

Gateway to Success Academy Student Handbook 2023-2024



“For the strength of the pack is the wolf, and the strength of the wolf is the pack”

-Rudyard Kipling

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MESSAGE FROM THE SUPERINTENDENT AND PRINCIPAL

Dear Student and Parent,

Welcome, Wolfpack Family, to the 2023/2024 school year! We are looking forward to an exciting year of learning and growth. My name is Melissa Zumbach, and I am your Superintendent and Director of Curriculum. The staff here at G2S have been working hard all summer to prepare innovative, engaging, hands-on projects that are cross-curricular and place-based.

G2S offers two programs of instruction: in-person, project-based learning and virtual learning through Plato. Our staff have been working diligently to develop projects that incorporate multiple subjects in each project, and that are tied to local resources and community partners. These projects are relevant to both our students and our community, and we are excited to take project-based learning to a new level this year!

One of the unique things about G2S, that you don't always find in other schools, is our culture. Here at G2S, we value family, and once you become part of the G2S Wolfpack, you are part of our family. This is a priority to staff and students alike, that we have a warm, welcoming environment where all students feel safe and cared for. This year, we hope you are able to make connections with staff members and other students, and find ways to help support our culture.

G2S is a place for everyone, and that is something we value here. It is the responsibility of everyone in our Wolfpack to contribute to that idea. We are stronger together, so we encourage all staff and students to intentionally find ways to connect with others. We hope this year brings more relationship building and a stronger sense of community and family, as we know that those deep connections make for a better learning environment and fosters growth in our students.

This handbook is your guide to your rights and responsibilities as a student of Gateway to Success Academy. It is critical that you read the information contained in this handbook and understand both the privileges and expectations you have as a student and parent. If this handbook does not clearly address an issue that you're concerned with, or if you have any questions about the information in this handbook, ask a Gateway to Success Academy staff person for assistance. Let's make this a great year!

Mrs. Melissa Zumbach
Superintendent and Director of Curriculum
Gateway to Success Academy School

MISSION, VISION, and TEACHER STATEMENTS

Our Mission:

G2S provides an innovative, hands-on, learning environment with personalized support that fosters self-respect and helps students realize their potential.

Our Vision:

G2S will develop a positive footprint in learning and achievement by collaborating with community partners while producing accomplished graduates who are mindful, resourceful, and engaged in their future.

Teacher Statement:

We commit to helping students realize their potential as an engaged and mindful member of their community by being a present and empathetic communicator, challenging them to exceed their own expectations, and inspiring students to become a passionate learner.

STAFF DIRECTORY

Brenda Andersen, Admissions and Student Records Coordinator

Jessica Blauwkamp, Middle School Teacher

Jacob Brault, Bus Driver

Aaron Bryan, Facilities Director

John Chalko, MTSS Coordinator, Athletic Director

Andrew Dean, Technology Coach

Lorynn Hackert, English/SS, Teacher

JoEllen Healy, Family Link

Larissa Johnston, Art Teacher, Project Coordinator

Tony Johnston, Work-Based Learning Supervisor, Science Teacher

Sarah Jones, Middle School/ High School Science Teacher

John Merchant, Virtual Learning Coach

Kerry Newberg, Principal

Tim Pomorski- Special Education Teacher

Catherine St. Amour, Office Staff

Jill Stickney, Special Education Teacher

Greg Taranko, Middle School Teacher

Jim Urbon, Math Teacher

Tom Voss, Student Success Coordinator

Melissa Zumbach, Superintendent, Curriculum Director

BASIC SCHOOL INFORMATION

Gateway to Success Academy

526 N. Scottville Road

Scottville, MI 49454

Main Office (231)845-0922

Hours: 8:00 a.m. to 3:00 p.m.

SCHOOL INFORMATION SOURCES

G2S offers a variety of ways to keep up with important news and information about our school:

School Website and Facebook Page:

www.g2sacademy.net, which offers a wealth of information about the school, as well as the Gateway to Success Academy Facebook page. Check these regularly!

Academic Progress Tracking

To further emphasize the importance of the parents/guardians' role in a student's performance at Gateway to Success, we offer complete access to their coursework through Google Classroom. We also use Powerschool, where parents/guardians can access course grades. We encourage parents/guardians to check in with teachers and to access Google Classroom regularly.

School Closings:

In the event of inclement weather, school delays and closings will be posted on local television stations (9 & 10 News), students and staff will receive an email at their G2S email address, a robocall will go out to all parents and students, and it will be posted on our Facebook page..

SCHOOL SCHEDULE

The school is in session from 8:00 a.m. until 2:30 p.m. Students arriving before 9:00 a.m. are to work on their scheduled Plato class and be seated in the milieu area. No student should be in any other area of the building without permission prior to 9:00 a.m. Please reference G2S's Class Schedule in the back section of this handbook under Appendix A and the School Calendar under Appendix B.

TRANSPORTATION

Transportation is being provided in a number of ways. Lake, Oceana and Mason County students will have access to transportation. To make transportation arrangements, the families should contact the front office for further information.

GENERAL ATTENDANCE INFORMATION

When a student is absent, a parent must inform the school office. In addition, an outside verification note must be submitted to the office, in order for an absence to be considered excused.

The following conditions may excuse a student from school attendance if a parent or outside verification note is provided upon the student's return:

- 1) Personal illness or injury - (a medical verification note is required)
- 2) Family illness - an emergency situation requiring a student to be absent
- 3) Quarantine of the home by local health officials
- 4) Death of a relative (limited to three days unless reasonable cause is shown)

5) Observance of a religious holiday consistent with student's established creed/belief

Students leaving school because of illness or other excused reasons must sign-out and still submit a written verification upon their return to school. Students who fail to bring documentation for absences may be assigned school discipline for skipping.

ABSENCE GUIDELINES

Single Class Absence – Twenty minutes or later to a class.

Full-Day Absence – Missed three or more periods in a day

Extra-Curricular Participation – Students cannot participate in extracurricular activities if they have missed more than one full day during the week of the activity.

Doctor Appointments/Court Appearances – Normally, no more than one-half a day will be excused for medical appointments or court appearances. Medical appointments should be scheduled outside the school day when possible.

Students should track their attendance, as well as credit, grades, and behavioral data. This enables students to be more aware of their attendance and improve attendance habits.

TARDINESS / SKIPPING

In an effort to maximize the learning experience for all students at G2S Academy, the tardy policy will be enforced. A student is considered tardy when they arrive after the bell and are not more than five minutes late. If a student accrues an excessive number of tardies, other disciplinary action may be taken at the discretion of the administrator. A student will be considered to be skipping if they are hanging out in an area within the school more than five minutes after class has started and/or intentionally avoiding going to the classroom they have been assigned. Suspension or other disciplinary action may be warranted for skipping.

If a student is tardy to their class they will lose their privilege of taking a break in between classes and will stay inside the classroom. They will be dismissed to their next class with 1 min remaining. The student will also not be allowed a smart pass during the hour in which they were tardy for.

NON-ATTENDANCE DROP POLICY

When a student is absent for five consecutive days an alert will be sent to notify parents/guardians and ask them to contact the school office. The alert will also tell them that if the student continues to be absent and this takes them to 10 or more consecutive days, they may be dropped.

If parents/guardians call, they will be instructed to bring in documentation that provides an excuse for the student's absence and be alerted that if they do not provide documentation, and the student continues to be absent, and this takes them to 10 or more consecutive days, they may be dropped.

When a student is absent nine consecutive days, an alert will be sent to notify parents/guardians that their student/child has now been absent for nine consecutive days, and may be dropped if they get one more day of consecutive absences.

If the student is under 17 and they have been absent 10 days (meaning no truancy has been filed), we may refer students to local law enforcement if dropped.

TRUANCY POLICY

Parents/guardians of students with chronic absenteeism will receive written or digital notifications at 5, and 10 days. The 10-day notification will require a parent/guardian meeting, where attendance expectations will be covered and support offered when appropriate. When a 10-day notification is sent out to parents/guardians, we will also notify the local court system. We will provide other

attendance information as needed, and formally file truancy charges against the parent/guardian, or student.

Mid Term Enrollment Policy

If a student is enrolling after the trimester has started, they will be enrolled in online courses until the start of the next trimester, or they can delay enrollment until the next enrollment period in the following trimester. Enrollment windows are the first and last two weeks of the trimester. Students are not typically permitted to start in the middle of a trimester.

OFF-CAMPUS / LUNCH POLICY

Students should never leave the building without permission and must sign out at the front desk except for lunch. High school students who have a parent permission slip on file may leave campus at lunch period (ask office staff for Off-Campus Permission Form) if they have earned the privilege. Students are not allowed to take their lunch outside the building and must get back on time. Students who are tardy after lunch will lose their off-campus lunch privilege for the remainder of that trimester.

GENERAL POLICIES AND PROCEDURES

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES AND PESTS

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.

Any removal will only be for the contagious period as specified in the school's administrative guidelines.

CONTROL OF NON-CASUAL-CONTACT COMMUNICABLE DISEASES AND PESTS

In these cases, the person in question will have his/her status reviewed by a panel of resource people. The school will seek to keep students and staff persons in school unless there is definitive evidence to warrant exclusion.

DIRECTORY INFORMATION

No "directory information" regarding a student shall be released to any person or party, other than the student or his/her parent, without the written consent of the parent; or, if the student is an eligible student, the written consent of the student, except those persons or parties stipulated by the Board policy and administrative guidelines and/or those specified in the law.

The Board shall exempt from disclosure directory information, as requested for the purpose of the survey, marketing, or solicitation unless the Board determines that the use is consistent with the educational mission of the Board and beneficial to the affected students. The Board may take steps to ensure that directory information disclosed shall not be used, rented, or sold for the purpose of surveys, marketing, or solicitations. Before disclosing the directory information, the Board may require the requester to execute an affidavit stating that the directory information provided shall not be used, rented, or sold for the purpose of surveys, marketing, or solicitation.

DUE PROCESS RIGHTS

When a student is being considered for a suspension of ten (10) days or less, the administrator in charge will notify the student of the charges. After an informal hearing, the principal will make a decision whether or not to suspend. His/her parent or legal guardian will be notified. The suspension may be appealed, in writing, within two (2) school days after receipt of the suspension notice. When

a student is being considered for long-term suspension, more than ten (10) days, or expulsion, the student will receive a formal letter of notification addressed to the parents or legal guardian. A formal hearing is scheduled with the principal during which the student may be represented by his/her parents, legal counsel, and/or by a person of his/her choice.

EARLY DISMISSAL

No student will be allowed to leave school prior to dismissal time without a written request signed by the parent, or a person whose signature is on file.

EMERGENCIES

In the case of a student emergency, do not try to handle it alone! Secure the aid of a teacher RIGHT AWAY and then report the emergency to the front office at once. The office staff knows how to deal with an emergency situation and can secure aid sooner if they are informed properly and promptly.

END OF DAY PICK-UP

Students must be picked up by 3:00 pm, unless they are riding Ludington Area Mass Transit, and are waiting for its arrival. After 3:00 pm, students are not allowed to be on the G2S campus, without special permission from a staff person to complete a designated task (ie. event set-up or complete school work with a staff person).

ENROLLING IN SCHOOL

New students under the age of 18 must be enrolled by their parents or legal guardian. When enrolling, parents must provide copies of the following:

- 1) a birth certificate or similar document
- 2) court papers allocating parental rights and responsibilities or custody, if appropriate
- 3) proof of residency
- 4) proof of immunizations
- 5) students enrolling from another school must obtain an official transcript from their previous school in order to have credits transferred.

Students must submit all the above documents before they will be allowed to attend school at G2S.

EQUAL EDUCATION OPPORTUNITY

It is the policy of this district 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, disability, religion, gender, or national origin, while at school or a school activity should immediately contact the school District's Compliance Officer: Melissa Zumbach, Compliance Officer – 989-329-2349

FIELD TRIPS

Field trips are academic activities that are held off school grounds. There are also other trips that are part of the school's co-curricular and extracurricular programs. No student may participate in any school-sponsored trip without parental consent. By signing this handbook you are giving permission for your student to attend all local field trips. You will be notified when field trips happen.

FIRE, LOCKDOWN, AND TORNADO DRILLS

The school complies with all fire safety laws and will conduct fire drills, tornado drills, and lockdown drills in accordance with state law.

GRADUATION REQUIREMENTS

G2S follows the Michigan Merit Curriculum requirements. In order to receive a diploma and graduate, a student will need to: meet Michigan Merit Curriculum standards for basic course work by earning the total number of the minimum credits, completing all requirements of the senior capstone project and their Action Pack Course, return all school materials, pay any fees or fines that are due, take quarterly NWEA and age-appropriate standardized assessments required by the state.

IMMUNIZATIONS

Students must be current with all immunizations required by state law or have an authorized waiver from state immunization requirements. If a student does not have the necessary immunizations or waivers, the principal may remove the student or require compliance with a set deadline.

INDIVIDUALS WITH DISABILITIES

No individual will be discriminated against on the basis of disability. This protection applies not just to the student, but to all individuals who have access to the district's programs and facilities.

LOCKERS

Gateway to Success Academy will provide students with individual lockers and a safe combination. These lockers should be used to store extra belongings that don't need to be brought to class. Locker information can be obtained from the main office. No writing on or in lockers.

NON-SCHOOL-SPONSORED CLUBS AND ACTIVITIES

All non-school-sponsored student groups must have the permission of the superintendent and principal. All school rules will still apply regarding behavior and equal opportunity to participate.

POSTERS/ANNOUNCEMENTS

The principal will approve only those posters/announcements publicizing school events. A community bulletin board may be used by the community groups, businesses, etc., upon obtaining the approval of the principal. All announcements must have an administrator's signature and be approved ahead of time.

PREPAREDNESS FOR TOXIC AND ASBESTOS HAZARDS

The school is concerned for the safety of students and attempts to comply with all Federal and State laws 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.

REVIEW OF INSTRUCTIONAL MATERIALS AND ACTIVITIES

Parents have the right to review any instructional materials used in the school. They may also observe instruction in any class by setting an appointment with the administrative office.

SCHEDULING AND ASSIGNMENT

Schedules are provided to each student at the beginning of the school year or upon enrollment, and at the start of each new term. Schedules are based on the student's needs and available class space. Students are expected to follow their schedules. Any variation must be approved with a pass or schedule change.

SCHOOL-SPONSORED CLUBS AND ACTIVITIES

A curricular-related activity may be for credit, required for a particular course, and/or contain school subject matter. A student's use of performance-enhancing substances is a violation that will affect the student's participation.

SPORTS PARTICIPATION/ELIGIBILITY

MHSAA Sports participation:

Girls and Boys Bowling first official practice no sooner than November 13th 2023

Boys and Girls Golf Club starting at the beginning of term 3.

In order to participate, Students must pass 4 out of 5 classes during the previous school term and must maintain eligibility weekly during the season. In season eligibility means weekly grade checks with a 1 week grace period to improve failing grades if needed. If an athlete has 2 consecutive weeks with more than 1 failing class, the student is in-eligible from competition until the next grade check.

Esports club 2023-2024. Grade checks and weekly eligibility will also take place in order to participate. Students must also pass 4 out of 5 classes in order to participate in after school activities regarding Esports.

STUDENT ASSESSMENT

The SAT, M-Step and WorkKeys assessments will be administered for all 11th grade students. PSAT will be administered to all 8th, 9th, and 10th grade students. Additional tests and assessments are given to students to monitor progress and determine educational mastery levels. The Northwest Examination Association (NWEA) Measures of Academic Progress (MAP) tests will be given to students three times a year. These tests will be used as a means to assess student growth and inform instruction. These required assessments are all requirements for graduation.

STUDENT RECORDS

The school maintains many student records including both directory and confidential information. Social security numbers will not be released except as authorized by law.

TEXTBOOKS OR OTHER TEXT MATERIALS

Gateway to Success Academy furnishes textbooks, novels or other text materials for some classes. For identification, each book is numbered. Each student is responsible for all textbooks loaned to him/her and is expected to return each book at the end of his/her participation in the course or pay for any book lost, destroyed, stolen, or mutilated. No report card, records, transcripts, or diplomas will be issued until all books are turned in and/or fees paid. Lost textbooks should be returned to the appropriate teacher.

TRANSFER OUT OF THE DISTRICT

Parents must notify the principal about plans to transfer their child to another school. The transfer will be authorized only after the student has completed the arrangements, returned all school materials, and paid any fees or fines that are due. School officials, when transferring student records, are required to transmit disciplinary records.

VISITORS

All persons who are not regular members of the school personnel must report to the front office and state their reason for being on school grounds or in the building. Bringing visitors to school is discouraged. However, if there is a valid reason why a visitor must come to school with one of our students, this will be considered by the principal or principal's designee. The student must obtain permission two days prior to the visit. Visitors must adhere to the school's code of conduct. All visitors are to wear a visitor's pass from the office.

WITHDRAWAL FROM SCHOOL

No student under the age of 18 will be allowed to withdraw from school without the written consent of his/her parent or legal guardian.

MISSING DEVICES

If a student did not return a device at the end of the school year or withdrew from school and did not return a device the student will be billed for any missing equipment (computer, charger, hotspot). Police reports will be filed for any student who refuses to return or set up a payment plan. Payment plans can be created with office and administration staff. If a student loses a computer or charger they will be able to use a loaner computer at school and will not be permitted to bring a computer home until payments have been made in full.

FEES

If a student accrues fees for damaging school equipment or lost school equipment payment for such items will need to be paid in full before a student will be issued a diploma.

CODE OF CONDUCT

A violation of any rule may result in discipline including, but not limited to:

Referral administration	Loss of privileges
Parent Contact	Detention
Out-of-school suspension (OSS)	Restitution
Court referral	Expulsion
Compensatory payment of damages	Loss of bus privileges
Loss of credit for assigned work or tests	Assigned work related to the offense

Note: Depending on severity, intent and number of similar offenses, the consequences will be determined at the discretion of administration.

- 1. Attendance** – Shall comply with state attendance laws including, but not limited to, truancy or tardiness from a specific class or school. No student shall leave school property or an assigned educational location without official permission once he or she has come under the supervision of a school employee prior to specified dismissal times. If a student leaves the school building, they are not to be permitted back in without administrative approval.
- 2. Bullying** - The delivery of direct or technology-based messages that involve intimidation, teasing, taunting, threats, or name-calling will not be allowed.
- 3. Bus Rules** Students must follow all Bus Rules
- 4. Lunch Rules** - All school rules apply, even when off campus at lunch. Students are not permitted to loiter in cars in the parking lot during lunch, even if the car belongs to that student. Students

must immediately get in the lunch line upon dismissal to lunch, otherwise they will not receive their lunch.

5. **Cell Phones** - Students are not permitted to have cell phones out or in use during class time, even if out of class on a pass. If a student is caught with a phone out during class, it may be taken from them for the remainder of the class period or school day. **This includes any bluetooth or connected headphone to a phone. (airpods or device connected to a phone will not be permitted during class time)**
6. **Defiance/Disrespect/Disruption of School** – Student engages in failure to follow rules, is socially rude, disrespectful or inappropriate to adults or students, or is involved in an inappropriate disruption.
7. **Dress Code** - All students will wear clothing that is appropriate, comfortable and safe. No hats/hoods or sunglasses will be allowed to be worn in doors. No curse words, inappropriate language, references to drugs or alcohol are allowed on clothing. Shoes must be worn at all times. Tops and pants that reveal the midriff or undergarments are prohibited. All shorts/skirts must be at least mid-thigh in length.
8. **Driving Regulations:** Students driving a vehicle on school property shall follow the rules and regulations established for this privilege. G2S provides parking space for students who can drive as a privilege to students and families. G2S allows students who can drive and who have access to a vehicle to leave the vehicle in the parking lot during the day. Vehicles that park at G2S do NOT have to be registered with the school. Drivers must use appropriate safety and caution when entering and exiting the parking lot, including the following specific considerations: 1. Drivers must drive no more than 5 mph when on school grounds. 2. School buses have the right-of-way at all times. Any pedestrians have right-of-way when walking to or from vehicles. 3. When parking, use a designated parking space. 4. Once parked, students should leave the vehicle in a timely manner (no loitering in the vehicle). Once a car is parked at G2S, students are not allowed to go to their cars (or other people's cars) at any time during the school day except when dismissed from school for the day, or with office staff permission. If staff believe an illegal object or substance is present, they may search the vehicle, or request this from local authorities. The consequences for entering a vehicle on campus during the school day without consent of the staff are equivalent to those for either defiance / insubordination, disruption, or other appropriate consequences. Students who repeatedly violate these rules may lose the privilege of parking at G2S. Similarly, students who violate other rules repeatedly may lose the privilege of driving to G2S after repeated offenses.
9. **Fighting** - Student is involved in mutual participation in an incident involving physical violence.
10. **Food Delivery-** Students are not permitted to use any food delivery service during the school day. This includes lunchtime.
11. **Forgery/Theft/Plagiarism** - Student is involved by being in possession of, having passed on, or being responsible for removing someone else's property; or has signed a person's name without that person's permission, or claims someone else's work as their own.
12. **Gang Affiliation** - Student uses gestures, dress, and/or speech to display an affiliation with a gang.
13. **Harassment** – The delivery of disrespectful messages in any format related to gender, ethnicity, sex, race, religion, disability, physical features, or other protected class
14. **Inappropriate Language/Materials** – shall not use vulgar or profane language, inappropriate gestures, or possess vulgar materials, especially directed towards others.
15. **Inappropriate Location/Out of Bounds Area** - Students in an area that is outside of school boundaries.
16. **Lying/Cheating** - Student delivers messages that are untrue and/or deliberately violates rules.
17. **Other violations** - Other conduct violations not covered in the above rules

- 18. Physical Contact/Assault** – Inappropriate Physical Contact, including Inappropriate Display of Affection. Students shall not threaten to act in such a way as to cause physical injury to other students, any school employee, or other persons. Specific violations include but are not limited to serious bodily injury, as well as threats of fighting, violence, or serious bodily injury
- 19. Property Misuse/Damage of Property** – shall not misuse property, shall not cause or attempt to cause damage to school property, including buses and bus seats, or personal property. Students shall not touch or handle another person’s property without their authorization. Students must pay for any damages they cause to school equipment, materials, or facilities and may be subject to additional disciplinary action.
- 20. Restroom Policy** - Cell phones are not permitted to be used in restrooms. There should not be more than one student in a stall (toilet or shower) at once; if more than one student is present in a stall, they are subject to search. No loitering is allowed in the restroom. Shower stalls are off limits unless you have administrative approval to take a shower.
- 21. Technology Violation** - Computers/technology are provided for student use to assist with teacher-assigned work in courses or programs. Students may not use the computers for personal email or any type of chat room; this includes social media platforms and messaging apps. Cyberbullying will not be tolerated.
- 22. Tobacco, Vapes or Vape Products, Narcotics, Alcoholic Beverages, and Drugs** - shall not possess, use, transmit, conceal, make arrangements to sell or purchase, or use the aforementioned items immediately prior to or during school, at lunch, or a school function. Look-alike drugs and drug paraphernalia are included and will be dealt with accordingly. Specific violations include but are not limited to:
- a) Use, Possession, Sale, or Distribution of Intoxicating Alcoholic Beverages
 - b) Use, Possession, Sale, or Distribution of Drugs Other Than Tobacco or Alcohol
Tobacco - in any form, it shall not be carried or used by any student on school property or at school events. Paraphernalia used for the consumption of tobacco products is prohibited. Administrators will refer violators of the tobacco policy to the Mason County Juvenile Court.
 - c) Use, Possession, Sale, or Distribution of Vape or Vape Products - This includes any type of e-cigarettes, mods, vape pens, atomizers, dry herb vaporizers, oil/wax pens, and accessories.
- 23. Weapons and Dangerous Instruments** – shall not possess, handle, transmit or conceal any dangerous weapon or instrument on school property, in a school vehicle, or at any school-sponsored activity. Firearms (including starter pistols), objects that are indistinguishable from and/or are represented as firearms, explosives, incendiary devices, and knives (any object with a blade and a handle) are considered dangerous weapons. Other instruments/devices may also be defined as dangerous weapons depending on their use or intended use. Should a student have knowledge of a weapon or dangerous instrument on school property, in a school vehicle, or at a school-sponsored activity and not report it to a school employee, the student may be held to the same disciplinary measures as that of the perpetrator. Specific violations include but are not limited to: Use, Possession, Sale or Distribution of a Firearm, Explosive, incendiary or Poison Gas, dangerous weapons (including knives and any other object with a blade and a handle), Use, Possession, Sale or Distribution of objects that are indistinguishable from and/or are represented as firearms, explosives, incendiary devices, and knives. If a student is found to be in possession of a weapon, the student will immediately be suspended and will need to go before the school board for final disciplinary action. **Note: airsoft guns/weapons and look-alike weapons, knives or devices with a blade (even those under three inches in length) CAN result in expulsion although not necessarily considered “dangerous weapons” by state standards.**

	Bus	Arrival/Departure/ Grounds	Restrooms	Instructional Areas	Maker Space	Mileu	Community -Based Activities
S afe (protected from risk or danger)	-Respect others' personal space -Follow bus procedures -Remain in your seat -Follow bus driver's directions	-Walk directly to designated area -Stay in designated area -Use a quiet voice -Respect others' personal space -Drive and park safely	-Wash hands properly -One person in the stall at a time -Flush appropriate materials only	-Follow teacher directions -Stay in your personal space -Keep tables and aisles clear from clutter	-Follow standard safety protocols for specific equipment and materials -Wear necessary safety/protective equipment at all times -Follow staff directions	-Enter/Exit with caution -Keep tables and area clean and clear	-Stay in assigned groups -Follow staff directions -Adhere to safety rules of specific environments
T rustworthy (honest and dependable)	-Be ready and on time for the bus	-Check in/Check out with staff	-Use restroom during allotted times -Use restroom in timely manner	-Be on time and attend daily -Complete your own work	-Work cooperatively with peers and staff -Be on time and attend daily	-Check in/Check out with staff -Be where you say you will be (on- or off-campus)	-Be where you say you will be
R espectful (honoring the thoughts and feelings of self and others)	-Respect others' personal space -Use appropriate language and voice level	-Enter and Exit quietly -Keep grounds clean -Use appropriate language and voice level	-Give privacy to others -Use appropriate language and voice level	-Follow staff directions -Use appropriate language and voice level	-Follow staff directions -Use appropriate language and voice level -Respect others' personal space -Return materials to designated space and clean area as needed	-Follow staff directions -Use appropriate language and voice level -Clean up after yourself when finished	-Respect others' personal space and property -Actively participate and be involved
O wnership (responsibility for actions and property)	-Keep yourself and belongings in assigned seat -Keep bus clean -Be on time for bus	-Be present in the moment -Connect with a staff member when there is a need to process a life situation -Be prepared - bring necessities to and from school	-Keep restroom clean and tidy	-Use technology appropriately -Be prepared with necessary materials -Ask for help when needed -Be present and focused -Do what you say you will do	-Use materials appropriately -Be prepared with necessary materials -Ask for help when needed -Be present and focused -Do what you say you will do	-Place belongings neatly in designated areas	-Know and follow the boundaries of adventure -Be present and focused -Do what you say you are going to do
N oble (high moral principles and ideals--Have integrity)	-Be a positive influence -Help others when needed.	-Greet others and make connections -Be a positive influence	-Respect school property -Cell phones do not belong in the bathroom	-Be a team player and share equal responsibilities with group members -Accept feedback and correction from staff.	-Listen, encourage and support others -Approach EVERYTHING as an opportunity for growth** -Accept feedback and correction from staff	-Use good manners -Greet others and make connections -Engage in positive communication	-Be a positive representative of G2S -Listen, encourage and support peer, staff and community members -Accept feedback and correction from staff
G uide (Staff)	-Staff will assist, monitor and supervise students when	-Staff will greet and make connections -Staff will	-Staff will monitor proper usage of restrooms	-Staff will provide a positive learning	-Staff will model appropriate use of machines and materials in all	-Staff will be visible to monitor and enforce	-Staff will assist, monitor and supervise students when

	available	supervise students and assist as needed	-Staff will respond to student reporting of restroom issues and help to resolve issues	environment with clear expectations -Staff will be prepared for class - Engaged and Present -Daily agenda posted	areas. -Staff will provide a positive learning environment with clear expectations	safety	available -Staff will provide a positive learning environment with clear expectations -Staff will be prepared for Community-Based activities -Engaged and Present -Daily agenda shared
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SCHOOL'S RIGHT TO SEARCH

Lockers, computers, desks or storage places provided for student use are, and remain at all times, the property of Gateway to Success Academy. These areas and the contents, therefore, are subject to a random search at any time. Administrators are authorized to conduct reasonable inspections of school property or of students and items brought on school grounds, including vehicles, when there is reasonable cause to believe that a student may be in possession of evidence that a law or a school rule has been violated. In addition, the contents of a cell phone may be searched if there is a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct.

SECURITY VIDEO

Gateway to Success Academy may record security videos on school property. This video, which is made for the protection and welfare of the school community, typically contains images of many students, as well as school employees and other persons.

Security video may contain personally identifiable information about students. State and federal laws generally prohibit the release of this information, and the school has **not** designated the video as "directory information" that may be disclosed without the prior written consent of the student's parents or guardians.

Security video and the personally identifiable information contained on video will be disclosed only when authorized by law or when the disclosure is made to school officials with legitimate educational interests. The video otherwise will not be disclosed to any person.

APPEAL

Students should be afforded the right to explain the situation that has possible disciplinary consequences and the opportunity to know what the consequences may be. Should a student or parent not agree with disciplinary action, please start the appeal process where it originated (i.e., If a teacher assigns detention, discuss it with the teacher. If the principal recommends expulsion, discuss it with the principal.) The chain of command to appeal, in general, is teacher, principal, and superintendent or superintendent's designee.

OUT-OF-SCHOOL SUSPENSION (OSS)

- 1) Parents will be notified of the suspension and will be required to take the student home, if necessary. The student may not attend school until the end of the suspension.
- 2) Suspensions may cross grading period lines and may be carried from one school year to the next.
- 3) Students may not attend any school functions, home or away while serving OSS.

- 4) Students may work on school work while suspended but cannot attend class via Google Meet.
- 5) Note: Snow days do not count as suspension days; only regular schools days count toward suspensions

STRIKES, STEPS, and TAKE FIVE

STRIKES - Students are given strikes in the classroom for minor behavior violations. These serve as a warning to students that their behavior needs to change. On a student's second strike, they will be asked to sit outside the classroom and wait to **conference** with the teacher or administrative staff. If the student and staff person can come to a common understanding of how they will move forward, the student will be allowed to return to the class and be given one more chance. If the student does not stay seated and/or continues to cause a disruption, they will be sent home for the remainder of the day or stay home the next day if the incident occurs late in the school day.

STEPS - Each time a student is removed from the classroom, they are given a step (ie. the first time it is step 1). Each time they are removed that day, they are given an additional step (2 and 3). If they are removed from the class three times on any given day, they will be sent home for the remainder of the day or stay home the next day if the incident occurs late in the school day.

Take Five - In an effort to allow students to learn to manage their own behavior, we allow students to utilize a take five when needed. If a student realizes they are in an emotional state in which they feel they may say or do something they will regret, they can utilize the step-out procedure. The student puts this procedure in effect by stating to their teacher, "I need to take 5." The teacher may also recommend the student take 5. The student must then report to one of the members of the administrative team or MTSS coordinators for help and follow an agreed-upon plan. **This procedure should not be overused and the student must have the authorization to return to class.**

BEHAVIOR SUPPORT PLANS

Behavior Support Plans are used to notify a parent/guardian and the student that the student needs to follow specific behavior protocols in a particular situation or follow certain criteria to continue their attendance at Gateway to Success Academy. These protocols and criteria will be discussed through a meeting with the student and the student's parent/guardian. This meeting will be arranged at the request of the school. If a parent/guardian or student (when the student is 18 or older and does not have a legal guardian) does not call the office to set up a meeting during the week following this invitation, the behavior support plan will be sent to them and go into effect immediately

COURT REFERRAL

Referral to the Juvenile Court may be used when other disciplinary actions have not been effective. The two most common reasons for referral are truancy and juvenile incorrigibility. The parents will receive notice when students are referred.

EXPULSION/LONG-TERM SUSPENSION

If other attempts to modify student behavior are unsuccessful, or a serious violation of the Code of Conduct is committed, the student may be recommended for expulsion or long-term suspension from school. If a student is expelled or suspended long-term, the length of the expulsion or suspension may be up to one hundred and eighty school days and may extend into the following grading period or school year. Restorative Justice Factors will be considered before any long term suspension including:

The student's age, the student's disciplinary history, whether the student has a disability, the seriousness of the violation or behavior, whether the violation or behavior committed by the student

threatened the safety of any student or staff member, whether restorative practices will be used to address the violation or behavior, and whether a lesser intervention would properly address the violation or behavior.

BULLYING AND ANTI-HARASSMENT

Anti-Harassment

It is the policy of the Gateway to Success Academy School District to provide an environment free from sex-based harassment for all students, employees, volunteers, and contractors. Consistent with Policy 5517, the District will investigate all allegations of harassment, including sex-based harassment, and discipline or take other appropriate action against any individual who engages in sex-based harassment or discrimination.

Students should report any incidents of sex-based harassment or discrimination to either of our Title IX Coordinators:

Melissa Zumbach
526 N. Scottville Road
Scottville, Michigan 49454
231-845-0922

Students may also report incidents of harassment, including sex-based harassment, to any teacher or administrator, or counselor. Reports made to any teacher, administrator, or counselor will be reported to the District's designated Title IX/Civil Rights Coordinator.

Sex-based harassment includes any of the following conduct:

Verbal: unwelcome comments, including the use of derogatory, sexually suggestive, or vulgar language; the use of sexual innuendos; unwelcome advances or repeated requests for dates or sexual favors; threats based on or motivated by a person's sex; demanding or pressuring another individual to submit to sexual requests or advances in order to attain academic or professional achievements or advances; threatening another individual's academic or professional accomplishments or reputation if that individual does not submit to sexual requests or advances; or any other similar behavior.

Visual: subjecting another individual to sexually suggestive, pornographic, or obscene images, text, or cartoons, including by electronic mail, text message, letter, or any other medium; the use of obscene gestures toward or around another individual; leering at another individual; or any other similar behavior.

Physical: unwanted kissing, touching, patting, hugging, pinching, or any other unwanted physical contact; impeding another individual's normal movements; stalking, assault, or battery based on the victim's sex; any other physical interference with another person based on that person's sex; or any other similar behavior.

Harassment, including sex-based harassment, does not need to include intent to harm an individual, be directed at a specific target, or involve repeated incidents. The District will investigate all reports of harassment, including allegations of harassment involving an alleged harasser and victim who are members of the same protected class.

Board Policy 5517 applies to all conduct occurring on District property, at any District-sponsored event, on any District-owned vehicle, or at any event or activity in which students or employees of the District are attending or participating by virtue of their relationship with the District.

All students are bound by and expected to understand Board Policy 5517, which further addresses harassment, including sex-based harassment. The failure of any student to abide by the requirements of Board Policy 5517 will result in discipline, up to and including permanent expulsion.

BUS RULES

Notice to students: The use of video surveillance equipment may be used in the investigation of violations of the Code of Conduct.

Students may receive discipline as a result of what is recorded. To that end, students must familiarize themselves with the district bus rules of the bus they are riding. These rules can be obtained from the district providing transportation or through the G2S office staff. It is our privilege and pleasure to furnish students with the safest transportation possible as they travel between home and school and on trips. In order to protect all students riding the bus to and from Gateway to Success Academy, safety precautions are a must and your help is needed because safety is everyone's responsibility! All students are to understand that the bus driver is in charge of the bus at all times. Any student who repeatedly violates the safety precautions and/or conducts rules may be denied the privilege of riding the bus and is subject to other disciplinary action to be determined by the G2S Superintendent and Principal or her designee, and/or the Administrative Staff from the district providing that transportation.

CAFETERIA RULES

The following common courtesies are expected of our students during lunch:

- Moving ahead of others in the lunch line is unacceptable.
- Loud obnoxious talk and noise are not appropriate behavior.
- Throwing food, paper or other items is unacceptable.
- All trash/trays in your area must be disposed of properly.
- Students must take only the food they ordered and verify this with the cafeteria staff.
- Students are not allowed to take meals out of the building.

INAPPROPRIATE LANGUAGE

G2S Academy students are expected to use appropriate language at school at all times. A student may not call another student a name in an effort to hurt or belittle them. At Gateway to Success Academy, the importance of protecting one another, and the culture of our school is elevated. This is part of a safe and caring learning environment. In cases where a student uses low-intensity inappropriate language, the teacher will manage the strike process and on the third strike, the student will be asked to sit outside the classroom until they can conference with the teacher. If the student continues the behavior and/or addresses another student with any verbal insult, the student will be sent to an administrator. This request is not done to frustrate the student who is being asked to leave the room. This policy is intended to protect the safety of all Gateway to Success Academy students. When a student addresses a staff person with any verbal insult including but not exclusive to swearing, the student will automatically be sent to an administrator. Situations in which a student is blatantly disrespectful to a staff person may result in suspension.

MEDICATION

The school wishes to cooperate fully with students, parents, and the medical profession to assure that any student receives required medication during the normal school day at the time the student needs it. It is preferred that medications be taken by students at home, however, it is recognized that certain circumstances may necessitate taking medications during school hours. Guidelines have been established to maintain control of authorized drugs within the schools and to ensure the health and welfare of the students.

Prescription medications must be kept locked in the front office and administered by school personnel. In rare instances, a student may be allowed to carry certain prescription medications (e.g. asthma inhalers), if the physician deems it medically necessary for the student to carry medication with him or her. Students are permitted to carry a one-day supply of non-prescription medication.

TECHNOLOGY & INTERNET USE AGREEMENT

G2S students and their parents/guardians are required to sign a Student Technology & Internet Use Agreement. Computer equipment is fragile and expensive and must be handled in a manner that will protect it. Students will need to sign a computer use agreement and will be held accountable for broken items on the computer that are the result of improper use. When using a computer, students will need to follow these guidelines. Students will not be able to receive their diploma unless all devices and equipment have been returned or paid for. Students will be billed for any technology that is checked out to them and not returned. This includes: chargers, headphones etc. Police reports may be filed for missing devices or equipment.

TOBACCO, VAPES OR VAPE PRODUCTS, ALCOHOL, AND OTHER DRUG USE/ABUSE POLICY

1) STATEMENT OF POLICY REGARDING STUDENTS

Students of Gateway to Success Academy shall not possess, use, buy, sell, supply or attempt to do so with tobacco, a mood-altering chemical, or vape or vape products of any kind prior to or during the school day, at any school-sponsored activity or event or at any time while on school premises.

a) Definitions

- i) "Possession" includes, without limitation: holding in the student's hand, retention on the student's person or in purses, wallets, lockers, desks or any other personal possessions, or vehicles parked on school property or at school functions.
- ii) "Use of mood-altering chemical": is defined as manifesting signs of chemical misuse such as staggering, reddened eyes, the odor of chemicals, nervousness, restlessness, memory loss, abusive language, falling asleep in class or any other behavior not normal for that particular student, or a preponderance of the evidence that a student has used a mood-altering chemical.
- iii) "Tobacco": includes any product containing tobacco or nicotine that is smoked, chewed, inhaled, or placed against the gums.
- iv) "Mood-altering chemical": includes, without limitation, alcohol, marijuana, inhalants, ecstasy or other club drugs, depressants, stimulants, hallucinogens, narcotics, over-the-counter medications (including any over-the-counter pain medications containing aspirin, acetaminophen, ibuprofen, or any other pain relievers, any cough or

cold medications, etc), substances such as *White Out*, glue, toxic markers, and caffeine pills. Prescription drugs are included in this, unless authorized by a medical prescription from a licensed physician and kept in the original container that states the student's name and directions for proper use (and must be kept in the school office), according to school policy. This list is intended for example only and not as an exclusive list.

v) "Vape": a device used to inhale vapor through the mouth from a battery-operated electronic device (such as an electronic cigarette) that heats up and vaporizes a liquid or solid.

2) DRUG PARAPHERNALIA

Drug paraphernalia or instruments such as pipes, roach clips, syringes, hypodermic needles, cocaine spoons or kits, nitrous oxide paraphernalia, rolling papers, water pipes, and any other items normally or actually used for the packaging, conveyance, dispensation, or use of mood-altering substances will not be permitted on any school property or vehicle and will be subject to confiscation. Possession of drug paraphernalia will be treated the same as possession of a mood-altering substance. Addiction to an illegal substance may not be used as an excuse for a violation.

3) STAFF RESPONSIBILITIES

All Gateway to Success Academy staff members have the responsibility to report all suspected cases of drug and/or alcohol use, misuse, or abuse by students to the principal or principal's designee.

4) RESPONSIBILITIES OF SCHOOL OFFICIALS

Except for the persons directly involved in the student's education and except as otherwise provided herein, all matters concerning reports of drug or alcohol abuse shall be and remain confidential.

When a school official has reason to believe that a student is in violation of the drug/alcohol policy, the following action will be taken:

- a) The student will be informed of the alleged offense, the evidence to support the allegations, and the disciplinary action that may apply.
- b) If the student is in need of medical attention, the local emergency resources will be notified to give medical attention.
- c) The parent or guardian of the student will be notified and asked to meet with the school officials. Only in the case of a medical emergency or if the parent(s) cannot be reached will the person on the student's emergency call list be notified.
- d) School officials will cooperate fully with law enforcement agencies and report to them any information that would be considered beneficial in their efforts to stop the use of illegal drugs and alcohol.
- e) Notification to the local law enforcement agency shall be in accordance with the provisions under each offense. When reported, a written record shall be made of the incident to the law enforcement official who, at their discretion, may conduct an investigation.

5) SEARCHES

If the school official has reason to believe that mood-altering or controlled substances, drug paraphernalia, or instruments are concealed in a school locker, on a student, in a purse, wallet, book bag, or in a student's vehicle, the following applies:

- a) Personal Searches: The school official may ask a student to reveal any illegal or dangerous item(s) suspected of being on his person, in a purse, wallet, or book bag. If the student refuses, the school official may ask the student's parents for permission to conduct a search. The school official, at their discretion, may call the local law enforcement agency to investigate.
- b) Student Vehicle: When illegal or dangerous items are suspected to be in a student's vehicle on school property, the permission of the driver or owner will be secured to search the vehicle. If permission to search the vehicle is denied, the local law enforcement agency may be called to search the vehicle.

6) STUDENT RESPONSIBILITY

All students are responsible for understanding the Gateway to Success Academy Drug And Alcohol Use Policy and the counseling services available to them.

7) PARENT/GUARDIAN RESPONSIBILITIES

Gateway to Success Academy recognizes that the effectiveness of this drug and alcohol policy will be assisted by the cooperative effort of the family. Parents are responsible for understanding the Gateway to Success Academy Drug And Alcohol Use Policy.

8) OFFENSES AND DISCIPLINARY ACTION

The actions set forth below will be considered routine disciplinary measures for each category and occurrence of offense. It is intended that the penalties delineated below shall be considered the standard penalty to be imposed for the offenses described. In incidents where extreme violations occur, the specified actions may be waived by the school official in favor of stronger measures such as longer suspension (not to exceed nine days without superintendent or school board action), expulsion, or other appropriate action.

The following are the offenses that are prohibited and the consequences that will result from the student's decision not to abide by the school policy. VIOLATIONS ARE CUMULATIVE.

9) CONSEQUENCES

- a) Possession, use, or application of any mood-altering chemical, as defined above:
 - i) Each Offense:
 - (a) The rapid eye movement test may be administered for screening purposes. If the screening is positive, it will be recommended that the parents seek professional guidance with a certified chemical dependency counselor. Also, an investigation will be conducted as to the source of the drug.
 - (b) Parent/guardian (hereafter referred to as parents) will be notified immediately and the student will be removed from classes or school events for the remainder of the day.
 - (c) Law enforcement officials may be notified and, at their discretion, conduct an investigation. In any instance in which it is illegal for a school official to possess or dispose of a mood-altering drug, law enforcement will be notified.
 - (d) Parents will meet with the principal or the principal's designee that day.

- (e) The principal will suspend the student for not more than **nine** days. This action could also be accompanied by a request for long-term suspension or expulsion.
- b) Actual or attempted transmitting, selling, supplying, or purchasing of mood-altering chemicals, counterfeit or look-alike substances or paraphernalia is a serious offense.
 - i) First Offense and Subsequent Offenses:
 - (a) Will follow the process described above and include a **nine-day** suspension with a **request for expulsion**.

10) TOBACCO

Smoking is not allowed under any circumstances at Gateway to Success Academy. This includes electronic cigarettes and devices using vapor of any kind.

- a) Use or possession of tobacco, nicotine, or paraphernalia used to consume tobacco products by students:
 - i. Each Offense:
 - (a) Law enforcement will be called.
 - (b) The student shall be assigned 3-5 days of out-of-school suspension.
 - (c) The principal may reduce the above suspension if the student provides verification of enrollment in a tobacco education/cessation program.

ACADEMICS

GRADE CLASSIFICATION

Assignments to grade-level classifications are made on the basis of credits accumulated according to the following grade-level expectations of the Michigan Merit Curriculum:

GRADING SCALE AND POLICIES

Following is the regular grading system at the high school:

A = 93-100 = 4.000	C = 73-76 = 2.000
A- = 90-92 = 3.670	C- = 70-72 = 1.670
B+ = 87-89 = 3.330	D+ = 67-69 = 1.330
B = 83-86 = 3.000	D = 63-66 = 1.000
B- = 80-82 = 2.670	D- = 60-62 = 0.670
C+ = 77-79 = 2.330	F = 59-Below = 0.000

ADEQUATE ACADEMIC PROGRESS

The staff of Gateway to Success Academy believes that every student should be held to the standard of adequate academic progress. This philosophy assumes that a student is responsible for making continual academic progress. Students are required to consistently give their best effort. When a student loses their willingness to show reasonable improvement, it is grounds for them to be removed from the program.

Students who struggle to pass 3 out of 6 of their classes during a given school year may be required to make up credits during the summer. To do so, they must follow the guidelines provided for summer school applications. This information is available through our Admissions and Student Records Coordinator.

Students must maintain academic progress on a weekly basis to be eligible for sports.

COURSE DROP/ADD POLICY

Occasionally, students are enrolled in a class that does not match their academic needs. In this case, a student has five school days to initiate a change in their course schedule. This is done by getting a class transfer sheet through the front office (this must be done no later than the end of the fifth day of that nine-week period). The form should be completed and returned to the front office. Upon administrative approval, a student will be allowed to make the requested change in a scheduled class.

Appendix A

Middle School - Class Period Schedule

(Monday through Thursday)

8:00 - 9:00	Plato
9:00-10:00	1st period
10:05 - 11:05	2nd period
11:10 - 11:45	3rd Period SEL/Electives
11:45 - 12:20	Lunch
12:25-1:25	4th period
1:30-2:30	5th period

(Friday)

9:00 -12:30- Required attendance

High School - Class Period Schedule

(Monday through Thursday)

8:00 - 9:00	Plato
9:00-10:00	1st period
10:05 - 11:05	2nd period
11:10 - 11:45	3rd Period SEL/Electives
11:45 - 12:20	Lunch
12:25-1:25	4th period
1:30-2:30	5th period

(Friday)

9-12:30 Required attendance

Appendix B

School Calendar

9/5 First Day of School
10/4 Count Day
10/12 Parent-Teacher Conferences (4:00 p.m.-6:00 p.m.)
10/19 Picture Day
11/23-24 Thanksgiving Break (No School)
11/24 End of Term 1
11/27-12/1 Planning Week (No Students)
12/4 Term 2 Begins
12/20-1/2 Winter Break
1/3 School Resumes
1/18 Parent-Teacher Conferences (4:00 p.m.-6:00 p.m.)
2/7 Count Day
3/1 End of Term 2
3/4 Planning Week (No Students)
3/11 Term 3 Begins
3/22-3/29 Spring Break
4/1 School Resumes
5/9 Parent-Teacher Conferences (4:00 p.m.-6:00 p.m.)
5/23 Graduation
5/27 Memorial Day No School
6/7 Last Day of School

Appendix C

Gateway to Success Academy Board of Education

Margaret Mitchell - President

Jack Provencal - Vice President

Karen Haldeman - Secretary

Wayne Brown - Treasurer

Jamie Healy - Board Member

Karl Schrupf - Board Member

Robert Watkins - Board Member

Appendix D

Community Support Services

~ JoEllen Healy ~

joellen@g2sacademy.net

(231) 845-0922

➤ Student Support Services

- Assisting our students in need
- Including basic supplies
 - Food, clothing, personal care items & school supplies

Kerry Newberg- McKinney-Vento

knewberg@g2sacademy.net

231-845-0922

➤ McKinney-Vento

- **Assisting our students living in transitional housing or homeless situations**
 - **Free, appropriate public education**
 - **Immediate enrollment in School**
 - **Enroll in school & attend classes while the school gathers needed documents**
 - **Transportation assistance to & from school, jobs and/or medical appointments**
 - **Educational services comparable to those provided to other students, according to your child's needs**

HANDBOOK AWARENESS STATEMENT

My signature below indicates that I have received and read the Gateway to Success Academy 2023-2024 Student Handbook.

STUDENT'S NAME (Print) _____

STUDENT'S SIGNATURE _____ DATE _____

PARENT'S SIGNATURE _____ DATE _____

Parents should inform the school of any changes in residence, custody, home phone, work phone, and emergency telephone numbers.

The handbook will be emailed to all students and parents and confirmation that you have reviewed the contents can be done by responding “yes” to the email. This replaces the need to sign the Handbook Awareness Statement above and signifies you have received and read the Gateway to Success Academy 2023-2024 Student Handbook. Confirmation is important, so please take the time to respond. If it is easier, you can also sign the Handbook Awareness Statement above and mail it to the G2S office.