUR STUDENT OUT OF PLAY** – Concussions take time to heal. Don't let the student return to play the day of injury and until a heath care professional says it's okay. A student who returns to play too soon, while the brain is still healing, risks a greater chance of having a second concussion. Young children and teens are more likely to get a concussion and take longer to recover than adults. Repeat or second concussions increase the time it takes to recover and can be very serious. They can cause permanent brain damage, affecting the student for a lifetime. They can be fatal. It is better to miss one game than the whole season.

3. **TELL THE SCHOOL ABOUT ANY PREVIOUS CONCUSSION** – Schools should know if a student had a previous concussion. A student's school may not know about a concussion received in another sport or activity unless you notify them.

SIGNS OBSERVED BY PARENTS:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Can't recall events prior to or after a hit or fall
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes

CONCUSSION DANGER SIGNS:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. A student should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Repeated vomiting or nausea
- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Weakness, numbness, or decreased coordination
- Cannot recognize people/places
- Becomes increasingly confused, restless or agitated
- Has unusual behavior
- Loses consciousness (even a brief loss of consciousness should be taken seriously.)

HOW TO RESPOND TO A REPORT OF A CONCUSSION:

If a student reports one or more symptoms of a concussion after a bump, blow, or jolt to the head or body, s/he should be kept out of athletic play the day of the injury. The student should only return to play with permission from a health care professional experienced in evaluating for concussion. During recovery, rest is key. Exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse. Students who return to school after a concussion may need to spend fewer hours at school, take rests breaks, be given extra help and time, spend less time reading, writing or on a computer. After a concussion, returning to sports and school is a gradual process that should be monitored by a health care professional.

Remember: Concussion affects people differently. While most students with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer. To learn more, go to www.cdc.gov/concussion.

TCAS AGREEMENT FOR ACCEPTABLE USE FOR TECHNOLOGY RESOURCES

The purpose of this Agreement is to grant access to and define acceptable use of the District's technology resources ('Technology Resources"). Technology Resources are any type of instrument, device, machine, equipment, technology, or software that is capable of transmitting, acquiring, or intercepting, any telephone, electronic, data, internet, audio, video, or radio transmissions, signals, telecommunications, or services, and include without limitation (1) internal and external network infrastructure, (2) Internet and network access, (3) computers, (4) servers, (5) storage devices, (6) peripherals, (7) software, and (8) messaging or communication systems.

In exchange for the use of the District's Technology Resources either at school or away from school, you understand and agree to the following:

A. Your use of the District's Technology Resources is a privilege that may be revoked by the District at any time and for any reason.

B. You have no expectation of privacy when using the District's Technology Resources. The District reserves the right to monitor and inspect all use of its Technology Resources, including, without limitation, personal e-mail and voicemail communications, computer files, data bases, web logs,
audit trails, or any other electronic transmissions accessed, distributed, or used through the Technology Resources. The District also reserves the right to remove any material from the Technology Resources that the District, at its sole discretion, chooses to, including, without limitation, any information that the District determines to be unlawful, obscene, pornographic,
harassing, intimidating, disruptive, or that otherwise violates this Agreement.

The Technology Resources do not provide you a "public forum." You may not use the Technology Resources for commercial purposes or to support or oppose political positions or candidates unless expressly authorized in advance by a teacher or administrator as part of a class project or activity. You may, however, use the Technology Resources to contact or communicate with public officials.

C. The District's Technology Resources are intended for use only by registered users. You are responsible for your account/password and any access to the Technology Resources made using your account/password. Any damage or liability arising from the use of your account/password is your responsibility. Use of your account by someone other than you is prohibited and may be grounds for suspension from the Technology Resources and other disciplinary consequences for both you and the person(s) using your account/password.

D. You may not use the Technology Resources to engage in bullying, which is defined as: Any written, verbal, or physical act, or any electronic communication, that is intended or that a reasonable person would know is likely to harm one or more pupils either directly or indirectly by doing any of the following:
    a. Substantially interfering with educational opportunities, benefits, or programs of one or more pupils.
    b. Adversely affecting the ability of a pupil to participate in or benefit from the educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional distress.
    c. Having an actual and substantial detrimental effect on a pupil's physical or mental health; or
    d. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Use of other communication/messaging devices (including devices not owned by the District) to engage in bullying may be grounds for discipline under the District's Bullying Policy (5517.01)

E. If you misuse the Technology Resources, your access to the Technology Resources may be suspended and you may be subject to other disciplinary action, up to and including expulsion. Misuse includes, but is not limited to:

1. Accessing or attempting to access material that is "harmful to minors." Material that is "harmful to minors" includes any picture, image, graphic image file, or other visual depiction that (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole lacks serious literary, artistic, political, or scientific value as to minors
2. Accessing or attempting to access material that is unlawful, obscene, pornographic, profane, or vulgar.
3. Accessing or attempting to access material that is inappropriate for minors. Material that is inappropriate for minors is defined as described in Section F1 above.
4. Bullying (as defined in paragraph E).
5. Sexting, which includes, without limitation, possessing, sending, or distributing nude, sexually explicit, or sexually suggestive photographs, videos, or other visual depictions of yourself or another person.
6. Vandalism, which includes, without limitation, any malicious or intentional attempt to harm, steal, destroy, or disrupt user data, school material, or school hardware or software.
7. Hacking, which includes, without limitation, gaining or attempting to gain access to, modifying, or obtaining copies of, information belonging to others or information you are not authorized to access.
8. Unauthorized copying or use of licenses or copyrighted software.
9. Plagiarizing, which includes the unauthorized distributing, copying, using, or holding out as your own, material that was written or created by someone else, without permission of, and attribution to, the author/creator.
10. Posting or distributing confidential or inappropriate information meant to harass, intimidate, or embarrass others.
11. Allowing someone else to use your account or password or not preventing unauthorized access to Technology Resources when leaving them unattended
12. Using or soliciting the use of or attempting to use or discover the account information or password of another user.
13. Attempting to or successfully disabling security features, including technology protection measures required under the Children's Internet Protection Act ("CIPA").
14. Misusing equipment or altering system software without permission.
15. Commercial for-profit activities, advertising, political lobbying, or sending mass mailings or spam. However, you may contact a public official to express an opinion on a topic of interest.
16. Using the Technology Resources in any way that violates any federal, state, or local law or rule, or the District's Acceptable Use & Internet Safety Policy (7540.03).

F. You must promptly disclose to your teacher or other school employee any content you view or receive over the Technology Resources that is inappropriate or that makes you feel uncomfortable, harassed, threatened, or bullied, or that contains sexually explicit content. You should not delete such content until instructed to do so by a staff member.

G. It is the policy of the District, as a recipient of certain federal funds, to monitor the online activities of its minor students and provide technology protection measures on its computers with Internet access designed to prevent minors from accessing visual depictions that are (1) obscene,
(2) child pornography, or (3) harmful to minors.

I. It is the policy of the District to prohibit its minor students from (1) accessing inappropriate matter on the Internet; (2) engaging in hacking or other unlawful online activities; and (3) accessing materials that are harmful to minors. It is also the policy of the District to educate students about cyberbullying awareness and response and about appropriate online behavior, including disclosing, disseminating, or using personal information and safely and appropriately interacting with other individuals in social networking websites, chat rooms, by e-mail, and other forms of direct electronic communications.

J. The District does not guarantee that measures described in paragraphs H and I will provide any level of safety or security or that they will successfully block all inappropriate material from the District's students. You agree that you will not intentionally engage in any behavior that was intended to be prevented by paragraphs H and I.

K. The District does not warrant or guarantee that its Technology Resources will meet any specific requirement, or that they will not be error free or uninterrupted; nor will the District be liable for any damages (including lost data, information, or time) sustained or incurred in connection with the use, operation, or inability to use the Technology Resources.

L. You are responsible for the proper use of the Technology Resources and will be held accountable for any damage to or replacement of the Technology Resources caused by your inappropriate use.

- I agree to follow this Agreement and all rules and regulations that may be added from time to time by the District or its Internet Service Provider.
- I also agree to follow all rules in the District's Acceptable Use & Internet Safety Policy
- Any additional rules, regulations, and policies are available in the building offices.
- As a condition of using the Technology Resources, I agree to release the District and its board members, agents, and employees, including its Internet Service Provider, from all liability related to my use or inability to use the Technology Resources.
- I understand that data I send or receive over the Technology Resources is not private. I consent to having the District monitor and inspect my use of the Technology Resources, including any electronic communications that I send or receive through the Technology Resources.

MISCELLANEOUS
(Alphabetical)

Class Dues

Class dues are used to pay for class activities during the school year (such as: to help cover different grade-level events during the week of homecoming). Class dues are a one-time fee of $10 to cover all four years of high school and should be paid to a student's class advisor as soon as possible."

Consumption of Food on Campus
Food and beverages must be consumed in the cafeteria. With prior approval from the principal, food and beverages may be consumed in a classroom under the supervision of faculty.

Electronic Devices
Electronic devices may be used at teacher's discretion. If such devices are used inappropriately, teachers or administrators may confiscate them. All electronic devices including, cell phones brought on school grounds must be stored in lockers or vehicles. The school is not responsible for lost or stolen electronics.

- 1st Offense: Confiscation of phone for remainder of day
- 2nd Offense: Confiscation of phone with a parent pick-up
- 3rd Offense: Loss of cellphone privileges on campus/possible suspension

Foreign Exchange Students
Exchange students are a welcome addition to the Tri County student body. They contribute to bringing diversity and culture to our school. Students attending our school from another country will receive a certificate of completion at the end of the school year. Any exchange student wishing to receive a Tri County Area Schools Diploma would need to meet the graduation requirements for that year's graduating class. Desire to obtain a diploma needs to be declared upon enrollment at Tri County High School.

Gang Related Material, Involvement, and/or Activity
Tri County Area Public Schools will not tolerate any type of gang related material, involvement, and/or activity. Gang involvement and/or activity will result in immediate action being taken by the school and will be reported to law enforcement officials. Gang related material will be confiscated and turned over to law enforcement officials. Examples of gang related material and involvement may include: hair style, clothing, jewelry or other accessories which may indicate involvement, hand signals, and gang graffiti marked on a student's skin, on school, or personal property. This list may not be inclusive.

Lockers/Personal Property
Each student is issued a locker to store books, study materials & personal property. Sharing a locker with another student is not permitted. Do not share your locker or combination with other students. Students are responsible for keeping the lockers neat and clean. Stick-on decals, graffiti or other inappropriate materials are not permitted.

Unannounced, periodic spot checks may be made throughout the year. Items which are prohibited on school premises and/or pose danger to the health and safety of all students and school personnel (even those which might tend to disrupt the educational process) if found, will result in appropriate disciplinary action.

If you wish to temporarily store something of value in the office, arrangements can be made to do so. In any event, you should not leave money or valuables in your locker. The school is not responsible for lost or stolen items. There will be a systematic locker clean out at the end of the school year. Students are reminded to turn in all classroom materials to teachers before that time.

Media Center
The Media Center is available for conventional and online research, studying, and online classes. These guidelines will help make your visit successful.

A. Guidelines
   1. You are in the Media Center for a purpose.
   2. You **must** have a pass, during the school day, to come to the Media Center (or supervised by a teacher)
   3. Bring necessary materials with you (pens, pencils, and paper).

4. Be considerate of others. Keep talking and noise to a minimum.
5. Leave the Media Center neat and orderly.
6. Please no more than four per table.
7. The Librarian does not give locker or restroom passes.

B. Fine\Overdue library materials will be charged as follows:
1. Three-week materials: 5 cents per day overdue.
2. Overnight materials: 10 cents per day overdue.

Network, Internet & Hardware Policy

Tri County Area Schools encourages and strongly promotes the use of technology in education. The District provides access to information resources in a variety of electronic formats and the development of information management skills. Together these allow learners to access current and relevant resources provide the opportunity to communicate in a technologically rich environment, and assist them in becoming responsible, self-directed, life-long learners. The Electronic Information Access and Use Policy, which is signed, by both students and parents outline the following rights and responsibilities of network users.

To facilitate learning and enhance educational information exchange, users have the following rights:

1. to use all authorized hardware and software, when available, for which they have received training.
2. to access information from outside sources.
3. to access District networks and the Internet to retrieve information.

Users are responsible for the following:

1. utilizing technology in the school only for facilitating learning and enhancing educational information exchange consistent with the purposes of the school.
2. keeping hardware and software from being removed from school premises without prior consent.
3. maintaining the integrity of the electronic mail system, reporting any violations of privacy and utilizing e-mail only for educational purposes.
4. preventing or knowingly installing computer viruses on school equipment.
5. properly using and caring for the hardware and software which they have been trained to use and refrain from using any technology for which they have not received training.
6. making all subscriptions to Listserv or news groups known to the system administrators and seeking prior approval before requesting such subscriptions to the Internet.
7. adhering to copyright guidelines in the use of hardware and software, and in the transmission or copying of text or files from the Internet or from other resources.
8. adhering to the rules established for the use of hardware, software, labs and networks in the school or through remote access outside the school.
9. adhering to District guidelines as it pertains to plagiarism or the unwritten consent from the author from which it is derived.

Users are prohibited from:

1. using the technology for personal or private business, for product advertisement, political lobbying or for making financial commitments on the Internet.
2. the malicious use of technology to disrupt the use of technology by others, to harass or discriminate against others, and to infiltrate unauthorized computer systems.
3. publishing or discussing any given passwords.
4. revealing the name, personal address, or telephone numbers of others.
5. entering chat rooms.

Consequences of inappropriate network behavior are:

1. users violating any of these Rights and Responsibilities will be prohibited from using school hardware and telecommunications software to access the Internet for up to one year.
2. users will be required to make full financial restitution for any unauthorized expenses incurred or any damages caused.
3. users violating any of these Rights and Responsibilities will face additional disciplinary and/or legal action deemed appropriate in keeping with the disciplinary policies of the school, state and federal law.

The school Principal and System Administrator will determine what is inappropriate use based on the Electronic Information Access and Use Policy. The system administrator may close an account at any time for infractions.

Challenges:

Challenges to District information resources shall be made in writing and shall state the reasons for the challenge. A District appointed panel shall review the challenge and determine its appropriateness.

Participation in School Activities

A. No one is permitted to leave the building and return unless excused by the person in charge. Anyone who does leave will not be permitted to return. The door will be locked one hour after dances begin. No one will be admitted after that time.
B. Visitors will be required to have a pass. The person requesting the pass is held responsible for the visitor's conduct. Students are allowed one visitor under the age of 21.
C. During the ball games, the students are to remain in the gym and not in the halls.
D. During school nights the activities must be over by 10:00 p.m.
E. Friday and Saturday night activities must be over by 12:00 a.m.
F. Regular school dress is required at all dances except at formal dances and certain special dances.

POSTINGS/DECORATIONS/BUILDING USE

Postings and Decorations

1. Any material to be posted on school grounds must be approved in advance by the principal.
2. All materials will be posted on bulletin boards with thumbtacks or staples. Exceptions must be approved in advance by the principal.

Building Use

1. Use of school grounds or any facility on school grounds must be approved in advance by the Principal and Facilities Director. Anyone interested in reserving space should go to http://www.tricountyschools.com/community/facilitiesuse/

2. Grounds and facilities must be left clean and serviceable after an activity.
3. Damage to school buildings, furniture, and equipment because of mischief or negligence will be repaired or replaced at the expense of the sponsoring individual or organization.

Restricted Areas

Students will not leave the building while school is in session unless under the supervision of a faculty member or excused by the office. Students are prohibited from being in the parking lot or behind the building during the school day unless under the supervision of a faculty member. The locker room is off limits to students during lunches. The restrooms are not for loitering.

Student Driving

All vehicles driven to school by a student must be registered in the high school office. Students will be issued a parking permit that must be displayed in the vehicle. Vehicles must be parked in the student lot during school hours. Snowmobiles will use designated area in front of the school. Unregistered or inappropriately parked vehicles may be towed away at the owner's expense.

TCAHS is a closed campus. All cars, motorcycles, etc., are to be parked in the student parking lot as soon as a student arrives in the morning and are not to be moved until school is dismissed. There is to be no noon driving and students are not to be in vehicles during lunch periods. If it becomes necessary for a student to use his/her car, a permission slip from the parent/guardian must be turned in and signed by the principal. It is a privilege, not a right, to drive to school and any violation will result in a loss of this privilege or other disciplinary action. Vehicles left in the parking lot overnight will be at own risk.

Students are to drive safely and carefully at all times. Cars are not to exceed 15 miles per hour on school property, and slower speeds may be required near pedestrians and buses. Students are never to ride on the hood of the vehicle, in open pickup beds, do spins or "donuts", squealing the tires, drive on grass, etc. Students observed violating these conditions are subject to loss of driving privileges for a minimum of two weeks. A second driving violation may result in long term driving suspension. Students driving to school while their driving privileges are suspended may be subject to suspension from school.

As mentioned earlier in the handbook under Attendance, students with excessive absences may have their driving privileges revoked as determined by high school administration.

School buses always have the right of way on the school premises.

PARENTAL PORTAL WEB

Tri County Area Schools is happy to offer an online portal to your student's schedule, attendance and grades. You can call the high school office to receive your username and password so you can follow your student's progress as well as receive email alerts for both attendance and disciplinary.

STUDENT DAILY SCHEDULE*

Hours	Class Times
First Hour	7:25-8:29 am
Second Hour	8:33-9:33 am
Third Hour	9:37-10:37 am
1st Lunch	10:37 – 11:07 pm
Fourth Hour (for 1st Lunchers)	10:41 – 11:41 am
Fourth Hour (for 2nd Lunchers)	11:11- 12:11 pm
2nd Lunch	11:41– 12:11 pm
Fifth Hour	12:15 – 1:15 pm
Sixth Hour	1:19 – 2:20 pm

***Subject to change**

STUDENT RECORDS

Introduction

Every student at TCAHS has a cumulative folder (CA60). The record was started beginning elementary school.

Included in the cumulative folder are the student's identification information, health records, academic transcript, standardized test scores, behavioral history, and other documentation relating to the student's school experience.

Under the Family Education Rights and Privileges Act, 1974, the parent/guardian of a student under the age of sixteen years, and a student eighteen years or older, have the right to examine records and data of the school District that is personally related to the student. They have the right to challenge the contents of such records as to their accuracy and fairness.

The procedures for examination and challenge of school records are contained in Board of Education policy and may be obtained from the Tri County Area Schools Superintendent.

Right to Object To Release of Directory Information

In general, school officials will obtain written permission from the parent of a student before releasing information from the student's school records.

Federal law allows school Districts to disclose directory information about students without parental consent. Directory information includes: student name, gender, address, date of birth, major field of study, participation in extra-curricular activities, height and weight of members of athletic teams, dates of attendance, and awards received.

A parent may request that directory information about the student be released only with written permission.

COUNSELING & SERVICES
ACADEMIC/VOCATIONAL GUIDANCE

Educational Development Plan

An Educational Development Plan (EDP) is a personal career and academic roadmap every student in Michigan develops to help plan for high school, postsecondary education, and future careers. Under Michigan law, every student must be given the opportunity to develop an EDP starting in grade 7. The EDP is reviewed and revised each year during high school so it stays up to date with student interests and plans.

Career Pathways

Career Pathways are broad groupings of careers that share similar characteristics. The six career pathways used at TCAHS are: (1) Arts and Communications, (2) Business, Management, Marketing and Technology, (3) Engineering/Manufacturing and Industrial Technology, (4) Health Sciences, (5) Human Services and (6) Natural Resources and Agri-science.

The interests, aptitudes, education, and training required for success in each pathway are used, as a general guide to the education and training a student may want to undertake in high school.

Standardized Testing

The following standardized tests are routinely offered on campus at TCAHS:
9th PSAT

10th PSAT
11th Michigan Merit Exam M-STEP, SAT, ACT Work Keys, PSAT, ASVAB (Armed Services Vocational Aptitude Battery)
12th Armed Services Vocational Aptitude Battery (ASVAB)

Early Entry Classes

Upon teacher recommendation, eighth grade students may be placed in high school classes. When completed, students will receive a grade of CR or NCR to be included in calculations of total credits for graduation on a high school transcript.

21F Online Courses/Michigan Virtual University

The State of Michigan, under Section 21f of the State School Aid Act, has launched the choice for parents to request that their student(s), in grades 5-12, be enrolled in no more than two (2) online courses in place of a currently scheduled course. Tri County Area Schools supports online learning and as a District; we pride ourselves on innovative uses of technology to support learning. Keeping in line with our District's motto of helping every child achieve their best future, our goal is for academic accomplishment and student growth. We do, however, encourage parents to consider carefully if a 100% online course is ideal for their child given the fact that they will be forfeiting face-to-face interaction with a teacher.
Parents should carefully consider the unique qualities of their child when deciding if an online class is right for him/her. These factors include:

- Can your student self-advocate seeking help within a virtual setting?
- Can your student create and maintain a study schedule without the face-to-face instruction of a teacher?
- Does your student possess independent study habits needed to complete an entire course online without direct supervision?
- Does your student have the reading, writing, math and computer literacy skills to succeed in a class that is completely online?

Prerequisite: Permission of Counselor. Requests and Enrollment must occur prior to the drop/add date each semester.

Course Description: An interactive teacher directed internet connected learning environment, in which pupils are separated from their teachers by time/location. Beginning the 2015-16 school year, all 21F courses will be granted a letter grade. Letter grade will also be calculated towards the student's overall GPA.

Work Based Learning

Course: School –To-Work
Credit: Grade 10 maximum 1/6 hours; Grade 11 and 12, maximum 2/6 hours
Prerequisite: Valid driver license; registered vehicle; permission of career preparation coordinator; job placement related to documented career goals.
Course Description: Students gain on-the-job work experience in preparation for a career for which they have a documented interest. **This course may be repeated for credit**

Credit Recovery/Edgenuity

Credit: ½ credit
Prerequisite: Permission of Counselor
Course Description: Students complete course work using a student directed internet-based learning program.

Course Catalog
A course catalog is available through our high school counseling office and on the Tri County Area Schools website.

PERSONAL/SOCIAL COUNSELING

A student with a personal concern can refer herself/himself to the counselor or can be referred by a parent, faculty member, or significant other such as a grandparent.

The student identifies a personal concern. Strategies for coping with the concern are formulated. The strategies are implemented.

In the case of a severe personal concern, the student may be referred to the school social worker or a community mental health agency.

The counselor will inform the student at the beginning of an interview that information shared is confidential except when the student implies that he/she will harm him/herself, harm another person, or is being harmed.

GRADE REPORTS/PARENT TEACHER CONFERENCES

Student grades are reported at the end of each semester. All grade reports are mailed to the home. Progress Reports will be handed out midway through the semester. Parent Teacher conferences are held twice a school year in October and March. Please pay particular attention to the attendance totals listed by hour at the bottom of the report card.

Parent Teacher Conference Dates

1st Semester October 12-14, 2026
2nd Semester March 1-3, 2027

*** Report cards will be mailed within the week of the final exam/ grade postings or maybe viewed online thru the parent portal.**

GRADUATION REQUIREMENTS

Graduation Requirements
The requirements that must be fulfilled for graduation from Tri County Area High School are:

1. See the table above for total credits needed for each graduating year.
2. Three years of marching band may waive the PE requirement.

3. Two seasons of a MHSAA sanctioned sport may waive the PE requirement.
4. Completion of all sections of the Michigan Merit Examination (MME)

Grad Requirements 2026-2027
Electives 4.0
English 4.0
Math 4.0
PE/Health 1.0
Science 3.0
Social Studies 3.0
Visual/Performing/Applied Arts 1.0
World Language 2.0
TOTAL 22.0

Grad Requirements 2028 - beyond
Electives 4.0
English 4.0
Math 4.0
PE/Health 1.0
Science 3.0
Social Studies 3.5
Visual/Performing/Applied Arts 1.0
World Language 2.0
TOTAL 22.5

- *PE credit waived after successful completion of 3 years of marching band
- * PE credit waived after successful completion of 2 seasons of a MHSAA sanctioned sport.
- * PE credit waived after successful completion of 3 seasons of a Tri County High School club sport.
- Completion of all sections of the Michigan Merit Examination (MME)
- Credits will be checked with a counselor at the request of a student or parent. Students will have their credits checked annually.
- Special Education students may be issued a certificate of completion.

Classroom Grading

- Common Assessment: 70% of grade
- Enrichment/Career Readiness: 30% of grade

Credit Deficit

A student with a projected credit deficit may make up that deficit by earning credits by means of summer school, night school, virtual high school, and correspondence course. The TCHS principal must approve in advance all such credits.

Dual Enrollment

Students may take advantage of advance placement opportunities through local colleges under the dual enrollment program. Students may register for AP testing. If a student fails or withdraws from a dual enrollment course, the student will be on academic probation and the school reserves the right to deny further dual enrollment opportunities. Students will be given a letter grade for their college and/or AP classes.

Graduation Ceremonies

With the principal's approval, a student who has earned all but one of the required graduation credits by the senior's last day may go through TCAHS graduation ceremonies. The student's diploma is awarded only after all requirements for graduation have been fulfilled.

Grade Point Average

Semester final grades are translated to a point value that is used to determine a grade point average (GPA). GPA is used to determine class rank and awarding of academic letters. Grades awarded by a

non-accredited school are not used to determine TCAHS grade point average. Students entering Tri County High School will be given a GPA based on the following scale:

Grade	Percentages	Points Earned
A	93-100	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0
C-	70-72	1.7
D+	67-69	1.3
D	63-66	1.0
D-	60-62	.07
E	59-Below	.0

Not included in computing points

CR	Credit
NC	No Credit
I	Incomplete – If incomplete course work is not completed by the end of the following nine weeks, the I will be changed to an E.

Academic Letter

An Academic Letter will be awarded to students who have achieved excellence in their classes. The letter will be similar to the Athletic Letter given for sports. The standards for earning the letter are:

Grade	Grade Point Average
Freshmen	3.90
Sophomores	3.80 or above
Juniors	3.70 or above
Seniors	3.60 or above

Cumulative grade point averages from semester 1, of the current academic year will be used to award the academic letter. Those students achieving the standards for the first time, regardless of grade level, will be awarded the Academic Letter and a Certificate. Each subsequent award of the letter will be a year pin indicating the year the award was earned and a certificate.

Personal Curriculum

The Personal Curriculum is a process to modify specific content expectations based on the individual learning needs of a student. It is designed to serve any student at both ends of the continuum – a student that needs to accelerate or modify the learning environment to succeed with the Michigan Merit Curriculum. The MMC is the constant, the instructional approach or learning environment is the variable, and all students, including alternative and at-risk students, are entitled to have the opportunity to succeed with the MMC. The PC must align with the high school content expectations and remove all barriers that may limit a student's opportunity to take a challenging curriculum.

Eligibility for Use of Personal Curriculum Modification (PC)

A personal curriculum may be appropriate for a student who has demonstrated one or more of the following:

- Ability in a specific skill area consistent with a career pathway and/or a post-secondary goal or plan, as determined by the EDP that required additional or specialized instruction when there are limitations in time available for elective opportunities.
- Ability to succeed in accelerated or advanced Math, Science, English Language Arts, or World Languages.
- Desire to complete Math requirements, including the first half credit of Algebra II, through CTE or other programs
- Eligibility for special education services and a documented need to make modifications determined to be necessary because of the student's disability.
- Lake of progress on the MMC despite documented interventions, supports, and accommodations for a student with an IEP.
- Transferring from out of state or from a nonpublic school after successful completion of the equivalent of two years of high school credit.

More information regarding Course/Credit Requirements and Companion Documents can be found by visiting https://www.tricountyschools.com/ourschools/tricountyhighschool/counselingdept/.

We will continue to keep updated with the MAISD on the personal curriculum changes that occur with the Department of Education.

Testing Out

A student may receive credit if he/she passes the course competency assessment with a 77% or higher in any credit area for graduation. This may consist of a traditional test, performance, writing selection, project, presentation, or a combination of these assessments. Testing will be administered at student request prior to the beginning of each semester.

Final Exams

Students will have the opportunity to not take the final exam for a class if they meet the following criteria per semester.

1) B or better in the class **AND**
2) 2 or fewer absences (excused and/or unexcused) AND
3) 4 or fewer tardies

HOMEWORK POLICY

As an extension of classroom work, homework is a necessary part of learning used to enhance everyday teaching. Learning is not limited to a school day or time in the classroom. Therefore, homework is not merely busy work but is a learning experience beyond the school day. A homework policy should be a guideline, and not be so rigid those individual students and specific classes cannot be dealt with differently.

A. Students can expect homework every day. The assignments will vary according to the type of class.
B. Those resources necessary to complete a class assignment will be considered when making a homework assignment.
C. Students having multiple tests, reports or assignments due on the same day will have to manage their time accordingly. Reviewing notes, research, and studying for tests are types of homework.
D. Teachers will notify students when homework assignments are due and how late assignments will be handled.
E. Students will be responsible for and held accountable for their homework assignments.

F. Homework is practice for mastering.
G. Request for homework may be made if student is absent two or more consecutive days.

RANKING FOR GRADUATING SENIORS

The graduates will be honored by Valedictorian (Seniors with the Highest Honors), Salutatorian, High Honors and Honors. The positions of Valedictorian and Salutatorian will allow a student the opportunity to speak at graduation. The three speeches that will be given at graduation will be "The Welcome", "Class History", and "Farewell". In order to be chosen to be a speaker at graduation a student will need to meet the requirements of the Valedictorian and Salutatorian.

The calculation for class honors will be based on a combination of GPA and Spring SAT score that is administered at Tri County during their junior year. The total combined score will be out of 1000 points, with the GPA making up the majority of this score. A student who has a 4.0 GPA in high school will qualify as a Valedictorian. A student may request their score and a copy of the College Board conversion table from the High School office.

Valedictorian- A student whose GPA is a 4.0 or using the GPA/SAT Formula. The student must be a full time Tri County High School student for at least two years. A Senior Scholar will be recognized individually during the graduation ceremony and be noted in a special part of the graduation program. A Valedictorian will wear a black and gold cord.

Salutatorian- A student whose GPA is a 3.99 or using the GPA/SAT Formula. The student must be a full time Tri County High School student for at least two years. A Salutatorian will be recognized individually during the graduation ceremony and be noted in a special part of the graduation program. A Salutatorian will wear a white and gold cord.

High Honors- A student who has a GPA that is 3.5-3.98 or using the GPA/SAT Formula. High Honors will be recognized individually during the graduation ceremony and be noted in a special part of the graduation program. High Honors will wear a white cord.

Honors- A student who has a GPA that is 3.0-3.49 or using the GPA/SAT Formula. Students will be noted in the graduation program. Honors will wear a gold cord.

Notes on Class Speakers
Class speakers are not automatically the three students with the highest G.P.A's. The speaker for Tri County High School honors three students who have excelled in attitude, skills and knowledge.

- Be a student in the minds of the Selection Committee that is capable of writing and delivering the address assigned to them.
- Exhibits High Moral Character

The selection committee who makes these choices includes Department Heads, Administrators, Academic Counselor, and Dual Enrollment teachers.

**(A Senior who is not selected to speak may choose to have their speech printed as an addendum to the graduation program.)

A green cord will be given to graduates with top SAT scores. This is based upon the SAT score taken during their junior year administered at Tri County High School

- Depending on the policy of the post-secondary institution, the minimum grade required for taking the next college course in a sequence is "C".
- TCHS is charged tuition for a dual enrollment course dropped by a student after the college drop deadline. A student who drops a dual enrollment course after the college semester drop deadline will not be allowed to enroll in a TCHS course to substitute for the dual enrollment class. Dual Enrolled grades will be letter grade only.
- Any student who receives an E or drops out of class after the full tuition drop date may incur tuition costs.

PARENT'S GUIDE FOR COMMUNICATING CONCERNS

Parents should contact the high school by telephone, email, or visit the office to address any concerns. Please check our website for any additional information. Tri County High School @ 231.937.4338, Tri County Area Schools @ 616.636.5454. Website: www.tricountyschools.com

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Renner, Amie	Counselor	arenner@tricountyschools.com
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Thomas, Rachel	English	rthomas@tricountyschools.com