



John D. Pierce Middle School

VISION STATEMENT:

The staff of Pierce Middle School envisions an educational environment where:

1. *expectations and consequences are clear, fair and consistently applied.*
2. **teachers provide students with challenging and engaging activities that are clearly related to the grade level standards and skill being taught.**
3. *teachers meet the diverse and changing needs of their students by continually adapting curriculum, instruction and assessments.*
4. **students are provided the support they need to meet high academic standards.**
5. *students and staff value diversity, civility, service and democratic citizenship.*
6. **students are given opportunities to use many and varied approaches to achieve and demonstrate competence and mastery of standards.**
7. *students rise to the expectations set by all of the adults in the building.*

Student Handbook 2011 – 2012

25605 Orangelawn
Redford, MI 48239

<http://southredford.net/1U45964Q>

South Redford School District
Administration: 313-535-4000

Front Office:
313-535-4000, ext. 1659

**Attendance & Counseling
Office: 313-535-4000 ext.
1675**

South Redford School District
Administration: 313-535-4000

Principal: Mr. Jason Riggs
Ext. 1655
riggs@southredford.net
Assistant Principal: Mr. Russell Justice
Ext. 1656
Justru01@southredford.net

*** If this planner is lost,
destroyed, stolen or damaged,
a replacement fee of
\$5.00 will be charged.**

This handbook is a summary of the school's rules and expectations, and is not a comprehensive statement of school procedures. The Board's comprehensive policy manual is available for public inspection through the District's website: <http://southredford.net/1UOM6N2O> or at the Board office, located at the Jan W. Jacobs Administrative Offices on Schoolcraft Road.

Planners are needed at all times with students. Tardy infractions and mild behavior infractions are tracked in the planner and parents should look in both areas daily for updates on your child's performance

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<https://zangleweb.resa.net/SouthRedford/ParentConnect/> to access grades.

<https://hosted106.renlearn.com/129930/HomeConnect/Login.aspx> to access **Home Connect** for Math and Literacy progress.

WELCOME TO PIERCE MIDDLE SCHOOL:

This folder has been prepared to help you. It will help you with the kinds of things you need to know to have a pleasant and productive school year. We wish you success. If you can **be respectful, be responsible and be safe** you'll enjoy and benefit from your experiences here. Don't sit back; participate in many school functions. Play football, basketball and softball. Join the swim team, volleyball or track team. Attend Activity Nights, campaign for a school office, volunteer to serve on a committee or become involved in our Fine Arts Program. **BE A LEARNER!**
(See PBS Expectations Matrix within the planner)

MASCOT: Patriot COLORS: Red, White, and Blue

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- 4. students are provided the support they need to meet high academic standards.**
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- 6. students are given opportunities to use many and varied approaches to achieve and demonstrate competence and mastery of standards.**
- 7. students rise to the expectations set by all of the adults in the building.*

ACADEMIC DISHONESTY:

No student can use another person's work as his/her own. If another person's work is used in part or whole, that must be noted with the proper footnotes, citations, or reference sources. Academic dishonesty will lead to loss of credit for the assignment and administration review for potential suspension from school in most cases.

ACADEMIC STUDENT CODE OF CONDUCT

The rules and regulations of a school are the laws of that community. All those enjoying the rights of citizenship in the school community must accept the corresponding responsibilities of citizenship. A basic responsibility of those who enjoy the rights of citizenship is to respect the laws of the community and the rights of the other members of that community.

Samples of expectations for students include the following:

1. Students will accept responsibility for all their actions.
2. Students will complete projects and courses of study which they have begun.
3. Students will strive for excellence in all their work and will respect achievement in their fellow students.
4. Students will discipline themselves to listen, learn, and study, recognizing that long-term achievement is more important to their happiness than short-term pleasure.

5. Students will respect the authority of their parents and teachers because that authority is necessary for the welfare of their family, school and community.

6. Students will work together with others to improve their school, community and world.

ACADEMIC SUPPORT PROGRAMS

Students are asked to utilize academic support programs offered by the school. On a regular basis, Pierce offers the following support programs before, after or during school: Academic Homework Clinics with the team teachers, parent/student meetings with the team upon request, and individual teacher support when requested.

ACCIDENTS, INJURIES, AND ILLNESS:

In cases of student accident or illness, the student should request permission to go to the counseling office, where parents will be notified.

In cases of accident or injury students should not attempt first aid. A teacher or the counseling office should be notified immediately (and the School Based Health Clinic).

No medicines are given internally at school. If there is a health matter, which requires a student to take medication during the school day, prior arrangements are to be made with the principal or Counseling Office. It is extremely important that every student have an up to date emergency form on file in the counseling office. (see Student Medication section for more details)

ACTIVITY NIGHTS:

The Pierce PTO and Administration sponsor activities called Activity Nights. Announcements will be made as these activities develop. (6:30 – 8:30 PM on selected evenings.)

Schedule for 2011-12 School Year Activity Nights:

October 27, 2011 December 22, 2011

February 2, 2012 April 26, 2012

8TH GRADE DANCE

June 8, 2012 (8th GRADE ONLY)

ATHLETIC ELIGIBILITY

All students who participate in team athletics must be academically eligible. Students must pass 6 out of 7 classes from the previous semester in order to be eligible. Students who become ineligible during the middle of a sports season will be removed from the team.

ATHLETICS:

Participation in athletics is a privilege gained only after suitable academic/citizenship achievement is established. The standards of eligibility are established by two groups: The Michigan High School Athletic Association and the local school. Students must have a Physical Form on file in the front office issued by a doctor on/after April 15, 2011 to be able to participate in any after school sports teams or tryouts for the 2011-2012 school year. Students must also pay an \$85.00 participation fee per sport.

ATTENDANCE:

If you are ill, or going to be absent for other reasons, it is required that parents telephone the counseling office at 937-8880, ext. 1675 between 8:00 and 9:00 a.m. the day of the illness.

If a telephone call has not been made to the counseling office, the student will be marked tardy or absent, depending on the time in.

Homework assignments will be collected by the school at the request of the parent after the 2nd consecutive day of absence. Please make your requests for homework before 9 AM. Parents may also go the www.southredford.net to go on line for homework under Pierce Middle School.

BEHAVIOR AND STUDENT DISCIPLINE

Prohibited Student Conduct

Students may be disciplined for misconduct, including but not limited to the following:

- Using, possessing, distributing, purchasing, or selling tobacco materials.
 - Using, possessing, distributing, purchasing, or selling alcoholic beverages.
 - Using, possessing, distributing, purchasing, or selling:
 - a) Any illegal drug, controlled substance, or cannabis (including marijuana and hashish).
 - b) Any anabolic steroid or performance-enhancing substance not administered under a physician's care and supervision.
 - c) Any prescription drug when not prescribed for the student by a licensed health care provider or when not used in the manner prescribed.
 - d) Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system.
 - e) "Look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance.
 - f) Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.
- Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they have the prohibited substance, as applicable, in their possession.
- Using, possessing, controlling, or transferring a dangerous weapon (defines by Michigan law as a "firearm, dagger, dirk, stiletto, knife with a blade over 3 inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles") or any item which may be used to cause or threaten harm to others, or a "look alike" weapon.
 - Using a cellular telephone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others. All cell phones and similar electronic devices must be kept powered-off and out-of-sight during the regular school day (in a locker) unless: (a) the supervising teacher grants permission; or (b) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
 - Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
 - Disobeying rules of student conduct or directives from staff members or school officials.
 - Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
 - Bullying, hazing, or any kind of aggressive behavior or encouraging other students to engage in such behavior.
 - Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.
 - Being absent without a recognized excuse.
 - Being involved with any public school fraternity, sorority, or secret society.
 - Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
 - Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.
 - Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.
 - Sending, receiving or possessing sexually explicit or otherwise inappropriate pictures or images, commonly knowing as "sexting."
- For purposes of these rules, the term "possession" includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; (d) at any location on school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person.
- Using, possessing, controlling, or transferring a dangerous weapon (defines by Michigan law as a "firearm, dagger, dirk, stiletto, knife with a blade over

The grounds for disciplinary action also apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any time;
- Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
- Traveling to or from school or a school activity, function, or event; or
- Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Disciplinary Measures

Disciplinary measures may include:

- Disciplinary conference.
- Withholding of privileges.
- Seizure of contraband.
- Suspension from school and all school activities. A suspended student is prohibited from being on school grounds.
- Suspension of bus riding privileges.
- Expulsion from school and all school-sponsored activities and events for a definite time period. An expelled student is prohibited from being on school grounds.
- Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity
- Notifying parents/guardians.
- Temporary removal from the classroom.
- In-school detention for a period of time.
- After-school study or Saturday study provided the student's parent/guardian has been notified.

Weapon-Free Schools. In order to provide a safe learning environment for all children, our schools must be weapon-free.

- Michigan law requires the Board of Education to permanently expel a student for possession of a dangerous weapon on school property or in a school vehicle. Michigan law defines a dangerous weapon as a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, a knife opened by mechanical device [regardless of blade length], iron bar, or brass knuckles.
- As a matter of District policy, the Board of Education may also exercise its discretion to expel a student for possession of an object on school property or in a school vehicle which may be used to cause or threaten harm to others. Examples of such objects include, but are not limited to: BB gun, pellet gun, look-alike gun, knife with a blade three inches or less in length, razor blade, box cutter, chains, nunchucks, mace, pepper spray, or other items meant to create fear of bodily harm.

- School officials shall immediately contact the student's parent/legal guardian and local law enforcement officials in the event a student is found in possession of a dangerous weapon or an object which may be used to cause or threaten harm to others.

Gang & Gang Activity

"Gang" is defined as any group, club or organization of two or more persons whose purposes include the commission of illegal acts. No student on or about school property or at any school activity or whenever the student's conduct is reasonably related to a school activity, shall: (1) wear, possess, use, distribute, display, or sell any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; commit any act or omission, or use either verbal or nonverbal gestures, or handshakes showing membership or affiliation in a gang; or (2) use any speech or commit any act or omission in furtherance of the interest of any gang or gang activity, including, but not limited to, soliciting others for membership in any gangs; (3) request any person to pay protection or otherwise intimidate, harass or threaten any person; (4) commit any other illegal act or other violation of district policies, (5) or incite other students to act with physical violence upon any other person.

CAFETERIA (See PBS Matrix)

Students may bring their own lunch and/or buy lunch. Students will display good manners and should clean the area around them before being dismissed. Students enter with their food, remain seated unless given permission, and trash bins will be brought to them. No leaving without permission.

CARE OF TEXTBOOKS

Textbooks in the South Redford Schools are furnished to all students. The books are assigned to students on a semester or yearly basis. Students are expected to keep assigned books in good condition. If assigned books are lost, destroyed, stolen or damaged, an appropriate charge will be assessed.

CLUBS AND ACTIVITIES

Social activities will be planned outside the school day. Students are encouraged to take part in extra-curricular activities. Clubs provide opportunities for you to become better acquainted with other students, to enjoy many interesting activities and to become more familiar with the life of your school outside of class. Soon after the opening of school, announcements will be made to inform you how you may join a club.

COUNSELING

Within a few weeks after school begins in the fall, you will become acquainted with your counselor through individual or group meetings. Your counselor is more than willing to meet you at any time to discuss school or personal problems. If you are having academic or personal problems in school, please do not hesitate to contact your counselor for help.

DRESS

South Redford School District Board of Education Policy states that: The personal grooming habits of any students or the inappropriate wearing of any type of clothing by any student, which affect the health and/or safety of that student or other students, or which cause disruption to the orderly school environment, will not be permitted.

It will be the responsibility of the principals of the District's secondary schools to develop and enforce such specific rules at the building level as are necessary to implement the intent of this dress and grooming policy.

The Pierce policy relative to student dress is a simple one; intended to result in the least embarrassment and the greatest independence for the individual, as well as assuring the highest morale for the entire student body. Therefore, all students are expected to dress appropriately.

1. Students are not to attend school barefooted.
2. Tank tops, midriffs, and halters are not to be worn.
3. Shorts/Skirts will be permitted, but MUST COME TO FINGER TIP LENGTH.
4. Hats and sunglasses are inappropriate.
5. SAGGING OF PANTS WILL NOT BE PERMITTED.

If a student appears at school inappropriately dressed, the parent will be expected to bring appropriate clothing to the school or the student will be sent home. Students may also be disciplined in accordance with the clothing ban provisions of the Board Policy Manual.

Students and parents should consider school to be a place where play clothes and beach attire are not appropriate. The following is suggested to parents in determining appropriate dress for school attendance.

1. Students should appear neat and clean.
2. Moderate current fashions are always appropriate.
3. Modesty should be a prime concern. Clothing or grooming that attracts attention because of its excessively revealing or inappropriate nature is not to be worn in school.
4. The general standard is to avoid clothing that could distract, disrupt, intimidate, or provoke other students from learning.

ELECTRONIC DEVICES

It is intended that the school district will provide the essential materials and equipment for the activities of the instructional program. Students are not to bring such unnecessary items as MP3's, CD players, cell phones, recorders, cameras, or game systems to school.

If such items are brought to school, they will be confiscated and only returned to a parent. Multiple offenses will lead to progressive consequences up to suspension from school or locking the device in the safe for a semester.

If it is valuable, it does not belong in school. You bring it to school at your own risk. Do not expect classes to be interrupted to find it if it is lost or stolen.

EMERGENCY PROCEDURES

1. Emergency drills will be held without advance notice.
2. The fire drill signal will be a continuing series of

blasts by the hallway horns.

3. Students, under the direction of the teachers, are to leave the building by the prescribed fire exit patterns -- immediately, orderly and quietly.
4. Leave books in the room; take purses. The teacher will see that all windows and doors are closed when the room has been vacated.
5. A signal will indicate all clear. Students are not to re-enter the building until this signal is given.
6. On the occasion of severe weather, tornado warnings, or other emergencies, instructions will be given over the public address system.

FIELD TRIPS

Field trips are a privilege for students. Students must abide by all school policies during transportation and during field-trip activities, and shall treat all field trip locations as though they are school grounds. Failure to abide by school rules and/or location rules during a field trip may subject the student to discipline. All students who wish to attend a field trip must receive written permission from a parent or guardian with authority to give permission. Students may be prohibited from attending field trips for any of the following reasons:

- Failure to receive appropriate permission from parent/guardian or teacher;
- Failure to complete appropriate coursework;
- Behavioral or safety concerns;
- Denial of permission from administration;
- Other reasons as determined by the school.

HALLWAY BEHAVIORS (See PBS Matrix)

1. No running
2. No 'Horseplay' or physical play.
3. Keep hands and objects to yourself.
4. Keep "inside" voices and go to your destination.
5. Profanity is inappropriate.
6. Do not block hallway traffic.
7. Respect property.
8. Walk down the hall using the right hand side.

HARASSMENT, BULLYING AND INTIMIDATION

Bullying, intimidation, and harassment are not acceptable in any form and will not be tolerated at school or any school-related activity. The school will protect students against retaliation for reporting incidents of bullying, intimidation, or harassment, and will take disciplinary action against any student who participates in such conduct.

No person shall harass, intimidate or bully another based upon race, color, national origin, sex, sexual orientation, disability, age, or religion. The school and district will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment.

Examples of prohibited conduct include name-calling, using derogatory slurs, causing psychological harm, threatening or causing physical harm, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe they are victims of bullying, intimidation or harassment or have witnessed such activities are encouraged to discuss the matter with the student nondiscrimination coordinator, building administrator or a complaint manager (counselor, social worker, or either Principal). We also have student 'Harassment' referrals that can be filled out by the victim or witness and left with the Counseling Secretary to notify the school of a potential problem. Students may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

Any student who is determined, after an investigation, to have engaged in bullying, intimidation or harassment will be subject to disciplinary consequences as provided in this handbook, including but not limited to, suspension and expulsion consistent with the school and district's discipline policy. Parents of students who have engaged in the above behavior will be notified. Any student making a knowingly false accusation regarding harassment may also be subject to disciplinary consequences.

HOMEWORK

Learning is reinforced with assignments being completed at home. Teachers use homework to assist instruction. The amount and frequency of homework will vary. Students are to record assignments in their Planner to inform you of their progress. Be sure to check the planner daily. A few other tips to assist your child with their studies:

- 1) Select a quiet place and daily time for study – no radio, TV, etc.
- 2) Take an active interest in their work - ask questions have them explain, etc.
- 3) Check all assignments for completion, even those that were "done at school."
- 4) Communicate with teachers on a regular basis via Planner, phone, etc.
- 5) Praise and reward your student for successful completion of homework.

Allow a minimum of one hour each day for study quiet time. This should be part of their regular schedule. Homework and math clinics are scheduled after school. Days and times are available by calling the counseling office.

LEAVING THE BUILDING DURING SCHOOL HOURS

NO student is to leave the building during regular school hours. If a student is released early at parent's request a parent or legal guardian must sign out the student in person in the office.

Students requesting permission to leave school before the regular dismissal time must present written permission from their parents to the counseling office before their first hour class. NO student will be excused early without written permission from his or her parent.

LOCKERS (See PBS Matrix)

Students are assigned school lockers for their use during the school year for the purpose of storing supplies, coats, and other items essential to their daily needs while in attendance in school. Lockers are the property of the school, and students shall have no expectations of privacy in the use of school lockers. School personnel have the authority to search lockers at their discretion and at any time.

Each student will have his or her own locker with an assigned combination. School personnel will not share the combination to insure privacy. Students must also remember that sharing the combination puts them at risk of having unwanted entry.

Lockers are provided for the protection of your property; please see that the door is closed and locked when not in use.

Do not change lockers or invite a student to use your locker. Do not kick or swing open the locker door or abuse the locker in any way.

Dates of periodic locker clean out and inspection will be announced.

Outside garments and lunches are not to be taken to the classrooms.

Students should always lock their materials for Physical Education class in their lockers. Lost or stolen items that are not secured in a locked locker are not the responsibility of the school.

LOST AND FOUND

Gym equipment and gym clothing are to be turned in at the gym.

Lost books and other lost articles are to be turned in at the counseling office. Please check these areas for lost articles.

MEDIA CENTER (See PBS Matrix)

To use the Media Center during any class period, a pass must be secured from the classroom teachers. This pass is to be presented upon entering the Media Center. If a student misbehaves while in the Media Center, the privilege of returning to the Media Center is withheld at the discretion of the Media Specialist. The student I.D. is helpful when checking out materials from the Media Center.

If Media Center materials are overdue, lost or damaged, an appropriate charge will be assessed.

MONEY IN SCHOOL

Students should carry only the sum of money they will actually need. Larger sums of money should never be carried in school. The school assumes no responsibility for the loss of money.

MOTOR VEHICLES

Students are not allowed to drive motorized vehicles to school. Students may ride bicycles to school. Bicycles must be parked in the racks provided and should be securely locked to the rack. Students should not ride or bring skateboards to school.

MUSIC

During the school year, the Pierce Music Department presents, in concert, the various groups of music students. These concerts are primarily designed for the enjoyment of the community. Concert dates and performance participation /expectations will be given to the students by their teacher.

PASSES

Any student leaving a class during the class period must use the planner pass issued by the teacher, indicating the time leaving, date, destination, and the name of the student.

PBS (Positive Behavior Support)

Pierce is implementing year #2 of the Positive Behavior Support system during the 2010-2011 school year. All of the staff at Pierce have agreed to take the time to teach students the positive behaviors they are expected to demonstrate at school. Also, staff has agreed to acknowledge and reward students who demonstrate these expected positive behaviors on a consistent basis. Infractions that violate our expectations will have progressive disciplinary consequences ranging from warnings, 90 minute after school detention sessions (with bus transportation if eligible) to suspension from school but the goal is to reduce suspensions and increase positive behaviors toward learning! Students with multiple infractions each quarter will not be allowed to attend incentive reward events, after school activities (including Activity Nights and Roller Skating) until the new quarter starts and all students go back to 'Green' Signature Cards. The Signature Card to track mild infractions will always be stapled in the student planner and parents should check this nightly to see if your child had any mild infractions.

PHYSICAL EDUCATION

Students taking physical education are required to have a complete suit, shirt, shorts, socks and gym shoes. Small gym lockers are furnished for the storage of uniforms. Large gym lockers are used for storage of clothes during gym classes only. A combination lock will be issued for the safe keeping of all articles placed in the gym lockers. Replacement locks must be purchased from the school for \$6.00. For sanitary reasons, it is necessary that gym apparel be washed at the very minimum of once each week.

REPORTING TO PARENTS

Report cards will be issued at approximately ten-week intervals. Exact dates will be announced on the school calendar.

Supplementary progress report forms will be used between regular marking periods by individual teachers to indicate student achievement and effort.

Parent and Teacher communication is recommended daily through use of THE STUDENT PLANNER or by accessing teacher voice mail. All parents are given a **Parent Connect password** from our office upon request or during Jumpstart. Use this password to access **current grades and assignments** via the internet!

Parent-teacher conference periods will be available each semester. Times and dates will be announced.

ROLLER-SKATING

These events will take place from 6:00 - 8:00 PM at the Riverside Arena located at 36635 Plymouth Road, Livonia. Phone # 734-421-3540.

September 22, 2011

November 1, 2011

January 27, 2012

March 27, 2012

May 17, 2012

SEARCH AND SEIZURE

In order to maintain order safety and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment, Personal Effects of Students

School authorities may inspect and search school property and equipment owned or controlled by the school (i.e., lockers, desks), as well as personal effects left in those locations by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The building principal may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially-trained dogs.

Students

School authorities may search a student and/or the student's personal effects in the student's possession (e.g., purses, wallets, knapsacks, book bags, lunch boxes, cell phones) when there is a reasonable suspicion that the search will produce evidence that the particular student has violated or is violating either the law or the school district's rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the school or district's policies or rules, evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, evidence may be transferred to law enforcement authorities.

SERIOUS THREATS OF HARM

It is important that students feel comfortable and safe at Pierce. Any serious threat of harm or violence will not be tolerated. When the administration receives information of threats, an investigation will be conducted. Depending on the severity of the threat,

disciplinary action may include long term suspension or expulsion from South Redford Schools.

SEXUAL HARASSMENT

Sexual harassment is defined as unwelcome sexual advances, request for sexual favors, or other verbal or physical conduct or communication of a sexual nature.

Sexual harassment may include, but is not limited to, the following types of conduct: Verbal harassment or abuse of a sexual nature; requests or pressure for sexual activity or favors; repeated comments of a sexual or sexually demeaning nature; unwelcome touching; sexual jokes, cartoons, pictures, or posters.

Sexual harassment occurs if the sexual conduct is unwelcome or if you did not request or invite the conduct and you view it as offensive or undesirable.

Sexual harassment may be student-to-student, staff-to-student, student-to-staff, teacher-to-student, student-to-teacher. Sexual harassment also includes other people such as visitors to the school.

If this occurs, you or your parents or guardians should file a complaint as soon as possible--preferably within ten (10) working days after the alleged occurrence. You may be accompanied by a counselor, advisor, teacher, a student of your choice, or a parent at any step of this procedure.

It is preferable that the complaint is filed with the building principal. However, you may also bring this to the attention of a teacher and/or counselor who will then notify the principal. If you do not wish to file your complaint directly with a building principal, teacher, or counselor, you may also file the complaint with the Superintendent, at 313-535-4000, ext. 1001 or with Dr. Kristina Harmon, District Coordinator of Nondiscrimination and Compliance at 313-535-4000, ext. 1010.

In the first step of the complaint procedure, the student should discuss the complaint informally and verbally. The building principal or the District administrator with whom you filed the complaint will investigate the complaint and will reply to you within five (5) working days.

If you are not satisfied with the result of the informal process, then you should submit the complaint in writing.

The building principal or the District Administrator with whom you filed the complaint will investigate the complaint and will reply to you within five (5) working days.

If you are not satisfied with the results of the investigation, you may appeal the decision of the building principal or District administrator as described in the South Redford School District Sexual Harassment Policy and Complaint Procedure.

The right to confidentiality, both of the complainant and the accused, will be respected insofar as it does not interfere with the School District's legal obligation or ability to investigate allegations of misconduct when brought to its attention and to take corrective action when it is found that misconduct has occurred. For further information on confidentiality, please refer to the

South Redford School District Sexual Harassment Policy and Complaint Procedure.

There will be no retaliation against any individual for utilizing or participating in the complaint procedure.

A substantiated violation of this policy will subject the offending employee to disciplinary action, up to and including discharge from employment, and will subject the offending student to disciplinary action, up to and including expulsion from school. Recommended action may also take the form of counseling or a warning--depending upon the severity of the harassment or any record of prior infractions of this policy or both. In cases of student discipline for substantiated sexual harassment, the School District's Student Code of Conduct procedures will apply.

Sexual harassment complaints are very serious, and it is extremely important for the person filing a complaint to be truthful and accurate in all respects. False complaints can seriously damage another person's reputation.

SIGNATURE CARD

All students will receive a green Signature Card at the start of each quarter and staple this on the inside of the back page of the planner. The signature card will list various mild infractions that can occur in class, the hallway, during transportation, or anywhere on school grounds. Our expectations for these areas are listed on the PBS matrix of expectations (visible in this planner and on signs at various locations in the school).

After 10 signatures for infractions, a student is assigned a 90-minute after school detention and given a new "yellow" signature card. If the student receives 10 more signatures on the yellow card, a 90-minute after school detention is assigned (or an In-School Suspension for repeat offenders) and the student gets a new "Red" card. Students who normally ride a bus will be offered transportation after these detentions are served. Failure to serve the detention will result in progressive consequences, up to a suspension from school.

Students will start new every quarter with green cards. Green cards are needed to attend Activity Nights, Roller Skating, Reward Assemblies, and all after school activities.

Students who lose the signature card will be given the proper color and receive an automatic signature for the first offense.

Students who have a "Red" card will be issued ODR's (Office Disciplinary Referrals) for mild infractions at the staff member's discretion.

STUDENT COUNCIL

The Student Council serves as an elected representative group in communicating with the school staff and administration on matters of concern to the student body. The Student Council also serves as a planning and coordinating group for student social activities and clubs. Council members should display exemplary behavior and act as role models for their peers and within the community.

STUDENTS IN SCHOOL

1. Students may enter the building when the first bus arrives in the morning (around 7:55 a.m.).
2. Students are to be with their regularly assigned teachers or coach within the assigned instructional area.
3. If students are to be in the building longer than fifteen minutes after the last period has been dismissed, they must be in a room and working under the close supervision of a teacher or coach.
4. Students are to remain out of the building during weekends and holidays. Exceptions to this policy, if any, can only be authorized by a school official.

STUDENT MEDICATION

Taking medication during school hours or during school-related activities is prohibited unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing a "Student Medical Authorization Form." No school or district employee is allowed to administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student is allowed to possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this procedure.

A student may possess an epinephrine auto-injector (EpiPen®) and/or an asthma inhaler prescribed for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed an authorization form from the district.

STUDENTS TRANSFERRING TO ANOTHER SCHOOL DISTRICT

When a student is transferring out of this school district, he/she must contact his/her counselor at least two days in advance of his/her leaving so that appropriate arrangements can be made for checking out. This must be done so that records can be released to the new school.

TARDINESS (See Tardy sheet in planner)

Students are expected to be punctual in arriving at school and to each of their classes. When tardiness to school is anticipated, with the knowledge of the parent, it is expected that the parent will call the attendance line 545 4000, ext. 1675. Any student arriving at school after the start of the school day should report directly to the front office. On the occasions that a student has not been called in, a tardy slip will be issued. The tardy slip will need to be shown to the appropriate teachers. Consequences for tardiness will be determined by individual teams and/or the PBS tardy system. Students need to plan their day so they may be punctual to all classes. Punctuality is a life skill. Excessive tardies to class can result in suspension from school.

TELEPHONES

A telephone is available to students in the counseling office. This phone is for emergency use only. The office phones are for emergencies only. Cell phones

are not to be visible and should be turned off and stored in the student locker at all times (including before and after school). With the camera features on phones, we do not permit a phone being visible at any point of the school day (See PBS Matrix).

TRANSPORTATION (See PBS Matrix)

Students riding buses are to observe District and school rules at all times. A school bus driver has complete charge of his/her bus and is to report anyone who is loud, boisterous, and rude or displays unacceptable behavior. The principal/assistant principal may bar a student from riding a bus for a period of time for gross misbehavior such as smoking, damage to the bus, causing the driver repeated trouble, etc.

The assistant principal will deal with any violations of bus rules.

VISITORS

Student's visitors are not permitted. Adult visitors must check in at the front office when entering the school building.

WEAPONS IN SCHOOL (See Behavior section)

Weapons and Dangerous Instruments: A student shall not knowingly possess, handle, or transmit any object that can reasonably be considered a weapon or dangerous instrument either on the school grounds or off the school grounds at any school activity, function, or event. This rule applies to any firearm, explosive (including firecrackers), knife, or other dangerous objects. Students in possession of a dangerous weapon or firearm, or who commit arson or rape on school district property or at school district events, shall be permanently expelled from school and shall be referred to the criminal justice system or juvenile delinquency system and the state or county department of social services or community mental health agency. The student and the student's parent or legal guardian shall be notified of the referral.

The Board of Education reserves unto itself the authority and decision-making responsibility to expel students. Student expulsion for possession of weapons, arson, or rape, as provided above, shall be effected in accordance with the School District's Code of Conduct due process provisions governing expulsion from school which are set forth in the Policy Manual of the Board of Education. Notwithstanding the foregoing, the Superintendent of the School District shall have the authority and discretion to review and modify student expulsions on a case-by-case basis. Upon receipt of a petition for reinstatement which complies with all the requirements of M.C.L. 380.1311, the Superintendent of the School District shall review and consider readmission of expelled students on a case-by-case basis and may prepare and submit for consideration by the committee convened pursuant to M.C.L. information in favor of or in opposition to reinstatement.

ZERO TOLERANCE FOR VIOLENCE

Students that are found to be involved in a physical conflict (fight) will be suspended for at least five days, may be reported to the police, and issued a citation for disturbing the peace in a public building. Chronic offenders will be reported to the police and may be recommended for long term suspension or expulsion.