

MOHEGAN HIGH SCHOOL

Student Handbook



TIMBER WOLVES

- Vision
- Prioritize
- Commit
- Take Action
- ACHIEVE

Mohegan High School

19230 Cass Avenue

Clinton Township, MI 48038

586.723.2080

Equal Education Opportunity

It is the policy of this District to provide an equal education opportunity for all students. Any person who believes that the school or any staff person has discriminated against a student on the basis of race, color, creed, age, disability, religion, gender, ancestry, national origin, or other protected characteristics as well as place of residence within District boundaries, or social or economic background, has the right to file a complaint. A formal complaint can be made in writing to the School District's Compliance Officer listed below:

Dr. Adam Blanchard

Assistant Superintendent Human Resources

586.723.2090

School Closing

If for any reason (weather conditions, fire, etc.) school must be cancelled such will be announced via local television and radio stations. The district will also send out a robo call/email with the necessary information. Please be advised that if Chippewa Valley Schools are closed Mohegan High School will also be closed.

Television Channels 2,4,7

Radio Stations: WJR-760 AM and WWJ-950 AM

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Mission

The staff of Mohegan High School and Chippewa Valley School District are committed to engaging students with a curriculum that equips our students with necessary skills and experiences for academic, emotional and social success

GRADUATION REQUIREMENTS

Science	3.0 Credits	Health/P.E	1.0 Credit
U.S. History	1.0 Credit	Mathematics	4.0 Credits
English	4.0 Credits	Economics	0.5 Credit
U.S. Government	0.5 Credit	Electives	4.0 Credits
World History	1.0 Credit	Fine Arts/CTE	2.0 Credits
Foreign Lang.	1.0 Credits	TOTAL:	22.0 Credits

Students that are 18 years old and past their graduation date only need 20.0 credits to graduate. The 2.0 credits come off of their elective 6.0 credits area. Students still must fulfill all other aspects of the Michigan Merit Curriculum.

Attendance

Students enrolled in Mohegan High School are expected to attend classes on a daily basis. The maximum number of days a student is allotted for absences are **7 per trimester per class**. If a student exceeds this number they may fail to earn credit in that class and possibly placed on attendance probation.

There are no excused or unexcused absences. If extenuating circumstances arise and a doctor's note is needed, it must be submitted to the Main Office within **7 days of the absence**.

Students arriving late must sign in at the school's Main Office prior to entering class. **Students are considered absent if they tardy more than 6 minutes**. Written or verbal permission from a parent/guardian is necessary in order for early dismissal. Students leaving early from class without permission will be marked absent and subject to school disciplinary action. **Should a student sign out / or leave school without permission they are UNABLE to return to school that day.**

Early Dismissal

No student will be allowed to leave school prior to dismissal time without a written request signed by the parent/guardian. No student will be released to another person without permission by the custodial parent /guardian.

Scheduling

Schedules are provided to each student on the first day of classes. Schedules are based on the student's needs and available class space. Students may be denied course enrollment due to a lack of available space or the need to pass prerequisites. Students are expected to follow their schedules. Any variation should be approved with a pass or schedule change.

Lunch

Hot lunch can be ordered through the Main Office and students may also bring their own lunch. Hot lunch must be ordered by **9:45 AM**.

Electronic Communication Devices

Electronic devices are allowed in the building only if headphones are used and there is explicit teacher permission. Students may use their phones during class breaks and lunch time. Public broadcasting is not allowed. Students may not use their cell phones in the bathroom. Students violating this policy will have said device confiscated for the day. Failure to comply with this will result in suspension.

Grades & Grading

The grading for Mohegan High School is determined by a score which collectively addresses time-on-task, attitude/behavior, productivity and competence.

The scale is below:

A=100%-90%

B=89%-80%

C=79%-70%

Any score of 69% or below results in a loss of credit. There are no "D" grades. Students who do not fulfill classroom requirements and/or do not meet time requirements will not earn credit in that class.

Students with more than seven (7) absences in any class may receive NC (no credit) and be placed on attendance probation for the following trimester. When the student meets the attendance requirements the trimester credit will be reinstated.

Enrolling In School

Students who are new to Chippewa Valley School District are required to enroll online at <https://www.chippewavalleyschools.org/for-parents/enrollment/>

School Withdrawal

No student under the age of eighteen will be allowed to withdraw from school without the written consent of his/her parent/guardian.



Immunization

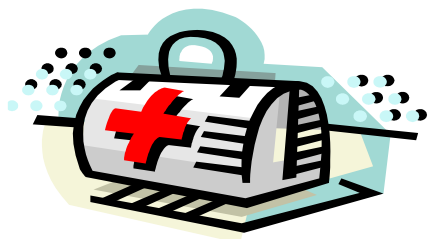
Each student should have the immunizations required by law or have an authorized waiver. If a student does not have the necessary shots or waiver, he or she may be removed or required to comply with a set deadline. This is for the safety of all students and in accordance with State law.

Emergency Medical Authorization

The Board has established a policy that every student **MUST** have an Emergency Medical Authorization Form completed and signed by his/her parent/guardian in order to participate in any activity off school grounds.

Medication

Parents should administer medication to the student at home. However, the **school may cooperate in administering medication when authorized by parents, by completing the medication request and authorization form.** All medication (including over the counter) must be registered in the school office and is secured in the Main Office. The parents shall have sole responsibility to instruct their child to take the medication at the scheduled time, and the student has the responsibility for both presenting himself/herself on time and for taking the prescribed medication. The Main Office will maintain a log for each prescribed medication, personnel distributing the medication, the date, and the time of day.



Control of Non-casual Contact Communicable Diseases

In the case of non-casual-contact, communicable diseases, the school still has the obligation to protect the safety of the staff and students. In these cases, the person in question will have his/her status reviewed by a panel of resource people, including the County Health Department, to ensure that the rights of the person affected and those in contact with the person are respected. The school will seek to keep students and staff persons in school unless there is definitive evidence to warrant exclusion.

Non-casual contact communicable disease include sexually transmitted diseases, AIDS, AREC-AIDS Related Complex, HIV, Hepatitis B, and other diseases that may be specified by the State Board of Health.

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

Individuals with Disabilities

The Americans with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act provide that no individual will be discriminated against on the basis of a disability. This protection applies not just to the student, but to all individuals who have access to the District's program and facilities.

Books

Books generally do not leave the school building. Teachers may, however, issue books on occasion. Students will be responsible for returning the books in good condition and in a timely fashion. **A fee will be assessed for any items not returned. Unpaid fees will result in a hold on a students diploma.**



Emergency

Maps and directions for procedures are posted in each classroom. All students should be aware of exit locations and instructions. Complete cooperation is expected during any drills or emergencies.

All students should have emergency numbers on file in the office. The office should be notified of any change that occurs in this information. Any accident or emergency of a serious nature occurring in school or on school property should be reported to the office.

Dress Code

Mohegan High does not desire to have a rigid dress code but students are expected to dress in a respectful fashion. All clothing should cover midsections and chests. Revealing clothing is not acceptable.

Clothing that promotes inappropriate behavior and/or the use of illegal activities are not permitted. Violators are subject to disciplinary action.

Extracurricular Information

Student activities are the other half of the educational experience. Mohegan High School Staff highly encourage all students to become actively involved in the total educational experience. Students can become involved through involvement in activities, tournaments, and school sponsored events. Athletics and a variety of other team/group events are offered through Mohegan High's involvement with a networking group of all area Alternative Education Programs.

Student Rights and Responsibilities

The rules and procedures of the school are designed to allow each student to obtain a safe, orderly, and appropriate education. Students can expect their rights to freedom of expression and association and to fair treatment as long as they respect those rights of their fellow students and the staff. Students will be expected to follow teachers' directions and obey all school rules. Disciplinary procedures are designed to ensure due process (a fair hearing) before a student is removed because of his/her behavior.

Parents have the right to know how their child is succeeding in school and will be provided information on regular basis and as needed, when concerns arise. Many times it will be the student's responsibility to deliver that information. If necessary, the mail or hand delivery may be used to ensure contact. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish his/her educational goals.

The staff expects students to arrive at school prepared to learn. It is the student's responsibility to arrive on time and be prepared to participate in the educational program.

Student Well-Being

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

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

Students with specific health care needs should submit those needs, in writing and with proper documentation by a physician, to the office.

Substance Use

At anytime administration may refer the student to the Adolescent Outreach Program housed in Mohegan High School.

Possession/Sales/Distribution

Any student who possess, sells or distributes **ANY** substance could be removed from the school and the proper authorities will be contacted with any pertinent information that they may require.

Students suspected of using or selling drugs will be searched to determine if they have any contraband items on their persons or property to include clothes, backpacks, cars, purse, etc. School administration will determine the length of suspension.

Tobacco and Vape Products

In accordance with laws of the State of Michigan, use of any tobacco products are prohibited on school property. Failure to observe these restrictions may result in fines by the local police department and a minimum of a 3 day suspension.

Fighting

Fighting, as defined by the program supervisor, is not allowed on the campus, on district property, in the school buildings or classrooms.

The program offers students a means of working through issues other than physical fighting. If students refuse to mediate issues student may be automatically suspended. The program expects students to avail themselves of the support the program provides.

The program social worker and staff will assist students in conflict to address issues and develop alternative approaches to conflict resolution.

First Offense: up to 10 day suspension and behavioral contract

*The use of intimidation or threat to coerce students is interpreted as fighting. Words are recognized as capable of being utilized as weapons and both can result in disciplinary actions.

Students are required to report knowledge of dangerous weapons or threats of violence to the administrative team or staff. Failure to report such knowledge may subject the student to discipline.

Destruction of Property

The destruction of program property will not be tolerated. The property of the High School is provided for the use of the student body. **Any destruction or misuse of program property may result in the removal from school.**

All decisions regarding these matters rest with the administrative team.

First Offense: Restitution and 10 day suspension.

Second Offense: Permanent removal from the program.

Personal Harassment

No degree of harassment is acceptable regardless of intent. Program Supervisor will be the sole determinant of the definition of harassment. Students are expected to advise both the individual and an instructor, counselor or program coordinator when they believe such harassment has occurred. Harassment will be treated like a physical altercation.

Students who touch staff in any inappropriate manner may be permanently removed from the program.

Theft

The theft of student, staff, program or district property will not be tolerated. The program believes the persons, individual or collective, should be secure in their property and possessions.

First Offense: Possible restitution and 10 day suspension.

Second Offense: Possible removal from the program.

Gambling

No games of chance or other methods of wagering cash, property, or services will be tolerated on the program campus or district property. This includes though not limited to: dice, cards, or online gambling.

Trespassing on School Property

Any student or non-student who is on the program campus without permission from the program coordinator shall be deemed to be trespassing. No individual should be on campus unless they are pursuing their scheduled class or other official program business. Suspended students are not allowed on school grounds or other district property.

Due Process Rights

Before a student may be suspended or expelled from school, there are specific procedures that must be followed.

Suspension from School

When a student is being considered for a suspension of ten (10) days or less, the administrator in charge will notify the student of the charges. The student will then be given an opportunity to explain his/her side and the administrator will then provide the student the evidence supporting the charges. After that informal hearing, the administrator will make a decision whether or not to suspend. If a student is suspended, s/he and his/her parents will be notified. The suspension may be appealed, within three (3) days after receipt of the suspension notice, to the building principal. The request for an appeal must be in writing. Suspension from co-curricular and extra-curricular activities may not be appealed.

During the appeal process the student **shall not be allowed to remain in school**. The appeal shall be conducted in a private meeting and the student may be represented.

When a student is suspended for 10 or more days s/he may make-up work missed. Any learning that cannot be made up such as labs, field trips, skill-practices, or any learning that the student chooses not to make-up may be reflected in the grades earned.

A student being considered for suspension of more than ten (10) days will be given due process as described in the expulsion section below.

General Suspension Guidelines:

Some negative student actions carry specific suspension penalties. They include, but are not limited to, **fighting (10 days), smoking (3 days), disrespect to staff (3 days), destruction of school property (10 days), and sexual harassment (10 days)**. Please note, the program supervisor has discretion to limit or add to a suspension based on the facts of the case.

Long-Term Suspension or Expulsion from School

When a student is being considered for long-term suspension (more than ten (10) days) or expulsion, the student will receive a formal letter of notification addressed to the parents which will contain:

- The charge and related evidence;
- The time and place of the Board meeting;
- The length of the recommended suspension or expulsion;
- A brief description of the hearing procedure;
- A statement that the student may bring parents, guardians, and counsel;
- A statement that the student may give testimony, present evidence, and provide a defense;
- A statement that the student may request attendance of school personnel who were party to the action or accused the student of the infraction.

Students being considered for long-term suspension may or may not be immediately removed from school. A formal hearing will be scheduled during which the student may be represented by his/her parents, legal counsel, and/or by a person of his/her choice.

Students being considered for **expulsion** will be immediately removed from school. A formal hearing will be scheduled before the Board of Education during which the student may be represented his/her parents, legal counsel, and/or by a person of his/her choice. The hearing will also be formal in nature with testimony before the Board of Education. The hearing will be heard in an open session unless the student or the student's parent or guardian requests a closed session. Again, the right to representation is available. All opportunity to earn grades or credits ends when a student is expelled.

Chippewa Valley Schools makes a sincere effort to have disciplinary actions take place that will allow the student to remain in school. If a disciplinary action does not result in removal from school, it is not eligible for appeal. Should a student or parent have questions regarding the propriety of an in-school disciplinary action, they should contact the building principal.

Discipline of Students with Disabilities

Students with disabilities are entitled to the rights and procedures afforded by the Individuals with Disabilities Education Act (I.D.A.) and the Americans with Disabilities Act (A.D.A.), or Section 504 of the Rehabilitation Act of 1973.

Search and Seizure

Search of a student and his/her possessions, including vehicles, may be conducted at any time the student is under the jurisdiction of the Board of

Education, if there is a reasonable suspicion that the student is in violation of law or school rules. A search may also be conducted to protect the health and safety of others. All searches may be conducted with or without a student's consent or parental permission.



Students are provided with desks and other equipment in which to store materials. It should be clearly understood that this equipment is the property of the school and may be searched at any time if there is reasonable suspicion that a student has violated the law or school rules. Anything that is found in the course of a search that may be evidence of a violation of school rules or the law may be taken and held or turned over to the administration team.

Anything that is found in the course of a search that may be evidence of a violation school rules or the law may be taken and held or turned over to the police. **The school reserves the right not to return items which have been confiscated.** In the course of any search, students' privacy rights will be respected regarding any items that are not illegal or against school policy.

All computers located in classrooms, labs and offices of the District are the District's property and are to be used by students, where appropriated, solely for educational purposes. The District retains the right to access and review all electronic, computer files, data bases, and any other electronic transmissions contained in or used in conjunction with the District's computer system and electronic mail. Students should have no expectation that nay information contained on such systems is confidential or private.

Review of such information may be done by the District with or without the student's knowledge or permission. **The use of passwords does not guarantee confidentiality, and the District retains the right to access information in spite of a password. All passwords or security codes must be registered with the instructor.** A student's refusal to permit such access may be grounds for disciplinary action.

Bus Transportation

Students who reside within the Chippewa Valley School District will be provided with bus transportation to and from school Monday through Fridays. Students will ride only the assigned school buses and will board and depart from the bus at assigned bus stops. Students will not be permitted to ride unassigned buses for any reason other than an emergency, except as approved by the program administration.

Since students are picked up at stops in their neighborhoods, parents are expected to make provisions for the responsibility of their child's safety to and from the bus stop and while they are at the stop.

Students who ride the bus must not jeopardize their own safety or the safety of others. Busing is a privilege which will be denied if students do not follow bus safety rules.



Bus Conduct

Students who are riding to and from school on transportation provided by the school are required to follow some basic safety rules. This applies to school-owned buses as well as any contracted transportation that may be provided.

The driver is responsible for student safety and may assign seating or direct the student in any reasonable manner to maintain that safety.

Previous to loading: each student shall:

- Be on time at the designated loading zone ten (10) minutes prior to scheduled stop;
- Stay off the road at all times while walking to and waiting for the bus;
- Line up off the roadway to enter;
- Wait until the bus is completely stopped before moving forward to enter;
- Refrain from crossing a street until the bus drive signals it is safe;
- Go immediately to a seat and be seated.

During the trip each student shall:

- Remain seated while the bus is in motion;
- Keep head, hands, arms, and legs inside the bus at all times;
- Not litter in the bus or throw anything from the bus;
- Keep books, back packs, coats and all other objects out of the aisle;
- Be courteous to the driver and to other bus riders;
- Not eat or play games, cards, etc.;
- Not tamper with the bus or any of its equipment.

Self-Transportation

Parking on school property is a privilege which can be revoked at any time. Those who are provided the opportunity to ride school transportation are encouraged to do so. Students and their parents/guardians assume full responsibility for any transportation to and from school not officially provided by the school.

Students are **NOT** allowed to be in their vehicles between classes or during classes. If a student leaves the building without permission, he/she will not be allowed back into school and will receive an absence for the remainder of the day.

Positive Incentive

The staff of Mohegan believes in a focus on the strengths of the students.

Several positive incentive programs are implemented throughout the school year. Students are encouraged to display quality character, academic achievement, and positive use of life skills.

Reporting Concerns

Students who have concerns about any conduct or physical contact by a person employed by the district, by any fellow students, or by an person, should immediately report this concern to the Program Supervisor, Social Worker, Director of Community Education or the Superintendent's designee.

Academic Counseling

Academic advisement is available to assist all students with an educational development plan and to provide advisement about career, graduation, scholarship, and college information.

Acceptable Use Policy

The use of the computer, the network, the Internet, and other related technologies is a privilege, not a right, and unacceptable use will result in a cancellation of the privilege. Each person is responsible for its proper use at all times. The administration, faculty, and staff of Chippewa Valley Schools may request the systems administrator to deny, restrict, revoke or suspend specific users ability to utilize this privilege. In addition, the district may take other disciplinary action for violations of the acceptable use policy. The network account holder is held responsible for their actions and activity within their account.



Unacceptable users of the network will result in the suspension or revoking of these privileges. Additional, disciplinary action may result. All users must:

- **Maintain and protect security.**
- **Help maintain operability.**
- **Computers and technology are to be used for educational purposes related to classroom content and assignments.**
- **There is no guarantee of privacy, when using school technology.**
- **Online information, including web pages we publish must meet our standards.**

MOHEGAN HIGH SCHOOL

19230 Cass Avenue

Clinton, Twp., MI 48038

Phone : 586.723.2080

Fax: 586. 723.2088

James Fields	Supervisor
Jennifer McKnight	Student Assistant Specialist
Stephanie Priskorn	Counselor

Mohegan High School is an Equal Opportunity Program/Employer. Auxiliary Aids and Services Available Upon Request to Individuals with Disabilities.

NOTICE OF NONDISCRIMINATION

NOTICE OF NONDISCRIMINATION It s the policy of Chippewa Valley Schools not to discriminate on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight or marital status in its programs, services, activities, or employment. Inquiries related to nondiscrimination policies should be directed to: Civil Rights Coordinator, Assistant Superintendent of Human Resources, Chippewa Valley Schools Administration, 19120 Cass Avenue, Clinton Township, MI 48038 Phone: 586.723.2090/ Non discrimination inquiries related to disability should be directed to: Section 504 Coordinator, Director of Special Services, (same address) Phone: 586.723.2080