Meadowview
Student Handbook

Magnificent
Outstanding
One Team
Safe
Empowered

Meadowview School
1790 E. Packard Hwy.
Charlotte, MI 48813
Phone: (517) 541-8750
Fax: (517) 541-5166
(Other classroom locations are listed on back cover)
Student Parent Handbook

2019 – 2020 School Year

Welcome to Meadowview School

Principal (517) 541-8750

Lori Foreback, Administrative Assistant (517) 541-8750

Ryan Harp, Assistant Superintendent of Special Education
(517) 541-8743

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**EATON**

REGIONAL EDUCATION SERVICE AGENCY

EATON RESA BOARD OF EDUCATION

Jack Temsey, President
Mark Rushford, Vice President
Debbie Roberts, Treasurer
Denise DuFort, Secretary
Max Baxter, Trustee
Welcome to Meadowview School

The student handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain district policies and procedures. This handbook contains important information that you should know. Become familiar with the following information and keep the handbook available for frequent reference by you and your parents. If you have any questions that are not addressed in this handbook, you are encouraged to talk to your teacher or the building principal.

This handbook summarizes many of the official policies and administrative guidelines of the Board of Education and the District. Any of the policies or administrative guidelines referenced herein are revised after June 2016, the language in the most current policy or administrative guideline prevails. Our mission at Eaton Resa is to provide and enhance the educational opportunities to those we serve.

Meadowview School Mission Statement

We are committed to providing a positive learning environment which will enable students to achieve and enhance self-confidence, self-esteem, independence, social acceptance, and intellectual and personal growth according to their Individualized Educational Plan and Transitional Service Plan.

We support our school community with respect and compassion through quality programs, leadership and dedicated partnerships.

Notice of Non-Discrimination

It is the policy of Eaton RESA to provide equal educational opportunities for all students. Any person who believes that she/he has been discriminated against on the basis of his/her race, skin color, disability, religion, gender, or national origin while at school or a school activity should immediately contact the district's compliance officer.

John Van Hoesen
Eaton RESA Human Resources Manager
517-541-8712
Student Wellbeing

Student safety is a responsibility of the staff. All staff members are familiar with emergency procedures such as fire, lock down and tornado drills and accident reporting procedures. Should a student be aware of any dangerous situation or accident, she/he must notify a staff person immediately.

State law requires that all students have an up to date emergency form completed, signed by a parent or guardian and filed in the school office. A student may be excluded from school until this requirement has been fulfilled.

Students with specific health care needs should deliver written notice about such needs along with proper documentation by a physician to the school nurse.

Injury and Illness

All injuries must be reported to a staff person or the office. If minor, the student will be treated and may return to class. If medical attention is required, the office will follow the school's emergency procedures and notify the parent/guardian.

A student who becomes ill during the school day should request permission to go the office. An appropriate adult in the office will determine whether or not the student should remain in school or go home. No student will be released from school without proper parental notice and permission.

Homebound/Hospitalized Instruction

The District shall arrange for individualized instruction to students of legal school age who are not able to attend classes because of a physical or emotional disability/condition.

Parents should contact the Meadowview School Principal to request homebound/hospitalized instruction. This instruction must be approved by the principal and may require an Individualized Education Plan (IEP) meeting as well as other documentation. Applications for individual instruction shall be made by a physician licensed to practice in this state, parent, student or other caregiver. A physician must certify the nature and existence of a medical condition; state the probable duration of
Withdrawal from School

Any student who wishes to withdraw from the school district should contact the principal.

Control of Casual Contact Communicable Diseases and Pests

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The school's professional staff has the authority to remove or isolate a student who has been ill or has been exposed to a communicable disease or highly transient pest, such as lice.

Specific diseases include; diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the local and state health departments. Any removal will only be for the contagious period.

Animal and Pet Policy

In order to reduce illness and accidents to staff and students, animals/pets are not permitted on school grounds. Any requests for exception to this policy (i.e. service animals) must be approved in advance by the Meadowview School Principal.

Student Illness Policy

Students exhibiting any potentially contagious symptoms may be at risk to themselves or others and should not be at school.

1. **Severely Ill**: a child that is lethargic or less responsive, has difficulty breathing or rapidly spreading rash.
2. **Fever**: any temperature of 101 degrees or higher.
3. **Diarrhea**: a child that has two or more loose stools.
4. **Vomiting**: a child that has vomited two or more times.
5. **Rash**: the child with rash AND has a fever or change in behavior.
6. **Draining skin sores**: any sore that cannot be covered with a waterproof dressing.
7. **Runny nose**: abnormal amounts of **thick yellow or green discharge**. May return when discharge is clear or treatment started.
(condition), HIV (Human-immunodeficiency Virus); HAV, HBV, HCV (Hepatitis A, B, C); and other diseases that may be specified by the State Board of Health.

As required by Federal law, parents will be requested to have their child’s blood checked for HIV, HBV, and other blood-borne pathogens when the child has bled at school and students or staff members have been exposed to the blood. Any testing is subject to laws protecting confidentiality.

Emergency Medical Authorization

The Board has established a policy that every student must have an Emergency Medical Authorization Form completed and signed by their parent/guardian to participate in any activity off school grounds. This includes field trips, worked based learning activities, spectator trips, athletic and other extracurricular activities and co-curricular activities.

The Emergency Medical Authorization Form is provided at the time of enrollment and needs to be completed at the beginning of each school year. Failure to return the completed form to the school will exclude a student from attending school until this form is completed, signed and returned to the Meadowview School office.

Immunizations

Each student should have the immunizations required by law or have a certified non-medical health waiver signed by the Health Department. If a student does not have the necessary immunizations or waiver, the principal may remove the student or require compliance within a set deadline. This is for the safety of all students and in accordance with State law. Any questions about immunizations or waivers should be directed to the school Nurse 517-541-8963.

Use of Medications

In those circumstances where a student must take prescribed medication during the school day, the following guidelines are to be observed:
self-medication by their child. Administration of all forms of medication shall be administered by the district, in accordance with district guidelines.

If a student is found using or possessing a non prescribed medication without parent/guardian authorization, he/she will be brought to the school office and the parent/guardian will be contacted for authorization. The medication will be confiscated until written authorization is received.

Any student who distributes a medication of any kind to another student or is found to possess a medication other than the one authorized is in violation of the School’s Code of Conduct and will be disciplined in accordance with the drug-use provision of the code.

**Individuals with Disabilities**

The American’s with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act provide that no individual will be discriminated against on the basis of a disability. This protection applies not just to the student, but to all individuals who have access to the district’s programs and facilities.

A student can access special education services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal (IDEA) and State law. Contact the Meadowview School Principal at 517-541-8751 to inquire about evaluation procedures and programs.

**Student Records**

A School District maintains student records including both directory information and confidential information.

Neither the Board nor its employees shall permit the release of the social security number of a student, or other individual except as authorized by law as per administrative guidelines. Documents containing social security numbers shall be restricted to those employees who have a need to know that information or a need to access those documents. When documents containing social security numbers are no
student record in writing to the Meadowview Principal and if the request is denied, the parent or adult student will be informed of their right to a hearing on the matter. Individuals have a right to file a complaint with the United States Department of Education if they believe that the district has violated FERPA.

Consistent with the Protection of Pupil Rights Amendment (PPRA), no student shall be required, as part of the school program or the district’s curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

A. Political affiliations or beliefs of the student or his/her parents;
B. mental or psychological problems of the student or his/her family;
C. sex behavior or attitudes;
D. illegal, anti-social, self-incriminating or demeaning behavior;
E. critical appraisals of other individuals with whom respondents have a close family relationships.
F. legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
G. religious practices, affiliations, or beliefs of the student or his/her parents;
H. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program)

Consistent with the PPRA and Board policy, the district shall ensure that procedures are established whereby parents may inspect any materials used in conjunction with any such survey, analysis, or evaluation.

The Family Policy Compliance Office in the U.S. Department of Education administers both FERPA and PPRA. Parents and/or eligible students who believe their rights have been violated may file a complaint with :

https://studentprivacy.ed.gov/file-a-complaint

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605
www.ed.gov/offices/OM/fpco
items are targets for theft. The school will not be liable for loss or damage to personal valuables.

**Review of Instructional Materials and Activities**

Parents have the right to review any instructional materials being used in the school. They also may observe instruction in any class, particularly those dealing with instruction in health and sex education. Any parent who wishes to review materials or observe instruction must contact the principal prior to coming to the school. Parents’ rights to review teaching materials and instructional activities are subject to reasonable restrictions and limits.

**Food Service**

The school participates in the National School Lunch Program and makes lunches available to students for a fee. Students may also bring their own lunch to school. Applications for the school's free and reduced-priced meal program are distributed to all students at the beginning of each school year or at the time of enrollment.

**Fire, Lock Down and Tornado Drills**

The school complies with all fire safety laws and will conduct fire drills in accordance with State law. Specific instructions will be provided to students by their teachers who will be responsible for safe, prompt, and orderly evacuation of the building. The alarm signal for fire drills consists of a loud horn and flashing lights. Tornado drills will be conducted during the tornado season using the procedures provided by the State. The alarm signal for tornadoes is different from the alarm signal for fires and lock down drills and consists of a PA announcement. Lock down drills in which the students are restrict to the interior minimum of three (3) times each school year. The alarm system for a school lock down is different from the alarm system for fires and tornadoes and consists of a PA announcement.

**Emergency Closings and Delays**
Visitors

Visitors, particularly parents, are welcome at Meadowview School. We request that you arrange a visit in advance by contacting the Meadowview School office. In order to properly monitor the safety of students and staff, each visitor must report to the Meadowview office upon entering the school building to obtain a visitor pass. Any visitor found in the building without a pass shall be reported to the Principal. If a parent/guardian wants to meet with a staff member, they should call the Meadowview office to schedule an appointment prior to coming to the school in order to schedule a mutually convenient time. Students may not bring visitors to school without prior written permission from the Principal.

Lost and Found

The lost and found area is in the Meadowview School office. Students who have lost items should check there and may retrieve their items if they give a proper description. Unclaimed items will be donated to charity at the end of the school year.

Student Sales

No student is permitted to sell any item or service in school without the approval of the school principal. Violation of this may lead to disciplinary action.

Use of School Telephones/Cell Phones

Office telephones are not to be used for personal calls. Except in an emergency, students will not be called to the office to receive a telephone call. Students are not to use telephones to call parents to receive permission to leave school. Office personnel will initiate all calls on behalf of a student seeking permission to leave school. Students bringing a personal cell phone to school will give the cell phone to his/her teacher upon arrival for storage in the Meadowview office until the end of the school day at which time personal cell phones will be returned to the student. Students are NOT allowed to have personal cell phones with them at any time during the school day.
The Michigan Merit Exam (MME), which will include the SAT for high school juniors, has replaced the Michigan Educational Assessment Program (MEAP) assessments at the high school level.

This means that all 11th graders will take this required state assessment in March of each year. It will provide students with a SAT score report that they can use to apply to a college or a university. SAT scores are used during the college admission process to assess high school students' in general educational development and their ability to complete college-level work.

The MME is made up of the SAT and Work Keys tests in mathematics and reading, plus additional assessments in the areas of mathematics, science, and social studies. Accommodations to these assessments are available for students with disabilities. Parents/guardians should contact the Meadowview Principal for more information and watch for information on the State assessment schedule in school newsletters.

2. PSAT

Sophomores will have the opportunity to take the PSAT. A preparatory assessment primarily used to help students prepare for the SAT. The PSAT includes assessments in the following areas: English, math, reading and scientific reasoning.

3. Mi-Access, Michigan's Alternate Assessment Program

The Individuals with Disabilities Education Act (IDEA) requires that all students with disabilities be assessed. If the state’s required general assessment (M-Step or MME/SAT) is not appropriate, even with assessment accommodations, the IEP Team must determine how the student will be assessed. Mi-Access is one component of the Michigan Educational Assessment System (MEAS), which was adopted by the State Board of Education in November 2001. Other components of the MEAS include the Michigan Student Test of Educational Progress (M-Step), and World-class Instruction Design and Assessment (WIDA) for English Language Learners. The MEAS is designed to provide opportunities for all students—including those with disabilities and limited English language proficiencies—to participate in appropriate and meaningful state assessments.

Who is tested?
Non-school sponsored student groups organized for religious, political, or philosophical reasons may meet during non-instructional hours. The application for permission can be obtained from the Principal. The applicant must verify that the activity is being initiated by students, that attendance is voluntary, that no school staff person is actively involved in the event, that the event will not interfere with school activities, and that nonschool persons do not play a regular role in the event. All school rules will still apply regarding behavior and equal opportunity to participate. Nondistrict-sponsored organization may not use the name of the school or school mascot.

**Section IV - Student Conduct**

**Code of Conduct Overview**

Students at Meadowview School Programs are expected to display positive behavior, act responsibly and exercise good judgment. The primary objective of student discipline and control is to produce a safe school environment in which complete attention may be directed to instructional activities. Student behavior must reflect favorably on the individual student and the positive image of Meadowview School.

**Application and Scope of the Code of Conduct**

The Code of Conduct applies to all students enrolled in Meadowview School Programs. The code applies to a student who is on school premises, on other school property, on school transportation, or at a school-sponsored activity on or away from school or on a field trip. While the district is not responsible for supervising or regulating off-campus activities, the district may impose disciplinary or remedial measures. The Eaton RESA Board of Education policy requires each student to adhere to the code of conduct.

**Violations of the Code of Conduct**

Students who violate school rules are subject to disciplinary action. Discipline will be based on the frequency/severity of the problem as determined by staff and administration. Violations of the code are cumulative during the course of the student's participation at the school.

**Due Process**
a student's behavior is subject to suspension for more than ten days or expulsion, the procedural guidelines adopted by the Board of Education will govern the suspension and/or expulsion process.

The following are examples of disciplinary actions supported by the Student Code of Conduct:

**Behavior Plan** - A written document outlining expectations for behavior, supports/interventions to be provided to the student, and the related timelines or duration and the potential consequences of the behavior occurs again.

**Detention** - A period of time other than the regular instructional school hours. This period of time may be used to help students understand the consequences of their behavior.

**Expulsion** - An expulsion occurs when the superintendent and School Board terminates the student's rights and privileges to attend school, including extracurricular activities following a disciplinary hearing.

**In-School suspension** - Removal of the student from the regular school routine while remaining in the building. This involves a specified period of time away from peers, classroom activities, lunchroom privileges, and hall passing. In-School Suspension gives the student the opportunity to correct behavior so that suspension and/or permanent removal is not necessary. During the In-School Suspension is determined by the school principal or administration. Students assigned to In-School Suspension who are not in attendance will be required to submit an absence excuse. Absences do not count as time served in In-School suspension. Unexcused absences may result in court action and/or additional days being added to the student's days in the In-School Suspension Program.

**Out of School Suspension** - Out of school suspension is formal discipline for a violation of the Code of Conduct of severe and/or persistent nature. During an Out of school suspension, the student's rights and privileges of attending school, including extracurricular activities, are prohibited for the period of the suspension.

**Loss of Privileges** - Extracurricular activities and special classroom/school events are for the enjoyment of all students. These privileges enable students to attend after school events and participate in dances and field trips, etc... It is important that every student understand that participation and attendance in such activities is a privilege, not
Hearing Procedures

After consideration of the factors listed above, the student and his/her parent/guardian will be given written notice of the intent to suspend or expel the student and reasoning for this action.

- In the case of long term suspension of more than 10 days, the student and the parent/guardian will be provided an opportunity to appear before the superintendent and the district’s hearing officer to answer the charges.
- Following the results of the disciplinary hearing, the parent or guardian may submit a written appeal to the Board of Education for reinstatement.
- During the appeal process, the student may be allowed to attend classes at the discretion of the building administrator. Separation of the student from the school may be necessary to ensure the safety and welfare of all concerned.
- The student has the right to be represented by legal counsel at any point in the process. Prior notification of such representation shall be given to the administration.

Suspension and Expulsion from School

During the time of an in school or out of school suspension or expulsion, the student will not participate in any extracurricular activities. In the case of out-of-school suspension or expulsion, the student will not present on school property unless accompanied by a parent or legal guardian for a prearranged conference with the administrator who suspended that student. Students will not attend school related events on or off campus while suspended/expelled.

When a student has been suspended the building principal/administrator will make reasonable effort to notify the student's parents/guardians. No suspended student will be sent out of the building during school hours unless the parent/guardians have been contacted. Parents/guardians may be required to set up an appointment to meet with the building principal/administrator to have their student readmitted.

The student will have the right to make up all work missed during a suspension in accordance with building procedures. Immediately upon return to the building from a suspension, the student will be responsible for making arrangements with each teacher to complete assignments missed during the suspension.
Behavioral Intervention Plans

Our students may benefit from specific behavioral interventions. The building principal/administrator, teacher and parent may develop a behavioral intervention plan with specific student requirements, teacher, staff and parent/guardian support to reduce or replace student behaviors. Student behavioral intervention plans are developed and reviewed on a frequent basis by the teacher, staff, building principal or administrator, and parent or guardian. Data collected regarding the effectiveness of a behavior intervention plan informs needed modifications to the plan on an ongoing basis.

The Code of Conduct and Student Assistance

When a building principal or administrator deems it appropriate under certain circumstances, the code supports the use of an assistance program for a student whose conduct suggests a need for additional assistance. Student assistance is designed to intervene as early as possible when a student's conduct indicates specific need. District staff may suggest that the student receive assistance from social workers, psychologists, and other community resources, such as Teen AI-Anon, smoking cessation programs, and/or private counseling.

The Code of Conduct and Confidentiality of Disciplinary Records

A student’s records of disciplinary action are confidential. Parents/guardians may request and receive a copy of a school record or disciplinary action about their own child. Except as required by law, or in keeping with a parent/guardian’s written request, or a student’s written request if eighteen years or older, a student’s record of disciplinary action is not released.

Various types of student misconduct are defined below. These definitions of misconduct are not inclusive, but only representative and illustrative. A student who commits an act of misconduct not listed herein is nonetheless subject to disciplinary action.

Attendance

Age of Attendance/Michigan School Code
• Documentation in the form of a phone call or written note from parent or guardian must be received by the Meadowview office for each absence by 10:00 a.m.
• Documentation will be kept in the student’s attendance file.

General Guidelines (7 Absence Rule)

1. Students with seven (7) or more unexcused absences per semester may lose credit for that class and privilege to participate in extracurricular activities.
2. Exceptions to the seven absence rule may be granted by the principal/administrator in the case of documented extenuating circumstances such as: prolonged illness, hospitalization, death in the family, family crisis, etc.
3. Students who show a repeated pattern of non-illness related absences cannot be treated in the same manner as those who have been absent for unavoidable reasons.
   Some of the criteria indicating a poor attitude towards attendance are:
   A. Frequent absences without the school being notified by parents or guardians
   B. Leaving school early without permission
   C. Frequent tardiness resulting in unexcused absences
   D. Frequently missing one or two classes during the day
   E. Missing classes on test days, or when projects and assignments are due.
   F. Repeated outside appointments during school hours

Truancy
Meadowview School will consider a student truant if:
• The student has unexcused absence from school for more than five consecutive days
• The student has excused absence for more than ten (10) days in a thirty (30) day period unless medical documentation is provided
• The student has thirty (30) days or more excused/unexcused absences in a school year

Truancy may result in:
• Court referral
• Development of an attendance plan between the student, parent/guardian, building principal/administrator and/or truancy coordinator

Tardies
Being up to 10 minutes late to school without a written note provided by the parent/guardian will result in a tardy. Students who demonstrate an unwillingness to
- Harassing, insulting or attacking others.
- Damaging computers, computer systems or computer networks.
- Violating copyright laws.
- Using another's password.
- Trespassing in another's folder, work or files.
- Wasting limited resources, including the use of "chain letters" and messages broadcast to mailing lists or individuals.
- Employing the network for commercial purposes.
- Revealing your personal address or phone number of yourself or any other person without permission from your teacher.

4. Violations may result in a loss of access to technology, loss of credit for the class, suspension from school and other disciplinary or legal action.

**Dress and Grooming**

A dress code promotes a district’s learning environment, maintains discipline and prevents disruption of the educational process. Any type of dress or hairstyle that is disruptive, distracting, unsanitary or unsafe is prohibited.

1. Students are prohibited from wearing distracting clothing or other accessories that are disruptive to the educational setting. Examples of such clothing, but are not limited to: See-through clothing, visible undergarments, oversized pants that expose undergarments, pajamas, garments that provoke or distract students or school employees, that are obscene, vulgar or demeaning. Examples are: suggestive symbols, behavior, apparel or paraphernalia that link groups to gangs or any antisocial behavior. Cover-up clothing (jackets, coats, sweaters, etc.) worn over such apparel may also be deemed unacceptable. A good guideline for appropriate shorts/skirts length is past the fingertips when arms are extended down; however, staff may still determine the item inappropriate for school.

2. Students are required to wear shoes or footwear with soles, dress appropriate for the seasons and refrain from excessive writing on body skin with pens, ink or other materials.

3. District policy promotes a drug free environment in the school setting. Tee shirts and other garments, buttons, patches and accessories, which advocate the use of drugs and alcohol, are prohibited.

4. Any clothing that exposes bare skin (as described below) may not be worn. Such clothing that exposes bare skin is distracting in a school setting. Clothing that is distracting, may include, but not be limited too, items such as see-through garments, halters, backless dresses or tops, tube tops, bare midriff tops, short shorts or short skirts, etc. Cover-up clothing such as jackets, coats, sweaters,
policy shall not be interpreted to prohibit a reasoned and civil exchange of opinions or debate that is protected by state or federal law. This policy prohibits bullying of students by district staff, district volunteers, students or other members of the public school or school activities.

**Harassment - Hazing**

Hazing is a form of harassment and victimization. Hazing is about abuse of power and violation of human dignity. Soliciting, encouraging, aiding, or engaging in hazing on school property at any time, or in connection with any activity supported or sponsored by the district, whether on or off school property is strictly prohibited. Eaton RESA defines "hazing" as "any action taken or situation created intentionally, whether on or off district premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Any intentional, knowing, or reckless act meant to induce physical pain, embarrassment, humiliation, deprivation of right or that creates physical or mental discomfort, and is directed against a student for the purpose of being part of a tradition, initiation into, affiliation with, holding office in, or maintaining membership in any organization, club, or athletic team sponsored or supported by the district and whose membership is totally or predominantly other student from the district."

**Sexual Harassment of Students - Policy Statement**

Students are entitled to enjoy a school environment that is free from sexual discrimination, sexual insult, intimidation and harassment. Sexual harassment of students is not only illegal; it is disruptive to the educational process and interferes with the district's commitment to provide a stable learning environment to its students. Eaton RESA, because of its desire to prevent and prohibit sexual harassment of its students, adopts this policy to give notice that sexual harassment of students is wrong and will not be tolerated by this district. This policy prohibits sexual harassment of students by district staff, district volunteers, students or other members of the public at school or school activities.

Definition of Sexual Harassment - Sexual harassment includes, but is not limited to, any unwelcome sexual advances, requests for sexual favors, or other verbal, written or physical conduct of sexual nature that is unwanted by or unwelcome to the student and/or has the purpose or effect of substantially interfering with a student's educational environment. Sexual harassment may take many forms. Examples of conduct prohibited by the policy include, but are not limited to, unwelcome teasing, jokes, remarks and questions; deliberate touching, grabbing, brushing against the body;
sexual harassment to seek other remedies provided under the law. Policies shall be applied for special education in a manner consistent with the rights secured under federal laws related to discipline and suspension to those pupils who are determined to be eligible for special education services.

**Possession/Use of Illicit Drugs/Alcohol**

A student will not possess, use, offer to buy or sell, or purport to buy or sell, a controlled substance, dangerous drug, prescription drug, counterfeit drug, intoxicating substance, or alcohol. These standards of conduct apply to all students while on school property, on school-sponsored transportation, as well as to all student participants in any school sponsored activity or function regardless of location, date, or time.

The manufacture, distribution, sale, possession, use or being under the influence of the following substances is prohibited:

- Alcohol or any alcoholic beverage
- Synthetic intoxicants such as K2, Spice, bath salts, etc...
- Illicit drugs
- Any abusable glue, aerosol or other chemical substance, including but not limited to lighter fluid and other fluid for inhalation
- Steroids, human growth hormones or other performance enhancing drugs
- Substances purported to be illegal, abusive or performance enhancing drugs
- Malt beverages labeled as "nonalcoholic", including, but not limited to, Sharp's, O'Doul's, Kingsbury Malt Beverage and Zing Malt Beverage), regardless of alcohol content

It shall not be a violation of this guideline for a student to use or possess or be under the influence of prescription drugs, over the counter medication, or vitamins when taken accordingly to a legal prescription issued by a licensed physician, or parent/guardian if a non-prescription medication, for which permission to use in school has been granted according to district medication procedures. Sale or distribution of any of the items mentioned above is strictly prohibited. When school officials have a reasonable suspicion that a student is using or under the influence of alcohol or other drugs/illegal substances, they may request the student submit to a drug test. School administrators or a law officer may administer the test (in all cases of illegal substance use activity, law enforcement officials will be contacted and the offense acted upon). A student who tests positive for alcohol/drugs/illegal substances at school is considered under the influence regardless of time and place of consumption, which are grounds for
The following “Student Code of Conduct - Full Text” table provides detail to unacceptable behavior that will not be tolerated to and from school, during school hours, or at any school sponsored events or activities, with noted disciplinary action accordingly.

**STUDENT CODE OF CONDUCT - FULL TEXT**

<table>
<thead>
<tr>
<th>UNACCEPTABLE BEHAVIOR</th>
<th>DISCIPLINARY ACTION</th>
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<tbody>
<tr>
<td>1. Alcohol, Drugs, Tobacco Products, Including Vaping Devices, E-smoking Devices -</td>
<td>Possession - Intent to Deliver</td>
</tr>
<tr>
<td>The manufacture, distribution, sale, possession, use of being under the influence</td>
<td>Any student in violation of selling or distributing an illegal drug while on school property or students in violation of delivering, attempting to deliver or causing to be delivered a non-controlled substance which the student either represents to be a controlled substance or represents to be of a nature, appearance or affect which will allow</td>
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<tr>
<td>of the following substances is prohibited.</td>
<td>Possession - Intent to Deliver</td>
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<tr>
<td>A. Alcohol or any alcoholic beverage.</td>
<td>• Out of School Suspension, length to be determined up to 180 days with possible recommendation for permanent expulsion with possibility for conditional reinstatement.</td>
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<td>B. Illicit drugs.</td>
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<td>C. Synthetic intoxicants such as K2, Spice, Bath Salts, etc.</td>
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<td>D. Any abusable glue, aerosol or other chemical substance.</td>
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<td>E. Substances purported to be illegal, abusive or performance enhancing, i.e.,</td>
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<td>“look alike” drugs.</td>
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<td>F. Prescription drugs which are used other than as directed by the student's</td>
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<td>physician.</td>
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<td>G. Various instruments and materials commonly known to be intended for the use of,</td>
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<td>or preparation of illicit substances as defined above including vaping devices and</td>
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<td>e-cigarettes. This includes matches and lighters.</td>
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Possession - Intent to Deliver

Any student in violation of selling or distributing an illegal drug while on school property or students in violation of delivering, attempting to deliver or causing to be delivered a non-controlled substance which the student either represents to be a controlled substance or represents to be of a nature, appearance or affect which will allow
is authorized to immediately remove and suspend a student from a class subject, or activity when the teacher has a good reason to believe that the student's conduct is so unruly, disruptive, or abusive that it materially interferes with the teacher's ability to effectively teach the class, subject or activity, or the student's behavior interferes with the ability of other students to learn.

- Any student suspended pursuant to this policy shall not be allowed to return to class, subject or activity from which he or she was suspended from until the passage of one full school day from the time of the student's infraction unless otherwise permitted by mutual agreement between the teacher who ordered the suspension and building administrator.

- A teacher who issues a SNAP suspension must inform the principal of such action at the time the suspension is issued. The student, upon suspension, shall report to the office for either in-school or out-of-school suspension as determined by the building administrator.

- The suspending teacher shall attempt to make contact with the suspended student's parent or guardian by the end of the teacher workday. If this is not accomplished, the teacher must make contact with the parent/guardian to attend a conference at which an administrator shall also be present if the teacher or parent/guardian so requests. Whenever practicable, a school counselor, school psychologist, or school social worker shall attend the conference.

- Any student suspended from the same class subject, or activity for ten accumulative days during the school year shall be given a formal procedural hearing for each additional suspension beyond the tenth day in accordance with due process requirements required by Board Policy for suspension of ten days or more.

- Possible loss of privileges

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<th>5. <strong>Bomb Threats:</strong> The act of disruption school procedure by verbal or written threats or falsely reporting explosive or flammable devices on school property will result in</th>
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<td><strong>Out of school suspension and possible recommendation for long term suspension or expulsion, up to 180 days.</strong></td>
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</table>
| 13. **Gambling:** Student involvement in betting or wagering. | • Possible referral to Police  
• Possible loss of privileges  
• In/Out of school suspension 1-10 days. |
|---|---|
| 14. **Gang or Gang-Like Behavior:** Gang or gang-like activity of any kind on school property or at any school activities at any time; forming associations with other students who initiate gangs or who have similar characteristics; gang or gang-like attire, "ganging up" on other persons to harass, threaten or intimidate; creating a threatening environment, vandalizing or damaging property. | **1st offense:**  
• Attire may be required to be changed  
• In/Out of school suspension 1-3 days  
**2nd offense:**  
• In/Out of school suspension 3-10 days  
**3rd offense:**  
• Long term suspension with possible recommendation for expulsion  
• Restorative justice referral |
| 15. **Harassment:** Conduct that shows hostility or aversion toward an individual because of his/her gender/sex, race, color, religion, national origin, disability, or age that shas the purpose of effect of creating an intimidating, hostile or offensive environment; or has the purpose or effect of unreasonably interfering with an individual's performance. Also includes incidents that occur after school hours and/or off-campus that are initiated by students and that are directed toward staff or employees of the school district. | **Harassment - To include Hazing, Bullying and Intimidation:**  
• In/Out of school suspension 1-10 days, or expulsion  
• Possible meeting with Counseling Staff; must follow his/her recommendations satisfactorily  
• Possible restriction to access of Meadowview School grounds or attendance at extra/co-curricular activities  
• Possible recommended expulsion  
• Restorative justice referral  
• Possible loss of privileges  
**Bullying:**  
• In/Out of school suspension 1-10 days, recommendation for expulsion  
• Possible referral to police  
• Restorative justice referral  
• Possible loss of privileges |
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<tr>
<th>Questioning under pressure and performing ridiculous activities.</th>
<th>An unreasonable risk of physical harm that causes mental anguish or physical discomfort or confuses, frustrates or causes undue stress, including paddling, beating, whipping, branding, electric shock, sleep deprivation, exposure to weather, placement of harmful substances on the body including tape or rope, and participation in physically dangerous activities.</th>
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<tr>
<td>Consumption of alcohol, drugs, tobacco products, vaping devices, e-smoking devices or any other food, liquid or other substance that subjects the student to an unreasonable risk of harm.</td>
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<td>Actions of a sexual nature or the simulation of actions of a sexual nature.</td>
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<td>Any violation of school district policies and regulations.</td>
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<td>See Appendix D, “How Can Students Deal With Bullying/Hazing/Intimidation”</td>
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</table>

**Intimidation:**  Interfering with school personnel, students or others with threat of force, violence or vandalism at any time or place, whether or not on school property, at school-sponsored events or incidents that occur after school hours on/off campus that are initiated by students and that are directed toward students, staff or employees of the school district. Intimidation is a form of harassment.

**Intimidation:**
- Out of School Suspension 1-10 days or possible expulsion
- Law enforcement officials may be notified of intimidation incidents
- Restorative justice referral
- Possible loss of privileges

**Sexual Harassment:** Unwelcome sexual advances; or requests for sexual favors; or other verbal or physical conduct or communication of an intimidating, hostile, or offensive sexual nature.

**Sexual Harassment:**
- Out of School Suspension 1-10 days
- Referral to Police
- Restriction to access of Meadowview School grounds or attendance at extra/co-curricular activities
- Possible recommended expulsion
- Possible loss of privileges
| 24. **Possession of Dangerous Chemicals:** Possession, transfer use or threatening to use any chemical considered dangerous or capable of inflicting harm as determined by the administration, such as but not limited to: lighters, alcohol, organic fumes, pepper spray. | • In/Out of school suspension 1-10 days  
• Referral to Police  
• Possible recommendation for expulsion  
• Restorative justice referral  
• Possible loss of privileges |
|---|---|
| 25. **Possession of Personal Electronic Devices:** Electronic devices including CD's, radios, cassettes, headphones, walki-talkies, i-pods, MP3 players, electronic games, skateboards, laser pointers, video cameras, etc. will not be used during class hours. Note: *This school is not responsible for items lost or stolen. Please leave all valuable items at home. Unauthorized video-taping is strictly prohibited.* | Students are not allowed to have possession of any electronic device from home, while at school. All devices including cell phones are turned into the school office prior to the beginning of school day and promptly returned at the end of the school day. Failure to comply with this rule will follow the following:  

**1st Offense:**  
• Device confiscated, parent to pick up  
**2nd Offense:**  
• Device confiscated, parent pick up.  
• Parent meeting with administrator  
• Possible In/Out school suspension  
  1hr-10 day  
• Loss of privilege |
| 26. **Possession of Cell Phones, Hand Held Computers, Pagers, Camera-like Devices and other Communication Devices.** Students are prohibited from using cell phones or other electronic communication devices (ECD) while in the classrooms unless it is for learning purposes. "Using" refers to making/receiving calls, text messaging, videotaping, picture taking, audio recording or using the ECD for any other purpose. Cell phones and ECD's shall be turned off and stored away out of sight during class time. Use of these devices shall be limited to periods before and after school, passing times and lunch periods.  
Students are strictly prohibited from using cell phones and other ECD's in locker rooms or restrooms. Cell phones and ECD's may not be "ON" or otherwise used in locker rooms or restrooms whether here or at another school | Students are not allowed to have possession of any electronic device from home, while at school. All devices including cell phones are turned into the school office prior to the beginning of school day and promptly returned at the end of the school day. Failure to comply with this rule will follow the following:  

**1st Offense:**  
• Device confiscated, parent to pick up  
**2nd Offense:**  
• Device confiscated, parent pick up.  
• Parent meeting with administrator  
• Possible In/Out school suspension  
  1hr-10 day  
• Loss of privilege |
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<tr>
<th>32. Unauthorized Student Demonstration: The act of instigating or participating in a demonstration or disturbance which interrupts the educational opportunities of others or threatens the general welfare and safety of others on public school property or at a school-sponsored activity. Dissent is part of our cultural heritage. The board recognized the right to dissent, provided it does not interfere with the rights of others.</th>
<th>Police contact once off school property</th>
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<tr>
<td>• Possible In/Out of school suspension 1-10 day</td>
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<td>• Possible loss of privileges</td>
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<td>33. Vandalism: The act of willful destruction or damage to property of others while under school jurisdiction.</td>
<td>Suspension 1-10 days</td>
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<td>• Restitution</td>
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<td>• Referral to Police</td>
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<td>• Restorative justice referral</td>
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<td>• Possible loss of privileges</td>
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<td>34. Weapon Possession: Students may not possess any weapon or imitation weapon while in a weapon-free-zone. This zone includes travel to and from school, on campus, and all school activities, “Dangerous Weapons” are defined as, but not limited to: firearms, dagger, dirk, stiletto, knife with mechanical opening, iron bar, brass knuckles.</td>
<td>Immediate suspension for an indefinite amount of time.</td>
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<td>• Permanent expulsion will be recommended to the superintendent</td>
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<td>• Reinstatement for elementary students may be considered after 90 school days.</td>
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<td>• Reinstatement for middle school and high school students may be considered after 180 school days</td>
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<td>• All provisions of the State of Michigan weapons law will be enacted.</td>
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Meadowview Off-Site Programs

Eaton Rapids – Union Street
501 Union St.
Eaton Rapids, MI 48827
Phone: (517) 663-8169

Eaton Rapids Public Schools – High School
800 State St.
Eaton Rapids, MI 48827
Phone: (517) 663-2231
Fax: (517) 663-5727

Potterville Public Schools – Elementary & Middle
420 N. High St.
Potterville, MI 48876
Elementary Office Phone: (517) 645-2525
Middle School Office: (517) 645-7609

Creative Pulp Store
119 S. Washington St.
Charlotte, MI 48813
Phone: (517) 983-5161

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REGIONAL EDUCATION SERVICE AGENCY