

**BRIDGMAN
HIGH SCHOOL**

**Excerpts from
STUDENT HANDBOOK
2010-2011**

School Phone (269) 465-6848

This agenda belongs to:

Name: _____

Address: _____

City/Town _____ Zip Code _____

Phone _____

**The Bridgman High School student
handbook including Athletic Code
of Conduct, may be viewed in it's
entirety on the district's website**

www.bridgmanschools.com

**ACKNOWLEDGMENT OF RECEIPT AND
AGREEMENT TO ABIDE BY THE
2010-2011 BHS
STUDENT HANDBOOK**

Students are encouraged to share this handbook with their parents and/or guardians. Each student will be required to sign this form to acknowledge that s/he has received this handbook and turn this form into the office at the beginning of the school year. It is the student's responsibility to be familiar with the contents of this handbook.

By signing this form I acknowledge the following:

1. I have read this handbook and understand its contents.
2. I also understand the Athletic Code of Conduct. I will abide by the rules set forth in the code
3. I also understand and will abide by the Technology Use Agreement.

Print Name (student)

Student Signature

Date

Parent Signature

Date

NOTIFICATION OF RIGHTS UNDER FERPA FOR THE BRIDGMAN PUBLIC SCHOOL DISTRICT

The Family Educational Rights and Privacy Act (FERPA) affords parents, guardians, and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records kept by the Bridgman Public School District (the “District”). They are:

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

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

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

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

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

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

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

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

Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to prevent publication of directory information. Unless the District is directed to do otherwise, the following information will be made available for publication in directories, sports programs, and news releases: student name, address, date or place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, scholastic honors, most recent previous school attended and other similar information. If a parent, guardian or eligible student does not wish any or all of this information to be available for publication, notice must be given to the Superintendent by September 30th of the new school year.

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

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, S.W.
Washington, D.C. 20202-4605

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BRIDGMAN HIGH SCHOOL

9964 Gast Road
Bridgman, MI 49106
269-465-6848
Fax: 269-466-0355
www.bridgmanschools.com

District Vision Statement:

Together, challenging our students to succeed”

District Mission Statement

“The Bridgman Public School Community will provide opportunities for lifelong learning”

ADULT ROLES

All students will demonstrate they are

Quality Producers who cooperatively and /or independently create intellectual, artistic, practical and physical products which reflect originality, high standards and the use of advanced technologies.

Responsible Learners who formulate constructive, positive attitudes and values in order to create a vision for their future, set priorities and goals, create options and take responsibility for pursuing these goals while monitoring and evaluating their progress.

Critical Thinkers who identify, access, integrate and use available resources and information to question, reason, and make decisions and solve complex problems in a variety of contexts.

Effective Communicators by using process skills and creative expression.

Community and Global Contributors who use their time, energy and talents cooperatively to enhance the quality of life, preserve the environment and promote mutual respect.

Effective Life Managers who develop constructive interpersonal relationships and strive for physical, emotional and social health.

Bridgman High School

2010-2011 Calendar

Sept.	01	Wed	Professional Development
	02	Thu	Teacher Preparation
	06	Mon	No School-Labor Day
	07	Tues	First Day of School-1/2 day with students
	17	Fri	School Pictures
	24	Fri	Homecoming
Oct.	13	Wed	PSAT Testing
	20	Wed	MEAP Social Studies Testing for 9 th graders
	29	Fri	Professional Development-No Students
Nov.	03	Wed	PLAN Testing
	05	Fri	End of first marking period
	15	Mon	Parent-Teacher Conferences-(5-8 p.m.)
	17	Wed	Parent-Teacher Conferences (5-8 p.m.) (1/2 day-grades 9-12)
	19	Fri	1/2 day for students and staff
	24	Wed	Thanksgiving Break-No school
	25 & 26	Thu/Fri	Thanksgiving Break-No school
Dec.	20	Mon	Winter Break Begins
Jan.	03	Mon	School resumes
	17	Mon	Professional Development-No School
	18	Tues	Final Exams-1/2 day-grades 9-12
	19	Wed	Final Exams-(1/2 day-grades 9-12)
	20	Thu	Final Exams-(1/2 day-grades 9-12) End of 1 st semester
	21	Fri	No School for Students-Records Day
Feb.	18	Fri	No School-President's Day Recess
	21	Mon	No School-President's Day
Mar.	01	Tues	Professional Development
			No school for 9, 10,12 11 th grade take ACT
	02-03		Michigan Merit Exam-11 th grade
	25	Fri	End of 3 rd 9 weeks
	29	Tues	Parent Conferences 5-8 p.m.
Apr	01	Fri	No School-Spring Break begins
	11	Mon	School Resumes
	22	Fri	No School-Good Friday
May	06	Fri	Professional Development-No Students
	14	Sat	Prom @ Heritage
	16	Mon	Awards Day/Senior Honors Night
	30	Mon	No School-Memorial Day
	31	Tues	Senior Exams
June	01	Wed	Senior Exams
	02	Thu	Senior Exams
	05	Sun	Graduation 1:00 p.m.
	06	Mon	Final Exams-1/2 day grades 9, 10, 11
	07	Tues	Final Exams-1/2 day grades 9, 10, 11
	08	Wed	Final Exams-1/2 day grades 9, 10, 11
	09	Thu	Records Day-No School for Students

Staff Directory

<u>Teacher Name</u>	<u>Phone Number</u>
Dale Beeney	466-0335
Pam Carlson	466-0377
Sarah Conklin	466-0362
Andrea Countess	466-0361
Katie Cuthbert	466-0225
Chris Davis	466-0379
Danea Gorbett	466-0371
Erik Haskins	466-0287
Hanns Heil	466-0368
Cary Heinz	466-0363
Jason Holok	466-0327
Amy Houghton	466-0375
Casey Koopmans	466-0366
Lisa Kreitner	466-0369
Aaron Locke	466-0367
Kim Lundin	466-0272
Mike Miller	466-0239
Kay Nevil	466-0370
Aaron Noll	466-0229
John Norton	466-0227
Elizabeth Radenbaugh	466-0279
Cliff Reppart	466-0246
Dale Reuss	466-0373
Carrie VanDenburgh	466-0273
Amanda Veldman	466-0352
Che Warner	466-0383
John Wismer	466-0378

GENERAL INFORMATION

HANDBOOK APPLIES TO ALL STUDENTS

The contents of this handbook will apply to all students of Bridgman High School, regardless of age, for all school sponsored activities on or off campus, before, during, or after normal school hours.

ACADEMIC HONESTY

It is expected that Bridgman students will be academically honest in all aspects of student performance. It is understood that the maintenance of such an atmosphere requires the active support of parents, students and staff and that it is, therefore, the responsibility of each individual to promote academic honesty.

Some Examples of Academic Dishonesty:

1. Plagiarism: submitting another person's writing as one's own.
2. Giving or receiving test questions or answers.
3. Copying from another student's test or knowingly permitting another student to copy during a test.
4. Using materials which are not permitted during a test.
5. Copying or permitting someone to copy any work for which credit is given.
6. Technology fraud.
7. Any other action intended to obtain credit for work not one's own, such as stealing or changing a grade.

Responsibilities of Staff

1. Teachers who discover an act of academic dishonesty shall assign the student a zero grade for the assignment. Teacher must notify parent(s) at once, inform the building principal, and complete an Academic Dishonesty Report form.
2. In cases involving flagrant or repeated offenses, the principal may assign the student one or more of the following consequences:
 - a. Affirm the zero grade on the assignment;
 - b. A "F" grade for the 9 weeks and/or the semester;
 - c. Removal of academic honors and privileges such as eligibility/membership in the National Honor Society;
 - d. Placement of a "K" grade denoting academic dishonesty on the permanent record.

K Grade

The following examples of dishonesty are considered flagrant and may result an assignment of a "K" grade to the permanent record and/or possible expulsion: Taking school keys, breaking into cabinets, files, desks, teachers' grade book or personal possessions of teachers; possession, theft, sales, or distribution of any evaluation instruments including but not limited to exams, tests, quizzes; changing/falsifying one grade or multiple grades in a teacher's grade book or the computer or other written documents used to record grades.

Appeal Process

Should the parent(s) or the student desire to appeal any academic dishonesty disciplinary action taken, they must appeal the decision to the principal within three days of the action taken.

AGE OF MAJORITY

When a student reaches the age of majority, he/she is afforded all of the rights and privileges of adulthood. It is imperative that the student who reaches this status recognizes that the schools have been given the right to set up reasonable rules regarding its operation. A student attending school, regardless of age, is covered by school board policies which have been officially adopted and published. An eighteen-year-old student's responsibility to follow school rules does not change upon reaching the age of majority. Forms are available in the office.

COUNSELING/GUIDANCE SERVICES

The purpose of Counseling/Guidance services is to help each student in social, educational, vocational, and personal development. The counselor may assist the student in improving study skills, in planning schedules and school programs, in making suitable curriculum selections and realistic plans for the future, in offering aid in problems of adjustment, in listening to the student discuss his/her problems, and in exploring (along with parents) post-secondary opportunities and financial aid.

EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities are offered to enrich the high school experience. We believe that a student develops into a better adult citizen by becoming involved in extra-curricular activities. When employers, colleges, the armed services, or trade schools inquire about a student, they are often as interested in a student's extra-curricular activities as they are his/her grades.

Activities offered:

- * Yearbook Staff
- * Plays and Performances
- * Student Senate
- * Academic Challenge
- * Athletics
- * S.A.D.D.
- * Intramurals
- * Science Olympiad

CAREER PATHWAY HIGH SCHOOL

The Bridgman High School is a Career Pathway High School. A Career Pathway High School is a high school that has aligned their curriculum with the six Career Pathways listed below. A Career Pathway is a system that creates well-marked "paths" of sequenced courses for students to follow which provides focus and direction to a student's learning experience. Each Bridgman High School student selects a pathway based upon their career goal and develops a four-year educational plan using the Pathway system as a guide.

- Arts and Communication Pathway
- Business Management, Marketing and Technology Pathway
- Engineering/Manufacturing and Industrial Pathway
- Human Services Pathway
- Health Science Pathway
- Natural Resources and Agriscience Pathway

GRADING AND REPORT CARDS

Bridgman High School students are issued letter grades based on classroom performance. Teachers detail expectations at the beginning of new courses each semester. Letter grades are converted to a 4.0 scale each grading period.

4.0	A-Excellent
3.0	B-Good
2.0	C-Fair
1.0	D-Poor
	F-Failing

The grading schedule consists of two nine week periods per semester. If a teacher feels a student's performance is showing a significant change, whether positive or negative, an interim report may be sent home at anytime. Parents wishing to talk with a teacher may call him/her during the teacher's conference hour. Appeals regarding grades must occur within 2 weeks from the date of grades and distribution. (Phone directory page 5)

Students who have not completed coursework by the end of the grading period may be granted up to 2 additional weeks to finish and turn in materials for consideration. Students who may be taking a course through credit recovery must submit their final grade/transcript to the guidance department no later than one week prior to graduation.

HONOR ROLL

The honor roll is made up of students each **semester** who achieve a 3.25 grade point average. Students who have achieved semester honor roll status with one "C", which must be offset by an "A" grade in another subject, will be recognized. No student will be recognized for the honor roll if they have a grade of "D" or "F". In figuring the average, there must be no more than one "C".

IMMUNIZATIONS

A parent, guardian, or person in loco parentis applying to have a child registered for the first time in a school in this state shall present to school officials, at the time of registration or not later than the first day of school, a certificate of immunization or statement of exemption under Section 9215. New entrants must have at least 4 DPTs if under the age of 15, if 15 or older must have had a Tetanus-Diphtheria (TD) booster, 3 doses of polio vaccine, and 2 MMRs or laboratory evidence of immunity to measles, mumps, and rubella, the Hepatitis B series, **2 doses of varicella or history of chicken pox disease and one dose of meningococcal.**

INCLEMENT WEATHER

Severe weather may require the closing of schools or a two (2) hour delay. Please note the schedule on back of cover in case of a delay. Notices relative to the elimination of bus runs and/or the closing of schools will be announced over Benton Harbor Radio Stations (WHFB-AM 1060; WHFB-FM 99.9; WIRX-FM 107.1; WSJM-AM 1400). This decision is usually made by 6:30 a.m. and is "on the air" soon thereafter. In addition, all evening activities will be canceled when schools are closed unless notified otherwise.

INSTRUCTIONAL MEDIA CENTER/LIBRARY

Coats, book bags, back packs, etc., will not be taken into the IMC. These items should be checked at the door or left in the student's classroom. Overdue IMC materials will be fined at 5 cents a day. Failure to meet the fine responsibility may lead to loss of IMC privileges or withholding a student's grades/transcripts.

LOCKER ASSIGNMENTS

Each student will be assigned his/her own personal locker with a lock combination. For security reasons, neither of these should be shared with other students. Lockers may not be changed without the consent of the principal or designee. The school retains joint custody of all lockers which are subject to periodic announced or unannounced inspection by the principal or designee.

MEDICATIONS (REFER TO STATE LAW)

Medications will be given at school only if students would be unable to attend classes without a dosage during school hours. All medicines will be kept in a designated locked area and, except in rare situations, administered by authorized school personnel. Medication to be given at school including over the counter medications, (Tylenol, cough syrup, etc.) must be accompanied by signed physician's orders and written permission of parents. Medications must be in the original container with the student's name clearly marked. Pharmacy labels with complete information will be accepted as physician's orders if filled within two weeks.

NATIONAL HONOR SOCIETY

All students in grades 11 through 12 are eligible for membership, providing each student has maintained a 3.5 grade average in high school subjects. In addition, a student must be outstanding in leadership, character, and service. All the above-mentioned characteristics are evaluated by a committee comprised of faculty and advisors. Each student is encouraged to set high goals to achieve membership in the National Honor Society. A faculty council shall determine membership. Each student must apply for membership. Selection and induction occur in the fall.

SCHOOL ISSUED TEXTBOOKS/EQUIPMENT

Students are issued textbooks and other related equipment (i.e. athletic uniforms, calculators, etc.) during the school year. It is the responsibility of the student to care for this material and ensure that it is returned at appropriate times in satisfactory condition. Failure to return school items will result in fines assessed to the student. Fines will also be assessed for school items returned in damaged condition.

STUDENT GOVERNMENT

The Student Senate is comprised of student body officers and elected officers from each class. Elections are held in the spring and early fall of each year. Information is made available at class meetings.

STUDENT INSURANCE

The Bridgman Board of Education provides, at no cost, supplemental student accident insurance coverage with a \$250.00 deductible for all students. The school insurance is secondary coverage to family insurance. The coverage is defined as bodily injury directly and independently of all other causes. Aggravations of a condition (inflammations, sprains, strains etc.) are not covered. The option of purchasing additional student accident insurance to help reduce the \$250.00 deductible will be made available to all parents. The student accident insurance application brochure is available upon request in the school office.

TECHNOLOGY-ACCEPTABLE USE

Bridgman Public Schools provides access to technology to staff and students for the purpose of promoting the use of technology as a tool to enhance classroom teaching and learning. Technology includes but is not limited to the use of District computers and networks, the Internet, video monitors and video tape players, scanners, digital cameras and the District's telephone system.

A student may not access any technology at Bridgman Public Schools without a signed "Bridgman Public Schools Technology Use Agreement". A copy of each student's signed agreement will be available in the high school office. Access to technology at Bridgman is a privilege, not a right, which requires that each user adhere to the responsibility of acceptable use as defined in the "Guidelines for Acceptable Use" in the "Technology Use Agreement".

Violations of the policy can result in expulsion, suspension of access privileges, in or out of school suspension, and/or appropriate legal action. Students may be held responsible for repairs, replacement, and/or labor and costs as a result of inappropriate use.

TITLE IX

The Board recognizes that discrimination because of gender is not conducive to equal education opportunities for students nor conducive to the proper operation of the schools. Therefore, Bridgman High School provides the following:

1. Enrollment in educational programs offered by the District shall be open to all students regardless of gender. Further, programs shall not be designed nor described to limit enrollment because of gender. Every student shall have access to vocational education courses, programs, and schools without regard to gender. They shall have access to counseling services and physical education programs without regard to gender.
2. Participation in school-sponsored activities, except those expressly exempted by statute, shall be open to all students regardless of gender. Every student shall have access to participate in interscholastic, intramural, and group athletics without regard to gender.
3. Every student shall have equal treatment (including aid, benefits, services, and application of rules and regulations) without regard to gender.

In addition, the district recognizes its responsibilities with regard to Section 504 and its non-discriminatory elements.

WORK PERMITS

Anyone under the age of 18 must have a work permit to be legally employed. Work permit applications are obtained from the employer or in the principal's office. When completed, the application must be returned to the principal's office with legal proof of age. Parents are encouraged to closely monitor their student's work hours. According to state statute, work permits may be revoked "if a student demonstrates poor school attendance characterized by repeated erratic or unexcused absences, which result in consistent performance of school work at a level lower than that which preceded the employment." In Michigan a minor's combined work and school week cannot exceed forty-eight hours.

CAMPUS REGULATIONS

HANDBOOKS

The school district provides a Student Handbook containing the rules and expectations for student conduct for every student at the beginning of the year.

SCHOOL VISITORS

Parents are welcome to visit school at any time. All visitors are required to register at the school office upon arrival. We also welcome student visitors to our school. Arrangements must be made in advance through the principal's office. The appropriate visitor request form must be completed and returned to the office prior to the visit. Student visitors are not allowed the first and second weeks of school, weeks prior to vacations, at lunch times, or during mid-terms, finals, or MEAP testing. Unauthorized visitors are considered trespassers. They will be asked to leave the premises and will be subject to possible police action.

CAFETERIA RULES

1. No cutting in line, pushing or shoving.
2. No throwing food, paper, etc. around the cafeteria.
3. Return trays and dishes to the proper location in the cafeteria.
4. Clean up the table and surrounding area when leaving.
5. ALL food and drink from the cafeteria must be consumed in the cafeteria. No trays will be permitted to leave the cafeteria.
6. Food and drink consumption allowed in cafeteria only.
7. Lunch money must be deposited in student accounts prior to lunch being served.

Students are not permitted to walk the hallways during lunch hour. The instructional area, except for the Media Center, will be off limits. Students may have lunches brought in from outside sources with permission of the principal and with an adult sponsor. Arrangements must be made in advance.

GANGS AND GANG-RELATED ACTIVITIES

The presence of gangs and gang-related activity is contrary to the health, safety, and welfare of the students and staff of the School District and the District as a whole. That presence materially disrupts classwork and involves substantial disorder and/or invasion of the rights of others. Therefore, the presence of or student involvement in gangs or gang-related activities on school grounds or at school-related events is strictly prohibited, and includes the use or display of any symbol, paraphernalia, attire or activity, including but not limited to any clothing, hat, cap, jewelry, emblem, badge, sign, pocket pager, gesture, bodily grooming or body posture that a student uses to display or in any way communicate affiliation with a gang or gang-related activities. Any student who violates this policy shall be subject to appropriate disciplinary action, including suspension or expulsion.

STUDENT DRESS CODE

Good grooming is a matter of personal pride in appearance. One's manner of dress influences the learning environment. The world of work requires a standard of dress. Schools require a standard as well. Dress or grooming that disrupts the educational environment or is a threat to safety and health is prohibited.

1. For health reasons, foot apparel must be worn.
2. **Tops are to meet the top of pants in both front and back with no midriff or back being exposed. Sleeveless, tank, halter, tube, spaghetti, and string tops and dresses are not permitted.**
3. Shorts-Although shorts are allowed, they must be long enough to meet the fingertips when the arm is extended to the floor.
No cut-offs are allowed.
4. Headgear, including caps, bandanas and hoods cannot be worn in the building.
5. Sunglasses are not to be worn in the classroom unless prescribed by a physician.
6. Clothing with obscene or suggestive slogans and designs and/or questionable language is not acceptable.
7. Jackets and coats are not worn during the school day unless authorized by school personnel.
8. No clothing or jewelry which symbolizes sex, drug, alcohol, tobacco, gang, racism, or satanic cult material is allowed.
9. Garments must have all conspicuous holes patched over or sewn shut.
10. Skirts including when worn over leggings must be long enough to meet the fingertips when the arm is extended to the floor. Skirts must stay at this length throughout the day or student must change or cover up.
11. Clothing including leggings that is deemed too tight must be changed or covered up.
12. Chains, not viewed as jewelry, will not be worn.
13. No pants are to be worn below the normal waistline. Underwear should not be visible.
14. MP3 players, Ipods, CD players, and other musical devices are not allowed in the classroom without individual teacher's prior approval. Violations will be cause for confiscation and detentions assigned.
15. Inappropriate tattoos must be covered by clothing.
16. Backpacks, bookbags, briefcases, duffel bags, computer laptop carrying cases, purses or the like, may not be carried to classrooms without a teacher's approval. All "storage type" bags are to be stored in lockers upon a student's arrival to school.
17. Other dress related decisions are at the discretion of the principal.

Students who fail to comply with dress code regulations will be asked to change into appropriate attire before being allowed to continue attending classes.

Students who miss class as a result of inappropriate attire will be considered unexcused.

HARASSMENT OR BULLYING

Bullying is the repeated abuse of a student over time by other students. It manifests itself in physical, emotional and verbal abuse and causes behavior problems, truancy, poor social functioning and emotional and physical problems. Bullying, harassment or intimidation means any gesture or written, verbal, physical or electronic (cyber bullying) that a reasonable person under the circumstances should know will have the effect of harming a student or damaging the student's property; placing a student in reasonable fear of harm to the student's person or damage to the student's property; or that has the effect of insulting or demeaning any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. This especially applies if the bullying/harassment/intimidation is reasonably perceived as being motivated by a student's religion, race, color, national origin, age, sex, sexual orientation, disability, height, weight, socioeconomic status or by any other distinguishing characteristic. Consequences range from warning to expulsion depending on the severity of the offense or the number of offenses. Students who feel that they may be victims of harassment should report their concerns to a staff member or to the office.

DRIVING AND PARKING LOT REGULATIONS

ALL MOTORIZED VEHICLES DRIVEN TO AND FROM SCHOOL BY STUDENTS MUST BE REGISTERED.

1. Students driving to Bridgman High School will park in the designated student parking areas only. Student cars are not to be parked out in the streets during school hours.
2. The automobile registration sheet must be filled out, signed by the parent and student, and returned to the high school office. A numbered vehicle decal will be issued by the office at the time of the registration. The decal must be permanently displayed in the lower left rear window.
3. Student automobiles and other motorized vehicles are to be operated in a careful manner at all times. Violations, such as speeding, reckless driving and improper parking in any way, will result in one or a combination of the following:
 - A. Loss of driving privilege.
 - B. Traffic ticket issued by police.
 - C. Vehicle impounded by a private towing company, with the vehicle owner liable for expense.
4. Students will not be allowed to be in cars during the school day.
5. Students must lock their cars upon arrival at school. They must remain locked unless a student is given permission to leave the school grounds.
6. Lunches are not to be eaten in cars while parked on school grounds.
7. If during the school year the car is traded, notify the principal's office to update your application and parking decal.

Automobile Searches:

Students are permitted to park on school premises as a matter of privilege, not of rights. The school retains authority to conduct patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of students vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

NO GLASS CONTAINERS ANYWHERE ON THE CAMPUS.

SKATEBOARDS

Skateboards are not allowed on school property.

DANCE RULES

1. The time, date, and location of dances will be approved through the high school principal's office.
2. A minimum of ten chaperones made up of one administrator, four teachers, four parents and one police officer must be at all dances. Chaperone's list must be confirmed and submitted to the Principal two weeks before the dance. If list is not submitted on time the dance will be cancelled. *Spouses are welcome but do not count as chaperones.
3. Students are responsible for any damage.
4. There will be no smoking, drinking of alcoholic beverages or use of illegal drugs by anyone on the school grounds. Students may be asked to submit to a breathalyzer. All school rules will apply including Bridgman High School Dance Guidelines.
5. High School dances are not open to students who have not yet entered high school.
6. Alumni will be allowed to attend only designated dances or as a guest that has been signed in by a high school student.
7. Guests or alumni must be under **21** years of age to attend a high school dance. **There will be no exceptions or waivers.**
8. All guests must have been pre-registered in the principal's office. Students are responsible for their guest's behavior. A student may only have one guest.
9. Suspended or expelled students may not attend dances.
10. Late Arrivals-Admission will be permitted for specific times and may vary with the occasion.
11. Students may not leave a dance and then return.

BUS RIDING RULES

Student transportation is a privilege that can be extended only to students whose behavior reflects appropriate self-discipline, good judgment, and respect for orderliness in the interest of safety. Each student bears full responsibility for his/her actions. Consequences may be necessitated by inappropriate behavior.

1. Students must be at their designated bus stop 5 minutes prior to arrival.
2. Students may be expected to walk some distance to a bus stop as required by the school district/or State Regulations.
3. Students must always cross in front of the bus, never in back of it.
4. Students should stay off the roadway while waiting for the bus.
5. No one is allowed to leave the bus without the driver's consent. No unauthorized stops will be made.
6. Students are to remain seated while the bus is in motion. No one is allowed to enter or leave the bus until it comes to a complete stop.
7. The rear doors are to be used only in case of emergency.
8. Musical instruments, sports equipment, etc., must be kept out of the aisle and away from the doors.
9. When necessary and directed to do so by the bus driver, students will sit three in a seat filling the back seats first.
10. Students are expected to sit properly on the bus. No one is allowed to put their head, arms, hands or legs out of the windows or doors.
11. Students are to obey the driver's instructions at all times.
12. No fighting, pushing, shoving or other misconduct will be tolerated.
13. There are to be no unnecessary loud noises. Profanity will not be tolerated.

14. No eating, drinking or smoking is allowed on the bus.
15. Alcohol and drugs are prohibited at all times.
16. No pets or animals may be transported on the bus.
17. Damage to the bus will result in payment for damages and in suspended riding privileges.
18. No glass containers.
19. Students may not play radios or tape players while on the bus. Walkman with headphones are permitted.
20. Out-of-district bussing will be provided between Bridgman High School and the host class location on days when the host school district or class is in session unless either Bridgman Schools or the host district (i.e. district where class is held or the district that conducts the class) is cancelled or delayed due to inclement weather. In either instance, (delayed or cancelled) Bridgman Schools will not provide bus transportation on that day.
21. **First offense, one hour detention; second offense, 3 hours detention/or suspension, third offense; suspension from the bus for 1-3 days, depending on the offense; four or more, suspension from the bus for 5-10 days, with possible termination of bus privileges These consequences may vary depending on the seriousness of the offense.**

**No Afternoon Transportation 2010-11
November 18, January 18, 19, 20, March 30, 31, June 6, 7**

POSSESSION OF A WEAPON

A weapon includes conventional objects like guns, pellet guns, knives, or club type implements. It may also include any toy that is presented as real weapon or reacted to as a real weapon. Criminal charges may be filed for this violation. Possession of a weapon may subject a student to expulsion and possible permanent exclusion. It will make no difference whether or not the weapon belongs to someone else, unless the student can provide convincing evidence that the weapon was placed in the student's possession without his/her knowledge. If it can be confirmed that a weapon was brought on District property by a student other than the one who possessed the weapon, that student shall also be subject to the same disciplinary action.

State law may require that a student be expelled from school for period of one (1) year if she/he brings onto or has in his/her possession on school property or at a school-related activity any of the following:

- A. Any explosive, incendiary, or poison gas including bombs, grenades, rockets, missiles, mines, or device that can be converted into such a destructive item
- B. Any cutting instrument consisting of a sharp blade over three (3) inches long fastened to a handle
- C. Any similar object that is intended to invoke bodily harm or fear of bodily harm

Use of an Object as a weapon

Any object that is used to threaten, harm, or harass another may be considered a weapon. This includes but is not limited to padlocks, pens, pencils, laser pointers, jewelry and so on. Intentional injury to another can be a felony and/or a cause for civil action. This violation may subject a student to expulsion.

Knowledge of Dangerous Weapons or Threats of Violence

Because the Board believes that students, staff members, and visitors are entitled to function in a safe school environment, students are required to report knowledge of dangerous weapons or threats of violence to the principal. Failure to report such knowledge may subject the student to discipline.

ENROLLMENT AND EXTENDED LEARNING OPPORTUNITIES

FULL TIME STUDENT ENROLLMENT

All students attending Bridgman High School must be enrolled on a full-time basis and are accountable for **six** class sessions each semester. School-to-Work experience, shared time schedules, and Dual Enrollment schedules will be approved through the principal or designated person so that full-time status is maintained. Students are required to be enrolled in an English class during all eight (8) semesters of attendance.

GRADUATION REQUIREMENTS

In order to graduate from Bridgman High School, students must earn a specified number of credits according to the schedule below and complete the MME. Transfer students must complete the last 3 credits at Bridgman High School to receive a Bridgman diploma, and transfer students must meet graduation requirements as determined by Bridgman School Administration. In order to participate in the graduation exercises, a student must be within one credit of having completed all graduation requirements and have earned all credits specified by the graduation date. No extensions will be allowed. Additionally, students must maintain full-time enrollment status for all eight semesters to be eligible to walk with their class or at the discretion of the Principal.

Credits: A credit is based upon receiving a passing grade of D- or better. One-half credit is earned each semester for a class completed with a passing grade. Dual Enrollment credits from college coursework are converted to equivalent high school credit hours.

Graduation Requirements-Class of 2011-Total Credits Required 26.5

4 credits of English; 4 credits of Mathematics; 3 credits of Science; 3 credits of Social Studies; 1 credit of Physical Education; 1 credit of Visual, Performing or Applied Arts; .5 credit of Health; 1 credit of Business Service Technology. Meet Michigan Merit Exam Requirement and Senior Portfolio Day Requirement.

Graduation Requirements-Class of 2012-Total Credits Required 25.0

4 credits of English; 4 credits of Mathematics; 3 credits of Science; 3 credits of Social Studies; 1 credit of Physical Education; .5 credit of Health; 1 credit of Business Service Technology; 1 credit of Visual, Performing or Applied Arts. Meet Michigan Merit Exam Requirement and Senior Portfolio Day Requirement.

Graduation Requirements-Class of 2013-Total Credits Required 23.5

4 credits of English; 4 credits of Mathematics; 3 credits of Science; 3 credits of Social Studies; 1 credit of Physical Education; .5 credit of Health; 1 credit of Business Service Technology; 1 credit of Visual Performing or Applied Arts. Meet Michigan Merit Exam Requirement and Senior Portfolio Day Requirement.

Graduation Requirements-Class of 2014-Total Credits Required 22.0

4 credits of English; 4 credits of Mathematics; 3 credits of Science; 3 credits of Social Studies; 1 credit of Physical Education and Health; 1 credit of Business Service Technology; 1 credit of Visual, Performing or Applied Arts. Meet Michigan Merit Exam Requirement and Senior Portfolio Day Requirement.

SCHEDULE AND PROGRAM CHANGES

Once students register for courses in the spring, they have the responsibility to be certain that the correct courses were requested. Students will be able to pick up their schedules from the High School Office in mid to late August. It is important that students carefully review their schedules. The period for student initiated schedule changes will start in mid-August and will end during the first week of each semester. Students must return a completed *Request for a Schedule Change* form to the Counselor before the request for a change will be considered. Students must contact their counselor in person to initiate a request for change. Requests will be considered and changes made, if possible, depending on the students' career plans and available space in the class requested and parent approval. It may also become necessary for some administrative schedule changes to occur.

Student initiated schedule changes will not be considered after the first week of each semester unless the subject area teacher and counselor concur that the student is inappropriately placed. A grade of "F" for the marking period and semester will appear on the record card and the permanent record for any course that is dropped without the approval of the teacher and counselor after the first week of the semester. In special circumstances, the high school principal may make exceptions to the above procedures.

DUAL ENROLLMENT

State law provides the opportunity for eligible junior and senior students to enroll in post-secondary college coursework with tuition and fees paid for by the District. Students must meet state requirements to participate in Dual Enrollment. Eligible students may also elect to complete Advanced Placement Courses through virtual learning under the provisions of the law. Dual enrollment students must be enrolled on a full-time basis that may be a combination of high school and college-level courses. Eligible students may receive high school credit, post-secondary credit or both. When high school credit is given, college credit hours are converted to high school credit equivalents. Students must sign an agreement indicating the date of completion for the course(s) for credit. Check with the Guidance Office for eligibility requirements and additional information.

TESTING OUT

Public Act 335, Section 1279B, of the State School Code requires the opportunity for any high school student to "test out" of any course. The "test out" option does not include those courses students are currently attending. Grades earned through the testing out option will not be factored into the students' grade point average (GPA). Exams must be taken prior to the beginning of a semester. Students can test out the week before school starts or during the 1st semester and 2nd semester exam weeks. Students must score 77% or better. The student must contact the counselor and teacher of record at least one semester in advance regarding their intention to test out the following semester.

INDEPENDENT STUDY/EDUCATIONAL OPTIONS

An Independent Study is a planned course of study between a student and a supervising teacher that is designed for students who have completed all courses offered in a subject area or who desire to complete a course of study not included in the regular course offerings of a subject area. Students who are interested in pursuing an Independent Study need to develop a course of study with an interested subject area teacher and submit an Independent Study Proposal to the counselor and principal for approval.

Students also have the option of applying for approval for high school courses offered through another educational institution or through virtual learning under the Educational Options provisions included in the Bridgman Board of Education policies. Contact the Guidance Office or the Principal's Office for information. Students must sign an agreement indicating the date of completion for the courses in order to receive credit.

CTE-Career Technical Education

The local school districts in Berrien RESA have agreed to allow students from other local school districts to attend the career/technical courses they offer. There are over 30 different career technical programs offered and they can be viewed at www.berriente.org. Services are available for special population students who are enrolled in CTE courses. Students who take CTE courses off campus will only earn the credit issued by the host school, and they must provide their own transportation. Grades are not viewable on Bridgman's grade book, and students will need to contact the host school regarding any grade concerns.

OFF CAMPUS CLASSES

The Bridgman Board of Education provides an opportunity for students to attend off campus classes. It is expected that students enrolled in these classes abide by all regulations of the receiving school as well as those of Bridgman High School. Minimum grade point averages specific to the class must be maintained.

Students who attend any shared time classes and/or Dual Enrollment college courses are required to attend regularly scheduled classes at both BHS and at the respective off-campus class. Students are required to sign a statement of agreement indicating the date of completion for dual enrollment, correspondence, and on-line courses. Seniors must have all off campus courses completed by the first day of final exams to receive credit for graduation. Starting and ending dates, vacations, exam schedules, and parent conferences often vary from school to school. The shared time students are expected to attend their off campus classes even when BHS has a non-attendance day. When a shared time class has a non-attendance day, the BHS students only has to report to BHS classes. Exceptions to this attendance policy must be approved by the principal.

MICHIGAN MERIT EXAMINATION

All 11th graders are required to take the Michigan Merit Examination (MME) in March of their Junior year. It is three days of testing, and it includes the ACT Plus Writing, ACT WorkKeys, and Michigan assessments. It will provide students with an ACT score that they can use to apply to a college or university. ACT scores are used during the college admission process to access high school student's general education development and their ability to complete college-level work. Students must complete the MME in order to graduate from Bridgman High School.

PSAT-Juniors will have the opportunity to take the PSAT in October of their junior year. It is a practice test for the SAT, and it enters them into the National Merit Scholarship Competition. Students interested in taking the PSAT should contact the counselor no later than September 30th of their junior year.

PLAN-Sophomores will have the opportunity to take ACT's PLAN test. A preparatory assessment primarily used to help students prepare for the ACT. Students interested in taking the PLAN test should contact the counselor early in their sophomore year as the test is administered in the fall of a sophomore's year.

ATTENDANCE

Student attendance is a vital factor in academic achievement. Every class period is important. Regular and punctual attendance of students is expected, encouraged and enforced.

Students should anticipate an adverse affect on their grade and enrollment status for excessive absences.

Regular attendance, participation, and punctuality are required for Bridgman High School students. Students who do not attend classes on a regular basis disrupt the continuity of instruction, seriously limit their educational opportunities, and may jeopardize their graduation. It is the responsibility of the school and parents to foster attendance patterns that will contribute to successful school achievement and reliable citizenship.

For students under sixteen, non-attendance in school is a violation of the law and parents/guardians are held responsible. Parents/guardians of students sixteen and seventeen are still responsible and must notify a school official if the student is to be absent. For students eighteen and over, the high school will expect a parent, legal guardian or anyone legally having control of the student to verify the absence by calling the school attendance office. Students are expected to be familiar with all attendance procedures, including procedures to be followed on how work is to be made up if an absence occurs.

ATTENDANCE AND CREDIT

1. The attendance policy of Bridgman High School maintains that a student may not miss more than **ten** days from one class in a semester in order to be eligible to receive credit for that class. Students and parents are advised that **ten** absences from a class are a cumulative total of all absences.
2. Upon the **fourth** unexcused absence from one period per semester, a student may not receive credit in the class. The parent, guardian, or any other person having legal charge or control of the student will be notified by the principal's office when the student has not earned the credit in a class by not complying with the attendance requirement.
3. Approved participation in school-related activities which may cause a student to be legitimately absent from a class will not be counted as an absence for purposes of this requirement. The principal will be notified of all such absences and grant exemption for absences in these circumstances.

RECORDING OF ABSENCES

Two types of absences are reported on a student's report card.

1. Days of Absence: This is the number of days a student is absent from school and is indicated on the report card as "Days Absent".
2. Hours of Absence: This is the number of class periods a student is absent and is listed on the report card each marking period in a column labeled "ABS".

All absences fall into one of three classifications.

1. Absence (with valid cause)/ Pre-arranged family trip
2. School Activity Absence
3. Unexcused Absence

The determination of absence with valid cause, unexcused and school activity absences rests with the building principal. Furthermore, the principal determines whether absences alleged by parents as being for excused reasons should be approved as excused.

LOSS OF CREDIT

When a student has acquired **four** unexcused absences or **ten** cumulative absences for a regularly scheduled class, the student may lose credit for the class. Teachers may also consider lowering a grade or requiring make-up time or work as alternatives to credit loss. Individual teachers will communicate which option they will exercise at the beginning of the semester. The principal will determine the status of student's credits. (Absence waivers are available for medical or extended illness when all conditions are met. See Page 21)

ABSENCES (with valid cause)

All absences from a class period, partial day, or full day are counted and recorded. The following reasons are generally considered as ABSENCES (with valid cause).

- *Illness, injury, dental or medical service or quarantine of the student;
- *Death in the family;
- *Funeral;
- *Required court appearance;
- *Religious holiday.

***PRE-ARRANGED SCHOOL ACTIVITY & FAMILY ABSENCES:**

Job Shadowing, college visitations, and field trips are considered school activity absences and are not counted toward the seven absences allowed if the trip has been pre-arranged. A student must pick up an "Application for Trip Permit" in the office and acquire parent, teachers and the principal's signature. The completed form must be returned to the school office three days in advance of the absence. (Please note that two college visitations will be allowed in the senior year only.)

***PRE-ARRANGED FAMILY TRIPS:**

Family trips (those taken with a student's parent or guardian and under direct parental supervision) will be counted as absences with valid cause only if the trip is not taken during semester examinations. **Caution:** Students and parents will be advised of the adverse effects on studies which result from an unreasonable number of absences. When possible, the work should be completed before the student leaves for the trip. If assignments, tests, quizzes, and the like are not completed before leaving, then they must be completed within five consecutive school days after returning. Any days gone will be counted towards the allowed number per semester.

UNEXCUSED ABSENCES

Unexcused absences are those absences not listed under absences with valid cause and as determined by the principal. Students will be considered unexcused/truant if a parent/guardian or any other person having legal control and charge of a student does not notify the building principal or attendance office by the end of the next school day following the absence.

A student who has been issued an unexcused absence may have the opportunity to complete any work missed, but no letter grade will be recorded. Students may not earn credit with **four** or more unexcused absences in a class.

WAIVER FOR EXTENDED ILLNESS

If a student is absent for a consecutive period of eight days or more and is under a doctor's care during this time, these days may be considered for an extended absence waiver only if the following conditions are met:

- A. Parent must request a waiver within ten school days of the student's return to school or prior to the end of the semester (whichever comes first) when the illness occurred.
- B. Throughout the period of absences, class work was actively sought in order to keep up.
- C. The teacher attests that the student completed all his/her assignments while out of school to the best of his/her ability.
- D. A doctor's statement is provided explaining that the absence was necessary.
- E. Only one medical waiver per semester may be applied for and/or granted.

The principal will review the circumstances of the absences under this provision and determine whether the above requirements have been met.

When absences become a concern, the school will contact the parent/guardian and any other person having legal control and charge of a student to determine the specifics of the absences and to recommend possible resources which may aid in improving the student's health and/or school attendance. A signed doctor's note indicating the student could not be in attendance on the dates indicated are legitimate reason for periodic absences. When health is an issue and attendance is a concern, a signed family doctor or health department note will be required to verify each day of absence.

School work missed because of an absence with valid cause may be made up within reasonable time lines determined by the classroom teacher. Grades will be issued for all work completed. At the beginning of the semester, teachers will communicate their make-up work policy to students.

NOTIFYING THE SCHOOL OF A STUDENT ABSENCE

1. Parents, guardians, or any other person having legal charge or control of a student must contact the school to notify the attendance office of the student's absence and the reason for the absence. The telephone number is 466-0224.
2. The absence may be called in prior to 7:00 a.m. by using the answering service between the hours of 3:30 p.m. and 7:00 a.m. each school day. The answering service will also be available any time on the weekends. The telephone number is 466-0290.
3. For Shared time/CTE students please note the following phone numbers: Lakeshore High School, 428-1400; Berrien Springs High School, 471-1748; St. Joseph High School, 926-3200 and New Buffalo High School, 469-6001.

TARDINESS TO CLASS

A tardy occurs any time a student reports to class after the bell rings to signal the start of the class. Any student over ten minutes late for class will be marked absent instead of tardy. These are cumulative of all classes for the marking period.

ADMIT SLIPS Students who are tardy to the first class in the morning and the first class in the afternoon or arrive late to school must obtain an admit slip from the office. Students who cannot produce a tardy slip will receive an unexcused absence which will be counted in the **four** permitted in a semester. Tardies at other times of the day will be handled by the classroom teacher.

LEAVING SCHOOL No student shall leave school without first obtaining permission from the office. No student will be allowed to leave the school grounds without a parent's permission. Such an absence will be unexcused.

ATTENDANCE APPEALS

Appeals to attendance policy rulings may be made to the principal. Such appeals must be in writing and will be answered within 5 school days of its filing. The principal shall make the decision regarding the appeal after consulting with the student's teachers. Subsequent appeals shall be made to the Superintendent of Schools and then to the Board of Education.

INCOMPLETES

Students who have not completed assignments for coursework by the end of the grading period, may be granted up to 2 additional weeks to finish and turn in work for consideration. This applies to all students except second semester Seniors who must have coursework completed by the first day of final exams.

STUDENT DISCIPLINE AND CODE OF CONDUCT

Regulations covered in this handbook are in effect at school or at any school approved activity on or off school property. The following are the most common examples of violations of the Student Code of Conduct. The listed penalties are a possible range of penalties. The administration has the right to invoke any disciplinary measure necessary to insure the positive operation of the school. Referrals to police and juvenile authorities will be made when appropriate. All staff may refer students for infractions.

1. **ISS-In-School-Suspension:** In School Suspension is used as a means of attempting to correct a student's behavior while maintaining attendance. In-School-Suspension (ISS) will not be counted in the seven days allowed to receive credit in a class.
2. **Public Act No. 103-“Snap Suspensions”:** If a teacher in a public school has good reason to believe that a pupil's conduct in class, subject, or activity constitutes conduct for which the pupil may be suspended, the teacher may cause the pupil to be suspended from class for up to one (1) full day.
3. **OSS-Out-of-School Suspension:** A student suspended from school cannot participate in any school related activities, day or night during the out-of-school suspension. The student is not to be on or around school property at any time. Students who violate this regulation will be subject to police action for trespassing. OSS suspensions will not be counted in the seven days allowed to receive credit in a class.

In the event school is cancelled on a day that the student is scheduled for ISS/OSS, the suspension will be reduced equal to the number of days school is cancelled.

4. **Expulsion-**Expulsion constitutes exclusion from school. The building principal may recommend expulsion proceedings whenever the documented behavior pattern of the individual or the seriousness of the offense is a substantial disruption to the educational process of the Bridgman Public Schools. After the recommendation is made by the building principal, parents may request a hearing with the Superintendent of Schools. Other action would follow as per the district expulsion policy.

Every reasonable effort will be made, either by a phone call or letter, to notify the parent prior to the days suspensions will be served. It is imperative that suspension begin soon after the offense. Therefore, it is possible that some suspensions might begin before the information reaches the parent. The student will sign an Incident Report indicating his/her understanding of the consequences. Teachers are notified of the student's assignment ISS/OSS.

REPEAT OFFENDER

Students who accumulate fifteen suspensions (class suspensions, ISS or OSS) in a school year, or have established a pattern of misbehavior from a previous school year to the present may be considered for an alternative placement or expulsion.

NON-COMPLIANCE (Refusal to go to ISS)

- A. A parent refusal to allow a student to go to ISS will result in OSS for the same number of days.
- B. A student refusal to go to ISS will result in OSS. A mandatory parent conference will follow.

STUDENT MISCONDUCT AND PENALTIES

VIOLATION	RANGE OF PENALTIES
Admitting Individuals at Unauthorized Entrance	For safety reasons, school doors are locked. Students are not allowed to admit individuals, including other students, to the school. All offenses will be at the discretion of the Administration.
Alcohol/Drugs/Tobacco Zero Tolerance (under the influence, or the possession, use, delivery, transfer or sale of alcoholic beverages, controlled substances, prescription medications , tobacco products or paraphernalia, look-alike drugs by students, while in school or on school property, such as parking lot, school buses, field trips or at school sponsored events) (Students are forbidden to possess, use or transfer any over-the counter or prescription medications such as diet aids, stimulants, and sleep aids, counterfeit and look-a-like drugs) paraphernalia related to smoking or drugs.	1st Offense-5 days OSS/ISS and confiscation 1. Parents and law enforcement will be notified upon verification of the violation. 2. The student will be given OSS/ISS for 5 days and during those 5 days will be excluded from all extra-curricular activities (rehearsals, practices, contests, meets, spectator, participation, etc.) 3. The student and parent(s) must agree to an assessment/screening made by an substance abuse agency. The student and family must agree to follow the recommendations of that agency counselor. 2 nd Offense Trafficking should be recommended for expulsion. 1. Parent and law enforcement will be contacted immediately upon verification of the violation. 2. The student will spend 10 days OSS/ISS and be excluded from all extra-curricular activities as described above. 3. A recommendation for expulsion would be made to the Board of Education.
Arson	1. 1-10 days OSS or expulsion 2. Police will be contacted 3. Restitution

Explosives (Possession or use of fireworks or other explosive materials)	1st Offense Expulsion up to 180 days
Fighting , including incitement to fight (will be defined as physical contact in which two or more parties are active participants which does or could cause bodily harm. Physical contact refers to but is not limited to hitting, shoving, pushing, tripping, pinching, or spitting)	1st Offense 1-5 days OSS 2nd Offense 5 days OSS & recommended expulsion 3rd Offense 10 days OSS & recommended expulsion
Gang Infractions Zero Tolerance	All Offenses OSS and mandatory parent conference Possible expulsion
Pupil to Pupil Assault (Physical assault is not fighting because it does <u>not</u> involve at least two active participants)	<u>Physical</u> The Board of Education shall expel a student in grade six or above for up to 180 days if the student commits a physical assault against another student on school property, on a school bus or other school related vehicle, or at a school sponsored activity or event.
Pupil to Employee Assault	<u>Physical</u> Requires the mandatory expulsion of students who physically assault an employee or a volunteer of the school district. Requires the Board of Education to expel up to 180 days a pupil who commits assault against a person employed by the school district.
Theft/Vandalism/Extortion (Possession of property belonging to others)	1st Offense 1. 1-5 days OSS 2. Police action 3. Restitution 2nd Offense 1. 5-10 days OSS or recommend expulsion 2. Police action 3. Restitution

Weapons (possession or use of)	All Offenses 1. Confiscation 2. Automatic police action 3. 1-10 days OSS/expulsion as per School Code
MP3 players, Ipods, CD players, and other musical devices not allowed in the classroom without individual teacher's prior approval.)	Offenses: 1. Confiscation: returned to parent and 1 hour detention assigned. 2. Above and 2 hours detention. 3. Above and 3 hours detention.
Cell phone/Pagers:	Cell phones and pagers must be turned off and kept out of sight throughout the school day. Penalties same as above.
Careless Driving Open Campus Violation (9, 10, 11, 12) Off Limits-including Parking lots	1st Offense Up to 3 hours detentions 2 nd Offense 3 hours detentions-loss of driving until end of grading period 3 rd Offense 3 hours detentions-permanent loss of driving privileges
Consumption of Food in Unauthorized areas Disruption of Class Insubordination Obscenity Gambling Non-Productive Behavior Cafeteria Violations	1st Offense 1 hour detention 2nd Offense 2 hours detentions 3rd +Offense 3 hours detentions or ISS may be assigned
Excessive display of affection (anything other than holding hands)	1st Offense Warning 2nd Offense 2 hours detention 3 rd + Offense 3 hours detention
Forgery of school documents Technology-Acceptable Use Policy	All Offenses 3 hours detentions and/or the discretion of the administration
Inappropriate dress (Dress Code) Headgear, including caps, bandanas, and hoods	1st Offense Change attire 2nd Offense Change attire & 1 hour detention 3rd + Offense Change attire & 2 hours detentions

Indecent exposure	1st Offense 5 days suspension 2nd Offense 10 days suspension & Recommended expulsion
Failure to comply	Penalties at the discretion of the administration dependent upon the severity of the case
Skipping/Truancy Non-Verified Absence Leaving class early	All Offenses 1-3 hours detention Dependent upon length of skipping Administration may assign more than 1 date for detention

Tardies Accumulate for the Marking period in all classes	1st-4th Offense Warning 5th-9th Offense 1 hour detention 10+ Offense 2 hours detentions
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Students assigned to detention will report at 2:50 p.m. or 7:00 a.m. and stay until their allotted time is completed. They are to follow the written rules given to them by the detention supervisor. Failure to adhere to the rules will create additional, more severe consequences from the administration. Students who are late to detention will not be allowed to serve on that day and must reschedule.

Missed detention without valid excuse or prior arrangement:

1 st Offense	Reassign
2 nd Offense	Reassign with an additional hour
Additional Offenses	3rd Offense
	Up to ISS at the discretion of the Principal

Behavior	1st Time	2nd Time	3rd Time
<u>Horseplay:</u> Goofing around or playing that may include grabbing, pushing, shoving, hitting, tripping, name calling where there is no intention to hurt or control	15 sec. Intervention Behavior Referral to office Warning	15 Sec Intervention Behavior Referral 1 hour detention	15 sec. Intervention on Behavior Referral 2 hours detention Counselor Visit
<u>Teasing another student:</u> "Just Kidding" behaviors, name calling, insulting remarks, spreading nasty rumors, mean notes, playing mean tricks, mean teasing, directed profanity, planned exclusions, shunning, arguing, rude or mean gestures or other behaviors	15 Sec Intervention Behavior Referral 1 hour detention	15 Sec Intervention Behavior Referral 3 hours detention	15 Sec Intervention on Behavior Referral 1 day ISS/OSS
<u>Intimidation:</u> Electronic misuse and intimidation, threatening, throwing objects	Behavior Referral Up to 1 to 2 days ISS/OSS Parent Contact	Behavior Referral 2 to 4 days ISS/OSS Parent Contact	Behavior Referral 3 to 5 days ISS/OSS Parent Contact
<u>Severe Harassment & Intimidation: Based on:</u> Religion, race, color, national origin, age, sex, sexual orientation, disability height, weight, socioeconomic status or by any other distinguishing characteristic	Behavior Referral Up to 3 days ISS/OSS Possible Police Notification Parent Contact	Behavior Referral 4-5 days ISS/OSS Possible Police Notification Parent Contact	4-5 days ISS/OSS Maximum 10 days OSS Possible referral to Superintendent for Expulsion Parent Contact Possible Police Notification

ISS = In School Suspension
OSS = Out of School suspension

- Consequences assigned may be more severe in any above category based on the seriousness of the infraction.
- The principal/administration has the right to deviate from the above rubric at any time.
- After the third time a student repeats a behavior, school staff and parent design an individual behavior plan. Expectation would be consistent with the standards of ALL students.

DISCIPLINE APPEALS

Appeals to rulings relative to Bridgman High School in discipline and code of conduct regulations may be made in writing to the principal. After consulting with any faculty member who was involved, the principal shall rule on the appeal. Subsequent appeals may be made to the Superintendent, and next to the Board of Education.

MATH/SCIENCE STATEMENT

Students who attend the Math Science Center at Andrews University should refer to the Math/Science Center Addendum to this handbook for further information.

ATHLETICS

ATHLETIC OPPORTUNITIES

Bridgman High School believes that athletic involvement helps create a well-rounded student. A large and diverse offering of programs under the direction of the athletic director is available to interested students throughout the school year.

SEASON	SPORT	AWARD LEVEL
FALL	Boys' Football	Varsity, J.V.
	Boys' Soccer	Varsity
	Girls' Swimming/Diving	Varsity, J.V.
	Boys'/Girls' Cross Country	Varsity, J.V.
	Boys Tennis	Varsity, J.V.
	Cheerleading	Varsity
	Girls' Volleyball	Varsity, J.V., 9th
WINTER	Boys' Basketball	Varsity, J.V., 9th
	Girls' Basketball	Varsity, J.V.
	Boys' Swimming/Diving	Varsity, J.V.
	Cheerleading	Varsity, J.V.
	Dance Team	Varsity
SPRING	Boys' Baseball	Varsity, J.V.
	Boys' Golf	Varsity, J.V.
	Girls' Softball	Varsity, J.V.
	Boys'/Girls' Track	Varsity, J.V.
	Girls' Soccer	Varsity
	Girls' Tennis	Varsity, J.V.

INTRAMURALS

During the winter months, an intramural program consisting of co-ed basketball, volleyball and dodgeball in a competitive situation is available to students who are not involved with interscholastic competition in those sports. This program is held during evenings with the number of participants dictating the number of teams and resulting number of games or matches. Advance sign-up is announced when appropriate.

BRIDGMAN HIGH SCHOOL STUDENT-ATHLETE

“CODE OF CONDUCT”

The following rules define eligibility to participate in interscholastic athletics at Bridgman High School. The rules have been adopted to:

- “ Encourage student athletes to maintain good health practices at all times.
- “ Encourage student athletes to recognize their classroom academic responsibilities.
- “ Encourage student athletes to set high standards in school attendance and citizenship.

PHILOSOPHY OF PLAYING TIME

Developmental Stage (MS and 9th grade): The optimum goals at this stage include teaching fundamentals of the sport, emphasizing sportsmanship and to provide practice and game playing time for all participants. Winning can be discussed to build team pride, but should not be stressed as to circumvent the original aforementioned goals.

Post Developmental Stage (JV level): Coaches should balance student-athlete participation with the success of the team in this stage. Fundamentals in practice and sportsmanship are still goals for all participants. During games, personal strategies can be made by the coaches to aid the success of the entire team. However, every effort should be made to provide as much playing time to all participants as possible.

Varsity Stage (varsity teams): The success of the team is the main goal at this stage. Student-athletes should learn that in varsity athletics all participants are working together for the good of the unit. This is a lifetime skill. Game participation is handled exclusively by the coaching staff and although playing time will be provided for as many student-athletes as possible, the success of the team will be paramount. Coaches should stress to all participants that each is an important contributor to the team in many ways, but playing time can not be afforded equally to all. Maximum student-athlete game participation is stressed but not mandated at this level.

**POLICY/PROCEDURE FOR ADDRESSING
COMPLAINTS/IDEAS**

Please reference the attached Parent/Coach Communication Brochure.

TRANSFER STUDENTS

Any student transferring into the Bridgman school district should check with the Athletic Department to verify his/her eligibility.

TRANSPORTATION

Student-athletes are expected to ride to athletic events on school sponsored transportation. Any exceptions must be approved by the Athletic Director and be in accordance with individual coaches policy (i.e. some coaches may require you ride the bus to and from events). Students wishing to return home from a contest with parents need to obtain permission from the coach, and that student's parent must sign the student-athlete out with the coach after the event.

There will be no transportation offered to Saturday athletic events, student-athletes need to find their own rides.

There may be some select dates in which transportation will not be provided for certain teams, to certain locations in close proximity to BHS. Parents will be notified of these dates at the beginning of the season. Additionally, certain events may be drop-off only.

JOINING A TEAM

No student can join a Bridgman Athletic Team after 2 weeks of official MHSAA practices by that sport, except with special permission from the AD. For fall sports, no athlete can join a team after the first full week of school, except with special permission from the AD. Joining a team late for any reason requires special permission from the Varsity coach in that sport.

Under no circumstances may an athlete who quits a team after "cuts" have been made, join another team during the same sport season.

PHYSICALS

No student-athlete will be allowed to participate in practices or game without a current physical on file. A current physical is one given after April 20 of the previous school year. All attempts will be made to offer a reduced price physical at the High School.

FINANCES

There is a \$45.00 participation fee, per student, per season. Any student that qualifies for free or reduced lunch will only pay \$20.00.

Student-Athletes will be expected to pay for any end of the season awards which they receive, should they desire them. This includes numerals, varsity and/or JV letters, as well as any championship patches that are earned. They will be sold at the schools for cost, and will be available on the night of the banquet or in the Athletic Office.

DUAL SPORT PARTICIPATION

Both coaches, and the Athletic Director, must agree for a student-athlete to participate in more than one sport in a given season. If both coaches agree, a dual sport participation form must be completed and turned in to the Athletic Director. If both coaches can not agree, the student-athlete must choose which sport they will be involved in. Additionally, anyone interested in playing dual sports MUST have a cumulative GPA of 2.0 and be academically eligible at the start of the season.

Once a primary and secondary sport is declared, that decision can not be changed without completion of a new dual sport form (all signatures re-required).

SCHEDULING CONFLICTS

- “ Despite all scheduling efforts by the administration, conflicts will develop between co-curricular activities. The athletic department recognizes that each student-athlete should have the opportunity for a broad range of experiences in the area of co-curricular activities, and to this end, will attempt to schedule events in a manner to minimize conflicts.
- “ Student-athletes have a responsibility to do everything they can to avoid continuous conflicts. *This includes being cautious about belonging to too many activities prior to becoming involved in the activities.*
- “ If a conflict occurs, sub-varsity student-athletes are expected to attend the academic related function (ex DECA, DRIVERS ED, BAND, CHOIR, BLOSSOMTIME ACTIVITIES). Varsity student-athletes have the option to choose what event to attend, without any pressure from the

coach or faculty member. Once a decision is made, neither the faculty member, nor the coach, will penalize the student-athlete in any way. Student-athletes who may have missed for any of the above reasons may be deemed less-prepared for an upcoming competition, and for that reason playing time may be affected immediately upon their return.

Based on the wording of the coaches rules, it may be required that any missed practices be made up to reinstate standing within the team.

ACADEMIC ELIGIBILITY

A student, upon initial enrollment in Bridgman High School, must meet MHSAA academic eligibility requirements to participate in interscholastic activities during the marking period in which their initial enrollment occurs. Thereafter, the following academic eligibility rules apply:

1. At the conclusion of a marking period, maintain a 2.0 with no more than one failure.
2. Those below 2.0, or having more than one failure, are academically ineligible for three calendar weeks. (21 consecutive days, starting the Monday after the marking period ends.) These athletes will be checked in three week intervals, using the above criteria, until the next marking period. NOTE—An athlete that reinstates eligibility after three weeks, will be checked again in three weeks. At that time, that athlete could lose their eligibility for the following three weeks.
3. Grade checks will occur on the last school day prior to end of the ineligibility period. Even if grades make the student-athlete eligible at the time of the check, the period of ineligibility continues through the 21st day.
4. Academic eligibility is continuous; those not meeting the standards at the conclusion of a final marking period of a given year will be academically ineligible for the first three calendar weeks (21 days) of fall sports, starting from the first date of official MHSAA practice. These athletes will then remain eligible until the first three-week grade check, at which time they will be re-evaluated (see #2/3 above)
5. Student athletes who are academically ineligible may practice with the team but not participate in interscholastic contests.

6. Each student must pass 4 classes per semester in order to meet MHSAA Eligibility requirements. *All incoming 9th graders have a clean slate and begin the year eligible.* Students can go to summer school to make up credits in an attempt to become eligible as it relates to this MHSAA eligibility requirement. Summer school will not reinstate athlete's eligibility as it relates to the Bridgman Eligibility requirements listed above (#1).

ATTENDANCE

1. On the date of a contest, participating student athletes must be present in all of their classes in order to participate in that day's contest. Exceptions will be granted for prearranged excused absences (i.e. appointment, funerals, etc).
2. Pertaining to the above, the high school principal, in consultation with the athletic director, shall make appropriate judgmental determinations as necessary relative to tardiness on the date in question or absence from school due to extenuating or unforeseen circumstances, as well as the penalty to be imposed. Attendance and tardy history will be taken into consideration when assessing individual extenuating circumstances.
3. Students must be in school the second half of the day in order to practice.

STATEMENT OF PRINCIPLE

1. Student athletes, as representatives of our school and community, are held to the highest standards of personal behavior at all times. Participation in the athletic program of the school district is a privilege not a right for which a student must maintain eligibility by adherence to the highest standards of personal behavior both physically and socially. The student athlete must abide by all training rules with respect to physical conditioning and health practices. Student athletes must not engage in any behavior in violation of this student-athlete code of conduct or behavior which is disruptive of the athletic activity or event in which the student athlete is participating or which constitutes a violation of any law or ordinance involving an act of violence, *or*

dishonesty. The student athlete must comply with these standards of personal behavior through the entire twelve-month calendar year.

- “ Failure to do so will subject the student to disciplinary measures which may include suspension and/or expulsion from participation in the student athletic program. Disciplinary measures shall be determined by the athletic director after consultation with the head coach.
- “ Student athletes are prohibited at all times from using or possessing illegal drugs and from consuming, or possessing, alcoholic beverages. Actively aiding or encouraging the unlawful possession, or consumption, of alcoholic beverages or illegal drugs is a violation of the Training Rules and subject to the penalties listed in that section.
- “ Actively aiding or encouraging the unlawful possession or consumption or usage of alcoholic beverages, tobacco and illegal drugs are violation of the student-athlete code of conduct. Student-athletes shall not attend events at which alcoholic beverages are served other than family or religious events. At social events sponsored by adults, which are normally attended by all ages, attendance is permitted, (examples would include weddings, graduation parties, etc.) but consumption is still prohibited under all other circumstances. Remaining in attendance at an event with underage drinking is a violation of Training Rules and subject to the penalties listed in that section.

Attending social events at which illegal drugs are used is prohibited under all circumstances. The use of illegal drugs is prohibited under all circumstances.

If there were extenuating circumstances regarding the student’s presence at the event, the principal and AD reserve the right to alter the penalty based upon extenuating circumstances.

STANDARD OF CONDUCT

- “ Athletes shall conduct themselves in a manner to bring no discredit to themselves, their family, the team, or the school. An athlete will not engage in or be an accomplice to the act of stealing, extortion, gross disrespect or vandalism. Determination of the disciplinary action shall be left to the judgment of the athletic director, building principal, and the coach

involved.

- “ It is expected that student-athletes will not be involved in un-lawful acts. Student-athletes are expected to inform their coach of any occurrence that could alter their eligibility.
- “ **Inappropriate communication and/or pictures found on Internet sites that show the student-athlete behaving inappropriately, will be considered a violation of the student-athlete code of conduct. Such acts could be, but not limited to, pictures of students holding alcoholic containers, tobacco products, illegal drugs or drug paraphernalia, or doing other inappropriate acts. Defenses such as “the container was empty,” etc. will not be a case of defense.**
- “ Undesirable conduct and unlawful acts could result in dismissal from athletics even without conviction within the legal system. Decisions of this nature will be discussed and acted upon by coaches, AD and Principal.
- “ Acts of unacceptable conduct include, but are not limited to the following: Actions detrimental to the health, safety, and well being of others; disrespect; insubordination; abusive or improper language; taunting and/or inciting; harassment; fighting/initiating a fight; negative attitude; theft or involvement in theft (personal/school); falsifying documents or otherwise providing false information; destruction of school equipment; vandalism; conduct detrimental to the team or school; criminal/civil infractions; violation of MHSAA rules and regulations; violation of school district and/or school rules and regulations; team policy offenses; or any other conduct as determined by the coach(es) or administration which could cause embarrassment or criticism to the team and/or school, or which is inconsistent with a student-athletes position as a leader and role model.
- “ Disciplinary action for improper conduct described in this section is based upon the severity of each case and is subject to the minimum MHSAA rules regarding sportsmanship and fighting. Examples of discipline for behavioral infractions include, but are not limited to the following: A conference may be required involving the

student-athlete with his/her coach and/or school officials and/or parents to resolve the issue; suspension from practices and/or contests; suspension from the team for the remainder of the season; suspension from athletic participation for a longer period of time in the event of severe or recurring infractions; suspension from athletic participation pending a resolution with school officials; withholding of athletic letter/award; monetary restitution for vandalism and/or destruction or loss of property; hours of school based community service.

CONDUCT-COMMISSION OF A MISDEMEANOR

- “ **Misdemeanor** – Disciplinary measures *may* include suspension and/or expulsion from participation. Discipline will be determined by the Athletic Director after a consultation with the Head Coach.

CONDUCT-COMMISSION OF A FELONY

- “ **Felony:** Charged: Suspension pending legal system investigation. Conviction: Expulsion pending review.

TRAINING RULES

- “ A well-trained body is essential to any student-athlete. Therefore, the use, and/or possession of tobacco, alcohol, and drugs, other than Doctor prescribed, is prohibited. Violation of these rules affects the physical fitness of the violator as well as having a negative effect on the mental attitude of the rest of his teammates. These regulations are considered in effect for the entire calendar year.
- “ Actively aiding or encouraging the unlawful possession or consumption or usage of alcoholic beverages, tobacco and illegal drugs are violation of the student-athlete code of conduct and is subject to the penalties listed below. Student-athletes shall not attend events at which alcoholic beverages are served other than family or religious events. At social events sponsored by adults, which are normally attended by all ages, attendance is permitted, examples would include weddings, graduation parties, etc.) but consumption is still prohibited under all other circumstances. Remaining in attendance at an event with underage drinking is a violation of Training Rules and subject to the penalties listed in that section.

Attending social events at which illegal drugs are used is prohibited under all circumstances. The use of illegal drugs is prohibited under all circumstances.

If there were extenuating circumstances regarding the student's presence at the event, the principal and AD reserve the right to alter the penalty based upon extenuating circumstances.

CONSEQUENCES OF TRAINING RULE VIOLATIONS (ALCOHOL/TOBACCO)

- **First Offense:** Suspension for 20% of the current/next season the student participates in, or two games, whichever constitutes more (written parental permission required for continued participation).
- **Second Offense:** Suspension for the remainder of the current/next season the student participates in (written parental permission required for continued participation). Referral to a guidance counselor for information and advice on substance abuse is required for further participation.
- **Third Offense:** Suspension for one calendar year from date of suspension (written parental permission required for continued participation).
- **Fourth Offense:** Expulsion from athletics at BHS.

CONSEQUENCES OF TRAINING RULE VIOLATIONS (ILLCIT DRUG USE/POSSESION)

- **First Offense:** Suspension for the remainder of the current/next season the student participates in (written parental permission required for continued participation)
- **Second Offense:** Suspension for one full calendar year (written parental permission required for continued participation). Referral to a guidance counselor for information and advice on substance abuse is required for further participation.
- **Third Offense:** Expulsion from all athletic teams at BHS.

**An athlete who violates multiple rules may be subject to steeper consequences held at the discretion of the athletic director.*

the current/next season,” this will mean that if the season has not yet started, or is 50% or less completed, he/she will sit just for the rest of that season. If the season is over 50% complete, he/she will have to sit the remainder of the current season, and 50% of the next season.

- “ The administration has the right to invoke any disciplinary measure necessary to insure the positive operation of the school and the department of interscholastic athletics.

REPORTING AND RESOLVING ALLEGED VIOLATIONS

- “ Use or possession shall be determined by assessment of objective evidence such as a police report or similar evidence deemed by the Athletic Director to be both credible and relevant. **Anonymous reports of any nature will not be deemed credible or relevant.**
- “ Alleged violations are to be reported to building principal or Athletic Director.
- “ Appropriate procedural due process as determined by the Athletic Director will be followed throughout the investigation and disciplinary process.
- “ The Athletic Director will promptly notify a student of allegations being investigated and will determine whether a violation has occurred.
- “ The Athletic Director shall notify, in writing, the parents or guardian of the alleged violation and action taken or recommended by the Athletic Director, if any.

APPEAL PROCESS

- “ In order to appeal a discipline decision, the parent or guardian must file a written appeal.
- “ The first appeal shall be made in writing by the parent or guardian to the Athletic Director within 3* days of the notification of the penalty. The Athletic Director shall grant or deny the appeal in writing within 3 days of receipt of the parent or guardian appeal.
- “ A second appeal should be made to the building principal and /or his designee within 3* days of the decision of the Athletic Director. The written appeal shall include a statement of all factual or procedural issues that merit reconsideration. The principal shall grant or deny the appeal in writing within 3 days of receipt of the parent or guardian appeal.

- “ If not satisfied with the determination of the principal, a

third appeal shall be made in writing to the Superintendent of schools and/or his designee within 5 days of the decision of the Principal. The Superintendent shall grant or deny the appeal in writing within 5 days of receipt of the parent or guardian appeal.

“ A final appeal must be made in writing to the Secretary of the Board of Education within five (5) days of the decision of the Superintendent. The appeal will be heard at the next regular Board of Education meeting or the Board may convene a special meeting to consider the appeal. The decision of the Board will be made in writing within 5 days after the regular Board of Education meeting or special meeting.

* days shall be considered school days or Monday through Friday during spring or summer recess.

SUSPENSION GUIDELINES

“ All suspension are at the discretion of the athletic director after consultation with the coach.

“ Student athletes serving in ISS will be allowed to participate in practice, but may be suspended from athletic contest(s) depending on the time spent in ISS.

“ In the case of all athletic suspensions, the athlete may practice with the team and attend all contests (not in uniform) as long as the coach still wants the athlete as a member of the team. If the athlete is suspended for a full season, the athlete will need to get special permission from the coach and the athletic director to be part of the team in a specified role. An athlete who has been suspended for one full year is not to be part of any athletic team in any role.

ADDITIONAL RULES PER SPORT

The coach of any sport team may add additional rules, relative to participation in that sport. These rules will be available in written form and ‘acknowledgment sheet’ will be signed by the athlete, parent and head coach. The ‘sheet’ will signify that all parties understand and will abide by these additional participation rules.

ADDITIONAL BANNED DRUGS

The following are considered Banned Substances:

Ephedra or Ma Huang, Epitonin or sida cordifolia. The following are brand supplements containing Ephedra: Herbal Ecstasy, Shape-Fast Plus, Thermogen Tea, Metabolife 356, Ultimate Orange, Diet Fuel, Herbal Rush, Energy Rush, Xenadrine, Biodrine, Ripped Fuel, 3-Andro Extreme, Adipokinetix, Animal Cuts, BetaLean, Dyma-Bum Xtreme, Dymetadrine XTreme, Energel, Metacuts, Thermo Speed, Yellow Jacket, Ripped Force.

Androstenedione, Norandro, DHEA, DHT, and Tibulus terrestris. The following are brand supplements containing 19 Norandrostenedione, Androstenediol and Dehydroepiandrosterone (DHEA): 3-andro Xtreme, Andro-Gen, Andro-Stack, Androstat, Animal Stak, Nor Andro Ripped Fuel, Nor-Stak, Nor-Tek.

GHB/GBL-Gamma Hydroxy Butyrate or Gamma Butyrolactone. The following contain GHB/GBL: Rest-EZE, Blue Nitro, Revivarant G, GH revitalizier, GHR, Remforce, Renewtrient, Gamma G, IsomaX, Firewater, Invigorate, Somoatomax-PM

Synephrine or citrus aurantium or zhi shi. The following contain synephrine: Thermo-Lift, Herbal Thermotabs.

Gracinia cambogia. The following are supplements containing garcinia cambogia: Hydroxycitrate, Hydroxycut, Citrimax.

ENFORCEMENT

Relative to enforcement of the aforementioned rules, the following definitions shall apply:

- “ **School year** shall refer to the date the first official practice can begin for fall sports until the last contest has been completed for spring sports.
- “ **Student-Athlete** When a student goes out for the first time and begins official practice, that student is regarded as a student-athlete. Student-athletes are subject to the provisions of the athletic handbook for the remainder of their high school career.
- “ **Season** shall refer to the date the first official practice can begin until the last contest has been completed **for all levels of a** particular sport.
- “ **Suspension** – Athlete remains on the team to practice but may not participate in interscholastic contests, including scrimmages.
- “ **Expulsion** – Athlete is removed from the team and may not participate in any manner.
- “ **Felony (Charged)** – **For the purposes of this handbook, the student-athlete is considered “charged” with a felony once they have been arraigned.**

Board of Education

Eric Ramso
Scott Macmartin
Lisa Kiewel
Pat Strebeck
Alfred Ottusch
Bradford Reitz
JoAnn DeMeulenaere

Administration

Kevin Ivers, Superintendent
Jim Hutfilz, High School Principal
John Norton, Athletic Director

BRIDGMAN SCHOOL SONG

We're loyal to you, Bridgman High.
To the orange and the blue, Bridgman High.
We'll back you to stand against the best in the land,
For we think you are grand, Bridgman High. GO! GO!

You lead all the rest, Bridgman High.
You've been put to the test, Bridgman High.
Our hearts shall be broken never,
We'll stand for you, forever,
We'll stand for you, Bridgman High.

Bridgman, go go go Bridgman!

School Colors: Orange and Blue

**2010-2011 Daily Schedule
Bridgman High School**

1 st Hour	7:40-8:42
2 nd Hour	8:46-9:48
3 rd Hour	9:52-10:54
Lunch A 10:54-11:24	4 th Hour 11:29-12:31
4 th Hour 10:59-12:01	Lunch B 12:01-12:31
5 th Hour	12:35-1:39
6 th Hour	1:43-2:45

BHS ½ day schedule

1 st Hour	7:40-8:10
2 nd Hour	8:14-8:44
3 rd Hour	8:48-9:18
4 th Hour	9:22-9:52
5 th Hour	9:56-10:26
6 th Hour	10:30-11:00

Two hour delay

School begins at 9:40 a.m.	
1 st Hour	9:40-10:22
2 nd Hour	10:26-11:08
3 rd Hour	11:12-11:54
Lunch A 11:54-12:24	4 th Hour 12:29-1:11
4 th Hour 11:55-12:35	Lunch B 12:35-1:05
5 th Hour	1:15-1:57
6 th Hour	2:01-2:45

