

At Dow High, our students take our **SPiRiT** seriously. SPiRiT is more than a word to us; it's an attitude that comes through in **all** aspects of Dow High student life.

Dow High SPiRiT is present in the classroom, on the field, in the auditorium, and in our halls. Past students of Dow High School have defined CHARGER SPiRiT, and shared a legacy of commitment to these values for future generations of Chargers.

The definition below describes the elements of SPiRiT and the legacy our students strive to achieve every day at Dow High:

S is for Strength.

Our strength is measured by our standardized test scores, our winning athletic and extracurricular teams, and our willingness to fundraise and support those in need in our community and school.

P is for Pride.

We show our pride through good sportsmanship on and off the field, supporting all Chargers and all Charger activities, wearing our colors, standing to sing the fight song and participating in Charger Rallies.

I is for Integrity.

We demonstrate our integrity by following school rules and policies, keeping our word, and fulfilling our commitments, showing up on time and being prepared to learn or play. We don't cheat or plagiarize.

R is for Respect.

We show our respect by treating all students and staff as we would like to be treated. We don't bully others in person or online. We listen open-mindedly to others points of view, we do not write on or destroy others' property.

I is for Intensity.

We demonstrate our intensity by focusing on our studies, playing to our best ability, and standing together in the face of adversity.

T is for Tradition.

At Dow High we have lots of tradition. The fight song, the Doughboy, the Dow-Midland Game, Homecoming, Prom, Ren Fair, wearing camo on Fridays, painting the rock, and marching the halls in Charger rallies are all part of our tradition.

This Handbook belongs to:

Name: _____

Phone: _____

Grade: _____

HERBERT HENRY DOW HIGH SCHOOL
3901 N. Saginaw Rad.
Midland MI 48640
(989) 923-5382
Fax (989) 923-5301
Website: www.midlandps.org/sites/dhs/

Administrative Staff

Steve Poole	Principal
Jennifer Coppens	Assistant Principal
Carla Koch	Special Education Supervisor
Matt Murphy	Assistant Principal
John Streeter	Athletic Director

Teacher Leaders

Dawn Moulthrop	English
Sarah Pancost	18 Coordinator
Jason Watkins	Mathematics
Kathy Snyder	Social Studies
Tom McNamara	Science

Support Staff

Lynn Burns	Administrative Assistant, Supervisor
Malissa Wagner	Office Professional, Finance
Joe Moore	Office Professional, Registrar/Counseling
Vicki Jines	Office Professional, Athletics

Building Manager

Tim Chisholm

Board of Education

President	Ms. Pam Singer
Vice President	Ms. Angela Brandstadt
Secretary	Mr. Scott McFarland
Treasurer	Mr. Patrick Frazee
Trustee	Mr. Brad Blasy
Trustee	Ms. Lynn Baker
Trustee	Ms. Mary Fredell
Superintendent	Mr. Michael Sharrow

Associate Superintendents

Mr. Robert Cooper
Mr. Brian Brutyn
Ms. Penny Miller-
Nelson

Superintendent

Mr. Michael Sharrow

The School Day at H. H. Dow High School

First Hour	7:40-8:35
Second Hour	8:41-9:36
Third Hour	9:42-10:47
1st Lunch	10:53-11:23
Fourth Hour	11:28-12:23
Fourth Hour	OR
	10:53-11:48
2nd Lunch	11:53-12:23
Fifth Hour	12:29 -1:24
Sixth Hour	1:30 -2:25
Seventh Hour	2:30 -3:25

Doors will be opened no earlier than 7 a.m. each morning. We ask that all students with no 7th period class leave the building by 3 p.m., unless they are in a supervised area such as the Media Center, which is open until 4 p.m. Students with a 7th period class are asked to leave the building by 4 p.m. Students will not be allowed to roam the hallways at any time after their school day is finished. They may face disciplinary action if found in unsupervised areas.

Dow High School Mission Statement

We are committed to helping learners acquire and use knowledge, communicate effectively, and become responsible and respectful individuals prepared to meet the challenges of the future.

Dow High School Vision Statement

To be the best high school in Michigan.

Midland Public Schools Mission Statement

In partnership with our community, prepares students as knowledgeable, self-reliant, cooperative and ethical learners who are contributing citizens.

School Colors

The school colors are green and gold.

Newspaper

Students in the journalism and the advanced journalism classes publish the Update and Update Online regularly during the school year.

Yearbook

Members of the yearbook class prepare the Dow High yearbook, The Charger. Pre-orders begin in the fall and end prior to spring break.

The Charger Shoppe

School Store Hours

7:15-7:35 a.m.
10:55-11:23 a.m.,
11 55 - 12 23 p.m.,
2:30 - 3 30 p.m.

The Charger Shoppe is the official H. H. Dow High School store and place for students, parents, alumni, and staff to shop. Items available at the store for purchase include a wide variety of Dow High apparel, snacks, and drinks. Located in the store is our very own Dow High Brand of Members First Credit Union, a convenient banking branch for all of your monetary needs. DECA and marketing education students operate the Charger Shoppe. Stop in the Charger Shoppe for great clothing, delicious food and excellent service.

School Song

Onward Chargers, on to victory
Lead us on to fame
We'll fight for green and gold
Our colors bright
We're out to win this game, Go-Fight-Win!

Chargers, we will be true to you
Faithful 'til our struggle is through
Dow High
Our pride lives long
Charging onward to victory strong
Fight!

We are proud of our school!

- H. H. Dow High School extends an invitation to interested parents and community members to visit our school.
- Visitations during school hours can be arranged by calling **(989) 923-5382**.
- All visitors are asked to report to the secure entrance to sign in and obtain a visitor badge.
- Arrangements for a student visitor must be made in the STUDENT SERVICE OFFICE at least one day prior to the visit
- No student visitors are allowed during finals weeks for 1st and 2nd semester
- All student visitors are asked to report to the Student Service Office. A signature from each teacher, as well as an administrator, is required for the visitor to enter each class. Adult visitors must sign into the main office and wear a name tag for identification while in the building.
- High school students from Midland County schools are not eligible to be considered visitors with Dow High School students during the school day,

Helpful Websites

Staff Directory: <http://midps.org/directory/>
Home Access Center: <https://hac.mps.k12.mLus/>
Information for Parents: <https://www.midlandps.org/Pages/parents.aspx>
Information for Students: <https://www.midlandps.org/Pages/students.aspx>
Online Payments: <https://www.schoolpay.com/login>

ACADEMIC OVERVIEW

Grading Policies and Procedures

Grades are given as letters to indicate achievement

A	Superior	E	Failing
B	Good	W	Withdrew
C	Average	I	Incomplete
D	Below Average	G	Pass
		H	Fail

Teachers establish their own grading scales, which are outlined in their syllabus. Specific expectations regarding their individual classes will also be explained. Students are expected to know and to follow these guidelines and are expected to attend class prepared to learn.

A student who withdraws or is removed from a course prior to the end of the ninth week of either semester will receive a final grade of "W". Beginning the tenth week of either semester, a student who withdraws or is removed from a class will receive a grade of "E" or "W" depending on student progress. A student will receive no credit "NC" if they violate the attendance policy and do not earn a 70% or higher on their exam.

Grades may be adjusted for documented health problems. Occasionally grades of "I" (incomplete) are given for work that has not been completed. Each teacher will determine the amount of time necessary for completing the work. If the work is not made up in a reasonable length of time (usually about two weeks) an "E" will be recorded on the student's records.

A pass/fail option is available to students in certain courses under specific conditions. The decision to use this option must be made by the ninth week of each semester. The decision is binding at that time. Students are limited to one P/F class per semester. The standard to pass is 75%. There may be some drawbacks in the P/F choice. More information is available through counselors

Calculating Your Grade Point Average (GPA)

GPA is calculated by dividing the total number of honors points received by the total number of calculated credits. Cumulative GPA includes only final semester grades and these grades are reported on the official transcript. To calculate cumulative GPA, divide the total number of honor points earned in classes from the ninth grade to the present by the number of credits earned.

Cum Laude Recognition

The Midland Public Schools implements the use of the national standard, Cum Laude, to recognize the academic efforts of our students. This system distinguishes student academic performance at three levels:

Summa Cum Laude - 4.5 GPA and above
Magna Cum Laude - 4.20 - 4.49 GPA
Cum Laude - 3.80-4.19 GPA

Honor Points

Midland Public Schools uses a system of weighted grades. Honor points are calculated by multiplying the grade equivalent by the number of credits earned in each class. Successful completion of a one-hour semester class earns (.5) credits. Grade equivalents for classes of average difficulty (.2) are..

A	=	4	B-	=	2.6	D+	=	1.4
A-	=	3.6	C+	=	2.4	D	=	1.0
B+	=	3.4	C	=	2.0	D-	=	.6
B	=	3.0	C-	=	1.6	E	=	0 (no credit)

For accelerated courses, add .6 to each grade equivalent. For honors courses, add 1.0.

In courses of average difficulty (.2 level), an A equals 4.0. In accelerated courses, an A equals 4.6 (+.6). In honors courses, an A equals 5.0 (+1.0).

Your cumulative GPA uses only final semester grades, and these grades are the only ones reported on your official transcript. In order to calculate your cumulative GPA, divide the total number of honor points earned in classes from the ninth grade to the present by the number of credits earned.

Middle school students who take high school .4 classes will earn credit toward graduation. GPA will also be calculated for these courses. Middle school students who take high school .2 & .3 classes will receive credit and grade on transcript, but will not count toward GPA.

Honor Awards

To be on the All "A" Honor Roll, students must have a **4.0 (A) non-weighted grade point average for the semester**. To be on the Academic Honor Roll, students must have a **3.0 (B) non-weighted grade point average** or higher for the semester. Honor Rolls will be computed each semester independent of one another. At least the final six weeks of school work involved must have been in a Midland district school for a student to be eligible for the Honor Roll.

Only non-weighted "final" grades will be used. All final grades will be of equal weight. Any final grade below a **C- (D or E)** disqualifies a student from the honor roll for the semester.

When grades earned in other districts are of a different type than **A** through **E**, building administrators will interpret the transcripts and, in cases of doubt, the Midland grades will be the determiners.

There are many other honors and awards you may receive such as departmental awards, scholastic honor awards, and participation awards. These are given at specified times throughout the year and at the Honors Programs in May.

National Honor Society

National Honor Society membership is based upon unsurpassed excellence in the areas of scholarship, leadership, service, and character. Those students who have an established and consistently maintained cumulative grade point average of 3.4 are automatically qualified for membership. A sophomore or junior who is scholastically eligible must complete a personal statement and submit a letter of recommendation. Failure to return these materials by the established deadline eliminates students from consideration.

The categories of leadership, service, and character become the criteria for membership. Leadership is judged by the student's ability to relate well to others, and organize and direct activities; service is demonstrated by active involvement in extracurricular and out-of-school activities; and character is defined as integrity, positive behavior and cooperation. In order to receive an invitation to join, prospective candidates must be blemish free in all of these categories.

The Faculty Selection Council, consisting of five staff members, has the responsibility of selecting members to recommend and serve as probationary members. The faculty is asked to make comments on candidates; however, the actual selections must be made by the Council. Upon successful fulfillment of obligations during the probationary membership period, students will be invited to become fully inducted members.

Even though this organization is founded upon academic discipline, this is not its most important focus. On the contrary, students are expected to act honorably in all pursuits, and must be capable of exercising exemplary conduct in all things both academically and socially. Any violation of this standard could potentially result in full dismissal from the organization.

Report Cards

Dow High School no longer prints report cards to be mailed. Parents will be notified by email when grades are ready in Home Access. If you are unable to electronically access grades, please contact the main office.

Graduation Credit Requirements

The following course work is required for graduation:

English Language Arts	4
Mathematics	4
Science	3
Social Studies	3
World Language	2
Required Fine Arts Elective	1
Health Wellness/Physical Ed	1
General Electives	4
TOTAL REQUIRED	22

Each June a graduation ceremony is held. Participation is voluntary and students who take part must purchase a cap and gown. The ceremony is a privilege. Any student whose conduct is objectionable during the school year, including the day of the ceremony, will not be allowed to participate.

A six-hour day for students is required according to Board of Education policy. Any transfer student new to Midland schools must earn a minimum of 3 Midland Public Schools' high school credits within the total credits required to earn a Midland Public Schools' diploma.

A student who accumulates the credits required for graduation and meets all required and elective course requirements before June may graduate early. Until graduation, however, the student is considered a member of the class in which he/she was enrolled as a 9th grader. Students who complete the requirements for graduation in January will receive a diploma the following June and may participate in the commencement ceremony.

For further information regarding high school curriculum and course offerings please refer to the following document **Secondary (6-12) Course Offering Guide 2016-2017** found within the following URL:

<https://www.midlandps.org/Pages/curriculum.aspx>

Secondary (6-12) Course Offering Guide 2016-2017 topics:

- Career Pathways
- Education Development Plan
- Course Pathways
- Meeting the Graduation Requirements
- Credit Options
- Special Programs
- Guidelines for Point Level Classes
- Grade Point Averages/Calculations
- Guidelines for Pass/Fail Option
- Course Offerings
- Additional Programs, Organizations and Information
- Required Annual Notice of CTE Opportunities

Testing Out

Information regarding the Midland Public Schools policy on testing out of classes is available from your counselor or building administrators. Testing out will not count toward completion of any credit hours required for graduation. "Testing out" will not be included in the computation of GPA. In addition, the student may not enroll in a lower course in the program sequence for credit once successful "testing out" has occurred.

Transcripts and Records

Student records are maintained in the Main Office. Individuals may review their records or obtain a copy of their transcript by making a request to the assistant principal in the Main Office, the school Registrar, or their counselor. Transcripts of students transferring to Midland Public Schools from other districts will be evaluated based on the MPS curriculum. Weighted grades from other districts will be granted only for similar courses offered by MPS. Accelerated transfer credits will be given accelerated weight only if MPS has the same course that is also accelerated. If not, .2 credit will be issued. Honors credit from another district may receive honors, accelerated, or regular (.2) transfer credit depending on the related course in MPS. Midland Public Schools will not alter an incoming transcript to reflect increased or decreased weight for courses from the transferring school system.

Education Rights and Privacy Act

In compliance with the Family Educational/Rights and Privacy Act of 1974, the Midland Board of Education approved a policy in November, 1974, regarding the student and parent rights with regard to privacy of school records. A copy of this policy is sent home with each student at the time of registration or enrollment. Additional copies are available in the Main Office.

Student Name/Photo Release and Student Records

In compliance with the Family Educational Rights and Privacy Act of 1974, the Midland Board of Education approved a policy in November, 1974 regarding the student and parent rights with regard to privacy of school records. The school does not release directory information, however we do release a list of graduates (names only) when organizations request them. Under the general provisions in Title IX of the recently reauthorized federal *Elementary and Secondary Education Act of 1965 (ESEA)* also known as the *No Child Left Behind (NCLB) Act of 2001*, local educational agencies (LEAs) receiving assistance under this act are required to provide military recruiters, upon request, with three directory information categories: names, addresses and telephone listings unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. (These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001* (P.L. 107-110), the education bill, and 10 U.S.C. 503 as amended by section 544, the *National Defense Authorization Act for Fiscal Year 2002* (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.) If you do not want Midland Public Schools to disclose directory information from your child's education records without your prior written consent, you must notify the district in writing. A standard form is available in the high school's Main Office and is due to the Principal on or before **October 3, 2016**.

Students who do not wish to have their names or pictures appear in any school publication, news release, or computer generated publication must notify the assistant principal in writing.

International Baccalaureate Program

The IB Diploma Programme is a comprehensive liberal arts and challenging pre-university curriculum for juniors and seniors recognized worldwide. IB courses offered in preparation for this diploma include world literature, French, German, Spanish, history, business, psychology, biology, chemistry, physics, mathematics, music and visual art.

Drop and Add Policy

Communication between parents, students, and teachers is a necessary component in the course drop and add process. Every effort is made to grant the original course selections in the student schedules. The procedure for dropping and adding a course that alters the original schedule is as follows:

- **Students may change classes up to 2 weeks after the start of each semester, when class sizes and schedules allow.**
- **All drops must be made prior to start of the 2nd 9 weeks of each semester.**
- Communication must first occur between the student, parents and teachers
- Next the student must meet with the counselor to determine if the change is feasible
- If possible, the change will be made and all teachers will be informed by the counselor.

Schools of Choice

The Midland Public Schools has adopted a policy about "Schools of Choice." Detailed information about this policy is available annually through the school office or the district web page. If you or your parents have questions, see a member of the administrative staff.

Homebound Instruction

Students who are homebound or hospitalized due to a serious medical condition may request Homebound Instruction.

The homebound program is coordinated by the assistant principals. If you desire more information about this service, please call the main office at (989) 923-5382.

International Exchange Students

The Midland Public Schools have an established policy which recognizes the value of students attending foreign schools. The following procedures are used for students participating in foreign exchange programs.

1. We will accept up to 60 hours of credit from a foreign school equated as closely as possible to our length of the school year, school day, and class period. A senior must be within 25 semester hours of graduation by the end of the summer preceding the year abroad. The English, U.S. History, government and economics requirements must be fulfilled in a United States school.
2. The foreign school must send documentation of the exchange student's classes, grades, and dates of attendance to the Midland Public Schools' high school principal.
3. The grades a student receives from a foreign school will not be included in the GPA and class rank computation in the Midland Public Schools.
4. The courses and grades received from a foreign school will be listed and the Midland Public Schools' statement of position regarding their inclusion for credit will be explained on the student's transcript.
5. A student attending Dow High as an international exchange student must complete all the requirements for Midland Public Schools to obtain a diploma and to participate in the graduation ceremony.

Student Services Office

If you have questions regarding school policies, attendance concerns, medications, injuries, discipline issues, lost and found, etc., please contact the assistant principals in the Student Services Office.

Student Government

Student Government at Dow High School consists of three branches: Student Union, Student Senate and Student Leadership.

The Student Union serves as a student treasury and provides activities for students as well as serving as a liaison between the administration and the student body. Some of its responsibilities include coordinating homecoming, school dances and supporting the magazine drive.

Membership in Student Union consists of all class officers and representatives, three representatives at-large, four sports representatives and one member from each club and organization in the school. Class officers for sophomore, junior and senior classes are elected in the spring of the previous school year and freshman officers are elected in the fall.

The SU Executive Board consists of the presidents of each class and are responsible for coordinating activities between the classes.

Representatives to the Student Senate are elected from each third hour class. The Senate considers issues vital to all students and makes recommendations to the Student Union and the school administration.

Student Leadership is a class available to sophomores, juniors and seniors at Dow High. Student Leadership coordinates the magazine drive, the school-wide fundraiser, run assemblies and elections, plans activities to increase student involvement as well as to give back to the community. The SL Executive Board consists of a chairperson, vice-chairperson, secretary and treasurer who are elected from the Student Leadership in May for the upcoming school year.

Specific information about clubs and organizations, sponsored by the Student Union, can be found in the Directory of Student Activities.

ATTENDANCE

Attendance Policy

Daily teaching and interaction of students with teachers cannot be duplicated. We urge everyone to exercise good judgment when making decisions about school attendance. It is the student's responsibility to monitor their own attendance.

H. H. Dow High School has a 10-day per semester per period maximum attendance policy. Excused and unexcused absences are included in the 10-day per semester maximum, although for any unexcused absence, students may not be allowed to make up school work. Students under 18 years of age may also be subject to a truancy petition to the Midland County Probate Court, in accordance to the protocols established by the 42nd District Court.

School excused and medical absences are not counted in the 10 day per semester limit. Students who exceed 10 days per semester and have failed the first marking period and are failing to make academic progress after Week 12, may be dropped from that class.

Due to the Board policy that requires students to be enrolled in 6 consecutive classes, if a student is dropped from a course for the above mentioned reasons, he/she may also be dropped from surrounding hours to avoid a "hole" in his/her school days. After the last day of the 3rd week of the second marking period during any semester, loss of credit in any course resulting from a "drop" as mentioned above will be recorded as "W" on the transcript if the student was passing the class, or an "E" if the student was not passing at the time the attendance policy was violated.

Attendance Procedure

1. All absences must be verified within 48 hours (2 days) by the parent or guardian in order to receive an excused absence. The attendance hotline number is **(989) 923-5377**
2. It is preferred that you call by noon on the day of the absence to help ensure the absence is excused the same day

Failure to have any absences excused within a 48 hour period will result in an unexcused absence. Unexcused absences are unacceptable and may therefore result in any of the following penalties:

- Detention
- Suspension
- Loss of credit based on individual teacher policy regarding student participation in classroom activities, including tests, projects and daily assignments
- Truancy petition to the Midland Probate Court

Tardy Policy

Learning to be punctual is important to a student's success in school. Tardiness will be defined as "failure to be in the assigned classroom when the bell rings." Whether the student must be in the assigned seat or not is the decision of the individual teacher. Students will be notified of the teacher's preference at the beginning of each semester. A student is considered tardy from the time the bell rings until five minutes after the class has started. Unexcused absences may be recorded if the student arrives after five minutes. The tardy count and penalties will be reset each semester. Tardies are not excusable.

- Tardy #1, Tardy #2, Tardy #3 - per semester will be handled by the classroom teacher
- Tardy #4 and any additional tardies may result in a referral to Student Services for additional discipline, as well as result in not being able to make up any missed work during the time of absence. Excessive tardies may result in suspension from school for open defiance

- Failure to serve detentions can/may result in a suspension from school

5. When a student arrives at school after the school day has started, the student must report to the Student Services Office to sign in.

Policies and Procedures

Leaving During the School Day

If you have a medical or dental appointment or any other planned absence...

Your parent or guardian should notify the Student Services Office by telephone in advance of your absence to excuse the absence.

2. **Doctor's notes to verify medically excused absences must be submitted to the Student Services Office prior to exams including the specific dates and hours to be medically excused.**
3. If a student is out for medical reasons, (i.e. dentist, orthodontist, doctor appointment for illness), parents/students need to provide Student Service with a physician's note of verification for the hour or day of absence.
4. All exceptions to this policy (serious health problems and 504 plans) will be subject to review by the building principal and/or assistant principal. Extended absences may require medical doctors' notes.
5. Medical absences do not count toward the 12-day absence limit
6. Co-op students who are ill from school cannot attend their co-op jobs on that day.
7. Any questions regarding Advance Notice Absences should be directed to the assistant principals in the Student Services Office.

If you need to leave during the school day...

Students are not permitted to leave the premises after starting scheduled classes without permission from the Student Services Office. Permission is granted only with parental consent. We refer to the procedure as "signing out"

2. **A student who fails to notify the Student Service Office before being absent from scheduled classes will receive AN UNEXCUSED ABSENCE.**
3. Midland Public Schools has an "open lunch" policy for students attending high school. Parents who wish to have their student remain at school for lunch must arrange this through the Student Services Office. Students have 30 minutes for lunch each day during which time they may leave the building or eat in the school cafeteria. ALL STUDENTS ARE EXPECTED TO RETURN TO THEIR NEXT CLASS ON TIME.
4. If you are leaving school at lunch and will not return, you must sign out.

If you know you will be absent more than three days...

1. Have your parent(s) or guardian make the Student Services Office aware.
2. Requests for homework assignments should be directed to the Student Services Office before 10:00 a.m. each day.

If you do not have verification for an absence, the Student Services Office will issue an UNEXCUSED absence.

Unexcused absences are issued for absences without parent verification or failure to serve disciplinary detention assigned by the administrator.

2. Unexcused absences carry severe penalties. Students who are truant on the day of a major test or when a major project is due may not be allowed to make up the work.
3. Parents will be notified, via attendance call system, if a student has unexcused absences.
4. Five days truancy may result in a truancy meeting between parents, student and administration.

If you become ill at school...

1. You must report to the Student Services Office.
2. You should not leave the building without permission from the assistant principal in the Student Services Office.
3. Your parent(s) or guardian will be contacted and provisions made for you to be excused for the rest of the day.

If you are injured at school...

You must report immediately to your instructor or the Student Services Office. This includes accidents in the gymnasium, play fields, locker rooms or laboratories.

2. All accidents should immediately be reported to the teacher in charge and the main office. This includes accidents in the gymnasium, playing fields, locker rooms or laboratories. MIDLAND PUBLIC SCHOOLS DOES NOT CARRY INSURANCE TO COVER ANY MEDICAL EXPENSES OF STUDENTS. These expenses should be covered by the parents' or guardians' personal insurance plan. If you do not have accident insurance, you are encouraged to consider purchasing a voluntary accident insurance policy. For more information, contact the Main Office.
3. If your parents are going out of town for a period of time, it is helpful if they advise the Student Services Office of the adult responsible for you in their absence.

Adult Student Attendance Policy

If you are eighteen and would like to be responsible for your attendance ...

You must sign an adult waiver with the Student Services Office. This agreement states the following:

1. I must call the Student Services Office at **(989) 923-5390** before 7:40 a.m. and state the reason for my absence each day I am absent. Calls from parents are not accepted. (Co-op students must call both their co-op coordinator and Student Services)
2. **Adult students may not use the "Attendance Hotline."**
3. I must call the Student Services Office if I am going to be late for school.
4. I will "sign out" in the Student Services Office any time I must be absent from class.
5. Notes from my parents or guardian are no longer acceptable.
6. The adult student waiver may be revoked if I receive an attendance contract for excessive absences in any class or classes.
7. Misuse of this procedure may result in revocation by an assistant principal.

Make-Up Work

Students who have a school excused absence will be required to turn in work and/or make-up test the day they return from that absence unless otherwise agreed upon by teacher and student

It is the student's responsibility to contact the teacher for assignments missed and to make arrangements with the teacher for a time for any help needed. Ask your teacher for a definite appointment, acceptable to both of you. A quick approach between classes is never satisfactory. Remember, teachers are willing to help you if you want to be helped.

STUDENTS RIGHTS AND RESPONSIBILITIES

Code of Student Conduct

Students are expected to respect the law and to behave in a mature responsible manner at all times. Whenever a student behaves in a way which disrupts the education of himself/herself or other students, disciplinary action may be necessary. Further information regarding Midland Public Schools District policies can be found within the **District Policy Handbook** located within the following URL: <https://www.midlandps.org/Pages/parents.aspx>

On December 9, 1970 the Michigan State Board of Education adopted a resolution which required all local boards of education to develop, adopt and publish a Code of Student Conduct. The code was adopted by the Board of Education on May 22, 1972. The Midland Public Schools Code of Student Conduct (briefly) "identifies categories of misconduct, defines the conditions under which students may be suspended or expelled, and specifies the procedural due process safeguards which will be utilized." Some of the forms of misconduct which could result in suspension are health and hygiene,

demonstration or disturbance, gang activity, hazing, obscenity and indecency, threatening communications, fighting, truancy, forgery, stealing, extortion, smoking, use or possession of drugs, alcohol or tobacco, criminal sexual conduct, sexual harassment, technology misuse, vandalism, arson, bomb threats, possession of weapons, disruptive behavior, gross misbehavior or open defiance. The Code of Student Conduct applies to all school sponsored events, whenever or wherever they are held.

Policy on Sexual Harassment

Midland Public Schools is committed to providing an educational environment which is free of discriminatory intimidation and sexual harassment. Abuse of the dignity of anyone through sexist slurs or through other derogatory or objectionable conduct is offensive behavior which will not be tolerated.

Sexual harassment is a violation of Title VII of the Civil Rights Acts of 1964 and the Michigan Elliott-Larson Civil Rights Act. It is also contrary to the policy of the school district for any staff or student member, male or female, to sexually harass a student or staff member. Individuals who believe that their rights in this area have been violated should report their concerns to building administrators or to the Assistant Superintendent of the Midland Public Schools.

Crime-Free Schools Policy

The Midland Public Schools complies with all state and federal legislation regarding the maintenance of a safe environment at school, specifically involving K-12 students who possess firearms or other dangerous weapons, who commit criminal sexual conduct, arson, physical or verbal assault, or who make bomb threats or similar threats. For more information, please refer to the Midland Public Schools **District Policy Handbook** which can be found within the following URL: <https://www.midlandps.org/Pages/parents.aspx>

Social Behavior

Students are expected to conduct themselves properly. Inappropriate displays of affection and/or offensive language are not acceptable. Various disciplinary actions can be taken when students misbehave including assigned detention, closed class, suspension, or removal from the class with loss of credit. The severity of the action will depend on how serious the misbehavior was and on the student's past behavior.

Cheating Policy

Cheating is a form of dishonesty and is clearly unethical. Taking credit for work that is not one's own is cheating. Cheating is unacceptable at H. H. Dow High School and will be subject to disciplinary measures as determined by the teacher. Each teacher will specify actions that constitute "cheating" in his/her course, and the consequences of such action as part of his/her written course syllabus/policies. Disciplinary action may be carried out at the classroom level or the main office, depending on the severity of the offense.

Bullying

Bullying is defined as systematically and persistently inflicting physical hurt and/or psychological distress on one or more students. For more information, please refer to the Midland Public Schools **District Policy Handbook** which can be found within the following URL:

<https://www.midlandps.org/Pages/parents.aspx>

Descriptions of Common Forms of Bullying		
	Direct Bullying	Indirect Bullying
Verbal Bullying	Taunting, teasing, name calling	Spreading rumors
Physical Bullying	Hitting, kicking, destruction or theft of property	Enlisting a friend to assault someone for you
Nonverbal/Nonphysical Bullying	Threatening or obscene gestures	Excluding others from a group, manipulation of friendships, threatening email/Facebook

Discipline

Students suspended for infractions identified in the Code of Student Conduct will be assigned out-of-school suspensions for the 2016-2017 school year as detailed in the **District Policy Handbook** which can be found within the following URL: <https://www.midlandps.org/Pages/parents.aspx>

Suspension means temporary removal from one or more classes, and is determined only by a school administrator. It is a very serious action, and always includes parent/guardian contacts, along with a written notice,

Absences because of suspensions will not be counted towards the twelve-day absence policy. Suspended students may not participate in school related activities while suspended from school. For example, an athlete may not return to school to practice or participate in a contest while suspended, nor would a co-op student be permitted to work,

Students sent to the Student Services Office on a discipline referral by a classroom teacher may be assigned closed classes or detention, which must be attended as assigned. Students must be on time, bring schoolwork, and remain silent. A student failing to appear for an assigned detention will face more serious discipline. Failure to serve detentions in the assigned amount of time may result in the discipline referral being classified as an unexcused absence. Students with transportation problems will be given 24 hours to arrange transportation with their parents. Students who work must make arrangements with their employer. Detention may be assigned before school, after school, or at lunch time,

Suggested Guidelines for First Offenses

This guide is intended as a general reference. All suspensions are determined on an individual, case-by-case basis:

Health and Hygiene Discretionary
Verbal Assault 2-5 days towards a student
 2-10 days toward staff

Obscenity and Indecency 2-5 days towards a student
 2-10 days toward staff

Threatening Communication 2-5 days

Fighting 3-5 days

Truancy Discretionary

Forgery 1-3 days

Stealing 2-3 days, 2-10 days

+ Restitution if severe

Extortion 5-10 days

Demonstration/Disturbance 3 days

Tobacco and/or 1-3 days

Electronic Cigarettes

Alcohol and/or Drugs (Use, possession, sale) 3-10 days; more severe for large quantities or sale

Vandalism 3-10 days + restitution

Hazing/Bullying 1-5 days

Arson See District Policy and state law

Bomb Threats See District Policy and state law

Weapons See District Policy and state law

Gang Activity 3-10 days

Open Defiance 1-5 days

Criminal Sexual Conduct See District Policy and state law

Sexual Harassment 1-5 days

Technology Misuse 1-10 days + restitution (and loss of privileges)

Communication Devices 1-5 days

Electronics/Cell Phone 1st offense - pick up in Student Service office

2nd offense - Parent is notified to pick up device in Student Service office

3rd offense - Potential suspension (See Open Defiance)

Unacceptable Behavior/

Senior Pranks 1-10 days and/or removal from Commencement

• This is for first time offenses, More days may apply for multiple offenses or due to severity of the incident

SCHOOL PROCEDURES AND RESOURCES

Pride in your school includes responsibility for the care of the property provided for your use in the school. Any and all willful damage to or loss of books, materials or equipment will result in the assessment of a fine. When fines are due, a form is turned in to the Main Office by the teacher. Records will be held until these obligations have been paid.

The school building as well as the land, the parking lot, all books, tools and equipment have been provided by the taxpayers of Midland. Students are expected to treat the entire facility with respect. Students who deliberately damage or destroy school property will be expected to pay for such damage.

Textbooks, Electronic Devices and Materials

Textbooks, electronic devices and material are issued to you by the teacher in each class at the beginning of the school year. These books are purchased by the taxpayers and loaned, without fee, to you. You are responsible for the particular items given to you, each book being marked with a number. In case of abuse or abnormal wear and tear, you will be assessed a fine to help replace the book at an earlier than normal date. You must pay for all lost books. If the item is returned, and has not yet been replaced, you may receive a partial refund depending on condition of the item.

Items are paid for at a price determined by the original cost. **BE SURE TO CHECK THE CONDITION OF YOUR ITEMS WHEN THEY ARE ISSUED.**

Lockers

DO NOT CHANGE LOCKERS AND KEEP THEM CLEAN. Lockers are school property and a record of locker assignments is kept in the Student Services Office. This information may become important in case of illness or emergency. **Students who are caught changing lockers without permission will face disciplinary action and possible suspension.**

You will be assigned a locker at the beginning of the school year to make it more convenient for you to store your personal belongings. Taking care of your locker is your responsibility. Keep it secure by not sharing your combination with others. Always check to be sure your locker is locked after closing the door.

Locker decorating is permitted; however, there are some restrictions.

- Items on locker doors may be subject to administrator approval
- Magnets or magnetic strips are the only approved ways to secure items on your locker door
- Please use good judgment in selecting your decorations
- Inappropriate material or material that causes a disruption may be removed
- Periodic locker inspections may be scheduled during

the school year.

Even though your locker is equipped with a combination lock, it is by no means completely secure. Do not keep large sums of money or other valuables in it. Items of value should be checked in the Student Services Office.

If you store items in a locker at school without a combination lock (such as a physical education locker) please consider securing your belongings with a padlock. If you are unable to provide your own padlock, please see an administrator. The school is not responsible for lost, stolen or damaged items left in unsecured lockers.

Posters

All posters or other printed material must be cleared with the principal before being displayed.

Search and Seizure

The school retains custody of its lockers, desks, and all other properties assigned to students for storage and other legitimate uses. Lockers, desks and all other school properties are subject to periodic inspections, both announced and unannounced, and without student consent or a search warrant.

Whenever school officials have reasonable suspicion to believe that a search will disclose evidence a student has violated or is violating school rules, a search may be conducted. Any and/or all items which may be used to disrupt or interfere with the safe, healthful and/or orderly conduct of school programs, discovered as a result of such a search, may be seized.

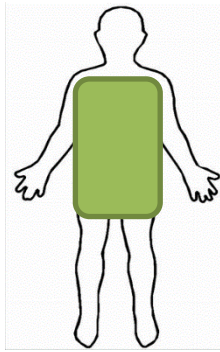
In an effort to keep the schools and district premises free of drugs, school authorities may use specially trained, dogs to sniff out and alert staff to the presence of illegal controlled substances in school lockers and in students' vehicles parked on district premises. Such inspections by school authorities and trained dogs may be announced or unannounced and may be made at any time.

Students, themselves, as well as their purses, book bags, all other such personal property and their vehicles may be searched; and personal items which are potentially dangerous, disruptive, or illegal may be seized.

Dress and Personal Grooming

The primary responsibility for a student's attire resides with the student and their parents or guardians. The school district is responsible for seeing that student attire does not interfere with the health or safety of any student and that student attire does not contribute to a hostile or intimidating atmosphere for any student. All staff and students should understand that they are responsible for managing their own personal "distractions" without regulating the clothing choices of others.

1. Clothes must be worn in a way that genitals, buttocks, and breasts are fully covered with opaque fabric.
- 2.



3. **Student MUST wear:**
4.
 - A shirt (with fabric in the front, back, and on the sides under the arms) AND
 - Pants/jeans or the equivalent (for example, a skirt, sweatpants, leggings, a dress, or shorts)
 AND
 - Footwear
5. **Students MAY wear:**
6.
 - Fitted pants, including opaque leggings, yoga pants and “skinny jeans”
 - Tank tops, including spaghetti straps; halter tops
7. **Students CANNOT wear:**
8.
 - Violent images or language
 - Images depicting drugs, alcohol, hate speech, profanity, or pornography
 - Images that create a hostile or intimidating environment

In all cases, administration will determine what is appropriate based on the dress code. Students wearing inappropriate clothing may be asked to change, to go home to retrieve more appropriate clothing, or may be subject to disciplinary action. Dow High School staff may determine if or when students are allowed to wear hats and/or coats in the classroom for a specific setting.

Administration of Medication Policy

Any student who must take any medication while at school is required to have a permission form on file in the office. This form must be submitted on a yearly basis. An updated form can be found within the **School Enrollment Packet** found within the following URL:
<https://www.midlandps.org/Pages/parents.aspx>

Medication Definition:

Medication includes prescription, nonprescription and herbal medications and includes those taken by mouth, taken by inhaler, injected (epi-pen), applied as drops to eye or nose, or applied to the skin.

Possession of Tobacco, Drugs or Alcohol

Use or possession of tobacco, drugs or alcohol in any form is not permitted at any time on the school grounds or at any school-sponsored event. Students will be suspended as outlined in the Code of Student Conduct.

Code of Student Conduct will be assigned out-of-school suspensions for the 2016-2017 school year as detailed in the **District Policy Handbook** which can be found within the following URL: <https://www.midlandps.org/Pages/parents.aspx>

Halls

A student who enters the hall for any reason during class hours must have an authorized "pass" from a staff member. When in the halls consider fellow students by observing the following courtesies:

- walk, do not run,
- keep to the right when possible,
- show common courtesies,
- avoid tardiness by going directly to the next class,
- avoid yelling, loud talking, and locker slamming, as
- classes are in session during lunch hours
- eat in the cafeteria, not in the halls,
- please dispose of trash properly
-

Beverage Containers

- Glass containers, paper cups and open containers are NOT allowed in the classroom unless permitted by the teacher
- Water is allowed at all times as long as it is in a clear container.

School Atmosphere

Backpacks: Students may bring backpacks to school. Backpacks should be stored in student lockers during the day. They are not allowed in Classrooms, the Media Center or the Cafeteria unless you have permission from a teacher or administrator.

Purses: All purses carried by students to class should be no larger than an 8.5" x 11" sheet of paper. It is suggested the purse have a thin strap to be worn over the shoulder so the purse will rest on the student's hip. Any purse larger than 8.5" x 11" should be stored in their locker during the school day.

School Climate

Students and parents are expected to respect the law and to behave in a mature responsible manner at all times. Courtesy and respect for others is also expected of all persons at **H. H. Dow High**. Behavior which in any way disrupts the education of self or others may result in disciplinary measures.

- Roller blades, skate boards, laser pointers and other distractive devices are not conducive to an educational atmosphere and should not be used on school property (items such as these may be confiscated).
- Inappropriate display of affection and offensive language are not acceptable behavior for an educational setting
- Students are expected to use appropriate judgment with respect to acceptable social behavior

Electronic Communication Devices

Use of electronic communication devices (i.e., cell phones, iPods, portable music systems, and other electronic communication devices) is strictly prohibited during class time. Devices will remain out of sight and turned off when students are in class. After multiple times an electronic device has been confiscated, a teacher/administrator may keep the device and students may receive disciplinary action. The school district is not responsible for lost, stolen or damaged communication devices.

Student Drivers and Car Registration

Driving your car to school is a privilege. Any car you drive to school must be registered in order to park on school property **There will be a charge of \$50 to register a vehicle and obtain a permit. Once a permit is purchased, a parking spot will be assigned. Failure to use the assigned parking spot may result in disciplinary action.** The sticker permits must be adhered to the lower left rear window (driver's side). The sticker must be visible. Vehicles not registered or parked in a non-assigned spot will be ticketed and may be towed or booted. Any attempt to remove the boot may result in disciplinary action.

Students who fail to purchase a permit will result in a hold being placed on the student's account until the permit has been paid in full. Students caught driving without a permit multiple times, may be disciplined. Bus loading areas have been marked. Provisions have been made for student, faculty and public parking. Students should park in designated student areas at all times. There is heavy traffic in and around the building each day. Please observe SAFE driving practices.

Security services provide parking lot supervision on a daily basis and extra duties such as dances, athletic events, end of year service and school day hours. Police will ticket any vehicle parked in a designated fire lane or handicap spot without authorization from the Secretary of State's Office. Parking violations issued by the police or assistant principals may result in the loss of the privilege to park on school premises or further disciplinary action. Illegally parked cars may be towed or booted. If you need to go to your car to retrieve a forgotten item, you must sign out in the student services office before going to your car and sign in upon return.

Parking and Driving Guidelines

1. Observe all stop signs and warnings when entering and exiting the parking lot.
2. Park between yellow lines only, **NOT ON** the lines.
3. Fire lanes and yellow curbs indicate "No Parking."
4. Blue lines, blue curbs and signs indicate "Handicap Parking" only.
5. Do not park in the spaces reserved for staff or visitors.
6. Observe the 5 M.P.H. speed limit at all times when in the parking lots.
7. All vehicles must be locked every day. Midland Public Schools cannot be responsible for stolen property.
8. Proper respect shall be given to the security guard at all times.
9. A student who operates a vehicle on school property is considered to have given consent to search the vehicle with cause. A parent or guardian who grants permission for his/her student to operate a vehicle on school property is also considered to have given such consent to search the vehicle.
10. Trash should be disposed of in the proper receptacle.
11. Students who drive on school property when driving privileges have been suspended, may lose driving privileges for the remainder of the semester.
12. Suspension of driving privileges for moving violations at one school applies to all other schools. During any suspension of driving privileges, the student may not drive or allow his/her car to be driven by another student on school property.

Emergency Procedures

In accordance with MCL 29.19, Am. 2014, Act 12, Midland Public Schools makes available a listing of all safety drills conducted from July 1, 2014 onwards on its building websites, and will keep this information available for a minimum of three years as found within the following URL:

<https://www.midlandps.org/Pages/District/Fire-Drill•Information.aspx>

The building crisis committee reviews our crisis plan procedures each year. Fire, tornado, and code red drills are conducted at unannounced times during the school year. Each room has emergency exit instructions posted by the door. During a drill, walk to the assigned exit at the direction of the teachers, leaving all materials in the room. In case of a fire alarm, go to the sidewalks as far away from the building as possible and stay there until the signal is given for re-entrance. Each classroom has posted emergency procedures and designated shelters for severe weather warnings. Please ask your teacher if you have questions.

Inclement Weather

In situations where bad weather is prevalent, Central Administration will determine whether or not to cancel or delay the start of the school day. Announcements will be posted on local television channels, radio stations, and district website. To receive text messages alerting you to cancellations or delays, click on the SchoolMessengerHelp section on the MPS webpage and follow the instructions to "opt in" You may also call the MPS Weather Hotline at **(989) 923-(SNOW) or (989) 923-7669.**

Media Center

The Media Center is conveniently located in the center of the building and offers a wide variety of services to Dow High students and staff. Supervised daily hours are 7 a.m. - 4 p.m. There is a charging station for student chrome books that can be used during these hours. On-line resources provide information for your more extensive research needs. Media Center Catalogs and recommended web resources are listed on the Midland Public Schools web page under the students tab (<https://new.midlandps.org/pages/students/>) You will find the relaxed atmosphere of the center makes it a pleasant place to study, research and read. No food or drinks (other than water) are allowed in the media center.

Assemblies

Programs are selected for the entertainment and education of the whole student body. In the past, assemblies have honored sports teams, clubs and organizations, presented the homecoming court, generated school spirit as well as provided an opportunity to hear various educational speakers.

COUNSELING CENTER

Each student is assigned a counselor at the time of enrollment. This should become a significant part of your high school experience. Your counselor is interested in you as a person and a student and can provide information regarding your strengths and weaknesses, educational and vocational planning and personal counseling. The success of the counselor/student relationship depends on your efforts at becoming well acquainted. The Counseling Center is open during school hours and appointments may be made at any time.

See your counselor when:

- you need help in planning or adjusting your schedule.

- you want information about future vocational or educational opportunities,
- you are experiencing problems in any of your classes,
- you would like to review your past record of achievement and/or interpretation of various individual tests you have taken in school.
- you are involved in a situation that prevents you from doing your best in school.

Transcript requests for college applications, scholarships, and various summer program opportunities are made through Parchment (Parchment.com), Most requests are free of charge, however others have a fee that is the student's responsibility,

Scheduling Procedure

When the time comes to prepare schedules for the following year, you will be contacted by your counselor, There are approximately 175 different courses offered at H. H. Dow High School. Some are year-long courses and some are one-semester courses. If you are not eligible to take a particular subject, your counselor will assist you in revising your schedule. There may be several reasons for which a course may not be open to you:

1. Prerequisite requirements have not been met
2. Course may not be offered at your grade level.
3. Class has been closed because of enrollment

Final schedules are prepared during the summer so that you will have a schedule to follow as soon as you arrive in the fall.

Scholarships and Financial Aid

Information on scholarships for post-secondary education after high school is made available to students through several means, Student bulletins as well as daily announcements carry this information. The Midland Branch of the AAUW annually prepares the HELPS booklet which contains information on local scholarships, This is available on the Midland Public Schools website at the following URL: <https://www.midlandps.org/Pages/parents.aspx>

Standardized Tests

Certain standardized tests are routinely administered at H. H. Dow High School. Other individual and group tests are given as required,

AP/18 Tests (Advanced Placement/International Baccalaureate) are given each May to students who wish to receive college credit for their high school course work.

ASVAB (Armed Services Vocational Aptitude Battery) is administered each fall to interested students. There is no military obligation involved.

MICHIGAN MERIT EXAM (MME) Student Juniors) will take the MME which consists of the SAT; M-STEP content developed by the Smarter Balanced Assessment Consortium, in conjunction with the State of Michigan; and the ACT WorkKeys assessment. The results of this test will be placed on the transcript

PSAT/NMSQT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test) National Merit Finalists and Commended Student winners are determined by this test. Juniors are encouraged to take this test as an introduction to the college testing program taken later in their junior or senior year.

SAT I (Scholastic Achievement Test) College admissions test taken in March of the junior year as a part of the MME

SAT II (Scholastic Achievement Test) Subject matter tests which measure your knowledge or skills in particular subjects and your ability to apply that knowledge, Some colleges require these tests for admission,

ACT (American College Test) The ACT an admissions test for colleges and universities. Also, this test is used to qualify for the Michigan Competitive Scholarship program.

PSAT 9th & 10th (This is a preparatory test for ninth and tenth grade students for the PSAT)

Cooperative Education and Work Experience Options

Cooperative Education is a supervised on-the-job learning experience for SENIORS. It is provided by Midland Public Schools in conjunction with employers in the community and is a great opportunity to "earn and learn". Further information about these opportunities can be found in the following document **Secondary (6-12) Course Offering Guide 2016-2017** found within the following URL: <https://www.midlandps.org/Pages/curriculum.aspx>

Work Permits

All students under 18 who work must have a work permit. These permits are processed through the Main Office.

ATHLETICS (<http://dowathletics.com/>)

In 2003, the Michigan Interscholastic Athletic Administrators Association (MIAAA), Michigan's professional organization of high school athletic directors, awarded H. H. Dow High School the Exemplary Athletic Program Award. This award recognizes schools that excel in providing athletic opportunities for young men and women in Michigan high schools.

Sports participation is encouraged for all students, and parents and the community members are encouraged to attend these events.

Twenty-six competitive varsity, junior varsity, and freshman sports are offered for students. H. H. Dow High is proud of its record in sports which includes the Class A State Football Championship in 1976, the Class A State Boys' Tennis Championship in 1984 and Division II Boys' Tennis State Championship in 2009, 2010, 2011, 2012 and 2013 and Girls' Division I State Tennis Champion in 2009 and the State Girls' Gymnastics Championship in 1989-90, 2013 Boys Tennis State champions and many Saginaw Valley League, District, and Regional championships.

Our school is a member of the Michigan High School Athletic Association, thus we agree to follow their adopted rules and regulations. Each individual high school can require more stringent regulations if it so desires. Listed below are some of the factors that affect eligibility:

- You must be a student of H. H. Dow High.
2. You must have passed at least 66% of full credit load potential of the previous semester.
 3. Your cumulative grade for the semester to date must be passing in at least 66% of full credit load potential.
 4. There is an age limit on athletic participation. If you are 19 before September 1st you are not eligible to play sports.
 5. You cannot accept pay or any gifts or merchandise of any value for participating in any athletic competition from the time you enter high school until you graduate including the summers following the 9th, 10th, and 11th grade years and continue to participate in high school sports. Medals, plaques, or trophies are not to exceed \$25.00 in value.
 6. You are eligible for 8 consecutive semesters once you begin your high school career (grades 9-12); this includes all semesters officially registered in school, whether you participate in a sport or not.
 7. Rules governing eligibility are too numerous to mention here. Your athletic director has a copy of these rules. If there is any doubt, see the athletic director before endangering your eligibility.
 8. Each school year every student who is to compete in any sport must pass a medical examination given by a physician who fills out a form furnished by the school. Each athlete must have a completed physical/training rules card on file in the athletic office before being allowed to tryout or practice with any team. Physical exams must be administered after April 15th of the previous year to be considered valid for the following school year. Every student who is out for a sport must have insurance or a signed waiver on file.

Before the first practice in any sport:

- a. **Every student must have a current MHSAA physical on file which can be found on <http://www.dowathletics.com>**
- b. **Every student must complete the online registration found on <http://www.dowathletics.com>**
- c. **Every student must pay the activity fee found on <https://www.schoolpay.com/login>**
- d. **Every student who is out for a sport should take out insurance if not already covered by some other plan**

Activity Fees

Beginning in the fall of 2009, the Midland Public Schools implemented activity fees to help fund the expenditures related to operating its athletic and extra-curricular programs.

Activity Fee Policy

1. The middle school fee is \$85 per activity with an annual cap of \$150 per student
2. The high school fee is \$150 per MHSAA sport with an annual cap of \$300 per student. The fee

for fall Pom Pon, winter Pom Pon and fall cheerleading is \$75.

3. There is no annual family cap.
4. Scholarships are available to students. To apply for a scholarship, please fill out the Free and Reduced Price School Meals Family Application and check the box allowing the food service department to share your application with the athletic department.
5. Additional scholarships may be available. Please contact the building principal or athletic director for more information.
6. The Activity Fee does not guarantee playing time nor does it imply influence on any matters related to the function of the MPS athletic departments. This fee does not in any way alter MPS policies, individual team rules, or Michigan High School Athletic Association regulations.
7. There will be no refunds of the Activity Fee unless the athlete suffers a season-ending injury prior to the mid-point of the season for which the Activity Fee has been paid. The injury must preclude the athlete from participating in one-half or more of the regularly scheduled contests. A medical authorization letter must accompany all such requests. Requests for refunds must be made to the athletic director before the season's midpoint.
8. Activity fees may be paid online by check or credit card at <https://www.schoolpay.com/login>. Paying online is convenient and preferred.

Conduct at Athletic Events

Whether at H. H. Dow High or at other schools, we have an obligation to show good sportsmanship and citizenship and to promote good relations with our opponents and officials at athletic events. Harassing officials, players and other fans gives a negative impression of H. H. Dow High School and ourselves as citizens. The Code of Student Conduct is in effect at all school-sponsored events.

Midland Public
Schools Athletic
Code of Conduct
Policy

The MPS Athletic Code of Conduct specifically prohibit drinking or possession of alcoholic beverages, abuse or possession of harmful narcotics and/or drugs, the use of any substance included on the NCAA list of banned substances, the use or possession of tobacco in any form (including vapor or e-cigarettes), or any socially unacceptable behavior such as failure to obey the civil laws of our society or the serious or habitual violation of the Code of Student Conduct. These training rules are to be observed for 12 months of the year.

An identifiable image, photo, or video, which implicates a student to have been in possession of alcohol and/or drugs, or portrays actual use, or crime, may be considered as one piece of evidence to confirm a violation of the athletic code of conduct. Student-athletes should understand the consequences of social media posts and use good judgement when sharing images that may compromise their athletic participation.

A student shall have violated the terms of the Athletic Code of Conduct if the principal determines by a preponderance of the evidence that a violation has occurred.

Penalties: Violation of the Athletic Code of Conduct results in disqualification from interscholastic contests and scrimmages.

First violation:

- a. Students who self-report a first-time Code of Conduct violation to school administration within 48 hours of the violation will be referred to a teen intervention specialist (or similar counseling approved by the school administration) and serve an athletic suspension from contests and scrimmages for 20% of the athlete's season. *Self-reporting is defined as a student and/or parent approaching a school administrator independently without provocation and confiding in them the violation of the Code of Conduct.*
- b. Students who do NOT self-report are disqualified for 90 school days, and one third of scheduled contests in a sport season in which the student participates. Students may apply for early reinstatement to the athletic board of review after serving 1/3 of their sport's season.

Second violation:

Students are disqualified for one calendar year. Early reinstatement may be requested for second violations after missing 90 days and at least 1/3 of the athletic contests in a sports season in which the student participates.

Subsequent violations:

Students are disqualified for one calendar year without any possibility of early reinstatement.

SCHOOL IMPROVEMENT

As we launch a new school improvement process, we continue to encourage sustained implementation of many of our previous school improvement initiatives as well as the Board of Education goals including:

- Sustained improvement on all areas of the **MME** test
- Examination of our Career/Technical education program
- Implementation of strategies to address the needs of academically at-risk students.
- Continued support for the use of technology

H. H. Dow High School follows the guidelines set by the State of Michigan.

H. H. Dow High is proud of its accomplishments. We look forward to continued success as we partner with our staff, students, parents and community to address the many challenges in education.

Information regarding **H. H.** Dow High School's performance and progress toward school improvement can be found within the following URL's:

<https://www.midlandps.org/Pages/School-Improvement.aspx>

<https://www.mischooldata.org/>

POLICY STATEMENTS

The policy statements listed below are a part of the Midland Public Schools ***District Policy Handbook*** which is available in print at Dow High School and within the following URL: <https://www.midlandps.org/Pages/parents.aspx>

- Bullying and Other Aggressive Behavior Toward Students
- Crime Free Schools Policy
- Code of Student Conduct
- Policy on Student Records
- Administration of Medication/Permission Form
- Guidelines for Acceptable Use of Telecommunication and Technology
- Media Release Form
- FERPA
- Request to Prevent Disclosure of Directory Information
- Integrated Pest Management
- Administration of Surveys to Students
- Policy on Parental Involvement
- Right to Review Teacher Qualifications
- Statement of Non-Discrimination and 504, Title II, VI, IX
- Communication Protocol for Midland Public Schools
- Resolving a Concern with Special Education Services
- Interscholastic Athletics
- MHSAA Regulations
- Homeless Assistance Act McKinney-Vento