



BAY MILLS
COMMUNITY COLLEGE
CHARTER SCHOOLS OFFICE

October 31, 2025

Jill Thompson
Michigan Department of Education
608 West Allegan Street
PO Box 30008
Lansing, MI 48909

Dear Ms. Thompson:

Attached please find Contract Amendment No. 2 for State Street Academy. If you have any questions, please contact me at (906) 248-8446.

Sincerely,

Mariah Wanic

Mariah Wanic, Director of Charter Schools

Cc: Thomas (T.J.) Peters, State Street Academy Board President

CONTRACT AMENDMENT NO. 2

BETWEEN

BAY MILLS COMMUNITY COLLEGE BOARD OF REGENTS
(AUTHORIZING BODY)

AND

STATE STREET ACADEMY
(PUBLIC SCHOOL ACADEMY)

CONTRACT AMENDMENT NO. 2

STATE STREET ACADEMY

In accordance with Article IX of the Terms and Conditions, incorporated as part of the Contract to Charter a Public School Academy and Related Documents, issued by the **BAY MILLS COMMUNITY COLLEGE BOARD OF REGENTS** (“College Board”) to **STATE STREET ACADEMY** (“Academy”) on July 1, 2023 (“Contract”), the parties agree to amend the Contract as follows:

A. Amend Schedules to Add the 12th grade and Early Middle College Program for the 2025-2026 Academic Year.

1. Amend Contract Schedule 6: Physical Plant Description, by deleting this schedule and replacing it with the materials attached as Exhibit 1.
2. Amend Contract Schedule 7c: Educational Programs, by adding at the end of this schedule the Michigan Department of Education’s approval of the Academy’s Early Middle College Program and the Student Handbook that includes a description of the Early Middle College Program with the materials attached as Exhibit 2.
3. Amend Contract Schedule 7d: Curriculum, by adding at the end of this schedule the 12th grade curriculum and the Early Middle College Program curriculum at the end of that schedule the materials attached as Exhibit 3.
4. Amend Contract Schedule 7e: Methods of Pupil Assessment, by adding at the end of this schedule the materials attached as Exhibit 4.
5. Amend Schedule 7f: Application and Enrollment Requirements, by deleting that schedule and replacing it with the materials attached as Exhibit 5.
6. Amend Schedule 7h: Age or Grade Range of Pupils, by deleting that schedule and replacing it with the materials attached as Exhibit 6.

The changes identified in this Section shall have an effective date of August 1, 2025.

B. Amend Schedule to Add the Site Located at 4721 3 Mile Road, Bay City, Michigan 48706.

1. Amend Contract Schedule 6: Physical Plant Description, by deleting this schedule and replacing it with the materials attached as Exhibit 1.

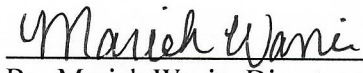
The changes identified in this Section shall have an effective date of August 27, 2025.

**C. Amend Schedule to Add the Career Technical Education Program Agreement-
Lineman Program for the 2025-2026 Academic Year.**

1. Amend Contract Schedule 7c: Educational Programs, by adding at the end of that schedule the list of participating schools, attached as Exhibit 7.

The changes identified in this Section shall have an effective date of August 1, 2025.

The amendments are hereby approved by the College Board and the Academy through their authorized designees and shall have the applicable effective dates as set forth above.


By: Mariah Wanic, Director of Charter Schools
Designee of College Board

Dated: 10-31-25


Thomas Peters (Oct 31, 2025 01:20:47 EDT)
By: Thomas Peters, Board President
State Street Academy
Designee of the Academy Board

Dated: Oct 31, 2025

SSA- Contract Amendment No.2- Resolution

Final Audit Report

2025-10-31

Created:	2025-10-30
By:	Crystal Schroeder (cschroeder@charterschoolpartners.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAs4malZu6pz_Zj2VsUI7viXx1V9fK8wT

"SSA- Contract Amendment No.2- Resolution" History

 Document created by Crystal Schroeder (cschroeder@charterschoolpartners.com)
2025-10-30 - 2:13:55 PM GMT

 Document emailed to tjpetersrealtor@gmail.com for signature
2025-10-30 - 2:14:59 PM GMT

 Email viewed by tjpetersrealtor@gmail.com
2025-10-31 - 5:20:18 AM GMT

 Signer tjpetersrealtor@gmail.com entered name at signing as Thomas Peters
2025-10-31 - 5:20:45 AM GMT

 Document e-signed by Thomas Peters (tjpetersrealtor@gmail.com)
Signature Date: 2025-10-31 - 5:20:47 AM GMT - Time Source: server

 Agreement completed.
2025-10-31 - 5:20:47 AM GMT

Exhibit 1

SCHEDULE 6
PHYSICAL PLANT DESCRIPTION

Physical Plant Description.....	6-1
Site 1: 1110 State Street, Bay City, MI 48706	
Certificate of Occupancy.....	6-3
Floor Plan.....	6-4
Warranty Deed.....	6-5
Site 2: 4721 3 Mile Road, Bay City, MI 48706	
Certificate of Occupancy.....	6-9
Floor Plan.....	6-10
Site Plan.....	6-11
Purchase Agreement.....	6-12

Site 1

1110 State Street

Bay City, Michigan

Schedule 6

Physical Plant Description

1. Applicable Law requires that a public school academy application and contract must contain a description of and the address for the proposed physical plant in which the public school will be located. See, MCL 380.502(3)(j); 380.503(5)(d).

2. The address and a description of the proposed physical plant (the “Proposed Site”) of State Street Academy (“Academy”) is as follows:

Site 1:

Address: 1110 State Street
 Bay City, MI 48706

Description: The subject property is located in Saginaw-Bay City-Midland Metropolitan Statistical Area (“MSA”) and is situated on 3.94 acres. The building, which consists of 39,309 square feet, was built in 1950 and consists of three separate floors, with the redevelopment of the 1st and 2nd floors completed in September 2001. At that time, a new air conditioning system was installed, restrooms were upgraded, a new lighting ceiling grid was installed, new doors were installed, the property was upgraded to conform with the ADA, and various other improvements were completed. The school consists of approximately 30 classrooms (10 on each floor), administrative offices, restrooms, and ancillary areas. Asphalt parking is located on the side and rear. The construction is 3 stories concrete and brick with flat roof. Currently the school is utilizing all three floors.

Term of Use: Term of Contract.

Configuration of Grade Levels: Pre-K to 8th Grade

Name of School District and Intermediate School District:

Local: Bay City School District

ISD: Bay-Arenac

Site 2:

Address: 4721 3 Mile Road
 Bay City, MI 48706

Description: The High School Building located at 4721 3 Mile Rd in Bay City is roughly 18,500 square feet. The building is a single story and is brick faced. It currently contains 6 classrooms, 4 bathrooms and lots of office space. The site also contains the school’s lineman program that includes several practice poles for students to use. The building is surrounded by asphalt for parking.

Term of Use: Term of Contract.

Configuration of Grade Levels: 9th to 12th Grade, and Career and Technical Education (CTE) and Early Middle College Program

Name of School District and Intermediate School District:

Local: Bay City School District

ISD: Bay-Arenac

3. It is acknowledged and agreed that the following information about this Proposed Site is provided on the following pages, or must be provided to the satisfaction of the College Board, before the Academy may operate as a public school in this state.

- A. Size of building
- B. Floor Plan
- C. Description of Rooms
- D. Copy of lease or purchase agreement

4. In addition, the Academy and the College Board hereby acknowledge and agree that this Contract is being issued to the Academy with the understanding that the Academy cannot conduct classes as a public school academy in this state until it has obtained the necessary fire, health and safety approvals for the above-described proposed physical facility. These approvals must be provided and be acceptable to the College Board or its designee prior to the Academy operating as a public school. In cases of disagreement, the Academy may not begin operations without the consent of the College Board.

5. If the Proposed Site described above is not used as the physical facilities for the academy pursuant to Article IX of the Terms and Conditions of the Contract, to designate, describe and agree upon the Academy's physical facilities. The Academy must submit to the College Board or its designee complete information about the new site to be actually used. This information includes that described in paragraphs 2, 3, and 4 of this Schedule 6. It is acknowledged and agreed that the public school academy cannot conduct classes as a public school in this state until it has submitted all the information described above, to the satisfaction of the College, and the amendment regarding the new site has been executed.

6. The Academy agrees to comply with the single site restrictions contained in this Schedule 6 for the configuration of grade levels identified at the site. Any change in the configuration of grade levels at the site requires an amendment to this Schedule 6 pursuant to Article IX of the Terms and Conditions of Contract, set forth above.

CERTIFICATE OF USE AND OCCUPANCY

PERMANENT

Michigan Department of Labor & Economic Growth
Bureau of Construction Codes & Fire Safety/Building Division
P. O. Box 30254
Lansing, MI 48909
(517) 241-9317

Building Permit No. LB019867
Bay County Academy
1110 State Street
Bay City, Michigan
Bay County

The above named building of Use Group E and Construction Type 3A is approved for use and occupancy.

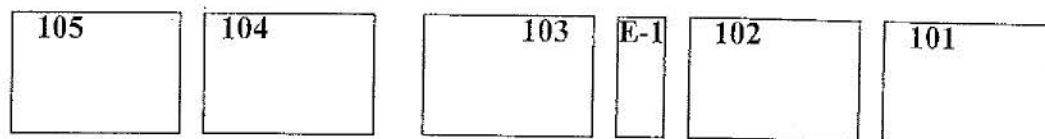
THIS APPROVAL IS GRANTED UNDER THE AUTHORITY OF SECTIONS 13 OF ACT 230 OF THE PUBLIC ACTS OF 1972, AS AMENDED, BEING §125.1513 OF THE MICHIGAN COMPILED LAWS, AND, IN ACCORDANCE WITH SECTION 110.0 OF THE STATE BUILDING CODE. THIS SHALL SUPERSEDE AND VOID ANY PREVIOUS APPROVAL OF USE AND OCCUPANCY.



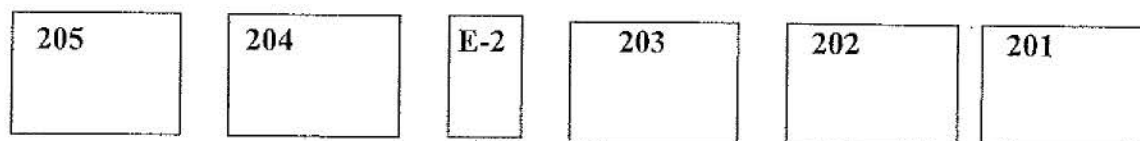
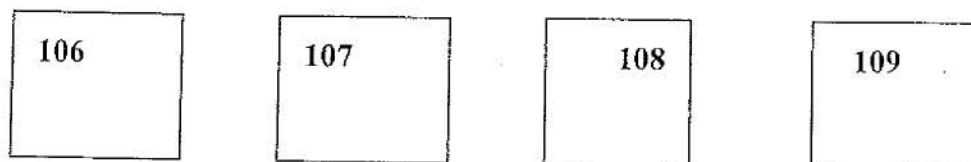
Larry Lehman, Chief
Charles E. Curtis, Assistant Chief
Building Division

September 23, 2004

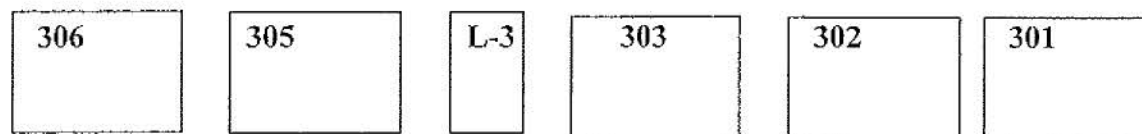
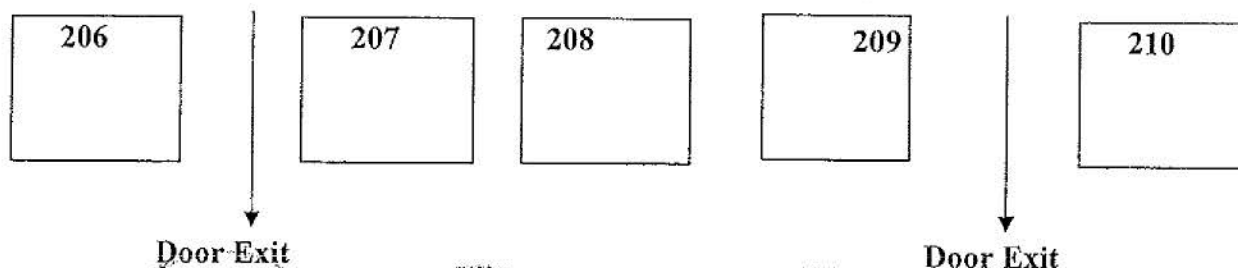
Floor Plans



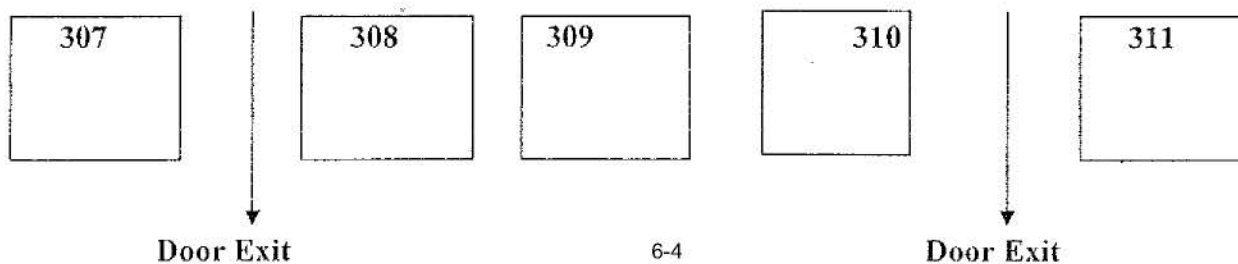
1st floor



2nd floor



3rd floor



CERTIFIED TRUE COPY



WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS: That BAYPON ACADEMY LEASING, LLC, a Michigan limited liability company, of 909 Washington Avenue, Bay City, Michigan 48708, CONVEYS AND WARRANTS to BAY COUNTY PUBLIC SCHOOL ACADEMY, a Michigan public school academy, of 1110 State Street, Bay City, Michigan 48706, the following described premises situated in the City of Bay City, County of Bay, and State of Michigan, to wit:

That part of the West 1/2 of the Northwest 1/4 of Section 16, Town 14 North, Range 5 East, City of Bay City, Bay County, Michigan described as: Commencing at the West 1/4 corner of said Section 16; thence North 79.35 feet along the West Section line to the intersection of the North line of Smith Street, if extended, and the West Section line; thence North 78°02'31" East, 33.73 feet along the North line of Smith Street, if extended, to the East Right-of-Way line of State Street; thence North 413.41 feet along the East Right-of-Way line of State Street parallel with the West Section line to the Point of Beginning; thence North 89°54'15" East, 273.00 feet to the East Right-of-Way line of Richter Street; thence North 195.24 feet along the East Right-of-Way line of vacated Richter Street to the South Right-of-Way line of vacated Sanson Street; thence South 89°59'52" East, 194.71 feet along the South Right-of-Way line of vacated Sanson Street; thence North 00°02'48" East, 342.60 feet along the Westerly line of Koczenasz Subdivision, as recorded in Plats, Liber 5, Page 15, Bay County Records, if extended, to the South Right-of-Way line of vacated Sanson Street; thence North 89°59'52" West, 50.00 feet; thence North 00°02'48" East, 3.87 feet parallel with said West line of Koczenasz Subdivision; thence South 89°40'37" West, 268.00 feet; thence South 159.00 feet parallel with the West Section line; thence North 89°40'37" East, 8.00 feet; thence South 61.00 feet; thence North 89°59'52" West, 28.00 feet parallel with the North line of vacated Sanson Street; thence South 75.00 feet to the North line of vacated Sanson Street; thence North 89°59'52" West, 130.00 feet to the East Right-of-Way of State Street; thence South 245.71 feet along said Easterly Right-of-Way line to the Point of Beginning;

Tax Parcel Id. No.: 09-13-16-151-028-00;

Commonly known as: 1110 State Street, Bay County, Michigan;

SUBJECT TO the matters set forth on Exhibit A attached hereto and made a part hereof;

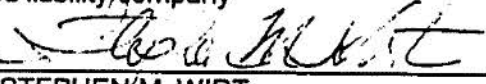
for the consideration of One (\$1.00) Dollar and other good and valuable consideration (Real Estate Transfer Tax Valuation Affidavit filed).

The Grantor grants to the Grantee the right to make all division(s) under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967. The Grantor intends to transfer to the Grantee the right to make all divisions, bonus divisions and redivisions of the property as the Grantor may have under the Act. The Grantor makes no representation or warranty regarding the number, extent or nature of the division, bonus division or redivision rights owned or transferred by the Grantor to the Grantee.

This property may be located within the vicinity of farm land or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

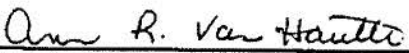
Dated this 29th day of October, 2003.

BAYPON ACADEMY LEASING, LLC, a Michigan
limited liability company

By: 
STEPHEN M. WIRT
Its Manager

STATE OF MICHIGAN)
) ss.
COUNTY OF SAGINAW)

On this 29th day of October, 2003, before me, a Notary Public in and for said County, appeared STEPHEN M. WIRT, a Manager of BAYPON ACADEMY LEASING, LLC, a Michigan limited liability company, who acknowledges that he has the authority to execute the above instrument and acknowledged that he executed same as his free act and deed on behalf of the company.


ANN R. VAN HAUTE, Notary Public
Saginaw County, Michigan
My Commission Expires: 6-2-2004

THIS INSTRUMENT DRAFTED BY:
THOMAS R. LUPLOW, Esq. (P29134)
BRAUN KENDRICK FINKBEINER P.L.C.
4301 Fashion Square Boulevard
Saginaw, Michigan 48603
989/498-2100

AFTER RECORDING RETURN TO:
DAWN FAXON SINGER, Esq. (P53309)
DICKINSON WRIGHT PLLC
500 Woodward Avenue, Suite 4000
Detroit, Michigan 48226-3425
(313) 223-3500

Exhibit A

1. As to vacated Sanson Street: Reservation and restriction in favor of the City of Bay City as recited in Liber 386, Page 393 and in Liber 406, Page 520.
2. As to vacated Richter Street: Reservation and restriction in favor of the City of Bay City as recited in Liber 846, Page 3.
3. Terms and conditions, rights, title and interests of the other owners of portions of the building partly located on the land and partly located on the other land in the party walls, roof, chimneys, fixtures and other appurtenances to the building susceptible to common use, whether or not they are located in whole or in part on the land or other land, as recited in Liber 1783, Page 652.
4. Lien of taxes and assessments not due and payable.
5. Rights, if any, of property owners (of Lots 16 & 17, Koczenasz Sub.) adjoining on the East, in and to that portion of insured premises lying between the Easterly property line and the fence inside said line, as shown by Survey prepared by Wade Trim, Inc., Job No. EMS 2691.01B.
6. Encroachment by 1 foot upon property adjoining on the South by a portion of a building on the insured premises as shown in Survey prepared by Wade Trim, Inc., dated May 9, 2001, Job No. EMS 2691.01B.

Exhibit A

Situated in the City of Bay City, County of Bay, State of Michigan, and more particularly described as:

That part of the West 1/2 of the Northwest 1/4 of Section 16, Town 14 North, Range 5 East, City of Bay City, Bay County, Michigan described as: Commencing at the West 1/4 corner of said Section 16; thence North 79.35 feet along the West Section line to the intersection of the North line of Smith Street, if extended, and the West Section line; thence North 78°02'31" East, 33.73 feet along the North line of Smith Street, if extended, to the East Right-of-Way line of State Street; thence North 413.41 feet along the East Right-of-Way line of State Street parallel with the West Section line to the Point of Beginning; thence North 89°54'15" East, 273.00 feet to the East Right-of-Way line of Richter Street; thence North 195.24 feet along the East Right-of-Way line of vacated Richter Street to the South Right-of-Way line of vacated Sanson Street; thence South 89°59'52" East, 194.71 feet along the South Right-of-Way line of vacated Sanson Street; thence North 00°02'48" East, 342.60 feet along the Westerly line of Koczenasz Subdivision, as recorded in Plats, Liber 5, Page 15, Bay County Records, if extended, to the South Right-of-Way line of vacated Sanson Street; thence North 89°59'52" West, 50.00 feet; thence North 00°02'48" East, 3.87 feet parallel with said West line of Koczenasz Subdivision; thence South 89°40'37" West, 268.00 feet; thence South 159.00 feet parallel with the West Section line; thence North 89°40'37" East, 8.00 feet; thence South 61.00 feet; thence North 89°59'52" West, 28.00 feet parallel with the North line of vacated Sanson Street; thence South 75.00 feet to the North line of vacated Sanson Street; thence North 89°59'52" West, 130.00 feet to the East Right-of-Way of State Street; thence South 245.71 feet along said Easterly Right-of-Way line to the Point of Beginning.

Tax Parcel Id. No.: 09-13-16-151-028-00

Commonly known as: 1110 State Street, Bay County, Michigan

DETROIT 27606-1 758696v02

Site 2

4721 3 Mile Road

Bay City, Michigan

**CERTIFICATE OF OCCUPANCY
MONITOR CHARTER TOWNSHIP
BAY COUNTY
STATE OF MICHIGAN**

This is to certify that the occupant of the structure under the Certificate of Occupancy application,

OF250008

**4721 THREE MILE RD
100-024-100-210-00**

issued by the Inspection Division, and having complied with the requirements of the ordinance, permission is hereby granted to occupy the said premises as set forth in the corresponding application under which the permits were granted, so far as completed.

Building Code in Effect: MRC 2015

Use Group: Occupancy Load: 0 Construction Type:

Sprinkler System Information

Sprinkler System Required? N Installed? N 08/27/2025

**STATE STREET ACADEMY
4721 THREE MILE RD
BAY CITY, MI 48706**

NON-TRANSFERABLE

Signed in Monitor Township, Michigan
08/27/2025

Dave DeGrow
Building Official *cag*



DISCLAIMER

These forms are not intended to be a substitute for the legal advice of competent counsel. The user has the responsibility to determine whether the forms are appropriate or effective in a particular situation. The user should make certain that the form complies with current law, both state and federal. The authors and CBOR and its employees disclaim any liability arising from the use of the forms. Any user of the form waives and releases all possible claims against the authors and CBOR and its employees. The authors and CBOR wish to acknowledge the prior contribution of H. William Freeman in creating this form.



Gregg A. Nathanson

Couzens, Lansky, Fealk, Ellis, Roeder & Lazar, P.C.

39395 W. Twelve Mile, Suite 200

Farmington Hills, MI 48331

Ph. 248-489-8600

Fax 248-489-4156

gregg.nathanson@couzens.com

CBOR Form – Commercial Purchase Agreement
Revised 9/22/2016

Page 1 of 14





COMMERCIAL PURCHASE AGREEMENT

THIS COMMERCIAL PURCHASE AGREEMENT is made and entered into this 27th day of February 2023, ("Effective Date") by and between Clements Family Realty, a Michigan Limited Liability Company ("Seller"), whose address is 204 S Dean St. Bay City, MI. 48706, and State Street Academy, a Michigan Nonprofit Corporation, ("Purchaser"), whose address is 1110 State St. Bay City, MI. 48706 in the manner following:

1. **PROPERTY DESCRIPTION.** Purchaser offers and agrees to purchase the real property located in the Township of Monitor, County of Bay, Michigan, commonly known as 4721 3 Mile Rd, Bay City, MI 48706, tax parcel identification number(s) 100-024-100-210-00 and further described as: W 1/2 OF W 1/2 OF SW 1/4 OF NW 1/4 LYG S OF KRAMER DRAIN EX S 210 FT THRF, ALSO EX E 70 FT THRF. SEC 24 T14N R4E, together with Seller's interest in all easements, appurtenances, land division rights, timber, air, oil, gas and mineral, subsurface, riparian, and all other rights and interests pertaining to such property, and together with all buildings, structures and other physical improvements situated on such property (collectively, the "Real Property").

Place an "X" in the appropriate box(es) below:

- ☐ Check here if sale includes any equipment or personal property and attach list as **Exhibit A**. A bill of sale will be executed at closing.
- ☐ Check here if sale includes any tenant leases and attach list and current rent roll as **Exhibit B**. An assignment of leases will be executed at closing.
- ☐ Check here if sale includes any licenses, permits or other intangible property and attach list as **Exhibit C**. An assignment will be executed at closing.

The Real Property, together with any of the foregoing are collectively the "Property."

2. **PURCHASE PRICE.** The purchase price ("Purchase Price") for the Property shall be **One Hundred Thousand and 00/100 (\$100,000.00) Dollars.**

3. **PAYMENT OF PURCHASE PRICE.** The Purchase Price shall be paid as indicated by an "X" placed in the appropriate box below, with initials of Seller and Purchaser acknowledging Purchaser's method of payment, while the other unmarked terms of purchase shall not apply.

X Land Contract. Purchaser shall pay the full Purchase Price, including any adjustments and/or prorations contained herein, to Seller at Closing pursuant to a mutually acceptable Land Contract. The Land Contract shall provide for a down payment of **\$20,000.00** at closing and payment of the balance of **\$80,000.00** in monthly installments of **\$675.09**, or more, at Purchaser's option, including interest at the rate of **Six percent (6%)** per annum, amortized over **Fifteen (15) years**, with

interest to start on the closing date. A final "balloon payment" consisting of the entire unpaid principal balance and all accrued and unpaid interest will become due and payable **Twenty-Four (24) months** after closing. TP

4. EARNEST MONEY DEPOSIT. Within three (3) calendar days following the Effective Date of this Agreement, Purchaser shall deposit with Diversified National Title, Title Insurance Company (the "Title Company" or "Escrow Agent"), Purchaser's earnest money deposit in the amount of **One Thousand and 00/100 (\$1000.00) Dollars** (the "Deposit"). If Purchaser fails to deliver the Deposit timely, Purchaser shall be in default and Seller may terminate this Agreement upon notice to Purchaser. The Deposit shall be refunded to Purchaser in the event this Agreement is properly terminated by Purchaser under the terms and conditions provided for herein; retained by Seller; or applied to the Purchase Price at Closing.

5. DUE DILIGENCE CONTINGENCY. Purchaser shall have **30 days** after receipt of fully accepted copy of this Agreement executed by Seller ("Inspection Period") to inspect and obtain the following items (place an "X" next to all that apply):

☐ Purchaser's ability to obtain acceptable financing from a financial institution of its choice.

☒ Purchaser's physical inspection of all aspects of the Property which shall include but not be limited to: plumbing, electrical and HVAC systems, roof and any other portions of the Property.

☒ Purchaser's satisfaction with the results of an environmental site assessment.

☐ Purchaser making soil tests, borings and any other engineer and architectural tests Purchaser desires.

☒ Purchaser's satisfaction that the Property is properly zoned or can be rezoned to permit Purchaser's proposed development and use.

☒ Purchaser receiving preliminary site plan approval.

☐ Purchaser obtaining a survey of the Property ("Survey").

☐ Purchaser receiving and approving all leases and obtaining a satisfactory estoppel certificate from each tenant.

☒ Purchaser conducting any other due diligence desired by Purchaser.

☐ Purchaser obtaining any federal, state or other governmental approval or quasi-governmental environmental or tax incentives, inducements, allowances or similar benefits (by way of example, and not in limitation of the foregoing, any Brownfield classification or any Brownfield tax and/or grant reimbursements) with respect to the Property.

All due diligence shall be performed by Purchaser at Purchaser's sole expense. Prior to expiration of the Inspection Period, if Purchaser notifies Seller that, in Purchaser's sole discretion, the Property is unsuitable for Purchaser's intended purposes, then Seller and the Escrow Agent shall return the Deposit to Purchaser, and neither party shall have any further rights or obligations under this Agreement, except for any obligations which, by the terms of this Agreement are intended to survive termination. In the event Purchaser does not provide Seller with written notice of termination prior to the expiration of the Inspection Period, then the Deposit shall be non-refundable (unless Seller defaults), Purchaser shall be deemed to be satisfied with its inspections of the Property and this contingency shall be deemed fulfilled. Seller, at no expense to Seller, shall cooperate with Purchaser in providing reasonable access to the Property for Purchaser to perform its due diligence, and in obtaining all approvals desired or required from any federal, state or local government ("Governmental Approvals"), provided that no Governmental Approvals

shall be binding upon Seller or the Property if Purchaser fails to close. Said Governmental Approvals shall be obtained during the Inspection Period unless the parties hereafter agree in writing that additional time is required to obtain them. Purchaser shall repair any damage to the Property caused by Purchaser or its agents, and Purchaser shall defend and indemnify and hold Seller harmless against any liability, loss, damage, cost or expense arising from any of Purchaser's due diligence activities; and these obligations of Purchaser shall survive termination of this Agreement. Within 5 business days after execution of this Agreement, Seller will provide Purchaser with copies of all title policies, surveys, leases, environmental reports, studies, site plans, certificates of occupancy and other documentation in the possession or control of Seller, which is material to Purchaser's decision whether to purchase the Property.

6. TITLE INSURANCE.

- (a) **Title Insurance:** Owner Policy of Title Insurance to be furnished hereunder, to be paid for by **Seller**. Within 10 days of the Effective Date of this Agreement, Seller shall order a commitment for an ALTA Owner's Policy of Title Insurance, without Standard Exceptions (the "Title Commitment"), from the Title Company, and shall provide a copy of the same to Purchaser upon receipt. Purchaser in its sole and absolute discretion shall determine whether all matters of title and survey are satisfactory. The Title Commitment shall be accompanied by copies of all recorded exceptions to title referred to therein. At Closing, the Title Company shall deliver to Purchaser a satisfactorily "marked up" Title Commitment. The Title Insurance Policy to be issued pursuant to the marked-up Title Commitment shall contain such endorsements as Purchaser may reasonably require, provided, however Purchaser shall be responsible for the cost of such endorsements.
- (b) **Objections to Title and Survey.** If Purchaser objects to any matters of title or survey and Purchaser so notifies Seller in writing of such objection(s) ("Objection Notice") before expiration of the Inspection Period, then Seller shall have 30 days from the date Seller receives the Objection Notice to either: (i) remedy the title and survey defects described in Purchaser's Objection Notice and obtain and deliver to Purchaser a revised Title Commitment and/or survey which reflects that all such defects have been remedied; or (ii) notify Purchaser and Escrow Agent that Seller is unable or unwilling to remedy the defects, in which event Purchaser shall, at its option, within five (5) business days after receipt of such notice from Seller, either terminate this Agreement and receive a full refund of the Deposit (subject to those obligations which by their terms survive termination) or waive Purchaser's title and survey objections, and proceed to Closing, subject to satisfaction or waiver of Purchaser's other pre-Closing contingencies. If Purchaser proceeds to Closing, all exceptions set forth in the Title Commitment, and all objectionable matters set forth in the Survey, shall be deemed "Permitted Exceptions."

7. ENVIRONMENTAL.

- (a) **Environmental.** To the best of Seller's knowledge, there are no areas of the Property where hazardous substances or hazardous wastes, as such terms are defined by applicable Federal, State and local statutes and regulations, are present in quantities in violation of applicable law. No claim has been made against Seller with regard to hazardous substances or wastes with respect to the Property.
- (b) **Due Diligence.** Purchaser shall have the right at Purchaser's expense to conduct a Phase I environmental site assessment during the Inspection Period. If any Phase II subsurface investigation is required or recommended, Purchaser and Seller shall attempt to agree upon the nature and extent of any Phase II activities

and which party shall bear the cost. If Purchaser and Seller are unable to agree within 10 days, then either party may, upon notice to the other, terminate the Agreement, in which event the Deposit shall be refunded to Purchaser and neither party shall have any further liability thereunder (except for those obligations which, by their terms, survive termination). Purchaser agrees to repair and restore any damage to the Property caused by Purchaser's investigations or testing, at Purchaser's sole expense. Purchaser shall defend, indemnify and hold Seller harmless from all costs, expenses and liabilities arising out of Purchaser's inspection of the Property, including that of Purchaser's employees, agents, consultants, or contractors performing said inspection.

8. CLOSING AND CLOSING ADJUSTMENTS. Closing shall take place at the offices of the Title Company or another mutually acceptable location at the earlier of: (i) 10 days following the expiration of the Inspection Period ; or (ii) upon Purchaser's written notification to Seller that all of the Purchaser's conditions precedent and contingencies have been satisfied or waived; provided, however, in no event shall Closing occur later than Friday April 7th, 2023 (such date for Closing and performance being hereinafter sometimes referred to as the "Closing" or "Closing Date").

At Closing, Seller shall deliver to Purchaser a Warranty Deed conveying good and marketable fee simple title to the Property, subject to the Permitted Exceptions, and the lien of real estate taxes not yet due and payable, along with Seller's right to make any land divisions of the Property permitted to Seller, under the Michigan Land Division Act, MCL 560.101 *et seq.* Should any financial liens or encumbrances of a definite or ascertainable amount (such as a mortgage) be recorded against the Property, Seller shall pay and/or satisfy any such encumbrance prior to or simultaneously with the Closing. In addition, at Closing, Seller shall pay the base owner's title insurance policy premium, all state or county real estate transfer taxes, all outstanding water and sewer bills, and any other outstanding obligations which, if unpaid, may become a lien against the Property. The parties shall share equally all Title Company fees and expenses. Current real estate taxes (i.e. the most recent summer and winter tax bills issued) shall be prorated as of the date of the Closing on a "due date" basis as if paid in advance, with Seller receiving a credit for any prepaid taxes. All assessments, including, but not limited to any special assessments which have become a lien upon the land shall be paid in full by Seller. Each party shall pay their own attorney fees. At Closing, the Title Company may establish a water escrow, pending receipt of a final paid water bill for water and sewer charges incurred through Closing.

9. SELLER'S WARRANTIES, REPRESENTATIONS AND COVENANTS. Seller warrants, represents and covenants to Purchaser, as follows:

- (a) **Authority.** Seller: (i) if an entity, is a lawfully constituted entity, duly organized, validly existing, and in good standing under the laws of the State of Michigan or another state; (ii) has the authority and power to enter into this Agreement and to consummate the transactions contemplated herein; and (iii) upon execution hereof will be legally obligated to Purchaser in accordance with the terms and provisions of this Agreement. Before Closing, Seller shall provide the Title Company and Purchaser with satisfactory written evidence that all necessary and appropriate action has been taken by Seller authorizing and approving the execution, delivery and performance by Seller of this Agreement and all closing documents, and the performance by Seller of all other acts necessary or appropriate for the consummation of the purchase and sale of the Property as contemplated herein.
- (b) **Title.** Seller owns the Property in fee simple and has marketable and good title to the Property. Seller will not further encumber title to the Property before Closing without Purchaser's prior written consent, which consent shall not be unreasonably withheld.

- (c) **Conflicts.** The execution and entry into this Agreement by Seller, the execution and delivery of the documents and instruments to be executed and delivered by Seller on the Closing Date, and the performance by Seller of Seller's duties and obligations under this Agreement and of all other acts necessary and appropriate for the full consummation of the purchase and sale of the Property as contemplated herein, will not violate any contract, agreement or other instrument to which Seller is a party, or any judicial order or judgment of any nature by which Seller or the Property is bound.
- (d) **Litigation.** There is no action, suit or proceeding pending or, to the best of Seller's knowledge, threatened by or against or affecting Seller or the Property which does or will involve or affect the Property or title thereto. Seller will, promptly upon receiving any such notice or learning of any such contemplated or threatened action, give Purchaser written notice thereof.
- (e) **No Violations.** To the best of Seller's knowledge, Seller has not received notice of any existing violations of state or federal laws, **municipal**, or county ordinances, or other legal requirements with respect to the Property. In the event Seller receives notice of any such violation affecting the Property prior to the Closing, Seller shall promptly notify Purchaser thereof.
- (f) **Foreign Ownership.** Seller is not a "foreign person" as that term is defined in the U. S. Internal Revenue Code of 1986, as amended, and the regulations **promulgated** pursuant thereto, and Purchaser has no obligation under Section 1445 of the U. S. Internal Revenue Code of 1986, as amended, to withhold and pay over to the U. S. Internal Revenue Service any part of the "amount realized" by Seller in the transaction contemplated hereby (as such term is defined in the regulations issued under said Section 1445). Seller shall furnish Purchaser with a non-foreign person affidavit at Closing.
- (g) **Construction Liens.** On the Closing Date, Seller will not be indebted to any contractor, laborer, materialmen, architect, or engineer for work, labor or services performed or rendered, or for materials supplied or furnished, in connection with the **Property** for which any person could claim a lien against the Property and shall execute a standard title company affidavit to this effect at Closing.

10. PURCHASER'S WARRANTIES, REPRESENTATIONS AND COVENANTS.

- (a) **Authority.** Purchaser: (i) if an entity, is a lawfully constituted entity, duly organized, validly existing, and in good standing under the laws of the State of Michigan or another state; (ii) has the authority and power to enter into this Agreement and to consummate the transactions contemplated herein; and (iii) upon execution hereof will be legally obligated to Seller in accordance with the terms and provisions of this Agreement. Before Closing, Purchaser shall provide the Title Company and Seller with satisfactory written evidence that all necessary and appropriate action has been taken by Purchaser authorizing and approving the execution, delivery and performance by Purchaser of this Agreement, and all closing documents and the performance by Purchaser of all other acts necessary or as appropriate for the consummation of the purchase and sale of the Property as contemplated herein.
- (b) **Conflicts.** The execution and entry into this Agreement by Purchaser, the execution and delivery of the documents and instruments to be executed and delivered by Purchaser on the Closing Date, and the performance by Purchaser of Purchaser's duties and obligations under this Agreement and of all other acts

necessary and appropriate for the full consummation of the purchase and sale of the Property as contemplated herein, will not violate any contract, agreement or other instrument to which Purchaser is a party, or any judicial order or judgment of any nature by which Purchaser is bound.

11. **DAMAGE TO PROPERTY.** If between the Effective Date of this Agreement and the Closing Date, all or any part of the Property is damaged by fire or natural elements or other causes beyond the Seller's control, which Seller does not repair or agree to repair prior to the Closing Date, or any part of the Property is taken pursuant to any power of eminent domain, Seller shall immediately notify Purchaser of such occurrence, and Purchaser may terminate this Agreement with written notice to Seller within 15 days after the date Purchaser learns of such damage or taking, and receive a refund of the Deposit without further liability, except for those obligations of Purchaser which are intended to survive termination. If Purchaser does not elect to terminate this Agreement, there shall be no reduction of the purchase price and Seller shall assign to Purchaser whatever rights Seller may have with respect to any insurance proceeds or eminent domain award at Closing.

12. **AS IS.** Neither Seller nor any broker, nor any of their officers, directors, managers, members, employees or agents have made any representation, warranty or disclosure with respect to the Property, upon which Purchaser may rely, except as may be set forth in writing in this Agreement. By Closing, Purchaser agrees to accept the Property in "As Is" condition to the fullest extent permitted by law.

13. **SELLER'S CLOSING OBLIGATIONS.** At Closing, Seller shall execute and deliver the Warranty Deed, closing statement, standard title company owner's affidavit and all other usual and customary Title Company and other closing documents necessary or appropriate to consummate the sale.

14. **PURCHASER'S CLOSING OBLIGATIONS.** At closing, Purchaser shall pay to Seller the Purchase Price in the manner specified in Section 3 above, subject to agreed pro rations and adjustments, and execute and deliver a closing statement and all other usual and customary Title Company and other closing documents necessary or appropriate to consummate the sale.

15. **SECTION 1031 TAX-DEFERRED EXCHANGES.** Upon either party's request, the other party shall cooperate and reasonably assist the requesting party in structuring the purchase and sale contemplated by this Agreement as part of a tax deferred, like-kind exchange under Section 1031 of the Internal Revenue Code of 1986, as amended; provided, however, that in connection therewith, the non-requesting party shall not be required to: (a) incur any additional costs or expenses; (b) take legal title to additional real property (i.e., the requesting parties' "replacement property" or "relinquished property"); or (c) agree to delay the Closing. However, should both parties wish to complete a tax-deferred exchange, the parties will each incur their own additional expenses related to their exchange and shall split any common costs which will benefit both parties by such a division.

16. **NOTICES.** Unless otherwise stated in this Agreement, a notice required or permitted by this Agreement shall be sufficient if in writing and either delivered personally or sent via Federal Express, UPS or a similar nationally recognized overnight delivery service, or by certified mail, return receipt requested, addressed to the parties at their addresses specified below or by email. Any notices given by personal service shall be below or by e-mail effective upon delivery. Any notice given by Federal Express or UPS shall be deemed effective one business day after sending. Any notice given by certified mail, return receipt requested, shall be deemed given three business days after mailing, and any notice given by email shall be deemed effective upon receipt. Copies of all notices shall be made as follows:

☐ If to Purchaser:

Name:	Thomas Peters
Address:	1110 State Street, Bay City, MI. 48706
Address:	
Telephone:	989-439-3077
Facsimile:	
Email:	tj@ourhomeandco.com

With copy to:

Name:	
Address:	
Address:	
Telephone:	
Facsimile:	
Email:	

☐ If to Seller:

Name:	
Address:	
Address:	
Telephone:	
Facsimile:	

Email:	
--------	--

With copy to:

Name:	
Address:	
Address:	
Telephone:	
Facsimile:	
Email:	

17. **ADDITIONAL ACTS.** Purchaser and Seller agree to execute and deliver such additional documents and perform such additional acts as may become necessary or appropriate to effectuate the transfers contemplated by this Agreement.

18. **ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties with respect to the sale of the Property. All contemporaneous or prior oral and written negotiations and agreements have been merged into this Agreement.

19. **MICHIGAN LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, without regard to its conflict of laws principles.

20. **AMENDMENTS.** This Agreement may be modified or amended only by written instrument signed by the Purchaser and Seller.

21. **EFFECTIVE DATE.** For purposes of this Agreement, the phrase "Effective Date" shall be the last date upon which this Agreement becomes fully executed and delivered by both parties including any counter proposals or amendments counter-signed by the opposing party.

22. **BROKER.** Purchaser and Seller each acknowledge that: (i) Purchaser's real estate agent is **Adam Bronson** and is acting as an agent of the Purchaser; and (ii) Seller's real estate agent is **Adam Bronson** and is acting as an agent of the Seller. Seller agrees to pay the real estate broker involved in this transaction a brokerage fee of **\$6,000.00**, with \$6,000.00 paid to **Woodworth Commercial** at Closing. The parties acknowledge that other than the parties' real estate agents disclosed herein, no other real estate brokers, salespersons, or agents are involved in this transaction and the parties hereby indemnify and hold each other harmless from any and all such claims for brokerage fees. All brokers and their agents specifically disclaim responsibility for the condition of the Property and performance of this Agreement. The parties each hereby, and by closing shall be deemed to, waive and release any and all claims and causes of action against all named brokers, their officers, directors, managers, members, employees and agents. The parties each hereby grant all named brokers the right to record a lien against

the Property to secure payment of their commission including, without limitation, the right to record a lien under Michigan's Commercial Real Estate Broker Lien Act. All named brokers are third party beneficiaries of this Agreement.

23. BROKER ENVIRONMENTAL DISCLAIMER. The Purchaser and Seller agree that each broker and real estate agent has fully disclosed any knowledge that such broker and/or real estate agent has concerning possible toxic or hazardous material or substances or other adverse environmental conditions on or about the Property and the Purchaser acknowledges that Purchaser shall be given the opportunity to make a competent environmental inspection, and the Purchaser and Seller each do hereby release each broker and real estate agent from any liability concerning toxic and hazardous material or substance or other adverse environmental conditions on or about the Property. The Purchaser and Seller each hereby expressly waive any claim whatsoever against each broker and real estate agent before or after the closing of this transaction arising out of or in connection with any of the foregoing.

24. DEFAULT.

(a) **Seller's Default.** If the sale and purchase of the Property contemplated by this Agreement is not consummated on account of Seller's default or failure to perform hereunder, Purchaser shall as its sole remedy, elect to either: (i) specifically enforce the terms hereof; or (ii) demand and be entitled to an immediate refund of the Deposit, in which case this Agreement shall terminate in full, except for any provisions which by their terms, are intended to survive termination.

(b) **Purchaser's Default.** If the sale and purchase of the Property contemplated by this Agreement is not consummated on account of Purchaser's default hereunder, Seller shall as its sole and exclusive remedy retain the Deposit amount as full and complete liquidated damages for such default of Purchaser. The parties hereby acknowledge that it is impossible to estimate more precisely the damages which might be suffered by Seller upon Purchaser's default of this Agreement or any duty arising in connection or relating herewith. Seller's entitlement to and receipt of the Deposit is intended not as a penalty, but as full and complete liquidated damages. The right to retain such sums as full liquidated damages as Seller's sole and exclusive remedy in the event of default or failure to perform hereunder by Purchaser, is in addition to any liability of Purchaser with respect to its repair and indemnity obligations set forth above, which are intended to survive termination of this Agreement

25. WAIVER. The failure to enforce any particular provision of this Agreement on any particular occasion shall not be deemed a waiver by either party of any of its rights hereunder, nor shall it be deemed to be a waiver of subsequent or continuing breaches of that provision, unless such waiver be expressed in a writing signed by the party to be bound.

26. DATE FOR PERFORMANCE. If the time period by which any right, option or election provided under this Agreement must be exercised, or by which any act required hereunder must be performed, or by which the Closing must be held, expires on a Saturday, Sunday or legal or bank holiday, then such time period will be automatically extended through the close of business on the next following business day.

27. FURTHER ASSURANCES. The parties agree that they will each take such steps and execute such documents as may be reasonably required by the other party or parties to carry out the intent and purposes of this Agreement.

28. **SEVERABILITY.** In the event any provision or portion of this Agreement is held by any court of competent jurisdiction to be invalid or unenforceable, such holding will not affect the remainder hereof, and the remaining provisions shall continue in full force and effect to the same extent as would have been the case had such invalid or unenforceable provision or portion never been a part hereof.

29. **SUCCESSORS AND ASSIGNS.** The designation Seller and Purchaser as used herein shall include said parties, their heirs, successors, and assigns; provided, however, Purchaser may not assign its interest in this Agreement without the prior written consent of Seller, which consent shall not be unreasonably withheld.

30. **CONTACT WITH THIRD PARTIES.** During the pendency of this Agreement, Seller may discuss with, or receive the submission of written back up offers or letters of intent from any third party or entity relating to the purchase of the Property. Seller shall promptly notify Purchaser in the event Seller should receive a written offer or letter of intent, and Seller shall advise any such third party or entity of the existence and priority of this Agreement.

31. **ENTIRE AGREEMENT.** This Agreement constitutes the entire Agreement between the parties and shall become a binding and enforceable Agreement among the parties upon full and complete execution and delivery of this Agreement. No prior verbal or written Agreement shall survive the execution of this Agreement.

32. **AMENDMENT.** Any amendment to this Agreement shall be in writing and signed by all the parties in order to be binding and enforceable against the parties.

33. **RELATIONSHIP OF THE PARTIES.** Nothing contained herein shall be construed or interpreted as creating a partnership or joint venture between the parties. It is understood that the relationship is of arm's length and shall at all times be and remain that of Purchaser and Seller.

34. **NO RECORDING.** Neither this Agreement nor a memorandum hereof shall be recorded by either party or any of their representatives.

35. **CONFIDENTIALITY.** Subject to all other terms of this Agreement, each party agrees to maintain this Agreement, the information in this Agreement and all information delivered pursuant to this Agreement, as confidential, and each will not disclose any such information to any other person without the prior written consent of the other party. However, a party may disclose such confidential information to its legal counsel, to such party's lender, accountant, real estate broker, salesperson, or agent, to other professional advisors or agents of the party, provided the recipients of such information agree to keep such information confidential, and as required by law or legal process.

36. **35. COUNTERPARTS; ELECTRONIC TRANSMISSIONS.** This Agreement may be executed in counterpart originals, each of which when duly executed and delivered shall be deemed an original and all of which when taken together shall constitute one instrument. This Agreement may be executed and delivered by facsimile or electronic PDF signatures.

37. **OFFER.** This Agreement constitutes an offer by Purchaser to purchase the Property. The offer shall remain valid until 5:00 pm. on March 3rd, 2023 and shall be deemed revoked if not accepted by Seller before such time and date.

38. **OTHER PROVISIONS.** In addition to the provisions outlined above, the following additional provisions shall apply to the transaction as contemplated herein.

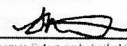
39. **ADVICE OF COUNSEL.** All parties are encouraged to seek the advice of independent legal counsel before executing this Agreement. Such independent counsel may help to determine the marketability of title; understand possible tax consequences; ascertain that the terms of the sale are adhered to before the transaction is closed; and provide advice with respect to all notices and other important matters related to this Agreement. Purchaser and Seller acknowledge the importance of obtaining advice from independent counsel and acknowledge that no broker and/or real estate agent is acting as an attorney or providing legal advice and no broker and/or real estate agent shall be responsible for any loss or damage resulting from the preparation of this Agreement or any addenda thereto.

Purchaser's Acknowledgement of Offer:

By signing below, Purchaser acknowledges having read and received a copy of this Purchase Agreement.

For Purchaser:

Witnesses:

By: 

Thomas Peters on behalf of State St Accounting (01927, 00214, 2015)

Its: _____

School Board President

By: _____

Its: _____

Seller's Acceptance:

Seller accepts this Agreement on this 6 day of March, 2023, at 10:30 (AM/PM) ☒ with the following conditions: 3X - Interest rate to be 8%

5. Remove line "Purchaser receiving preliminary site plan approval"
6A. Owners policy with standard exceptions
8. Closing to take place at Superior Title Bay City MI
22. Brokerage fee to be \$5,000.00
30. Remove line that seller needs to notify buyer of any additional offers

_____; or ☐ without qualification.

By signing below, Seller acknowledges having read and received a copy of this Agreement. If this Agreement is signed by Seller without any modification, the acceptance date stated herein shall be the Effective Date of the Agreement.

If additional conditions are stipulated herein, Seller gives Purchaser until the _____ of _____, 20____, at _____ (AM/PM) to provide its written acceptance of the counter conditions stated herein.

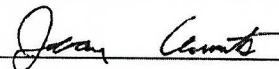
For Seller:

Witnesses:

By: 

Its: _____

President

By: 

Its: _____

Vice President

By: _____

Its: _____



Rachel Luberge

Purchaser's Acknowledgment of Seller's Acceptance:

Purchaser acknowledges receipt of Seller's acceptance of Purchaser's offer. If the acceptance was subject to changes from Purchaser's offer, Purchaser agrees to accept those changes, with all other terms and conditions remaining unchanged. If this Agreement is signed by Purchaser without any modification, then the date stated as Purchase's Receipt of Acceptance shall then become the Effective Date of this Agreement.

Seller has accepted this Agreement on this _____ day of _____, 20____, at _____ (AM/PM)

For Purchaser:**Witnesses:**

By: Thomas Peters (Mar 6, 2023 16:40 EST)

Its: Board President

By: _____

Its: _____

Exhibits:

The following exhibits are attached hereto and shall become part of this Agreement by reference

Exhibit	Name	Exhibit Description	Provided	Attached
			By (Purchaser or Seller)	By (Date)
Exhibit A				
Exhibit B				
Exhibit C				
Exhibit D				
Exhibit E				
Exhibit F				
Exhibit G				

O:\kdr\CBOR Forms\Purchase Agreement 9-22-16.docx

PA Counter

Final Audit Report

2023-03-06

Created:	2023-03-06
By:	Adam Bronson (Adam@woodworthcommercial.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAmSmUMo6L42k6zLMI_GGPkr5Hx2lx5ldc

"PA Counter" History

-  Document created by Adam Bronson (Adam@woodworthcommercial.com)
2023-03-06 - 4:53:28 PM GMT- IP address: 69.41.6.173
-  Document emailed to tj@ourhomeandco.com for signature
2023-03-06 - 4:54:54 PM GMT
-  Email viewed by tj@ourhomeandco.com
2023-03-06 - 9:40:00 PM GMT- IP address: 74.125.212.244
-  Signer tj@ourhomeandco.com entered name at signing as Thomas Peters
2023-03-06 - 9:40:30 PM GMT- IP address: 75.128.143.74
-  Document e-signed by Thomas Peters (tj@ourhomeandco.com)
Signature Date: 2023-03-06 - 9:40:32 PM GMT - Time Source: server- IP address: 75.128.143.74
-  Agreement completed.
2023-03-06 - 9:40:32 PM GMT

Exhibit 2

Fwd: FW: BAISD EDGE EMC EEM Updates

1 message

Kostus, Anne <kostusa@baisd.net>

Mon, Apr 28, 2025 at 8:33 PM

To: Kathleen Ranck <krack@statestreetacademy.org>

Cc: lcook@charterschoolpartners.com

Here's the confirmation I received that MDE added State Street Academy as a school partner for BAISD Consortium Early Middle College program.

Also to clarify, our program became MEMCA certified in April '24.

Please let me know if you have any other questions. :-)

Thx,

Anne Kostus
Bay Arenac Intermediate School District
Early Middle College Coordinator
(616)318-8105

----- Forwarded message -----

From: **Thomas, Jennifer (MDE)** <ThomasJ85@michigan.gov>

Date: Wed, Apr 23, 2025 at 4:10 PM

Subject: FW: BAISD EDGE EMC EEM Updates

To: kostusa@baisd.net <kostusa@baisd.net>

FYI

Jennifer Thomas

Early Middle College Consultant

Michigan Department of Education

Office of Career and Technical Education

517-897-4970

thomasj85@michigan.gov

Fax 517-241-5347

[Book time with Thomas, Jennifer \(MDE\)](#)



Student Handbook

2025-26

1110 State Street
Bay City, MI 48706
(989) 684-6484

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

This handbook is not an irrevocable, contractual commitment to the student, but only reflects the current status of the Board's policies and the Academy's policies and procedures as of July 31, 2025. If any referenced policies, procedures or administrative guidelines are revised after July 31, 2025, the language in the most current policy, procedure or administrative guideline prevails.

Mission Statement

To ensure a collaborative approach between our families, our students, and our team in order to provide a clear path to a successful future.

Vision

To provide students with a cradle-to-career program—supporting them from early childhood through higher education—that paves the way to successful adulthood through a carefully designed curriculum and a nurturing, supportive educational environment.

S - Service

P - Professionalism

I - Integrity

R - Respect

I - Innovation

T - Tenacity

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School Calendar 2025-26

August '25						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	★	20	21	22	23
24	25	26	27	28	H	30
31						8

KINDERGARTEN ½ DAYS 8/19-8/22
 🌙 HALF DAY DISMISSAL @ 11:30

September '25						
Su	M	Tu	W	Th	F	S
	H	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						21

9/15 No Students: Staff Professional Development

October '25						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	
						23

10/28 First Responder Day
 10/31 End of 1st Marking Period

November '25						
Su	M	Tu	W	Th	F	S
						1
2	3	PD	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	PD	PD	PD	H	H	29
30						15

11/4 No Students: Staff Professional Development
 11/11 Veterans Day Breakfast
 11/21 Thanksgiving Celebration

December '25						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	H	H	H	H	H	27
28	H	H	H			
						15

12/18 Christmas Concert

January '26						
Su	M	Tu	W	Th	F	S
				H	H	3
4	5	6	7	8	9	10
11	12	13	14	15	PD	17
18	H	20	21	22	23	24
25	26	27	28	29	30	31
						19

1/16 Live the Dream Celebration
 1/23 End of 2nd Marking Period

February '26						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	H	14
15	H	17	18	19	20	21
22	23	24	25	26	27	28
						18

March '26						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	H	H				20

3/27 End of 3rd Marking Period

April '26						
Su	M	Tu	W	Th	F	S
			H	H	H	4
5	H	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		18

May '26						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	H	23
24	H	26	27	28	29	30
31						19

June '26						
Su	M	Tu	W	Th	F	S
	1	2	3	4	🌙	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						5

KEY

- ★ First Day/Last Day
- 🌙 Half Day Dismissal
- H Holiday/School Closed
- PD No School/Teacher Professional Development Day
- B Board Meeting @ 5:30

School Calendar Template © calendarlabs.com

Board Meeting Calendar 2025-26

Tuesday	July 22, 2025*	5:30pm
Tuesday	August 26, 2025	5:30pm
Tuesday	September 23, 2025	5:30pm
Tuesday	October 28, 2025	5:30pm
Tuesday	November 18, 2025	5:30pm
Tuesday	December 16, 2025	5:30pm
Tuesday	January 27, 2026	5:30pm
Tuesday	February 24, 2026	5:30pm
Tuesday	March 24, 2026	5:30pm
Tuesday	April 28, 2026	5:30pm
Tuesday	May 26, 2026	5:30pm
Tuesday	June 23, 2026**	5:30pm

*Indicates Organizational Meeting

**Indicates Budget Hearing

SECTION I: General Information

Enrolling in the Academy

The Academy has a designated time period for open enrollment in the Academy. New families must enroll their child(ren) on or before the last day of the annual open enrollment period to ensure their child's placement in the Academy – OR – to ensure their child's placement on the waiting list if there are more students that want to enroll in the Academy than there are available seats.

A child who is at least five (5) years of age on or before September 1st of the school year of enrollment is eligible for entrance to the kindergarten program for that school year. A child who is not yet five (5) year of age on or before September 1st for the applicable school year will be admitted to kindergarten under the following circumstances:

1. The child will have attained the age of five (5) by December 1st for the applicable school years; and
2. The parent guardian provides written notice (waiver of age eligibility) to the Academy of intent to enroll the child for that school year.

Prior to the open enrollment period each year, all current students must re-enroll to attend the Academy the next year. During this period, siblings of current students not previously enrolled are allowed to enroll when and where space/seats permit.

The open enrollment period is announced to the public each year. For more information about the annual open enrollment procedures at the Academy, please contact an administrative assistant in the school office.

New students under the age of eighteen years old must be enrolled by their parent or legal guardian. Prior to enrolling, parents are welcome to participate in a guided tour of the Academy to obtain detailed information and ask questions. Upon acceptance, parents / guardians must provide copies of the following:

- A. a birth certificate or other reliable proof of identity within 30 days of notification
- B. court papers allocating parental rights and responsibilities, or custody (if appropriate)
- C. a current Health Appraisal form
- D. A copy of the driver's license of the person enrolling the student

Final enrollment at the Academy is not official until the child's student records are received by the sending district or by the sending institution of learning.

Homeless students who meet the Federal definition of homeless may enroll in the Academy. Such students will be under the direction of the Academy's Liaison for Homeless Children with regard to enrollment procedures. The Homeless Education Liaison is Dorian Matthews.

No applicant for admission shall, on the basis of, race, color, ethnicity, national origin, immigration status, sex, (including sexual orientation, or gender identity or expression), pregnancy, mental or physical disability, age, religion, height, weight, marital or family status, military status, ancestry or genetic information be discriminated against.

A student who has been suspended or expelled by a previous school may be denied admission to the Academy pending a review of the records. Prior to denying admission, the School Leader or designee will facilitate a thorough review, including an opportunity for a discussion between the parents and the School Leader or designee regarding the circumstances of the suspension or expulsion and any other factors the School Leader or designee determines to be relevant.

Classroom Assignment

The School Leader will assign each student to the appropriate classroom. Any questions or concerns about the assignment should be discussed with the School Leader.

School Hours

Class hours for K-8th students are from 8:00 a.m. to 3:15 p.m. Class hours for 9th-12th students are from 7:45 a.m. to 2:45 p.m. The Academy will be open at 7:30a.m. each morning for students each school day.

Attendance

It is very important that students arrive on time as well as attend school on a daily basis in order to fully maximize their learning and mastery of the core curriculum. There are many learning experiences that are provided in the school setting that cannot be replaced through independent study. *In other words, school attendance is critical to successful school performance.* Developing habits of on-time, consistent attendance at school and work are important life lessons for our students.

1. Parents must call the school office @ 989-684-6484 before 7:30 a.m. to report the absence from school. The parent should state the student's full name, homeroom teacher, and the reason for absence and phone number where parent/guardian can be reached.
2. When a student is absent, the Parent Liaison/Attendance Coordinator requires a satisfactory explanation from the parent/guardian. A physician's verification of illness may be required when it is deemed necessary to confirm the reason for repeated or prolonged absence.
3. Any absence that is not substantiated with an acceptable explanation provided by the parent or guardian within the allowable time period will be marked as an "Unexcused Absence".
4. Any absence that is substantiated with an acceptable explanation provided by the parent or guardian within the allowable time period will be marked as an "Excused Absence".
5. The following absences are considered "Excused" for the purpose of this policy:
 - Illness or hospitalization; verified by a written parental/guardian excuse. [Note: Illness which occurs during the school day and results in an absence from one or more class periods must be verified by the appropriate building administrator].
 - Serious illness or emergency in the immediate family; verified by a written parental/guardian excuse.
 - Attendance at a funeral or death in the family; verified by a written parental/guardian excuse.

- Pre-arranged absences (such as college visitations): These are excused provided the attendance office is contacted for prior approval. Students must make necessary arrangements for make-up work with the teacher.
 - Family vacations may be explained but are discouraged; verified by a written parental/guardian excuse.
 - Religious instruction and/or obligations (arranged in advance); verified by a written parental/guardian excuse.
 - Professional appointments which cannot be made after school (e.g., dentist, doctor, court appointments); verified by a written parental/guardian excuse.
 - School-related activities.
 - School-imposed suspensions.
 - If a student is absent from school for up to one (1) full school day because his or her parent, legal guardian, or sibling is a service member being deployed on or returning from active duty; verified by a written parental/guardian excuse
 - If a student is absent from school for up to two (2) full school days if the location of the deployment or return is more than 300 miles from the pupil's home; verified by a written parental/guardian excuse.
6. Classroom teachers will maintain daily attendance records for each of their assigned students. These records will then be reviewed by the School Administrator on a daily basis.
 7. If any student is absent and notification has not been received, the parent/guardian will be contacted at home or at work to verify the student's whereabouts.
 8. Students must arrive at class no later than 8:00 a.m. for K-8th and 7:45a.m. for 9th -12th. Students must also arrive on time to each individual class. This is an important work and life skill that will enable our students to be successful at school and in the future. **A tardy is defined as being more than (15) minutes late for class. Three tardies are equivalent to one (1) absence.**
 9. Students who are in K-8th grade, arriving after the start of the day, must be signed in by a parent/guardian.
 10. Students who arrive after 9:30 a.m./or leave school before 1:15 p.m. will receive a ½ day absence on their attendance record.
 11. Skipping – A skip is considered an absence without administrative authorization from a class or classes. Students are considered skipping in the following circumstances:
 - a. When a student leaves school without following the proper sign-out procedure (even stepping outside without permission).
 - b. When a student does not attend an assigned class.
 - c. When a student, who is previously in school at an earlier point in the day, does not have his/her teacher's permission to be gone from that teacher's scheduled class later in the day, or at minimum, does not have the administration's permission to be gone from that class.
 - d. When a student comes to school late and does not go to class.

12. Students will be held **accountable for all work missed** during any absence. Excessive absences will prevent students from receiving credit in their classes for that term. If a student is absent on the due date of an assignment, the student must submit that assignment on the date that they return. A student has the same number of days to make up an assignment as they have been absent. For example, if a student is absent on Monday when an assignment is given. The student will receive the assignment when they return on Tuesday and must submit that completed assignment by Wednesday.
13. Although we strongly encourage families to take their family vacations during designated vacation breaks on the school calendar, we recognize that opportunities arise that necessitate a family trip during school time. In those situations, we ask parents to notify the school and teacher(s) of the trip at least one (1) week in advance of departure so that arrangements can be made to provide the student with suggestions and materials that are educational in content to extend the learning of the student, and to complete missed work, during their absence from school.
14. *Prearranged absences DO count towards the accumulation of these missed days. However, timely and specific communication by the parent to school personnel regarding the student's absences from school is very important and will be taken into consideration as to a decision regarding disciplinary action.*

# of Absences / Semester/Term/Year	School Action
5 absences	Parent letter and phone call
8 absences	Second parent letter & parent meeting
10 absences	Certified parent letter and parent meeting (including signing of Attendance Contract)
15 absences	Loss of credit/retention, contact appropriate government agency, and/or removal from school enrollment

15. If a student is absent a total of fifteen (15) **days** in a term, then the School Administrator will inform the parent that the student is being **dropped from the class rolls due to lack of attendance**. A written notice to that effect will be sent to parents immediately. Any appeal must go through the process described below.
16. The Academy will excuse any tardiness or absence related to a homeless student's living situation when applying any school policy regarding tardiness or absences.

17. **Appeal Process:** If the student/ parent wishes to appeal this decision based on extenuating circumstances, that appeal must be submitted in writing to the School Administrator within five (5) days. Once received, the School Administrator will arrange a meeting to discuss the attendance issue. The administration reserves the right to use discretion regarding this attendance policy. Every attempt will be made to ensure that this policy is applied fairly and consistently to all students.

Early Dismissal

Important appointments or family emergencies sometimes occur during the school day. Due to these situations, parents/guardians may need to pick up their student from school prior to the end of the school day. To protect the safety of the students, the Academy requires that a parent, guardian, or designated adult listed on the student's Emergency card come to the office and sign the student out. If the adult picking up the student is not a parent or guardian, the main office staff will request a form of photo identification (ideally a valid driver's license). The main office staff will check the student's emergency card to verify that the adult has been listed by the parent/guardian as an adult permitted to pick up the student.

Closed Campus

The safety and security of students and staff is a primary concern. To assist in providing such conditions, the Academy will operate as a closed campus. Students shall remain on the school grounds from their time of arrival until classes are dismissed at the end of the school day. A student who leaves the school grounds without authorized permission shall be considered truant.

Students are to remain on campus throughout the school day with the following exceptions:

- A parent or guardian has provided permission for a student to leave school for a specific need (i.e., doctor appointment, bereavement) and this request has been approved by the Principal;
- A student is signed out by their parent or guardian;
- A student has a school-approved work release privilege; or
- A student is participating in an authorized dual enrollment/CTE program.

Carpool Procedure

Please Note:

- Never leave your vehicle unattended at the curb.
- When parking in the lot at any time, please use the crosswalks. This is a safety issue, and your assistance in teaching this procedure to our students is appreciated.
- Please remain in your vehicle and have your children ready to exit curbside when you arrive.

Pets

Due to allergy and health considerations, pets are not permitted in the school building or on the school campus/playground. Pets that are in a vehicle during carpool or in a parked vehicle must remain in the vehicle while on Academy property.

Release Authorization for Walkers

Parents/guardians may sign a Release Authorization form if they want to authorize their 6th grade and above student the option to walk to an off-site location after school hours with their siblings. This location should be predetermined by parent/guardian and student prior to the end of any particular school day. This release option is for the ***official end of the scheduled school day only***. Parents/Guardians will still be required to sign-out and pick up students for any early dismissal (i.e. Doctor Appointments). Forms are available in the Office.

This authorization implies that at the end of a school day the student who is exercising this option to walk to a predetermined location will do so under the approval and knowledge of their parent/guardian. The Academy will only verify that 6th grade and above students have a signed Release Authorization Form prior to allowing them to leave the school. Once verified, the Academy will allow the student and their siblings to leave school at the appropriate time for dismissal of walking students. At dismissal, students must exit the Academy and leave the grounds immediately. Students are not allowed to loiter in the building or in the carpool area.

Please **discuss** and **agree** on an end of day plan, including location and times with your student prior to the start of the school day.

Administration reserves the right to revoke permission to walk at any time for loitering on grounds after school, for problems that arise while walking to or from school or any other actions deemed inappropriate. Furthermore, the Academy accepts no responsibility or liability for the student once the student has left school grounds.

The Student Enrichment Programs

The Student Enrichment Program develops, supervises and administers all child care and before and after school programs for students attending the Academy.

After-school programs will be offered throughout the year and may include options such as tutoring and various clubs. Past offerings have included Chess Club, Cooking Club, Coding Club, and Sign Language Club; final selections for this year are still being determined.

Athletic opportunities will be available throughout the year and may include a variety of team and individual sports. In previous years, offerings have included Frisbee Golf, Archery, Soccer, Flag Football, Basketball, Boxing, Volleyball, Cheer, and Dance. This year's final lineup is still being finalized."

Conflict Resolution Process "Refusal"

At the heart of our peaceful and respectful school culture is a commitment to both the Great Expectations framework and our Formal Conflict Resolution Process, inspired by the work of Bob Chadwick. Great Expectations promotes a foundation of mutual respect, responsibility, and high personal character, while Chadwick's process equips students and staff with tools to resolve conflicts through open dialogue and consensus-building. Together, these approaches create a compassionate environment where all individuals feel heard, valued, and empowered to grow.

Transfer out of the Academy

Parents must notify the School Leader in writing about plans to transfer their child to another school. Transfer will be authorized only after the parent and/ or student has completed the arrangements, returned all school materials, and paid any fees or fines that are due. School records may not be released if the transfer is not properly completed. Parents are encouraged to contact the Academy office for specific details.

When transferring student records, school officials are required to transmit disciplinary records including suspension and expulsion actions against the student.

Receipt of a request of records from another school is a statement from the parent / guardian confirming that their child is removed from the Academy enrollment and their child's seat is no longer reserved at the Academy from that point forward.

Immunizations

Students must be current with all immunizations required by law or have an authorized waiver from State immunization requirements. If a student does not have the necessary immunizations or waiver, the School Leader may remove the student or require compliance with a set deadline. This is for the safety of all students and in accordance with State law. A certified waiver will be provided to the parent/guardian by the local health department to provide to the Academy. Immunization waivers will not be accepted by the Academy unless signed and stamped by the local health department. Any questions about immunizations or waivers should be directed to a staff member in the school office.

Student Well Being and Emergency Information

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

In the event of an emergency, the student should be taken to the nearest hospital to receive appropriate medical care, regardless of parental preference. Typically, the decision is made by emergency medical technicians or other first responders.

Injury and Illness

All injuries must be reported to a teacher or the school office. If a minor injury occurs, the student will be attended to and may return to class. If medical attention is required, the school office will follow the Academy's emergency procedures.

A student who becomes ill during the school day should request permission to go to the school office. The student's family will be contacted and a decision will be made as to whether or not the student should be picked up. No student will be released from school without proper parental permission.

In the interest of your child's health and for the protection of other students, we will expect you to come and pick up your child if he or she has a fever, persistent cough, rash, head lice, pink eye, COVID-19

symptoms or similar symptoms. The school office needs to be notified if your child is absent with a communicable disease. In this case, please see the section *Control of Casual Contact Communicable Diseases and Pests*. If your child has been ill, be sure that he or she is fully recovered before returning to school.

If your child is going to be absent from school, please call the school at (989)-684-6484, before 8:00 a.m. The school office will call parents in the case of unreported absence, so please let us know when your child will be absent.

When to keep your child home: We want to work together to assure that our children and their health are protected. Please keep your child home when they are sick. As a general guideline, a student should not return to school until they have been fever-free for 24 hours, not vomited in 24 hours and/or rashes have been addressed by the family's physician.

It is important to fill out your child's enrollment form very carefully with home and work phone numbers and to notify us of changes during the year. Also, be sure that the people listed as your emergency contacts are aware and willing to accept responsibility for your child if necessary. If your child becomes ill or is injured during school hours, we will make every effort to contact you first.

COVID-19

Monitor your children for symptoms of COVID-19. If your child has one or more of the following symptoms, a fever greater than 100.4, a new or worsening cough, shortness of breath/difficulty breathing, runny nose and/or congestion, body aches and/or tiredness, vomiting and/or diarrhea and a new loss of smell or taste, keep the student home from school and follow up with a primary care provider.

Students who become ill with symptoms of COVID-19 during the school day will be placed in an identified quarantine area with a surgical mask in place until they can be picked up. Symptomatic students sent home from school should be kept home until they have tested negative or have completely recovered according to [CDC guidelines](#).

Medication and/or Treatment Policy

The following definition of "medication" is adopted for use at the Academy: medication includes prescription, and U.S. Food and Drug Administration (FDA) approved non-prescription medications, preparations, and/or remedies that are taken by mouth, by inhaler, is injectable, is applied as drops to the eyes or nose, or applied to the skin. This policy also applies to any medically-prescribed treatments. "Treatment" refers both to the manner in which a medication is administered and to health-care procedures which require special training.

The student's parent/guardian will give the Academy written permission and request to administer medication(s) and/or treatment to their student.

Any student who requires prescription medications must have written instructions (Medical Action Plan) from a physician, which include the name of the student, name of the medication and/or treatment, dosage of the medication, route of administration, and time the medication and/or treatment is to be administered to the student shall accompany the request and be kept on record at the Academy.

Parental or guardian request/permission and a physician's instructions for administration and/or treatment must be renewed every school year.

Prior to the beginning of the school year, parents/guardians are responsible for informing the Academy in writing of any medical issues that may require intervention during the school year. Examples of medical issues may include, but are not limited to, life-threatening allergies (i.e., the need for an epinephrine injector, Epi-Pen®), diabetes, epilepsy, asthma, seizures or any condition of a serious nature affecting the health of the student. The Academy, parents/guardians and the student's physician will participate in developing a medical action plan.

Students may possess and self-administer a metered dose or dry powder inhaler for relief of asthma, or before exercise to prevent onset of asthma symptoms, while at the Academy, on Academy-sponsored transportation, or at any Academy-sponsored activity, if the following conditions are met:

- There is written approval from the student's physician or other health care provider and the student's parent/guardian to possess and use the inhaler; and
- The School Leader or his/her designee has received a copy of the written approvals from the physician and the parent/guardian.

These students should be instructed by their parents/guardians to notify their teacher each and every time they use their inhaler so that frequent use can be communicated to the parents/guardians. It is recommended that an extra inhaler be kept in the Academy Office.

Students with a need for emergency medication may also be allowed to self-possess and self-administer such medication, providing that they meet the conditions established in the medical action plan.

Students may use a U.S. Food and Drug Administration (FDA) approved over-the-counter topical substance at school, such as sun screen, if both of the following conditions are met:

1. If the student is a minor, the student has written approval to possess and use the FDA substance from his or her parent or legal guardian.
2. The School Leader has received a copy of the written approval.

Students with disabilities who have an Individualized Educational Program (IEP) or Section 504 Plan are included under the policy and procedures that govern the administration of medications. Note: The policy and procedures do not violate either the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act.

Epinephrine Auto-Injectors

Michigan Law allows the Academy to maintain a supply of emergency epinephrine auto-injectors to be used during emergency situations where a student, not previously diagnosed with known allergies, may suffer a life-threatening allergic reaction or anaphylaxis. Academy staff members are properly trained in the use of epinephrine auto-injectors in case of an emergency.

Control of Casual Contact Communicable Diseases and Pests

Because the Academy has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The school's professional staff has the authority to remove or isolate a student who has been ill or has been exposed to a communicable disease or highly transient pest such as lice.

Specific communicable diseases include the following: diphtheria, scarlet fever, strep infections, whooping cough, mumps, pink eye, measles, rubella, COVID-19 and other conditions indicated by the Local and State Health Departments.

Any removal will be for only the contagious period in accordance with the guidance of the Health Department.

Parents/guardians are asked to notify the Student/Family office if their child has contracted a communicable disease, e.g., mumps, rubella, pink eye, COVID-19, etc. The Academy is obligated to communicate to other families and students the possibility that they may have been exposed to a communicable disease. The Academy is required to notify the local health department when a confirmed case of COVID-19 is identified at the Academy. In addition, the Academy is required to cooperate with the health department in implementing department protocols for screening students, including contact tracing.

Safety Drills

The Academy complies with all fire safety laws and will conduct fire, tornado, and lockdown drills in accordance with State law. Specific instructions on how to proceed will be provided to students by their teachers who will be responsible for safe, prompt, and orderly evacuation of the building. Students who, in any manner, disrupt drills or fail to adhere to the directives of staff members during those drills (or do so in the event of a real emergency) shall be considered insubordinate under the student code of conduct.

During practice lockdown drills, entering and exiting the buildings will be restricted for approximately 15 minutes.

During an actual situation, a sign will be posted on the doors and parents, guardians and visitors must return to their vehicles. Updates and information will only be available on our website and on the Academy voicemail. Situations may include external concerns such as hazardous material spills, police situations, etc.

Communication: School and Home

Academy Newsletter: Sent monthly to keep parents informed of school-wide updates, events, and important announcements.

Classroom Newsletter: Sent bi-weekly by individual teachers k-2nd, monthly by 3rd-7th to provide classroom-specific information, including upcoming lessons, homework, and classroom activities.

Academy Website/Social Media: Updated regularly (at least weekly) with news, resources, and event information. Parents can access the latest updates and relevant school policies [here](#).

Parent/Teacher Conferences: Held twice a year (fall and late winter) to discuss student progress, goals, and any areas of concern. Additional conferences can be scheduled upon request.

The Academy believes that a strong partnership between home and school is critical to the optimized education of all students. Academy staff welcomes the opportunity to conference with parents as the need may arise. Parents are encouraged to access this open and proactive line of communication.

School Closing

The Academy will close for inclement weather when the Bay City School District closes their schools.

The decision to close school will be made by 6:00 a.m. and will be posted on the school website, Facebook, Remind, and Dojo, Phone Messaging System, email as well as broadcast on the following radio and television stations after that time:

WNEM
ABC 12

The main voice mail greeting at the school and the website will change by 6:00 a.m. to indicate that school is closed.

Fines, Fees, & Other Charges

The Academy will assess a fine when Academy equipment, property or supplies are damaged, lost or not returned by a student. The fee will be reasonable and charged to compensate for the loss or damage incurred.

Unsettled accounts such as, but not limited to, lost books, library fines, unreturned items that are the property of the Academy, are due at the end of the school year. Failure to pay fines, fees, or charges may result in the withholding of official transcripts, grades, diplomas, caps and gowns, dance tickets, parking passes or other privileges, up to and including, participating in commencement ceremonies. Unresolved obligations can be appealed to the School Leader or designee.

Homework

Purpose of Homework

At the Academy, the partnership between school and home is particularly important. We appreciate that parents are their child's first teachers and we want to extend this relationship of mutual support through both the classroom and home. We see homework activities as a way to enhance children's basic skills at levels specific to their individual needs. One of the main purposes of homework is to extend learning started in school. Working together, home and school can guide students as they develop their learning capacities by creating experiences which foster learning. By completing the work at home, students are reinforcing their understanding of the classroom work and building their self-esteem through various topics of interest.

Homework Practices

It is important to keep in mind that this time needs to be positive and productive. If at any time your child is overwhelmed, not in the right frame of mind, or the work is not being understood, please stop for the

night and contact your child's teacher the next day. It is also important to contact your child's teacher if the amount of time he/she is spending per day exceeds the recommended amount of time. Communication will help parents and teachers figure out why that might be and make adjustments as necessary. Teachers will recommend activities that are appropriate to instruction based on individual student needs. There are three types of work to consider when thinking about homework.

- **Homework that extends school learning:**
- **Homework for practice and repetition:**
- **Incomplete work sent home for completion:** If the child does not finish a project or assignment throughout the school day, or has been absent from school, the work may be sent home for completion. The work that is sent home will be meaningful and have a specific purpose. Our expectations will be as follows:
 - ☐ Homework assignments will be completed and submitted in a timely manner as specified in each unit handbook.
 - ☐ Sufficient time to complete work will be provided in class.
 - ☐ Work that goes home needs to be done independently.
 - ☐ The use of technology will be optional unless specified by the teacher for specific assignments.
 - ☐ All work that is turned in will be looked at by the teacher and feedback will be given to the student.
 - ☐ Parents will notify their child's teacher if incomplete work is excessive, frequent, not understood by the student, or if it requires more time than the parameters for that unit suggest.

As we work to build the home/school relationship, the value and meaning that homework will bring to the child's academic career will become evident. It is our expectation that families will implement these practices into their daily routines. As always, if there is a time when something is unclear, please contact your child's teacher, as they are here to assist you.

Playground Procedure

All students will treat one another with the same courtesy and respect that is demonstrated in the classroom. Students making harmful or disrespectful choices may be required to leave the playground. The action taken in response to an unsafe situation is at the discretion of the staff member handling the situation.

Expectations of General Behavior:

Students will:

- Stay in the boundaries of the playground
- Leave food, paper, pencils and other objects in the classroom
- Leave rocks, tree bark, sticks, and other dangerous objects on the ground
- Not throw snow balls
- Not play tackle games
- Not use inappropriate or foul language

Specific Equipment Procedures:

General Procedures:

- Games of tag should be played in the soccer field or baseball field areas
- No jumping off of the top of any part of the play structure
- No climbing on outsides of play structure
- No climbing or hanging on trees
- Walk around equipment; watch for other people
- One person uses each separate piece of equipment at a time

Basketball Court: There must be supervision of at least one teacher to play.

Fence: No climbing on, digging under, or damage to fence is permitted.

Slides: Children must be visible to staff at all times. Children must slide on their bottom, feet first, one at a time. The next child should wait until the current child has gone down the slide before proceeding.

Soccer Field: There must be supervision of at least one staff member to play.

Swings: One child per swing. No standing, twisting, underdogs, jumping off or throwing the swings over the top. No climbing poles on sides of swings.

Monkey Bars: No climbing on top of or jumping off the bars. All traffic goes in one direction. Students may not play under the bars when in use.

Field Trips

Field trips are a privilege for students. Students must abide by all school policies during transportation and during field-trip activities, and shall treat all field trip locations as though they are school grounds. Failure to abide by school rules and/or location rules during a field trip may subject the student to discipline.

All students who wish to attend a field trip must receive written permission from a parent or guardian with authority to give permission. Students may be prohibited from attending field trips for any of the following reasons:

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

Lunches

All students qualify for free breakfast and lunch. The forms will be provided as part of the enrollment paperwork and all families are encouraged to fill-out the necessary forms.

Photograph and Publicity Release Form

At the beginning of each school year, families are required to complete a *Photograph and Publicity Release Form* for their family to grant consent to the Academy to use the student's name, likeness, image, voice, and/or appearance as may be embodied in pictures, photos, video recordings, audiotapes, digital images.

Video Surveillance on Campus

Academy buildings and grounds are equipped with electronic surveillance, which may include video and audio recording, for the safety of students, staff, and visitors. Your actions may be recorded and preserved. The content of the video surveillance may be used in student disciplinary proceedings.

Publications

An individual or organization wishing to submit information for publication in the Academy Newsletter must submit the information to the Academy Administration for review at least one week prior to publication due date. The Academy reserves the right to review and determine content over school sponsored publications. The Academy does not solicit business for non-school related functions and/or organizations.

National Honor Society

The Academy's National Honor Society (NHS) was established in 2024. NHS is one of the oldest and largest recognition programs for high school students in grades 10-12 in the United States. NHS honors those students who have demonstrated excellence in the areas of scholarship, leadership, service, and character. The National Honor Society was founded in 1921 by the National Association of Secondary School Principals.

Student Government

Our student government provides students with valuable opportunities for leadership and community engagement through two key organizations: The Student Council and Junior Optimist International. The Student Council is dedicated to representing student interests, organizing school-wide events, and fostering school spirit. It empowers students to take initiative, collaborate with peers, and contribute to a positive school environment. The Junior Optimist International, on the other hand, focuses on community service and personal development, encouraging students to engage in meaningful service projects and leadership activities. Together, these organizations help students develop essential skills, make a positive impact on their school and community, and build a strong sense of civic responsibility.

SECTION II: Student Code of Conduct

The Academy is dedicated to creating and maintaining a positive learning environment for all students. All members of our learning community, including students, staff and parents, must assume a responsible role in promoting behavior that enhances academic and social success. Courteous, respectful and responsible behavior fosters a positive climate for the learning community. Those responsibilities include, but are not limited to, the following:

Students have the responsibility to:

1. Take responsibility for your learning and recognize that it is a process.
2. Attend school regularly, arrive on time, and be prepared to learn.
3. Respect yourself and others in class, on Academy property, in an Academy vehicle, and during any other Academy-sponsored activity or event, whether or not it is held on Academy premises.
4. Respect the rights and feelings of fellow students, parents, staff, volunteers and visitors.
5. Work within the existing structure of the Academy to address concerns.
6. Know and comply with Academy policies, procedures, rules, including the Student Code of Conduct.

Parents have the responsibility to:

1. Take responsibility for your child(ren)'s development as learners by, as much as possible, providing a home environment suited for learning and developing good study habits.
2. See that your child(ren) attends school regularly and on time.
3. Provide for your child(ren)'s general health and welfare as much as possible.
4. Teach and model respect for yourself, your child(ren), and all members of the school community.
5. Support the Academy's efforts to provide a safe and orderly learning environment.
6. Work within the existing structure of the Academy to address concern.
7. Know and comply with Academy policies, procedures, rules, including the Student Code of Conduct.
8. Advocate for your child(ren) and take an active role in the Academy community.
9. Attend your child(ren)'s parent/teacher conferences.

Teachers have the responsibility to:

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

6. Know and enforce Academy policies, procedures, rules, including Student Code of Conduct.

As a Michigan public school, we are required to follow laws relating to safe schools. The Board of Directors at the Academy endeavor to ensure that the Academy is a safe place for teaching, learning and working.

The Academy will take swift and appropriate disciplinary action for violation of any infractions listed in the Family Handbook or inappropriate behavior where notice has been given. All Academy rules will be enforced while on Academy property, in an Academy vehicle, and during any other Academy-sponsored activity or event, whether or not it is held on Academy premises. This includes when a student is using school communication networks, accounts or other Academy services.

Additionally, the Academy reserves the right to discipline students for off-campus behavior that has a nexus to and/or directly impacts the operation, order, discipline or general safety and welfare of the Academy.

Violations, including violations of the electronics and wireless communications devices and Network and Internet use policies, may result in an out-of-school suspension, long-term suspension, or expulsion depending on the severity of the offense and the requirements of the law.

The Academy will comply with the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973 when disciplining students with disabilities.

Due Process Rights

All students suspended and/or expelled will be provided notice and an opportunity to be heard in accordance with a student's due process rights under the law. Nothing in this Policy shall diminish or be in derogation of the due process rights accorded to students who have been determined to be eligible for special education services under federal and State laws.

Offenses

Gross Misdemeanors or Persistent Disobedience

Any student guilty of gross misdemeanors, persistent disobedience or persistent disobedience of dress code policy may be suspended or expelled. Examples include but are not limited to aggressive behavior, inappropriate language, inappropriate physical contact, insubordination, failure to cooperate with Academy staff, theft, academic dishonesty, disruption of educational environment, violation of school policies or procedures, etc.

Weapons, Arson or Criminal Sexual Conduct

Any student in possession of a firearm on the Academy property, in an Academy vehicle or at an Academy sponsored event shall be permanently expelled from the Academy, subject to reinstatement under the law.

Any student in possession of a dangerous weapon (excluding firearms), as defined by law, or who commits arson or criminal sexual conduct on the Academy property, in an Academy vehicle or at an Academy sponsored event or commits criminal sexual conduct against another student enrolled in the same school may be permanently expelled from the Academy, subject to reinstatement under the law.

A student who pleads to or is convicted of or is adjudicated for criminal sexual conduct against another student enrolled in the same school shall be permanently expelled (after considering mitigating factors) from the Academy, subject to reinstatement under the law.

Dangerous weapons are defined as firearms*, daggers, dirks, stilettos, knives with blades over 3 inches in length, pocket knives opened by a mechanical device, iron bars and brass knuckles. The definition of *“firearm” is any weapon (including a starter gun) which will or is designed or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device.*

Possession, use or threatening the use of any weapon (not included in the legal definition above) or any dangerous item may result in the student being suspended or expelled.

A dangerous item is any object capable of inflicting bodily harm as determined within the sole discretion of the authorized school district administrator (including but not limited to knives, bullets, fireworks, smoke bombs, chemical mace, pepper gas or like substances; stun guns; BB guns, pellet guns; razors; razor blades; scissors (unless part of an academic project supervised by teacher), fireworks, matches, lighters, combustibles. any parts of a weapon, or toy weapons). Other acceptable project/activity tools such as box cutters, hammers, bats, etc. fall under this category if used recklessly, negligently, or dangerously.

A student will not use a legitimate tool, instrument, or equipment as a weapon with the intent to harm another. These items include, but are not limited to, pens, pencils, compasses, or combs.

Physical Assaults against School Personnel

Physical assault is defined as intentionally causing or attempting to cause physical harm to another through force or violence.

Under the Revised School Code, any student in grade 6 or above who commits a physical assault against an Academy employee or against a person engaged as a volunteer or contractor for the Academy on Academy property, in an Academy vehicle, or at an Academy-sponsored activity or event may be expelled permanently, subject to reinstatement after 180 days.

Under Academy guidelines, any student in grade 5 or below who commits a physical assault against an Academy employee or against a person engaged as a volunteer or contractor for the Academy on Academy property, in an Academy vehicle, or at an Academy-sponsored activity or event may be suspended or expelled depending on the severity of the circumstances.

Physical Assaults against Students

Physical assault is defined as intentionally causing or attempting to cause physical harm to another through force or violence.

Under the Revised School Code, any student in grade 6 or above who commits a physical assault against another student in Academy property, on an Academy vehicle, or at an Academy-sponsored activity or event may be suspended or expelled for up to 180 days.

Under Academy guidelines, any student in grade 5 or below who commits a physical assault against another student on Academy property, in an Academy vehicle, or at an Academy-sponsored activity or event may be suspended or expelled depending on the severity of the circumstances.

Verbal Assaults

Under the Revised School Code, any student in grade 6 or above who commits a verbal assault on Academy property, in an Academy vehicle, or at an Academy sponsored activity or event against an Academy employee or against a person engaged as a volunteer or contractor for the Academy, or another student may be suspended or expelled for a period of time determined in the discretion of the Board or designee.

Under Academy guidelines, any student in grade 5 or below who commits verbal assault on an Academy staff member, person engaged as a volunteer, contractor for the Academy, or another student, on Academy property, in an Academy vehicle, or at an Academy sponsored activity or event may be suspended or expelled for a period of time determined in the discretion of the Board or designee.

“Verbal assault” means a threat of an immediate harmful or offensive touching, coupled with an apparent immediate ability to commit same, and which puts a person in a reasonable apprehension of such touching; or, the use of offensive language directed at a person, where such language is likely to provoke a reasonable person (example: excessive taunting or teasing, bullying or other verbal harassment); a bomb threat (or similar threat) directed at a school building, other school property, or a school event. For purposes of this policy, the definition of assault also includes written threats.

Bullying Prohibition

It is the policy of the Academy to provide a safe educational environment for all of its students in compliance with the law. Bullying is strictly prohibited.

All students are protected under this policy while on Academy property, in an Academy vehicle, at any Academy sponsored event, or while using an Academy owned and/or operated telecommunications service provider or Academy owned and/or operated telecommunications access device.

Under state law, bullying is defined as any written, verbal or physical act or electronic communication, including but not limited to cyberbullying that is intended or that a reasonable person would know is likely to harm one or more students either directly or indirectly by doing any of the following:

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

Bullying is equally prohibited without regard to its subject matter or motivating animus.

The School Leader is responsible for establishing procedures for the effective implementation of this policy.

Any student who believes he/she has been or is the victim of bullying shall immediately report the situation to the School Leader. The student may also report the situation to a teacher or counselor who will be responsible for notifying the School Leader. Any complaints against the School Leader should be filed directly with CS Partners. All complaints are to follow established complaint reporting procedures.

Each complaint of bullying will be investigated by the School Leader in a prompt, thorough and impartial manner. The School Leader will look at the totality of the circumstances and evaluate facts, including but not limited to:

- Description of the incident- nature of the behavior and the context of the alleged incident
- How often the conduct occurred
- Nature and severity of behavior
- Any past incidents or continuing pattern of behavior
- The relationship between the parties
- Characteristics of the parties involved, i.e., age, grade, etc.
- Does the student that is perpetuating the bullying behavior have a plan that identifies problem behaviors and how to address them
- The bullying definition

Restorative Practices will be considered in the correction of bullying behavior. Restorative practices means practices that emphasize repairing the harm to the victim and the school community caused by the student's misconduct.

The School Leader will report the occurrence of a bullying incident to the parents or legal guardians of all students involved.

The Academy prohibits retaliation or false accusations against a target of bullying, a witness or another person with reliable information regarding an act of bullying. The highest level of confidentiality shall be maintained for an individual who reports an act of bullying.

Harassment

The Academy prohibits any type of harassment. Harassment includes, but is not limited to, any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal, or physical conduct directed against an individual that places an individual in reasonable fear of harm to his/her person or damage to his/her property, has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or a staff member's work performance, or has the effect of substantially disrupting the orderly operation of the Academy.

Harassment may be based on an individual's race, color, ethnicity, national origin, sex (including sexual orientation and gender identity or expression), pregnancy, mental or physical disability, age (except as authorized by law), religion, height, weight, marital or family status, military status, ancestry, or genetic information that are protected by Federal and state civil rights laws. Harassing conduct is not limited to in-person activity; it may include the use of cell phones or the Internet. Such behavior may take many forms, including, but not limited to, stalking, name-calling, taunting, cyberbullying, and other disruptive behaviors.

Harassment does not have to include the intent to harm another individual, be directed at a specific target, or involve repeated incidents. Harassment based on race, color, or national origin creates a hostile environment when the conduct is so severe or pervasive that it limits or denies a student's ability to participate in or benefit from the services, activities or opportunities offered by the Academy.

All administrators, staff, parents, volunteers, and students are expected not to tolerate harassment and to demonstrate behavior that is respectful and civil towards all other individuals associated with the Academy. Complaints alleging discrimination or harassment based on a student's actual or perceived gender identity or expression are to be taken seriously and handled in the same manner as other discrimination, bullying or harassment complaints.

Since bystander support of harassment can encourage these behaviors, the Academy prohibits both active and passive support for acts of harassment. Such active and passive support can result in disciplinary action.

Sexual Harassment

Sexual harassment is defined as:

1. An employee conditioning the provision of an aid, benefit, or service of the public school academy on an individual's participation in unwelcome sexual conduct (i.e., quid pro quo sexual harassment); or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive **and** objectively offensive that it effectively denies a person's equal access to the Academy's education program or activity; or
3. Any incident of sexual assault, dating violence, domestic violence, and stalking as defined under federal law.

Sexual harassment includes, but is not limited to, the following:

- Physical assaults (e.g., intentional physical conduct that is sexual in nature, such as touching, pinching, or brushing against another individual's body);
- Unwelcome sexual advances, comments, requests for sex, sexual activities concerning one's employment or advancement, regardless of whether they are accompanied by promises or threats concerning one's grades, safety, job or performance of duties;
- Sexual displays or publications such as calendars, screen savers, sexual jokes, posters, cartoons, verbal or written harassment or abuse, or graffiti; and
- Other verbal or physical conduct of a sexual nature which has the purpose or effect of interfering with an individual's work or academic performance, or creating an intimidating, hostile or offensive work environment.

Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

No staff member or student in the Academy shall be subjected to any form of harassment, including sexual harassment, on Academy premises, on an Academy bus or vehicle or at any Academy sponsored event or

activity. Students, who engage in harassment, including sexual harassment, will be subject to disciplinary action.

Factors for determining consequences may include, but are not limited to:

- age, development, and maturity levels of the parties involved
- degree of harm
- surrounding circumstances
- nature and severity of the behavior(s)
- incidences of past or continuing pattern(s) of behavior
- relationship between the parties involved and
- context in which the alleged incident(s) occurred

The Academy prohibits intentionally making a false report of alleged sexual harassment, submitting a false formal complaint, or making or submitting false statements or information during the Title IX grievance process. Violation of this prohibition will result in disciplinary action.

Hazing

Hazing is defined as an intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against an individual and that the person knew or should have known endangers the physical health or safety of the individual, and that is done for the purpose of pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition. The term “organization” includes, but is not limited to, a fraternity, sorority, association, corporation, order, society, corps, cooperative, club, service group, social group, athletic team, or similar group whose members are primarily students at an educational institution.

Hazing is a violation of state criminal law and prohibited at all times. A student who commits hazing on Academy property, in an Academy bus or vehicle, or at an Academy sponsored event will be subject to disciplinary action.

Prohibition of Smoking

The Academy prohibits the possession and/or use of any tobacco or nicotine product on Academy property, in an Academy bus or vehicle or at any Academy sponsored event. In addition, any tobacco or nicotine advertising or promotion is strictly prohibited.

This prohibition includes tobacco products, tobacco-related devices, imitation tobacco products, lighters, vaporizers (including any substance used in vaporizers), electronic cigarettes, electronic nicotine delivery systems or other substitute forms of cigarettes, clove cigarettes or other lighted smoking devices for burning tobacco or any other substance.

Prohibition against Alcohol and Drugs

In line with the Safe and Drug Free School Policy, it is the belief of the Academy administration that drug and alcohol abuse in any school is a threat to the safety and health of students, staff and the school community as a whole. It is the policy of the Academy to take positive action through education, counseling, parental involvement, medical referral, and police referral in the handling of incidents violating this policy. Disciplinary action includes, but is not limited to substance abuse assessment, participation in a

substance abuse rehabilitation program, drug and alcohol prevention activities, suspension and/or expulsion.

When handling violations of this policy, the School Leader will take into account all of the circumstances surrounding the incident, including but not limited to:

- nature, severity and frequency of the misconduct;
- type of substance;
- the context in which the alleged incident occurred;
- past incident or continuing pattern of behavior

The Academy prohibits the use, possession, concealment, sale, delivery, or distribution of alcohol (including malt beverages labeled as “nonalcoholic”), drugs (including marijuana), and/or any mind-altering substances and/or related paraphernalia on Academy property, in any Academy bus or vehicle or at any Academy sponsored event. Students under the influence of such substances on Academy property, in any Academy bus or vehicle or at any Academy sponsored event will be subject to this policy regardless of amount taken.

Possession includes any substances as described below including but not limited to bath salts, K-2, etc. and/or related paraphernalia found on the student’s person, purse, backpack, locker, vehicle, etc. Any searches will be conducted as outlined in the Search and Seizure section.

The term “drugs” includes:

- Controlled substances as so designated by state and federal law;
- All chemicals which release toxic vapors;
- Mind altering substances and any otherwise legal substances which, when used or consumed in an inappropriate manner, create alteration in perception, mood consciousness, cognition or behavior. Mind altering substances are not intended to include caffeine and like substances when consumed in moderation;
- Marijuana;
- Any prescription or patent drug, except those for which permission to use at the Academy has been granted pursuant to Academy policies and procedures;
- “look-alikes”;
- Performance-enhancing drugs as determined annually by the Department of Community Health; and;
- Any other illegal substance so designated and prohibited by state and federal law.

Also, if a student is found using or possessing a non-prescribed medication without parent/guardian authorization, he/she will be brought to the school office and the parents/guardians will be contacted for authorization. The medication will be confiscated until written authorization is received. Any student who distributes a medication of any kind to another student or is found to possess a medication other than the one authorized is in violation of the school's drug policy and will be disciplined in accordance with the drug-use provision below.

Medical Marijuana & Prescription Drug Policy

The Academy prohibits the abuse, possession, sale, or distribution of prescription drugs and medical marijuana. If a student disobeys this prohibition, the student will be subject to disciplinary action in line with board policies and Academy disciplinary policies and procedures.

The Michigan Medical Marijuana Act states that a person shall not sell or possess marijuana or otherwise engage in the use of marijuana, even if for medical use, in a school vehicle or on the grounds of any preschool or primary or secondary school.

Reasonable Suspicion Drug Testing

The Administration will require a student to submit to drug testing if the Administration has a “reasonable suspicion” that the student is using or is under the influence of any illegal drug, alcohol or any other mind-altering substance (whether illegal or not). Reasonable suspicion may arise from the following:

1. A student’s behavior, along with physical appearance, action or odor, indicating that the student has used an illegal drug, alcohol or any other mind-altering substance (whether illegal or not);
2. The student’s possession of drugs, alcohol or any other mind-altering substance (whether illegal or not) or related paraphernalia; or
3. Information communicated to an Academy Administrator by a teacher, parent, law enforcement, or a student that indicates a student is using, possessing or under the influence of drugs, alcohol or any other mind-altering drug (whether illegal or not). Any such report will be investigated by the Academy Administration and will be substantiated by other physical indicators or physical appearance, if deemed necessary.

The Academy Administrator will look at the totality of the circumstances when determining “reasonable suspicion”.

After reasonable suspicion has been established and if the student denies using drugs, the student will be asked to take a drug test administered by an Academy staff member. The student is suspended pending the drug test results. The Academy Administration will contact the student’s parents/guardians as soon as practicable. The cost of the test will be paid by the Academy and will be used for disciplinary action.

The student is expected to cooperate fully with this policy and the direction of staff in the administration of the drug test. If the student refuses to take the test; the student will be advised that such denial will be considered insubordination under the student code of conduct with the same consequences listed below. The student will then be given a second opportunity to take the test.

If the results of the drug test are positive:

1. First Offense – Up to ten (10) day suspension, with the possibility of long term- suspension or expulsion, depending on severity of the circumstances. Law enforcement contacted.
2. Second Offense - If a student violates the drug policy a second time, the student will be given a long-term suspension or permanently expelled from the Academy. Law enforcement contacted.

Drug test results are considered confidential, but may be discussed with the student's guidance counselor and any other Academy staff members if it is deemed necessary by the Administration in order to provide assistance to the student or for use in disciplinary action.

During a suspension or expulsion, a student is not allowed on Academy property, in an Academy vehicle or to participate in or attend any before or after school activities (including, but not limited to the student's attendance as a spectator, participation in sport activities, or weekend activities occurring during the suspension/expulsion).

It is the policy of the Academy that a student's eligibility for participation in interscholastic athletics will be affected by the use of any performance-enhancing substance as provided by statute, including but not limited to those performance enhancing substances banned in bylaw 31.2.3.4 of the bylaws of the National Collegiate Athletic Association, identified on any list developed by the Michigan Department of Community Health and any other substances within the discretion of the State Board of Education.

Gang Activity

Gang activity intended to commit illegal acts under state and federal law and/or intended to violate Academy policies and procedures, including under the Code of Conduct, is not tolerated and is prohibited at all times on Academy premises, on an Academy bus or vehicle or any Academy sponsored events.

"Gang" means an ongoing organization, association or group of students, other than a nonprofit organization, that identifies itself by all of the following:

- a unifying mark, manner, protocol, or method of expressing membership, including a common name, sign or symbol, means of recognition, geographical or territorial sites, or boundary or location
- an established leadership or command structure
- defined membership criteria

Gambling

A student will not engage in any game of chance for money or profit or where other items of monetary value are awarded to the winner, except for those games and contests authorized by the Academy administration as official Academy functions.

Busing Infraction

Student behavior while on buses and/or transportation vehicles must be stellar and outstanding at all times. Students who mistreat others, as well as those who tease, harass, embarrass themselves, or act in any manner that is not professional, while being transported to or from school or a school event/activity, or even those waiting to be transported at a bus stop or public location, will be guilty of gross misbehavior, insubordination, and "community embarrassment/putting support for our program at risk."

*** Please note- Students will receive a warning on the bus before being written up. One write up is equivalent to one day off the bus. Once a student receives 3 write ups the student will be suspended for 3 days from school and potential permanent loss of school bus privileges.**

Chewing Gum in School

Students are not permitted to bring chewing gum (including with their lunches and/or snacks) to school. Violations will result in the chewing gum being taken from the student.

Damage of Property

Vandalism and disregard for school property will not be tolerated. Actions include, but are not limited to, writing in textbooks or library books, writing on desks or walls, carving into woodwork, desks or tables, damaging Academy equipment, spray painting surfaces (graffiti is considered vandalism) and tampering with or otherwise interfering with video and/or monitoring equipment. Violations could result in physical or financial restitution.

Profanity and/or Obscenity

A student will not verbally, in writing, electronically, or with photographs or drawings direct profanity or obscene language and obscene gestures toward students, staff working at the Academy, volunteers and visitors.

Academic Dishonesty

Academic dishonesty is considered a grave offense. Academic dishonesty (cheating and plagiarism) is willingly and knowingly copying or using the work of others to represent it as one's own and/or act of using books, notes, or other materials on an assessment without the knowledge or approval of the instructor. It is also considered cheating when one obtains a copy of an assessment and/or assessment answers prior to taking an assessment with the intention or anticipation of using the information obtained on the assessment. Academic dishonesty includes tampering with educational materials and assessments, including State assessments. In addition, a student's unauthorized use of artificial intelligence and language processing tools (e.g., Chat GPT) to create work as the student's own is considered a form of plagiarism.

Public Displays of Affection

Demonstration of one's affection toward another person has an appropriate time and place. Public displays of affection should be limited to those types of displays that are deemed appropriate by staff as proper decorum in a school setting.

Improper, Negligent, or Reckless Operation of a Motor Vehicle

A student will not intentionally or recklessly operate a motor vehicle so as to endanger the safety, health, or welfare of others on Academy property.

Leaving the Academy without Permission

Students shall remain on Academy grounds from their time of arrival until classes are dismissed at the end of the school day. A student shall not leave Academy premises without permission from authorized Academy staff.

Appropriate Dress Code

A student will not dress in a manner that disrupts the educational process or is detrimental to the health, safety, or welfare of others. Repeated violation of the dress code/uniform policy will be viewed as insubordination and persistent disobedience. Please see Dress Code/Uniform Policy.

Contraband

In addition to illegal items under state and federal law, contraband items that are not to be brought to school include, but are not limited to, water pistols, toys, wireless communication devices (WCDs), lighters, matches, smoke bombs or stink bombs and other items deemed to disrupt the instructional environment.

The administration may add to this list at any time. Items confiscated by the Administration pursuant to this policy will be returned to the parent/guardian.

Insubordination

A student will not willfully ignore or refuse to comply with directions or instructions given by Academy staff. In addition, disrupting the educational environment or enticing others to do so is also considered insubordination. A student may not interfere with school administrators, teachers or other school personnel by threat of force or violence.

Sexting

Students may not send, receive or possess sexually explicit or otherwise inappropriate pictures or images via cell phone, computer or other digital device.

False Fire Alarm

Unless an emergency exists, a student may not intentionally sound a fire alarm or cause a fire alarm to be sounded. A student may not destroy, damage, or otherwise tamper with a fire alarm system in an Academy building or at an Academy sponsored event.

Theft or Possession of Stolen Property

A student may not, without permission of the owner or custodian of the property, take property or have in his or her possession property which does not belong to the student.

Forgery

Students will not fraudulently write the name of another person or falsify times, dates, grades, addresses or other data.

Disorderly Conduct

A student will not behave in a manner that causes a disruption or obstruction to the educational process.

Littering

Students may not litter or create messy conditions anywhere in SSA, School Zone or in our neighboring community during school hours or directly before or after school.

Other Illegal Conduct

Students shall not engage in any activity that constitutes a violation under city, state or federal law on Academy premises, on an Academy bus or vehicle at any Academy sponsored events or the on-line classroom.

Application to Students with Disabilities

This policy shall be applied in a manner consistent with the rights secured under Federal and State law to students who are determined to be eligible for special education programs and services. The Academy will comply with the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973 when disciplining students. Behavioral interventions will be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. No special education or Section 504 student will be expelled if the student's misconduct is a manifestation of his/her disability as determined through a manifestation hearing. However, the Academy can decide unilaterally to

remove a student from his/her educational placement to an interim alternative educational setting, even when the student's behavior was found to be a manifestation of the student's disability, in the following circumstances as defined by federal law:

- The student carries a weapon to or possesses a weapon at the Academy or at an Academy function.
- The student knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance while at the Academy or at an Academy function.
- The student has inflicted serious bodily injury upon another person while at the Academy or at an Academy function.

Exclusion during Suspension/Expulsion

During a suspension or expulsion, a student is not allowed on Academy property, in an Academy vehicle or to participate in or attend any before or after school activities (including attendance as a spectator at weekend activities occurring during the suspension/expulsion). For further information, please review the administrative guidelines for suspension and expulsion.

Progressive Discipline

The Academy uses progressive discipline to determine the severity of the consequence for the student. Progressive discipline involves increasing the severity of the penalty each time the student displays inappropriate conduct. This process is intended to correct the behavior of the student, not to punish the student. The investigator will take into account all of the circumstances surrounding the incident, including, but not limited to: the nature, severity and frequency of the misconduct; the student's age; the student's disciplinary record; whether student has a disability; development and maturity of the students involved; whether the violation or behavior threatened the safety of any other student or staff; whether a lesser intervention would address the violation or behavior; whether restorative practices will be used; and the context in which the alleged incident(s) occurred. Restorative practices shall be considered as an alternative or in addition to suspension or expulsion.

Implementation

The Academy shall develop administrative guidelines for dealing with discipline of students authorized by this policy. The regulations shall include procedures for reporting violations of this policy to the student's parents(s)/guardian(s), Executive Director and Board, procedures for referring permanently expelled students to appropriate Family Independence Agencies or County Community Health Agencies, specifics of the appeals process and the process for the reinstatement of students. Please see the Principal for a copy of those guidelines.

Annual Review

As part of its oversight function, the Board will revisit this policy annually and review the effectiveness of the policy and, if necessary, consider any policy or procedural changes that may increase the policy's efficacy.

LEGAL REF: MCL 380.1311; 750.82; 759.235.891 (Weapons Free School Law). MCL 380.1309 (Teacher Suspensions); MCL 380.1311a (Physical and Verbal Assaults Against School Personnel); MCL 380.1310 (Physical Assaults against Students).

Academic Integrity

In order to foster a healthy and appropriate atmosphere for learning, the Academy strives for its students to maintain certain standards of academic integrity. At the Academy, we strive for students to understand that they are in control of their own actions and behavior. In order to be effective students and life-long learners, it is imperative to hold high standards for success and academic honesty. Students should use their own abilities to complete assignments and projects, unless instructed to work collaboratively with classmates or outside individuals. Plagiarism, cheating, and dishonest behavior are not characteristic of a student. Steps toward this type of activity will result in academic consequences.

Smart Character Choices

Respect

Acting in a way that shows I am valuable, you are valuable, and we as a group are valuable.

Kindness

Thinking and acting in ways that show you care.

Responsibility

Choosing to act in a way that takes care of oneself and contributes to the common good.

Getting Along

Contributing to and gaining from positive relationships.

Work Ethic

Working hard and sustaining effort leading to feeling good about a job well done.

Optimism

Expecting good things today and in the future.

Working on Relationships

The Seven Habits that Build Relationships	The Seven Habits that Hurt Relationships
Negotiating Differences	Criticizing
Listening	Blaming
Accepting	Punishing
Respecting	Complaining
Supporting	Rewarding to Control
Trusting	Threatening

Encouraging	Nagging
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* Visit the Smart Character Choices web site: www.smartcharacterchoices.com *

Dress and Appearance

High School

State Street Academy High School requires certain standards that are based upon factors of health, safety, maintaining the orderly function of the school and not fashion. It is expected that students should come to school clean and well-groomed and in attire that is not distracting, potentially dangerous or distasteful. In order to impress upon students the importance of readying themselves for positions in a professional global economy, as well as to foster the best possible perception of our students in the eyes of visitors, community members, and all in our learning community, the following dress code is in effect for all enrolled at SSAHS:

1. Every student should make every effort to be clean when it concerns hygiene and clothing. This means that clothing must be clean and well-fitting, and or be unprofessional in appearance.
2. Clothing or hygiene that presents a health or safety hazard to the student or other students is not allowed.
3. Dresses, shorts, and skirts should be an appropriate length (mid-thigh or longer) or so as a student may sit and be able to maintain the integrity of the garment and so that the garment is not distracting. Again, being respectful of self, others, and the professional /educational setting as a guide.
4. Necklines which are low cut are inappropriate. Necklines must be tasteful and modest. Garments which are see-through, excessively tight, halter, tube, one shoulder, or have spaghetti straps are inappropriate and must not be worn. Shoulders must be covered by 3 fingers measurement of fabric.
5. Clothing or appearance that interferes with school work, creates disorder, or disrupts the educational program is not allowed.

NOT ALLOWED:

- a) Too revealing (cleavage showing, exposed undergarments, see through, short shorts, bare midriffs, bare backs)
- b) Skirts and shorts that are too tight.
- c) Sagging pants. Pants must be worn at the waist and undergarments and skin must not be showing
- d) No garments of any kind with a bandana print
- e) Skin-tight clothing such as spandex.
- f) Clothes resembling pajamas and slippers.
- g) Clothing designed to provoke outrage (personal attacks), create excessive noise or that which represents gang affiliation.
- h) No item of clothing is permitted which depicts or promotes sexism, violence, obscenity, vulgarity, racism or inappropriate slogans, i.e. inappropriate depiction of famous personalities or

logos.

- i) Clothing or items worn on the clothing that can cause excessive wear or damage to school property is not allowed. i.e. Chains, spikes, or other rough or hard objects that protrude.
- j) Grooming, clothing or jewelry that can prevent a student from achieving his/her own educational objectives because of blocked vision or restricted movement is not allowed. i.e. Sunglasses, hair combed over the eyes or other device designed to hinder or change clear vision.
- k) Grooming, clothing or any other object that can be worn or displayed on the body that promotes the drug culture, alcohol consumption, violence, exhibits inappropriate language, is racially offensive or contains inappropriate images or sayings is not allowed.
- l) For safety purposes, no headphones or earbuds. The only exception will be with direct permission given from the teacher in Class.

6. Items considered as outerwear are not allowed to be worn in the building during school hours:

- a) Stocking caps or any other kind of head covering, bandanas, wave caps, hoods attached to jackets/sweatshirts and other similar items
- b) Coats
- c) No backpacks, purses, or book bags allowed in classrooms.

Above outerwear, backpacks, purses, and book bags must be stored in student lockers.

Remember, it is a family's choice for a student to enroll at and attend State Street Academy High School. SSAHS has higher expectations than other schools and requires that students follow the dress code while at school. Our research demonstrates that this positively affects a student's self-efficacy, which will over time result in higher levels of academic achievement.

Policy Compliance

If a student has selected a manner of appearance that is beyond mere freedom of expression and disrupts the educational process or presents risk to themselves or others, they may be removed from the educational setting. The Superintendent and or designee have the right to amend the dress code at their discretion. Students that are considered to be in violation will be asked to correct the problem immediately and may be sent home if the violation cannot be corrected at that time.

The Academy recognizes the importance of individually-held religious beliefs. The Academy will try to reasonably accommodate students' sincerely-held religious beliefs that are in conflict with this Dress Code Policy unless the reasonable accommodation would be detrimental to the educational process or cause any issues to the safety or welfare of others. Students requesting such reasonable accommodations should contact the School Leader.

Any other students requesting reasonable accommodations to the Dress Code Policy should also contact the School Leader.

Student Valuables

Students should not bring items of value to the Academy. The Academy cannot be responsible for their safe keeping and will not be liable for loss or damage to personal valuables. Examples of valuable items include, but are not limited to, cash, wireless communication devices (MP3 players, iPads, handheld games, etc.), trading cards, jewelry, expensive clothing etc.

Electronics and Wireless Communication Devices (Cell Phones)

Cell Phone Policy

Cell Phone Policy

Elementary/Middle School (K-8th): Students may bring cell phones to school. However, cell phones are not permitted to be used during the school day and must be kept **turned off and stored in backpacks** at all times.

High School (9th-12th): Students may bring cell phones to school. However, cell phones are not permitted to be used during the school day and must be kept **turned off and stored in backpacks or pockets** at all times.

All Students (K-12):

- If a student is caught using a cell phone during the school day, they will receive a warning.
- Upon a second offense, the phone will be confiscated and taken to the Discipline Office. The student will receive a **1-day suspension**, and a parent/guardian conference will be required before the student may return.
- Upon a third offense, the student will receive a **3-day suspension** and **will not be allowed to return until a parent/guardian meeting has taken place**.

If a student refuses to cooperate during any disciplinary action, they may be sent home for the day.

Confiscated phones will be returned to the student at the end of the school day unless otherwise specified during a parent/guardian conference.

Cameras, cell phones or other WCDs may not be used to take pictures or videos without the express permission of a teacher or an Administrator. WCDs, cameras, video cameras or any equipment that has video and/or camera capability may not be activated or used at any time in any Academy situation where a reasonable expectation of privacy exists. This includes the bus. Pictures or videos taken in locker rooms or restrooms are strictly forbidden. Additionally, if any prohibited pictures or videos are taken and subsequently posted to the Internet, it will be considered an additional infraction. These students will be considered insubordinate and will be disciplined under the gross misdemeanors section of the Safe Schools Discipline Code of Conduct.

The Academy prohibits any electronic item from containing inappropriate material (as determined by the Administration) including offensive or inappropriate language, pictures or images; language that would promote violence or hatred; and sending, receiving or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as “sexting.”

Students are prohibited from using WCDs to transmit test information or any other information in a manner constituting fraud, theft, academic dishonesty or violating the student expectations as outlined in the Family/Student Handbook.

A student’s possession of any electronic item on Academy grounds, in an Academy vehicle or at an Academy sponsored activity or event constitutes consent to the search of that electronic item. Students should also understand that any student who possesses a cell phone, WCD or other electronic items shall assume responsibility for its care.

The Academy assumes no responsibility for theft, loss, or damage of a personal wireless communication device brought to Academy property, in an Academy vehicle, or at any Academy-sponsored activity or event, or the unauthorized use of such devices. Students bring these devices at their own risk. If a theft occurs, the user should contact a school administrator to make him/her aware of the situation so it will be handled the same way as any other theft. Damage or theft is the sole responsibility of the owner.

Possession of a cell phone or WCD by a student is a privilege, which may be forfeited by any student who fails to abide by the terms of this policy or otherwise engages in misuse of this privilege.

Any equipment found in violation of this policy will be confiscated and returned to a parent or legal guardian only; permission to use the network possibly permanently revoked; may result in student discipline action (including suspension and/or expulsion); and possible referral of the matter to law enforcement if there is a suspicion of illegal activity (e.g., child pornography).

Students refusing to relinquish their electronic device immediately upon request of a staff member will be considered insubordinate and will be disciplined according to handbook guidelines.

Confiscated phones, cameras, and/or electronic devices will be discarded if not picked up by a parent or legal guardian/guardian within 30 days. A notification of that disposal will be sent to the student’s mailing address on file in the School Office prior to such disposal.

These prohibitions are in effect any time on Academy property, in an Academy vehicle, or at any Academy-sponsored activity or event.

Students may use telephones located in the classrooms and office for emergency reasons with the permission and supervision of a teacher or office personnel.

Network and Internet Acceptable Use

The Academy is committed to the effective use of technology to both enhance the quality of student learning and the efficiency of Academy operations. It also recognizes that safeguards have to be established

to ensure that the Academy's investment in both hardware and software is achieving the benefits of technology and inhibiting negative side effects.

In order for anyone to use the local and wireless network, Internet connection and/or data and exchange servers, he/she must read these guidelines and sign the Network and Internet Acceptable Use Agreement. **The agreement must also be signed by a parent or guardian.**

A user name and password will be issued to users upon receipt of a signed Agreement. Until then, network use will not be allowed. The use of the Internet is a privilege, not a right. **Inappropriate behavior or violation of the acceptable use agreement may lead to penalties including the revocation of a user's account, disciplinary action (including suspension and/or expulsion) and/or legal action.**

Inappropriate Internet and network use is not limited to the following:

- using offensive or inappropriate language or language that would promote violence or hatred;
- revealing one's (or other's) personal address, phone number or credit card information;
- harassing anyone by sending uninvited communication;
- sending or accessing electronic information from accounts that do not belong to you without the owner's authorization;
- accessing unauthorized or inappropriate areas of the network and changing or interfering with information found in the network;
- accessing areas blocked by the Academy's firewall without authorization;
- e-mailing is restricted to topics related to instruction and school activities;
- soliciting or distributing e-mail for non-educational or non-business purposes;
- misrepresenting oneself or others;
- making unauthorized copies of software or information, such as software pirating;
- printing of materials excessively;
- downloading and/or installing unauthorized software, including games, on Academy computers without specific permission from Administration;
- accessing, uploading, downloading, distributing, or transmitting pornographic, obscene, sexually explicit, or threatening material or other materials harmful to minors;
- violating federal copyright laws or otherwise using the property of another individual or organization without permission (plagiarism). All work must be original work. Copy and pasted material may only be used as a resource when properly cited;
- unauthorized use of artificial intelligence and natural language processing tools (e.g. Chat GPT);
- violating any local, state or federal statute; and
- accessing personal social networking sites, such as but not limited to Tik Tok, Discord, Reddit, Facebook, Twitter, My Space, YouTube, Google+, Instagram, Snap Chat, Tumblr, Pinterest, Vine, Yik Yak, VK, LinkedIn and Flickr etc. without specific permission from the Administration.

Academy students will receive a password only after signing the Network and Internet Acceptable Use Agreement. The assignment of a password does not guarantee confidentiality. There is no expectation of privacy to prevent examination or monitoring. The Academy reserves the right to examine all data stored in the machines and/or network (including e-mail) to make sure that all users are in compliance with these

regulations. The Academy reserves the right to monitor or review Internet files, including web pages and usage logs. Any flash drive used at the Academy must also be free of any inappropriate content.

The Academy monitors the on-line activity of all users in an effort to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors.

Students are prohibited from participating in the transfer of inappropriate or illegal materials or material that may be considered treasonous or subversive through the Network and Internet connection. In some cases, the transfer of such material could result in legal action against a student.

Students, who happen to find materials that may be deemed inappropriate shall refrain from downloading this material, immediately leave the Internet site, shall not identify or share the location of this material, and will immediately report it to a teacher or the Administration. The transfer of certain kinds of materials is illegal, and punishable by fine or jail sentence.

All computers, local and wireless network, Internet connection and/or data and exchange servers are the Academy's property and shall only be used for educational and business purposes. The computer hardware (monitors, terminals, keyboards, mice, etc.) are Academy property and any mistreatment or damage will be considered destruction of property or vandalism.

The Academy makes no guarantees, implied or otherwise, regarding the reliability of the data connection. The Academy and any of the sponsoring organizations shall not be liable for any loss or corruption of data resulting while using the Internet connection.

The Academy strongly condemns the illegal distribution of software otherwise known as pirating. Software piracy is a Federal offense punishable by fine or imprisonment.

Students are prohibited from allowing other individuals to use their account or use other individuals' accounts for Network and Internet activities.

Through the use of the Internet, any actions taken by students reflect upon the Academy system as a whole. As such, all students are required to behave in an ethical and legal manner.

Users must release CS Partners, the Academy, and all other sponsoring organizations related to the Internet connection from any liability or damages that may result from the use of the Internet connection prior to having access. In addition, users must accept full responsibility, as well as legal and financial liability for the results of their actions regarding their use of the Internet. Users must release the Academy and related organizations from any liability relating to consequences resulting from their use of the Internet.

Students will be subject to disciplinary actions if Academy technology and/or networks are abused in any way or used in an illegal or unethical manner. Any inappropriate use of the computer networks or violation of these guidelines by students will result in the loss of the privilege to use the network and possible disciplinary action (including suspension and/or expulsion).

The Academy administration reserves the right to change these rules at any time.

SECTION III: Academics

Middle School Requirements

Grading Policy

Letter grades will be assigned cumulatively according to the following designations at the end of the each of the four terms and two semesters term:

- ES: The students' understanding exceeds the Michigan Grade Level Standards for the content area.
- MS: The student demonstrates understanding of the Michigan Grade Level Standards for the content area.
- AS: The student demonstrates some understanding of the Michigan Grade Level Standards for the content area.
- CA: The student does not demonstrate understanding of the Michigan Grade Level Standards for the content area. In this case remediation will occur.

High School Requirements

Students are required to complete 18 credits at SSAHS.

Michigan Merit Curriculum is as follows:

4.0 Credits English (Including Senior English)

4.0 Credits Math (Includes ALG1, GEO, ALG2)

3.0 Credits Science (BIO, CHEM or PHYSICS)

1.0 Credits U.S. History/Geography

1.0 Credits World History/Geography

0.5 Credits Civics

0.5 Credits Economics

0.5 Credits Health

0.5 Credits Physical Education

1.0 Credits Arts (Visual, Performing, Applied)

2.0 World Language or*(1.0 credit World Language and 1.0 credit Career Technical or an additional 1.0 credit Visual Performing Arts)

Total 18 Credits

GRADE LEVEL

The following credit division is used to determine a student's grade level. Credits are calculated at the end of each quarter. CREDITS LEVEL 0-3.75 Freshman/9th grade (limited to the first 2

Credit	Level
0-3.75	Freshman/9th grade (limited to 1st 2 years of high school)

4.0-7.75	Sophomore/10th grade (including any and all 3rd year students)
8.0-12.75	Junior/11th grade (must have completed Eng 10 and Geometry or Algebra II)
13+	Senior/12th

Students with disabilities are assisted in meeting these graduation requirements as appropriate and as specified in their Individualized Education Program (“IEP”).

Students who are unable to meet these graduation requirements, or for whom these requirements are deemed inappropriate, may request a personal curriculum.

Personal Curriculum

The personal curriculum option, as defined by state law, provides a process to modify some of the specific requirements of the Michigan Merit Curriculum based on the individual needs of a student. If the request for a personal curriculum is made by the pupil's parent or legal guardian or, if the pupil is at least age 18 or is an emancipated minor, the school academy shall develop a personal curriculum for the pupil.

A meeting with the student, at least one parent/guardian and a teacher or advisor will take place to develop the personal curriculum. The personal curriculum shall incorporate as much of the subject area content expectations of the Michigan Merit Curriculum; shall establish measurable goals; shall provide a method to evaluate these goals; and shall be aligned with the student’s educational development plan. Once the personal curriculum is agreed upon by the parent or legal guardian and the Academy administration, it will take effect and will be reviewed quarterly. If a student is not making adequate progress under the personal curriculum, it may be revoked and the student and parent/guardian will be advised that the student may not earn a high school diploma.

College Admission Requirements

The Academy recommends that applicants to competitive colleges successfully complete the following high school program, including as many Advanced Placement (“AP”) offerings in each subject as possible. Advanced Placement will only be offered through Edmentum:

- * 4 years of English
- * 4 years of Mathematics
- * 4 years of History
- * 4 years of Science
- * 2 years (minimum) of Foreign Language

College Readiness Exams

The Academy encourages juniors to take the PSAT in October. Students take the SAT in the spring of their junior year and may opt to take the ACT at their own expense by registering in advance online and by testing at one of several local high school test centers.

Opportunities to Earn College/University Credits while Attending High School

Advanced Placement

Courses in the Advanced Placement ("AP") Program are college-level studies. As such, the homework requirements for these courses exceed those of non-AP courses. To ensure success in college-level studies, students may have pre-requisite course requirements before allowing enrollment in these studies. Students who register for these classes are encouraged to take the AP examination in May. The scores are used as a measurement for placement in college courses with the possibility of receiving college credit. There is an examination fee. At this time, Advanced Placement is only offered through Edmentum.

Dual Enrollment

Students who have met the requirements of the Michigan Merit Curriculum and the Academy's graduation requirements and/or who have exhausted all the academic elective options at the school may choose to dual enroll at a community college, college or university.

Students will need to meet admissions requirements established by the receiving institution and the State of Michigan, including cut scores in each area of the PLAN, ACT, SAT, PSAT or MME tests.

Students are responsible for transportation and scheduling, books and fees. Students interested in dual enrollment should seek the advice of the credit granting institution. The student is required to designate whether the course is for high school or postsecondary credit or both at the time of the enrollment and the student is required to notify the Academy of his/her decision. Students taking more than one postsecondary course may make different credit designations for different courses.

The Academy will document credit for courses under dual enrollment on the student transcript in most cases, but will not apply the grade to the student's GPA calculation. The credit will be identified as a transfer credit on the student's transcript if applicable.

If the student does not complete the eligible course (including dual enrollment and CTE classes) or, if the student enrolls in the eligible course for postsecondary credit only and the student does not successfully complete the eligible course (including dual enrollment and CTE classes), and if the Academy has paid money for the course on behalf of the student, the eligible student shall repay to the Academy any funds that were expended by the Academy for the course that are not refunded by the postsecondary institution to the school. If the eligible student does not refund the money, the school may impose sanctions against the eligible student such as those outlined in the "Fines, Fees, and Other Charges" section of this handbook.

Students wishing to take advantage of these opportunities should see the School Counselor for more information on student eligibility and courses by Mid-March each year so that they can register for fall courses.

Early Middle College (EMC) Program

The EMC Program is designed to offer students the opportunity to earn a high school diploma and either an associate degree, advanced certificate, the Michigan Early Middle College Association (MEMCA) technical certification, or 60 transferable college credits at the same time. These credits may be used toward a four-year degree from a Michigan public or private university, an advanced certificate, an associate degree from a Michigan junior college or community college.

The Academy partners with the Bay-Arenac ISD and their [Edge Program](#) to offer the EMC Program to their students. Classes are offered through a partnership with Delta College and Davenport University.

On Line Courses

Students may take courses online through Edgenuity. A student may take up to two classes online per semester. If the student is successful, they may take more than two classes online if the Academy and the parents/guardians feel it is in the student's best interest. The Academy may reduce the student's schedule to accommodate online classes.

Students who choose this option must still meet graduation requirements and all requirements of the Michigan Merit Curriculum. The Academy only recognizes online courses from Edgenuity for credit while the student is enrolled full time at the Academy. If interested in taking an online course, please see the School Leader or guidance counselor for further details. There may be costs associated with choosing this option.

The Academy has the right to deny an online class as an option for a student for the eleven approved specific reasons for denial, including: 1) the student has previously gained the credits provided from the completion of the online course; 2) the online course is not capable of generating academic credit; 3) the online course is inconsistent with the remaining graduation requirements or career interests of the student; 4) The pupil has not completed the prerequisite coursework for the requested virtual course or has not demonstrated proficiency in the prerequisite course content. 5) The pupil has failed a previous virtual course in the same subject during the two most recent academic years; 6) the online course is of insufficient quality or rigor; 7) The cost of the virtual course exceeds the amount allocated to a course unless the pupil or the pupil's parent or legal guardian agrees to pay the cost that exceeds that amount; 8) the course enrollment request doesn't occur within the same timelines established by the district for enrollment and schedule changes for regular courses; 9) The request for a virtual course enrollment was not made in the academic term, semester, trimester, or summer preceding the enrollment. *This does not apply to a request made by a pupil who is newly enrolled in the Academy;* (10) The course has reached capacity and the district has restricted enrollment to resident applicants; (11) The district does not support the enrollment in more than two (2) virtual courses in an academic term, semester, or trimester.

If the Academy denies a student enrollment because the online course is of insufficient quality or rigor, the district shall make a reasonable effort to assist the student to find an alternative online course in the same or similar subject that is of acceptable rigor and quality.

If an online class has met the approval requirements, then the costs for the online class will be paid by the Academy. If the cost of the classes exceeds the maximum amount the Academy is required to pay, the parents /guardians shall pay the extra cost. Upon successful completion of an online class; students must provide the Academy with a certificate of completion stating the final overall grade as well as the name of

the Michigan certified instructor. The Academy and parents/guardians can mutually decide whether the course will count as an actual grade and will be calculated into the overall grade point average.

Test Out Policy

Students will be given the opportunity to test out of courses on the posted dates and times. The following guidelines will apply:

- Pre-Arrangement: Students wishing to test out must notify the school leader/counselor in advance to arrange their participation.
- In Person: Test outs are given in person only, no exceptions.
- One Attempt: Students are permitted to attempt to test out of a course only once.
- Passing Requirement: A minimum score of 75% is required to successfully test out of the course.
- Next Steps if Unsuccessful: Students who do not pass the test-out exam will need to complete the course, either online(virtually) or in-seat, to fulfill the requirement.

What the Michigan Merit Curriculum Law Says 380.1278(a)(4)(c) A school district or public school academy shall also grant a student a credit if the student earns a qualifying score, as determined by the department, on the assessments developed or selected for the subject area by the department or the student earns a qualifying score, as determined by the school district or public school academy, on 1 or more assessments developed or selected by the school district or public school academy that measure a student's understanding of the subject area content expectations or guidelines that apply to the credit.

Credit Awarded to Pupil Not Enrolled in Course 380.1279(b) The board of a school district shall grant high school credit in any course to a pupil enrolled in high school, but who is not enrolled in the course, who has exhibited a reasonable level of mastery of the subject matter of the course by attaining a grade of not less than C+ in a final exam in the course, or, if there is no final exam, by exhibiting that mastery through the basic assessment used in the course which may consist of a portfolio, performance, paper, project, or presentation. For the purpose of earning credit under this section, any high school pupil may take the final examination with any additional information.

Credit Recovery

Opportunities for credit recovery will be provided during school. This will be scheduled by the Dean of Operations and Dean of Curriculum and Instruction, or the student may need to take credit recovery during the summer.

Grade Point Average (GPA)

Each student's report card will indicate a grade point average for that term. The Academy uses the 4-point grading system for all purposes. *A cumulative Grade Point Average (GPA) for each student is computed only at the end of each term.* GPA is formulated by adding up the total number of points received, based on the percentage score received in the class, divided by the number of classes* taken. The following values have been assigned to each letter grade:

Letter Grade	Point	Percentage
A	4.00	93 – 100
A-	3.75	90 – 92
B+	3.25	87 – 89
B	3.00	83 – 86

B-	2.75	80 – 82
C+	2.25	77 – 79
C	2.00	73 – 76
C-	1.75	70 – 72
D+	1.25	67 – 69
D	1.00	63 – 66
D-	.75	60 – 62
NC	0.00	61-0
P	---	Pass
I	---	Incomplete
W	---	Withdraw

Honor Roll

Academic Honor Rolls are posted at the end of each Quarter. To qualify for the A-B Honor Roll, a student must receive a grade of A or B or CR in In-person classes (B- grades are allowable). Of course, students who lose a class or classes for behavioral, academic, or attendance reasons (such as, but not limited to a grade of “W”) will not be eligible for honor roll status.

Report Cards

At the end of each nine-week Quarter, report cards will be mailed to the students’ homes or given out at Student Success Conferences. Parents can at any time and are encouraged to view their student’s progress by visiting Family Access on the PowerSchool website.

Transcripts

Parents and students may request a copy of their transcript by contacting the school office. Transcripts are available in about 48 hours after the end of a grading period. Any questions or concerns can be directed to the High School Office.

Special Event Guidelines

All school policies and procedures are applicable to Special Events. **Students must be in attendance the day of the dance or the Friday before the dance if the dance is scheduled on the weekend.** Students will be given information prior to each event on the expectations of dress, behavior, etc.

All dance styles must comply with standards of modesty and safety. The staff and chaperones in attendance will be the final judge of the appropriateness of style. Public displays of affection should be limited to those types of displays that are deemed appropriate by staff and chaperones as proper decorum in a school setting. The staff and chaperones in attendance will be the final judge of the appropriateness.

Some events will be for Academy students only. When guests are welcome, the following guidelines must be met:

- An Academy student must accompany any guest.
- Only one guest per Academy student is allowed.
- Guests must be a full-time high school student. All guests must also present their current school ID or driver’s license for admittance.
- The guest must leave when the Academy student leaves.

All students and guests who plan to attend the event must arrive during the first 45 minutes of the beginning of the event. No one will be permitted to enter the event after the close of admittance without special advance permission from the School Administrator. Students must check coats, bags, etc. upon arrival. After arrival at the event, students may not leave prior to the stated ending time. If a student leaves the special event area without permission, the student will not be allowed to reenter the event and must leave the grounds immediately. Violators are subject to arrest for loitering or trespassing. No refunds will be given if a student does not attend or leaves the event early.

Any students suspected of illegal activities, including, but not limited to drug or alcohol use or possession will be removed from the event; their parent/guardian called; and the appropriate law enforcement agency contacted.

All attendees must wear appropriate clothing. School administration reserves the right to refuse admission to anyone inappropriately dressed.

Special events are a privilege, not a right. Students that do not follow the Special Event Guidelines, the specifics of the student handbook, addendum and/or the directions of the chaperones and staff in attendance may be asked to leave the dance; not be permitted to attend the next school function; and/or possible suspension or expulsion depending on the severity of the infraction.

Prom

The Senior Prom traditionally serves as the capstone social event for graduating seniors in the final days of their high school experience. This is a very meaningful event for them. Our aim in planning is to craft an event that will be memorable, safe, wholesome and fun. We believe this event will be extremely special to our seniors. In our planning process we thought it was necessary to establish Prom specific dress guidelines. These guidelines reflect the high expectations we have for our students as well as our desire for a wholesome event. As with all of our dress code guidelines, they have been carefully aligned with our core mission as well as with our philosophies. It is essential all ticket holders to the Prom know and understand these guidelines as well as select evening wear that aligns with them.

Dress Code

The prom is traditionally an opportunity for students to dress in formal attire. Young men typically dress in tuxedos or dress suits with ties. Young women typically wear evening gowns or formal dresses. At the prom, students are allowed some creative freedom to express their personal style in their attire; however, there are a few basic attire guidelines to which all ticket holders must adhere in order to attend prom.

Female Students Prom Attire:

Backless dresses are acceptable as long as it does not dip below the small of the back. Strapless dresses are acceptable as long as they are worn with the appropriate undergarments. Slits (side, front, and back) may be no higher than three inches above the knee. The length of skirts or dresses should provide appropriate modesty when dancing. Female skirts or dresses must be loose enough so as not to ride up to the lower curve of the hip when dancing. Female dress/top bodices should appropriately cover the breast area.

The following is not allowed:

- Midriff baring cut outs

- See through dresses
- Spandex style dresses
- Low cut cleavage tops
- Bustier style tops

Male Students Prom Attire:

Male students should wear a tuxedo ensemble or dress slacks and dress shirts with sleeves. Ties and jackets and dress shoes need to be worn.

The following is not allowed:

- Shorts
- Jeans
- Athletic Attire

Any student who has a concern about arranging appropriate attire to adhere to these dress code guidelines must speak with a school administrator prior to the week of the prom. NO dress code conversations will be held at the door.

Students are required to acknowledge their understanding of the designated prom attire guidelines before purchasing their ticket(s). Only those students and guests who arrive in attire that is in compliance with the guidelines will be admitted into the prom. Tickets are non-refundable for students and guests that are not admitted to the prom due to non-compliance with the prom attire guidelines.

Parking Permit Policies

All students know parking at SSAHS is a privilege accorded to those who agree to the policies and procedures outlined in the Student Handbook, as well as those who follow applicable driving laws. Students ... Please Note: You will not be allowed to drive to school until you have proven that you have all of the following. You will need to provide all information on or before registration day. After registration day you will need to see the school secretary.

1. That you have a current and valid Michigan driver's license, vehicle registration, and proof of the vehicle's insurance
2. That you drive safely and follow all handbook regulations,
3. That the vehicle is safe and danger-free,
4. That the vehicle does not have any profane, off-color, unsafe, or obscene bumper stickers or markings, and
5. That you have permission to do so from your parent/guardian and/or the owner of the vehicle.

After turning in all requested documentation, you will be required to sign the Student Driver Parking Form.

This permission is valid for driving and/or parking on campus when students have a justifiable purpose for being there. Students must enter/exit their vehicles promptly. No loitering is allowed at any time.

All vehicles should be kept locked at all times. Students should understand that the Academy cannot be responsible for the safe keeping of items located in the vehicle and will not be liable for loss or damage to any personal valuables.

Students are not allowed to keep any materials in their car that are prohibited under Academy policies and procedures. Items in plain view that violate Academy policies and procedures and/or if there is a reasonable suspicion of illegal items within that vehicle, those vehicles are subject to search by school administration and local police. Parking permits require the student to consent to the unlocking, opening and inspecting of the automobile and of all the portions thereof, including the trunk and engine area while on school premises.

Students are responsible for their vehicles at all times. Students driving to/from the Academy must operate their vehicle in a safe manner. Students who are speeding, driving recklessly or carelessly or other improper driving will lose their privilege to drive and/or park on campus.

Parking permits are non-transferable to other students. Parking permits are valid for one year only and must be renewed annually.

Driving a vehicle to school is a privilege. It should be clearly understood that the privilege of driving or parking on school property may be revoked at any time if the vehicle is used during a violation of school rules (including these parking permit policies) or operated in an unsafe manner on school property. Unregistered vehicles may be towed from the premises, and the driver will assume the costs of such removal. Violation of this policy may also result in disciplinary action, up to and including expulsion.

Permit fees are non-refundable.

Work Permits

Any student wishing to obtain the necessary paperwork to receive a work permit should go to the high school office.

Age of Majority Declaration

A person who attains the age of majority gains the legal status of an adult. All Academy policies and procedures apply to all students regardless of their attainment of the age of majority as recognized by state law. A student who wishes to assert these rights must notify the Academy office in writing by completing an Age of Majority Declaration Form.

Selective Service Registration

Male students aged eighteen or older are required by law to register for the Selective Service.

SECTION VI: Required Legal Notices

Equal Education Opportunity/Civil Rights Designee

It is the policy of the Academy to provide an equal education opportunity for all students.

Any person who believes that s/he has been discriminated against on the basis of his/her, race, color, ethnicity, national origin, sex (including sexual orientation or gender identity or expression), pregnancy, mental or physical disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, while at the Academy, or an Academy activity, should immediately contact the School Leader or designee below. “Race” is inclusive of traits historically associated with race, including, but not limited to, hair texture and protective hairstyles. For purposes of this definition, “protective hairstyles” includes, but is not limited to, such hairstyles as braids, locks, and twists.

Complaints will be investigated in accordance with the administration’s guidelines, established by the Academy. Any student making a complaint or participating in an academy investigation will be protected from any threat or retaliation. The School Leader or designee can provide additional information concerning equal access to educational opportunity.

Parents or students who wish to file a complaint or believe any of their Federal or State rights have been violated (including nondiscrimination under Title II, Title IV, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Americans with Disability Act, and Section 504 of the Rehabilitation Act of 1973) should contact:

Civil Rights Representative/Compliance Officers: Lisa Leimeister and Jason Nagy

Website Accessibility Coordinator: Lisa Leimeister, Superintendent. She may be reached at (989) 684-6484, via email at lleimeister@statestreetacademy.org or at 1110 State Street, Bay City, MI 48706.

or the Office for Civil Rights, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3582, Email: OCR.Denver@ed.gov.

Title IX Notice of Nondiscrimination

Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex in education programs and activities in federally funded schools at all levels. Title IX protects students, staff members, applicants for admission and employment, and other persons from all forms of sexual harassment, sexual violence and sex discrimination.

The Academy does not discriminate on the basis of sex in its education programs or activities, and is required by Title IX and its implementing regulations not to discriminate. This requirement extends to admission and employment at the Academy.

The Academy’s Title IX Coordinator is Lisa Leimeister, Superintendent. She may be reached at (989) 684-6484, via email at lleimeister@statestreetacademy.org or at 1110 State Street, Bay City, MI 48706.

Any questions related to the application of Title IX and its implementing regulations to the Academy may be referred to the Title IX Coordinator, the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The Academy's grievance procedures provide for the prompt and equitable resolution of complaints alleging any action that is prohibited by Title IX and its implementing regulations. These procedures address how to report or file a complaint of sex discrimination, how to report or file a formal complaint, and how the Academy will respond

These grievance procedures are posted on the Academy's website and are available here-
<https://www.statestreetacademy.org/>

Student Assessments

It is the policy of the Academy to monitor individual student academic growth in each subject area at least twice during the Academic year using a competency-based online assessment. The results of the assessment shall be communicated to the students and parents/guardians.

The Michigan Student Test of Educational Progress (M-Step) is also administered each spring. This required test is administered to all public school students in the State. Parents may review test information for their child upon request.

The Michigan Merit Exam (MME) assesses students in grade 11. This required test is administered to all public school students in the State. Parents may review test information for their child upon request.

Post-Secondary Enrollment Option

Although the Academy does not offer high school and college credit while a student is at the elementary level, as a student progresses through their academic journey, they will have opportunities to receive post-secondary credits while enrolled in the Secondary school of their choice. Secondary schools contain programs such as dual enrollment and advanced placement. These future opportunities highlight the importance of good study habits and academic success at the elementary level.

Student Rights and Responsibilities

The rules and procedures of the Academy are designed to allow each student to obtain a safe, orderly and appropriate education. Students can expect their rights to freedom of expression and association and to fair treatment as long as they respect those rights for their fellow students and the staff. Students will be expected to follow teachers' directions and to obey all Academy rules, procedures and code of conduct.

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

Parent/Family Involvement Policy

A strong partnership between school and home is critical to the individual success of each student in school. The Academy has established programs and practices that enhance parent involvement and reflect the specific needs of our students and their families. These include:

- An active Parent Council that meets monthly.
- A family handbook that is distributed to all parents.
- A weekly parent newsletter that details current happenings and information on how to be involved and how to support their students and their school.
- A special parent section of the school website that provides detailed information, specifically for parents.
- Access to the district's student database so that parents can monitor attendance, demographic information and individual student progress.
- Parent/teacher conferences that are available at a mutually agreed upon day and time.
- Comprehensive student review meetings that are scheduled on an individual basis with each family at a mutually agreed upon day and time.
- Volunteer opportunities in classrooms, the school library, publishing center and other groups that help to support the day to day activities of the school.
- College-bound resource area available to students and parents at the Academy.
- An annual parent survey that gathers information about parent satisfaction.
- The Academy's annual report that is available in the fall of each year
- A school improvement team that includes a parent as one of its members.
- A responsive school board that includes at least one parent of an enrolled student.
- Publications and presentations by the administrative leaders related to the philosophies and methods utilized at the Academy.
- Many other school events and activities are planned each year that involve students, parents and families.

The Academy also supports professional development opportunities for staff members to enhance understanding of effective parent involvement strategies. The administrative leadership also helps to set expectations and create a climate conducive to parental participation.

The Academy will ensure that all information related to Academy and parental activities is in a language all parents can understand.

The Academy believes that parent/family participation is essential to improved student achievement. To this end, the Academy fosters and supports active parent involvement.

Visiting the Academy

All visitors including volunteers, parents and other family members included must register in the school office. When visiting the school, please sign-in at the office and wear a visible "visitor" sticker at all times.

Children accompanying visiting parents must be directly supervised at all times inside the school building, on the playground, and in the parking lot and walkways. This applies to Academy-enrolled children before school and after school hours and to non-Academy-enrolled children at all times.

The Academy strictly prohibits visitors from possessing, storing, making, or using a weapon in any setting that is under the control and supervision of the Academy for the purpose of school activities (subject to a few exceptions below and as permitted by law). These settings include Academy-sponsored events (both on and off Academy property and traveling to and from such events), Academy premises (leased, owned or used by the Academy), Academy vehicles, and at any activity authorized or approved by the Academy. Any person who violates the policy will be referred to law enforcement.

Certain weapons may be excluded from this policy if:

- a. The weapon is under the control of law enforcement personnel
- b. The weapon is pre-approved by the School Leader to be used as part of a class or individual presentation, with adult supervision, and the weapon is used for the purpose and manner approved. (Working firearms and any ammunition will never be approved)
- c. The weapon is merely a non-dangerous theatrical prop, only used in appropriate settings
- d. The weapon is a starter pistol used in appropriate events
- e. The weapon is under the control of a properly licensed retired police or law enforcement officer.

Visitors, who are rowdy, commit a verbal assault on the premises, or who are otherwise disorderly, will be asked to leave the premises; this type of behavior is unacceptable.

Sex Offenders

Visitors, including parents, who are registered sex offenders, are required to notify the Academy administration before they visit the Academy and to strictly comply with all applicable school safety legislation. The Academy administrator may impose conditions on the presence of registered sex offenders on Academy premises, or at Academy functions, as he or she deems reasonable and appropriate.

Parents/Guardians, who are registered sex offenders, must safely and expeditiously drop off their children and pick them up during the prescribed times for drop off and pick up and then promptly and safely exit the Academy premises. The Academy administration may allow additional access for registered sex offenders, who are parents/guardians of a registered student, to school grounds under the following conditions:

- Prior permission from the Academy administration is required.
- The offender must check in at the school office immediately upon arrival.
- May not observe or visit a classroom when students are present except for specified family events. During these family events, the offender must stay in view of a staff member at all times.
- If a staff escort is assigned to them, the offender must stay with that escort during their entire stay.
- The offender must leave school grounds immediately upon conclusion of their business.
- The offender must leave school grounds immediately if requested to do so by an Academy administrator or his/her designee.

Protocol for Volunteers

The Academy welcomes and encourages parents to volunteer. The teachers appreciate this adult assistance and have prepared in advance specific tasks that can be readily assigned to their classroom volunteers.

The role of the parent volunteer in the classroom is to assist the teacher(s) in facilitating the learning activities that occur throughout the day. To provide such assistance will require the full attention of the classroom volunteer, and a willingness to work cooperatively with the classroom teacher(s) on behalf of the students in the classroom.

The following guidelines serve as a framework for volunteers in the classroom; we expect that all volunteers will abide by these important guidelines:

1. It is preferred that classroom volunteers make advance arrangements with the teacher(s) regarding date(s), time, and length of service in the classroom whenever possible.
2. To optimize the assistance provided to the teacher and students, parents are not permitted to bring younger siblings/children during their volunteer time.
3. The classroom volunteer must be willing and prepared to:
 - Engage with, and assist any student, or group of students as directed by the classroom teacher(s).
 - Learn and support classroom procedures, social protocols, and routines.
 - Engage in a positive manner with all students, and refer all incidents of injury and/or medical issues to the classroom teacher, as well as any incidents of disruption, non-compliance, or concerning student behavior (i.e., do not engage in disciplinary action with students).
 - If there is more than one parent volunteer in the classroom at the same time, their full attention must be given to assisting the teacher and supporting the students. If the volunteers wish to chat with each other, they must do so outside of the classroom.
 - Do not use cell phones and other electronic devices in the classroom.
 - Photographs and video recordings (including cell phone recordings) taken on academy property, in an academy vehicle, or at any academy sponsored activity or event shall not be published without the expressed prior consent by a member of the School Leader.
4. Confidentiality is of the utmost importance, especially when parents volunteer in the classroom and school. Communication of personal and educational information regarding students, parents, staff or administration must be regarded as confidential and safeguarded.
5. Volunteers must not be privy to student personal and educational information in the course of the duties assigned to them (i.e. copying move-up certificates, helping with report cards, transferring assessment data of any kind, etc....)

The purpose of these guidelines is to ensure that the learning environment is optimized for students. We appreciate the cooperation of parents in following these important guidelines, and we are very appreciative of those parents who are able and willing to dedicate their time to supporting the education of all students.

All volunteers working with students must be in a location that is visible to teachers and staff (i.e., not alone in a room or office with no visibility).

Background Checks

In order to provide a safe environment for all Academy students, volunteers (including parents) may be screened through internet sites, such as the Sex Offenders Registry (SOR), the Internet Criminal History Access Tool (ICHAT) or other similar site for background checks, prior to volunteer assignments. Volunteers are required to submit a form and a copy of their driver's license for this purpose. The School Leader may impose conditions on the presence of volunteers, as he or she deems reasonable and appropriate. Any decisions made by the Academy are final and are subject to the Academy's sole discretion. The School Leader may be contacted for any questions or for further information.

Search and Seizure of Student's Person, Academy Property and Motor Vehicles

All lockers, cubbies, and other storage places assigned to students are the property of the Academy. At no time does the Academy relinquish its exclusive control of these storage places. Students have no expectation of privacy in lockers, cubbies, desks, other school-supplied storage areas, computers, tablets, iPads or other electronic and digital equipment owned, leased, or provided by the Academy to the student.

The School Leader or his/her designee shall have custody of all combinations to all lockers or locks. Students are prohibited from placing locks on any locker without the advance approval of the School Leader or his/her designee. The School Leader or his/her designee may search lockers, locker contents, cubbies, desks, computers, tablets, iPads or other electronic and digital equipment owned, leased, or provided by the Academy, or other school-supplied storage areas at any time and for any reason, without notice and without parental/guardianship or student consent.

The Academy assigns lockers, cubbies, and other storage places to its students for the students' convenience and temporary use. Students are to use these storage areas exclusively to store school-related materials and authorized personal items such as outer garments, footwear, grooming aids, or lunch. Students shall not use these storage areas for any other purpose, unless specifically authorized by Academy board policy or the School Leader or his/her designee, in advance of students bringing the items to the Academy. Students are solely responsible for the contents of their lockers, cubbies and other storage places and must not share these storage areas with other students, nor divulge locker combinations to other students, unless authorized by the School Leader or his/her designee. The locations at which searches of students and student property may be conducted are not limited to the Academy building or at Academy property, but may be conducted wherever the student is involved in a school-sponsored function.

The School Leader or his/her designee may search a student and/or a student's personal items in the student's possession (such as but not limited to purses, backpacks, lunch boxes, book bags, etc.) when there is a reasonable suspicion that the search will produce evidence that the particular student has violated, is violating, or is about to violate either state law, Board policies or Academy rules. A student's failure to permit searches and seizures as provided in this policy will be considered insubordinate and will be disciplined under the gross misdemeanors section of the discipline code of conduct. Reasonable

suspicion shall not be required for the use of canines to search a student's possessions as part of a random drug sweep.

The search will be conducted in a manner that is reasonably related to the objective of the search and not excessively intrusive given the student's age, gender and the nature of the infraction. If a pat down search of a student's person is conducted, it will be conducted in private by an Academy official of the same sex and with an adult witness of the same sex present. Strip searches are prohibited.

The School Leader or his/her designee shall not be obligated, but may request the assistance of a law enforcement officer in conducting a search. The School Leader or his/her designee shall supervise the search. In the course of a search, the School Leader or his/her designee shall respect the privacy rights of the student regarding any items discovered that are not illegal or against Academy policy and rules.

When conducting searches, the School Leader or his/her designee may seize any illegal or unauthorized items, items in violation of board policy or rules, or any other items reasonably determined by the School Leader or his/her designee to be a potential threat to the safety or security of others. Such items include, but are not limited to the following: firearms, explosives, dangerous weapons, flammable material, illegal controlled substances or controlled substance analogues or other intoxicants, contraband, poisons, and stolen property.

Law enforcement officials shall be notified immediately upon seizure of such dangerous items or seizure of items that schools are required to report to law enforcement agencies under the Statewide School Safety Information Policy. Any items seized by the School Leader or his/her designee will be seized and held by Academy officials for evidence in disciplinary proceedings and/or turned over to law enforcement officials. The parent/guardian of a minor student, or a student eighteen years of age or older, shall be notified by the School Leader or his/her designee of items removed from the storage area.

Motorized Vehicles

Student use of a motorized vehicle on Academy property is a privilege. Motorized vehicles brought onto Academy property by students are subject to search by the School Leader or designee, without notice or consent. In the case of a locked motor vehicle, every effort will be made to have the vehicle unlocked by the student before proceeding with the search.

Students who refuse to cooperate in allowing a search of a vehicle brought by them onto Academy property may be subject to disciplinary action.

Individuals with Disabilities

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

A student can access special education services through the proper evaluation procedures. Parent involvement in this procedure is required by Federal (IDEA) and State law. Contact the Superintendent via email info@statestreetacademy.org or phone 989-684-6484 to inquire about evaluation procedures and programs. The Section 504 Coordinator is Nicole Slagenwhite

Children and Youth in Transition

It is the policy of the Academy to ensure that students who meet the Federal definition of children and youth in transition have equal access to the same free, appropriate public education as provided to other students. In addition, these students are given meaningful opportunities to succeed at the Academy. The Board annually appoints a McKinney-Vento Homeless Liaison to perform all duties as legally required. The Academy's Homeless Liaison is Dorian Matthews

The Academy is committed to ensuring that there is no barrier to enrollment, attendance, or the success of children and youth in transition. In addition, children and youth in transition will not be discriminated, stigmatized or segregated on the basis of their status.

The Academy's Homeless Liaison collaborates and coordinates with state coordinators, community service providers, and school personnel responsible for the provision of education and related services to homeless children and youth. Anyone seeking additional information regarding homeless students should contact Dorian Matthews at dmatthews@statestreetacademy.org or phone 989-684-6484.

English Learner

Limited proficiency in the English language should not be a barrier to equal participation in the instructional or extra-curricular programs of an academy. It is, therefore, the policy of the Academy that those students identified as English Learners will be provided additional support and instruction to assist them in gaining English proficiency and in accessing the educational and extra-curricular programs offered by the Academy. Parents should contact the school via email info@statestreetacademy.org or phone 989-684-6484 to inquire about procedures and programs offered by the Academy.

Access to Student Records

The Academy maintains many student records including both directory information and confidential information. Educational records of students at the Academy are safeguarded by policies under the federal legislation entitled Family Educational Rights and Privacy Act of 1974 (FERPA) and Michigan law. Parents/guardians and/or students (eighteen years of age or older) may inspect and review their student's records, request amendment or changes to their student's file, may prevent disclosure to third parties (certain limited exceptions) and may file a complaint concerning alleged failure of the Academy to comply with FERPA. The Academy is not required to provide copies of student records, unless for reasons such as great distance, it is impossible for the parent/guardian to review the records. The Academy may charge a fee for copies of the student's records.

If the Academy receives a record request from another school the Academy will send, without consent, personally identifiable student information to that other school. FERPA authorizes the release of personally identifiable information from the student's education records to school officials with legitimate educational interests. The term "school official" includes Academy administrators, staff, teachers, supervisors, Board members, support staff or contractors to whom the Academy has outsourced institutional services or functions. A school official has a "legitimate educational interest" if the official needs to review an education record in order to fulfill his or her professional responsibility.

If requesting student records, please contact the Academy office to begin this process and allow up to 45 days for the school to comply with your request.

Parents or eligible students who wish to amend a student record should contact the School Leader or designee, clearly identify the part of the record they want to amend, and specify why it needs to be amended. If the Academy wishes not to amend the student record as requested, the Academy will notify the parent or eligible student of their decision and of their right to an appeal regarding the decision.

Any complaints regarding FERPA should be directed to:

Family Policy and Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202 -5920

Directory Information

The Family Education Rights and Privacy Act (“FERPA”) requires that the Academy, with certain exceptions, obtain the written consent of the parent or guardian of a student prior to the disclosure of personally identifiable information from their child’s education records. However, the Academy may disclose appropriately designated “directory information” without written consent, unless you have submitted a signed opt-out form to the Academy. The primary purpose of directory information is to allow the Academy to include this type of information from your student’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;
- Individual or group recognition of achievement and /or accomplishments;
- Graduation programs; and
- Sports activity sheets

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks

If you do not want the Academy to disclose directory information from your child’s education records you must submit a signed opt-out form to the Academy. The Academy has designated the following information as directory information:

- student’s name
- participation in officially recognized activities and sports
- address (except for students participating in the address Confidentiality Program Act)
- telephone numbers (e.g., home, cell, etc.)
- weight and height of members of athletic teams
- Academy assigned electronic mail address

- photograph/video/DVD/electronic image
- honor roll and awards received
- date and place of birth
- dates of attendance
- grade level and/or classroom assignment

Legal Ref.: Section 9528 of the ESEA (20 USC §7908), as amended by the Every Student Succeeds Act of 2015; the Education Bill; 10 USC §503, as amended by §554; the National Defense Authorization Act for Fiscal Year 2002 (PL 107-107); Family Education Rights and Privacy Act of 1974, 20 USC §1232g.

Information Provided to Military

Two federal laws require that the Academy provide military recruiters, upon request, with three directory information categories – names, addresses (except for students participating in the address Confidentiality Program Act) and telephone listings. If you do not want the Academy to disclose this directory information from your child's education records without your prior written consent, you must submit a signed opt-out form to the Academy.

Teacher and Para-professional Qualifications

All of the teachers at the Academy are properly certified and are teaching in the areas that they are certified to teach. Each teacher holds a minimum of a bachelor's degree and a valid State of Michigan Teaching Certificate. Academy teachers and para-professionals are all considered highly qualified. Any parent that wants to know the particular teacher qualifications of his/her child's teacher(s) can contact the School Leader at any time.

Review of Instructional Materials and Activities

Parents have the right to review instructional materials being used in the school and to observe instruction in their child's classroom. Any parent who wishes to review materials or observe instruction must contact the Principal prior to coming to the Academy. Parents' rights to review teaching materials and instructional activities are subject to reasonable restrictions and limits.

Preparedness for Toxic and Asbestos Hazards

The Academy is concerned for the safety of students and attempts to comply with all Federal and State Laws and Regulations to protect students from hazards that may result from industrial accidents beyond the control of school officials or from the presence of asbestos materials used in previous construction. A copy of the Academy *Preparedness for Toxic Hazard and Hazard Policy* and asbestos management plan will be available for inspection at the school office upon request.

Pesticide Notice

State of Michigan law requires that schools that may apply pesticides on school property must provide an annual notification to parents or guardians of students attending the facility.

Please be advised that State Street Academy utilizes an Integrated Pest Management (IPM) approach to control pests. IPM is a pest management system that utilizes all suitable techniques in a total pest

management system with the intent of preventing pests from reaching unacceptable levels or to reduce an existing population to an acceptable level. Pest management techniques emphasize sanitation, pest exclusion, and biological controls. One of the objectives of using an IPM approach is to reduce or eliminate the need for chemical applications of pesticides. However, certain situations may require the need for pesticides to be utilized.

As required by State of Michigan law, the school will provide advance notice regarding the non-emergency application of a pesticide such as an insecticide, fungicide or herbicide, other than a bait or gel formulation, that is made to the school buildings or grounds. Advance notice will be provided, even during periods when not in session. Advance notice is not given for the use of sanitizers, germicides, disinfectants or anti-microbial cleaners. In certain emergencies, such as an infestation of stinging insects, pesticides may be applied without advance notice to prevent injury to students, but the school will provide notice following any such application.

Advance notice of pesticide applications, other than a bait or gel formulation, will be given by at least 2 methods by which advance notice of the applications of a pesticide will be given at least 48 hours before the application. The first method will be by posting at the main entrance to the school. The second method will be email.

Please be advised that parents or guardians of children attending the school are entitled to receive the advance notice of a pesticide application, other than a bait or gel formulation, by first class United States mail postmarked at least 3 days before the pesticide application, if they so request. If you prefer to receive the notification by first class mail, please contact the school via email info@statestreetacademy.org or phone (989)-684-6484.

Please be advised that parents or guardians of children attending the school may review the school's Integrated Pest Management program and records of any pesticide application upon request. Contact Christopher Leimeister via email at cleimeister@statestreetacademy.org or phone 989-684-6484.

Mandated Reporter

Academy administrators, teachers, counselors and social workers are required by law to immediately report any and all suspected cases of child abuse or neglect to Children's Protective Services at the Department of Human Services.

Concussions

Before a student may participate in an athletic activity (physical education classes, organized practices and competitions) operated by the Academy, student athletes and parents/guardians must review the educational materials found below.

The acknowledgement receipt found at the bottom of the education materials must be signed by both the student and parent/legal guardian and subsequently turned into the School Office.

If a student is suspected of having sustained a concussion, the student must provide the Academy with written clearance from an appropriate health professional before the student can return to physical activity. The health professional must be licensed or authorized to engage in a health profession whose

scope of practice includes the recognition, treatment, or management of concussions. Schools will closely scrutinize any written medical slips submitted by students to make sure that an appropriate health professional has authorized their release.



Parent/Athlete Concussion Information Sheet

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by bump, blow, or jolt to the head or body that causes the head and brain to move rapidly back and forth. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury.

If an athlete reports **one or more** symptoms of concussion listed below after a bump, blow, or jolt to

Did You Know?

- Most concussions occur *without* loss of consciousness.
- Athletes who have, at any point in their lives, had a concussion have an increased risk for another concussion.
- Young children and teens are more likely to get a concussion and take longer to recover than adults.

the head or body, s/he should be kept out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's OK to return to play.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY ATHLETES
Appears dazed or stunned	Headache or “pressure” in head
Is confused about assignment or position	Nausea or vomiting
Forgets an instruction	Balance problems or dizziness
Is unsure of game, score, or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to noise
Loses consciousness (<i>even briefly</i>)	Feeling sluggish, hazy, foggy, or groggy
Shows mood, behavior, or personality changes	Concentration or memory problems
Can't recall events <i>prior</i> to hit or fall	Confusion
Can't recall events <i>after</i> hit or fall	Just not “feeling right” or “feeling down”

CONCUSSION DANGER SIGNS

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. An athlete should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that not only does not diminish, but gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people or places
- Becomes increasingly confused, restless, or agitated
- Has unusual behavior
- Loses consciousness (*even a brief loss of consciousness should be taken seriously*)

WHY SHOULD AN ATHLETE REPORT THEIR SYMPTOMS?

If an athlete has a concussion, his/her brain needs time to heal. While an athlete's brain is still healing, s/he is much more likely to have another concussion. Repeat concussions can increase the time it takes to recover. In rare cases, repeat concussions in young athletes can result in brain swelling or permanent damage to their brain. *They can even be fatal.*

Remember

Concussions affect people differently. While most athletes with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

WHAT SHOULD YOU DO IF YOU THINK YOUR ATHLETE HAS A CONCUSSION?

If you suspect that an athlete has a concussion, remove the athlete from play and seek medical attention. Do not try to judge the severity of the injury yourself. Keep the athlete out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's OK to return to play.

Rest is key to helping an athlete recover from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games, may cause concussion symptoms to reappear or get worse. After a concussion, returning to sports and school is a gradual process that should be carefully managed and monitored by a health care professional.

It's better to miss one game than the whole season. For more information on concussions, visit: www.cdc.gov/Concussion.

Student-Athlete Name Printed

Student-Athlete Signature

Date

Parent or Legal Guardian Printed

Parent or Legal Guardian Signature

Date

Sexual Harassment and Sexual Assault Information Guide

The Michigan Department of Education requires schools with grades 6-12 to disseminate the Sexual Harassment and Sexual Assault Information Guide found in this student handbook.

What is Sexual Harassment?

Sexual harassment is unwanted sexual remarks or behaviors. It can be verbal, physical, or visual. Here are a few examples of sexual harassment.

Verbal:

- Making sexual jokes, comments, or spreading rumors targeted at someone (in person or online)
- Making sexual jokes or comments about students' bodies or how they look or act
- Making jokes or comments about students' masculinity or femininity and/or who they are attracted to or love



Physical:

- Pulling at or touching someone's clothing in a sexual manner (like pulling down someone's pants or snapping a bra strap)
- Touching, pinching, or grabbing someone in a sexual way
- Brushing up against someone's body on purpose



Visual:

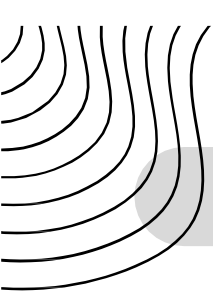
- Posting or sharing sexual comments, pictures, or videos
- Pressuring someone to take or send sexual pictures or videos ("nudes")



Sexual Harassment can make someone feel many emotions.

- You may feel scared, uncomfortable, upset, embarrassed or angry.
- When it comes to sexual harassment, what matters is how the action makes a person think or feel--not the intention of the person who did it.
- Sexual harassment can happen anywhere or to anyone. It can take place in person or online. But no matter where sexual harassment happens, it is never OK. It is wrong and it is against the law.





What is Sexual Assault?

Sexual assault is any sexual act that one person chooses to do to another person without consent (permission) through physical force, threats, or pressure (verbal or emotional).

Here are a few examples of sexual assault:

- Touching someone's genitals, breast, or butt without their permission (consent)
- Unwanted behavior or touch over or under clothes
- Unwanted kissing
- Physically forcing someone to perform a sexual act
- Threatening or pressuring a person to do any sexual act
- Unwanted vaginal, oral, or anal penetration with a body part or object (also known as rape)

Sexually assaulting another person is wrong and it is against the law. In Michigan statute, this is called “Criminal Sexual Conduct”.

About Consent

- Consent means that each person agrees or gives permission.
- Anyone can change their mind at any time.
- Consent means each person understands what is going on and agrees to all of it.
- Someone needs to get consent every single time.
- Just because someone said “yes” before, does not mean “yes” now.
- It is not OK to use threats, emotional pressure, or the fact that another person is drunk or high to get what you want.

If someone doesn't consent to sexual acts it is sexual assault.

What if This is Happening to Me?

IT IS NOT YOUR FAULT. YOU ARE NOT ALONE.

- No one has the right to sexually harass or assault anyone else.
- You have the right to feel safe and respected.
- If you feel like you will be harmed, tell them this is not okay and to stop.
- Consider telling a trusted adult if any of these behaviors happen to you. If the trusted adult is a teacher, coach, or school staff, they may have to tell someone else (like a principal, parents, etc.). If you're not sure if you are ready or want to tell a trusted adult at your school, you can talk to them without saying it happened to you ("I have a friend who ...")
- If the person isn't helpful, keep trying until you find someone who is.
- Speaking up is a brave thing to do. Don't be afraid to seek help from someone you trust.
- Resources listed on page 4 are available 24/7 to support you.

Scientific research tells us that people who experience traumatic events like sexual harassment and sexual assault have many different responses in their brains, bodies, feelings, and behaviors. However, YOUR response to trauma is OK and is normal.

What if This is Happening to Someone I Know?

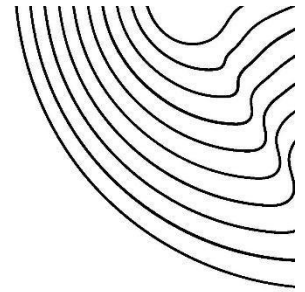
BELIEVE. LISTEN. SUPPORT.

- Believe them! If someone tells you that someone has sexually harassed or assaulted them, know that it is very hard to tell someone about this and that person trusts and respects you enough to share this information. Let them know that what happened is not their fault and you are there to support them.
- Listen without judgment. Give them space and time to tell you what they feel comfortable sharing.
- Ask how you can support them. What you would need might differ from what your friend needs, so always ask. Let your friend decide who else can know.





Resources



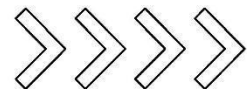
There is Help.

You can call or chat with any of the resources below 24/7. People who are trained are there to listen and support you no matter what. **You don't have to tell them your name.** They can connect you with people and organizations nearby who can help you with questions or needs.

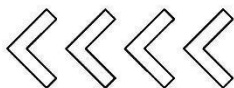
Michigan's Sexual Assault Hotline (VOICES4)

Text: 866-238-1454 **Call:** 855-864-2374

Chat: <https://mcedsv.org/sexual-violence-hotline-chat/>



Michigan's Domestic/Dating Violence Hotline (VOICEDV)

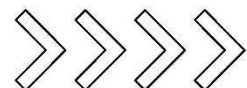


Text: 877-861-0222 **Call:** 866-864-2338

Chat: <https://mcedsv.org/hotline-domestic-violence/>

Youth Resources Web Page

<https://mcedsv.org/resources>



School Title IX Coordinator

If someone sexually assaulted or sexually harassed you at school or at a school event, you can choose to talk to your School District's Title IX Coordinator. Part of their responsibilities is to prevent and respond to sexual assault, sexual harassment, and discrimination based on sex and gender. Note: If you report to a Title IX Coordinator, they are required by law to follow up and may conduct an investigation.

If you report a sexual assault or sexual harassment incident, the policies forbid someone from retaliating or doing something to get back at you. See page 5 for your school's Title IX information and other related policies.

This resource was developed in response to Public Act 57 of 2023 by the Michigan Department of Education in partnership with the Michigan Domestic and Sexual Violence Prevention and Treatment Board and the Michigan Coalition to End Domestic and Sexual Violence (MCEDSV).

Acknowledgment

I have received and reviewed the 2025-2026 Academy parent-student handbook, including the student code of conduct. I agree to abide by the policies and procedures contained therein, including the policies in the student code of conduct. I understand that the policies contained in the handbook may be added to, deleted, or changed at any time.

Please complete this form and return to the school office.

List all children attending the Academy:

Parent/Guardian Signature _____

Date: _____

Exhibit 3

ELA IV

1.0 credit

Common Lit 360

Term 1:

Unit 1: Memoir and Application Essays

In this 360 Unit, students learn how to write memoirs and application essays that capture their personal stories. Students first read engaging memoirs and consider how important moments, people, and places shape who we are and teach us important life lessons. They also read model student application essays to understand how writers can use a variety of techniques to promote their best traits. Students then brainstorm defining moments and experiences that tell the story of who they are. As students move through the writing process, they will strengthen their narrative writing skills and learn techniques to structure their writing, incorporate voice, and address a specific audience. Through discussion, free-writing, drafting, peer review exercises, and multiple rounds of revision, students produce memoirs and application essays that they can use beyond the classroom.

Standards:

- **W.11-12.3:** Write narratives to develop real or imagined experiences.
- **W.11-12.4–5:** Produce clear writing with appropriate development; plan, revise, and edit.
- **W.11-12.10:** Write routinely for a range of tasks.
- **SL.11-12.1:** Participate in collaborative discussions.

- **L.11-12.1-6:** Demonstrate command of conventions; acquire academic vocabulary.

Term 2:

Unit 2: Frankenstein

In this 360 Unit, students read the classic 19th century novel Frankenstein by Mary Shelley and consider how its themes continue to resonate. Students analyze and discuss the novel's themes about the dangers of unquestioned scientific advancement and the harmful outcomes of having too much ambition. They also explore themes about the nature of human progress and humanity's ongoing quest for knowledge. Students are introduced to Shelley's use of a frame narrative and examine how she uses this to reinforce the novel's themes. In the unit's first Related Media Exploration, students explore the appeal and power of science in both Shelley's time period and today. In the second Related Media, students analyze Shelley's use of allusion. The poem in the unit provides context that will support understanding of the novel's characters and themes. Finally, the unit culminates in a research project in which students connect the novel's thematic ideas to contemporary scientific concerns, and present their ideas in visually compelling ways.

Standards:

- **RL.11-12.1-6:** Analyze theme, structure, and author's purpose.
- **RI.11-12.7:** Analyze multiple sources in different media formats.
- **W.11-12.7-9:** Conduct short research projects; gather evidence; cite sources.
- **SL.11-12.4-6:** Present information clearly using visual aids.

- **L.11-12.4:** Determine meanings of unknown words through context.

Term 3:

Unit 3: Othello

In this 360 Unit, students read Shakespeare's Othello and consider the imperfections of humanity and the corrosive nature of jealousy. From Iago's masterful villainy to Othello's tragic fall, students are immersed in the world of Othello, where appearances are not reality, love turns to hatred, and accusations lead to disastrous outcomes. In addition to reading and analyzing the play, students explore an engaging Related Media Exploration, read poetry and nonfiction, and complete writing lessons. In the Related Media Exploration, students are transported back in time to learn key cultural background information about the accomplishments and history of the Moors. In addition to Othello, students read poetry and nonfiction about why people become envious and how it affects them. Students learn a new way to cite evidence, analyze literary criticism to deepen their understanding of Othello, and incorporate that criticism into their own evaluations of the play's merit and relevance. As students explore concepts such as loyalty, reputation, virtue, and jealousy, they strengthen their analytical reading, writing, and discussion skills and learn new vocabulary. This will help them articulate their ideas in more sophisticated and grade-appropriate ways.

By the end of the unit, students should be able to use textual evidence to analyze how the play's themes resonate in the modern world, including the impact of jealousy on people's ability to trust others. To demonstrate this skill, students will write a review of the play to appraise Shakespeare's reverence in contemporary society by examining the craft of the play, its relevance in today's world, and its impact in a modern world.

Standards:

- **RL.11-12.1-5:** Analyze complex characters, structure, and themes.

- **W.11-12.1:** Write arguments using valid reasoning and evidence.
- **W.11-12.9:** Draw evidence from literary texts to support analysis.
- **SL.11-12.1:** Engage effectively in a range of discussions.
- **L.11-12.3–6:** Use language purposefully; acquire precise vocabulary.

Term 4:

Unit 4: The Namesake

In this 360 unit, students read *The Namesake* by Jhumpa Lahiri, a moving story about family and culture and the power names have in shaping identity. In this unit's Related Media Exploration designed to introduce the motif of names, students draw connections between naming and self-perception by exploring the history of their own names. Students will read a series of embedded texts including a short story that portrays the impact of names within the lens of a hierarchy, and two nonfiction articles that contextualize themes within the novel. Students will demonstrate their understanding of the novel by planning and presenting a podcast episode where they examine the role of names within *The Namesake* and their own lives. To support planning of the podcast, students will analyze an exemplar, craft a discussion question through a Socratic seminar, and frame their podcast's talking points in an outline. Prior to recording, students will revise their outlines to ensure audience engagement through speaking strategies and cues. Throughout the unit, students interpret concepts such as immigration, generational conflict, relationships, and identity as they strengthen their analytical reading, writing, and discussion skills and learn new vocabulary.

Standards:

- **RL.11-12.1–7:** Analyze cultural themes, character development, and author’s choices.
- **W.11-12.2:** Write informative/explanatory texts.
- **W.11-12.7:** Conduct research for an original media product (podcast).
- **SL.11-12.4–5:** Present ideas clearly and adapt for audience.
- **L.11-12.1–6:** Use language appropriate to context and purpose.

Financial Literacy

1.0 credit

High School Financial Literacy Curriculum

This curriculum is designed to equip high school students with the fundamental knowledge and skills needed to manage their personal finances effectively. It's structured into six units, each building upon the previous one. The goal is to make these complex topics accessible and relevant to a young audience.

Unit 1: Earning and Budgeting 💰

This unit focuses on the basics of income and money management. Students will learn how to set financial goals, track their spending, and create a realistic budget.

- **Lesson 1: Understanding Income**
 - **Topics:** Different types of income (hourly wage, salary, commission), gross vs. net pay, understanding pay stubs, and the role of taxes.
- **Lesson 2: The Art of Budgeting**
 - **Topics:** The importance of budgeting, using the **50/30/20 rule** (50% needs, 30% wants, 20% savings/debt), creating a simple budget spreadsheet, and tracking expenses.
- **Lesson 3: Financial Goal Setting**

- **Topics:** Differentiating between short-term and long-term goals, applying the **SMART** (Specific, Measurable, Achievable, Relevant, Time-bound) goal framework to financial objectives.

Unit 2: Saving and Investing 📈

This unit introduces students to the concepts of saving and investing, emphasizing the power of compounding and the importance of starting early.

- **Lesson 1: The Power of Saving**

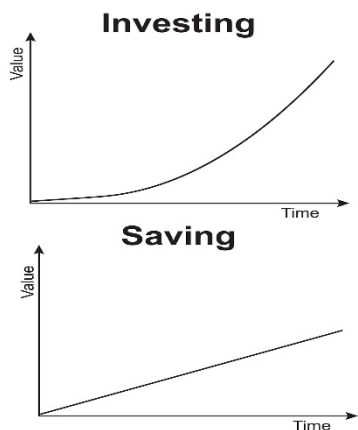
- **Topics:** Why save money, the difference between a savings account and a checking account, and the concept of an emergency fund.

- **Lesson 2: Introduction to Investing**

- **Topics:** What is investing, the difference between investing and saving, and common investment vehicles like stocks, bonds, and mutual funds.

- **Lesson 3: The Magic of Compound Interest**

- **Topics:** How compound interest works and its impact over time, using online calculators to visualize growth.



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Unit 3: Credit and Debt 💳

Students will learn about credit, its importance, and the dangers of unmanaged debt. This unit provides practical knowledge for building a good credit score and using credit responsibly.

- **Lesson 1: What is Credit?**

- **Topics:** The definition of credit, why credit scores matter, and the factors that influence a credit score (payment history, amounts owed, length of credit history).

- **Lesson 2: Responsible Credit Card Use**
 - **Topics:** How credit cards work, the importance of paying the full balance, understanding interest rates, and avoiding common credit card mistakes.
 - **Lesson 3: Navigating Student Loans and Other Debt**
 - **Topics:** Types of loans (student, auto, personal), understanding interest rates, and strategies for managing and paying off debt.
-

Unit 4: Future Planning and Risk Management 🏠

This final unit prepares students for future financial decisions, including major purchases and managing financial risks.

- **Lesson 1: Major Life Purchases**
 - **Topics:** Financial considerations for buying a car, renting an apartment, and the basics of a mortgage for a home.
 - **Lesson 2: The Basics of Insurance**
 - **Topics:** The purpose of insurance, different types of insurance (health, auto, renters), and understanding premiums and deductibles.
 - **Lesson 3: Scams and Identity Theft**
 - **Topics:** Identifying common financial scams (phishing, pyramid schemes), protecting personal information, and what to do if you are a victim of identity theft.
-

Unit 5: Entrepreneurship and Career Planning 💼

This unit explores how financial literacy applies to professional life, from starting a business to negotiating a salary.

- **Lesson 1: Salary Negotiation and Job Benefits**
 - **Topics:** Researching market salary ranges, practicing negotiation skills, and understanding the value of job benefits (e.g., health insurance, 401k matching, paid time off).
- **Lesson 2: The Basics of Entrepreneurship**
 - **Topics:** The financial aspects of starting a small business, creating a simple business plan, and understanding startup costs and revenue.
- **Lesson 3: The Cost of a Career**

- **Topics:** Analyzing the return on investment (ROI) for different educational paths (e.g., college, trade school), and calculating the total cost of education including tuition, fees, and living expenses.

Unit 6: Taxes and Financial Documents

This unit provides a practical overview of taxes and essential financial paperwork, demystifying a topic that can be intimidating for young adults.

- **Lesson 1: Understanding Taxes**

- **Topics:** The different types of taxes (income, sales, property), the purpose of taxes, and a high-level overview of filing a tax return (e.g., Form 1040).

- **Lesson 2: Organizing Financial Documents**

- **Topics:** The importance of keeping financial records, understanding and organizing key documents like W-2s, 1099s, and bank statements.

- **Lesson 3: The Role of a Financial Advisor**

- **Topics:** When to seek professional financial advice, the difference between a financial advisor and a robo-advisor, and how to find a trustworthy professional.

Science: Earth Science

1.0 credit

Term 1:

Unit 1: Composition of Earth

- Matter and Change
- Minerals
- Rocks

Unit 2: Surface Processes on Earth

- Weathering, Erosion, and Soil
- Mass Movements, Wind, Glaciers
- Water

Term 2:

Unit 3: The Atmosphere and the Oceans

- Atmosphere
- Meteorology
- Nature and Storms
- Climate
- Earth's Oceans

Unit 4: The Dynamic Earth

- Plate Techtonics
- Volcanism
- Earthquakes
- Mountain Building

Term 3:

Unit 5: Geologic Time

- Fossils and the Rock Record
- Geologic Time Scale

Unit 6: Resources and the Environment

- Earth's Resources
- Human Impact on Resources

Term 4:

Unit 7: Beyond Earth

- The Sun-Earth-Moon System
- Our Solar System
- Stars
- Galaxies and the Universe

Social Studies: Economics

1.0 credit

Term 1

Unit 1: Thinking Like An Economist

- What is Economics?
- Economic Systems and Decision Making
- The American Free Enterprise System

Unit 2: Understanding Markets

- Demand
- Supply
- Prices
- Market Structures

Term 2:

Unit 3: Business and Labor

- Business Organization
- Labor and Wages

Unit 4: Money, Banking, and Finance

- Money and Banking
- Financial Marketing

Term 3:

Unit 5: Economic Performance

- Evaluating the Economy
- Economic Instability

Unit 6: Government and the Economy

- Taxes and Government Spending
- Fiscal Policy
- Monetary Policy

Term 4:

Unit 7: The Global Economy

- Resources for Global Trade
- Global Economic Development
- Personal Financial Literacy

Five-Year Program of Study • CTE EMC Pathway

BAISD Career Center • Delta College



Certificate/Degree Program	Computer Numerical Control -- Advanced Certificate		
CTE EMC Program Serial Number	19088	Catalog Year	2024-2025
Secondary CIP Code	48.0501	Total College Credits Available	47 Total (15 articulated, 32 direct credit)

9th Grade		10th Grade		11th Grade	
Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
ELA 9	ELA 9	ELA 10	ELA 10	ELA 11	ELA11
Algebra	Algebra	Geometry	Geometry	Algebra 2	Algebra 2
Biology	Biology	Chemistry	Chemistry	US History	US History
World History	World History	Economics	Civics	*MS 113 INTRO TO MACHINING PROCESS (2 CR)	*DRF 121 BLUEPRINT(3 CR)
World Language	World Language	VPAA	Personal Finance		
PE	Health	VPAA	VPAA		
Total College Credits: 0		Total College Credits: 0		Total College Credits: 5	

12th Grade		5th Year	
Semester 1	Semester 2	Semester 1	Semester 2
ELA 12	VPAA	CNC 225 (4 CR) Mastercam	***MS 120 (3 CR) Machinery's Handbook
HS Elective			MS 182 (4 CR) Machine Tool II
* CNC 162 COMPUTER NUMERICAL CONTROL THEORY (4 CR)	* SKMA 103 TRIG AND APPLIED GEOMETRY (4 CR) – Not often articulated	**MTH 103, MTH 119 or higher (4 CR)	CNC 285W (4 CR) Computer Numerical Control Capstone
* MS 181W MACHINE TOOL I (4 CR)		CAD 216 (4 CR) 3D Parametric Solid Modeling	CNC 260 (4 CR) CNC Multi-Axis
DRF 128 (2 CR) Geometric Tolerancing	CAD 120 (3 CR) Intro to CAM		

College Credits: 10	College Credits: 7	College Credits: 12	College Credits: 15

* College course credit can be earned through Articulation Agreement and used for MMC high school credit. *The classes appearing in green font represent the college coursework students will articulate from the BAISD Career Center to Delta College.*

** Final year math experience counts for high school and college credit. 1st semester 5th year (MTH 103, MTH 199 or higher)

***Final HS Elective Credit. 2nd semester 5th year (MS 120)

Michigan Merit Curriculum (MMC) Courses Highlighted= 4 credits English (w/.5 credit from CTE embedded), 4 credits math (w/.5 math in the final year & .5 math credit embedded from CTE experience), (.5)credit physical education & (.5) health, 3 credits Science (Biology, Chemistry & w/1.0 Science embedded from CTE Experience),3 credits Social Studies (WH, Econ/Civics, US), 1 credit World Language, 2 credit visual, performing, & applied arts (VPAA), ½ credit Personal Finance, and an online learning experience.

DRAFT

Five-Year Program of Study • CIE EMC Pathway

BAISD Career Center • Delta College



Certificate/Degree Program	Manufacturing & Industrial Technology - Associate in Applied Science		
CTE EMC Program Serial Number	19088	Catalog Year	2024-2025
Secondary CIP Code	48.0501	Total College Credits Available	69 Total (17 articulated, 52 direct credit)

9th Grade		10th Grade		11th Grade	
Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2
ELA 9	ELA 9	ELA 10	ELA 10	English 111 (3 CR) College Composition	ELA 113 (3 CR) Technical Communication
Algebra	Algebra	Geometry	Geometry	Algebra 2	Algebra 2
Biology	Biology	Chemistry	Chemistry		
World History	World History	Economics	Personal Finance	*MS 113 INTRO TO MACHINING PROCESS (2 CR)	*DRF 121 BLUEPRINT Reading (3 CR)
VPAA	VPAA	US History	US History	LW 223W (2CR) Life Wellness Technical Trades	MIT 118 (2 CR) Safety Procedures
PE	Health	World Language	World Language		
Total College Credits: 0		Total College Credits: 0		College Credits: 7 CR	College Credits 8 CR

12th Grade		5th Year	
Semester 1	Semester 2	Semester 1	Semester 2
		CAD 226 (3 CR) 3D Parametric Solid Modeling	Natural Science w/LAB (4 CR)
*MS 181 MACHINE TOOL (4CR)		EET 235 (3 CR) Electrical Circuits	***ET 162 (3 CR) Industrial Robotics

* CNC 162 COMPUTER NUMERICAL CONTROL THEORY (4 CR)	* SKMA 103 TRIG AND APPLIED GEOMETRY (4 CR)	**MTH 119 W (4 CR)Intermediate Algebra	MIT 240 (3 CR) Manufacturing & Industrial Technology Capstone
MIT 111 (3 CR) Manufacturing	CAD 120 (3 CR) Intro to CAM	CNC 225 (4 CR) Mastercam	MT 220 (3 CR) Hydraulics and Pneumatics
CAD 114 (3 CR) Intro to CAD	POL 103w (3 CR) American Politics	MT 221 (3 CR) Intro to Engineering	
College Credits: 14	College Credits: 10	College Credits: 17	College Credits: 13

* College course credit can be earned through Articulation Agreement and used for MMC high school credit. **The classes appearing in green font represent the college coursework students will articulate from the BAISD Career Center to Delta College.**

** Final year math experience counts for high school and college credit. 1st semester 5th year (MTH 122, Int Algebra)

***Final HS Elective Credit. 2nd semester 5th year (ET 162, Industrial Robotics)

Michigan Merit Curriculum (MMC) Courses Highlighted= 4 credits English (w/1.0credit from CTE embedded & Eng 111/113 for 1.0 English), 4 credits math (w/.5 math in the final year & .5 math credit embedded from CTE experience), (.5)credit physical education & (.5) health, 3 credits Science (Biology, Chemistry & w/1.0 Science embedded from CTE Experience),3 credits Social Studies (WH, Econ/Civics, US) w/POL 103 counting as HS Civics, 1 credit World Language, 2 credit visual, performing, & applied arts (VPAA) w/MIT 111 & CAD 226 used as 1.0 VPAA, ½ credit Personal Finance, and an online learning experience.

**DAVENPORT UNIVERSITY
COMPUTER INFORMATION SYSTEMS
Associate of Applied Science**

Year 11 - Fall		
Course Code	Course Name	Cr hrs.
CISP111*	Requirements Planning and Development	3
CSCI231*	Introduction to Programming*	3

Year 11 - Winter		
Course Code	Course Name	Cr hrs.
COMM120*	Presentation Techniques	3
CSCI232*	Object-Oriented Programming with C++* OR	3
CSCI239*	Object-Oriented Programming with Java*	

Year 12 - Fall		
Course Code	Course Name	Cr hrs.
BUSN210*	Professional Ethics	3
CISP220*	Web Page Applications	3
ENG111 ¹	College Composition I	3
MATH120 ¹	College Mathematics (Delta MTH118 or MTH119)	3

Year 12 - Winter		
Course Code	Course Name	Cr hrs.
CISP211*	E-Business Technologies	3
Technology Elective*		2
ENG112 ¹	College Composition II	3
SOSC201 ¹	Delta Course Equivalency for SOSC201	3

Year 13 - Fall		
Course Code	Course Name	Cr hrs.
ACES100 ⁺	Achieving Career and Education Success or (if exempt) Open Electives	3
MATH150 ⁺	Pre-Calculus	4
MGMT211 ⁺	Management Foundations	3
CISP247 ⁺	Database Design	3

Year 13 - Winter		
Course Code	Course Name	Cr hrs.
CISP238 ⁺	Server Side Scripting I	3
CISP253 ⁺	Perl/Python Scripting	3
GPMT287 ⁺	Principles of Project Management	3
MATH250 ⁺	Discrete Structures	3
Total credit hours		60

*Student enrolled in the Information and Networking Technologies,
Computer Programming and Cyber Security Program at the
Bay-Arenac Career Center can earn articulated credit in these courses.

¹Delta College faculty will deliver these courses

⁺Davenport University faculty will deliver these courses

**DAVENPORT UNIVERSITY
CYBER DEFENSE
Associate of Applied Science**

Year 11 - Fall		
Course Code	Course Name	Cr hrs.
COMM120*	Presentation Techniques	3
NETW101*	PC Operating Systems	3

Year 11 - Winter		
Course Code	Course Name	Cr hrs.
BUSN210*	Professional Ethics	3
IAAS221*	Security Foundations	3

Year 12 - Fall		
Course Code	Course Name	Cr hrs.
BITS211*	Microcomputer Applications: Spreadsheet	3
ENG111 ¹	College Composition I (ENGL109)	3
MATH120 ¹	College Mathematics (Delta MTH118 or MTH119)	3

Year 12 - Winter		
Course Code	Course Name	Cr hrs.
NETW151*	Cisco Networking Fundamentals	3
ENG112 ¹	College Composition II (ENGL110)	3
SOSC201 ¹	Delta Course Equivalency for SOSC201	3

Year 13 - Fall		
Course Code	Course Name	Cr hrs.
ACES100 ⁺	Achieving Career and Education Success or (if exempt) Open Elective	3
NETW217 ⁺	UNIX Operating System	3
IAAS245 ⁺	Disaster Recovery	3
MGMT211 ⁺	Management Foundations	3
CISP247 ⁺	Database Design	3

Year 13 - Winter		
Course Code	Course Name	Cr hrs.
NETW141 ⁺	MS Client and Server OS	3
IAAS256 ⁺	Windows Digital Forensics	3
CISP253 ⁺	Perl/Python Scripting	3
GPMT287 ⁺	Principles of Project Management	3
NETW235 ⁺ or NETW220 ⁺	UNIX/Linux Server Administration or MS Implement Network Infrastructure	3
Total credit hours		60

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¹Delta College faculty will deliver these courses

⁺Davenport University faculty will deliver these courses

**DAVENPORT UNIVERSITY
NETWORKING TECHNOLOGY
Associate of Applied Science**

Year 11 - Fall		
Course Code	Course Name	Cr hrs.
COMM120*	Presentation Techniques	3
NETW101*	PC Operating Systems	3

Year 11 - Winter		
Course Code	Course Name	Cr hrs.
BUSN210*	Professional Ethics	3
NETW201*	PC Maintenance and Management	3

Year 12 - Fall		
Course Code	Course Name	Cr hrs.
BITS211*	Microcomputer Applications: Spreadsheet	3
ENG111 ¹	College Composition I	3
MATH120 ¹	College Mathematics (Delta MTH118 or MTH119)	3

Year 12 - Winter		
Course Code	Course Name	Cr hrs.
NETW151*	Cisco Networking Fundamentals	3
ENG112 ¹	College Composition II	3
SOSC201 ¹	Delta Course Equivalency for SOSC201	3

Year 13 - Fall		
Course Code	Course Name	Cr hrs.
ACES100+	Achieving Career and Education Success or	3
	(if exempt) Open Electives	
MATH135+	College Algebra	3
MGMT211+	Management Foundations	3
NETW141+	MS Client and Server OS	3
NETW217 +	UNIX Operating System	3

Year 13 - Winter		
Course Code	Course Name	Cr hrs.
GPMT287+	Principles of Project Management	3
IAAS224+	Implementing Network Security	3
NETW152+	Cisco Routing and Switching	3
NETW235+	UNIX/Linux Server Administration	3
NETW241+	MS Implement Network Infrastructure	3
	Total credit hours	60

*Student enrolled in the Information and Networking Technologies, Computer Programming and Cyber Security Program at the Bay-Arenac Career Center can earn articulated credit in these courses.

¹Delta College faculty will deliver these courses

⁺Davenport University faculty will deliver these courses

Exhibit 4

Graduation Requirements: 18 credits

English Language Arts (ELA) — 4 Credits

- Proficiency in State Content Standards for ELA
(4 credits)

Mathematics — 4 Credits

- Proficiency in State Content Standards for Mathematics (3 credits); and
- Proficiency in district-approved 4th Mathematics credit options (1 credit)
(Students MUST have a math experience in their final year of high school.)

Online Learning Experience

- Course, Learning, or Integrated Learning Experience.

Personal Finance — 1/2 Credit (Effective with students entering 8th grade in 2023)

- Proficiency in State Content Standards for Personal Finance

Physical Education & Health — 1 Credit

- Proficiency in State Content Standards for Physical Education and Health (1 credit); or
- Proficiency with State Content Standards for Health (1/2 credit) and district-approved extra-curricular activities involving physical

activities (1/2 credit).

Science — 3 Credits

- Proficiency in State Content Standards for Science (3 credits); or
- Proficiency in some State Content Standards for Science (2 credits) and completion of a department-approved formal Career and Technical Education (CTE) program (1 credit).

Social Studies — 3 Credits

- Proficiency in State Content Standards for Social Studies (3 credits).

Visual, Performing, and Applied Arts — 1 Credit

- Proficiency in State Content Standards for Visual, Performing, and Applied Arts (1 credit).

World Language — 2 Credits

- Formal coursework or an equivalent learning experience in Grades K-12 (2 credits); or
- Formal coursework or an equivalent learning experience in Grades K-12 (1 credit) and completion of a department-approved formal CTE program; or an additional visual, performing, and applied arts credit (1 credit).

Exhibit 5

Application and Enrollment Requirements

State Street Academy

Enrollment Limits

The Academy will offer Pre-K to 12th grade, and CTE and an Early Middle College Program. The maximum enrollment shall be 315 students. The Academy will annually adopt maximum enrollment figures prior to its application and enrollment period.

Requirements

Section 504 of the Revised School Code states that public school academies shall neither charge tuition nor discriminate in pupil admissions policies or practices on the basis of intellectual or athletic ability, measures of achievement or aptitude, status as a handicapped person, or any other basis that would be illegal if used by a Michigan public school district.

- Academy enrollment shall be open to all individuals who reside in Michigan. Except for a foreign exchange student who is not a United States citizen, a public school academy shall not enroll a pupil who is not a Michigan resident.
- Academy admissions may be limited to pupils within a particular age range/grade level or on any other basis that would be legal if used by a Michigan public school district.
- The Academy Board may establish a policy providing enrollment priority to siblings of currently enrolled pupils. However, the Academy may not provide a preference to children of Board members or Academy employees.
- The Academy shall allow any pupil who was enrolled in the immediately preceding academic year to re-enroll in the appropriate age range/grade level unless that grade is not offered.
- No student may be denied participation in the application process due to lack of student records.
- If the Academy receives more applications for enrollment than there are spaces available, pupils shall be selected for enrollment through a random selection drawing.

Application Process

- The application period shall be a minimum of two weeks in duration, with evening and/or weekend times available.
- The Academy shall accept applications all year. If openings occur during the academic year, students shall be enrolled. If openings do not exist, applicants shall be placed on the official waiting list. The waiting list shall cease to exist at the beginning of the next application period.
- In the event there are openings in the class for which students have applied, students shall be admitted according to the official waiting list. The position on the waiting list shall be determined by the random selection drawing. If there is no waiting list, students shall be admitted on a first-come, first-served basis.
- The Academy may neither close the application period nor hold a random selection drawing for unauthorized grades prior to receipt of approval from the Charter Schools Office.

Legal Notice

- The Academy shall provide legal notice of the application and enrollment process in a local newspaper of general circulation. A copy of the legal notice must be forwarded to the Charter Schools Office.
- At a minimum, the legal notice must include:
 - A. The process and/or location(s) for requesting and submitting applications.
 - B. The beginning date and the ending date of the application period.
 - C. The date, time, and place the random selection drawing(s) will be held, if needed.
- The legal notice of the application period shall be designed to inform individuals that are most likely to be interested in attending the Academy.
- The Academy, being an equal opportunity educational institution, shall be committed to good-faith affirmative action efforts to seek out, create and serve a diverse student body.

Re-enrolling Students

- The Academy shall notify parents or guardians of all enrolled students of the deadline for notifying the Academy that they wish to re-enroll their child.
- If the Academy Board has a sibling preference policy, the re-enrollment notice must also request that the parent or guardian indicate whether a sibling(s) seeks to enroll for the upcoming academic year.
- An enrolled student who does not re-enroll by the specified date can only apply to the Academy during the application period for new students.
- An applicant on the waiting list at the time a new application period begins must reapply as a new student.
- After collecting the parent or guardian responses, the Academy must determine the following:
 - A. The number of students who have re-enrolled per grade or grouping level.
 - B. The number of siblings seeking admission for the upcoming academic year per grade.
 - C. If space is unavailable, the Academy must develop a waiting list for siblings of re-enrolled students.
 - D. The number of spaces remaining, per grade, after enrollment of current students and siblings.

Random Selection Drawing

A random selection drawing is required if the number of applications exceeds the number of available spaces.

Prior to the application period, the Academy shall:

- Establish written procedures for conducting a random selection drawing.
- Establish the maximum number of spaces available per grade or grouping level.
- Establish the date, time, place and person to conduct the random selection drawing.
- Notify the Charter Schools Office of both the application period and the date of the random selection drawing, if needed. The Charter Schools Office may have a representative on-site to monitor the random selection drawing process.

The Academy shall use a credible, neutral “third party” such as a CPA firm, government official, ISD official or civic leader to conduct the random selection drawing. Further, the Academy shall:

- Conduct the random selection drawing at a public meeting where parents, community members and the public may observe the process.
- Use numbers, letters, or another system that guarantees fairness and does not give an advantage to any applicant.

The Academy shall notify applicants not chosen in the random selection drawing that they were not selected and that their name has been placed on the Academy’s official waiting list for openings that may occur during the academic year. Students shall appear on the official waiting list in the order they were selected in the random selection drawing.

Exhibit 6

Schedule 7h
AGE OR GRADE RANGE OF PUPILS

The Academy will enroll student in pre-kindergarten through twelfth grade, and Career and Technical Education (CTE) and Early Middle College Program. The Academy may add grades with the prior written approval of the Charter Schools Office Director or the College Board.

Students of the Academy will be children who have reached the age of five (5) as set forth in MCL 380.1147. A child may enroll in kindergarten if the child is at least five (5) years of age on September 1st of a school year. If a child is not five (5) years of age on the specified enrollment eligibility date but will be five (5) years of age not later than December 1st of a school year, the parent or legal guardian of that child may enroll the child in kindergarten for that school year if the parent or legal guardian notifies the school in a timely manner.

The Academy was approved by the Michigan Department of Education to begin an Early Middle College Program starting the 2025-2026 school year. Students enrolled in the program by the fall of 11th grade undertake a fifth year of study, culminating in a high school diploma and college credit (up to an associate's degree).

Exhibit 7

**State Street Academy
Career and Technical Education Program Agreement-Lineman Program
2025-2026 Participating Schools**

- Pinconning Schools
- Standish-Sterling Schools
- Bangor Township Schools
- Ogemaw Heights High School
- Freeland Schools
- Birch Run Schools
- Meridian Public Schools