WARREN CONSOLIDATED SCHOOLS

CODE OF STUDENT CONDUCT

2026-2027

PREAMBLE

Michigan students, in all of their diversity, must be educated in a safe and supportive environment that fosters academic success and healthy development. Schools can create those environments by fostering student connectedness, establishing clear behavioral expectations, and employing preventative measures with constructive discipline that prioritizes keeping students in school through graduation.

OUR MISSION:

The mission of Warren Consolidated Schools, in partnership with families and community, is to achieve a level of excellence in teaching and learning which enables all students to become knowledgeable, productive, ethical, and successful citizens.

OUR VISION:

We're creating a collaborative culture of stakeholders committed to scholarship and creating success for our staff and students.

Legal mandates and community safety may require removal of individuals who possess a dangerous weapon, commit arson, or engage in criminal sexual conduct (Gun Free Schools Act, 1994; Michigan Compiled Laws under MCL 380.1311), make bomb threats or engage in verbal assault (MCL 380.1311a), and/or commit physical assault against another at school or a school-related event (MCL 380.1310, 380.1311, 380.1311a, 380.1312). "Zero Tolerance laws," however, allow greater flexibility and discretion than many educators realize.

This document includes recommended responsibilities of each school community member, and it lists the proactive steps of positive behavior supports and restorative practices available before articulating the school community's consequences for disruptive conduct.

Adoption of a code of student conduct is one element of a school district's safe schools plan. There is no singular code of student conduct that meets the needs of every school district, although every school district is required by law to adopt a code, as set forth in the Revised School Code, MCL 380.1312(8):

> "A local or intermediate school district or a public school academy shall develop and implement a code of student conduct and shall enforce its provisions with regard to pupil misconduct in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school sponsored activity or event whether or not it is held on school premises."

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SECTION I: INTRODUCTION

Warren Consolidated Schools is dedicated to creating and maintaining a positive learning environment for all students. All members of our learning community—including students, educators (including teachers, secretaries, custodians, aides, paraprofessionals, and other school personnel), parents/guardians, and engaged service providers—must assume a responsible role in promoting behavior that enhances academic and social success. Courteous, respectful, and responsible behavior fosters a positive climate for the learning community. Those responsibilities include, but are not limited to, the following:

Students (persons enrolled in grades K-12) have the responsibility to:

1. Take responsibility for your learning and recognize that it is a process.
2. Exhibit appropriate behavior by complying with school rules and the law while in the classroom, school, and on the bus. Respect the authority of teachers, administrators, bus drivers, and others.
3. Attend school regularly, arrive on time, and be prepared to learn.
4. Respect yourself and others in class, on school grounds, on buses, and at any school-related activity.
5. Respect the rights and feelings of fellow students, parents, educators (including teachers, administrators, secretaries, custodians, aides, paraprofessionals, and other school personnel), visitors, and guests.
6. Work within the existing structure of the school to address concerns.
7. Know and comply with school district rules and policies.
8. Participate in your learning communities, including helping formulate rules and procedures in the school, engaging in school-related activities, and fostering a culture of respect for learning and for others.

Parents/Guardians have the responsibility to:

1. Take responsibility for your child's development as learners by, as much as possible, providing a home environment suited for learning and developing good study habits.
2. See that your child attends school regularly and on time.
3. Provide for your child's general health and welfare.
4. Teach and model respect for yourself, your child, and all members of the school community.
5. Support the school's efforts to provide a safe and orderly learning environment.
6. Know and support the school and district rules and policies and work within the existing structure of the school to address concerns.
7. Advocate for your child and take an active role in the school community.
8. Attend your child's parent/teacher conferences.
9. Exhibit respect and appropriate behavior when interacting with school personnel, other parents, and children.

Educators have the responsibility to:

1. Take responsibility for students' development as learners, including their academic success and positive social-emotional development, recognizing that children should be subject to behavior management and discipline policies appropriate to their ages and levels of understanding.
2. Model and provide a mutually respectful and accountable atmosphere for learning that includes all members of the school community.
3. Cooperate and schedule conferences with students, parents/guardians, and other school personnel in an effort to understand and resolve academic and behavioral problems. Make every effort to accommodate families whose work schedules, access to transportation, or distance from school limits their ability to meet or participate.
4. Keep parents/guardians informed of their students' challenges, effort, and success.

5. Encourage students to participate in classroom, extracurricular, and other school-related activities.
6. Know and enforce the rules and policies consistently, fairly, and equitably.
7. Participate in formulating rules and procedures and other learning and developmental opportunities in the school.
8. Understand and utilize the progressive disciplinary process, utilize the disciplinary process in accordance with this document, and be able to articulate the process to administrators and parents.

The Code of Student Conduct sets forth student rights and responsibilities while at school and school-related activities, and the consequences for violating school rules. It defines behaviors that undermine the safety and learning opportunities for all members of the school community and favors actions that encourage positive behavior and learning over actions designed to punish. When determining the consequences of student misconduct, school officials may use intervention strategies and/or disciplinary actions. Recognizing the importance of keeping students in school learning as much as possible, educators will consider the severity or repetition of misconduct, age and grade level of the student, circumstances surrounding the misconduct, impact of the student's misconduct on others in the school community, and any other relevant factors in determining how they will address misconduct.

The Code of Student Conduct will be administered fairly, without partiality or discrimination. The Code of Student Conduct does not diminish any rights under federal law (20 U.S.C. 1400 et seq.) of a student determined to be eligible for special education programs and services.

When and Where the Code of Student Conduct Applies

The Code of Student Conduct applies before, during, and after school and whenever a student is engaged in a school-related activity. Each student is expected to follow this code of conduct:

- While traveling to and from school
- While on District property at any time
- At all school-sponsored or approved events or activities on or off campus
- On a school bus for any purpose
- Whenever a student engages in remote conduct or activities, for example by texting, e-mail, internet, social media, or other electronic means, which may have an adverse impact on school safety, the District's need to maintain good order and discipline during school, and/or the rights and feelings of other students or school district staff.

As parents and students obtain, read, and discuss the Code of Student Conduct, refer to Attachment 2, an official Acknowledgement of Receipt of the Code of Student Conduct.

SECTION II: DUE PROCESS PROCEDURES

The Due Process Clause of the Fourteenth Amendment to the U.S. Constitution provides two types of protection: substantive due process and procedural due process. In *Goss v. Lopez*, the U.S. Supreme Court found that students had a property interest in educational benefits and a liberty interest in their reputations, both of which qualify for Fourteenth Amendment protection. Substantive due process demands that a school rule must be reasonable and fair. Procedural due process protections apply to exclusionary discipline, including suspensions and expulsions from school. Due process, in either instance, is a flexible concept. The standards required depend upon the seriousness of the allegations and the possible discipline action that may be imposed.

As noted in the Introduction, the Code of Student Conduct does not diminish any rights under federal law (20 U.S.C. 1400 et seq.) for a student determined to be eligible for special education programs and services. Students with an Individualized Education Program (IEP) are responsible for following the Code of Student Conduct. As a consequence of a violation of the Code of Student Conduct by a student with an IEP, specific procedures may apply. Information about these procedures is available at www.michigan.gov/ose-eis. (WCS Policy 5611)

Short-Term Suspension Definition

For purposes of this code, a short-term suspension occurs when a student is suspended for one (1) school day, up to and including ten (10) school days (WCS Policy 5610). During a short-term suspension, the student's rights and privileges of attending school, including extracurricular activities, are suspended.

Due Process for Short-Term Suspensions

For a suspension of ten (10) days or less, a student is entitled to minimal due process protections, including oral or written notice of the accusation(s), what disciplinary measures are being proposed, and an opportunity to respond. If feasible, the notice and hearing should precede the student's removal from school. A student whose presence poses a continuing danger to persons or property or an ongoing threat of disrupting the educational process may be immediately removed from the school without prior notice, explanation, or opportunity to respond. In such cases, the procedures set forth below shall be provided as soon as practical.

Except in extraordinary circumstances, the investigation for alleged violations of the Code of Student Conduct will be initially handled at the student's school. If a short-term suspension is contemplated, the principal or assistant principal shall provide the student and the parent/guardian with oral or written notice of the charges or allegations and an explanation of the evidence or basis for the charges. For suspensions of 10 days or less, a parent conference can be as informal as an office meeting. At such a conference, statements and/or evidence supporting the charges will be presented. The student will be permitted to make statements and/or provide evidence to defend against the misconduct charge(s). If misconduct is found, the principal may authorize discipline up to and including short-term suspension (WCS Policy 5610).

Suspensions of more than one (1) school day but not more than ten (10) school days may be appealed in writing to the principal within two (2) school days of the parents' receipt of the written suspension notice. The written appeal must contain the reason(s) that the suspension is being appealed. Suspensions may be adjusted or reversed only if the decision of the administrator was made in bad faith or with malicious intent; except Principals may also reverse a suspension if it is determined the alleged infraction did not occur. The appeals procedures may be found in WCS Administrative Guideline 5610. Attendance by legal counsel at school hearings will only be permitted for suspensions exceeding 10 days. Parents have the right to be notified, but they do not have the right to insist on being present at the time of the incident or during the investigation process. School administrators are responsible for conducting an immediate and thorough investigation, and have broad discretion for doing so.

The student and parent/guardian shall be notified in writing of the circumstances and action taken.

Long-Term Suspension and Expulsion Definition

A long-term suspension is when a student is suspended for more than ten (10) school days but less than sixty (60) school days. During a long-term suspension, the student's rights and privileges of attending school, including extracurricular activities, are suspended.

Recognizing exclusionary discipline's negative impact, the school community will reserve exclusion for use during the progressive discipline model or for only the most serious offenses, and employ discipline measures to minimize suspended students' time away from school and potential court involvement.

Expulsion is defined as excluding a pupil from school for disciplinary reasons for a period of sixty (60) or more school days. An expulsion occurs when the Board of Education terminates the student's rights and privileges to attend school, including extracurricular activities. An expulsion is for a specific time, unless otherwise specified by the school board or state law (WCS Policy 5610).

Due Process for Long-Term Suspension and Expulsion

A due process hearing is required when a long term suspension or expulsion is recommended by a building administrator. When long term suspension or expulsion is recommended, the Superintendent's designee will set up a Superintendent's Review Committee for the purpose of conducting a due process hearing. The review committee will consist of two volunteer parents and three uninvolved administrators from the district. The student and parent/guardian shall be notified of the allegation, the recommended disciplinary action, the time, date, and location of the due process hearing, and of their right to attend and participate in the hearing. The student shall be given reasonable time to prepare for a hearing, which should not exceed 10 school days after the recommendation.

The Superintendent's Review Committee shall conduct a hearing, which may be recorded if both parties agree. The student shall be advised of the alleged violation and be given an explanation of the facts. The explanation may include the written or oral testimony of others. Written or oral evidence may be presented at the hearing on behalf of the student. The committee may ask questions of the student, and the student or the student's representative may ask questions of the administrators present.

The student and parent/guardian may be represented at the hearing by an attorney or other adult. Notification of the presence of an attorney must be made in advance to the District. If notification is not received, the District may postpone the hearing until District legal representation is available. The student will remain in suspension status until the hearing is conducted.

After the hearing, the committee will deliberate and will adopt a written report and recommendation to affirm, reverse, or modify the action recommended by the building administrator. The student or parents will be notified of the committee's action in writing. The committee's written report and recommendation in the instance of an expulsion will be submitted to the Board of Education for consideration at its next available regular meeting.

In cases involving a recommendation for more than 10 days of suspension, but not expulsion, the decision of the Superintendent's Review Committee may be appealed to the Board of Education's designee within five school days after the parents' receipt of the Committee's decision. The Board of Education has appointed the Superintendent to hear any appeals of suspensions greater than ten days. The decision of the Superintendent shall be final. Parents may appeal to the Board only in cases of alleged violation of due process by the Superintendent. In such cases, the appeal shall be made in writing to the Board President within two school days after the parents' receipt of the decision and shall include a statement of the alleged violation of due process.

Based upon the results of a hearing, the Board of Education has the exclusive and final authority to expel a student from the school district. The recommendation of the Review Committee, if it is adopted by the Board of Education, may be appealed within five school or business days of the date of the notice sent to the student or parents. The appeal will be to the Board of Education. Such requests will be submitted in

writing to the Superintendent. The parents or student will be notified of the place, time, and date of the hearing. The provisions of Michigan's Open Meetings Act will be followed. The hearing will otherwise be conducted under the procedural rules set by the Board President. Court rules of evidence will not be followed.

a. The student or parents may be represented by an advisor at their expense.

b. The Board's attorney and other resource people may be present at the hearing. A parent/legal guardian, family member, lawyer, or other representative must also be present if the student is a minor.

c. Within the reasonable discretion of the Board President, the hearing will be conducted as an appeal. New factual information will not be presented. The appeal is limited to only whether or not reasonable due process was afforded to the student. The facts and evidence presented to the Review Committee will govern. The student, parents, and/or their attorney may present argument to the Board of Education regarding the reasons, if any, that they believe the Review Committee's recommendation, and the Board of Education's adoption thereof, should be modified or reversed. The Administration may then present argument regarding the reasons that the Review Committee's recommendation, and the Board of Education's adoption thereof, should be upheld. Board members may ask questions during the hearing. The Board's attorney may advise and guide the Board regarding procedural matters prior to, during, and after the hearing.

d. After the hearing, the Board of Education shall issue a decision, including a determination of disciplinary action. All parties will be notified in writing of the Board's decision within five school days after the appeal hearing.

If the student is cleared of misconduct or discipline is terminated at any appeal level, the student will be fully reinstated immediately. The student will be given assistance to make up class work. Any record of time lost will be removed from the student's record.

In the event of expulsion, the parent/guardian of the student may petition the school board to request the student's reinstatement to school, as permitted by state law (WCS Policy 5611).

In all cases, the policies and guidelines of the District will govern all aspects of the disciplinary process to include appeals. Nothing found in this Code of Conduct shall overrule clearly established policies and guidelines of the Board of Education. In any instance where there is a conflict between this Code of Conduct and the policies or guidelines of the District, the policies and guidelines shall prevail.

SECTION III: TYPES OF SUSPENSION AND EXPULSION

The Revised School Code provides each school district with the authority to establish a local discipline policy. Each local school board or its designee has the authority to suspend or expel students guilty of "gross misdemeanor or persistent disobedience." This must not, however, infringe on any of the federally protected rights guaranteed to students who qualify for special education programs and services [MCL 380.1311(9)]. County Intermediate School Districts or Regional Educational Service Agencies' consultants, Community Mental Health Centers, medical clinics, and other human service agencies may need to be involved with a child whose behavior is "persistent."

The school community will reserve exclusion for only the most serious offenses, or when warranted using progressive discipline, and will employ discipline to minimize a suspended student's time away from school and potential court involvement. Warren Consolidated Schools is required to develop and implement a code of student conduct and to enforce its provisions with regard to student misconduct in a classroom, on school grounds, on a school bus or other school-related vehicle, and/or at a school-sponsored activity or event whether or not it is held on school grounds.

For students in grades six (6) and above, in addition to the suspension and expulsion of students who commit violations identified in the District's Code of Conduct, Michigan law requires a school district to remove a student who possesses a dangerous weapon as defined by MCL 380.1313, unless the item was not used as a weapon, the student did not knowingly possess the weapon, the student did not know or have reason to know the item was a dangerous weapon, or the student possessed the weapon at the suggestion, request, or direction of or with permission of the school.

Michigan law also requires removal of students who commit arson, criminal sexual conduct (as defined in the law and noted below), or a physical assault against a school employee or volunteer. Michigan law also requires school districts to remove students who commit physical assault against another student or make a bomb threat, or similar threat. Those exclusions can last no more than 180 instructional days. In addition, Michigan law also allows any teacher to impose one-day "snap suspensions" from his/her class for students, and it establishes procedures the teacher must follow when exercising this option. Under the law, the suspending teacher must take a number of steps explained in greater detail below. The following information describes the law.

Weapons, Arson, or Criminal Sexual Conduct Expulsion

For students in grades six (6) and above, school districts are required to expel students who possess a dangerous weapon, commit arson, or engage in criminal sexual conduct in a school building or on school grounds. The law allows for possible reinstatement [MCL 380.1311]. The term "criminal sexual conduct" is defined in the Michigan Penal Code, 1931, PA 328 MCL 750.520.

The state defines the term "dangerous weapon" in [MCL 380.1313(4)], however, Warren Consolidated Schools is empowered to develop more stringent policy to maintain the safety and security of our students, staff, and community. For this purpose, Warren Consolidated Schools defines "weapon" to also include any object which is not in and of itself a weapon as defined by law, but the object is coupled with intent by the student to inflict injury or physical harm upon any person.

The definition of "firearm" in MCL 380.1311 refers to the definition of that term in the federal Gun-Free Schools Act of 1994, which includes:

- Any weapon (including a starter gun) which will or is designed to, or may readily be converted to, expel a projectile by the action of an explosive.
- The frame or receiver of any such weapon.
- Any firearm muffler or firearm silencer.
- Any destructive device.

A student who possesses a weapon in a weapon-free school zone or commits arson or criminal sexual conduct at school or on school grounds is expelled from all Michigan public schools except for alternative education programs appropriate for expelled students, or a "strict discipline academy."

1. Weapon-Free School Zone and School Property Definition: "Weapon-free school zone" means school property and a vehicle used by a school to transport students to or from school property. "School property" means a building, playing field, or property used for school purposes or used for functions and events sponsored by a school, except a building used primarily for adult education or college extension courses.

2. Reporting Requirements: If a dangerous weapon is found in the possession of a student while the student is attending school or a school activity, or while the student is en route to or from school, and/or on a school bus, the weapon will be confiscated by the District and turned over to local law enforcement. Administrators will log official record of misconduct into PowerSchool for tracking within the District, as well as submit a District Incident Report to the Administration Building.

Physical Assault - Student to Employee, Contractor or Volunteer

A student in grade six (6) or above who commits a physical assault against an employee, contractor, or a volunteer of the District, at school or on school grounds, shall be expelled permanently, subject to possible reinstatement. The term "physical assault" means "intentionally causing or attempting to cause physical harm to another through force or violence" [MCL 380.1311a].

A student expelled for committing physical assault against an employee, contractor, or volunteer of the District at school or on school grounds is expelled from all Michigan public schools except for alternative education programs appropriate for expelled students, or a "strict discipline academy."

In the event a student is expelled for possession of a dangerous weapon in a weapon-free school zone, arson in a school building or on school grounds, or criminal sexual conduct in a school building or on school grounds, the individual shall be referred to the County Department of Human Services or County Department of Community Mental Health, and the individual's parent or legal guardian shall be notified or, if the individual is at least age 18 or is an emancipated minor, the individual shall be notified of the referral [MCL 380.1311(4)]

Physical Assault - Student to Student

A student in grade six (6) or above who commits physical assault against another student shall be suspended or expelled for up to 180 school days if the physical assault is reported to the school board, superintendent, or principal. The term "physical assault" means "intentionally causing or attempting to cause physical harm to another through force or violence" [MCL 380.1310].

Bomb Threats or Similar Threats

If a student in grade six (6) or above makes a bomb threat, or similar threat, directed at a school building, other school property, or a school-related event, the student will be suspended or expelled from the school district.

Requirements of the District

Before suspending or expelling a pupil under any of the above offenses, the Board/Superintendent or their designee, shall consider each of the following factors:

a) The pupil's age
b) The pupil's disciplinary history
c) Whether the pupil is a student with a disability
d) The seriousness of the violation or behavior committed by the pupil

e) Whether the violation or behavior committed by the pupil threatened the safety of any pupil or staff member
f) Whether restorative practices will be used to address the violation or behavior committed by the pupil
g) Whether a lesser intervention would properly address the violation or behavior committed by the pupil

The Board, Superintendent, or other designee is not required to consider the above factors when a pupil is being expelled for possessing a firearm in a weapon free school zone.

Petitioning for Reinstatement

For students in grades six (6) or above, although the law calls for the "permanent" expulsion of a student who possesses a weapon in a weapon-free school zone, commits arson, criminal sexual conduct, or a physical assault against an employee, contractor, or a volunteer of a district, at school or on school grounds, the law provides a process for petitioning for reinstatement to school [MCL 380.1311(5) and 380.1311a(5)]. It is the responsibility of the petitioning person (a parent, legal guardian, or the expelled student if he or she is at least 18 years of age or is an emancipated minor) to prepare and submit the petition for reinstatement.

Petition forms will be made available by the district.

For a student in grade five (5) or below that is expelled for possessing a firearm or threatening another person with a dangerous weapon, the parent/guardian may initiate a petition for reinstatement any time after 60 school days following the date of the expulsion. A student may be reinstated 90 school days following the date of expulsion.

For a student in grade five (5) or below that is expelled for any other reason, the parent/ guardian may initiate a petition for reinstatement at any time, but the student may not be reinstated before ten school days from the expulsion date.

For a student in grade six (6) or above at the time of expulsion, the parent/guardian or the student (if he or she is at least 18 years of age or an emancipated minor) may initiate a petition any time after 150 school days following the date of expulsion. A student may be reinstated 180 school days following the date of expulsion.

Teacher "Snap Suspension"

A teacher may suspend a student from the teacher's classroom for up to one day by utilizing a "snap suspension". The law requires a teacher who imposes this option to immediately report the "snap suspension" to the office, then, as soon as possible, schedule a meeting with the suspended student's parent(s) or guardian(s) and attempt to include the school counselor, social worker, or psychologist. If the teacher or parent requests that a school administrator attend, the teacher must also include the administrator in the meeting [MCL 380.1309]. A student may return that school day to the classroom, subject, or activity for which he or she was suspended, with the concurrence of the teacher and the school principal [MCL 380.1309].

A student may be removed from a class, subject, or activity for one (1) day by his/her teacher for conduct that is so unruly, disruptive, or abusive that it materially interferes with the teacher's ability to effectively teach the class, or s/he may be given a short-term suspension by the Superintendent or the principal/designee. A student so removed will be allowed to attend other classes taught by other teachers during the term of the one (1) day removal.

Suspension and Expulsion

Students may be suspended and/or recommended for expulsion based upon the severity of an offense, number of offenses committed at one time, and/or number of offenses committed over a period of time. When possible, teachers and/or administrators should attempt to utilize progressive discipline.

Committee Review and Recommendation for Reinstatement

The Board of Education may include conditions for reinstatement, including the successful completion of a restorative justice process or a similar effort, which the student can complete during the exclusion period or as a condition for returning to school. If the District denies a petition for reinstatement, the petitioner may petition another school district for reinstatement. The following timelines and procedures apply to reinstatement:

Within ten (10) school days after receiving a petition for reinstatement, the Superintendent's designee shall convene a review committee, comprised of two school board members, one school administrator, one teacher, and one parent of a student in the school district to review the petition and any supporting information submitted by the petitioner. During this time, the Superintendent may prepare and submit information concerning the circumstances of the expulsion and any factors weighing in favor of or against reinstatement.

Not later than ten (10) school days after being appointed, the committee must review the petition and supporting information, together with information provided by the District, and submit a recommendation to the Board of Education. The committee may recommend unconditional reinstatement, conditional reinstatement, or against reinstatement. The recommendation must be accompanied by an explanation of the reasons for the recommendation. If the recommendation is for conditional reinstatement, it must include any recommended conditions.

According to law, the committee's recommendation must be based on all of the following factors:

- The extent to which reinstatement of the student would create a risk of harm to pupils or school personnel.
- The extent to which reinstatement would create a risk of school district or individual liability for the school board or school district personnel.
- The age and maturity of the individual.
- The student's school record before the incident that caused the expulsion.
- The student's attitude concerning the incident that caused the expulsion.
- The student's behavior since the expulsion and the prospects for remediation.
- If the petition was filed by a parent or legal guardian, the degree of cooperation and support that has been provided by, and that can be expected from, that person if the student is reinstated, including, but not limited to, receptiveness toward possible conditions placed on the reinstatement [MCL 380.1311(5)(e)].

The committee may also choose to consider such factors as the presence of mental health considerations, family situations that might be impacting the child's behavior, observations from a school-based advocate for the student, and more.

School Board Decision

After receiving the committee's recommendation, the Board of Education must make a decision no later than the next regularly-scheduled board meeting. The Board must decide either to reinstate the student, to conditionally reinstate the student, or to deny reinstatement.

Before conditionally reinstating the student, the Board may require a student and the parent or legal guardian to agree in writing to specific conditions. The conditions may include, but are not limited to, the following:

- Successful completion of a process and evidence of compliance with the resulting agreement developed by the participating affected parties.
- Agreement to a behavior contract which may involve the student, parent or legal guardian, and an outside agency.
- Participation in, or completion of, an anger management program or other appropriate counseling.
- Periodic progress reviews.
- Specified immediate consequences for failure to abide by a condition.

Board policy specifies that the decision of the Board of Education is final and not subject to appeal.

Alternative Education

The district may provide alternative educational options for a student who has been suspended or expelled. The Michigan Attorney General issued an opinion cited as 1985 OAG 6271 in which it was stated that the board of education of a school district which, in accordance with due process requirements, suspends for a lengthy period of time or permanently expels a non-handicapped student who is subject to the compulsory education requirements is not required to provide an alternative education program for a student. Ultimately, it is the responsibility of the parent or legal guardian to locate a suitable alternative education program and to enroll their child in a program during the expulsion.

Mandatory Expulsion

A student who has been expelled for weapons, arson, criminal sexual conduct, or physical assault against an employee or volunteer is expelled from all Michigan public schools except for alternative education programs appropriate for the mandatory expelled student or strict discipline academy [MCL 380.1311(2) and 380.1311a(2)].

A program operated for mandatory expelled students must ensure that a student is physically separated at all times during the school day from the general pupil population. If the student is not placed in an alternative education program or a "strict discipline academy," the school district may provide or arrange for the intermediate school district to provide to the student appropriate instructional services at home. Homebound services are designed to help students who are unable to attend school to keep up with their studies [MCL 388.1709].

SECTION IV: VIOLATIONS OF THE CODE OF STUDENT CONDUCT AND THE SCHOOL COMMUNITY RESPONSES

Student Rights and Responsibilities

If a student feels unsafe or is threatened, the student or the student's parent/guardian should contact a staff member or administrator.

Individual rights relate to individual responsibilities and must be seen in relationship to the safety, health, and welfare of all members of the school community.

Expectations of student conduct should be kept within the bounds of reasonable behavior expected of all members of the community. Students should have freedom and encouragement to express their individuality in school, as long as their conduct does not impede upon the freedom or safety of others. This applies especially to the freedom of fellow students to receive instruction. There must be a balance between

individual freedom and the orderly operation of a classroom, but educators must prioritize keeping students engaged in learning as much as possible.

All students should recognize the consequences of their language, manners, and actions toward each other, school staff, and volunteers. Students need to understand that they benefit from an orderly school operation and, as members of the school community, acknowledge their responsibility to promote a mutually respectful learning environment and support the reduction of any disruption to learning. The following pages list actions that can cause disruptions and, therefore, require some action to address the harm they cause. Whenever possible, the action to address this misconduct should include steps to heal the harm and restore the community members affected (WCS Policy 5780).

Violations of the Code of Student Conduct

Various types of student misconduct are defined below. These definitions of misconduct are not all-inclusive, and should only be interpreted as examples. A student who commits an act of misconduct not listed herein is nonetheless subject to disciplinary action, including “snap suspension” by a teacher for misconduct in a class, subject, or activity.

School district staff may contact parents/guardians for any violation listed below, or use intervention strategies including preventative measures such as intensive instruction, social-emotional learning, PBIS, restorative practices, teacher/student conferences, auxiliary staff/student intervention, As required by law, the staff will refer the last group of violations directly to school administrators due to the serious and/or unlawful nature of the misconduct. At the option of school administrators, a student accused of any violation of The Code of Student Conduct may be referred to a school social worker or counselor, in conjunction with or in lieu of other disciplinary procedures. Where the misconduct is subject to mandatory discipline under state law, however, the school board will act to impose any mandatory sanctions.

In addition to disciplinary actions, administrators and staff may utilize restorative justice practices where appropriate. Restorative Justice (RJ) is an approach to addressing conflict and misconduct that focuses on healing rather than punishment. RJ assumes that misconduct and conflict injure those directly involved (victims and offenders) as well as the broader community to which they belong. Rather than relying on punishment, RJ expects those who cause injuries to make things right with those they have harmed and with their community.

List of Infractions and Illegal Acts

The list below is not all-inclusive and is meant to provide clarification of definitions for common violations. Teachers and administrators shall be given broad leeway when interpreting student actions.

PS 05. Bullying/Cyberbullying: A student will not engage in bullying any student for any reason in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. "At school" includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if the telecommunications access device or the telecommunications service provider is owned by or under the control of the school district or public school academy. "Telecommunications access device" and "telecommunications service provider" mean those terms as defined in section 219a of the Michigan penal code, 1931 PA 328, MCL 750.219a.

"Bullying" means any written, verbal, or physical act, or any electronic communication, including, but not limited to cyberbullying, that is intended or that a reasonable person would know is likely to harm one or more pupils either directly or indirectly by doing any of the following:

- Substantially interfering with educational opportunities, benefits, or programs of one (1) or more pupils.

- Adversely affecting the ability of a pupil to participate in or benefit from the District's or school's educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional distress.
- Having an actual and substantial detrimental effect on a pupil's physical or mental health.
- Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

(WCS Policy 5517.01).
Cyberbullying is defined as:

- Posting a message or statement in a public media forum about any other person if both of the following apply:
    - The message or statement is intended to place a person in fear of bodily harm or death and expresses and intent to commit violence against the person, and;
    - The message or statement is posted with the intent to communicate a threat or with knowledge that it will be viewed as a threat.

Administration will notify local law enforcement of all instances of cyberbullying and students who cyberbully another student may face criminal charges pursuant to MCL 750.411x in addition to school consequences.

PS 156. Cheating/Academic Misconduct: A student will not plagiarize, cheat, gain unauthorized access to, or tamper with educational materials. Discipline under this section may result in academic sanctions in addition to other discipline.

PS 54. Defacement of Property: A student will not willfully cause defacement of, or damage to, property of the school or others. Actions such as but not limited to writing in school textbooks or library books, writing on desks or walls, carving into woodwork, desks, or tables, and spray-painting surfaces are acts of defacement (WCS Policy 5513, 5520).

PS 54. Destruction of Property: A student will not intentionally cause destruction to property of the school or others, including damage to any school issued technology. Actions that impair the use of something are destructive. Ruining bulletin boards, intentionally clogging the plumbing system, breaking light bulbs or fixtures, and damaging school equipment to the point where repair is necessary are examples of acts of property destruction (WCS Policy 5513, 5520).

PS 154. Disorderly Conduct/Disruption of Educational Process: A student shall not commit any action which disrupts or interferes with the functioning of school personnel or any student or group of students. (WCS Policy 5520).

PS 56. Failure to Serve Assigned Detention: A student will not fail to serve an assigned detention of which students and/or parents/guardians have been notified. Notification needs to be confirmed. Alternative consequences could be approved by school administrators for students who lack transportation (WCS Policy 5500).

PS 171. False Identification: A student will not use another person’s identification or give false identification to any school official with intent to deceive school personnel or falsely obtain money or property (WCS Policy 5500).

PS 07. Fighting: A student will not physically fight with another student. If the student is in grade six (6) or above, mandatory suspension is required under state law and board policy (WCS Policy 5500)

PS 157. Forgery: A student will not sign the name of another person for the purpose of defrauding school personnel or the Board of Education.

PS 175. Fraud: A student will not deceive another or cause another to be deceived by false or misleading information in order to obtain anything of value.

PS 50. Gambling: A student will not engage in any game of chance or contest wherein money or other items of monetary value are awarded to the winner, except for those games and contests authorized as official school functions.

PS 115. Gang Activity: A student will not, by use of violence, force, coercion, threat of violence, or gang activity, cause disruption or obstruction to the educational process. Gangs are defined as organized groups of two or more students and/or adults who engage in activities that threaten the safety of the general populace, compromise the general community order, and/or interfere with the school district's education mission.

Gang activity includes but is not limited to any one of the following:

- Wearing or displaying any clothing, jewelry, colors, or insignia that intentionally identifies the student as a member of a gang, or otherwise symbolizes support of a gang.
- Using any word, phrase, written symbol, or gesture that intentionally identifies a student as a member of a gang, or otherwise symbolizes support of a gang.
- Gathering of two or more persons for purposes of engaging in activities or discussions promoting gangs.
- Recruiting student(s) for gangs.

PS 05. Harassment/Intimidation: A student will not engage in or participate in any behavior that is included in the definition of harassment or intimidation. "Harassment or intimidation" means any gesture or written, verbal, or physical act 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. Harassment or intimidation includes, but is not limited to, a gesture, or written, verbal, or physical act, to include the use of electronic means such as social media, texting, or telephone communications. (WCS Policy 5517).

PS 56. Hazing: The act of hazing is a crime in Michigan and will not be tolerated in the district. A student will not engage in or participate in any behavior that is included in the definition of hazing. The term "hazing" means "an intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against an individual and that the person knew or should have known endangers the physical health or safety of the individual, and that is done for the purpose of pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization." The term "organization" means "a fraternity, sorority, association, corporation, order, society, corps, cooperative, club, service group, social group, athletic team, or similar group whose members are primarily students at an educational institution." [MCL 750.411t] (WCS Policy 5516).

PS 56. Improper, Negligent, or Reckless Operation of a Motor Vehicle: A student will not intentionally or recklessly operate a motor vehicle so as to endanger the safety, health, or welfare of others on school property.

PS 56. Public Display of Affection: Students will not engage in displays of affection that disturb the peace or good order of the school or school-related environment.

PS 172. Inappropriate Dress and Grooming: A student will not dress or groom in a manner that disrupts the educational process or is detrimental to the health, safety, or welfare of others (WCS Policy 5511).

PS 163. Use of Electronic Communication Devices: Students may possess a cellular telephone or other electronic communication device while at school, provided that during school hours and on a school vehicle the cellular phone or electronic communication device remains off and out of sight, unless authorized school personnel or building guidelines have given students permission to use them. The use of picture or video taking capability of any electronic communication device at any time during instructional hours may result in confiscation, disciplinary action, and/or legal repercussions (WCS Policy & AG 5136).

Administrators may search the electronic communication device of a student if they can articulate reasonable suspicion that the device contains evidence of any violation of state or federal law, or violations of any other provision found within this Code. Administrators may require students to delete photos or videos taken during instructional hours or which otherwise constitute a violation of this Code of Conduct.

PS 170/PS 154. Insubordination/Unruly Conduct: A student will not willfully ignore or refuse to comply with directions or instructions given by school authorities. Refusing to open a book, write an assignment, work with another student, work in a group, take a test or do any other class or school-related activity not listed herein, refusing to leave a hallway or any other location when instructed by a school staff member, or running away from school staff when told to stop constitutes unruly conduct.

PS 173. Leaving School Without Permission/Skipping: A student will not leave the school building, classroom, cafeteria, assigned area, or campus during instructional hours without permission from authorized school personnel (WCS Policy 5200).

PS 120. Loitering: A student will not remain or linger on school property without a legitimate purpose and/or without proper authority.

PS 162/PS 168/PS 175. Possession of Inappropriate Personal Property: A student will not possess personal property that is prohibited by school rules or that is disruptive to teaching and learning, including, but not limited to, pornographic or obscene material, laser lights, or personal entertainment devices. Certain devices may be permitted for health or other reasons, if approved by the administration.

PS 166. Profanity and/or Obscenity Toward Students: A student will not verbally, in writing, electronically, or with photographs or drawings direct profanity or insulting, obscene gestures toward any other student (WCS Policy 5520).

PS 166/PS 06. Profanity and/or Obscenity Toward Staff: A student will not verbally, in writing, electronically, or with photographs or drawings direct profanity or insulting, obscene gestures toward any school district staff members or adult volunteers (WCS Policy 5520).

PS 09. Sexual Harassment: A student will not use words, pictures, objects, gestures, or other actions relating to sexual activity or a person's gender that cause embarrassment, discomfort, or a reluctance to participate in school activities (WCS Policy 5517). Furthermore, a student will not make unwelcome sexual advances, request sexual favors or engage in verbal communication or physical conduct of a sexual nature with or toward any other student, school district personnel, or adult volunteers (WCS Policy 5517).

PS 159. ***Sexual Misconduct:*** Students will not engage in any act of sexual misconduct to include consensual sexual acts, while on school district property, at district sponsored events or activities on or off campus, or on district provided transportation. This includes, but is not limited to, sexual intercourse, penetration of genitals in any manner, oral sex, or fondling of genitals. The district reserves the right to discipline students of any age, separate from Criminal Sexual Conduct statute, for sexual misconduct if the district can show the acts were consensual.

PS 159. Possession or Use of Smoking Products/Vapor Products: A student will not smoke, possess, or use e-smoking devices, tobacco, or alternative cigarette options including but not limited to dip, snuff, hookah, vapor products, or possess any substance containing tobacco or nicotine in any area under the

control of a school district, including all activities or events supervised by the school district [MCL 750.473] [MCL 722.642] (WCS Policy 5512).

PS 174. Tardiness: A student will not fail to be in his or her place of instruction at the assigned time without a valid excuse (WCS AG 5200).

PS 158. Technology Abuse: A student will not violate the district's "Technology Use Guidelines." (WCS Policy & AG 5136)

PS 43. Theft or Possession of Stolen Property: A student will not, without permission of the owner or custodian of the property, take property or have in his or her possession which does not belong to the student (WCS Policy 5500).

PS 05. Threat/Coercion: A student will not threaten another with bodily harm. A student will not coerce another to act or refrain from acting. Coercion is defined as the "intimidation of a victim to compel the individual to do some act against his or her will by the use of psychological pressure, physical force, or threats."

PS 46. Trespassing: A student will not enter upon the premises of the school district, other than the location to which the student is assigned, without authorization from proper school authorities. If removed, suspended, or expelled from school, a student will not return to the school premises without permission of the proper school authorities [MCL 750.552].

PS 45. Truancy: A student will not willfully and repeatedly fail to report to the school's assigned class or activity without prior permission, knowledge, or excuse by the school and parent/guardian [MCL 712A.2(a)(4)] (WCS Policy 5200).

PS 56. Weapon Look-A-Likes: A student shall not possess, use, sell, or distribute a toy weapon, a look-a-like or replica weapon except with the prior approval of a teacher or an administrator for appropriate educational use (WCS Policy 5772).

PS 159. Actions of Misconduct: Acts which are clearly in defiance of school rules or school staff but which are not specifically captured in this list. This includes off campus misconduct related to school or school activities. Acts of repeated insubordination or disrespect to administrators, teachers, or support staff, will be considered persistent disobedience.

PS 31/PS 30. Alcohol and Drugs: A student will not possess, use, offer to buy or sell, or purport to buy or sell, a controlled substance, dangerous drug, prescription drug, counterfeit drug, intoxicating or mind altering substance (synthetic or natural), a single or combination of legal or illegal substances for the purpose of altering one's state of mind, or alcohol. A student legally in possession of prescribed medication will not be in violation of this section as long as his/her use and possession of the prescribed medication is authorized at school and the student follows the required possession and use protocols as defined by the school (WCS Policy 5530, 5532).

PS 48. Extortion: A student will not make another person do any act against his or her will, by force or threat, expressed or implied [MCL 750.213].

PS 42. False Fire Alarm or Bomb Report; Tampering with Fire Alarm System: Unless an emergency exists, a student will not intentionally sound a fire alarm or cause a fire alarm to be sounded, nor will a student falsely communicate or cause to be communicated that a bomb is located in a building or on school property, or at a school-related event. These acts are prohibited, irrespective of the whereabouts of the student. A student will not destroy, damage, or otherwise tamper with a fire alarm system in a school building. If a student enrolled in grade six (6) or above makes a bomb threat or similar threat directed at a school building, other school property, or a school-related event, then the school board or its designee shall suspend or expel the student from the school district for a period of time as determined at the discretion of the school board, or its designee [MCL 380.1311a(2)].

PS 42. Misuse of District Notification Systems: A student may not use the school PA system or lockdown notification system (commonly known as the Epic System) unless used to address an emergency or unless an emergency is reasonably believed to exist.

PS 56. Felony: A student will not commit a criminal act that may result in being convicted of a felony offense at any time. Felony is defined as "any serious crime for which the possible maximum sentence is more than one year in prison."

PS 167. Fireworks: A student will not possess, handle, transmit, conceal, or use any fireworks or firecrackers on school property or any school-related event.

PS 170. Interference with School Authorities: A student will not interfere with administrators, teachers, or other school personnel or volunteers by threat or violence (WCS Policy 5520).

PS 04. Robbery: A student will not take or attempt to take from another person any property, by force or threat of force, expressed or implied [MCL 750.530].

PS 154. Acts of Disrespect and Other Behaviors: A student will not disrespect any staff member or volunteer at any time. Students will act in a manner that is not disruptive to the order and discipline of the educational process.

Mandatory Expulsion Violations

PS 55. Arson (Starting a Fire): A student will not intentionally, by means of starting a fire, cause harm to any property or person, or participate in the burning of any property or person. "Arson" means a felony violation as set forth in Chapter X of the Michigan Penal Code [MCL 750.71 to MCL 750.80].
PS 03. Sexual Assault: A student will not sexually assault another person. If a student commits criminal sexual conduct at any time while under the control of the District, the school board or its designee shall expel the student from the school district permanently, subject to possible reinstatement, pursuant to MCL 380.1311(5) [MCL 380.1311(2)]. "Criminal sexual conduct" means a violation as set forth in Chapter LXXVI of the Michigan Penal Code [MCL 750.520b to MCL 750.520g] (WCS Policy & AG 5517).

PS 23. Weapons - Dangerous Instruments: A student will not possess, handle, transmit, or use a dangerous instrument capable of harming another person. A "dangerous instrument" means any device intended to cause injury or bodily harm, any device used in a threatening manner that could cause injury or bodily harm, or any device that is primarily used for self-protection. Dangerous instruments include, but are not limited to, chemical mace, pepper gas or like substances, stun guns, BB guns, pellet guns, razors, or box cutters (WCS Policy 5772).

PS 23. Weapons - Dangerous Weapons: A student will not possess, handle, transmit, or use as a dangerous weapon an instrument capable of harming another person. A "dangerous weapon" means a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles [MCL 380.1313] (WCS Policy 5772).

PS 23. Weapons - Use of Legitimate Tools as Weapons: A student will not use a legitimate tool, instrument, or equipment as a weapon with the intent to harm another. These items include, but are not limited to, pens, pencils, compasses, or combs.

PS 07/PS 08. Physical Assault: A student will not physically assault another person. "Physical assault" means intentionally causing or attempting to cause physical harm to another through force or violence [MCL 380.1310(3)(b), MCL 380.1311a(12)(b)]. (WCS Policy 5517.01). A student in grade six (6) or above shall be permanently expelled for any assault against an employee, contractor, or a volunteer of the district. A student in grade (6) or above who commits physical assault against another student shall be suspended or expelled for up to 180 days.

SECTION V: OTHER STUDENT RESPONSIBILITIES

The school community encourages student responsibility in terms of attendance, technology, and property. The expectations for these issues are defined below.

Attendance

A parent must notify the school on the day a student is to be absent unless previous notification has been given in accordance with school procedure for reporting absences. If such notification is not received, the school or designee should notify by telephone or in writing the student's parents, guardian, or legal custodian of a child's absence. The parent is responsible for providing the school with current home and/or work telephone numbers and to notify the school of any change in the above information. The District accepts only the following as excusable reasons for absence from school. Each absence shall be explained in writing and signed by the student's parents. The excuse shall be submitted to the school office and filed as part of the student's school record. A student shall be marked “verified absent” if parents/guardians contact school to verify the student’s absence for reasons outside the excusable reasons listed below. A student shall be marked “unverified absent” if there is not contact from a parent/guardian when a student is absent. A written excuse for absence from school may be approved for one (1) or more of the following reasons or conditions:

A. **Personal Illness**

   The administrator may require a doctor's confirmation if s/he deems it advisable.

B. **Illness in the Family**

C. **Quarantine of the Home**

   This is limited to the length of the quarantine as fixed by the proper health officials.

D. **Death of a Relative**

E. **Observance of Religious Holidays**

   Any student shall be excused for the purpose of observing a religious holiday consistent with his/her creed or belief.

F. **Absence During the School Day for Professional Appointments**

   Parents are to be encouraged to schedule medical, dental, legal, and other necessary appointments other than during the school day. Since this is not always possible, when a student is to be absent for part of the day the student shall report back to school immediately after his/her appointment if school is still in session.

A student shall be considered truant each day or part of the day s/he is inexcusably absent from his/her assigned location. **Absence** is defined as nonpresence in the assigned location any time beyond the tardiness limit. A student will be considered tardy rather than absent if s/he is in his/her assigned location for at least half of the school day or activity.

Truancy demonstrates a deliberate disregard for the educational program and is considered as a serious matter. Administrative action taken will be as follows:

A. No credit will be recorded for work missed as a result of truancy.

B. A record of the truancy will be entered in the student's record file.

C. A parent conference may be held.

The disciplining of truant students shall be in accord with Board policies and due process, as defined in Policy 5611 and the Student Code of Conduct.

Truant students who are minor parents are to be reported to the County Family Independence Agency.

Students Leaving School During School Day

A. No staff member shall permit or cause any student to leave school prior to the regular hour of dismissal except with the knowledge and approval of the principal and with the knowledge and approval of the student's parents.

B. No student will be released to any government agency without proper warrant or written parental permission except in the event of an emergency as determined by the parent.

Further information regarding attendance can be found in Board of Education Policy and Administrative Guideline 5200.

Technology

The student will respect school district technology by adhering to the district's technology use policy. (WCS Policy & AG 5136)

Property

The student will respect the school-district-provided property by adhering to the district's policy (WCS Policy 5513). For lockers and locker contents, see Attachment 1.

Parking lots and parking spaces are the property of Warren Consolidated Schools, to be used by eligible high school students for the lawful driving and parking of motor vehicles to and from school. All student vehicles must have a vehicle pass displayed while on the property of Warren Consolidated Schools. Any student vehicle parked without a valid vehicle pass may be ticketed and/or towed at the operator's expense.

All vehicles on school property are subject to search if school officials have reason to believe the vehicle may contain contraband or evidence of a violation of any of the above listed infractions. Students are expected to drive and park respectfully and safely without infringing on the rights of others. Students may have their driving privileges revoked while on school property at any time. This revocation may be verbal or written, and may be given by any administrator of Warren Consolidated Schools who witnesses an unsafe act, or any time there is reasonable suspicion based upon the preponderance of the evidence that the driver committed an unsafe act. The length or duration of the revocation of driving privileges is at the discretion of the building administrator or his/her designee.

SECTION VI: ASSURANCE OF COMPLIANCE WITH FEDERAL LAWS

An appeal procedure has been prepared which may be used by students and their parents who wish to make complaints regarding the statement of assurance below. For more information, students and parents should call Student Affairs at 825-2400 in the School District Administration Building at 31300 Anita Drive, Warren, MI 48093.

SECTION VII: NON-DISCRIMINATION AND EQUAL OPPORTUNITY IN EDUCATION

Warren Consolidated Schools does not discriminate on the basis of race, color, religion, sexual orientation, gender and gender identity, disability, age, and national origin (Title VI of the Civil Rights Act of 1964), gender (Title IX of the Education Amendments of 1972), disability (Section 504 of the Rehabilitation Act of 1973), or age (Age Discrimination Act of 1975) in its programs or activities. The following person(s) have been designated to handle inquiries regarding the nondiscrimination policies:

Executive Director of Employment and Labor Relations
31300 Anita, Warren, MI 48093
586-698-4099

Director of Security and Crisis Management
31300 Anita, Warren, MI 48093
586-698-4111

SECTION VIII: STUDENT RECORD PRIVACY AND ACCESS

The School District works to protect the privacy of students and their families. Only ordinary directory information is released publicly as permitted by federal law. Such information is limited to student's name, address, student's birth date, a place of birth, major field of study, participation in officially recognized activities, photos and videos of students participating in school activities, and the most recent educational institution attended. Some directory information might also appear in school yearbooks and school district literature and videos. The District does not permit the release of class lists of names and addresses of students to commercial firms. Student file information is strictly controlled and is not available to anyone except as authorized in writing by parents or guardians of minors, or by adult students, or as provided in State/Federal law. Likewise, parents of minors or adult students may review their student record at school with an administrator, counselor, or other assigned staff member. To do this, they need only call the school for an appointment to review records. Such appointments are arranged usually within five school days. Record data which a parent may feel is incorrect can be the basis for appeal for the purpose of seeking correction. When students enroll in other elementary or secondary schools appropriate record information is sent at school expense to the receiving school, when requested by that school. When our high school graduates need record copies for college entry and employment, the first request is honored and sent free of charge. There will be a charge for all additional requests.

SECTION IX: OTHER

A. SECRET WITNESS PROGRAM

Students and parents are encouraged to anonymously report by phone or in writing to administrators any suspected pupil misconduct using the OK 2 SAY hotline at 1-855-565-2729. Students and parents may also report in person to a WCS staff member or administrator. Students and parents reporting violations of suspected pupil misconduct or violations of law will not be identified unless required by law.

B. OFF-CAMPUS MISCONDUCT

Students are subject to the authority of District officials and the Student Code of Conduct going to and from school and/or school-sponsored events and activities, and at school-sponsored events and activities which take place off school premises.

Students are also prohibited from engaging in off-campus conduct of a criminal nature and/or which poses a likelihood of danger to the health, physical or emotional, or welfare of students or District Personnel, or which reasonably makes the continued presence of the student in the school disruptive to the educational process.

A student who has engaged in misconduct resulting in expulsion or long term

suspension in another school system, public or private, or who is charged by school authorities to have engaged in misconduct in another school system, but who has withdrawn from said school system before such misconduct was established by an appropriate hearing, which misconduct, if true, is of sufficient gravity to pose a threat to the health or welfare of students or District Personnel, may be subject to suspension or expulsion where such misconduct has been established in a hearing before the Superintendent or his designee pursuant to the same due process hearing provisions set forth in this Code of Conduct.

C. AGE OF MAJORITY

Students who reach the age of 18 years are deemed to be adults of legal age having the same duties, liabilities, responsibilities, rights, and legal capacity as any other adult. Each student will be responsible for providing evidence of attainment of the age of majority to the appropriate school authority either during the first three school days of the month in which he/she becomes 18 years of age, or upon registration, if an adult at that time.

A Registration, Health and Emergency Information Card will be completed and signed by the adult student. Students will indicate on the registration card whether reports and communication regarding his/her school program and performance should be provided to him/her or his/her parents. These cards must be completed at each school the student attends.

D. STUDENT IDENTIFICATION CARDS

Students will receive an identification card shortly after the beginning of the school year. A picture taken at the time of registration will appear on the card. Since students are required to show I.D. cards upon request of an administrator, teacher, or other school personnel and are needed to secure library books, pass through the halls, and attend school functions, they must be carried by students at all times.

E. TEXTBOOKS

All basic texts and supplies are provided to students for their use during the school year. Textbooks are to be kept clean and handled carefully. We do charge a fine based on the amount of abuse, misuse, or value of a lost book. Fines for lost books are paid in the Main Office. A replacement is provided at that time. Students are encouraged to use book covers on their textbooks to reduce wear and tear.

F. RELEASE OF RECORDS

No records or information about a student will be released by the school except directory information unless the student or parent/guardian has signed a release indicating what information may be given out. This could include information about grades, attendance, test scores, etc. The student or parent/guardian must also indicate to which agencies the information may be released. Counselors will have the necessary release forms.

G. COUNSELING AND GUIDANCE

Guidance and counseling services are available for every student in the school. The counselor will be glad to listen to you and to keep matters confidential. See your counselor when you are having difficulty with school subjects, need to talk to someone about a personal, school, or home problem, or when you desire vocational, college, or employment information. Your counselor can also help you with planning next year's program, scholarship or testing information, or scheduling problems. Students wishing to visit a counselor should contact the counseling secretary in their counseling center to make an appointment.

H. MEDIA CENTER

The media center has books, magazines, and pamphlets for assigned study and recreational reading. It is open for use during the entire school day, and a short time before and after school. Books can be checked out for two weeks, magazines for three days. Fines for overdue, lost, or damaged books will be assessed. Librarians are there to assist you. Reference books are to be used only in the library. Audio visual aids are also available. Students should get passes to enter the media center from one of their teachers.

I. HEALTH SERVICES

Students who become ill during the school day should report to their attendance office. If the student is ill enough to go home, the office will contact a parent and the student will be released from school. If this procedure is not followed and the student leaves without properly checking out, the student will be given an un-excused absence for all classes missed.

J. SCHOOL LUNCH

The lunch period is a closed lunch policy for all freshmen, sophomores, and juniors. Students must stay in the Cafeteria throughout their lunch. You are responsible to clean the table at which you sit, to return your tray to the window, and to put all trash in containers. No food is to be taken out of the Cafeteria. No food or product delivery services to students are allowed in school (e.g. Door Dash, Uber Eats, pizza delivery, etc.).

K. WITHDRAWAL/TRANSFER

Follow this procedure:

1. Visit your counselor for appropriate forms.
2. Have the forms filled out by teachers and librarian, return all school books and property, and make sure all fees are paid.
3. Take completed forms to your counselor for final clearance. Parents must confirm all withdrawals or transfers unless the student has acquired age of majority status.

L. CANCELLATION OF SCHOOL

In the case of bad weather or other emergencies, the Superintendent may cancel school. You are advised to tune your television to WJBK-TV (Fox-2), WDIV-TV (TV-4), WXYZ-TV (TV-7), radio to WJR (760 AM), WWJ (950-AM), or visit the WCS website at www.wcskids.net for official announcements. Do not call the school. Arrange for an alternate place to go in the event your parents are not home.

M. FIRE, TORNADO, EMERGENCY DRILLS

In the case of any emergency drill, students are expected to follow the instructions of their teachers. In the event of a tornado watch, stay in the designated areas away from windows and wait for instructions. Schools are required by law to complete 5 fire drills, 3 lockdown drills, and 2 tornado drills each school year. Any student on District property during a scheduled drill or actual emergency shall follow the directions of District staff or emergency responders. Use of electronic communication devices during any drill or actual emergency is strictly prohibited.

N. SCHOOL VISITORS

All visitors are required to report to the school's Main Office and secure administration permission to remain within the school or on school property. The school policy is to accept only those visitors who have legitimate business at the school. Guests and visitors must register in the office. Parents are always welcome. However, classroom observations must be scheduled in advance, and restrictions may apply to parents whose parental rights are restricted by the court

process. In addition, parents will be subject to emergency response protocols during emergency situations, which could include restricting access or restricting departure during an emergency situation. Students wishing to bring a guest to school must obtain proper approval from the office and secure a pass. Visitors are expected to leave promptly when their business is completed.

O. SMOKING

State law has declared that all school properties are to be smoke free zones. Students and parents should be aware that smoking in school or on school property is totally prohibited.

P. GRADING AND REPORT CARDS

Grades K – 2 – Report Cards are issued at the end of the Trimester.

Mastery – Student can apply knowledge to new situations in an appropriate and meaningful manner.

Developing Mastery – Student can use the knowledge in a variety of ways but does not always apply knowledge in an appropriate and meaningful manner.

Basic Understanding – Student has demonstrated a basic understanding of the course content, skills, and processes.

Incomplete Understanding – Student made an attempt using appropriate content.

Grades 3 – 8

3-5 - Report cards issued at end of the Trimester.
6-8 - Report cards issued at end of each Quarter.

Progress Development

Mastery – Student can apply knowledge to new situations in an appropriate and meaningful manner.

Developing Mastery – Student can use the knowledge in a variety of ways but does not always apply knowledge in an appropriate and meaningful manner.

Basic Understanding – Student has demonstrated a basic understanding of the course content, skills, and processes.

Incomplete Understanding – Student made an attempt using appropriate content.

Achievement
A - Outstanding
B - Above Average
C - Average
D - Below Average
E - Significant effort but has not reached mastery of course content
F - Little or no effort to reach mastery of course content

Citizenship/Effort
1 - Outstanding
2 - Satisfactory
3 - Needs Improvement

Grades 9 – 12 – Report Cards issued every Quarter.

Achievement
A - Outstanding
B - Above Average
C - Average
D - Below Average
E - Significant effort but has not reached mastery of course content
F - Little or no effort to reach mastery of course content

Citizenship/Effort
O - Outstanding
G - Good
S - Satisfactory
N - Needs Improvement
U - Unsatisfactory/Unacceptable

"I" is given when work is incomplete because of a necessary absence. Failure to make up the incomplete work within five school weeks of the time of issuance will result in an automatic "F" for that marking period.

Q. PERSONAL CURRICULUM

The Personal Curriculum (PC) is an option any student or family can explore as a way to modify certain graduation requirements and earn a diploma. The PC is a process to modify specific high school credit requirements and/or content expectations based on the individual learning needs of a student.

State statute allows personal curriculum modification in order to:

- Go beyond the academic credit requirements by adding more math, science, English language arts, or world languages credits; or completing a department-approved formal career and technical education program.
- Modify the State Content Standards for Mathematics.
- Modify, when necessary, the credit requirements of a student with an Individualized Education Program (IEP)
- Modify credit requirements for a student who transfers from out of state or from a nonpublic school and is unable to meet MMC requirements.

Students and/or parents should contact their high school counselor for more information on the Personal Curriculum if applicable.

R. PARENT - TEACHER CONFERENCES

Twice each year parent-teacher conferences are held at the building or virtually for all parents to meet teachers to discuss student progress. Additional conferences may be arranged by calling the school.

S. TRANSPORTATION

Students may need to travel within the School District for school events, activities, sports, or other school-related reasons. All students who desire to travel within the District for such activities are required to first provide their school with a fully-completed "**Parent Authorization and Hold Harmless Agreement for Student Travel Form**." Participating in travel without providing the properly-completed form may result in discipline under the parameters designated for an infraction. The District assumes no liability for, and bears no responsibility for, accidents or injuries that may occur during intra-district travel.

Sexual Harassment and Sexual Assault Information Guide

Warren Consolidated Schools

District Title IX Coordinator

Rick Scholz
31300 Anita Dr
586-825-2400 ext. 65110
RickScholz@wcskids.net

District Policies Related to Sexual Harassment and Sexual Assault

Policy on Sexual Harassment (0145):

Sexual harassment includes all unwelcome sexual advances, requests for sexual favors, and verbal or physical contacts of a sexual nature whenever submission to such conduct is made a condition of employment or a basis for an employment decision, or when such conduct has the purpose or effect of unreasonably interfering with work performance or creating an intimidating, hostile, or offensive working environment.

The sexual harassment of a District staff member or student by a member of the Board is strictly forbidden. Any member who is found to have sexually harassed a member of the staff or a student, will be subject to discipline by the Board and may be reported to law enforcement authorities.

Policy of Sexual Assault (5517.02):

Sexual violence, as used in this policy, refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (e.g., due to the student's age, intellectual or other disability, or use of drugs or alcohol).

Sexual violence includes rape, sexual assault, sexual battery, sexual abuse, and sexual coercion. Sexual violence can be carried out by school employees, other students, or third parties. All such acts of sexual violence are forms of sexual harassment and, in turn, sex discrimination prohibited by Title IX.

For complete policies on sexual harassment and assault, visit the district's Title IX webpage at:
https://www.wcskids.net/Departments/Security-Crisis/Title-IX/index.html

The policies prohibit adverse action against a person for reporting sexual harassment and sexual assault.

SEARCHES OF PUPILS' LOCKERS AND LOCKER CONTENTS (ATTACHMENT 1)

Lockers Are School Property

All lockers assigned to pupils are the property of the school district. At no time does the school relinquish its exclusive control of its lockers. The school principal or his/her designee shall have custody of all combinations to all lockers or locks. Pupils are prohibited from placing locks on any locker without the advance approval of the school principal or his/her designee. (WCS Policy 5771)

Legitimate Use of School Lockers

The school assigns lockers to its pupils for the pupils' convenience and temporary use. Pupils are to use lockers exclusively to store school-related materials and authorized personal items such as outer garments, footwear, grooming aids, or lunch. Pupils shall not use the lockers for any other purpose, unless specifically authorized by school board policy or the school principal or his/her designee, in advance of pupils bringing the items to school. Pupils are solely responsible for the contents of their lockers and should not share their lockers with other pupils, nor divulge locker combinations to other pupils, unless authorized by the school principal or his/her designee.

Search of Student Property or Locker Contents

Random searches of school lockers and their contents may have a positive impact on deterring violations of school rules and regulations, ensure proper maintenance of school property, and provide greater safety and security for pupils and personnel. Accordingly, the Board Policy authorizes each school principal or his/her designee to search lockers and locker contents at any time, without notice, and without parent/guardian or pupil consent.

The school principal or his/her designee shall not be obligated to but may request the assistance of a law enforcement officer in conducting a locker search. The school principal or his/her designee shall supervise the search. In the course of a locker search, the school principal or his/her designee shall respect the privacy rights of the pupil regarding any items discovered that are not illegal or against school policy and rules (WCS Policy 5771).

Seizure

When conducting locker searches, the school principal or his/her designee may seize any illegal or unauthorized items, items in violation of board policy or rules, or any other items reasonably determined by the school principal or his/her designee to be a potential threat to the safety or security of others. Such items include, but are not limited to, the following: firearms, explosives, dangerous weapons, flammable material, illegal controlled substances or controlled substance analogues or other intoxicants, contraband, poisons, and stolen property. Law enforcement officials shall be notified immediately upon seizure of such dangerous items or seizure of items that schools are required to report to law enforcement agencies under the Statewide School Safety Information Policy. Any items seized by the school principal or his/her designee shall be removed from the locker and held by school officials for evidence in disciplinary proceedings and/or turned over to law enforcement officials. The parent/guardian of a minor pupil, or a pupil eighteen (18) years of age or older, shall be notified by the school principal or his/her designee of items removed from the locker. (WCS Policy 5771)

Notice of Policy

A copy of the local school board policy regarding locker searches is provided on the district website for review by each pupil and parent/guardian of the pupil assigned a school locker. (Posted online as WCS Policy 5771)

INSTRUCTIONS TO PARENTS/GUARDIANS: Please sign, detach, and return this page to your child's homeroom teacher after reading this Code of Student Conduct, discussing it with your child, and obtaining your child's signature.

BOARD OF EDUCATION
Warren Consolidated Schools

CODE OF STUDENT CONDUCT PARENT REVIEW
(ATTACHMENT 2)

Homeroom Teacher: _____

Name of Student: _____

Distribution Date: _____

As the parent/guardian of _____, I have read and discussed the Code of Student Conduct with my child.

_____ Date: _____
Parent/Guardian Signature

_____ Date: _____
Parent/Guardian Signature

_____ Date: _____
Student Signature