

LOHS HANDBOOK CHANGES - 2020-2021

Pages numbers reference the 2019-20 LOHS handbook.

All dates in the handbook are updated to the 2020-21 school year.

Cover Page – change <https://www.lakeorionschools.org/high-school-home> to www.LakeOrionSchools.org/LOHS

Page 6 – under Administration - change Shawn Durso to Gretchen Hynes

Page 6 – under Central Office Administration – change Marion Ginopolis to TBD

Page 9 – under Time Schedule change to the following:

2020/2021 - TIME SCHEDULE

Monday –Tuesday -Thursday - Friday

Warning Bell	7:25
First Hour	7:30 - 9:04
1A	7:30 - 8:16
1B	8:21 - 9:04
Second Hour	9:10 - 10:42
2A	9:10 - 9:53
2B	9:58 - 10:42
Third Hour	10:48 - 12:48
“A” Lunch	10:48 - 11:13
Class	11:18 - 12:48
3A	11:18 - 12:00
3B	12:05 - 12:48
Class	10:48 - 11:19
“B” Lunch	11:19 - 11:44
Class	11:49 - 12:48
Class	10:48 - 11:48
“C” Lunch	11:48 - 12:13
Class	12:18 - 12:48
Class	10:48 - 12:20
“D” Lunch	12:20 - 12:48
Fourth Hour	12:54 - 2:35
4A	12:54 - 1:47
4B	1:52 - 2:35

Fourth hour includes time for Channel One and LO-AM announcements.

Wednesday (Professional Development Day)

Warning Bell	9:35
First Hour	9:40 – 10:50
1A	9:40 – 10:13
1B	10:18 – 10:50
Second Hour	10:56 – 12:04
2A	10:56 - 11:28
2B	11:33 - 12:04
Third Hour	12:10 – 1:19
3A	12:10 - 12:42
3B	12:47 - 1:19
Fourth Hour	1:25 – 2:35
4A	1:25 - 1:58
4B	2:03 - 2:35

School hours are from 7am until 3 pm. Students in the building before or after school hours must be accompanied by an adult supervisor and must remain in approved locations.

** **Homeroom & 1/2 Day Schedule Available Online***

Page 16 – under No Credit – second paragraph, eliminate the words: a counselor or

From:

If a student is failing at the time of the withdrawal, he/she will receive an "E." Before an "NC" grade can be assigned, it MUST be authorized by a counselor or an administrator.

To:

If a student is failing at the time of the withdrawal, he/she will receive an "E." Before an "NC" grade can be assigned, it MUST be authorized by an administrator.

Page 33 – under Attendance/Student Responsibilities, bullet 3 – change the words:

From: through the Attendance Office

To: with attendance personnel

Page 22 – under Oakland Activities Association Membership, delete the following schools:

Harrison and Hazel Park

Page 22 – under Pay to Participate – add in the bolded area – Mountain Biking

Page 22 – under Sports Offered – add Mountain Biking

Page 22 – under Sports Offered – 2nd section add Mountain Biking and in the last sentence change the word urged to encouraged:

From:

All students are urged to take part in the different athletic activities sponsored by the school.

To:

All students are encouraged to take part in the different athletic activities sponsored by the school.

Page 29 – under Physical Examination change the entire paragraph:

From:

Each student athlete must have a physical examination by a physician certifying that the student is physically able to compete in athletics. This physical must take place on **April 15** or later in order to be valid for the current school year. **A student shall not participate in any practice sessions or athletic contests until a complete physical examination form has been turned into the Athletic Director's office.**

If there is a question at any time as to the fitness of the athlete to continue to perform on a team, the school will require another physical examination and the parents' written approval for their son/daughter to participate.

To:

Each student athlete must have a physical examination by a physician certifying that the student is physically able to compete in athletics. This physical must take place on **April 15** or later in order to be valid for the current school year. A parent or guardian and the student athlete must enroll on Final Forms, the student information system used by the athletic department. Final Forms registration can be done at <http://lakeorion-mi.finalforms.com> or the site can be accessed through the Lake Orion Community Schools website on the Athletics page. **A student shall not participate in any practice sessions or athletic contests until a complete physical examination form has been turned into the Athletic Director's Office and Final Forms Registration has been completed.**

If there is a question at any time as to the fitness of the athlete to continue to perform on a team, the school will require another physical examination and the parents' written approval for their son/daughter to participate.

Page 34 – under Consequences for Tardies add the sentence:

Missed/skipped consequences will result in additional consequences.

Also, change the following:

From:

- First Tardy = Warning
- Second Tardy = Warning
- Third Tardy = Parent/Guardian email notification
- Fourth Tardy = 30 Minute detention with Parent/Guardian email notification

To:

- First Tardy = Warning with parent/guardian notification
- Second Tardy = Warning with parent/guardian notification
- Third Tardy = Warning with parent/guardian email notification
- Fourth Tardy = Warning with parent/guardian email notification

Also, change the following bullets. Add an additional 8th bullet.

From:

- Fifth Tardy = 30 minutes detention with parent/guardian email notification
- Sixth Tardy = 60 minute detention with parent/guardian email notification
- Seventh Tardy = 60 minute detention with parent/guardian email notification

To:

- Fourth Tardy = Warning with parent/guardian email notification
- Fifth Tardy = 60 minute detention with parent/guardian email notification
- Sixth Tardy = 60 minute detention with parent/guardian email notification
- Seventh Tardy = 2-hour detention with parent/guardian email notification
- Eighth or more Tardies = 2-hour detention with parent/guardian contact and student meeting with administrator

Page 34 – under section Consequences for Tardies change:

From: (delete)

Students who receive their eighth (8) or more tardy will see their assigned administrator for disciplinary action. The consequences

To:

Additional tardies could result in consequences that could include but not limited to: additional detentions, parking privileges suspended, In School Suspensions (ISS), or Out of School Suspensions (OSS).

Page 38 – under Lockers change the first sentence:

From: Lockers are furnished to students, but remain the property of Lake Orion Schools.

To: Lockers are furnished to students on an as-needed basis, but remain the property of Lake Orion Schools

Page 42 – under Telephones remove the first sentence.

Cell phones may be used during the school day when the student is not in class or at a school assembly.

Page 44 – under Counseling and Guidance Services change:

From:

Counseling 1 (A-Led)

Counseling 2 (Lee – Z)

To:

Counseling 1 (A-Z)

Counseling 2/Student Services

Page 46 under College Representative, #1 change:

From:

1. The dates and times of the college representative visits will be posted on the school website under “Counseling”. Interested students must sign up in advance on “sign Up Genius” on the high school website.

To:

1. The dates and times of the college representative visits will be posted on the school website under “Counseling”. Interested students must sign up in advance by completing the appropriate hyperlinked survey.

Also, change # 2:

From:

2. Many colleges conduct on-site admissions at the high school. Dates for on-site admissions will be posted on the high school website under “Counseling”. Interested students must sign up in advance on “sign Up Genius” on the high school website.

To:

2. Select colleges offer on-site admissions during their visits to LOHS. Institutions that conduct on-site admissions will be indicated on the corresponding sign-up schedule posted under the “Counseling” webpage. Interested students must complete the corresponding survey to become eligible.

Page 47 – under Testing Information add:

CLEP – College Level Examination Program (CLEP) is a proficiency test that provides students with a proficiency test that provides students with an opportunity to earn college credit. CLEP testing is administered at LOHS and is offered to students in specific, upper-level classes which provide substantial preparation.

Page 48 – under Scheduling last paragraph, last sentence change the date:

From: June 12th

To: made by the last Wednesday of the school year.

Page 48 – under Schedule Changes change in the first paragraph, last sentence:

From:

Therefore, **changes will only be made within the first 3 days of the term, when the following conditions exist:**

To:

Therefore, **changes will only be made within the first week of the term, when the following conditions exist:**

Page 48 – under Graduation Requirements, Service Learning add at the end of the paragraph:

For students who do not intend to walk at graduation, Service Learning hours must be satisfactorily completed prior to the end of the academic year to be granted their diploma or for academic records to be released.

Page 56 – under Cafeteria/Lunchroom Expectations: (1-8) delete First – Third Offense completely.

- **First Offense:** Parent/Guardian contact, detention, or a lunch detention which may include cleaning of the lunchroom.
- **Second Offense:** Parent/Guardian contact, detention, or a lunch detention, parent conference, possible removal from the cafeteria until a parent conference.
- **Third Offense:** Parent/Guardian contact, 1 day of out of school suspension and parent conference, possible removal from the cafeteria until a parent conference.

Page 56 - under the title Cell Phones and Personal Technology Devices remove the word Personal in the title.

To: Cell Phones and Technology Devices

Page 56 – under the Cell Phones and Technology Devices first bullet change Discipline consequence:

From: Discipline consequence – 2-hour detention

To: Discipline consequence – 1-hour detention and/or 2 hour detention.

Page 56 – under the Cell Phones and Technology Devices second bullet change Discipline consequence:

From:

- Discipline consequence: Suspension of device, and/or 1 day suspension.

To:

- Discipline consequence: Suspension of device, and/or 2 hour detention

Page 56 – under Cell Phones and Technology Devices change third bullet:

From: Discipline consequence: 2 or more days suspension.

To: Discipline consequence: 1 or more days of suspension and/or suspension of device

Page 56 under Student Acceptable Use Agreement (Technology) add the word District to the title.

To: Student Acceptable Use Agreement (District Technology)

Page 60 under Disruptive Behavior change demerit points and also on page 68.

From: (2-8 points)

To: (2-16 points)

Page 60 under Distributive Behavior delete First, Second and Third Offense.

Delete:

- **First Offense:** Parent/Guardian contact and detention.
- **Second Offense:** Parent/Guardian contact and two detentions.
- **Third Offense:** Parent/Guardian contact and 1 day out of school suspension.

Page 61 – under Dress Code, please change this entire section:

From:

DRESS CODE: (1 point)

It is the **policy of the School Board** that building administration shall make the final determination on the appropriateness of dress and what actions will be taken in each individual case depending upon specific circumstances. Decisions will be made by the school administrator on the basis of health, safety, and whether the attire is disruptive to school routine. If a student's attire does not meet these requirements, he/she shall be referred to the administration. The student may be sent home, with parent contact, to change his/her clothes before returning to class, asked to modify his/her attire in some way in school, or be excluded from classes for the day if a change of attire is not possible.

As a frame of reference, the following standards shall be in operation:

1. Coats/hats/bandanas may not be worn or carried into classrooms.
2. Inappropriate language/signs/symbols worn on clothing shall be prohibited. This shall include, but not be limited to, any message or image, which expresses profane or obscene language or which makes derogatory comments regarding any race, creed, religion or national origin, and any material which encourages illegal substance use/abuse, and/or violence; or any clothing that disrupts the school environment.
3. Bare midriffs, halter-tops, tube tops, tank tops, cutout backs, and other dresses deemed unacceptable by faculty are not acceptable. When wearing sleeveless tops, straps should be at least two inches in width, closely fitted to the arm and shoulder with no undergarments exposed. All shirts, dresses, and blouses **MUST** cover to the waist, prohibiting midriff skin from showing while standing.
4. A student's chest and buttocks must be covered, and the wearing of provocative clothing that exposes or highlights these areas is unacceptable.
5. The length of shorts and skirts must be mid-thigh length or longer (at least to fingertips). Any rips or holes in clothing must be below fingertip-length and not expose the chest, buttocks, etc.
6. Pants, shorts and skirts must be worn in a manner in which no undergarment, or lack of, is exposed.
7. Pajama tops, bottoms, blankets, slippers, or any attire deemed by administration to be nightwear is not permitted.
8. **Any dress is subject to review by the building administrator or his/her designee.**
9. Dress which is not conducive to a professional learning environment is subject to review by the building administrator and/or his/her designee.
10. Dress which is deemed to be detrimental to the student (i.e. non-prescription sunglasses worn indoors) will be prohibited.
11. Shoes **MUST** be worn at all times.
12. Any class, student sub-population (i.e. seniors) or group associated with Lake Orion Community High School, designing or ordering any clothing, hats, etc. for distribution and/or sale, must have prior administrative approval of style and design.

REVISIONS - (passed by the Board of Education June 14, 1995)

The Lake Orion Schools dress code revisions starting in the fall of 1995 **prohibit** the following items:

- a. All gang-identifying symbols, chains, and other items determined by the administration to be unsafe, illegal, or inappropriate for school.
- b. Inappropriately worn clothing, i.e., pants or shorts worn below the waistline.

- c. Coats, hats, and other head covering worn or carried in school during school hours, (except when articles are carried to and from student lockers) without the explicit permission of the administration.

School Board Interpretation: Coats may be worn and hats carried to and from lockers upon entering and leaving school. **Hats and coats must be left in lockers until the end of the school day.**

To:

DRESS CODE: (1 point)

It is the **policy of the** Board of Education that building administration shall make the final determination on the appropriateness of attire and what actions will be taken in each individual case depending upon specific circumstances. Decisions will be made by the school administrator on the basis of health, safety, security, and whether the attire is disruptive to school routine. If a student's attire does not meet these requirements, he/she shall be referred to the administration. The student may be sent home, with parent contact, to change his/her clothes before returning to class, asked to modify his/her attire in some way in school, or be excluded from classes for the day if a change of attire is not possible.

1. HEAD AND EYE COVERINGS

Coats, hats, bandanas, do-rags, sunglasses, or any other item that covers or obscures the head or eyes (excluding for medical or religious reasons) may not be worn indoors during the school day.

2. LANGUAGE AND IMAGES:

Inappropriate language, signs, symbols, or images worn on clothing shall be prohibited. This shall include, but not be limited to, any message or image, which expresses profanity or obscenity, or which makes derogatory comments or implications regarding any race, creed, religion, sexual orientation, gender identity, or national origin, all gang-identifying symbols, chains, and other items determined by the administration to be unsafe, illegal, or inappropriate for school, and any material which encourages illegal substance use/abuse, and/or violence; or any attire that disrupts the school environment.

3. CLOTHING FIT AND COVERAGE

Attire must be worn in such a manner that is appropriate to a professional educational environment.

Bare midriffs, halter-tops, tube tops, tank tops, cutout backs, and other attire deemed unacceptable by administration are prohibited

When wearing sleeveless tops, thin "spaghetti" straps are prohibited, and undergarments (including straps/bands) should not be visible.

All shirts, dresses, and blouses must cover to the waist, prohibiting torso skin from showing.

Inappropriately worn clothing, i.e., pants or shorts worn below the waistline, is prohibited.

A student's chest, buttocks, and torso must be covered, and the wearing of provocative clothing that exposes or highlights these areas is prohibited.

The length of shorts and skirts must be mid-thigh length or longer (at least to fingertips). Any rips or holes in clothing must be below fingertip-length and not expose the chest, buttocks, torso, etc.

4. NIGHTWEAR/SHOES

Pajamas, blankets, slippers, or any attire deemed by administration to be nightwear is not permitted. Shoes must be worn at all times.

5. CLOTHING SALES AND DISTRIBUTION

Any class, student sub-population (i.e. seniors), or group associated with Lake Orion High School that designs any clothing, hats, etc. for distribution and/or sale, must have prior administrative approval of style and design.

Any student attire is subject to review by the building administrator or his/her designee

Page 55 – under Academic Misconduct – bullets in this section bold first offense and second offense

Page 55 – under Arson – Any offense: first bullet remove the word possible.

Page 63 under Food and Drink: please add the following at the end of the paragraph.

Add:

Students may not accept food deliveries during class or passing time, or as determined by administration.

Page 63 under Forgery (written or verbal) – change demerit points:

From: 7-8 points

To: 4- 8 points

Page 63 under Harassment/Peer Mistreatment/Bullying first sentence add the word: cyberbullying.

From:

Any unwelcome verbal (taunting, name calling, verbal assault, etc.), non-verbal, physical, digital or written behavior which intimidates individuals or groups on any basis, including: race, ethnic background, religion, gender, sexual orientation, national origin, or disability. (See Anti-Harassment Policy, page 75).

To:

Any unwelcome verbal (taunting, name calling, verbal assault, etc.), non-verbal, physical, digital, cyberbullying or written behavior which intimidates individuals or groups on any basis, including: race, ethnic background, religion, gender, sexual orientation, national origin, or disability.

Page 64 under Misconduct remove the first, second and third bullets.

Remove:

- **First Offense:** Parent/Guardian contact, 1-10 day out of school suspension, possible recommendation for long-term suspension or expulsion.
- **Second Offense:** Parent/Guardian contact, 3-10 day out of school suspension, possible recommendation for long term suspension or expulsion.
- **Third Offense:** Parent/Guardian contact, 5-10 day out of school suspension, possible recommendation for long-term suspension or expulsion.

Page 65 under Non School Nuisance Items change the demerit points from 2 to 2-16 also on page 68.

Page 65 under Excessive Public Display of Affection eliminate the word Excessive in the title:

To: Public Display of Affection

Page 65 under Theft eliminate all three bullets.

Eliminate:

- **First Offense:** Parent or guardian contact, 1-10 day out-of-school suspension.
- **Second Offense:** Parent of guardian contact, 3-10 day out-of-school suspension.
- **Third Offense:** Parent of guardian contact, 5-10 day out-of –school suspension.

Page 65 under Trespassing eliminate both bullets:

Eliminate:

- **First Offense:** Parent/Guardian contact, detention, or 1-10 day out of school suspension.
- **Each Offense after a first offense:** Parent/Guardian contact and 1-10 day out of school suspension

Page 67 under Dangerous Objects eliminate the bullet:

Eliminate:

- **Each offense:** Parent/Guardian contact, 1-10 day out of school suspension; possible recommendation for long-term suspension or expulsion.

Page 80 under the title Family Educational Rights and Privacy Act of 1974 under # 12 please add the following:

Under the Child Protective Services Act, mandated reporters are required to report any suspicion of abuse or neglect to the appropriate authorities. The employees of Lake Orion Community Schools (LOCS) are considered mandated reporters, under this law. The employees of LOCS are not required to discuss their suspicions with parents prior to reporting the matter to the appropriate authorities, nor are they required to investigate the cause of any suspicious marks, behavior or condition prior to making a report. Under the Act, mandated reporters can be held criminally responsible if they fail to report suspected abuse or neglect. We at LOCS take this responsibility very seriously and will make all warranted reports to the appropriate authorities. The Child Protective Services Act is designed to protect the welfare and best interest of all children.

As mandated reporters, the staff of LOCS cannot be held liable for reports made to Child Protective Services which are determined to be unfounded, provided the report was made in "good faith."