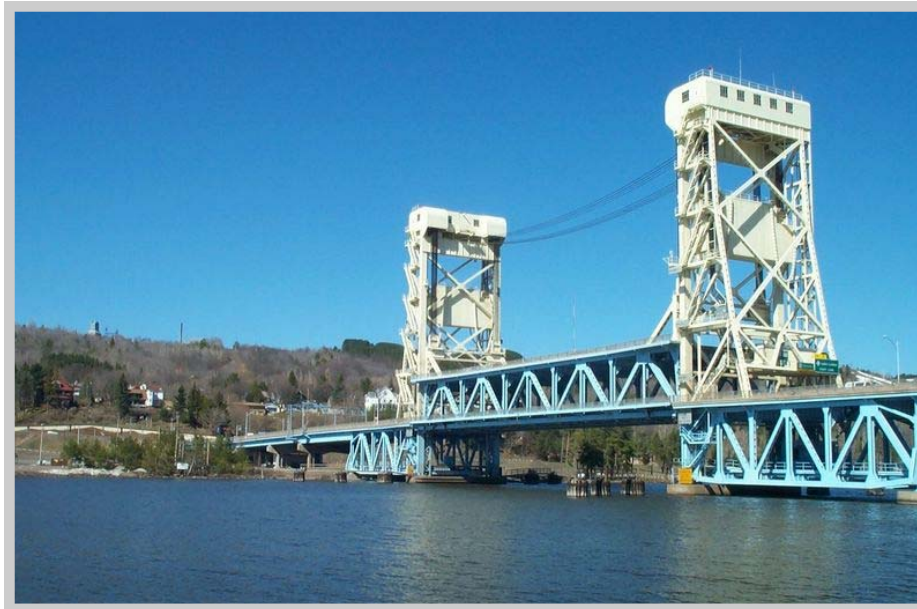


B.R.I.D.G.E.

Becoming **R**esponsible **I**ndividuals
Dedicated to the **G**oals of **E**ducation



**STUDENT
HANDBOOK
2008-2009**

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B.R.I.D.G.E. HIGH SCHOOL
110 E. Quincy Street
Hancock, MI 49930
906-482-0828

The area-wide B.R.I.D.G.E. program operates under the financial responsibility of the Copper Country Intermediate School District, Dennis Harbour, Superintendent. It serves a six-school consortium which includes Adams Township Schools, Chassell Township Schools, Dollar Bay-Tamarack City Area Schools, Hancock Public Schools, Houghton-Portage Township Schools, and Lake Linden-Hubbell Public Schools.

The following persons are directly involved with the B.R.I.D.G.E. program:

B.R.I.D.G.E. High School Staff

Trish Sherman, BRIDGE Program Coordinator
Betty Carlson, Instructor, Language Arts and Social Studies
Chuck Palosaari, Instructor, Science and History
Cathy Hill, Instructor, Math and Social Studies
Kris Romano, Instructor, Computers, Entrepreneurship, Publications
Jennifer Roose, Secretary

Consortium Superintendents

Adams Township – Pat Rozich
Chassell - Michael Gaunt
Dollar Bay - Tamarack City - Jan Quarless
Hancock - John Vaara
Houghton - Bill Polkinghorne
Lake Linden-Hubbell - Randall Roberts

Copper Country Intermediate School District Board

Albert A. Koskela, President
Robert C. Tuomi, Vice-President
Robert L. Roy, Treasurer
Nels S. Christopherson, Secretary
Gale W. Eilola, Trustee
Karen M. Johnson, Trustee
Lisa Tarvainen, Trustee
Dennis Harbour, Superintendent

"YOU CAN"

STATEMENT OF PHILOSOPHY AND PURPOSE

The B.R.I.D.G.E. High School is an Alternative School based on voluntary enrollment. Students and staff choose this program as an alternative to existing high school completion programs.

The school offers a curriculum which addresses each person as a total and separate individual within an environment that is created and maintained in order that everyone might learn. The curriculum is also designed to meet the Michigan Curriculum Frameworks outcomes. *It is also designed to upgrade workforce capabilities and employment skills of students.* Career planning is an essential part of the B.R.I.D.G.E. High School program.

Our philosophy is to nurture the spirit of the student as well as the mind.

B.R.I.D.G.E. is an acronym for Becoming Responsible Individuals Dedicated to the Goals of Education. B.R.I.D.G.E. High School is committed to the development of the whole person.

REFERRAL AND SCREENING PROCESS

Any person interested in enrolling in the Alternative School will participate in the following:

A. Referral Process

In order to be accepted for enrollment, persons must

1. be 16 - 20 years old (a 15 year old may be accepted if recommended by the releasing district)
2. reside in Houghton or Keweenaw County
3. be released by the local school (resident district) or the school s/he attended through the Schools of Choice program

B. Application Process

1. Make application to B.R.I.D.G.E. High School
2. After an application has been received, the student's skill levels will be assessed through testing, and the following will take place:
 - a. The coordinator will screen applicants based on referral criteria.
 - b. The student and parent or guardian will be interviewed by the coordinator and a staff member or a screening committee.
3. Based upon application and interview, students will be:
 - a. Enrolled in the school, or
 - b. Referred to their local educational programs
4. Students who have been referred and/or apply after the beginning of the school year can begin classes within the first two weeks of the marking period. After this period, admission requests will be decided on an individual basis by a vote of the entire staff.

Students with documented progress reports of "C" or better in similar subjects that are transferred from the referring district can earn one-quarter credit per class period.

Applicants will be notified by mail and/or by phone whether they have or have not been accepted into the program.

The B.R.I.D.G.E. High School is a voluntary program. As with all students in this school, those who violate conditions of enrollment may be placed on a behavior contract. Students who do not fulfill contract conditions terminate their program. Students under 16 years of age who terminate their program will be referred back to his/her school of residence for appropriate action.

All students at B.R.I.D.G.E. will be tested to determine academic ability levels. Students scoring below the 7th grade level will be assigned a Basic Skills course on Nova Net addressing the area of weakness. Students will work on this course after school and on Fridays. Once completed, the students will be retested. Elective credits will be awarded as follows: ¼ credit for one year academic gain in Math and ¼ credit for one year academic gain in Reading. Students may earn up to ½ credit per year.

RE-ADMISSION

All students who have previously been enrolled and have been dropped from the school rolls during any one marking period must apply for re-admission. The instructional staff will jointly make the decision concerning re-admission. At this time, the staff may make provisions to help the student based on his/her personal situation or will make recommendations to the students and/or parents.

2008-2009 SCHOOL CALENDAR

<u>FIRST SEMESTER</u>	<u>SECOND SEMESTER</u>
<i>AUGUST</i> 27-28 Teacher In-Service Days	<i>JANUARY</i> 19 Second Semester Begins
<i>SEPTEMBER</i> 2 First Day for Students	<i>APRIL</i> 6 Spring Recess Begins 14 Classes Resume
<i>OCTOBER</i> 10 Teacher In-Service Day	<i>MAY</i> 25 Memorial Day Recess
<i>NOVEMBER</i> 27-28 Thanksgiving Recess	<i>JUNE</i> 9 Last Day for Students 10 Records Day
<i>DECEMBER</i> 22 Christmas Recess Begins	
<i>JANUARY</i> 5 Classes Resume 16 Records Day	

NOTE: In the event of snow days or delays and other school closings that require make-up to be eligible for state aid, time will be added in June.

DAILY SCHEDULE

Monday – Thursday

1st Hour	8:20 to 9:00	5th Hour	11:58 to 12:43
2nd Hour	9:03 to 9:48	6th Hour	12:46 to 1:31
3rd Hour	9:51 to 10:36	7th Hour	1:34 to 2:19
4th Hour	10:39 to 11:24	8 th Hour	2:22 to 3:07
Lunch	11:24 to 11:58		

GRADING POLICY

Students must receive a passing grade in order to receive quarterly credit for each class taken. No course credit will be granted for a core curriculum grade below C. Elective credit will be granted and the student will be required to repeat the course to obtain core credit. Work not completed by the end of the quarter will be graded E and averaged with other grades, unless other arrangements have been agreed to by the teacher and student. Credit will be granted each nine-week marking period. Each marking period grade will be calculated using the following calculations:

Participation	20%
Homework	30%
Quizzes/Tests	30%
Final Marking Period Exam	20%

Grades will be on a percentage system:

A+	97-100	A	94-96
A-	90-93	B+	87-89
B	84-86	B-	80-83
C+	77-79	C	74-76
C-	70-73	D+	67-69
D	64-66	D-	60-63
F	0-59		

MAKE-UP WORK

Students are responsible for contacting teachers to make up work when they have missed school. Due dates are decided by individual teachers.

GRADUATION REQUIREMENTS

Graduation requirements of the B.R.I.D.G.E. program include a minimum of 8 semesters beginning in 9th grade, along with 24 credits. The credits are as follows:

Graduation Requirements	
Beginning with the Class of 2011-2015	
4 Credits	English
3 Credits	Social Studies (Civics, Economics, US History/ Geography, World History/ Geography)
4 Credits	Mathematics (Algebra I, II, Geometry, Elective)
3 Credits	Science (Biology, Physics, Elective)
2 Credits	Visual/Performing Arts
1 Credits	Physical Ed./Health
1 Credits	Computer Science
6 Credits	Electives
Total: 24 Credits	
<ul style="list-style-type: none">• Foreign language requirement begins with the Class of 2016	

Class offerings for the 2008-2009 school year include:

Psychology	American Literature	English 12
Local History	US History	English 11
English 9	Algebra I	Marketing
Chemistry	Consumer Math	Business
World History	Applied Math	Adv. Earth Science
Economics	Biology	Career & Tech Classes
Government	Publications	Nova Net Courseware

INDEPENDENT STUDY

Independent study at the alternative school is a component specifically designed to allow interested students the opportunity for research into subjects which create interest and motivation for them and which may be unavailable in regular classes.

Independent study may take a variety of forms: research papers, a visual project, community work, etc. but **MUST** include the following elements:

1. Student initiated - the student must approach the teacher if they are interested in working on an independent study, and consent from the teacher is necessary. Students must have successfully completed a nine week marking period at the school prior to entering into an independent study contract.

2. A contract must be completed, agreed upon and signed by student, instructor and the coordinator of BRIDGE High School.
3. A minimum of forty (40) hours of work must be completed in order for ¼ credit to be granted.

The contract must be completed satisfactorily, based on an evaluation by both the student and the instructor.

INDEPENDENT STUDY VIA INTERNET CLASSES

Independent Study classes through Nova Net will be utilized at B.R.I.D.G.E. when deemed appropriate. If such a class is needed the coordinator and content area teacher need to determine credit amount.

CAREER AND TECHNICAL EDUCATION OPTIONS

Students may request to enroll in Career and Technical Education classes. Enrollment will be allowed at the discretion of the B.R.I.D.G.E. staff and space availability.

SCHOOL POLICIES

Policies are developed to protect the individual rights of students and teachers and to promote the general welfare of the school. Individual rights are protected to the extent that they do not interfere with the rights of another or the good of the community (school).

The B.R.I.D.G.E. Alternative Program operates in accordance with federal and state laws, rules, and regulations and those procedures developed by the ISD Board of Education. Diplomas are awarded in accordance with guidelines established by the State of Michigan and the local Board of Education. The curriculum for the school is designed to help students earn a diploma and become productive citizens.

VISITORS

Visitors are to report to the school office immediately upon entering the school building. Visiting guests of students shall be arranged in advance of visit, and staff must approve.

DRESS CODE

No underwear (boxers or thongs) showing. You will be given clothing to cover up or a plastic tie to pull it up. Violators may be sent home. Shirts are not to hang below armpit level and should not come above the waist line of pants. WE SIMPLY HAVE TOO MUCH SKIN SHOWING FOR A SCHOOL. Hats can be worn, but only facing the front. Remember, if a guest speaker visits a classroom, hats should be taken off to show respect. Clothing that is considered to be disruptive to a learning environment is not allowed. This means no gang related clothing, no alcohol or drug sayings, no inappropriate language, and no pornographic drawings or sayings. If the staff says that clothing is inappropriate, then it is.

STUDENT VEHICLES

Transportation has been made available through some local districts. Anyone with good reason to bring a car to school may do so. Students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be observed through windows at any time and may be inspected whenever a school district authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent, without parental consent, and without a search warrant.

RADIOS, CD PLAYERS, ETC.

There are people in this world who can do school work while listening to music. We recognize this fact. However, there are also people who need a quiet environment for concentration. Because of this, CD players, radios, etc., will not be allowed in the classroom without teacher permission.

CELL PHONES

To eliminate any calls or text messaging that disrupts the classroom, **cell phones must be turned off!** If a teacher or staff person hears or sees the cell phone, you must give the phone to them. (Classroom rules apply.) You may pick it up from them at the end of the day. This includes cell phone use in the bathrooms or hallways during class time. Phone calls can be made from the office during break and at lunch.

LOCKER & DESK DECORATIONS

Lockers, locker doors, desks, and personal items may not be decorated with anything alcoholic, drug or tobacco related, sexual innuendo, anything that denigrates culture or race, or anything that is distasteful, as determined by the school administration.

ADULT STUDENT RIGHTS

B.R.I.D.G.E. High school recognizes that a student who reaches the age of Majority (18) is afforded all the rights and privileges of adulthood. However, legislation provides the opportunity for schools to establish reasonable rules and regulations to govern student behavior. Thus, Michigan General School law states: "It can be stated unequivocally that rules may be made by the state, local boards of education, teachers, and principals, and these may be enforced reasonably against all who are in the school setting, below or above the age of 18, regarding the surrounding circumstances..." A student attending school, regardless of age, is subject to the school board policies that have been officially adopted. An 18-year-old student's responsibility to the school does not change upon reaching the age of majority.

ATTENDANCE

The purpose of this policy is to promote and encourage positive attendance habits for each student. We strive to train and educate students to be responsible for their own actions and behavior. Employers consistently identify a poor attendance record as unacceptable behavior for continued employment. A student in the B.R.I.D.G.E. program who has acceptable attendance as outlined in the guidelines of this policy will reap the benefits and be recommended to participate in:

School-to-Work opportunities

- ◆ Postsecondary Education
- ◆ References and recommendations on employment applications
- ◆ Community service (volunteering) for time or credit
- ◆ Driver's education classes
- ◆ Office or teacher aide position
- ◆ Enrollment in Career Tech

Before a student leaves the building, s/he must:

1. For appointments or planned departures, s/he must
 - * give a signed note or phone call from parent/guardian to office personnel
 - * receive a pass from the office to leave early
 - * give the pass to the teacher whose class s/he will be leaving, AND
2. Sign out in the office.
3. In the case of suspension for the remainder of the day, the teacher will attempt to call the parent and the student must stop in the office. This is a discipline infraction.

- ** Students are responsible for making up missed work for appointments- - Request assignment before leaving for an appointment, or upon return.
- ** Students will be responsible for a written excuse for absences within two days of the absence. If a written excuse is not received within the week, the absence will automatically be considered unexcused. Parents may also call the school to excuse an absence.
- ** Additional policies are located at the end of the handbook.

ATTENDANCE GUIDELINES

ABSENCES

Excused:

Four (4) excused absences are allowed for each marking period (per class) without having to make up time. Parents/guardians MUST call to excuse the absence in the morning. If a student is over 18, and a parent requests he/she excuse him or herself, then the student is expected to call in the morning of the absence. A BRIDGE staff person will call parents/guardians when a student is missing from school.

REMEMBER: A work place expects to be notified of an absence! BRIDGE High School expects the same thing.

Unexcused:

If a parent/guardian has not called or written an excuse, the absence will remain unexcused until we have heard from them. Students who are 18 years or older may excuse him or herself. You have 24 hours to change your unexcused to an excused absence.

Any absence that is considered unexcused will result in a lower grade. One grade point will be lowered for each unexcused absence. For example, an “A” will be lowered to an “A-.”

Any absences over the allowed four excused absences need to be made up during the marking period. Once your absences have reached the point of not being able to be made up (9 absences) or reached the point of not being able to receive a grade in the class, you will be dropped from the class.

Students who are not 18 or older must have a meeting with the coordinator and the parent/guardian before any classes are dropped, and an attendance contract will be written. They will discuss if the student is able to salvage credit by combining the time spent in the class he/she is passing with the time spent in the dropped class.

Also, if a student opts to drop a class because of a failing grade, parents/guardians must give permission. If a class is dropped and the student is not scheduled to be in a classroom to make up time for another class, then the student agrees to leave the school building and the school grounds until it is time for the next class.

REMEMBER: A work place doesn't allow this many absences! If you had this many absences, you would be fired! The same situation applies at BRIDGE: you will be dropped until the next marking period.

Making up absences or time

Making up absences can be done in two ways:

1. Community/school volunteer programs (Copper Country Humane Society, Little Brothers, Friends of the Elderly, youth groups)
2. Self-improvement activities (Counseling, AA, Smart Recovery, Smoking Cessation Classes)

A student will be able to earn “double minutes” for the time volunteered or time spent in a self-improvement program. Documentation is required to receive “double minutes”:

- Name of the agency
- Date and time volunteered/attended
- Signature from personnel in the agency
- Phone number

Friday School will be used to make up work only and to attain help if you are struggling with a class! Friday will not be used to make up time. Time must be made up as stated above.

SUSPENSIONS

If a student is sent home for the remainder of a day or more, the student is allowed to make up the work for that day or those days. In order to receive full credit, all time must be made up. If the time for the suspension is not made up, the grade will be lowered as if it was an unexcused absence.

Students who are suspended have one (1) week from the date of their return to make up time.

Note: Volunteer your services during your suspension time to local agencies that need your help!

DISCIPLINE REFERRALS AND BEHAVIOR CONTRACTS

Continuous or severe behavior problems could result in an immediate behavior contract or dismissal from the program. (The BRIDGE Handbook, pages 11-17, outlines rules and consequences.)

Three discipline referrals in a marking period will result in a behavior contract. This contract will outline how to stay in the program. If the contract is violated, dismissal from the program will result. Once dismissed, the student will need staff approval for admittance into BRIDGE for the next marking period.

WALKOUTS

This is leaving the classroom/building without permission from the staff. If you temporarily walk out of the classroom without permission, minutes will be deducted. If you walk out of the building without permission, you are not allowed back in. **YOU ARE NOT ALLOWED TO COME AND GO AS YOU PLEASE!** This will be treated as an unexcused absence and a discipline referral. Parents will be notified. (This includes 18+ year olds.)

CLASSROOM RULES

Minute System

The staff at BRIDGE looks at the school setting as a place to prepare you for your future. In the work place, if you do not work, you will not get paid. This is the same at BRIDGE High School. If you do not work, you will not get credit.

A minute system is used at BRIDGE High School to enforce classroom rules. Teachers will award minutes for showing up, participating, and good behavior. Teachers will also deduct minutes for not showing up, not participating, and poor behavior. The number of minutes awarded or deducted is up to the discretion of the classroom teacher with the exception of attendance minutes. These equal the amount of time spent in each classroom.

Also, any teacher/staff member can award or deduct minutes for inappropriate behavior outside of the classroom and give them to one of your classroom teachers. The number of minutes awarded or deducted is up to the teacher/staff person. If a teacher/staff person asks you to stop a behavior, **STOP!** Otherwise, expect the following consequences:

- First warning (occurs when the staff person initially asks you to stop)
- Second warning
- The third time you will be asked to leave for the day (and lose all class participation minutes)

If a teacher/staff person is being threatened verbally or physically, expect immediate dismissal. Further suspension time may be administered depending upon the severity of the behavior.

Deduction of minutes occurs for the following offenses:

- Tardy (any tardy over 10 minutes is counted as an absence or -45 minutes)
- Insubordination
- Sleeping
- Not working
- Swearing
- Horseplay
- Not following directions
- Walking out of the classroom without permission
- Any behavior the staff deems inappropriate

EXEMPTION FROM FINAL EXAMS

A student may be excused from the final exam if they meet the following criteria each marking period:

- A minimum grade of B- is earned for the marking period
- Absences must be kept to 4 or below for the marking period
- No discipline problems occurred during the marking period

GANG-RELATED ACTIVITIES

Gang-related behavior/activity, including writing in a gang-related style, is prohibited. If the administration or staff believes any activity is gang-related, you will be warned. You may be sent home if you will not comply with the rules.

TOBACCO USE POLICY

Use will be determined as:

1. Smoking cigarette/cigar in/on the public school property
2. Use of “chew” in/on school property

All incidences will be documented on an “Incident Report” by the observer within 24 hours of occurrence and given to the Coordinator. The Coordinator will take action and implement the following consequences:

Incident #1:

Student will be placed on Detention for one (1) hour. Copies of Incident Report will be given to Home, PO (Probation Officer), if applicable, and to student.

Incident #2:

Student will be placed on Out of School Suspension for one day immediately following Incident. Copies of Incident Report will be given to Home, PO (if applicable) and to student. All time and work must be made up within one week or the suspension day will be treated as an unexcused absence.

Incident #3:

Student will be placed on Out of School Suspension for 2 days immediately following incident. Student will attend mandatory smoking cessation classes on his/her own time. Copies of Incident Report will be given to Home, PO (if applicable) and to student.

Further incidences will result in consideration to be permanently suspended.

* NOTE: Discipline for students found with tobacco products on school grounds will range from In School Suspension, Out of School Suspension, or may be referred to the local police. A student who has reached the age of majority shall assume full rights of an adult and may sign his/her own report card, excuse slips, and permission slips, and have free access to his/her school records. The administration reserves the right to advise parents of any situation regarding a student, regardless of age, which it deems worthy of parental involvement. A form will be given to the parents to sign regarding their 18 year old.

HARASSMENT

The school believes every individual deserves to be able to come to school without fear of demeaning remarks or actions. The harassment of other students, staff members, or any other individuals, is not permitted. This includes any speech or action that creates a hostile, intimidating, or offensive learning environment. Harassment could result in suspension or expulsion from school.

Conduct constituting harassment may take different forms, including but not limited to the following: Sexual; Gender; Ethnic; Religious; Disability. Harassment may be verbal, nonverbal, or physical.

If a student believes that he/she is a victim of harassment by another student or staff member, he/she should immediately notify the coordinator. Reports may be in writing, by telephone or in person. Each report will be investigated in a timely and confidential manner.

**MEMORANDUM TO PARENTS REGARDING
SCHOOL BOARD POLICY ON DRUG-FREE SCHOOLS**

In accordance with Federal Law, the CCISD Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school-related event. Drugs include any alcoholic beverage, anabolic steroid, dangerous controlled substance as defined by State statute or substance that could be considered a “look-a-like” controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required by State law, the District will also notify law enforcement officials.

The District is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which she/he receives help through programs and services available in the community. Students and their parents should contact the school coordinator or staff whenever such help is needed.

POSSESSION OF WEAPONS POLICY

In compliance with State law, the CCISD Board shall permanently expel any student who possesses a dangerous weapon in a weapon-free school or commits either arson or criminal sexual conduct in a District building, on District property, or in a District program, including school buses and other school transportation.

For purposes of this policy, a dangerous weapon is defined as “a firearm, dagger, dirk, stiletto, knife, pocket knife opened by a mechanical device, iron bar, or brass knuckles” or other devices designed to or likely to inflict bodily harm, including but not limited to, air guns and explosive devices. The term “firearm” is defined as: a) 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 the explosive; b) the frame or receiver of any such weapon; c) any firearm muffler or firearm silencer; or d) any destructive device.

The Board need not expel if the student can establish to the satisfaction of the Board that:

- A. the object or instrument was not possessed for use as a weapon, or for direct or indirect delivery to another person for use as a weapon;*
- B. the weapon was not knowingly possessed;*
- C. the student did not know or have reason to know that the object or instrument possessed constituted a dangerous weapon;*
- D. the weapon was possessed at the suggestion, request, or direction of, or with the express permission of a District administrator or the police.*

ADDITIONAL RULES/CONSEQUENCES AND DEFINITIONS

Disciplinary action, including suspension or expulsion from school, may be taken for any improper conduct or behavior on school property (including school buses and other transportation) or at school activities. Improper conduct or behavior will include, but will not be limited to, the following:

Possession: Whenever used in this code, the term possession will mean either having the article on the student, or in the immediate vicinity of the student, or under the student’s control, or among the student’s personal possessions.

School Property: Whenever used in the Student/Parent handbook, this includes vehicles used for school purposes.

- A. Activities defined as criminal under the laws of the State of Michigan, include, but are not limited to, the following (Note: If any of the following are not presently, or cease to be criminal activities prohibited by law, they are still violations of this Disciplinary Code and are still improper):

1. **Alcohol/Drugs** - Use, possession, sale or distribution of alcoholic beverages/drug paraphernalia or “look-alike” alcoholic beverages/drugs, or being under the influence of alcoholic beverages/drugs
 2. **Arson** - The intentional setting of fires
 3. **Assault** - Intentional physical contact with or threatened harm to another person without the consent of that person (e.g. striking or threatening a teacher, administrator, school employee, adult or student)
 4. **Bomb Threats** - Calling in or insinuating in any way that the persons or buildings on school property are under threat of explosive devices
 5. **Burglary** - Entering a school building, a school vehicle, or any vehicle on school property without permission and for illegal purposes
 6. **Caustic Substances** - Use or possession
 7. **Dangerous Weapons/ Fire Arms** - Possession
 8. **Extortion** - Getting property or favors from another by use of threat
 9. **False Alarms** - Reporting a false alarm of any kind (e.g. fire, bomb, etc.)
 10. **Gambling** - Wagering of any kind
 11. **Harassment** of any kind (e.g. sexual, ethnic, gender, etc.) or in any fashion (e.g. physical, verbal, written)
 12. **Hazing** - Students may not organize or carry out any hazing
 13. **Incendiaries** - Use or possession of fireworks, smoke bombs or similar devices
 14. **Interference** - With school activities or intimidation of individuals at school activities
 15. **Larceny** - Stealing the property of another
 16. **Littering** - On school property, including school vehicles
 17. **Robbery** - Stealing from an individual by force or threat of force
 18. **Toy Weapons** - A student shall not possess a toy “look-alike” weapon on school property (including a school vehicle) or at a school sponsored event
 19. **Trespassing** - Illegal or unauthorized intrusion in school buildings or on school property
 20. **Unauthorized** or unsafe use of a motor vehicle
 21. **Vandalism, Malicious Mischief** - Property damage, including defacing, damaging, or destroying school property or any other person’s property on school property, including but not limited to the placing of graffiti
 22. **Weapons** - Possession of a weapon that is not a firearm or dangerous weapon within the Board of Education’s policy concerning Dangerous Weapons/Firearms; Arson; Criminal Sexual Conduct. If a student is in possession of any dangerous paraphernalia or any object (not covered by Board policy) used to inflict harm on another person, s/he shall be guilty of a gross misdemeanor.
- B. **Cheating or Plagiarism** - Plagiarism is the act of using another person’s ideas or expressions in your writing without acknowledging the source. In short, to plagiarize is to give the impression that you have borrowed from someone else. Whenever you use source materials you must give credit to the authors - even if you only paraphrase. Laws protect authors and publishers whose materials have been copyrighted. Therefore, the act of plagiarism by any student of B.R.I.D.G.E. High School will be dealt with by the lessening or loss of grade or credit in the class where such an occurrence takes place.
- C. **Computers** - Unauthorized or improper use of the school computers (e.g. hardware, software and all computerized information)

- D. **Disorderly Conduct** - Behavior considered distractible or inappropriate, any behavior that infringes on the rights and/or safety of others in or on school property or at any school event
- E. **Fighting** - Fighting or provoking a fight.
- F. **Gang/Cult/Non-Sanctioned Organizations** - Students may not wear, possess, or display any items, engage in any communication, or engage in any manner of grooming which, by virtue of its color, arrangement, trademark, or any other attribute, denotes, symbolizes, or supports membership or recognition of a gang/cult/non-sanctioned organization.
- G. **Insubordination** - Refusal to comply with requests of a school administrator, teacher, employee, chaperon or other adult acting in the role of supervisor.
- H. **Leaving School grounds** - without permission or without properly signing out.
- I. **Loitering** - Being present in any area other than for the purpose for which the area was intended to be used (e.g. bathrooms, unused offices and rooms, parking lot, etc.)
- J. **Obscene, Profane or Lewd Behavior/Language** - Suggestive gestures, or obscene or profane language
- K. **Public Display of Affection** - Public display of affection, except holding hands, is not permitted on school property, in school vehicles, or at school activities.
- L. **Snowball throwing** - No snowball throwing on school property, or onto or at school property.
- M. **Tobacco Products** - Use or possession of tobacco products on school property or at school sponsored activities.
- N. **Unauthorized Possession** of school property or the property of another person.
- O. **Unauthorized Locks** on lockers.
- P. **Verbal Assault** - Verbal assault to persons or gross disrespect of school personnel, chaperons or any other person on school property or at school activities, including, but not limited to, verbal sexual assault and/or harassment, hate speech.
- Q. **Possession of Inappropriate Items** - Possession of items that contain inappropriate, obscene, profane, or sexually suggestive language or pictures.

Computer System - Unauthorized or improper use of the school district's computers (e.g. facilities, hardware, software and all computerized information) is prohibited, including but not limited to:

1. Unauthorized entry into a file: whether to use, read, change, or for any other purpose.
2. Unauthorized transfer of a file.
3. Unauthorized use of another individual's identification and password.
4. Use of computing facilities to interfere with the work of another student, faculty member or school official.
5. Use of computing facilities to send or receive (i.e., Internet "chat lines," pornography, etc.) obscene, abusive or any other improper message.
6. Use of computing facilities to interfere with normal operation of the school district's computing system.
7. Use of computing facilities in a manner which violates state or federal copyright laws (e.g. unauthorized duplication of copyrighted or licensed software).

School Property - Defacing or destruction of school property is a serious offense. A minor who does any damage to school property will be required to make restitution. This is in accordance with the laws of the State of Michigan which state that parents of a minor may be fined up to \$300 for the willful destruction of property by their children.

INTERROGATIONS & SEARCHES

Searches of lockers, desk, students, and personal students' effects in the B.R.I.D.G.E. High School shall be conducted according to the following rules:

Lockers, Desks and other School Property

1. Student lockers and desks are school property and remain under the control of the school District at all times. The school district exercises exclusive control over school property, including student lockers and desks. Students should not expect privacy regarding items placed in school property because school property is subject to search at any time by school officials. However, students are expected to assume full responsibility for the security of their lockers and desks. Students are responsible for whatever is contained in desks and lockers issued to them by the school district. Periodic, general inspections of lockers, desks and other school property may be conducted by school authorities for any reason at any time without notice, without student consent, without parental consent, and without a search warrant.
2. No law enforcement officer may search any locker without a search warrant unless s/he is doing so at the request of the building administrator and the law enforcement officer is accompanied by the administrator.
3. Students are prohibited from placing locks, other than the lock issued by the school for that specific student, on their lockers - unless approved by the building administrator. Any unauthorized lock shall be removed by the building administrator.

Personal Searches

1. A student's person and/or personal effects (e.g. purse, book bag, etc.) may be searched by building administrators whenever the building administrator has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials.
2. The student shall be requested to empty items such as, but not limited to, pockets, purses, shoulder bags, and briefcases. Items which are not illegal but violate school policy, rules or regulations may remain in the custody of the building administrator. Items which the building administrator believes may be connected with illegal activity may remain in the custody of the building administrator, unless such items are turned over to law enforcement officials. The building administrator shall contact the parent(s) to advise him/her of the immediate situation, and request that s/he come to school at once. If the student refuses to comply with the search, law enforcement officials will be contacted immediately as well as the parent(s).

Any further search of the student shall be at the discretion and under the control of law enforcement official(s) with a valid warrant. Once the building administrator has relinquished control of the student to the law enforcement official(s), the building administrator or a representative shall remain with the student and will be present during any search of the student made by law enforcement official(s) on school property.

3. No strip searches shall be conducted by school authorities.

4. Students who will not comply with a search will not be allowed to return to school until a meeting with the student and parent(s) is held and a decision is made regarding re-admittance.

Drug Dog Searches - The administration may from time to time use drug dogs to search this building or student parking lot.

HANDBOOK FORM

TO BE SIGNED AND RETURNED TO B.R.I.D.G.E. SCHOOL OFFICE

I certify that I have received a copy of the B.R.I.D.G.E. High School Handbook dated _____. I understand that I am accountable for reading and knowing the full contents of this handbook, and it is my responsibility to ask questions if I do not understand any of its provisions. I further understand that my failure to read any portion of the book will not be accepted as a defense for any violations. Ignorance is no excuse! I am aware that this Handbook is subject to change at any time, and will be notified by B.R.I.D.G.E. staff of such changes if they occur.

Parent/Guardian (if student under 18)

Student

Date

I have read the B.R.I.D.G.E. High School Handbook and understand that if my child is send home, the B.R.I.D.G.E. High School staff will try to reach me at the phone numbers provided when my child enrolled in school. If I am unavailable, the B.R.I.D.G.E. High School staff will call a taxi to bring my child home. This money will be paid back to B.R.I.D.G.E. High School at the time my child is readmitted back to school. If my child walks out of the building before a ride can be obtained, then a staff member will try to reach me as soon as it is possible during the course of the day. (Students who walk to school will be sent home, and parents will be notified as soon as possible.)

This policy is in place to assure that consequences for behavior are immediate. If a student is not allowed to come back the next day, parents/guardians will be notified. For most offenses, students are welcome to come back the next day to “try again.”