



# **Grass Lake Middle School**

**Student Handbook 2020-2021**

**Grass Lake Middle School  
1000 Grass Lake Rd.  
Grass Lake, Michigan 49240  
Telephone: (517) 867-5550  
Fax: (517) 522-4775  
Website: [www.grasslakeschools.com](http://www.grasslakeschools.com)**

**Superintendent: Dr. Ryle Kiser  
Principal: Jeanene Byerly  
Secretary: Kim Brown**

*The mission of Grass Lake Middle School is to cooperatively guide students through the transitional years in a safe, positive environment by developing character and challenging students to achieve academic success on the path toward high school.*

## LEADERSHIP VALUES AND GRADES

It is expected that our students will put into practice the following character values that are essential for GLMS to be an environment where students conduct themselves in an orderly manner, where student and school property is protected, and where students feel safe.

These expectations acknowledge positive accomplishments of our students in the areas of academics and leadership. Behavior has a direct impact on student's learning and academic success. Receiving a C in leadership could result in the loss of privileges, receiving a D will result in a loss of privileges. These privileges will include, but are not limited to: dances, activity nights, assemblies, field trips, etc...

**A** – Student is here to get a great education by doing his/her best and helping to create a positive school climate. This is demonstrated by **consistently** following school and classroom rules, showing respect and kindness, actively contributing and coming prepared to class, doing classwork and homework, following the technology rules and protocols, and using class time wisely, as well as following the above Leadership Values.

**B**– Student is here to learn which is demonstrated by **usually** following school and classroom rules, showing respect and kindness, actively contributing and coming to class prepared, doing classwork and homework, following the technology rules and protocols, and using class time wisely, as well as following the above Leadership Values.

**C** – Student is here to socialize and learn which is demonstrated by **inconsistently** following school and classroom rules, showing respect and kindness, contributing and coming prepared to class, doing classwork and homework, following the technology rules and protocols, and using class time wisely and student may accumulate Discipline Logs.

**D**- Student is here to socialize and works only when forced to. This is demonstrated by **rarely** following school and classroom rules, showing respect and kindness, contributing and coming prepared to class, doing classwork and homework, following the technology rules and protocols, and using class time wisely or students may accumulate multiple and/or severe Discipline Logs.

## CODE OF CONDUCT

### Activities

Activity nights, dances, and athletic events will be held periodically throughout the school year. Participation in activity nights and dances is limited to current GLMS students. Students must be in attendance throughout the entire school day on the day of the event to participate. Exceptions will be made for pre-arranged and documented appointments, for funerals, or school-sponsored activities. Approval to participate must be secured through the principal's office. Late pick-ups may result in the loss of activity privileges. Any field trip or after school activity may only be attended by students who are receiving a C or better in Leadership.

### After-School Activities

Students need to be with a teacher or coach for all after school activities. All non-supervised students must exit the building within 10 minutes after the dismissal bell.

### Assemblies

Expectations for students in assemblies are sitting in designated area as told by the teacher, courtesy towards guest speakers, participants, and fellow audience members. If a student is asked to leave the assembly, he/she should report to the office and may miss future assemblies.

### Attendance

The first bell rings at 7:35 – Students are released to go to lockers

· Tardy bell rings at 7:40 – Students should be IN their classrooms ready to work.

- If a student is ill or will be absent, parents must call the office before 8 AM at 867-5550.
- The accumulation of ten or more absences or tardies per period per year may result in sanctions and a referral to the County Attendance Officer.
- Excused absences, which the student must make up missed work, include:
  - Student illness.
  - Funeral.
  - Medical/legal appointments – a signed statement from the doctor, dentist, etc... is needed.
- Unexcused absences include being too tired, staying home to babysit, overslept, missed bus, weather, excessively called in sick without doctor's notes.
- Suspensions
  1. Student must make up all work during an absence caused by a suspension.
  2. Student is not allowed on school or district property during a suspension.

All absences or tardies will count toward a student's ten allotted absences in a year..

- We will block (consider one occurrence) up to five (5) days for a vacation absence one time during a semester. After five days, each vacation day will be an additional absence.
- Homework requests are granted for students absent two (2) or more days. Requests require a 24-hour notice. Please call the school secretary at 867-5550 to make arrangements. Students should look for assignments posted on schoology and stay caught up with as much as they can using technology while they are out. A student has the same number of days to make up work after an absence as the number of days they were absent.
- For award purposes, perfect attendance means no absences or tardies.

### **Tardies**

Will be charged if a student is up to 10 minutes late to their first class of the day (more than 10 minutes late will be considered an absence), or up to five (5) minutes late to any period after that (more than five (5) minutes late will be considered an absence). The accumulation of three (3) or more tardies to a single class in a marking period may result in a detention.

### **Counseling**

To talk to our counselor, students must request an appointment in the office and a time will be set up. We share our Social Worker with the elementary, so it may take a day or two to get to the appointment.

### **Communication**

PowerSchool is the software system we use for grading purposes; teachers update their gradebooks weekly. Parents and students will receive login information from the school at the beginning of the year. You will be able to access PowerSchool from the school district's website, [www.grasslakeschools.com](http://www.grasslakeschools.com). Schoology is the learning management system we use for assignments and communicating with students. The grading aspect in schoology may/may not be utilized by teachers and will be reflective of assignment grades only. Powerschool will continue to be used by parents/students as the source for checking on final course grades. You will also find a staff directory at this website. Please check this site often to keep track of your child's progress.

### **Dress Code**

- All dress code issues are subject to administrator's discretion.
- Students' dress and grooming shall be appropriate, clean and neat and not interfere with learning.
- Skirts and shorts must extend beyond the fingertips when the student extends their arms down and no holes evident above this area.
- All pants must be worn at the waist. No sagging or low-riding.
- See-through clothing is not allowed.
- All tops must have sleeves.
- Low-cut shirts and bare midriffs are not allowed.
- Hats and hoods are not to be worn during the school day.
- Clothing deemed mutilated (badly torn, excessive rips or holes) is not allowed.
- Clothing that show substances and weapons that are illegal for teens (drugs, alcohol, tobacco and guns and knives, etc...) or that is otherwise inappropriate (sex, profanity, symbols that may be considered racist or offensive, etc.) may not be worn.

- Coats that are intended for outdoor use should be kept in the locker and may not be worn in school.
- Pajama tops and/or bottoms, and/or slippers may not be worn in school.

Students whose attire does not comply with the above standards or is disruptive to the educational process shall be directed to correct the situation or call home for acceptable attire. Repeat offenders will be subject to the school disciplinary process for insubordination.

**Directory Information**

Every year the Superintendent shall provide public notice to students and their parents of its intent to make available, upon request, certain information known as “directory information”: a student’s name; address; date and place of birth; major field of study; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; awards received; or any other information which would not generally be considered harmful or an invasion of privacy, if disclosed.

Parents and eligible students may refuse to allow the District to disclose any or all of such “directory information” upon written notification to the District within fifteen (15) days after receipt of the District’s public notice.

**Discipline**

GLMS believes that responsible behavior is necessary for success in school.

Behavioral Offenses are classified into three categories stipulating the severity of offenses that carry with them appropriate consequences. Offenses are defined below with appropriate categories listed.

- Level 1: Misconduct
- Level 2: More Serious Offenses
- Level 3: Dangerous and Illicit Substances

**Level 1**

Cheating  
 Confrontation  
 Disrespect  
 Disruptive behavior  
 Dress code violation  
 Indecency  
 Leaving class without permission  
 Plagiarism  
 Theft or possession of stolen property  
 Unauthorized use of school equipment  
 Violation of Classroom rules

**Level 2**

Insubordination  
 Obscenity/profanity  
 Skipped Detention  
 Bullying  
 Food Fight  
 Forgery

**Level 3**

Fighting  
 Drug use  
 Falsifying School Records  
 Use/poss. of tobacco, vape, alcohol  
 Use/possession of weapons  
 Harassment  
 Sexual harassment  
 Provocation  
 Vandalism  
 Verbal Assault  
 Assembly misbehavior

Consequences for the above choices include the following. Students must be aware that repeat offenders will be handled more severely:

- Parental contacts
- Counseling
- Lunch detentions
- Before or After school detentions
- In-School Suspension (ISS)
- Exclusion from school activities
- Contact Legal Authorities
- Student placed on probation. Any violation of discipline policy could result in expulsion
- Out-of-School Suspensions (OSS) for up to 10 days
- Expulsion from school (Must be approved by Board of Education)

All of the above consequences can be assigned by the administration.

Lunch detentions can be assigned by teachers for various reasons including, but not limited to: tardies, being unprepared for class, missing work, and other minor misbehavior. Teachers may also use before or after-school detentions, parent calls,

parent meetings, and other strategies to help instill responsible behavior.

Out-of-School Suspensions also result in the loss of privileges to attend or participate in after-school activities, including but not limited to sports and activities. Students who have been suspended are not allowed on school or district property during their suspension.

### Behavioral Offense Definitions

- ALCOHOL/ USE/POSSESSION – Possession or use of alcohol by students is a deterrent to learning, disruptive, and detrimental to the health and safety of our students.
- ASSEMBLY MISCONDUCT - inappropriate behavior at assemblies. Know your assembly rules. You may lose the privilege of attending future assemblies if you misbehave.
- ASSAULT (Physical) – Intentionally causing or attempting to cause physical harm to another through physical force.
- ASSAULT (Verbal) – Any statement or act, oral or written, which can cause another person apprehension or danger of bodily harm.
- BOMB THREAT – Any verbal or written communication that indicates that any incendiary/explosive device will/may be located and/or detonated on school property or at school sponsored events.
- BULLYING – Repeated behavior designed to torment another individual through name calling, verbal teasing or threats, or through physical threats. This type of behavior may include subjecting another person to insults, taunts, or challenges, which are intended to intimidate or provoke an adverse response.
- CHEATING – Copying another student’s work or doing someone else’s work.
- CONFRONTATION – A verbal exchange of hostilities.
- DISRESPECT - disrespectful behavior, including speech, tone, or gestures towards school personnel.
- DISRUPTIVE BEHAVIOR- Behavior that disrupts the educational process of other students in the classroom or on school grounds.
- DRESS CODE - Refer to dress code policy. Any items not included are at the discretion of building staff/administration.
- DRUG AND MEDICATION USE – All authorized medication must be kept in the Office and be dispersed only by authorized school personnel. Use or the possession of any medicines, drugs, and drug paraphernalia, narcotics, tobacco, vapes or “look a like” substances.
- FIGHTING - willfully engaging in physical contact, such as hitting, pushing, or grabbing with the intent to cause discomfort or harm.
- FOOD FIGHT - Planned or spontaneous action of throwing food during lunch period or other school functions by an individual or group.
- FORGERY - falsifying school forms or signatures of teachers, school officials, or parents.
- HARASSMENT - threatening, taunting, or provoking with verbally abusive language or behavior. This includes unwelcome sexual advances, sexual remarks, physical contact, racial slurs, or any verbal or physical action that creates a hostile, intimidating, or offensive learning environment.

- INDECENCY - The act of engaging in conduct that is contrary to commonly recognized standards or propriety, behavior and morality.
- IN SCHOOL SUSPENSION (ISS) - Administrator's decision to remove a student from his/her daily academic schedule.
- INSUBORDINATION - refusal to obey a clear and reasonable directive from a teacher or school personnel, both in and out of the classroom.
- OBSCENITY - inappropriate language or obscene behavior in school or at school sponsored events.
- OFF-LIMITS - being on parts of the school grounds designated as off-limits.
- PLAGIARISM - passing off another person's work as your own (includes copying from another student, the Internet, or a book).
- POSSESSION OF A WEAPON - this includes any object capable of causing injury, or any object that looks like a weapon.
  - The district follows the State of Michigan's Weapons Free School Law. Weapons are considered to be any object capable of causing injury, or an object being used in a threatening manner. Students found to be in violation of this law will be suspended and/or subject to expulsion by the School Board, and the police will be contacted.
  - Do not bring or have in your possession any object that would be classified as a weapon. For purposes of this policy, a dangerous weapon is defined as a "firearm, dagger, dirk, stiletto, knife, pocket knife, iron bar, or brass knuckles" or other devices designed to or likely to inflict bodily harm, including, but not limited to, air guns and explosive devices.
- POSSESSION/USE/SALE OF TOBACCO/VAPE PRODUCTS - All district buildings are considered smoke free. Violators will be subjected to criminal misdemeanor penalty punishable by a fine. The legislation affects all persons-students, employees and visitors. Students 18 or older may not use or possess tobacco or any tobacco products on school grounds or at any school sponsored event at any time. Smoking paraphernalia will be treated the same under the policy.
- PROVOCATION - Any words or acts that encourage acts of violence, insubordination, assault, or unruliness that interferes with the education of others.
- PUBLIC DISPLAYS OF AFFECTION – this includes: kissing, or embracing.
- SKIPPING - being more than 5 minutes late to class without permission is considered skipping.
- SKIPPING DETENTION - Unexcused absence of an assigned teacher or administrator detention.
- THEFT OR POSSESSION OF STOLEN PROPERTY - The act of taking, possessing, or acquiring the property of others without their consent.
- UNAUTHORIZED USE OF SCHOOL EQUIPMENT - Use of school equipment without staff or administration approval.
- VANDALISM - The willful or malicious destruction or defacing of school property or the property of others. This includes but is not limited to writing on desks, lockers, bathroom stall walls, bulletin boards.

**Students who are repeat offenders may be subject to elevated consequences and/or suspension. All disciplinary issues are subject to administrator's discretion.**

**Discipline Notification Procedure:**

Staff may fill out a Conduct Report form when a student misbehaves. This form will be sent home for a parent or guardian signature and need to be turned in the next day. An email notification may be used instead. A log entry will also be put in Power School.

### **Electronic Devices**

Cell phones, tablets, or other personal electronic devices ARE NOT allowed to be in the classrooms, hallways, during lunch. At all times, the use of audio, photographic or video recording capacity of any electronic device is prohibited in locker rooms, cafeteria and in other areas where privacy is expected. There are times when staff give permission to students to use their device as long as they abide by the Responsible Use Agreement. If electronic devices are used at times when it is not allowed, they will be confiscated and turned into the office. The first time in a school year that a student has a device confiscated; it will be held in the office for student pick-up at the end of the day. The second and subsequent offense; a parent/guardian must pick up the device and progressive consequences will be given. Grass Lake Community Schools and its employees are not responsible for any electronic device that is misused, lost, damaged, or stolen.

### **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

- The right to inspect and review the student’s education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- The right to request the amendment of student’s education records that the parent or eligible student believes are inaccurate or misleading. The parent or eligible student may ask Grass Lake Community Schools to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
- In the view of the Michigan Dept. of Education, the “school record” includes a student’s disciplinary record, including any suspension or expulsion action against the student.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington D.C. 20202-4605.

### **Fire, Lock-Down, and Tornado Drills**

The school complies with all fire safety laws and will conduct fire 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 and reentry into the building. Tornado drills will be conducted during the tornado season using the procedures provided by the State. Lock-Down drills are conducted in accordance with Jackson County Office of the Sheriff.

**First Aid or Illness**

If any student is injured or too ill to remain in school, he or she will be directed to the office by the nearest teacher and a parent will be called.

**Food/Lunch Program**

Grass Lake Community School provides a nutritious breakfast and lunch program daily. For Lunch our program offers two meal choices and a full salad bar as a third choice. All of our meal choices include fresh fruits, fresh vegetables and milk with the requirement to take at least one serving of a fruit or vegetable and a milk. Grass Lake Middle School also provides a breakfast program every morning except on delayed start days. There is assistance through the Federal Government for free or reduced priced breakfast and lunch. Please contact the building office for more information. All inquiries are kept confidential.

Prices for our Middle School program are as follows:

Student lunch : \$3.00	Student breakfast : \$1.65
Reduced price lunch : \$.40 cents	Reduced price breakfast : \$.30 cents
Extra Milk : \$.65 cents	Extra Milk : \$.65 cents

Students may purchase lunch and breakfast through the Meal Magic Accounting System that is set up for each student in our building. Parents can make daily, weekly, or monthly deposits into their student’s accounts. Checks are accepted (preferred) and should be made out to Grass Lake Community School. Deposits to lunch accounts may be made in the morning in the designated receptacle in the kitchen door. Due to the flow of the lunch lines during lunch, we prefer deposits to be dropped off by morning but can be given to cashier at lunch if necessary. To ensure that your student’s deposit is done correctly, please put it in a sealed envelope with your student’s full legal name and student ID number. Parents may also make credit card deposits through the PaySchools.com website located on the Grass Lake Schools, Middle Schools website. The link to PaySchools.com is located on the left hand side of the Middle School web page. Please note that payments through the PaySchool.com website will be deposited into the student’s account one business day after the purchase. Please be aware that it is up to the parent/student to keep track of funds left in a student’s account. For your convenience, you may view your child’s lunch account balance by going to the Food Service Department on the Grass Lake Community Schools Website and click on the web link provided there. This will allow you to view your child’s account balance at any time. If you have any questions regarding your student’s accounts, please contact the Food Service Director at 867-5597.

**Grievance Procedure**

If any person believes that Grass Lake Community Schools or any part of the school organization has inadequately applied the principles and/or regulations of Title IX or is in some way discriminatory on the basis of sex, he/she may bring forward a complaint, which shall be referred to as a grievance, to the Local Title IX coordinator at the following address:

Superintendent of Schools  
Grass Lake Community Schools  
899 South Union  
Grass Lake, MI 49240  
(517) 867-5540

The person who believes he/she has a valid basis for grievance shall discuss the grievance informally and on a verbal basis with the Local Title IX Coordinator, who shall in turn investigate the complaint and reply with an answer to the complaint within two (2) business days. If this reply is not acceptable to the complainant, he/she may initiate formal procedures according to the following steps:

Step 1 - A written statement of the grievance signed by the complainant shall be submitted to the Local Title IX Coordinator within five (5) business days of receipt of answers to the informal complaint. The Coordinator shall further investigate the matters of the grievance and reply in writing to the complainant within five (5) business days.



Step 2 - If the complainant remains unsatisfied, he or she may appeal through a signed, written statement to the Board of Education within five (5) business days of his or her receipt of the Superintendent's response in Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with concerned parties and their representative within fifteen (15) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) business days of this meeting.

Step 3 - If, at this point, the grievance has not been settled, further appeal may be made to the:  
Office of Civil Rights, Department of Health, Education, and Welfare  
Washington, D.C. 20201

### **Hallway Restrictions**

All students must have a classroom hall pass to be out of the classroom during class time and at lunch.

### **Homework Policy**

To be able to receive full credit, it is important that the assigned work be turned in on time. Late assignments will have a reduced grade and may even result in a 0 if not turned in based on each grade level's Late Work Policy.

### **Leaving School**

Students will be permitted to leave the middle school only if there is an emergency, extreme illness, or with parent/administration agreement. Parents or guardians must enter the office to physically sign their child out.

### **Limited Areas**

When students enter the building in the morning, they are to enter and move to the cafeteria (7/8<sup>th</sup> grade) or the 6<sup>th</sup> grade hallway (6<sup>th</sup> grade).

### **Lockers**

Every student at GLMS is issued a hall locker each year. Due to numbers, some students may be asked to share lockers. Lockers should not be switched or shared unless permission from the administration. Students must be responsible for keeping their locker clean and free of trash at all times. Lockers must be closed and locked when not in use. Failure to follow these guidelines could result in the loss of the privilege of having a locker available to you. GLMS will not be responsible for articles lost or stolen from lockers. A fee will be charged for damaged or for unclean lockers. Student lockers are the property of the district. School authorities for any reason may conduct periodic general inspections of lockers at any time, without notice, without student consent, and without a search warrant.

### **Lost and Found**

Lost and found items are turned into the office and placed on the table in the front foyer. All unclaimed clothes are donated to a local charity at the end of each quarter.

### **Lunch Rules**

Lunch is a time for students to relax and recharge for the afternoon. While in the cafeteria for lunch we expect that students will talk among themselves quietly, and follow basic guidelines of behavior that include:

- No running or chasing
- No throwing of food
- No popping of lunch materials, such as lunch bags, milk cartons, etc.
- No cutting in line
- Students will clean up after themselves
- Students must get permission and a pass to be able to leave the cafeteria for bathroom use or to visit the office

All food and drink will remain in the cafeteria area when students leave, except for unflavored water, which can be carried to the classroom.

### **Media Center**

Students may check out books for a period of three weeks. All materials checked out of the library must be returned to the Media Center by the due date. If a book or materials are lost or damaged beyond use, a replacement fee will be assessed and is the responsibility of the student. There is a limit of three books checked out at a time.

### **Medications**

Medications are to be presented to the office in original prescription bottles correctly labeled with specific information including child's name, dosage, name of doctor, and pharmacy. This includes all over-the-counter medications like aspirin or Tylenol, inhalers, and all prescription medications. Students may not share any medication with other students or staff. All students taking medications at school need to have a signed medication form, available from the office, on file with the office.

### **Physical Education**

Physical Education is an important aspect for students. All students taking physical education are expected to participate unless they have a medical excuse from a physician.

### **Cooperation Between Police and the School**

Cooperation between police and the school involves cases in which police request permission to question students during the school day or when police are called by the school to help in the questioning of students. Whenever it is necessary for the police to question a student, the following practices will be observed:

- The law officer must present reasonable evidence to the principal that questioning is necessary.
- The questioning will be in private in the office of the principal.
- The principal or his or her designee will be present during the questioning.
- Student records and communication remain confidential and will not be turned over to the police unless the student or parent gives permission for their use.
- Permission must be obtained from a parent or guardian before a student is removed from the school premises. The only exception to this relates to cases of felony or cases of misdemeanor committed in the presence of a law enforcement officer.

In the above cases, the school will inform the parent/guardian of the action immediately by telephone, if possible.

### **School Transportation**

The Grass Lake Community School District wants to operate its buses in a safe, efficient, and economical manner and needs to have the cooperation of school officials, parents, bus drivers, and students to attain this goal. Bus routes can be obtained by calling the transportation department at 867-5544.

### **Student Pick-Up and Delivery**

All bus traffic is contained on the east end of the building. Bus parking spaces must remain clear for pick-ups and deliveries. Parents dropping students off or picking them up are to only use the west parking lot. All unsupervised students must be picked up by 10 minutes after the dismissal bell.

### **Snow Days/School Cancellations**

Decisions to close school due to poor weather conditions will generally be made between 5:30 and 6 am. You should receive an automated call letting you know of school cancellations. Under certain circumstances school may be closed early and students sent home. These closings will also be announced on local TV and radio stations.

### **Sports Requirements**

Grass Lake Middle School has grade requirements for remaining eligible to participate in athletics. Details will be provided in athletic contracts. The Michigan High School Athletic Association requires that every student/athlete who participates MUST have a current completed physical form on file at the school to practice and play. Due to COVID, as long as a student has a physical on file for the 2019-20 school year, only a medical questionnaire will need to be completed. All students must be in school the entire day to participate after school unless the absence is accompanied by a note from a doctor or some other family emergency has occurred.

### **Telephone**

GLMS students are limited to using the office phone with permission from a staff member. The phone in the office is to be used to call a parent if a student is not feeling well or other times when it is deemed necessary by a staff member.

### **Textbooks, Chromebook, school supplies**

Students will receive and be responsible for any textbooks, Chromebook, calculator, and other school supplies given out. These will be checked each year for damages or loss. Fines will be assessed, if necessary.

### **Visitors**

Visitors are welcome in the school and need to check in at the office when entering the building. Student visitors from other schools are limited, and will only be allowed with prior notification and permission from the teachers and the principal.

### **Weather Emergencies**

From time to time, school must be delayed or closed due to weather-related or emergency conditions. Every attempt is made to make the decision before 6:30 a.m. On rare occasions school may be delayed for two hours. The following local stations will be contacted for announcements: WLNS TV 6, WILX TV 10, WSYM TV 47, and W4 Country 102.9 FM. In addition to TV and radio announcements, announcements will also be made through the school district's automated calling system, on our website at [www.grasslakeschools.com](http://www.grasslakeschools.com), on our Facebook page at [www.facebook.com/GrassLakeCS](http://www.facebook.com/GrassLakeCS), and on Twitter at [twitter.com/grasslakecs](http://twitter.com/grasslakecs). In the event of a tornado warning, school will not be dismissed, and children will be requested to stay at school and take cover. Unless the administration is reasonably certain that children can be transported home safely, there will be no attempt to do so transport until the warning is lifted. In the event of other severe weather warning or conditions, such as power outages, the superintendent's office shall make a decision regarding the dismissal or retention of students.

### **Wellness Policy**

Grass Lake Community Schools has adopted a Wellness Policy to promote the health and academic performance of our students. In keeping with the intent of this policy, possession or use of "energy" drinks by students is prohibited at Grass Lake Middle School.

### **Crisis Counseling for Teens and Parents**

#### **ALCOHOL/DRUG ABUSE**

Alcoholics Anonymous	517-789-8883
Henry Ford Allegiance Substance Abuse Services	517-205-2732
Henry Ford Addiction Recovery Center	517-205-4001

#### **COUNSELING/MENTAL HEALTH**

Chelsea Outpatient Mental Health	734-593-6000
Family Services and Children's Aid	517-787-7920
Lifeways Community Mental Health	517-780-3332
The Child and Parent Center	517-788-4445
U of M Child/Adolescent Psychiatry	800-525-5188

#### **CRISIS ASSISTANCE**

Child Abuse and Neglect Hotline	800-422-4453
Domestic Violence Helpline	800-799-7233
Aware, Inc. Domestic Violence and Sexual Assault	517-783-2861
National Eating Disorders Association	800-931-2237
Suicide Lifeline/Hope Line	800-273-TALK
Parent Help Line	855-427-2736
Runaway Hotline/Teen Assistance	800-621-4000
Self Harm Information Line	800-DON'T CUT
Trevor Project (LGBTQ)	866-488-7386
OK2Say Student Safety Hotline	855-565-2729

#### **HEALTH CARE**

Jackson County Health Department	517-788-4420
Planned Parenthood	800-230-7526
Non-Emergency Help (24/7)	517-789-1211

#### **MENTAL HEALTH**

Community Mental Health	800-284-8288
Henry Ford Allegiance Mental Health	517-789-5971



## Grass Lake Fight Song

There's a town that's known as Grass Lake  
There's a high school known to all  
Their specialty is learning,  
But those Warriors can play ball.  
Grass Lake teams are seldom beaten;  
All through the game they fight;  
Fight for the only colors, blue and white.

Smash right through that team go through  
Watch the points keep growing.  
Grass Lake teams are bound to win  
They're fighting with a vim, Rah, Rah, Rah!  
See that team is weakening;  
We're going to win this game!  
**Fight, Fight, come on team Fight!**  
Victory for Grass Lake High!