



2024-2025 Student Handbook

BOE Approved 8/19/24

This handbook is intended for use by students, parents, and staff as a guide to the rules, procedures, and general information about the District. The use of the word “parent” in this handbook means a student’s natural or adoptive parent or legal guardian. Students and their parents are responsible for familiarizing themselves with this handbook, and parents should use the handbook as a resource to assist their children with following its rules and procedures.

Students must comply with all school policies, regulations, rules, and expectations. The use of the word “Policy” in this handbook includes bylaws or policies adopted by the Board of Education. Although the information in this handbook is comprehensive, it is not intended to address every situation that may arise during a school day or school year. This handbook does not create a contract between the District and parents, students, or staff. The administration is responsible for interpreting the rules contained in the handbook to ensure the implementation of the school’s educational program and well-being of all students. If a situation arises that is not specifically addressed by this handbook, the administration may respond based on applicable law and policy.

The rules and information provided in this handbook may be supplemented or amended by the administration at any time, consistent with applicable law and policy.

To the Parent/Guardian:

The law requires every school district to summarize the general rules and regulations regarding student conduct which are in effect in the school district. The law further requires such rules and regulations to be available in writing to all students and their parents or guardians. This handbook has been prepared to explain and clarify the procedures, policies, and regulations at Clinton Community Schools. This handbook is a summary of the school’s rules and expectations and is not a comprehensive statement of school procedures. The Board’s comprehensive policy manual is available for public inspection through the District’s website www.miclintonschools.org or at the Board office, located at: 340 E Michigan Ave, Clinton MI, 49236. You are urged to contact the building Principal or Superintendent if you have any questions.

The School Board governs the school district, and is elected by the community. Current School Board members/Trustees are:

Kelly Schmidt, Board President
Shirley Harris, Board Vice President
Mike Houghton, Board Trustee
Steve Clegg, Board Treasurer
Chad Erickson, Board Trustee
Monica VanTuyle, Board Trustee
Dale Wingerd, Board Secretary

The School Board has hired the following administrative staff to operate the school:

Kevin Beazley, Superintendent
Mimi Scott, DPP Pre-School Principal
Adam Jurasek, Elementary Principal
Amy Chandler, Assistant Elementary Principal
Matt Stanfield, Elementary Guidance Counselor
Katie Richardson, Middle School Principal
Abbey Clark, Middle School Guidance Counselor
Katie Bennett, High School Principal & Director of Student Services
Heidi Kutzley, High School Guidance Counselor
Josh Brown, Athletic Director
Mirandia Green, Middle School Athletic Director

Welcome to Clinton Community Schools

The Mission of Clinton Community Schools is to provide a safe and healthy environment, educating and preparing every person to be explorers and life-long learners.

Vision

The Vision of Clinton Community Schools is to inspire and empower endless possibilities for every person.

Beliefs

- We Believe Every Person Matters.
- We Believe A Collaborative Culture Promotes High Achievement and Innovation.
- We Believe Successful Schools are a Shared Responsibility of Students, Parents, Staff, and Community
- We Believe Every Person has Opportunities to Reach Their Full Potential

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IMPORTANT INFORMATION

District Website

<https://miclintonschools.org/>

Board Policies

Board Policies are available at: <https://miclintonschools.org/about/board-of-education/school-board-policy/>

Addresses

Clinton High School

340 E. Michigan Ave

Clinton, MI 49236

Contact Information

Main Office: 517-456-6511

Fax: 517-456-2042

Student Services: 517-456-6511

Special Education: 517-456-6511

Transportation: 517-456-7916

Athletics: 517-456-2046

Administration

Superintendent: Kevin Beazley

Director of Student Services: Katie Bennett

Athletic Director: Josh Brown

Middle School Athletic Director: Mirandia Green

Transportation Director: George Ames

High School Principal: Katie Bennett

Middle School Principal: Katie Richardson

Elementary School Principal: Adam Jurasek

Elementary School Assistant Principal: Amy Chandler

DPP Preschool Principal: Mimi Scott

2024-2025 DISTRICT CALENDAR



2024-2025 School Year Calendar

August 2024	
Monday, 8/19/24	Teacher Work Day
Tuesday, 8/20/24	Teacher PD (Professional Development)
Wednesday, 8/21/24	Teacher PD
Monday, 8/26/24	First Day of School for Students
Friday, 8/30/24	NO SCHOOL for Students and Teachers
September 2024	
Monday, 9/2/24	NO SCHOOL for Students and ALL Staff (Labor Day)
Friday, 9/20/24	Progress Reports Due
Friday, 9/27/24	NO SCHOOL for Students and Teachers
October 2024	
Wednesday, 10/9/24	**Early Release for Students (Teacher PD)
Friday, 10/25/24	End of 1 st Marking Period
November 2024	
Wednesday, 11/6/24	Evening Conferences
Wednesday, 11/27/24	*Half Day for Students and Teachers (Thanksgiving)
Thursday, 11/28/24 – Friday, 11/29/24	NO SCHOOL for Students and ALL Staff (Thanksgiving)
December 2024	
Wednesday, 12/4/24	**Early Release for Students (Teacher PD)
Friday, 12/13/24	Progress Reports Due
Monday, 12/23/24 – Friday, 1/3/25	NO SCHOOL for Students and Teachers (Winter Break)
January 2025	
Wednesday, 1/1/25 - Friday, 1/3/25	NO SCHOOL for Students and Teachers (Winter Break)
Thursday, 1/16/25	*Half Day for Students; Exams (Teacher Records Day-PM)
Friday, 1/17/25	*Half Day for Students and Teachers; Exams; End of 1 st Semester
Monday, 1/20/25	NO SCHOOL for Students (Teacher PD)
Tuesday, 1/21/25	First Day of 2 nd Semester
February 2025	
Friday, 2/21/25	Progress Reports Due
March 2025	
Wednesday, 3/5/25	**Early Release for Students (Teacher PD)
Monday, 3/24/25 - Friday, 3/28/25	NO SCHOOL for Students or Teachers (Spring Break)
April 2025	
Friday, 4/4/25	End of 3 rd Marking Period
Friday, 4/18/25	NO SCHOOL for Students or ALL Staff (Good Friday)
Monday, 4/21/25	NO SCHOOL for Students (Teacher PD)
May 2025	
Friday, 5/9/25	Progress Reports Due
Wednesday, 5/14/25	**Early Release for Students (Teacher PD)
Monday, 5/26/25	NO SCHOOL for Students or ALL STAFF (Memorial Day)
June 2025	
Wednesday, 6/4/25	*Half Day for Students; Exams (Teacher Records Day-PM)
Thursday, 6/5/25	*Half Day for Students and Teachers; Exams; Last Day of School

	<u>Young Fives:</u>	<u>KG - 22</u>
Students may arrive no earlier than:	7:20 a.m.	7:40 a.m.
Classes Begin	7:30 a.m.	7:50 a.m.
Classes Dismissed	2:30 p.m.	2:50 p.m.
*Half-Day Dismissal	11:00 a.m.	11:20 a.m.
Early Release Dismissal	12:30 p.m.	12:50 p.m.

Board Approved 6/20/22
Revised 8/22/23 & 6/17/24

Daily Bell Schedule

1st Hour 7:50-8:41	1st Hour 7:50-8:41
2nd Hour 8:45-9:38	2nd Hour 8:45-9:38
3rd Hour 9:42 - 10:34	3rd Hour 9:42 - 10:34
4th Hour 10:38 - 11:30	4th Hour 10:38 - 11:30
A Lunch 11:30 - 12:00	5th Hour 11:34 - 12:26
5th Hour 12:05 - 12:57	B Lunch 12:26 - 12:56
6th Hour 1:01 - 1:53	6th Hour 1:01 - 1:53
7th Hour 1:57 - 2:50	7th Hour 1:57 - 2:50

School staff will supervise students on school grounds 20 minutes before the school day begins and 10 minutes after the school day ends. **Unless students are participating in a school activity, school staff will not provide supervision before or after these times.**

EMERGENCY SCHOOL CLOSING PROCEDURES

In the event of an emergency school closure, such as a bad weather day or when school is unexpectedly closed early, the District will notify students, parents, and the general public about the closure in the following manner:

When winter weather or hazardous driving conditions impact school operations, the district will announce either a 2-hour delay or closed status to families by 5:30 a.m. Road conditions in one part of the district may appear passable but driving conditions on back roads and in other areas of the district may not be safe and impact the operation of buses.

- Normal school operations will prevail unless a change of schedule is announced.
- Expect morning buses to be late during severe weather.

We provide this information to families in a variety of ways:

- Emergency message from Infinite Campus sent to email and phone on file (if not receiving please reach out to a building secretary).
- Prominently displayed on our [district homepage](#).
- Social media posts on the district [Twitter](#) accounts.
- Local television and radio ([WLEN](#)) news stations

NOTICE OF NON-DISCRIMINATION

The District does not discriminate on the basis of race, color, religion, national origin, ethnicity, sex (including pregnancy, gender identity, or sexual orientation), disability, age, height, weight, marital or family status, veteran status, ancestry, genetic information, military status, or any other legally protected category (collectively, “Protected Classes”), in its programs and activities, and provides equal access to the Boy Scouts and other designated youth groups as required by law.

The District prohibits unlawful discrimination, including unlawful harassment and retaliation. The District will investigate all allegations of unlawful discrimination and will take appropriate action, including discipline, against any person who, following an investigation, is determined to have engaged in unlawful discrimination.

“Unlawful harassment” is verbal, written, or physical conduct that denigrates or shows hostility or aversion toward a person because of the person’s membership in a Protected Class that has the purpose or effect of: (1) creating an intimidating, hostile, or offensive environment; or (2) unreasonably interfering with the person’s ability to benefit from the District’s educational programs or activities.

- **Race, color, and national origin harassment** can take many forms, including, but not limited to, slurs, taunts, stereotypes, or name-calling, as well as racially motivated physical threats, attacks, or other hateful conduct. Harassment based on ethnicity, ancestry, or perceived ancestral, ethnic, or religious characteristics is considered race, color, and national origin harassment.
- **Disability harassment** can take many forms, including, but not limited to, slurs, taunts, stereotypes, or name-calling, as well as disability-motivated physical threats, attacks, or other hateful conduct.
- **Sex-based harassment** can take many forms. For the definition of sex-based harassment, including sexual harassment under Title IX, see Policies 3118 and 5202. The District’s Title IX Policy is attached to this handbook as Appendix A.

Any student who witnesses an act of unlawful discrimination, including unlawful harassment or retaliation, is encouraged to report it to District personnel. No student will be retaliated against based on any report of suspected discrimination. A student may also anonymously report an incident of unlawful discrimination. The District will investigate anonymous reports pursuant to its investigation procedures described by Policy. Minor students do not need parent permission to file complaints or participate in the formal complaint resolution process described by Policy.

If you or someone you know has been subjected to **sex-based discrimination, harassment, or retaliation**, you may file a report with any District employee. Formal Complaints of sexual harassment must be filed with the Title IX Coordinator:

Katie Bennett - Title IX Coordinator/HS Principal
340 E. Michigan Ave.
517-456-6511
katie.bennett@clinton.k12.mi.us

If you or someone you know has been subjected to **disability-based discrimination, harassment, or retaliation**, you may file a complaint with:

Kevin Beazley - Superintendent
340 E. Michigan Ave.
Clinton, MI 49236
517-456-2050
kevin.beazley@clinton.k12.mi.us

If you or someone you know has been subjected to **any other type of unlawful discrimination, harassment, or retaliation**, including unlawful conduct based on race, color, or national origin, you may file a complaint with:

Kevin Beazley - Superintendent
340 E. Michigan Ave.
Clinton, MI 49236
517-456-2050
kevin.beazley@clinton.k12.mi.u

A report of unlawful discrimination, including unlawful harassment or retaliation, may be made orally or in writing.

A student found to have engaged in unlawful discrimination, including unlawful harassment or retaliation, may be subject to discipline, including suspension or expulsion, consistent with Policy 5206.

SECTION I: DISTRICT-WIDE POLICIES AND PROCEDURES

Attendance

Students are expected to attend school every day school is in session. Students are to arrive before the first class and stay until the scheduled end of their school day. If a student is unable to attend school, the parent must report that absence to the Clinton High School office at 517-456-6511 or toni.gibson@clinton.k12.mi.us the day of the absence. If notification to the office is not done by the day after, the absence will be unexcused.

If a student arrives late, the student must sign in at the office. A student may only leave school early if the student's parent notifies the office or the student is an emancipated minor.

The following absences will be considered excused if they are confirmed by communication to the school from the student's parent:

- the student's physical or mental illness (a physician's verification is required after 4 consecutive days of absence for illness)
- severe weather
- medical appointments for the student
- death or serious illness of the student's family member
- attendance at a funeral, wedding, or graduation
- appearance at court or for other legal matters
- observance of religious holidays of the student's own faith
- college planning visits
- personal or family vacations

Students who are more than 10 minutes late for a class are considered absent. Students who are less than 10 minutes late to class will receive a tardy. A student who acquires 3 or more tardies in a class, will be referred to detention. If the detention is not served, they will have to serve an In-School Suspension in the office.

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school district. All semester courses at CHS require a minimum of **eighty days** of attendance by each student to be considered for credit. There are ninety scheduled school days per semester, **only ten absences** in any class per semester are allowed, regardless of the classification of the absence (unless Doctor's excuse or school-related absence).

If a student misses 5 or more days of school within a semester and is considered a potential truancy case, letter #1 will be sent to the parents. If the student continues to miss school and reaches 9 or more absences, letter #2 will be sent and the school will prepare an Attendance Improvement Plan for the student. A meeting will be held with school officials, parents, and the student. A copy of the plan will be sent to the parents,

truancy officers, and the prosecutor's office. Further absences and truancy will be handled by Truancy Officers and the Prosecutor's office.

Planned absences

Parents who know in advance that a student will be absent must contact the school at the earliest possible date. Students who will be absent for reasons that can be anticipated, such as routine medical appointments and school activities, must complete any work required by the teacher before the absence unless alternative arrangements are approved by the teacher in advance. Parents should make every attempt to schedule medical and other appointments outside of school hours.

Students are expected to:

- Complete all class work in advance for any absence that can be anticipated or make alternative arrangements with their teacher in advance of the absence.
- Sign out of school at the office if leaving school during the school day.
- Make up all work that is assigned by teachers for the instructional time that has been missed.

For more information, see Policy 5301.

Books and Supplies

The District will provide free instruction to all students and will not charge a fee for materials necessary to complete required or elective courses. Students and parents may purchase additional supplies at their own expense. The District may charge a reasonable and refundable deposit to cover damage to textbooks and supplies. A teacher may provide a list of suggested materials that students and parents may purchase. Purchasing materials is voluntary and not required for curricular activities.

Students must take care of books and other supplies provided by the District. The District may assess fees to repair or replace District property that is lost, damaged, stolen, returned in a different condition, or not returned on time.

Bulletin Boards

Space may be provided within school buildings or on school electronic media for students and student organizations to post notices about student groups. Rules for posting on bulletin boards are found in Policy 5503.

Bullying

All types of student-on-student bullying, including cyberbullying, without regard to subject matter or motivation, are prohibited. The District's Anti-Bullying Policy is attached to this handbook as Appendix B.

Cell Phone Use

Students may not use cell phones or other electronic devices during school hours. Cell phones or other electronic devices must be stored in the **student's locker or in the**

classroom provided caddies during school hours if a student chooses to bring them to school. Students can check their cell phones during passing time and lunch. A student can come to the office and use the school phone to call home during class, if necessary.

Students are personally and solely responsible for the security of their cell phones and other electronic devices. The District is not responsible for theft, loss, or damage of any cell phone or other electronic device.

Taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal photographs, video, audio, or other similar data, whether by electronic data transfer or otherwise (including via cell phone or other electronic device), may constitute a crime under state or federal law. A student engaged in any of these activities at school, at a school event, or on school-provided transportation, may be subject to discipline. A student engaged in any of these activities outside of school may be disciplined if the student's activities substantially disrupt or negatively affect the school environment.

School administrators and teachers may confiscate a student's cell phone or other electronic device if the student's use or possession of a cell phone or electronic device violates Board Policy, the student code of conduct, or any applicable building or classroom rule. The building principal or designee may require a meeting with the student's parent to discuss the rule violation before returning the cell phone or electronic device.

Offense for all Electronic Devices (cell phones, earbuds, etc):

- **First offense:** The student's cell phone will be confiscated by a staff member and held in the main office until the end of the school day. Before being allowed to pick up their phone at the end of the day, students must discuss and review the cell phone policy with a staff member.
- **Second offense:** The student's cell phone will be confiscated and held in the main office until the end of the school day. The student's parents will be contacted and informed of the refusal to follow the school's cell phone policy. **Students may pick up their phones following after-school detention.**
- **Third offense and every violation thereafter:** The student's cell phone will be confiscated and held in the main office until the student's parents are able to come to pick it up. Further disciplinary action could be taken; included in-school or out-of-school suspension.

Cheating, Plagiarism, and Academic Dishonesty

Students may not cheat, plagiarize, or otherwise participate in academic dishonesty in any form. Unless specifically authorized by a teacher, prohibited behavior may include, but is not limited to:

- Obtaining, attempting to obtain, or aiding another person in obtaining credit for work by any dishonest or deceptive means.
- Copying another person's work or answers.

- Discussing with other students the answers or questions on a test or assignment before the test or assignment has been submitted for a grade.
- Taking or receiving copies of a test.
- Using or displaying notes, “cheat sheets,” or other sources of unauthorized information.
- Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- Using artificial intelligence to assist or complete an assignment or test.
- Submitting work or any portion of work completed by another person.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty may receive no credit on that assignment or class and will be subject to discipline, up to and including expulsion.

Children’s Protective Services Investigations

The District will cooperate with Children’s Protective Services (CPS) during an investigation of suspected child abuse or neglect. Cooperation may include allowing CPS access to a student without parent consent if CPS determines access is necessary to complete the investigation or prevent abuse or neglect. As a matter of law, the identity of an individual who makes a report of suspected child abuse or neglect is confidential and will not be disclosed.

Classroom Behavior

Teachers may establish classroom conduct rules that students must follow.

Communicable Diseases

The District, in conjunction with local health department officials, may exclude students who:

- Are suspected of having a communicable disease until a physician or local health department official determines the student is no longer a risk; or
- Lack of documentation of immunity or are otherwise considered susceptible to a communicable disease until the local health department officials determine the risk of spreading the disease has passed.

Communicable diseases include, but are not limited to, diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, COVID-19, and other conditions indicated by the local and state health departments. Any removal will only be for the contagious period or as directed by the local health department.

Damage to School Property

Students who damage school property either intentionally or unintentionally may be subject to discipline and required to pay to replace or restore the property.

Dress and Grooming

In general, clothing should be clean and appropriate for the climate and the situation. Student dress, hair style, make up, cleanliness, or personal appearance that is a threat to the safety, health, or welfare of others; violates any statute, Policy 5101, or the Dress Code; or substantially disrupts the educational environment or that school officials reasonably forecast will substantially disrupt the educational environment, is grounds for remedial or disciplinary action.

The final decision in any situation involving inappropriate attire rests with building administrators.

Students who are dressed inappropriately will be asked to change clothing immediately. If necessary, parents will be called to bring appropriate clothing, students can use extra clothing provided by the District, or the student may be sent home to change. Repeated dress code violations may result in more severe consequences.

Dress Code

Tops must have straps or sleeves and must cover the student's entire torso from armpit to armpit. Pants, shorts, and skirts must have an inseam at least 4 inches in length. Clothing may not display material that:

- Is materially and substantially disruptive or that school officials can reasonably forecast will create a substantial disruption;
- Is obscene, sexually explicit, indecent, or lewd;
- Promotes the use of or advertises illegal substances, including but not limited to substances illegal for minors;
- Incites violence;
- Contains "fighting words";
- Constitutes a true threat of violence;
- Demonstrates hate group association/affiliation or uses hate speech targeting groups based on their membership in a protected class; or
- Displays nipples, genitals, or buttocks.

Students who represent the District at an official or school-sponsored function or public event (e.g., athletic teams, bands, choirs, and other groups) may be required to follow specific dress requirements as a condition of participation or attendance.

Driving and Parking Personal Vehicles

Student driving and parking on District property is a privilege, not a right, that may be revoked at any time. Students who drive to school must obey the following rules:

1. Students may not move their vehicles, sit in, or be around their vehicles during the school day without permission from administration.

2. Students may not drive carelessly or with excessive speed on school grounds.
3. By driving to school and parking on school grounds, students and parents consent to having that vehicle searched when school officials have reasonable suspicion that a search will reveal a violation of school rules, Board Policy, or law.
4. Students driving to school must file for, and obtain a permit from the office. A parent or guardian and student must sign the usage form to receive a permit. A permit fee of **\$10 per year** will be assessed to pay for the parking permits and maintain periodic safety checks in the parking lot. Permits will be issued at the principal's discretion. Student programs that require personal transportation must be pre-approved by the administration.
5. All motor vehicles are to be driven to and from school in a safe, sensible manner which demonstrates the driver is able and willing to accept her/his social responsibility while driving. **The speed limit on school grounds is a maximum of 10 miles per hour.** Drivers considered in violation of this responsibility will be subject to loss of driving privileges up to 180 days.
6. All vehicles are to be parked in an orderly fashion in the spaces provided in the parking lot between Kehoe Road and the high school.
7. Video cameras are active in parking lots and may be used for the purposes of investigation into student misconduct. Discipline for misconduct includes all disciplinary measures in the student discipline code and/or withdrawal of parking privileges.
8. Driving to school is not an excuse to be late. Students who are consistently tardy will risk having their permits revoked.
9. Parking lots are off limits to students during the school day, unless permission is obtained from a staff member. Students in the parking lot without permission will be considered not within their area of assignment. Violation of this regulation will result in an in-school or out-of-school suspension to be determined by the principal. Students are not permitted to drive, ride, or be in a vehicle during the lunch period unless the student has parental permission, that is communicated to the main office.
10. Parking on campus without proper authorization or in lots designated for staff and visitors will result in strict discipline. Vehicles without a visible permit or vehicles parked in an unauthorized area will be towed at the owner's expense.
11. Students driving to school without a permit or while their driving privileges have been revoked will be suspended up to three days for insubordination. Repeat offenders may face additional discipline.
12. Students must have advanced written permission from the administration in order to drive to and or from the Tech-Center, Co-op, work experience, college classes, or off campus in general.

This permission includes specifically which day(s) of the week and approved passengers both to and from the site of campus.

First offense: Detention; loss of driving privileges up to 10 school days

Second offense: Loss of driving privilege up to 90 school days

Third offense: Driving privileges revoked

****In an effort to maintain a safe environment, student vehicles on campus grounds may be subject to search by the local law enforcement agency canine unit.**

Emergency Contact Information

Parents must provide emergency information for each student enrolled in the District. The information should include the family physician's name, contact information for parents or a responsible adult, and any necessary emergency instructions. Parents must promptly inform the school if this contact information changes.

Fees

The District will not charge students a fee to participate in curricular activities. The District may charge students a fee to participate in extracurricular and noncurricular activities to cover the District's reasonable costs. The District may require students to furnish specialized equipment and clothing required for participation in extracurricular and noncurricular activities or may charge a reasonable fee for the use of District-owned equipment or clothing. The activity's coach or sponsor will provide students with information about the fees charged and the equipment or clothing required.

Food Services

We are pleased to inform you that we will be participating in the **Michigan School Meals**, an option of the National School Lunch and National School Breakfast

The **Great news** is Clinton Community Schools is now participating in Community Eligibility Provision (**CEP**) as part of the National School Lunch and School Breakfast Programs for the 2024-2025 school year. Our participation will ensure that all enrolled students will receive one healthy breakfast and one healthy lunch daily at **NO CHARGE** to your household. There will be a charge for extra meals, milk, juice and all ala carte items.

To maintain our program status, parents and guardians are asked to **complete and sign the Education Benefits Form** You can do this using a paper form or online the quickest and secure at your **[Infinite Campus Parent Portal](#)**. **If you have filled out a Free/Reduced application for 2024/25 you do not need to do anything further. You do not have to fill out a new form for this school year.**

This form, like the Free/reduce form, is critical in determining the amount of money that your child's school receives from a variety of state and federal supplemental programs such as Title I A, At-Risk (31a), Title II A, E -Rate, etc. All information on the form submitted is **confidential**. Without your assistance, the school cannot maximize utilization of available state and federal funds.

For any further assistance, please contact *Penny Petipren*, @ 517-456-2045 or email *penny.petipren@clinton.k12.mi.us*

Field Trips

Classes occasionally take field trips off school property for educational enrichment. Each student must submit a completed permission form signed by the student's parent before being allowed to attend a field trip.

A student's failure to comply with Board Policy, the Student Code of Conduct, or any other applicable rules or behavioral expectations while on a field trip may result in disciplinary action and removal or exclusion from the trip or future field trips.

Students who have not met academic or behavioral expectations may not be allowed to attend field trips.

First Aid, Illness, or Injury at School

Students who feel ill or are hurt while at school should seek immediate assistance from their classroom teacher or the nearest staff member.

When the building principal or designee determines that a student is too ill or injured to remain at school, school staff will contact the student's parent or other designated responsible adult to pick up the student from school. If the student requires immediate medical attention, the District will first attempt to contact a parent or other designated responsible adult when reasonably possible. If contact cannot be made, the building principal or designee will take any reasonable action necessary on the student's behalf, consistent with state law.

Students showing symptoms of a communicable disease may be sent home. The District may require a statement from a licensed physician or local health official before allowing the student to return to school.

Head Lice

A student with nits within ¼ inch of the scalp or live lice may remain at school. The student will be restricted from activities that involve close head-to-head contact or sharing of personal items. The District will notify the student's parents and provide educational materials on head lice prevention and treatment.

District personnel will not ostracize or embarrass a student with lice or nits and will maintain student confidentiality.

If a student has a persistent infestation after 6 weeks or 3 separate cases within 1 school year, the District will form a team that may include the student's parents, teacher, social workers, or administrators to determine the best approach to resolve the issue.

Homeless Children and Youth

The District will provide a free public education to homeless children and youth who are in the District and will afford them the educational rights and legal protections provided by federal and state law. Homeless children and youth will not be stigmatized or segregated based on their homeless status and will have the same access to services offered to students who are not homeless.

A student or parent in a homeless situation who requires assistance should contact the District's homeless liaison:

Matt Stanfield - Elementary Counselor & Homeless Liaison
200 E. Franklin St.
Clinton, MI 49236
517-456-6504
matthew.stanfield@clinton.k12.mi.us

For detailed information about Homeless Children and Youth, see Policy 5307.

Immunizations

For a student entering the District for the first time or entering 7th grade, a parent must provide the building principal or designee with a certificate stating that the student has received at least 1 dose of an immunizing agent against each disease specified by the Michigan Department of Health and Human Services (MDHHS) or other responsible agency or documentation of an applicable approved exemption.

The student's parent must provide the certificate or documentation at the time of registration, or no later than the first day of school. A parent of a student who has not received all doses of any required immunizing agent must provide the District an updated immunization certificate demonstrating that the immunizations have been completed as required by the MDHHS. The updated certificate must be provided within 4 months of the student entering the District for the first time or upon entering 7th grade. The District will not permit a student to attend school unless the parent provides evidence of immunizations or exemptions consistent with Policy 5713 and state law.

Law Enforcement Interviews

Law enforcement officers may be called to the school at the request of school administration. Students may be questioned by law enforcement consistent with Policy 5201. Students may be questioned by school officials at any time, without parent notice or consent, consistent with the District's obligation to maintain a safe and orderly learning environment.

Limited English Proficiency

Limited proficiency in the English language should not be a barrier to a student's equal participation in the District's instructional or extracurricular programs. Those students identified as having limited English proficiency will be provided additional support and instruction to assist them in gaining English proficiency and in accessing the educational and extra-curricular programs offered by the District.

Locker Use

Pursuant to Policy 5102, lockers are District property and may be made available for student use. Lockers are assigned to students on a temporary basis, and District administration may revoke a student's locker assignment at any time. The District retains ownership of lockers notwithstanding student use.

Students have no expectation of privacy in their lockers. The building principal or designee may inspect lockers without any particularized suspicion or reasonable cause and without advance notice. Upon the request of the building principal or designee, law enforcement may assist with searching lockers.

During a locker search, student privacy rights will be respected for any items that are not illegal or violate Board Policy or building rules.

- Money or other valuables shall not be left in or under lockers. Do not give locker combinations to other students at any time.
- **ALL backpacks and bags must stay in your locker.** Students are reminded that all items must be stored inside their lockers and nothing stored underneath lockers.
- Students are not to bring items of value to school. Items such as jewelry, expensive clothing, and electronic equipment are tempting targets for theft and extortion. The school will not be responsible for their safe-keeping and will not be liable for loss or damage.

Lost and Found

All lost and found items are to be taken to the marked table in the Senior Lounge. Students may claim lost articles there. Unclaimed items may be donated to a local charity or otherwise disposed of at the conclusion of each semester.

Media Center

Students must check out materials from the media specialist or designee on duty. Each borrower is responsible for all materials checked out in the borrower's name. Each student is responsible for any fine that accumulates on materials charged to the student. If materials are lost and not returned by the end of the semester, the student must pay for the replacement cost. Students must also pay for any damage they cause to materials.

Medication

Whenever possible, parents should arrange student medication schedules to eliminate the need for administration of medication at school. When a student requires prescription or over-the-counter medication at school, the following procedures apply:

- The student's parent must annually submit a written request and consent form as required by the District.
- A building principal or designee must request that the parent supply medications in the exact dosage required whenever feasible.
- The building principal or designee will notify the student's parent of any observed adverse reaction to medication.
- All medications must be in the original container.

For additional information and requirements, see Policy 5703.

Asthma Inhalers and Epinephrine Auto-Injectors/Inhalers

A student may possess and use an asthma inhaler or epinephrine auto-injector or inhaler with written approval from the student's healthcare provider and consistent with Policy 5703. A minor student must also have written permission from the student's parent. The required documentation must be submitted to the building principal or designee. If a student is authorized to self-possess or self-administer an asthma inhaler or epinephrine auto-injector or inhaler, the building principal or designee will notify the student's teachers and other staff as appropriate.

Additionally, the school must maintain a written emergency care plan drafted by a physician in collaboration with the student's parent. The emergency care plan will contain specific instructions related to the student's needs. The physician and parent should update the emergency care plan as necessary to address any changes in the student's medical circumstances.

Parties

Classes may have seasonal or curriculum-related parties during the year. Students must follow all expectations and rules established by the teacher or other relevant staff during the party. Invitations for private parties and non-school-sponsored events may not be distributed in the classroom.

Protection of Pupil Rights

The District respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy as required by law. The policy is available on the District's website or upon request from the District's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the Superintendent. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the Superintendent. A copy of the District's annual notice to parents regarding the Protection of Pupil Rights Amendment is attached as Appendix C.

Public Display of Affection

Students may not engage in public displays of affection that are disruptive to the school environment or distracting to others.

Rights of Custodial and Non-Custodial Parents

Unless a parent has provided the building principal or designee with a court order that provides otherwise, District personnel will treat each parent, regardless of custody or visitation rights, the same as to accessing student records, meeting and conferring with District personnel, visiting a child at school, and transporting a child to or from school. District personnel are not responsible for enforcing visitation or parenting time orders.

Parents, regardless of custodial status, will be provided information about conference times so both parents may attend a single conference. The District is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff may terminate a conference and reschedule it with appropriate modifications or expectations.

Search and Seizure

To maintain order and discipline in school and protect the safety and welfare of students and school personnel, school authorities may search a student or the student's personal effects (e.g., purse, book bag, athletic bag) as permitted by law and may seize any illegal, unauthorized, or contraband materials discovered in the search. As noted in "Locker Use," student lockers and desks are school property and remain at all times under the District's control. Student lockers and desks are subject to search at any time for any reason and without notice or consent.

School officials may use canines, metal detectors, wands, or other tools to conduct searches.

A student's failure to permit a search and seizure may be grounds for disciplinary action. A student's person and personal effects may be searched whenever a school official has reasonable suspicion to believe that the student possesses illegal or unauthorized materials. If a properly conducted search yields illegal or contraband materials, these items may be turned over to law enforcement.

Student Education Records

The District may collect, retain, use, and disclose student education records consistent with state and federal law. See Policy 5309 for an overview of the District's collection, retention, use, and disclosure of student records.

Parents may inspect and review their minor child's education records, regardless of custody status, unless a court order specifies otherwise. An eligible student (i.e., a student who is 18 years or older or an emancipated minor) may also inspect and review their education records.

Right to Request Explanation or Interpretation

A parent or eligible student may request, in writing, an explanation or interpretation of a student's education records. School officials will respond to any reasonable request.

Right to Request Amendment of Education Records

A parent or eligible student may request that a student's education record be amended if the parent or eligible student believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights as explained in Policy 5309.

Directory Information

The District designates the following information as directory information:

"Directory information" is the information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. The Board designates the following as directory information: a. student names, addresses, and telephone numbers; b. photographs, including photographs and videos depicting a

student's participation in school-related activities and classes; c. date and place of birth; d. major field of study; e. grade level; f. enrollment status (e.g., full-time or part-time); g. dates of attendance (e.g., 2013-2017); h. participation in officially recognized activities and sports; i. j. weight and height of athletic team members; degrees, honors, and awards received; and k. the most recent educational agency or institution attended. The Board further designates District-assigned student email addresses as directory information for the limited purposes of: (1) facilitating the student's participation in and access to online learning platforms and applications; and (2) inclusion in internal school and District email address books.

School officials may disclose "directory information" without the prior written consent of a parent or eligible student unless the parent or eligible student specifically notifies the District that the parent or eligible student does not consent to the disclosure of the student's directory information for 1 or more of the uses for which the District would commonly disclose the information.

A Directory Information Opt Out Form is attached to this handbook as Appendix D. This form allows the parent or eligible student to elect not to have the student's directory information disclosed for 1 or more of the listed uses. Upon receipt of a completed Directory Information Opt Out Form, school officials may not release the student's directory information for any of the uses selected on the form.

Technology

Use of District technology resources is a privilege, not a right. Students are expected to use computers, the Internet, and other District technology resources for school-related educational purposes only. Students and their parents are required to sign and return the Acceptable Use Agreement attached as Appendix E before they may use or access District technology resources. Students who violate the District's Acceptable Use Agreement may have technology privileges terminated or suspended and may be subject to discipline, up to and including expulsion.

Transportation Services

School Vehicle Rules

Riding in school vehicles is a privilege, not a right. Students must comply with the following rules and all school conduct rules and directives while riding in school vehicles. In addition, students must comply with the Student Code of Conduct while in school vehicles.

When in school vehicles, the following rules apply:

1. Students must promptly comply with any directive given by the driver.
2. Students may not fight or engage in bullying, harassment, or horseplay while riding or waiting for school vehicles.
3. Students must remain seated and keep aisles and exits clear while the vehicle is moving.
4. Students may not throw or pass objects on, from, or into vehicles.

5. Students may not use profane language, obscene gestures, tobacco, alcohol, drugs, or any other controlled substance on the vehicles.
6. Students may not carry weapons, look-a-like weapons, hazardous materials, nuisance items, or animals onto the vehicle.
7. Students may converse in ordinary tones and volumes but may not be loud or boisterous and should avoid talking to the driver while the vehicle is moving. Students must be absolutely quiet when the vehicle approaches a railroad crossing and any time the driver calls for quiet.
8. Students may not open windows without the driver's permission. Students may not dangle body parts or other items (e.g., legs, arms, backpacks) out of the windows.
9. Students must secure any item(s) that could break or cause injury if tossed about the inside of the vehicle if the vehicle were involved in an accident.
10. Students must respect the rights and safety of others at all times.
11. Students must help keep the vehicle clean, sanitary, and orderly. Students must remove all personal items and trash upon exiting.
12. Students may not vandalize or intentionally cause damage to the vehicle.
13. Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure by the superintendent or designee.

Video cameras may be placed on vehicles and buses to monitor student behavior on the vehicle/bus. Exceptions or modifications to these rules may be made as necessary to accommodate a student with a disability.

School Vehicle Misconduct Consequences

Students who violate the school vehicle rules will be referred to the building principal for discipline. Disciplinary consequences may include parent notification, suspension of vehicle/bus riding privileges, exclusion from extracurricular activities, in-school suspension, and suspension or expulsion.

These consequences are not progressive and school officials have discretion to impose any listed consequence they deem appropriate in accordance with state and federal law and board policy.

Records of vehicle misconduct will be forwarded to the appropriate building principal and will be maintained in the same manner as other student discipline records. Reports of serious misconduct may be reported to law enforcement.

Video Surveillance and Photographs

The District may monitor any District building, facility, property, bus, or vehicle with video recording equipment other than areas where a person has a legally recognized and reasonable expectation of privacy (e.g., restrooms and locker rooms). Except in those school areas, a person has no expectation of privacy.

The District may use video recordings for any lawful purpose, including student discipline, assisting law enforcement, or investigations.

Students may not make recordings: on school property; when on a vehicle owned, leased, or contracted by the District; or at a school-sponsored activity or athletic event unless otherwise authorized by Policies 5210 or 5805, applicable law, or a District employee.

Withdrawal From School

Students who are transferring from the District must submit written notice to the building principal at least 1 week before the withdrawal.

SECTION II: ACADEMICS

To encourage students and parents to stay apprised of student academic information, grades, attendance, and other information can be accessed via [Infinite Campus](#).

To register for your [Infinite Campus Portal](#), contact Mrs. Freeman at 517-456-6511 or shelbi.freeman@clinton.k12.mi.us

Advanced Placement (AP) Courses

Clinton High School offers Advanced Placement courses in English, Math, History, and Science. Placement into these courses is done through teacher recommendation, and is available on an annual basis if the enrollment is 15 or more students. AP courses provide an extra challenge and provide preparation for Advanced Placement tests (tests are optional and test fees are incurred by the student) which could possibly earn a high school student college credit. Due to the difficult nature of these courses, the grading scale has been weighted to a 5.0 scale. Example: 5.0=A, 4.0=B, 3.0=C, 2.0=D.

Alternative Education Program

An expelled, suspended, or failing student may be enrolled in the District's Alternative Education Program or Virtual Programming upon the Superintendent's recommendation and Board approval. Students who are expelled for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor and are enrolled in a program operated for expelled students shall be physically separated at all times during the school day from the general student population.

The District may provide appropriate instructional services at home for an expelled student who is not placed in an Alternative Education Program. The type of instructional services provided shall be similar to that provided to homebound or hospitalized students and shall be contracted for in the same manner.

Disabled students under IDEA or Section 504 shall be expelled only in accordance with Board Policy and Federal due process rights appropriate to these students.

Commencement

The District may conduct a commencement ceremony for eligible students at the end of the school year. Participation in the ceremony is a privilege, not a right. Students may be prohibited from participating in the ceremony as a consequence for misconduct. A student's disqualification from participating in the commencement ceremony does not impact the issuance of a diploma to the student, provided that all graduation requirements have been satisfied.

Credits and Graduation Requirements

A student must successfully complete all graduation requirements to earn a high school diploma.

Total Earned Credits needed for Graduation = 24 (28 Possible)

> Class standing is updated each August for the next school year.

> Minimum credits earned by August to become a Sophomore: 6; Junior: 11; Senior: 17

Credits	Curriculum Subject Area	Credits	Curriculum Subject Area
4	Mathematics Req – Algebra I Req – Geometry or CP Geometry Req – Algebra II or CP Algebra II Req – Senior Year Math or Math Related Class <u>12th grade Math Choices (1 Credit)</u> Personal Finance AP Calculus Trigonometry	4	English Req – English 9 Req – English 10 or Honors English 10 Req – English 11 or Honors English 11 Req – English 12, AP English Lit or AP English Lang
		3	Social Studies Req – World History & Geography Req – US History & Geography Req – Government(.5 credit) Req – Economics (.5 credit)
2	World Language - Spanish Req – Intro to Spanish Level 1 Req – Intermediate Spanish (SPN II)	3	Science Req - Biology Req - Chemistry, CP Chemistry or Physics, CP Physics, Req – Chemistry, CP Chemistry or Physics, CP Physics
1	Visual, Performing & AppliedArts/Online Experience <ul style="list-style-type: none"> All Technology Department Courses All Music Department Courses All Art Department courses Any Career Technical Education Course offered by the LISD that does not fulfill a requirement in another subject area. 		
1	Physical Education Req – Beginning P.E. (.5) Req – Health (.5)	6	Electives <ul style="list-style-type: none"> Any course over the basic core credit requirements Any Advanced Placement course World Language Courses above Level II Any Dual Enrollment Courses
<ul style="list-style-type: none"> All students are required to take a minimum of seven (7) units each semester. Special exceptions will require counselor, principal, and parental approval. A maximum of four (4) credits may be earned in Physical Education, Vocal Music, or Band individually. Students may not take two Physical Education classes in the same semester. Vocational Education courses and Co-Op will be given three (3) hours of credit. Work Experience will be given two (2) hours of credit. Dual enrollment courses will be given two (2) hours of credit. 			

Dual Enrollment

Students in grades 9 and above may be eligible to dually enroll in college classes to obtain high school and college credit. Please contact your assigned counselor for information about enrollment eligibility, charges paid by the District, eligible institutions, and other matters related to dual enrollment.

Grades

Report cards will be issued to students on a marking period basis. The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reasons not related to academic performance.

Grade Point Average – To calculate a grade point average (GPA), assign a weighted point value to each course grade and divide by the total number of credits. For partial credit courses, use the fractional value of the grade. For example, a half credit course with an earned grade of C would be $.5 \times 2 = 1$. Then add this to the other grades earned for total points earned. This total is then divided by the total credits earned for the GPA. This can be done by grading period, semester, year, or for a series of school years.

Grading Periods –Report cards will be available on Infinite Campus at the end of each 9 week period indicating their grades for each course of study for that portion of the academic term. In addition, Progress Reports are provided at the 4 ½ week point of the marking period.

Honor Roll(s) – CHS will recognize student and academic achievement with Honor Rolls every nine weeks.

Gold Card requirements are 3.8-4.0 GPA; no D's or F's in any class; no referrals and no more than two tardies in any one class.

Rewards are: all dances free* (excludes prom), home athletics free, **field trip after third marking period****

Silver Card requirements are 3.0–3.79 GPA; no D's or F's in any class; no referrals and no more than two tardies in any one class. Rewards are: half off admission to dances; home athletics free.

*Must present the card at the door to receive free or reduced admission.

****To be eligible for the field trip, students must qualify for a Gold Card all three marking periods.**

Student Achievement - Students who have displayed significant achievements during the course of the year are recognized for their accomplishments. Areas that may merit recognition include but are not limited to academics, athletics, performing arts, citizenship, and volunteerism. Recognition for such activities is initiated by the staff and coordinated by the Principal

Clinton High School Valedictorian & Salutatorian Guidelines

THE TOP TWO HIGHEST GPA'S WILL BE CHOSEN.

1. The High School Principal and/or counselor will notify the students and their parents. The formal public announcement will be made in April.
2. THE STUDENT WILL BE RESPONSIBLE FOR THE FOLLOWING:

- a. A two-hundred & fifty (250) word autobiography, future plans, and a senior picture to be released to the Clinton Local and Tecumseh Herald.
- b. A 2-3 minute speech to be given at Commencement.

Homework

Classroom teachers may assign homework. Parents who have questions about homework or concerns about class work should contact their student's teacher.

Each student is expected to spend time preparing for classes outside of school hours. The amount of time that is needed will depend upon each student and each class.

Personal Curriculum

For some students, it may be appropriate to modify the Michigan Merit Curriculum through implementation of a personal curriculum. All students who have completed 9th grade are entitled to a personal curriculum, and the District will implement a personal curriculum for a student if requested by a parent or by the student if the student is age 18 or older. Any modification to the Michigan Merit Curriculum must be consistent with Michigan law and must incorporate as much of the Michigan Merit Curriculum content standards as practicable for the student. The District retains discretion to determine what modifications to the Michigan Merit Curriculum are appropriate for a particular student through a personal curriculum. A student who successfully completes an approved personal curriculum will earn a regular high school diploma.

To request a personal curriculum, please contact the CHS Principal at 517-456-6511.

For additional information about the Michigan Merit Curriculum and Personal Curriculum, see Policy 5409.

Placement

The District has the sole discretion to make promotion, retention, and placement decisions for its students, consistent with state and federal law. The District may consider parent requests that a student be placed in a particular classroom, building, educational program, or grade. The District's placement decision is final.

Students with Disabilities

Eligible students with disabilities under the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act are entitled to a free appropriate public education. The District will follow state and federal law and applicable rules and regulations in identifying, locating, evaluating, and educating students with disabilities.

A parent who believes their student is eligible for special education or accommodations due to a disability or suspected disability should contact Katie Bennett at 517-456-6511.

Summer School

Students in grades 9-11 will have the opportunity to enroll in an **online** credit recovery program to recover credits that have been failed during the school year. The summer sessions run from June to July and open lab times for students to get help are available at CHS. The specific dates and times for open labs are communicated to those students at the end of each school year.

Students are able to enroll in 2 classes for summer school for credit recovery purposes. Students who complete their summer school course by the end of July will receive a grade and GPA credit for the course(s) on their transcript.

Testing Out

A student may test out of high school classes and earn credit. Students interested in testing out of a class should review Policy 5409 and make arrangements with their assigned counselor.

Work Permits

Students over 14 and fewer than 18 years of age may not be employed without a working permit issued by local school authorities. Working permit forms may be obtained from the Guidance Office. The "Offer of Employment" blank must be filled out by the employer and the student. Return this form to the office and the working permit will be issued and signed by either the Guidance Office or the Principal. One copy of the permit must be taken to the employer before starting work. It is unlawful to be employed without first securing a work permit except in the following instances: newspaper carriers, domestic work, farm work, work in a business owned and operated by a parent, or employment by a non-profit camp or recreation program.

SECTION III: STUDENT CLUBS, ACTIVITIES, AND ATHLETICS

Students are encouraged to participate in the various student clubs, activities, and athletics offered by the District.

For the 2024-2025 school year, the District offers the following student clubs, activities, and athletics:

FALL	WINTER	SPRING
JV/VARSITY VOLLEYBALL	JV/VARSITY GIRLS BASKETBALL	JV/VARSITY SOFTBALL
JV/VARSITY FOOTBALL	JV/VARSITY BOYS BASKETBALL	JV/VARSITY BASEBALL
BOYS/GIRLS CROSS COUNTRY	BOYS/GIRLS WRESTLING	BOYS/GIRLS TRACK
SIDELINE CHEERLEADING	COMPETITIVE CHEERLEADING	BOYS GOLF
VARSITY BOYS SOCCER	BOYS/GIRLS BOWLING	VARSITY GIRLS SOCCER
EQUESTRIAN CLUB		
GIRLS GOLF		

Extra Curricular Clubs

Criminal Justice Club

D&D Club

Earth Club

Healthcare Careers Exploration Club

International Club

National Hispanic Honor Society

Lady Reds

National Honor Society

Student Government

Art Club/National Art Honors Society/Yearbook

CHS LEADers

FIRSTRobotics - Redwolves Robotics

FCA (Fellow Christian Athletes)

STEM

A student's failure to comply with Policy, the Student Code of Conduct, or any other applicable rules or behavioral expectations while participating in or attending a student club, activity, or athletic competition, meeting, event, or practice, may result in disciplinary action.

Extracurricular Activities

Participation in extracurricular activities is a privilege, not a right. Students are encouraged to participate in extracurricular activities. Participation is open to students

who meet the eligibility requirements established by the District and any applicable governing body.

The District has exclusive control over extracurricular activities including, but not limited to, formation, naming, structure, operation, financing, and discontinuance.

Student athletes are also subject to the Athletic Code of Conduct (see Appendix F) and any applicable team rules.

For more information, see Policy 5507.

Student-Initiated Non-Curricular Clubs

Students may voluntarily form clubs that are not directly related to the school curriculum to promote activities unrelated to curriculum. Membership in a student-initiated, non-curricular club must be open to all interested and eligible District students, and the club may not refuse membership to a student based on any protected classification under state or federal law.

For more information about student-initiated non-curricular clubs, including how to form a club, see Policy 5510.

Transportation To/From Extracurricular Activities

The District may provide transportation to students who participate in school-sponsored events. If District-provided transportation is available, students must ride to and from those events in a school vehicle unless otherwise excused by the activity sponsor.

SECTION IV: DISCIPLINE AND CODE OF CONDUCT

Discipline Generally

The District may discipline students who engage in misconduct, up to and including suspension or expulsion from school.

The District will take steps to effectively discipline students in a manner that appropriately minimizes out-of-school suspensions and expulsions. The District will comply with applicable laws related to student discipline, including the consideration of specific factors and possible use of restorative practices.

If an administrator determines that an emergency requires the immediate removal of a student from school, the administrator may contact the student's parent or local law enforcement or take other measures to have the student safely removed from school.

Students who are involved in extracurricular activities and engage in misconduct may face consequences related to the activity in addition to the consequences provided in this handbook.

The District reserves the right to refer to an appropriate non-school agency any act or conduct which may constitute a crime. The District will cooperate with those agencies in their investigations as permitted by law.

The District's rules and policies apply to any student who is on school property or school-affiliated transportation, who is in attendance at school or at any school-sponsored activity or function, or whose conduct at any time or place directly interferes with the operation, discipline, or general welfare of the school, regardless of location, date, or time.

Forms of School Discipline & Applicable Due Process

After-School Detention

Teachers and administrators may require students to stay after school to serve a detention when the student violates any of the rules contained in this handbook or violates classroom-specific conduct rules set by individual teachers.

Students who ride the bus home from school will be given a 24-hour notice of detention so that parents may make transportation arrangements for the student the following day.

Saturday School

The building administrator may require a student to attend Saturday School. Students follow strict rules and must work on assignments the entire time, except for short breaks. Students who do not follow Saturday School rules will be removed and will face further disciplinary action.

In-School Suspension

The building administrator may require a student to serve in-school suspension, during which students follow strict rules and must work on assignments the entire time, except for short breaks. Students not completing their In-School Suspension will face further disciplinary action.

Snap Suspension - Suspension from Class, Subject, or Activity by Teacher

A teacher may suspend a student from any class, subject, or activity for up to 1 full school day if the teacher has good reason to believe that the student:

- intentionally disrupted the class, subject, or activity;
- jeopardized the health or safety of any of the other participants in the class, subject, or activity; or
- was insubordinate during the class, subject, or activity.

Any teacher who suspends a student from a class, subject, or activity must immediately report the suspension and its reason to the building principal or designee. If a student is suspended from a class, subject, or activity, but will otherwise remain at school, the building principal or designee must ensure that the student is appropriately supervised during the suspension and, if the student is a student with a disability, that all procedures applicable to students with disabilities are followed.

Any teacher who suspends a student from a class, subject, or activity must, as soon as possible following the suspension, request that the student's parent attend a parent/teacher conference to discuss the suspension. The building principal or designee must attend the conference if either the teacher or the parent requests the building principal's attendance. The building principal or designee must make reasonable efforts to invite a school counselor, school psychologist, or school social worker to attend the conference.

Removal for 10 or Fewer School Days

Before a student is suspended for 10 or fewer school days, an administrator will: (1) provide the student verbal notice of the offense the student is alleged to have committed, and (2) provide the student an informal opportunity to respond and explain what happened. Except in emergency circumstances, an administrator will not suspend the student unless, after providing the student notice and an opportunity to explain, the administrator is reasonably certain that the student committed a violation of the Student Code of Conduct and that suspension is the appropriate consequence. The building administrator will consider the 7 factors provided in the Student Code of Conduct before suspending a student.

Removal for More than 10 and Fewer than 60 School Days

Before a student is suspended for more than 10 school days but less than 60 school days, the Superintendent or designee will provide the parent or student with: (1) written notice of the offense the student is suspected to have committed; (2) an explanation of the evidence relied upon by the District in arriving at the conclusion that disciplinary action may be warranted; and (3) an opportunity for a hearing at which the student may present evidence and witnesses to show that the student did not commit the alleged offense or that suspension is not an appropriate consequence.

The Superintendent or designee will provide the parent or student at least 3 calendar days' notice before the hearing. The parent and student may be represented, at their cost, by an attorney or another adult advocate at the hearing.

The Superintendent or designee will not suspend the student unless, following the hearing, he or she is convinced by a preponderance of the evidence that the student committed a violation of the Student Code of Conduct and that suspension is the appropriate consequence. The Superintendent or designee will consider the 7 factors noted in the Student Code of Conduct before suspending a student.

Policy 5206A: A parent or student may appeal the Superintendent or designee's decision to the Board. The appeal must be submitted to the Board within 3 calendar days of the decision. The Board will hear the appeal at its next regularly scheduled meeting. The Board's decision is final. The student's suspension will run while the appeal is pending.

Removal for 60 or More School Days

Before the Board suspends or expels a student, the Superintendent or designee must provide the parent or student with: (1) written notice of the offense the student is suspected to have committed; (2) an explanation of the evidence relied upon by the District in arriving at the conclusion that disciplinary action may be warranted; and (3) an opportunity for a Board hearing at which the student may present evidence and witnesses to show that the student did not commit the suspected offense or that suspension or expulsion is not an appropriate consequence.

The Superintendent or designee will provide the parent or student at least 3 calendar days' notice before the hearing. The parent and student may be represented, at their cost, by an attorney or another adult advocate at the hearing.

The Board will not suspend or expel the student unless, following the hearing, a majority of the Board finds by a preponderance of the evidence that the student committed misconduct that should result in suspension or expulsion under either the Student Code of Conduct or Board Policy and that suspension or expulsion is the appropriate consequence. The Board will consider the 7 factors noted in the Student Code of Conduct before suspending or expelling a student. The Board's decision is final.

Student Code of Conduct

This Student Code of Conduct is meant to be a guide and is subject to the discretion of administration and the Board.

Administration will, as required or permitted by state law, always consider the use of restorative practices as an alternative to, or in addition to suspension or expulsion. Nothing in the following table limits the District's ability to impose more or less severe disciplinary consequences depending on the situation's unique circumstances and the following factors:

1. the student's age;
2. the student's disciplinary history;

3. whether the student has a disability;
4. the seriousness of the behavior;
5. whether the behavior posed a safety risk;
6. whether restorative practices will be used to address the behavior; and
7. whether a lesser intervention would properly address the behavior.

Nothing in this handbook limits the District’s authority to discipline a student for conduct that is inappropriate in school, but that is not specifically provided in this table. Depending on the circumstances of a particular situation, separate athletic or extracurricular sanctions may be imposed, in accordance with the applicable handbook or rules.

Prohibited Conduct	Potential Consequence(s)
Illegal Substances or Paraphernalia, including Alcohol: possession, sale, attempted sale, distribution, attempted distribution, use, or attempted use of drugs, alcohol, fake drugs, illegal steroids, illegal inhalants, or look-alike drugs	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion • Police Referral
Tobacco/Nicotine: possession, sale, attempted sale, distribution, attempted distribution, use, or attempted use of any form of tobacco, including vaping devices or supplies.	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion • Police Referral
Disruptive Behavior or Insubordination: disrupting the learning environment or school activity or violating a school rule or directive.	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion
Dangerous Weapon Possession: firearm, dagger, dirk, stiletto, knife with a blade over 3 inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles.	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Permanent Expulsion • Police Referral
Other Weapons and Look-Alike Weapons Possession: an object that is not a “dangerous weapon,” including but not limited to a pellet or air-soft gun, a knife with a blade of 3 inches or less, items intended to look like a dangerous weapon, or similar items.	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Permanent Expulsion • Police Referral

<p>Use of an Object as a Weapon: any object used to threaten or harm another, regardless of whether injury results.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Permanent Expulsion • Police Referral
<p>Arson: purposefully, intentionally, or maliciously setting a fire on school property.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Permanent Expulsion • Police Referral
<p>Physical Assault (Student to Student): causing or attempting to cause physical harm to another through intentional use of force or violence.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion up to 180 school days • Police Referral
<p>Physical Assault (Student to Employee, Volunteer, or Contractor): causing or attempting to cause physical harm to another through intentional use of force or violence.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Permanent Expulsion • Police Referral
<p>Verbal or Written Threat, including Bomb or Similar Threat: statement that constitutes a threat against a student, employee, other person, or school property.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion • Police Referral
<p>Plagiarism, Cheating, or other Falsification of Schoolwork: submitting work that is not your own, including copying from others' work.</p>	<ul style="list-style-type: none"> • Restorative Practices • Credit Loss or Grade Reduction • Parent Notification • Suspension or Expulsion
<p>Discrimination, Harassment (including Sexual Harassment), and Bullying: violating Board Policy addressing anti-discrimination, anti-harassment, and anti-bullying.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion

<p>Criminal Sexual Conduct: commits criminal sexual conduct in a school building or on school grounds; or pleads to, is convicted of, or is adjudicated for criminal sexual conduct against another student enrolled in the same school district; or commits criminal sexual conduct against another student enrolled in the same school district.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Permanent Expulsion • Police Referral
<p>Fighting, Inciting Violence, Filming a Fight or Assault, Distributing or Publishing a Fight or Assault Video</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion
<p>Sexting: distribution or publication of lewd, pornographic, or sexually suggestive videos or photographs of students or staff.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion • Police Referral
<p>Misuse of District Technology: violating the District's acceptable use policies and agreement.</p>	<ul style="list-style-type: none"> • Restorative Practices • Parent Notification • Suspension or Expulsion • Police Referral

APPENDIX A: TITLE IX SEXUAL HARASSMENT

[Policy 3118 Title IX Sexual Harassment](#)

APPENDIX B: ANTI-BULLYING

[Policy 5207 Anti-Bullying](#)

APPENDIX C: PROTECTION OF PUPIL RIGHTS

[5308 Protection of Pupil Rights](#)

APPENDIX D: DIRECTORY INFORMATION AND OPT OUT FORM

[5309 F-2 Directory Information and Opt Out Form](#)

APPENDIX E: ACCEPTABLE USE AGREEMENT

[Forms 3116 F-1 and F-2 Acceptable Use Agreement](#)

APPENDIX F: ATHLETIC CODE OF CONDUCT

Participation in Clinton Community School’s (the “District”) athletics is a privilege, not a right. Student-athletes are students first. When participating in District athletics, student-athletes are District representatives and are held to the highest standards. Accordingly, this Athletic Code of Conduct applies 24 hours a day, 365 days a year. Student-athletes and parents should be familiar with this Athletic Code of Conduct. By participating on any school-sponsored athletic team both student-athletes and parents agree to abide by these terms.

Athletic Director: Josh Brown

517-456-2046

josh.brown@clinton.k12.mi.us

Available Sports

FALL	WINTER	SPRING
JV/VARSITY VOLLEYBALL	JV/VARSITY GIRLS BASKETBALL	JV/VARSITY SOFTBALL
JV/VARSITY FOOTBALL	JV/VARSITY BOYS BASKETBALL	JV/VARSITY BASEBALL
BOYS/GIRLS CROSS COUNTRY	BOYS/GIRLS WRESTLING	BOYS/GIRLS TRACK
SIDELINE CHEERLEADING	COMPETITIVE CHEERLEADING	BOYS GOLF
VARSITY BOYS SOCCER	BOYS/GIRLS BOWLING	VARSITY GIRLS SOCCER

FALL	WINTER	SPRING
EQUESTRIAN CLUB		
GIRLS GOLF		

Communication Protocol

The District has full faith in its coaches to make decisions that are in the best interest of their teams. If parents have questions or concerns about their student-athletes' sports participation, use the following protocol:

1. Wait 24 hours before contacting the coach.
2. Schedule a time to speak with the coach, either via phone or in-person, at the coach's discretion.
3. If the issue is unresolved, schedule a time to speak with the Athletic Director, either via phone or in-person, at the Athletic Director's discretion.

Concussion Protocol

The District will comply with the concussion protocol in Policy 5712.

Athletic Code of Conduct

A student-athlete must:

1. Learn and understand the rules and regulations of your sport.
2. Unless otherwise approved by your coach, if school is in session, attend school for the full day to be eligible to practice or play in an event on the same day.
3. Comply with the law, Board Policy, the Student Code of Conduct, the Athletic Code of Conduct, and all team rules. Failure to comply with this provision may result in suspension or removal from a team.
4. Not possess, use, or consume alcohol, tobacco, cannabis, nicotine (including a vape), or controlled substances (other than those prescribed by a physician for the student-athlete).
5. Not engage in conduct that is unbecoming of student-athletes.

6. Maintain academic eligibility as required by the Michigan High School Athletic Association.
7. Notify your coach or District athletic trainer of any injury or medical condition that may affect your athletic participation.

If a student-athlete violates any provision of the Athletic Code of Conduct, practice, game, team, or complete athletic suspension may result. Any disciplinary consequences will be at the sole discretion of the Athletic Director or designee.

If a student-athlete is suspended or expelled from school, the student-athlete is prohibited from participating in any practice or game during the suspension or expulsion.