



*Regular
Board Meeting*

Board Room

July 15, 2024



Fruitport Community Schools
BOARD OF EDUCATION MEETING
Board Room
3255 E. Pontaluna Rd, Fruitport 49415
Monday, July 15, 2024 - 7:00 p.m.

I. CALL to ORDER

II. PLEDGE of ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF AGENDA

V. PRESENTATIONS

- a. Above and Beyond Recognition – Mindy and Brad (Transportation)

VI. COMMUNICATIONS

VII. SUPERINTENDENT/ADMINISTRATIVE REPORTS

- a. Facilities Assessment and Master Plan Update: Capital Bond Planning
- b. Veterans Memorial Display at Fruitport High School
- c. 2023-2024 Athletics End of Year Report

VIII. REMARKS FROM THE PUBLIC*

IX. CONSENT AGENDA

- 1. Approval of Bill Listing (attachment IX-1)

<u>Fund</u>	<u>Amount</u>
General Fund:	\$123,970.94
Other Funds:	
Early Childhood Center	\$264.06
Cooperative Education (ISD) – Tech Millage	\$153,917.00
Capital Projects – Bond (2021)	\$334,668.00
Total Bill List:	<u>\$612,820.00</u>

- 2. Acceptance of Monthly Financial Report (attachment IX-2)
- 3. Acceptance of Student Activity Summary Report (attachment IX-3)
- 4. Acceptance of Credit Card and Utilities Report (attachment IX-4)
- 5. Approval of Transfers and ACH Transactions Report (attachment IX-5)
- 6. Approval of Personnel Report (includes confirmation of new hires, resignations, retirees, and transfers) (attachment IX-6)
- 7. Approval of Special Meeting Minutes from June 24, 2024 (attachment IX-7)
- 8. Approval of Truth and Taxation Meeting Minutes from June 24, 2024 (attachment IX-8)
- 9. Approval of Organizational Meeting Minutes from June 24, 2024 (attachment IX-9)
- 10. Approval of Regular Meeting Minutes from June 24, 2024 (attachment IX-10)

X. GENERAL BOARD BUSINESS

XI. BUSINESS & FINANCE COMMITTEE REPORTS & RECOMMENDATIONS

Elroy Buckner, Chairperson

- ~~1. Report of Committee Meeting held July 8, 2024 (attachment XI-1)~~

No Committee meeting was held on July 8, 2024 due to a lack of agenda items for the meeting.

XII. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS

Steve Kelly, Chairperson

- ~~1. Report of Committee Meeting held July 8, 2024 (attachment XII-1)~~

No Committee meeting was held on July 8, 2024 due to a lack of a quorum of committee members able to be present at the meeting.

XIII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS

Susan Franklin, Chairperson

- ~~1. Report of Committee Meeting held July 8, 2024 (attachment XIII-1)~~

No Committee meeting was held on July 8, 2024 due to a lack of a quorum of committee members able to be present at the meeting.

1. Branding and Identity Request: Varsity Baseball Hat / Trojan Mascot (attachment XIII-1)
2. Student Handbooks
 - a. Fruitport High and Middle School (attachment XIII-2)
 - b. Elementary Handbook Updates (attachment XIII-3)

XIV. CLOSED SESSION: Collective Bargaining Agreement – Fruitport Education Association

Purpose: For strategy and a negotiation session connected to the negotiation of a successor collective bargaining agreement with the Fruitport Education Association (FEA), as requested by the District, as a negotiating party to the Contract. See MCL 15.268 Sec.8(1)(c).

XV. BOARD MEMBER REPORTS AND DISCUSSIONS

XVI. AGENDA ITEMS FOR FUTURE MEETINGS

The Board will need to confirm the following dates and times:

1. Business & Finance Committee Meeting: August 15, 2023 at 6:00 p.m.
2. Personnel Committee Meeting: August 14, 2023 at 5:00 p.m.
3. Student Affairs Committee Meeting: August 14, 2023 at 5:30 p.m.
4. Board of Education Meeting: August 21, 2023 at 7:00 p.m.

XVII. REMARKS FROM THE PUBLIC*

XVIII. ADJOURNMENT

*Time is provided for members of the audience to address the Board of Education regarding any topic including items on the agenda. The Board is providing two opportunities for the public to comment during the meeting. The first is for people who wish to bring issues to the Board of Education for board consideration. At the end of the meeting, the Board will provide a brief opportunity for community members to comment on activities and/or discussion that took place during the Board meeting. Time limits may be placed if a large number of individuals would like to address the Board.

Note: Upon request to the Superintendent, the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting.

FRUITPORT PUBLIC SCHOOLS
Preliminary Work Plan – May 2025 Election

- | | | |
|----|--|---|
| 1. | FACILITY ASSESSMENT
a. Complete the Facility Assessment for district buildings
b. Provide OAK direction for initial estimating | Complete |
| 2. | SCHEDULE DEPARTMENT OF TREASURY MEETING
a. Request Department of Treasury Date. Ask Thrun to schedule a Department of Treasury meeting for December 2024, to meet this schedule.
b. Thrun will respond with a date and calendar timeline to be shared with architect and construction manager. | July |
| 3. | BOND PLANNING KICKOFF MEETING
a. <u>Request updated financial statements</u>
b. <u>Schedule Department of Treasury PQ Meeting for December 12, Michael Gresens was contact on last election</u>
i. Thrun Law will respond with a date and calendar timeline to be shared with the bond team
c. <u>Review bond scope, additional assessment needed?</u>
d. <u>Decide on information video and schedule shoot</u>
e. <u>Establish meeting dates below</u> | July 8 |
| 4. | DEVELOP BOND SCOPE
a. Review goals, needs & wants
b. Review costs implications
c. Establish additional information needed | July - September |
| 5. | COMMUNITY SURVEY
a. <u>Decide if survey is desired</u>
b. Inform of no-tax-increase opportunity
c. Invite feedback on needs and wants | August |
| 6. | INFORMATIONAL BOND VIDEO SHOOT
a. <u>Decide and schedule ASAP</u>
b. It is preferable to shoot any exterior video while kids are in the buildings and before snow flies. | September |
| 7. | ENROLLMENT PROJECTIONS
a. Order Enrollment Projections by September to be completed by <u>October 31</u> . Prefer to use Michigan Alliance for School Opportunity (Middle Cities) Patricia Alderman, palderman@mialliance.com , 517-492-1380 | September |
| 8. | COMMUNITY FORUM #1
a. <u>Need to confirm with Hart Schools as previously offered them same dates</u>
b. Promote via social media & personal invitations
c. September Community Forum
i. Present no-tax-increase opportunity
ii. Present Facility Assessment & Costs
iii. Present initial concepts & budgets for feedback
iv. Incorporate input into the plan | <u>September 3, 4, 5, 9, 12, 16</u> |
| 9. | COMMUNITY FORUM #2
a. Promote via social media & personal invitations
b. October Community Forum | <u>October 10, 14, 16, 21, 22, 23, 24</u> |

- i. Present Proposed Bond Scope and Impact

- 10. **REGULAR SCHOOL BOARD MEETING** October 21
 - a. Present Conceptual bond scope to School Board
 - b. Incorporate input into the plan

- 11. **REGULAR SCHOOL BOARD MEETING** November 18
 - a. Final list of projects & budgets
 - b. Supporting graphics as required
 - c. Motion to approve bond scope to proceed with the application to the Department of Treasury

- 12. **DEPARTMENT OF TREASURY APPLICATION** 10 working days min.
 - a. Architect, Construction Manager, and Financial Advisor to complete bond application, back-back-and-forth
 - b. Submit application forms to Thrun Law by November 25

- 13. **REGULAR SCHOOL BOARD MEETING** December 9
 - a. No action

- 14. **DEPARTMENT OF TREASURY MEETING** December 12,
10:00am
 - a. Need to confirm meeting date through Thrun Law ASAP
 - b. 10:00am Virtual Meeting (still available as of 7-8-24)

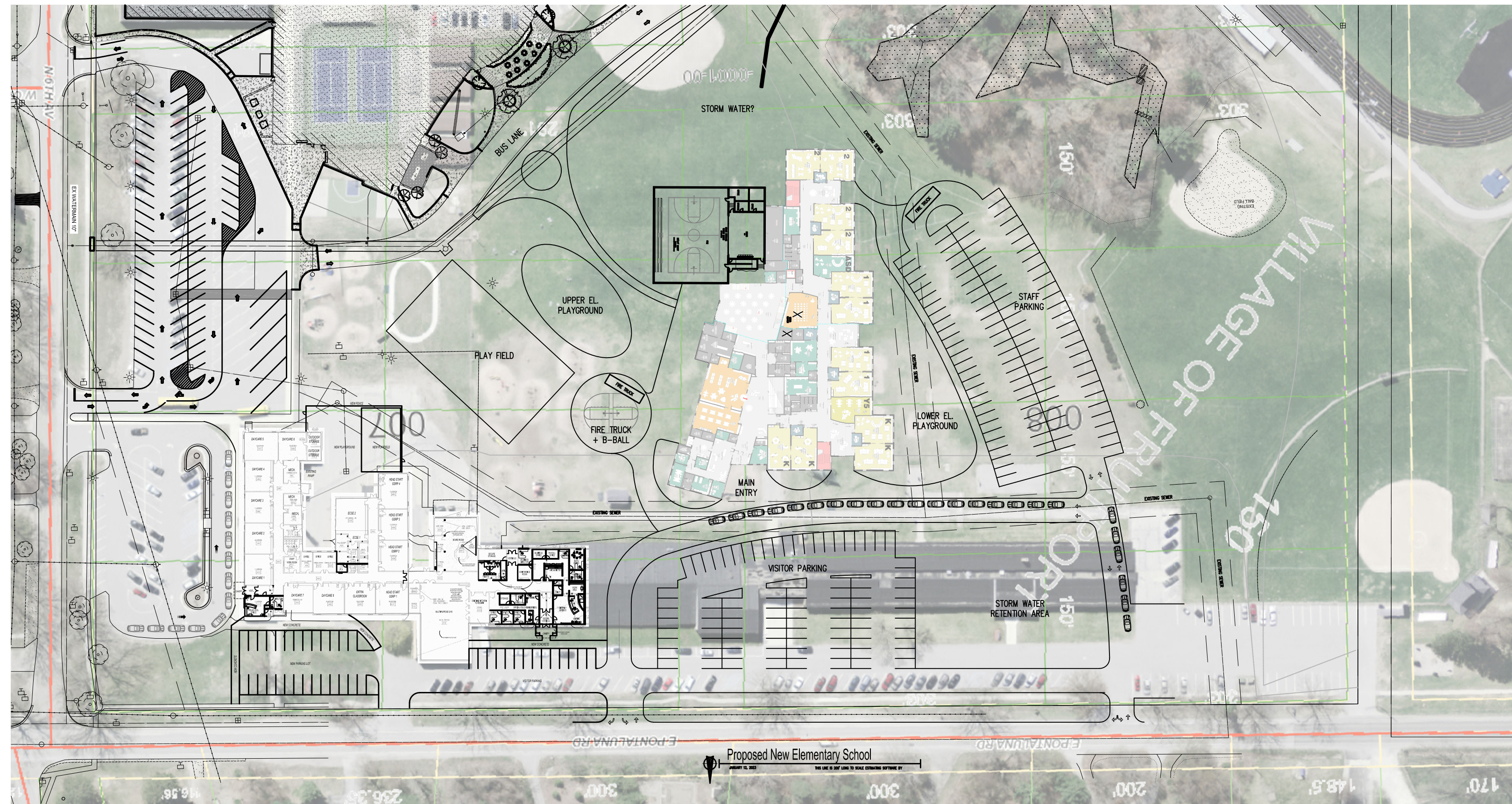
- 15. **SPECIAL SCHOOL BOARD MEETING** December 16 (confirm)
 - a. PQ application signing
 - b. On December 17, scan signature page and email to Thrun Law

- 16. **DEPARTMENT OF TREASURY 30 DAY REVIEW COMPLETE** January 16
 - c. No action

- 17. **REGULAR SCHOOL BOARD MEETING** January 20
 - a. Certify Bond Application, refer to attorney instructions
 - b. Refer to attorney-provided calendar for next steps, filing with county clerk, et cetera

- 18. **CAMPAIGN ORGANIZATION** January – May 2025
 - a. Discuss Informational and Advocacy Campaign’s
 - b. Review potential committee members
 - c. Develop informational brochure & posters
 - d. Discuss possible bond tools (video, brochures, posters, bracelets, etc.)
 - e. TowerPinkster and OAK to support this effort
 - f. Check-in Meetings Starting in January
 - g. If Advocacy Campaign (Yes Committee) is desired, contact members and Co-Chairs

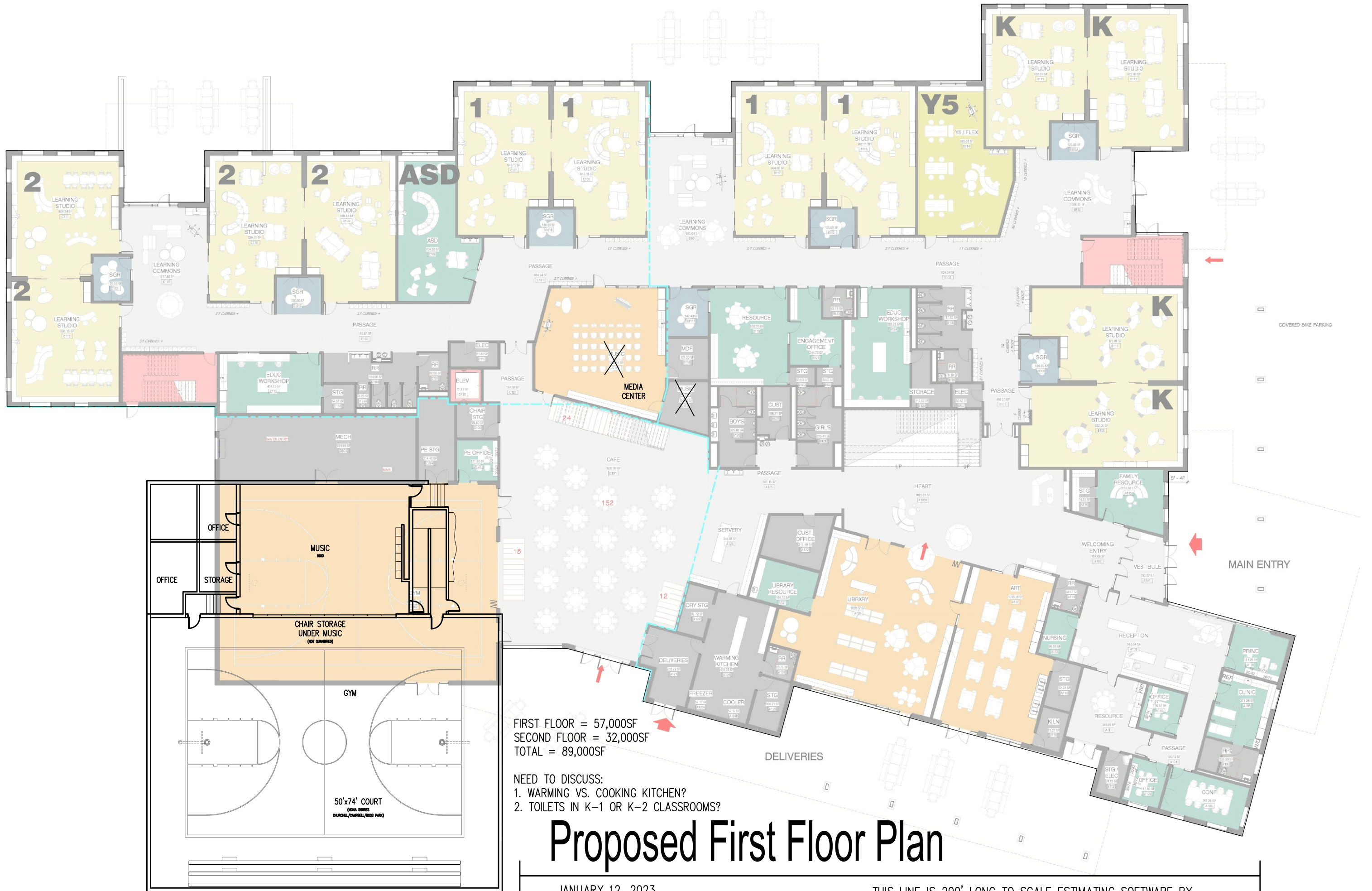
- 19. **SUCCESSFUL ELECTION!** May 6, 2025!



Proposed New Elementary School

JANUARY 12, 2023 THIS LINE IS 300' LONG TO SCALE ESTIMATED SOFTWARE BY





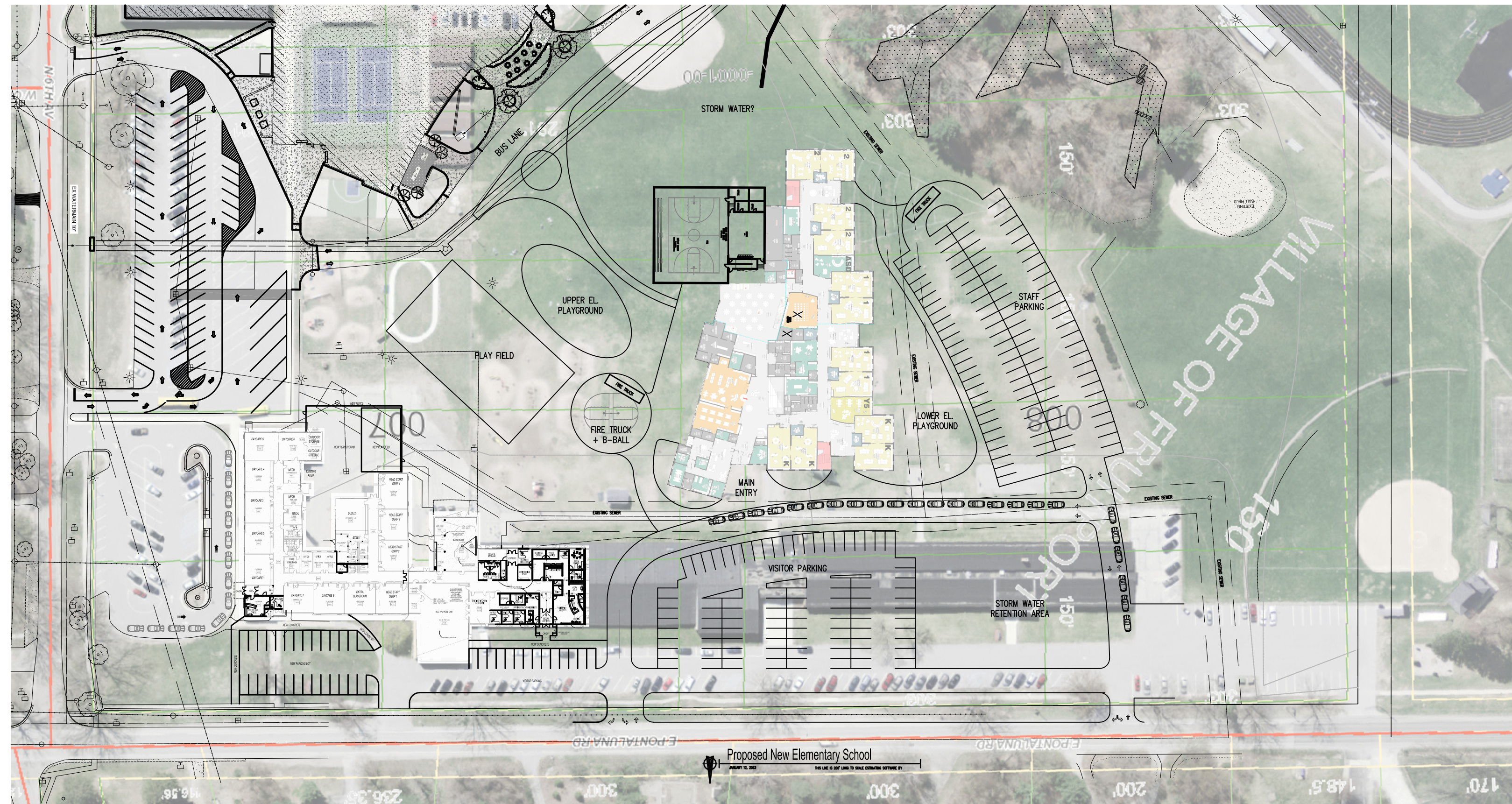


SECOND FLOOR = 32,000SF

Proposed Second Floor Plan

JANUARY 12, 2023

THIS LINE IS 200' LONG TO SCALE ESTIMATING SOFTWARE BY



Proposed New Elementary School

JANUARY 12, 2023 THIS LINE IS 300' LONG TO SCALE ESTIMATED SOFTWARE BY





**Fruitport Community
Schools**

Fruitport High School
fruitportschools.net

Greetings,

We are writing to you today to share an exciting opportunity. Fruitport Community Schools is starting an initiative to honor our alumni who have served in the military. We are currently in the process of creating a military display at Fruitport High School that will be dedicated to showcasing the service and sacrifice of Fruitport alumni who have bravely served our country. This display will serve as a source of inspiration for current and future generations, highlighting the commitment to duty and the values instilled in our community.

To ensure the success of this project, we are reaching out to local businesses and community members for their support and sponsorship. We believe that your participation will reflect a commitment to honoring our veterans and supporting our community, preserving their legacy for generations to come.

Your sponsorship would greatly contribute to the development and maintenance of the military display, covering costs such as materials, installation, and ongoing upkeep. In recognition of your generosity, we would be pleased to prominently feature your business name and logo within the display area, acknowledging your support for this meaningful endeavor. The display will be centrally located in the high school near the Performing Arts Center and will incorporate a digital touch screen interface allowing visitors to pay tribute and access information about our veterans from FCS. This exhibit will be dedicated in November 2024.

Thank you for considering this request. Together, we can create a lasting tribute to our alumni who have served in the military and show our gratitude for their selfless dedication to our country.

With sincere gratitude,

Fruitport Community Schools Military Recognition Committee

Support Level Tiers	
Diamond (logo)	\$500+
Platinum (logo)	\$250-499
Gold (text)	\$100-249
Silver (text)	Up to \$99

The display will showcase the names of sponsors and logos, if applicable. Donor levels will be presented by tier. Diamond and Platinum tiers will include business logos. All other tiers will have their name displayed as text.

For more information or to make a donation, please contact:
FCSmilitaryalum@fruitportschools.net

Freshwater Digital
 4585 40th Street
 Kentwood, MI 49512
 616-419-2230



Lauren Chesney
 Fruitport Schools
 357 N 6th Ave
 Fruitport, MI 49415

Estimate Number 2024-273
 Estimate Date 07/02/2024

Description	Rate	Qty	Line Total
Equipment LG 65UH5J-H 65" Commercial Display w/ TSI Touch IR Overlay - 3-Year Warranty	\$4,275.00	1	\$4,275.00
Equipment Peerless SFP680 Portrait Wall Mount	\$165.00	1	\$165.00
Equipment Simply Nuc Media Player	\$1,250.00	1	\$1,250.00
Software Site Kiosk Plus & TeamViewer	\$200.00	1	\$200.00
Development Backend Development & Integration of Alumni Data Base	\$2,625.00	1	\$2,625.00
Content Custom 2D/3D Motion Graphics & Animation Branded for Fruitport HS - Attract Loop - Touchscreen Pages Design & Layout	\$3,000.00	1	\$3,000.00
Project Management Project Management - Coordinating Designs, Equipment, Installation - Training on Software - Collecting Assets for Touch Screen Data	\$2,250.00	1	\$2,250.00
Installation Installation and Setup of Touchscreen	\$900.00	1	\$900.00
Misc Cables, Connectors & Parts	\$50.00	1	\$50.00
Shipping Freight Estimate w/ Insurance	\$500.00	1	\$500.00
Support	\$120.00	1	\$120.00

Subtotal	15,335.00
Tax	0.00

Estimate Total (USD)	\$15,335.00
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Terms

FRESHWATER DIGITAL MEDIA PARTNERS, LLC SERVICES AGREEMENT

This Services Agreement (“Agreement”) is entered on the accepted proposal date, between Freshwater Digital Media Partners, LLC, a Michigan limited liability company, whose resident agent address is 4585 40th Street SE, Grand Rapids, MI 49512 (“Freshwater”), and the accepted party (“Customer”).

RECITALS

- A. Customer engages Freshwater, and Freshwater desires to be so engaged, for the services described in this Agreement, which are to be performed at the premises commonly known as (the “Property”).
- B. Freshwater and Customer further agree as follows:

TERMS AND CONDITIONS

1. Necessary to perform the services described in this Agreement and on described in the notes section (“Services”), which is to be incorporated by reference to this Agreement.

Scope of Work. Freshwater agrees to provide the labor, equipment, and materials

2. Payment; Deposit. The total contract price, including the cost of materials, is listed on the accepted proposal (“Total Cost”). Such Total Cost is subject to any modifications (as defined and described in this Agreement) agreed upon by both Freshwater and Customer. Customer will pay Freshwater fifty percent (50%) of the Total Cost (“Deposit”) before any Services are performed and will pay Freshwater the remaining balance of the Total Cost within thirty (30) days of the date listed on the invoice from Freshwater requesting the same (“Invoice”). Payments must be made by cash, check payable to Freshwater Digital Media Partners, LLC, credit card, or wire transfer. Freshwater may offer a discount for cash payments. All other non-cash payments are subject to a convenience fee in addition to the Total Cost. Customer further agrees to pay for any materials purchased by Freshwater to provide the Services under this Agreement, even if such materials are unused or if this Agreement is terminated.

3. Modifications. Customer or Freshwater may request, in writing, changes, additions, or deletions to the Services initially requested (“Modification”). The Total Cost may be adjusted by Freshwater to reflect any such Modification. Written notice provided by Freshwater (electronic notice such as Email or otherwise shall suffice) as to any requested Modifications, shall be deemed accepted by Customer, as well as any cost adjustments regarding the same, unless written notice objecting to the Modification is provided to Freshwater within five (5) days of Freshwater’s notice as to the same. Customer is responsible for making the notice and objection prior to any Modification work being performed. Any modifications that may be required by any public agency or inspector may be completed by Freshwater and shall be paid for by Customer. Any delay in the time for completion caused by a Modification will not be considered a breach of this Agreement by Freshwater.

4. Timeframe for completion. The Services will be completed as soon as reasonably possible, allowing for delays caused by weather conditions, strikes, fire, material shortages, or any other causes beyond Freshwater’s control. Freshwater agrees to pursue completion of the Services with due diligence; however, the date on which the Services may commence may be reasonably advanced or delayed due to scheduling by Freshwater.

Freshwater will not be liable for any delay or failure to perform any event that occurs outside of Freshwater's control, including but not limited to: i) damage, loss, cost, or expense that results from extreme weather; or ii) any other cause not within Freshwater's reasonable duty or control.

5. Transfer of Title; Risk of Loss. Title to any equipment or materials ("Equipment") provided by Freshwater to Customer, and any risk of loss or damage associated with the Equipment, transfer to Customer upon Freshwater's delivery of the Equipment to Customer and Customer's acceptance of same. Customer acknowledges that it is Customer's sole responsibility to secure insurance on Equipment as of the date such Equipment is delivered by Freshwater to Customer. Freshwater will replace Equipment that becomes damaged during shipment if Customer notifies Freshwater, in writing, that such Equipment is damaged. Such notice must be provided to Freshwater on the date the damaged Equipment is delivered and prior to acceptance.

6. Freshwater's Affiliates. Customer acknowledges and agrees that Freshwater may use or hire other individuals, entities, agents, or affiliates to perform the Services.

7. Customer Responsiveness. In addition to complying with other duties and obligations required by this Agreement, Customer agrees to respond to questions and issues raised by Freshwater regarding the Services, including but not limited to, the selection of materials required, or any other matter pertaining to this Agreement within a reasonable time, not to exceed five (5) days.

8. Default. Customer will be in default of this Agreement if i) Customer fails to make payment to Freshwater within ten (10) days of the date it is to occur as provided for in this Agreement; ii) Customer fails to complete any other material obligation under this Agreement within ten (10) days of the date it is to occur as provided for in this Agreement; or iii) Customer fails to make timely payment to Freshwater on two (2) or more instances, if more than one payment is to be made ("Default"). If Customer does not cure any such Default within ten (10) days, Freshwater may pursue any remedy at law. Customer's Default will not affect Customer's obligation to pay any amount owed to Freshwater, or any other obligation under this Agreement. Freshwater may apply, and shall be entitled to collect, late fees of one and a half percent (1.5%) per month to any outstanding balance, along with any other cost, collection fee, loss, attorney's fees, or expense associated with the enforcement of this Agreement, Customer's failure to pay, or Customer's failure to fulfill a material obligation.

9. Material unavailability. In the event of unavailability or shortage of any supply or material, Freshwater reserves the right to select a replacement of comparable quality or adjust the construction schedule to reflect such changes; however, Freshwater will act in good faith with respect to such unavailability or shortage, such as providing Customer with notification of the same.

10. No Equipment Warranties. Factory warranties vary by manufacturer. Freshwater offers no additional express or implied warranties. Freshwater disclaims any express or implied warranties, including any implied warranty for merchantability or implied warranty for fitness for a particular purpose.

11. Third-party liability. Customer shall indemnify, defend, and hold Freshwater, its employees, agents, officers, directors, and affiliates harmless from any loss, cost, expense, or damage claimed by third parties for property damage or bodily injury to the proportion extent such loss, cost, expense, or damage arises from the Services performed at the Property.

12. Non-Disclosure; Proprietary Information. Customer acknowledges that this Agreement, and the relationship or actions between Freshwater and Customer as a result of this Agreement, may allow Customer, or Customer's agents or representatives, to obtain knowledge of certain confidential or proprietary information owned exclusively by Freshwater that is unavailable to the public, including but not limited to, inventions, ideas, discoveries, designs, trade secrets and other confidential intellectual property, hardware, methods, applications, processes, technology, know-how, specifications, drawings, source codes, techniques, samples, or materials, including modifications, improvements, or extensions thereof ("Proprietary Information"). Customer agrees that it, and its agents or representatives, will keep any such Proprietary Information strictly confidential and that such Proprietary Information will remain owned exclusively by Freshwater unless stated

otherwise in writing, signed by both parties. Customer further agrees that it, and its agents or representatives, will not disclose any such Proprietary Information to any third party unassociated with the parties to this Agreement, and will not use any such Proprietary Information for Customer's, or its agents or representative's, own benefit without the express written consent from Freshwater. Upon Freshwater's request, Customer, and its agents or representatives must immediately return to Freshwater all Proprietary Information or confidential information.

13. Freshwater's Marketing. Customer agrees to allow Freshwater to take and use photographs of the Property showing Services performed for Freshwater's marketing or advertising purposes. Freshwater agrees that it will exercise good faith in using such photographs and that it will not include any names, addresses, or other identifying information of Customer in such marketing or advertising. Any such photographs will be the sole, exclusive property of Freshwater.

14. Notices. All notices given or made in connection with this Agreement shall be deemed complete and legally sufficient if sent electronically (including, but not limited to, Email), mailed by ordinary First-Class Mail, or delivered personally to the party at the following address:

Freshwater:
Freshwater Digital Media Partners, LLC 4585 40th Street
Grand Rapids, MI 49512

Customer:
As listed in the proposal

15. Termination. If either Customer or Freshwater is in breach or default of this Agreement and has not cured the breach or Default within ten (10) days, the non-breaching party may terminate this Agreement by providing notice to the breaching party, and the non-breaching party will have all rights and remedies as set forth in this Agreement or otherwise provided by law. Termination of this Agreement does not remove Customer's obligation to pay any amount owed.

16. Assignment. This Agreement may be assigned, in whole or in part, by Freshwater; however, Customer may not assign this Agreement without Freshwater's prior written consent.

17. Binding effect. This Agreement shall bind and benefit the parties, and their successors, heirs, and representatives.

18. Severability. If any term, covenant, or condition of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall remain in effect; each term, covenant, and condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

19. Jurisdiction and venue. This Agreement shall be governed and controlled by the laws of the State of Michigan. Any disputes arising out of or relating to this Agreement, including the interpretation and performance of this Agreement, shall be conducted exclusively in the state courts located in Kent County, Michigan, or in the United States District Court for the Western District of Michigan. The parties consent to such jurisdiction and venue.

20. Integration. This Agreement contains the entire agreement of the parties concerning the Services performed at the Property. No oral or written communication or negotiations that occurred before the execution of this Contract will be considered to be part of this agreement. This Agreement may be modified only by a written document signed by both the parties or by a written Modification order pursuant to this Agreement, which is to have the same force and effect as though fully set forth in this Agreement.

21. Effective date. This Agreement has been signed and shall be effective as of the date first set forth in the accepted proposal.

2023-2024 Athletics End-of-Year Report

Conference Champions

- Competitive Cheer

GMAA Champions

- Tatum Dykstra - Track 400m, 3200m
- Julia Smith - Track 100m Hurdles
- 4 x 800m Relay - Levi Glynn, Levi Bol, Vincent Pollock, Ryder Merkins
- Grace Sweet - Tennis 1 Singles
- Audra Peterson - Tennis 2 Singles
- Josalynn Nowicki - Tennis 4 Singles

MHSAA District Champions

- Boys Soccer
- Wrestling
- Boys Basketball- District Finalist
- Girls Basketball- District Finalist
- Softball- District Finalist

MHSAA Regional Champions

- Boys Soccer - Regional Finalist
- Co-op Hockey
- Josalynn Nowicki- 4 Singles, Girls Tennis
- Grace Sweet- 1 Singles, Girls Tennis, Regional Finalist

MHSAA State Champions/Qualifiers

- Vincent Pollock and Tatum Dykstra qualified for cross country state championships
- Levi Glynn qualified for the track state championships in 400m
- Grace Sweet qualified for tennis state championships at 1 singles

Tournament Champions

- Girls Cross Country - Muskegon Catholic Central Invitational
- Girls Cross Country - Hill and Bale Invitational
- Volleyball - Fruitport Inv. Finalist
- Girls Cross Country - Fruitport Invitational
- Boys Cross Country - Fruitport Invitational
- Competitive Cheer- Lee Invitational
- Competitive Cheer- Mona Shores Invitational
- Competitive Cheer- Comstock Park Invitational
- Competitive Cheer- Fruitport Invitational
- Softball- Mona Shores Invitational
- Softball- Fruitport Larry Cantu Invitational
- Girls Tennis- Fruitport Invitational
- Girls Tennis- East Kentwood Invitational Finalist
- Baseball- Fruitport Old Fashion Days Invitational

Record Breaking Performances

- Mylee Mineni- Girl's Golf- New 9 hole score 38 and 18 hole score 82 (9/22/23)
- Jorge Burgos-Yack - Boys Soccer- Most goals in a game 6 vs Whitehall (8/23/23)
- Tatum Dykstra - Girl's Cross Country - New School Record 18:42 (10/7/23)
- Boys Soccer - 13 Game Shutout Streak (Ties for 2nd longest in MHSAA history)
- Boys Soccer- 15 shutouts, breaks old school record of 11
- Boys Soccer- 3 losses for the season ties school record for fewest losses in a season
- Logan Werschem- .58 GA, lowest goals against in boys soccer school history
- Competitive cheer round records broken during season- Round 1 (225.90), Round 2 (202.74), Sub-Total (424.74, Total (721.44)

All-Conference

- Girl's Golf -
 - Mylee Mineni
- Boy's Tennis -
 - Levi Whitlow
- Girl's Cross Country -
 - Tatum Dykstra
 - Lauren Lee
 - Valerie Pollock (HM)
- Boy's Cross Country -
 - Vincent Pollock
- Boy's Soccer -
 - Brady Brown
 - Jorge Burgos-Yack
 - Logan Werschem
 - Braylon Marshall
 - Sam Krueger (HM)
 - Isaac VanderMolen (HM)
- Football -
 - Ricky Wiggins IV
 - Caden Carrillo
 - Bobby Canfield (HM)
- Volleyball -
 - Sadie Haase
- Bowling -
 - Bradon Krohn
 - Michael Hanson (HM)
- Boys Basketball -
 - DayDay Williams (HM)
- Girls Basketball -
 - Izabel Hanson-Wilbur (HM)
- Competitive Cheer -
 - Gracie Ferrell
 - Raena Norbotten
 - Dalani Knuppenburg
 - Tayler Anderson
 - Brynleigh Tenhove
 - Jada Wright (HM)
 - Zoey Beatty (HM)
- Co-op Hockey -
 - Jaxon Stone
 - Eli Cuti
- Wrestling -
 - Kyle Holt
- Girls Tennis -
 - Grace Sweet
 - Rachel Hines
- Girls Track -
 - Tatum Dykstra
- Girls Soccer -
 - Mallory Smith
 - Morgan Wescott (HM)
- Softball -
 - Brooklyn Russell (HM)
- Baseball -
 - Brady French
 - Ryan Bosch
 - Braxton Ward
 - Christian Kennedy (HM)

All District

- Boy's Soccer -

- Brady Brown
- Braxton Ward
- Braylon Marshall
- Isaac VanderMolen
- Jorge Burgos-Yack
- Logan Werschem
- Sam Krueger

- Competitive Cheer -

- Raena Norbotten (2nd Team)
- Jada Wright (HM)

- Baseball -

- Ryan Bosch
- Brady French
- Avery Lambers
- Trevor Rusnak

- Softball -

- Kya Tawney
- Brylee Dewitt
- Brooklyn Russell

Coch-of-the-Year

- Dan Hazekamp

All Area

- Volleyball -

- Sadie Haase
- Gracelynn Olson
- Izzy Hanson-Wilbur

All Region

- Boys Soccer -
 - Brady Brown
 - Braylon Marshall
 - Jorge Burgos-Yack
 - Logan Werschmen
- Football -
 - Caden Carrillo
 - Kayden Beardsley
- Softball -
 - Brylee Dewitt
 - Brooklyn Russell

All State

- Boys Soccer -
 - Brady Brown
 - Logan Werschmen
 - Jorge Burgos-Yack (HM)
 - Braylon Marshall (HM)
- Volleyball -
 - Sadie Haase (HM)
- Co-op Hockey -
 - Jaxon Stone
 - Eli Cuti (HM)

Academic All State

- Boys Soccer -
 - Brady Brown
 - Jaxon Stone
 - Ryan Mitchell
- Cross Country -
 - Vincent Pollock
- Competitive Cheer -
 - Raena Norbotten
 - Isabelle Mingus
 - Chloe Anderson
- Baseball -
 - Braxton Ward
- Softball -
 - Ashton Olson

Academic All State Team

Volleyball
Girls Basketball
Boys Basketball (HM)
Girls Tennis
Softball

Class of 2024

Senior Athlete Honors

Female Scholar Athlete of the Year: Ashton Olson

Male Scholar Athlete of the Year: Levi Bol

OK Conference Student Athletes of the Year: Grace Sweet and Richard Wiggins IV

Trojan Perseverance Award (Brick Wall Award): Grace Sweet and Kayden Beardsley

Muskegon Area Hall-of-Fame Athlete of the Year School Nomination: Grace Sweet and Brady Brown



Fruitport Athletic Foundation

Preparing tomorrow's leaders through athletic involvement

Outstanding Achievement Award for 6 or more varsity letter recipients

Kayden Beardsley
Macen Benderman
Jorja Blackmer
Brady Brown
Daiton Campbell
Nathan Carlisle
Levi Glynn
Zoe Grammar
Ethan Horan
Riley Kettel
Lauren Lee
Ashton Olson
Lauren Riedel
Jaxon Stone
Grace Sweet
Richard Wiggins IV
Alex Wilber



OK Conference Scholar Athlete Award
(3.5+ gpa, 4 seasons, 1 varsity letter minimum)

Macen Benderman
Jorja Blackmer
Levi Bol
Aliviya Bosch
Brady Brown
Chloe Brown
Daiton Campbell
Tresa Dykstra
Alexander Facundo
Lindsey Fairfield
Ethan Horan
Reese Jacobs
Christian Kennedy
Riley Kettel
Lauren Lee
Ryan Mitchell
Aris Ogden
Ashton Olson
Audra Peterson
Elyse Powell
Rhiannon Raleigh
Lauren Riedel
Mallory Smith
Vanden Stegall
Jaxon Stone
Grace Sweet
Morgan Wescott
Alex Wilber

FRUITPORT HIGH SCHOOL ATHLETIC PARTICIPATION RATES

SEASON	SPORT	B/G #	95/96	96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04	04/05	05/06	06/07	SPORT	07/08	08/09	09/10
FALL	FOOTBALL	B (3)	88	90	84	96	102	98	100	116	118	103	95	95	FB	100	110	96
FALL	SOCCER	B (2)	33	35	35	34	34	29	38	35	33	37	35	35	SOC	34	34	33
FALL	TENNIS	G (2)	17	23	20	21	26	24	25	26	27	16	13	21	B TEN	17	13	14
FALL	X-CTRY	B (1)	9	8	10	9	8	14	7	7	7	11	14	14	XB B	13	10	14
19	X-CTRY	G (1)	9	13	10	7	10	8	11	13	7	10	13	15	XC G	12	18	19
FALL	BSKBALL	G (3)	38	34	37	35	34	36	36	32	28	33	35	35	VB	34	35	33
FALL	GOLF	B (1)			26	11	12	14	12	16	15	12	12	8	G GOLF	6	8	11
FALL	CHEER	G (2)	20	29	25	25	22	24	24	22	24	22	25	31	SL CH	23	24	31
FALL	TOTAL	B (7)	130	133	155	150	156	155	157	173	173	163	156	152		164	167	157
FALL	TOTAL	G (8)	84	99	92	88	92	92	96	94	86	81	86	102		75	85	94
FALL	SCHOOL																	
	TOTAL	15	214	232	247	238	248	247	253	267	259	244	242	254		239	252	251
WINTER	BSKBL	B (3)	39	41	36	36	35	37	32	35	39	37	39	35	BBB	35	33	34
WINTER	WRSTL	B (2)	34	34	22	19	24	27	23	26	22	31	22	11	WR	17	18	21
WINTER	V-BALL	G (3)	36	34	32	32	38	32	38	33	37	35	34	36	GBB	29	29	32
WINTER	BOWL	G (1)									7	9	10	12	BOWL(G)	11	8	8
WINTER	BOWL	B (1)									9	11	20	21	BOWL(B)	16	22	10
WINTER	S.L. Cheer	G (1)	20	16	13	23	24	20	20	21	22	24	25	8	SL CH	16	7	N/A
WINTER	CMP. CHEER	G (1)												17	C CH	5	13	14
WINTER	TOTAL	B (6)	73	75	58	55	59	64	55	61	70	79	81	67	Boys	68	73	65
WINTER	TOTAL	G (6)	56	50	45	55	62	52	58	54	66	68	69	73	Girls	61	57	54
	SCHOOL																	
	TOTAL	12	129	125	103	110	121	116	113	115	136	147	150	140	Total	129	130	119
SPRING	BSBAL	B (3)	33	44	42	48	46	49	34	37	34	36	36	34	BBAB	37	36	28(V/JV)
SPRING	SFTBAL	G (2)	28	28	28	28	26	31	24	29	26	23	28	29	SFTBL	25	26	23
SPRING	SOCCER	G (2)	35	39	42	43	34	33	37	38	37	37	36	33	SOCCER	32	32	33
SPRING	TRACK	B (1)	30	21	27	22	21	35	35	36	42	30	43	40	B TRACK	38	45	49
SPRING	TRACK	G (1)	26	30	12	15	25	28	33	24	29	33	28	37	GTRACK	34	39	31
SPRING	GOLF	G (1)									8	6	8	7	B GOLF	10	8	12
SPRING	TENNIS	B (2)	15	17	17	15	15	18	25	25	24	25	26	22	G TEN	32	27	29
SPRING	TOTAL	B (6)	78	82	86	85	82	102	94	98	100	91	105	96		85	89	89
SPRING	TOTAL	G (6)	89	97	82	86	85	92	94	91	100	99	100	106		123	124	116
SPRING	SCHOOL																	
	TOTAL	12	167	179	168	171	167	194	188	189	200	190	205	202		208	213	205
ANNUAL	TOTALS	B, 19	281	290	301	290	297	321	306	332	343	333	342	315		317	329	311
		G, 20	229	246	219	229	239	236	187	239	252	248	255	281		259	266	264
		BTH 39	510	536	520	519	536	557	554	572	595	581	597	596		576	595	575

2023-2024 OK Blue Conference All-Sport Standings

Fall		Winter		Spring		School	Fall	Winter	Spring	Total	Average Per Sports Offered
8	West Catholic	8	Unity Christian	8	West Catholic	Holland Christian	45	13	37	95	5.94
6.5	Spring Lake	7	Coopersville	6.5	Coopersville	Unity Christian	29.5	26.5	39	95	5.00
6.5	Coopersville	6	Holland Christian	6.5	Spring Lake	Spring Lake	38.5	21	34.5	94	4.70
5	Allendale	5	Hamilton	5	Allendale	Coopersville	29.5	26	27.5	83	4.15
4	Holland Christian	4	Allendale	4	Holland Christian	West Catholic	29	22.5	31	82.5	4.13
2.5	Unity Christian	3	Spring Lake	3	Fruitport	Allendale	28	19	32	79	4.39
2.5	Hamilton	2	West Catholic	2	Hamilton	Hamilton	24.5	19	28	71.5	3.97
1	Fruitport	1	Fruitport	1	Unity Christian	Fruitport	20	16	15	51	2.55
SOC		GBB		SB		Conference Titles					
8	Holland Christian	8	West Catholic	8	Unity Christian	Unity Christian	0	3	4	7	
7	Fruitport	7	Holland Christian	7	Coopersville	Holland Christian	3	0	1	4	
6	Unity Christian	6	Spring Lake	6	Hamilton	West Catholic	1	1	1	3	
5	Allendale	5	Unity Christian	4.5	Allendale	Hamilton	0	1	1	2	
4	Spring Lake	4	Coopersville	4.5	West Catholic	Allendale	1	0	0	1	
3	Coopersville	3	Hamilton	2.5	Holland Christian	Coopersville	1	0	0	1	
2	Hamilton	2	Allendale	2.5	Fruitport	Spring Lake	1	0	0	1	
1	West Catholic	1	Fruitport	1	Spring Lake	Fruitport	0	1	0	1	
BXC		CH		GTRK							
8	Allendale	6	Fruitport	8	Unity Christian						
7	Holland Christian	5	West Catholic	7	Holland Christian						
6	Spring Lake	4	Hamilton	6	Spring Lake						
5	Hamilton	3	Coopersville	5	Allendale						
4	Fruitport	2	Spring Lake	4	Coopersville						
3	Unity Christian	1	Allendale	2.5	Fruitport						
2	Coopersville	BBWL		2.5	West Catholic						
1	West Catholic	6	Unity Christian	1	Hamilton						
GXC		5	Coopersville	BTRK							
8	Spring Lake	4	Fruitport	8	Hamilton						
7	Holland Christian	3	Spring Lake	6.5	Allendale						
6	Unity Christian	2	Allendale	6.5	Holland Christian						
5	Fruitport	1	West Catholic	5	Coopersville						
4	Allendale	GBWL		4	Spring Lake						
3	West Catholic	6	Unity Christian	3	Unity Christian						
2	Coopersville	5	West Catholic	2	Fruitport						
1	Hamilton	4	Allendale	1	West Catholic						
Golf		3	Spring Lake	SOC							
8	Coopersville	2	Coopersville	8	Unity Christian						
7	Spring Lake	1	Fruitport	7	Spring Lake						
6	Unity Christian	WR		6	West Catholic						
5	West Catholic	7	Hamilton	5	Holland Christian						
4	Holland Christian	6	Allendale	4	Allendale						
3	Hamilton	5	Coopersville	3	Coopersville						
2	Allendale	4	Spring Lake	2	Hamilton						
1	Fruitport	3	Fruitport	1	Fruitport						
Ten		1.5	Unity Christian	TEN							
7	Holland Christian	1.5	West Catholic	7	Holland Christian						
6	Hamilton			6	Hamilton						
5	Spring Lake			5	West Catholic						
4	West Catholic			4	Spring Lake						
3	Unity Christian			3	Unity Christian						
2	Coopersville			2	Fruitport						
1	Fruitport			1	Coopersville						
VB				GOLF							
8	Holland Christian			8	Unity Christian						
7	West Catholic			7	Allendale						
6	Coopersville			6	Spring Lake						
5	Hamilton			5	Holland Christian						
4	Allendale			4	West Catholic						
3	Unity Christian			3	Hamilton						
2	Spring Lake			2	Fruitport						
1	Fruitport			1	Coopersville						

BOARD ACTION REQUEST FORM

Meeting Date: July 15, 2024

To: Board of Education

Attachments # IX-1 through IX-10

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

- Bill Listing
- Monthly Financial Report
- Student Activity Summary Report
- Credit Card and Utilities Report
- Transfers and ACH Transactions
- Personnel Report
- Approval of Special Meeting Minutes from June 24, 2024
- Approval of Truth in Taxation Minutes from June 24, 2024
- Approval of Organizational Meeting Minutes from June 24, 2024
- Approval of Regular Meeting Minutes from June 24, 2024

Background Information:

See attached

Financial Impact:

See attached

Recommended Action:

To approve the Consent Agenda, as presented.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp

___ Kelly ___ Meeuwenberg



**FRUITPORT COMMUNITY SCHOOLS
BILL LIST
Month of June 2024**

<u>FUND</u>	<u>AMOUNT</u>
GENERAL FUND	\$123,970.94
EARLY CHILDHOOD CENTER	\$264.06
COOPERATIVE EDUC (ISD) - TECH MILLAGE	\$153,917.00
CAPITAL PROJECTS (BOND)2021	\$334,668.00
GRAND TOTAL	<u><u>\$612,820.00</u></u>

Fruitport Community Schools Monthly Financial Report 06/30/2024

		GENERAL FUND	SCHOOL SERVICE FUNDS			CAPITAL PROJECTS					Totals
			Food Service	Tech/Security	ECC	Bldg & Site	Capital Projects 2021	2010	2017	2021	
Beginning Fund Balance:		5,368,312	721,510	486,637	831,050	1,534,325	5,449,435	142,624	639,207	117,048	
Revenues:											
Budgeted revenues:		40,140,528	2,012,821	592,500	914,000	-	-	-	-	-	
Actual revenues:											
	Jul.	2,242,646	-	-	80,122	18,309	17,109	5,047	15,862	3,965	2,383,060
	Aug.	355,419	7,797	8,174	73,356	4,926	16,998	90,278	283,738	70,923	911,609
	Sep.	1,091,368	27,999	45,940	79,142	5,354	16,057	213,400	670,702	167,649	2,317,610
	Oct.	2,494,653	213,375	20	86,929	5,575	15,570	5,834	18,337	4,583	2,844,878
	Nov.	5,130,856	95,614	180,396	73,732	5,444	14,527	717,804	1,926,061	481,440	8,625,874
	Dec.	2,821,223	236,903	851	55,202	5,649	14,612	4,126	12,968	3,242	3,154,775
	Jan.	3,226,823	183,488	23,967	90,088	5,614	14,321	119,512	375,619	93,890	4,133,322
	Feb.	4,279,512	276,997	153,262	74,105	5,207	13,153	122,680	58,966	14,739	4,998,621
	Mar.	4,914,169	209,662	270	83,608	1,391	7,469	52,721	165,699	41,418	5,476,408
	Apr.	4,380,752	202,370	212,122	81,736	1,348	7,235	13,310	41,832	10,456	4,951,163
	May	3,322,585	165,897	1,988	79,802	1,396	7,497	1,058	3,321	830	3,584,375
	Jun.	3,123,039	4,304	(35)	-	18,276	33,804	780	2,452	613	3,183,233
Total Actual Revenues		37,383,047	1,624,406	626,954	857,821	78,489	178,354	1,346,552	3,575,557	893,749	46,564,928
Pro Rated budget Variance to date: Rev		2,757,481.31	388,415.48	(34,454.06)	56,178.76						
Expenses:											
Budgeted expenditures:		(39,953,897)	(2,029,146)	(373,898)	(1,084,631)	-	-	-	-	-	
Actual expenditures: [^]											
	Jul.	(826,855)	(23,297)	(17,657)	(46,562)	(5,000)	46,657	-	-	-	(872,713)
	Aug.	(995,066)	(121,773)	(63,511)	(75,482)	(520,000)	(171,655)	-	-	-	(1,947,485)
	Sep.	(3,763,062)	(145,776)	(10,470)	(110,327)	-	(9,228)	-	-	-	(4,038,865)
	Oct.	(3,010,751)	(303,582)	(12,096)	(80,945)	-	(338,819)	(124,500)	(1,099,400)	(105,875)	(5,075,968)
	Nov.	(3,071,110)	(75,431)	(21,878)	(85,625)	-	(137,442)	-	-	-	(3,391,486)
	Dec.	(2,907,564)	(252,085)	(14,687)	(108,123)	-	(21,306)	(1,000)	-	-	(3,304,765)
	Jan.	(3,121,342)	(230,336)	(15,003)	(80,063)	-	(60,184)	-	(500)	-	(3,507,428)
	Feb.	(2,984,455)	(219,363)	(10,576)	(83,482)	-	(93)	-	-	-	(3,297,969)
	Mar.	(4,416,555)	(208,036)	(15,996)	(120,206)	-	-	-	(500)	-	(4,761,293)
	Apr.	(2,715,884)	(143,470)	(14,537)	(80,606)	-	-	(1,124,500)	(2,299,400)	(695,875)	(7,217,637)
	May	(2,754,471)	(164,693)	2,728	(81,296)	-	-	-	-	-	(2,997,732)
	Jun.	(6,937,333)	(54,674)	(159,509)	(81,416)	-	(334,668)	-	-	-	(7,567,600)
Total Actual Expenses		(37,504,447)	(1,942,516)	(353,193)	(1,034,134)	(525,000)	(1,026,737)	(1,250,000)	(3,399,800)	(801,750)	(47,980,942)
Pro Rated budget Variance to date: Exp		(2,449,449.81)	(86,630.38)	(20,704.94)	(50,497.37)						
Ending Balance to date:		5,246,912	403,400	760,398	654,738	1,087,813	4,601,052	239,175	814,964		
Projected Ending Balance:		5,554,943	705,185	705,239	660,419						
Revenues over(under) Expenses to date:										(1,416,014)	

[^]Fifth Third Bank auto deductions have been included in actual expenditure totals

Fruitport Community Schools
Student Activity Summary Report
Month ending June 30, 2024

Student Activity Sub Totals	BEGINNING BALANCE	NET CHANGE	ENDING BALANCE
District Wide Student Activity Accounts	94,030.35	(13,409.47)	80,620.88
Beach Elementary Student Activity Accounts	13,555.39	(8,909.64)	4,645.75
Edgewood Elementary Student Activity Accounts	62,248.07	(6,956.97)	55,291.10
High School Class of Student Activity Accounts	7,966.47	-	7,966.47
High School Athletic Student Activity Accounts	92,000.86	(22,865.20)	69,135.66
High School Student Activity Accounts	231,943.80	(23,928.36)	208,015.44
Middle School Student Activity Accounts	49,054.68	(11,771.02)	37,283.66
Shettler Elementary Student Activity Accounts	43,538.02	(8,470.96)	35,067.06
Alt. High School Student Activity Accounts	600.44	-	600.44
Millionaire Party Accounts	16,979.43	62.38	17,041.81
Total Student Activity Fund	\$ 611,917.51	\$ (96,249.24)	\$ 515,668.27

Credit Card and Utilities Detail
For the month ending June 30, 2024

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Utilities:													
Consumers	\$ 576.76	\$ 769.55	\$ 815.10	\$ 274.08	\$ 1,199.23	\$ 987.39	\$ 1,019.21	\$ 809.18	\$ 691.36	\$ 1,393.96	\$ 1,746.04	\$ 735.77	\$ 11,017.63
Frontier	\$ 46.82	\$ 46.89	\$ 46.94	\$ 46.94	\$ 47.62	\$ 47.62	\$ 47.62	\$ 47.63	\$ 47.63	\$ 47.63	\$ 50.89	\$ 50.26	\$ 574.49
MISEC	\$ 28,332.91	\$ 27,808.37	\$ 26,951.62	\$ 30,850.42	\$ 1,773.41	60,473.76	\$ 34,305.45	\$ 46,127.07	\$ 49,666.06	\$ 55,972.86	\$ 42,048.95	\$ 36,426.95	\$ 440,737.83
Total Utilities	\$ 28,956.49	\$ 28,624.81	\$ 27,813.66	\$ 31,171.44	\$ 3,020.26	\$ 61,508.77	\$ 35,372.28	\$ 46,983.88	\$ 50,405.05	\$ 57,414.45	\$ 43,845.88	\$ 37,212.98	\$ 452,329.95
Credit Cards:													
General Fund	\$ 62,280.88	\$ 99,693.24	#####	\$ 75,459.39	\$ 71,246.99	#####	\$ 59,706.91	\$ 71,441.90	\$ 68,359.20	\$ 70,604.55	\$ 73,460.04		\$ 865,575.75
Early Childhood	\$ 2,173.76	\$ 4,845.71	\$ 2,832.47	\$ 4,455.62	\$ 3,354.02	\$ 1,414.02	\$ 1,671.01	\$ 1,149.03	\$ 988.56	\$ 2,724.75	\$ 1,635.92		\$ 27,244.87
Food Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 689.26	\$ 305.03	\$ -	\$ -		\$ 994.29
Tech/Security Millage	\$ 1,795.63	\$ 5,005.08	\$ 1,441.43	\$ 2,734.34	\$ 1,892.40	\$ 1,493.40	\$ 3,499.71	\$ 3,879.67	\$ 2,649.97	\$ 2,443.35	\$ 2,760.20		\$ 29,595.18
Student Activities	\$ 2,802.76	\$ 15,785.19	\$ 25,227.62	\$ 39,781.54	\$ 35,535.93	\$ 24,084.01	\$ 21,896.99	\$ 32,235.05	\$ 27,964.40	\$ 51,282.70	\$ 45,036.40		\$ 321,632.59
Total Credit Card Charges	\$ 69,053.03	#####	#####	#####	#####	#####	\$ 86,774.62	#####	#####	#####	#####	\$ -	\$1,245,042.68

***Credit cards are always a month behind

Payment Date	Debit Account Desc	June 2024 Transfers Credit Account Desc	Amount
6/7/24	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***6/7/24 Payroll & ORS Transfer	\$ 1,133,404.75
6/14/24	Checking - General Fnd Inv - USD	Checking - General Account - USD ***General Account Low Balance	\$ 500,000.00
6/21/24	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***6/21/24 Payroll & ORS Transfer	\$ 1,474,053.07
Total Transfers in June			<u>\$ 3,107,457.82</u>

Personnel Report – July 15, 2024

It is recommended that the following candidates be offered contracts and/or salary increases pending final approval from the Board of Education:

Nicole Canella – ASD Instructional Assistant (Edgewood)
Elizabeth Crowley – LRE Instructional Assistant (Edgewood)
Lisa Dunn – Clerical / Secretary (Edgewood)
Blaire Noren – ECSE Instructional Assistant (Shettler)
Kayla Sowles – LRE Instructional Assistant (Edgewood)
Karly Thomas – Elementary Art Teacher (Edgewood)

The following staff members will Resign/Retire/Reduce Hours/Transfer:

Jay Stebleton – High School Science Teacher
Sheila Vanover will transfer to the middle school media center position that was posted.

The following positions are currently posted:

Behavior Services Coordinator
Bus Aide
Bus Driver
High School Clerical
High School Science Teacher
Middle School Science Teacher
Instructional Assistant – Multiple Positions
Occupational Therapist
School Psychologist
School Psychology Apprentice/Intern (Year 3)
Special Education Sign Language Interpreter
Speech Language Pathologist: ECSE
Year Round Child Care Assistant



Fruitport Community Schools

Memo

To: FCS Board of Education

From: Katie Houseman

Date: 7/2/2024

CC: Danielle VanderMeulen, Katie Shawl, Jenny Ferels, Mark Mesbergen, Jason Kennedy

Subject: Recommendation for ASD Instructional Assistant Hire

It is with pleasure that I recommend the hiring of Nicole Canella for the position of ASD Instructional Assistant at Edgewood Elementary. Nicole impressed the interview team consisting of Kathrine Houseman-Parker and Brittany Bordeaux. Her hourly pay will be \$14.00 per hour at Step 1.

She will begin her new position approximately on August 26th pending background check and the hiring process.

Memo

To: FCS Board of Education
From: Christian Doctor, Edgewood Principal
Date: July 3, 2024
Re: Recommendation for Hire

Shaun Danicek, Sheila Romberger, Allison Camp, Danielle McConnell, Andrea Hall, Sam Nutt, Karen Smith (parent), and I conducted a comprehensive selection process for our open clerical position at Edgewood. We invited eight candidates who met the qualifications for round one, which was a typical "Q & A." Our top two candidates were then invited for round two on July 1st, 2024. Following the interviews, we conducted thorough reference checks and unanimously selected Lisa Dunn as our candidate.

Lisa recently moved to Grand Haven with her Husband. Prior to that, they lived and worked on the east side of the state in Dexter. Lisa has worked for Dexter Community Schools since 2010. She has worked as an instructional assistant, transportation secretary, and elementary secretary. I am excited to recommend that she join the FCS Team!



Fruitport Community Schools

Memo

To: FCS Board of Education

From: Katie Houseman

Date: 6/27/2024

CC: Danielle VanderMeulen, Katie Shawl, Jenny Ferels, Mark Mesbergen, Jason Kennedy

Subject: Recommendation for ECSE Instructional Assistant Hire

It is with pleasure that I recommend the hiring of Blaire Noren for the position of ECSE Instructional Assistant at Shettler Elementary. Blaire impressed the interview team consisting of Kathrine Houseman-Parker and Chris Wettach. Her hourly pay will be \$14.94 per hour at Step 2.

She will begin her new position approximately on August 26th pending background check and the hiring process.



Fruitport Community Schools

Memo

To: FCS Board of Education

From: Katie Houseman

Date: 7/8/2024

CC: Danielle VanderMeulen, Katie Shawl, Jenny Ferels, Mark Mesbergen, Jason Kennedy

Subject: Recommendation for ASD Instructional Assistant Hire

It is with pleasure that I recommend the hiring of Kayla Sowles for the position of LRE Instructional Assistant at Edgewood Elementary. Kayla impressed the interview team consisting of Kathrine Houseman-Parker and Brittany Bordeaux. Her references described her as patient, personable, and wonderful with kids. Her hourly pay will be \$14.94 per hour at Step 2.

She will begin her new position approximately on August 26th pending background check and the hiring process.

Memo

To: FCS Board of Education
From: Allison Camp, Curriculum Director
Date: July 1, 2024
Re: Recommendation for Hire

Christian Doctor, Shaun Danicek, Mary Roehm, Robin Latsch, and I interviewed candidates for our open art teaching position at Edgewood (with one section at the middle school). We brought in 4 candidates that met the qualifications for the position for 2 rounds of interviews. One round was a typical "Q & A" format and the second round was a teaching interview. After the interviews, we did reference checks and enthusiastically selected Karly Thomas as our candidate.

Karly is a recent graduate of Grand Valley State University. She has a Bachelor of Arts in Education with a concentration in the area of painting. She just finished up her student teaching at City Middle/High School in Grand Rapids. I am excited to recommend that she join the FCS Team!

Karly Thomas

**633 Lasalle Ave NW GR
231-292-2008
thomkarl@mail.gvsu.edu**

OBJECTIVE: Seeking a High School Art Teaching Position

EDUCATION:

2019-2023

Grand Valley State University
Allendale, Michigan

Bachelor of Arts in Education, Secondary, Painting Concentration

2017-2019

Muskegon Community College
Muskegon, Michigan

Michigan Transfer Agreement

STUDENT TEACHING

City Middle High School
10th-12th Grade Visual Arts
Grand Rapids, Michigan
August 2023-December 2023

- Build relationships with students and professional colleagues.
- Implementing classroom routines and procedures.
- Circulate the room, analyze student behavior and instruction, checking for understanding, and help individuals.
- Provide one-on-one interventions/tutoring with specific skills.
- Set up and manage small group work (i.e., enrichment activities, review sessions, tutoring and support, reading, etc.)
- Provide clear directions for tasks and assignments.
- Teach whole group lessons and/or lead group discussions.
- Explain and model content/strategies/demonstrate processes.
- Provide oral and written feedback.
- Assist with non-teaching duties (i.e., paperwork, hallway monitoring, breaks, etc.).
- Continue to become familiar with curriculum, standards & additional resource materials.

- Continue to reflect on and develop a personal teaching style.
- Take over all teaching duties assumed by the MT.

PRACTICUM EXPERIENCE

Walker Charter Academy

January-April 2023

Walker, Michigan

January-April 2023

- Teach 3 week lesson plan
- Assist Mentor Teacher during instruction, work time, and closure and dismissal of daily classes
- Prepare project materials for students
- Provide instructional support
- Document students work
- Make and present students artwork for shows, contests, display boards, etc.

ADDITIONAL EXPERIENCE

February 2024-Present

Behavior Technician

Behavior Analysts of West Michigan

Walker, Michigan

- Practicing ABA therapy one on one with clients (ages: 5-11)
- Reducing maladaptive behaviors
- Instruction in language and communication, social and play skills, academic and classroom behaviors, and functional living skills

July 2022- October 2022

Child Care Provider/Teacher

Tutor Time

Jenison, Michigan

- Assistant teacher to school aged children (5-11)
- Provide kids with breakfast, lunch, and snack
- Conduct activity centers for children to engage with throughout the day
- Help prepare any needed materials for lead teacher
- Supervise them on field trips
- Floating sub for other age groups (preschool, toddler, infant)

June 2022-July 2022

Art Camp Assistant

Lionardo Art Studio

Grand Rapids Michigan

- Aided kids (aged 4-12) in various modes of creating
- Learned camp management strategies.
- Prepared and cleaned up supplies for all activities

OTHER WORK EXPERIENCE:

September 2021- Present

Server at Olive Garden

- Providing great customer service
- Serving food items
- Properly handling payments at the end of each meal

September 2019-February 2020

Cashier at Meijer

- Complete transactions
- Handle money in all forms responsibly
- Use good eye contact and body language, displaying a friendly and outgoing attitude.
- Be prepared to handle customer questions adequately and appropriately.

HOBBIES/INTERESTS:

- I have developed a loving relationship with painting that has taught me a lot about myself and my experience in the world. I am most interested in the human figure and depicting human emotions visually. I want to create work that influences people, lets them see into my mind, and conveys a relatable experience we share as humans. The act of painting itself is freeing and brings out a confidence in me that can be difficult to cultivate in other areas.
- I am very family oriented and spend most of my free time with my sister who is three years younger than me. We will go on drives, listen to music, watch movies, make food, go tubing, go karting, etc. We have both made many friends along the way and they always end up coming together. It is fun to be surrounded by people that are my age as well as younger and older because we can share so many things with each other.
- Recently I have become very active in the gym, it not only helps me physically but it has helped my mental health tremendously over the past year.
- I also enjoy live music and just getting a group of friends together to do anything as a group that is not sitting around. There always seems to be some kind of adventure to go on.

REFERENCES:

Katalin Zaszlavik

Associate Professor/Area Coordinator

Art Education

Grand Valley State University

(616) 331-3166

zaszlavk@gvsu.edu

Shawna Turnbull
Mentor Teacher
Walker Charter Academy
(616) 785-2700
6.sturnbull@nhaschools.com

Meagan Whittle
Mentor Teacher
City High Middle School
(616) 819-2380
whittlem@students.grps.org

Jill Eggers
Associate Professor: Painting and Foundations
Stuart B. and Barbara H. Padnos Student Art & Design Gallery Director
Office: 704 Alexander Calder Fine Arts Center
Phone: (616) 331-3361
Email: eggertsj@gvsu.edu

Laura Watt
General Manager
Olive Garden
(616) 785-0087

Subject: Official email of resignation

From: Jay Stebelton <jstebelton@fruitportschools.net>

Date: 7/9/2024, 3:02 PM

To: Jason Kennedy <jkennedy@fruitportschools.net>

CC: Lauren Chesney <lchesney@fruitportschools.net>

Hi Jason-

I still haven't received my contract from CCSD per the background check but I am emailing you my official resignation from Fruitport. I know that the staff would like to continue with hiring and I don't want to hold that up. I love Fruitport schools and will miss working there. Hopefully we can golf 9 holes in Laughlin if you're visiting your parents.

Jay Stebelton

Sent from my iPhone



Fruitport Community Schools
SPECIAL BOARD MEETING
Monday, June 24, 2024 – 6:00 p.m.

Location:

Fruitport Community Schools Central Office
Board of Education Meeting Room
3255 E. Pontaluna Rd.
Fruitport, MI 49415

MINUTES

I. CALL to ORDER

The Special Meeting of the Board of Education was called to order at 6:02 p.m. by Board President, Dave Hazekamp.

II. ROLL CALL

Present – Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, JB Meeuwenberg.

III. APPROVAL OF AGENDA

Item 24-82. MOTION by Buckner, SECOND by Franklin to approve the agenda, as presented.

MOTION CARRIED: 7-0.

IV. REMARKS FROM THE PUBLIC: None

V. GENERAL BOARD BUSINESS

A. Special Meeting Minutes - May 20, 2024

Item 24-83. MOTION by Franklin, SECOND by Kelly to approve the Special Meeting Minutes of May 20, 2024, as presented.

MOTION CARRIED: 7-0

B. Regular Meeting Minutes - May 20, 2024

Item 24-84. MOTION by Buckner, SECOND by Franklin to approve the Regular Meeting Minutes of May 20, 2024, as presented.

MOTION CARRIED: 7-0

C. Closed Session Student Discipline Hearing Pursuant to Michigan Open Meetings Act Section 8(b) - Student: 61806449

Item 24-85. MOTION by Cole, SECOND by Buckner to enter into closed session at 6:04 p.m. pursuant to Section 8(b) of the Michigan Open Meetings Act, and upon the written request of the student's parent, for the purpose of conducting a hearing to consider the discipline of a student whose identity is known to the Board as Student 61806449.

Roll call: Buckner - yes, Burgess - yes, Cole - yes, Franklin - yes, Hazekamp - yes, Kelly - yes, Meeuwenberg - yes.

MOTION CARRIED: 7-0.

D. Return to Open Session

Item 24-86. MOTION by Franklin, SECOND by Cole to return to open session at 6:34 p.m.

Roll call: Buckner - yes, Burgess - yes, Cole - yes, Franklin - yes, Hazekamp - yes, Kelly - yes, Meeuwenberg - yes.

MOTION CARRIED: 7-0.

E. Board Resolution for Student Discipline: Student 61806449

Item 24-87. MOTION by Kelly, SECOND by Meeuwenberg to approve the Board resolution for student discipline for a student whose identity is known to the

Board as Student 61806449. The student shall be expelled for 180 school days from Fruitport Community Schools, but may apply for reinstatement to the Board of Education after 150 school days (April 1, 2025). The student shall meet all conditions of reinstatement, as outlined in the resolution, at the time of application for reinstatement. The student will remain expelled from Fruitport Community Schools until such time as the Board of Education reinstates the student.

Roll call: Buckner - yes, Burgess - yes, Cole - yes, Franklin - yes, Hazekamp - yes, Kelly - yes, Meeuwenberg - yes.

MOTION CARRIED: 7-0.

VI. **ADJOURNMENT**

Item 24-88. MOTION by Buckner, SECOND by Franklin to adjourn.

MOTION CARRIED: 7-0.

The meeting adjourned at 6:39 p.m.

Respectfully submitted,

Susan Franklin, Board Secretary

Jason Kennedy, Acting Recording Board Secretary



Fruitport Board of Education
Truth and Taxation Public Hearing
June 24, 2024 6:30 p.m.
Board of Education Meeting Room

- I. The Truth and Taxation Public Hearing of the Fruitport Community School District was **called to order** at 6:40 p.m. by Board President, Dave Hazekamp.

- II. **ROLL CALL:** Present –Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg. Absent – None.

- III. **APPROVAL OF AGENDA**
Item 24-89. MOTION by Buckner, SECOND by Franklin to approve the agenda, as presented.

MOTION CARRIED: 7-0.

- IV. **Budget Hearing Presentation**
Director of Business Services, Mark Mesbergen, opened the Truth and Taxation Budget Hearing with an overview of the 2023-2024 General Budget, including a recommended final budget amendment for the year ending June 30, 2024. He also spoke on the topics of taxable values and millage levy rates, outstanding debt, 2024-2025 budget assumptions, enrollment trends, schools of choice, foundation allowance trends, 2024-2025 MPSERS rates, he provided a 2024-2025 General Budget overview, and he discussed revenues vs. expenditures. Mark also covered budget overviews of the Early Childhood Center, Food Service, Technology, and Fiduciary accounts.

- V. **REMARKS FROM THE PUBLIC** - None

- VI. **OTHER** - None

- VII. **ADJOURNMENT**
Item 24-90. MOTION by Buckner, SECOND by Franklin to adjourn.
MOTION CARRIED: 7-0. The meeting adjourned at 7:04 p.m.

Respectfully submitted,

Susan Franklin, Board Secretary

Danielle VanderMeulen, Recording Secretary

Truth and Taxation Public Hearing - June 24, 2024



Fruitport Board of Education
Annual Organizational Meeting
June 24, 2024 – 7:00 p.m.
Board of Education Meeting Room

I. The **Annual Organizational** meeting of the Board of Education was **called to order** at 7:05 p.m. by Board President, Dave Hazekamp.

II. The **Pledge of Allegiance** was recited.

ROLL CALL: Present – Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg.

III. APPROVAL OF AGENDA

Item 24-91. MOTION by Cole, SECOND by Franklin to approve the agenda.

MOTION CARRIED: 7-0.

IV. Establish the Schedule for Regular Board Meetings

Item 24-92. MOTION by Franklin, SECOND by Kelly to approve the regular meetings of the Board of Education for the third Monday of each month beginning at 7:00 p.m., (*with exceptions as noted*). Meetings are to be held per the set schedule, held in the Board of Education meeting room, unless otherwise changed by the Board for the 2024-2025 school year.

Roll Call Vote: Buckner - Yes; Burgess - Yes; Cole - Yes; Franklin - Yes; Hazekamp - Yes; Kelly - Yes; Meeuwenberg - Yes.

MOTION CARRIED: 7-0.

V. Designate District Staff Member(s) Authorized to Post Board Meeting Notices

Item 24-93. MOTION by Franklin, SECOND by Cole to designate Danielle VanderMeulen and Jason Kennedy to post Board meeting notices, per the Open Meetings Act.

MOTION CARRIED: 7-0.

VI. Designation of Authorized Signatures

Item 24-94. MOTION by Franklin, SECOND by Cole to approve the Board President and Treasurer to sign checks; the Superintendent or his designee to sign contracts; the

Superintendent or his designee to sign agreements; and the Director of Business to sign purchase orders.

MOTION CARRIED: 7-0.

VII. Designate Depository(ies) for District Funds

Item 24-95. MOTION by Franklin, SECOND by Meeuwenberg to continue using Fifth/Third Bank of Norton Shores as the District's official depository and banking institution, and authorize the District to use Michigan Liquid Asset Fund, Fifth/Third Bank, Huntington Bank, and Choice One Bank for investment of surplus funds.

MOTION CARRIED: 7-0.

VIII. Designation of Legal Firms

Item 24-96. MOTION by Franklin, SECOND by Buckner to approve the authorization to work with Thrun Law Firm, PC of Lansing; Miller, Johnson, Snell & Cummiskey of Grand Rapids; Clark Hill PC, McDonald Hopkins, and Butler Law Group in various legal matters relating to the school district.

MOTION CARRIED: 7-0.

IX. Designation of Auditor

Item 24-97. MOTION by Kelly, SECOND by Meeuwenberg to designate Rehmann Robson, LLC to audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Fruitport Community Schools.

MOTION CARRIED: 7-0.

X. Designation of Official Publication

Item 24-98. MOTION by Buckner, SECOND by Franklin to approve the use of the *Muskegon Chronicle / MLive Media Group* for Official Publications.

MOTION CARRIED: 7-0.

XI. Designation of Board Liaison to MASB

Item 24-99. MOTION by Cole, SECOND by Franklin to appoint Steve Kelly as the Board's official liaison to Michigan Association of School Boards.

MOTION CARRIED: 7-0.

XII. Establish Rental Fees for District Facilities and Equipment

Item 24-100. MOTION by Cole, SECOND by Franklin to table and postpone the approval of the Performing Arts Center fees and District building charges until July 15, 2024, as discussed.

MOTION CARRIED: 7-0.

XIII. Adjournment

Item 24-101. MOTION by Buckner, SECOND by Franklin to adjourn the Organizational Meeting.

MOTION CARRIED: 7-0. The Organizational Meeting adjourned at 7:22 p.m.

Respectfully submitted,

Susan Franklin, Board Secretary

Danielle VanderMeulen, Recording Secretary



Fruitport Community Schools
REGULAR BOARD MEETING MINUTES
Monday, June 24, 2024 – 7:00 p.m.

Meeting Location:

Fruitport Community Schools Central Office
Board of Education Meeting Room
3255 E. Pontaluna Rd.
Fruitport, MI 49415

- I. **CALL TO ORDER:** The Regular meeting of the Board of Education was called to order at 7:22 p.m. by Board President, Dave Hazekamp.
- II. **ROLL CALL:** Present – Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, JB Meeuwenberg. Absent: None.
- III. **APPROVAL OF AGENDA**
Item 24-102. MOTION by Buckner, SECOND by Cole to approve the agenda, as presented.

MOTION CARRIED: 7-0.
- IV. **PRESENTATIONS:** None
- V. **COMMUNICATIONS:**
 - National Interscholastic Athletic Administrators Association (NIAAA): The District received communication from the NIAAA indicating that athletic director Jonny Morehouse has successfully completed the coursework, and has passed the certification examination to become a Certified Athletic Administrator (CAA). Jonny was in attendance at the meeting, and he was recognized by the Board of Education for attaining this designation.
- VI. **SUPERINTENDENT/ADMINISTRATIVE REPORTS:**
 - **Collective Bargaining and Negotiations Process** - The Board discussed the collective bargaining process that is underway with the Fruitport Education Association for a successor contract that is being negotiated currently. The bargaining teams met on June 21, 2024 to exchange additional language proposals. The bargaining teams will meet again on July 8, 2024.

- **Student Handbook and Attendance Policy Updates** - The Board continued to discuss updates to the student handbooks and its attendance policy, including a model handbook developed by Thrun Law Firm to align with the policies adopted by the Board of Education. Handbooks will be ready for approval at the July 2024 Board meeting.
- **End of Year Data Collection and Reporting** - Superintendent Kennedy reviewed student behavior referral data for the 2023-2024 school year with the Board of Education using Panorama, the District's data warehousing and MTSS data collection system. A report on student bullying at each building in the District was provided to the Board to comply with the Matt Epling Safe School Law.

VII. REMARKS FROM THE PUBLIC: None

VIII. CONSENT AGENDA

Item 24-103. MOTION by Cole, SECOND by Buckner to approve the Consent Agenda as listed below:

1. Approval of Bill Listing in the amount of \$586,140.47
2. Acceptance of Monthly Financial, Bond, and Capital Projects Report
3. Acceptance of Student Activity Summary Report
4. Acceptance of Credit Card and Utilities Report
5. Approval of Transfers and ACH Transactions Report
6. Approval of Personnel Report (includes confirmation of new hires, resignations, retirees, and transfers)

MOTION CARRIED: 7-0.

IX. GENERAL BOARD BUSINESS:

1. **2024-2025 MHSAA Membership Resolution**

Item 24-104. MOTION by Cole, SECOND by Meeuwenberg to approve the 2024-2025 MHSAA Membership resolution, as presented.

Roll Call Vote:

- Ayes: Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg.
- Nays: None

2. **2024 - 2025 MASB Membership Dues**

Item 24-105. Motion by Buckner, SECOND by Cole to approve payment of the MASB Membership dues invoice for the 2024-2025 school year in the amount of \$6,015.02, as discussed.

MOTION CARRIED: 7-0.

X. BUSINESS AND FINANCE COMMITTEE REPORTS & RECOMMENDATIONS

1. Report of committee meeting held on June 17, 2024

Elroy Buckner reported on a Business and Finance Committee meeting held on June 17, 2024 at 6:00 p.m. Kris Cole, Elroy Buckner, Dave Hazekamp, Jason Kennedy, Mark Mesbergen, and Jessica Wiseman were present. The Committee discussed the MASB annual dues and membership fees for 2024-2025, Mark provided an update on the final budget amendments for all funds to end FY 2024, and he provided the Committee with proposed original budgets for FY 2025. The Committee also discussed the renewal of the custodial services contract with CSM. The meeting was adjourned at 6:58 p.m.

2. CSM Custodial Services Renewal Recommendation

Item 24-106. MOTION by Buckner, SECOND by Cole to approve the custodial services renewal agreement in the amount of \$884,991, with funds coming out of the General Fund, for CSM to provide custodial cleaning services to the District for the 2024-2025 school year.

MOTION CARRIED: 7-0.

3. General Fund Budget Amendment for 2023-2024

Item 24-107. MOTION by Buckner, SECOND by Cole to approve the General Fund Budget Amendment for 2023-2024, as presented and discussed.

MOTION CARRIED: 7-0.

Roll Call Vote:

- Ayes: Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg.
- Nays: None

4. School Service Fund Budget Amendment for 2023-2024

Item 24-108. MOTION by Buckner, SECOND by Cole to approve the School Service Fund Budget Amendment for 2023-2024, as presented and discussed.

MOTION CARRIED: 7-0.

Roll Call Vote:

- Ayes: Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg.
- Nays: None

5. Budget Appropriations Act of the 2024-2025 General Fund

Item 24-109. MOTION by Buckner, SECOND by Cole to approve the adoption of the Budget Appropriations Act for the 2024-2025 General Fund, as presented and discussed.

MOTION CARRIED: 7-0.

Roll Call Vote:

- Ayes: Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg.
- Nays: None

6. Budget Appropriations Act of the 2024-2025 School Service Fund

Item 24-110. MOTION by Buckner, SECOND by Cole to approve the adoption of the Budget Appropriations Act for the 2024-2025 School Service Fund, as presented and discussed.

MOTION CARRIED: 7-0.

Roll Call Vote:

- Ayes: Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, Steve Kelly, and JB Meeuwenberg.
- Nays: None

XI. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS:

1. Report of committee meeting held on June 17, 2024

Steve Kelly reported on a Personnel Committee meeting held on June 17, 2024 at 5:00 p.m. Dave Hazekamp, Steve Kelly, and Jason Kennedy were present. The Committee discussed the Personnel Report for June 2024, and it discussed an update on the collective bargaining process for each of the bargaining unit contracts currently being negotiated. The Committee also discussed parameters around which the salaries for non-affiliated staff for FY 2025 will be. The meeting was adjourned at 5:30 p.m.

XII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS

1. Report of committee meeting held on June 17, 2024

Susan Franklin reported on a Student Affairs Committee meeting held on June 17, 2024 at 5:31 p.m. Tim Burgess, Susan Franklin, Dave Hazekamp, and Jason Kennedy were present. The Committee discussed an overnight field trip request from Coach Dan Hazekamp for the boys varsity soccer team to stay the night in Petoskey, MI to participate in a soccer invitational there from August 15-17, 2024. The Committee

also discussed the annual Michigan High School Athletic Association (MHSAA) Membership Resolution necessary for membership into the MHSAA and for District teams to compete in MHSAA events. The Committee discussed updates to the student handbooks and was provided a copy of a model handbook developed by Thrun Law Firm to align with the policies adopted by the Board of Education. The Committee discussed updates to the athletic handbook for students and parents for the 2024-2025 school year. The Committee discussed a recommendation from curriculum director Allison Camp for the purchase of elementary social studies textbooks and resources to support the curriculum, in an amount not to exceed \$175,000. The meeting was adjourned at 5:58 p.m.

2. Overnight Trip Request: Boys Varsity Soccer Team – Petoskey, MI

Item 24-111. MOTION by Franklin, SECOND by Burgess to approve the overnight trip request by Coach Dan Hazekamp for the high school boys' varsity soccer team to participate in the Petoskey Invitational on August 15-17, 2024, as discussed.

MOTION CARRIED: 7-0.

3. Graduation Date for 2025: Thursday, May 29, 2025

Item 24-112. MOTION by Franklin, SECOND by Burgess to approve the graduation date for the Class of 2025 to be Thursday, May 29, 2025 to be held at the Trinity Health Arena in Muskegon, as discussed.

MOTION CARRIED: 7-0.

4. 2024-2025 MS/HS Athletic Handbook

Item 24-113. MOTION by Burgess, SECOND by Franklin to approve the updated Athletic Handbook for Parents and Students for the 2024-2025 school year, as discussed.

MOTION CARRIED: 7-0.

5. K-5 Social Studies Textbook and Resource Purchase Recommendation

Item 24-114. MOTION by Burgess, SECOND by Franklin to approve a cost not to exceed \$175,000 for the purchase of McGraw Hill in grades K – 2 and, 4-5, and Studies Weekly for grade 3. The cost is for a 6-year subscription to McGraw Hill and Studies Weekly, as discussed.

MOTION CARRIED: 7-0.

XIII. BOARD MEMBER REPORTS AND DISCUSSIONS:

Kric Cole shared that an official press release will be forthcoming as it pertains to the middle school robotics team hosting the State Championship Robotics Competition for middle

school students next year. The event will be held at Trinity Health Arena, and will be two (2) weeks after the middle school hosts its state qualification competition in Fruitport.

JB Meeuwneberg and Tim Burgess shared that they will not be able to attend meetings the week of July 8th.

XIV. AGENDA ITEMS for FUTURE MEETINGS & SCHEDULING OF ANY SPECIAL MEETINGS

1. The Business and Finance Committee will meet on July 8, 2024 at 6:00 p.m.
2. The Personnel Committee will meet on July 8, 2024 at 5:00 p.m.
3. The Student Affairs Committee will meet on July 8, 2024 at 5:30 p.m.
4. The Board of Education will meet on July 15, 2024 at 7:00 p.m. for the regular meeting.

XV. REMARKS FROM THE PUBLIC: None

XVI. ADJOURNMENT

Item 24-115. MOTION by Buckner, SECOND by Franklin to adjourn.

MOTION CARRIED: 7-0.

The meeting adjourned at 8:01 p.m.

Respectfully submitted,

Susan Franklin, Board Secretary

Danielle VanderMeulen, Recording Secretary

BOARD ACTION REQUEST FORM

Meeting Date: July 15, 2024

To: Board of Education

Attachment #: XIII-1

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Branding and Identity Request: Varsity Baseball Hat / Trojan Mascot

Background Information:

With the update of our mascot, Trojie, this past year, the Varsity Baseball Team would like to add the Trojan mascot to the list of approved branding and identity images so that the team may add this to the side of the varsity baseball hat for the 2024-2025 school year.

Financial Impact:

None

Recommended Action:

To approve the Trojan mascot image for use to represent Fruitport athletic programs and to add this approved image to the Branding and Identity Guide for the District, as presented.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin
 ___ Hazekamp ___ Kelly ___ Meeuwenberg

FRUITPORT COMMUNITY SCHOOLS IDENTITY

Identity and branding are important for all Fruitport Community Schools sanctioned organizations including athletic teams. It is the district's expectation that these guidelines will be followed. Any exceptions to these guidelines must first be approved by the District Administration prior to use.

This document will provide information to assist all those who create or disseminate materials or messages in print or electronically that represent the district's image and brand, including:

- Faculty and staff members
- Outside graphic designers
- Printers and other vendors
- Athletic teams
- Student clubs or organizations

If you have any questions, please contact the Fruitport Community Schools Superintendent's Office at (231) 865-3154 or the Fruitport Director of Athletics at (231) 865-4035.

How to determine if you may use the District's logo:

If you are...

A faculty or staff member

- Yes, for district-related projects.

An individual student or alumni

- Yes, for school-related projects/assignments.
- No, for personal projects.

A registered student organization

- Yes, with approval. (Approval shall be granted by the building Principal)

A news/sports media organization





- Yes, with approval. (Approval shall be granted by the appropriate administrative staff)

A social media user

- No, unless for use on an official District social media site
- Individuals may use photography that represents the District in a positive light.

OFFICIAL TROJAN HEAD LOGO

There is one official Trojan Head logo. Any logo that represents the District must use the approved Trojan Head. There are three color versions that are acceptable for use:

			
Tri-Color	Bi-color Blue	Bi-color Black	White
This logo may be used with the two accepted shades of blue, gray, and white as detailed below.	This logo may be used with the two acceptable shades of blue and white as detailed below.	This logo may be used with black and white as detailed below.	This logo may be used on a dark background as detailed below.

			
Official	Acceptable	Acceptable	Not Acceptable

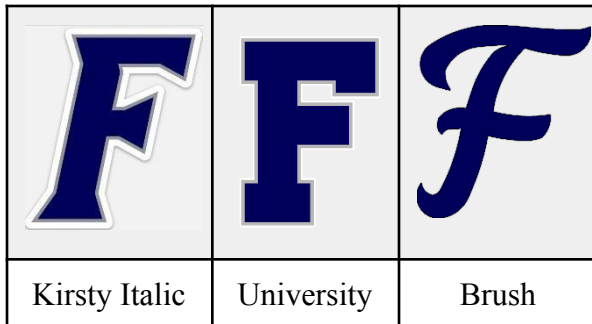
In the above graphic, you see examples of acceptable and unacceptable Trojan Head Logos. The first is an example of the official Trojan Head Logo. All other logos must be based on this design. The second logo is acceptable because it has a helmet, a similar style plume, and utilizes the correct colors. The third is acceptable as well, as it meets all the listed criteria and is utilizing the correct colors. The final one is not acceptable as there is no helmet and the plume is not consistent with the accepted style.

OFFICIAL ATHLETICS/CLUBS/ORGANIZATIONS “Block or Script F”

There are three accepted “Block or Script F” logos for the district:

1. The block or script F MUST be in one of the following fonts:
 - a. Kirsty Italic
 - b. University
 - c. Brush

If you are in need of an “Official” block or script F, contact the Director of Athletics or the Director of Technology.



OFFICIAL ATHLETICS/CLUBS/ORGANIZATIONS TROJAN HEAD LOGO/TITLES

While there is one accepted Trojan Head logo for the district, we are allowing some variation for athletic teams, clubs, and organizations, as long as they meet the following standards:

1. A variation of the Trojan Head logo must include a helmet.
2. The helmet must have a solid plume that looks similar to the official Trojan Head. It may not contain brushes or feathers.
3. For all teams, clubs, or organizations, when it comes to titles, we are “Fruitport Community Schools,” “Fruitport Trojans,” “Fruitport,” “Trojan,” or “Trojans.” The shortening of any name or title is prohibited (i.e: changing “Fruitport” to “The Port”).
4. Any Trojan Head logo (with the exception of the Techno Trojans) must be in approved school colors unless approved by District Administrative staff. Those colors are blue, gray, black or white.
5. Athletic logos/titles must be approved by the Athletic Director for athletic teams or the building Principal for clubs and/or organizations.
6. Any logo that is representative of the District, and does not include a Trojan Head must be approved before use.
7. If you are in need of an “Official” Trojan Head, contact the Director of Athletics or the Director of Technology.
8. Any changes to logos, uniforms, or equipment that has our logo on it, such as headgear, helmets, etc. must be approved by the administration and the Board of Education.

Examples: Different Trojan logo, F logo, or wings on helmets.

The image below is the approved logo for use on the District's football helmets.



OFFICIAL COLORS

Fruitport's official uniform colors are navy blue, gray, white, or a combination. Any exception must first be approved by the District Administration.

BLUE - Navy blue is the official shade.

The District will allow two (2) digital shades of blue as detailed below:

Navy Blue:

Hexadecimal #000080

CMYK 100% Cyan, 100% Magenta, 0% Yellow, 49.8% Black

Fruitport Blue (Our term):

Hexadecimal #203468

CMYK 69% Cyan, 50% Magenta, 0% Yellow, 59% Black

GRAY - Gray is a secondary color.

Hexadecimal #c6c8ca

CMYK 2% Cyan, 1% Magenta, 0% Yellow, 21% Black

WHITE - White is also a secondary color.

Hexadecimal #ffffff

CMYK 0% Cyan, 0% Magenta, 0% Yellow, 0% black

BLACK - Black is a tertiary color.

Hexadecimal #000000

CMYK 50% Cyan, 50% Magenta, 50% Yellow, 100% black

OFFICIAL FONTS/TYPEFACES

The following are the suggested complementary and contrasting typefaces for use in Fruitport Community Schools. It generally is preferable to use contrasting typefaces, and a maximum of three (3) per publication. Any font may be italicized or bolded, as needed.

Arial Fruitport Trojans	Calibri Fruitport Trojans	PT Sans Fruitport Trojans
Gotham Fruitport Trojans	Garamond Fruitport Trojans	Times New Roman Fruitport Trojans
Georgia Fruitport Trojans	Rockwell Fruitport Trojans	Baskerville Old Face Fruitport Trojans
Jackport College Fruitport Trojans	Kirsty Fruitport Trojans	



STYLE# GP345

Design ID: 25420095
Style Description: GP344 Series GameTek
2 w/Piping On Field

Fit: Stretch Fit
Size: 5 Sizes (XS-XL)
Crown Shape: Low Pro Shape
Bill Shape: Flat Bill
Crown: Dk Navy
Front Panel: Dk Navy
Side: Dk Navy
Back Panel: Dk Navy
Bill: White
X-Peak: None
Eyelet: White
Button: White
Piping: White
Front Piping: White



Front Graphic WHITE
LT. GREY

3D Embroidery



Back Graphic WHITE
LT. GREY

Flat Embroidery



Right Graphic

3D Embroidery



Front:
Back:
Right:
Notes:

BOARD ACTION REQUEST FORM

Meeting Date: July 15, 2024

To: Board of Education

Attachment #: XIII-1

From: Jason Kennedy

Subject to be Discussed and Policy Reference:
2024-2025 High School and Middle School Student Handbook

Background Information:
The 2024-2025 High School and Middle School Student Handbook has been updated to align with the model handbook provided to the District by Thrun Law Firm. The model handbook from the District's legal firm aligns directly with the Board of Education's policy manual from Thrun Law Firm.

Financial Impact:
None

Recommended Action:
To approve the updated High School and Middle School Student Handbook for the 2024-2025 school year, as discussed.

Action Taken:
Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin
 ___ Hazekamp ___ Kelly ___ Meeuwenberg



**Fruitport High School / Fruitport Middle School
2024-2025 Student Handbook**

Mailing Address:
3255 Pontaluna Rd.
Fruitport, MI 49415

3113 E. Pontaluna Rd.
Fruitport, MI 49415

Physical Location:
357 N. Sixth St.
Fruitport, MI 49415

3113 E. Pontaluna Rd.
Fruitport, MI 49415

Office: (231)865-3101

Fax: (231) 865-6351

www.fruitportschools.net

This handbook is intended for use by students, parents, and staff as a guide to the rules, procedures, and general information about the District. The use of the word “parent” in this handbook means a student’s natural or adoptive parent or legal guardian. Students and their parents are responsible for familiarizing themselves with this handbook, and parents should use the handbook as a resource to assist their children with following its rules and procedures.

Students must comply with all school policies, regulations, rules, and expectations. The use of the word “Policy” in this handbook includes bylaws or policies adopted by the Board of Education. Although the information in this handbook is comprehensive, it is not intended to address every situation that may arise during a school day or school year. This handbook does not create a contract between the District and parents, students, or staff. The administration is responsible for interpreting the rules contained in the handbook to ensure the implementation of the school’s educational program and well-being of all students. If a situation arises that is not specifically addressed by this handbook, the administration may respond based on applicable law and policy.

The rules and information provided in this handbook may be supplemented or amended by the administration at any time, consistent with applicable law and policy. This handbook is a summary of the school’s rules and expectations, and is not a comprehensive statement of school procedures. The Board’s comprehensive policy manual is available for public inspection on the District’s website or at the Office of the Board of Education located at 3255 Pontaluna Rd. Fruitport, MI 49415.

Parent/Guardian and Student Handbook Acknowledgment and Pledge

I acknowledge receiving and/or being provided electronic access to the Student/Parent Handbook and School Board policy on student behavior. I have read these materials and understand all rules, responsibilities, and expectations. In order to help keep my school safe, I pledge to adhere to all School and District rules, policies, and procedures. I understand that the Student/Parent Handbook and Board and District policies may be amended during the year, and that such changes are available on the District website or in the school office. I understand that my failure to return this acknowledgement and pledge will not relieve me from being responsible for knowing or complying with School, Board, and District rules, policies, and procedures.

This acknowledgment form and pledge is acknowledged and electronically signed during the student registration process.

Student’s Signature

Date

Parent’s Signature

Date

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[Note: Delete any optional sections from this table of contents that have not been adopted. To account for any inserts that may have affected this numbering system, this table of contents should be reviewed after the customization of this handbook is complete to ensure the accuracy of the following page numbers. If editing in Microsoft Word, right click this table of contents, click “update field,” and click “update entire table” to automatically update the table of contents. Delete note after editing.]

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IMPORTANT INFORMATION

District Website:

<https://www.fruitportschools.net/>

School Website:

<https://www.fruitportschools.net/schools/fruitport-high-school/>

Board Policies:

<https://www.fruitportschools.net/board-of-education/>

Addresses:

Mailing Address:
3255 Pontaluna Rd.
Fruitport, MI 49415

Physical Location:
357 N. Sixth Ave.
Fruitport, MI 49415

Contact Information:

Main Office: (231) 865-3101
Fax: (231) 865-6351
Student Services: (231) 865-3101
Special Education: (231) 865-3188
Transportation: (231) 865-3196
Athletics: (231) 865-4035

Board of Education:

Dave Hazekamp - President • Kris Cole - Vice-President • Susan Franklin - Secretary •
Elroy Buckner - Treasurer • Tim Burgess - Trustee • Steve Kelly - Trustee • J.B.
Meeuwenberg - Trustee

Administration:

Superintendent: Jason J. Kennedy
Curriculum Director: Allison Camp
Special Education Director: Greg Bodrie
High School Principal: Lauren Chesney
High School Assistant Principal: Rob Rogers
Guidance Counselor: Jennifer Finnerty
Guidance Counselor: Marissa Higgs
School Secretary: Tanya Fehler
School Secretary: Sheila Vanover
Athletic Director: Jonny Morehouse
Athletic Secretary: Tricia Winkas
Transportation Director: Kathy Randall



2024 - 2025 SCHOOL CALENDAR

2024

AUGUST 20: Secondary Open House (MS and HS) 4:30 - 6:00 p.m.
AUGUST 21: Meet, Greet, Find Your Seat (Elementary) 4:30 - 6:00 p.m.
AUGUST 26: First Day of School - Half Day Schedule
AUGUST 27, 28: Full Day Schedule - No Delayed Start on August 28
AUGUST 29: Half Day Schedule
AUGUST 30 - SEPTEMBER 2: No School - Labor Day Break
SEPTEMBER 4, 11, 18, 25: Delayed Start (school starts 1 1/2 hours later)
OCTOBER 2, 9, 16, 23, 30: Delayed Start (school starts 1 1/2 hours later)
OCTOBER 7 - 10: Parent Teacher Conferences (4:00 - 7:00 p.m.; Details to follow)
OCTOBER 11: No School - Staff Professional Development Day
OCTOBER 14-15: No School - Fall Break
NOVEMBER 6, 13, 20: Delayed Start (school starts 1 1/2 hours later)
NOVEMBER 27 - 29: No School - Thanksgiving Break
DECEMBER 4, 11, 18: Delayed Start (school starts 1 1/2 hours later)
DECEMBER 23 - JANUARY 3: No School - Winter Holiday Break

2025

JANUARY 6: School Resumes
JANUARY 8, 15, 22, 29: Delayed Start (school starts 1 1/2 hours later)
JANUARY 16, 17: Half Day Schedule - Records Days: End of First Semester
JANUARY 20: No School or Professional Development - Dr. Martin Luther King Jr. Day
FEBRUARY 5, 12, 26: Delayed Start (school starts 1 1/2 hours later)
FEBRUARY 17: No School - Staff Professional Development Day
FEBRUARY 18-21: No School - Mid-winter Break
MARCH 5, 12, 19, 26: Delayed Start (school starts 1 1/2 hours later)
MARCH 10 - 13: Parent Teacher Conferences (4:00 - 7:00 p.m.; Details to follow)
MARCH 14: No School - Staff Professional Development Day
APRIL 3: No School - Staff Professional Development Day
APRIL 4 - APRIL 11: No School - Spring Break
APRIL 2, 9: No Delayed Start
APRIL 16, 23, 30: Delayed Start (school starts 1 1/2 hours later)
MAY 7, 14, 21, 28: Delayed Start (school starts 1 1/2 hours later)
MAY 26: No School - Memorial Day Holiday
JUNE 4: Delayed Start (school starts 1 1/2 hours later)
JUNE 11: No Delayed Start
JUNE 9, 10, 11: Half Day Schedule
JUNE 11: Last Day of School - Half Day Schedule

2024-2025 DAILY SCHEDULE

School staff will supervise students on school grounds **15 minutes** before the school day begins and **15 minutes** after the school day ends. **Unless students are participating in a school activity, school staff will not provide supervision before or after these times.**

EMERGENCY SCHOOL CLOSING PROCEDURES

In the event of an emergency school closure, such as a bad weather day or when school is unexpectedly closed early, the District will notify students, parents, and the general public about the closure in the following manner:

1. The Superintendent or designee will send out an automatic phone call and email to staff and families who have their phone numbers and emails listed in the District's student information system using the District's emergency communication system.
2. School closure information will be posted on the District's social media Facebook page and each of the following television station's closure and delays webpage: WOOD-TV 8, WZZM-13, WWMT-3, WXMI-17.

NOTICE OF NON-DISCRIMINATION

The District does not discriminate on the basis of race, color, religion, national origin, ethnicity, sex (including pregnancy, gender identity, or sexual orientation), disability, age, height, weight, marital or family status, veteran status, ancestry, genetic information, military status, or any other legally protected category (collectively, “Protected Classes”), in its programs and activities, and provides equal access to the Boy Scouts and other designated youth groups as required by law.

The District prohibits unlawful discrimination, including unlawful harassment and retaliation. The District will investigate all allegations of unlawful discrimination and will take appropriate action, including discipline, against any person who, following an investigation, is determined to have engaged in unlawful discrimination.

“Unlawful harassment” is verbal, written, or physical conduct that denigrates or shows hostility or aversion toward a person because of the person’s membership in a Protected Class that has the purpose or effect of: (1) creating an intimidating, hostile, or offensive environment; or (2) unreasonably interfering with the person’s ability to benefit from the District’s educational programs or activities.

- **Race, color, and national origin harassment** can take many forms, including, but not limited to, slurs, taunts, stereotypes, or name-calling, as well as racially motivated physical threats, attacks, or other hateful conduct. Harassment based on ethnicity, ancestry, or perceived ancestral, ethnic, or religious characteristics is considered race, color, and national origin harassment.
- **Disability harassment** can take many forms, including, but not limited to, slurs, taunts, stereotypes, or name-calling, as well as disability-motivated physical threats, attacks, or other hateful conduct.
- **Sex-based harassment** can take many forms. For the definition of sex-based harassment, including sexual harassment under Title IX, see Policies 3118 and 5202. The District’s Title IX Policy is attached to this handbook as Appendix A.

Any student who witnesses an act of unlawful discrimination, including unlawful harassment or retaliation, is encouraged to report it to District personnel. No student will be retaliated against based on any report of suspected discrimination. A student may also anonymously report an incident of unlawful discrimination. The District will investigate anonymous reports pursuant to its investigation procedures described by Policy. Minor students do not need parent permission to file complaints or participate in the formal complaint resolution process described by Policy.

If you or someone you know has been subjected to **sex-based discrimination, harassment, or retaliation**, you may file a report with any District employee. Formal Complaints of sexual harassment must be filed with the Title IX Coordinator:

Greg Bodrie, Director of Special Education
3255 E. Pontaluna Rd. Fruitport, MI 49415
Phone: (231) 865-3188
Email: gbodrie@fruitportschools.net

If you or someone you know has been subjected to **disability-based discrimination, harassment, or retaliation**, you may file a complaint with:

Rob Rogers, Assistant Principal
357 N. Sixth Ave. Fruitport, MI 49415
Phone: (231) 865-3101
Email: rogers@fruitportschools.net

If you or someone you know has been subjected to **any other type of unlawful discrimination, harassment, or retaliation**, including unlawful conduct based on race, color, or national origin, you may file a complaint with:

Greg Bodrie, Director of Special Education
3255 E. Pontaluna Rd. Fruitport, MI 49415
Phone: (231) 865-3188
Email: gbodrie@fruitportschools.net

A report of unlawful discrimination, including unlawful harassment or retaliation, may be made orally or in writing.

A student found to have engaged in unlawful discrimination, including unlawful harassment or retaliation, may be subject to discipline, including suspension or expulsion, consistent with Policy 5206.

SECTION I: DISTRICT-WIDE POLICIES AND PROCEDURES

Attendance

Board of Education policy 5301 governs the attendance procedures of the School. Students are expected to attend school every day school is in session. Students are to arrive before the first class and stay until the scheduled end of their school day. If a student is unable to attend school, the student or parent must report that absence to the attendance office.

The following absences will be considered excused if they are confirmed by communication to the school from the student's parent:

- severe weather;
- medical appointments for the student with note from medical provider;
- death or serious illness of the student's immediate family member;
- attendance at a funeral, wedding, or graduation;
- appearance at court or for other legal matters. Court documentation is required for absence to be excused;
- observance of religious holidays of the student's own faith;
- college planning visits;
- personal or family vacations;
- the student's physical illness or injury (a physician's verification is required after FOUR consecutive days of absence for illness);
 1. Illness that constitute an excused absence is described as, but not limited to:
 - i. A fever of 100.1 or higher within 24 hours without the use of fever-reducing medication
 - ii. Vomiting within 24 hours
 - iii. Diarrhea within 24 hours
 - iv. Other contagious illnesses including Strep Throat, Pink Eye, head lice, etc.
 - v. Other symptoms are considered on an individual basis.
 2. Mental health excused absences require a medical professional's verification.
 3. Absences where no reason is given, or reason is not specific, may be listed as unexcused.
 4. If there is no parent phone call or note within 48 hrs of the absence, the absence will be coded as unexcused and may not be changed.
 5. Excused absence illnesses and symptoms are reported weekly to county, state and federal agencies for tracking purposes. Any report of a student illness requires details about symptoms for accurate documentation. (See Public Health-Muskegon County, form 6311-01, "Michigan School Building Weekly Report of Communicable Diseases to Local Health Department")

Excessive Absenteeism and Truancy

The district will develop a process for addressing Fruitport Community Schools student absenteeism and will reference the county-wide truancy protocol as developed by the county prosecutor and the MAISD. The building principal or designee may impose additional consequences for excessive absenteeism, consistent with the student handbook, published grading procedures or MAISD's truancy's protocols.

Chronic Absenteeism process

- Each building team will create and maintain a robust and healthy culture to empower student/family engagement and overall success.
 - District and building policy will guide communication and parent education about what counts towards excused absences, chronic absenteeism, and truancy.
- Monthly, beginning in October each year, informational letters will be sent to parents of students with greater than 10% absences for the year.
 - This letter will be positive and focus on building supportive relationships with parents and students to combat their chronic absenteeism.
- At FIVE unexcused days a parent letter will be sent.
 - The five-day letter will emphasize the importance of school engagement and set a positive, supportive tone.
 - Parents will be encouraged to contact Student Support or Building Principals for support options available.
- At TEN unexcused days a second parent letter will be sent.
 - The ten-day letter will detail further corrective action options.
 - A parent meeting with school staff or truancy liaison may be required and a corrective action plan may be created.
 - An attendance contract may be completed by parents, students and school staff.
- At FIFTEEN unexcused days a final letter will be sent.
 - The fifteen-day letter will notify parents the Muskegon County Truancy Liaison may be notified by official referral.
 - Family meeting with school staff and/or County Truancy Liaison is required.
 - Consequences of absences can include legal charges for Truancy and/or Incurability by Muskegon or Ottawa County Prosecutor.

Policy Regarding More than Ten (10) Consecutive Days of Unexcused Absences

Fruitport Community Schools (FCS) is committed to maintaining and building positive relationships with all families and community members. The district is also obligated to meet increased accountability expectations from the state in regards to student attendance records. As with all accountability matters, we see our parents as partners in supporting student learning. The district believes that accountability expectations are not obstacles when it comes to helping all students learn and reach their individual potential.

With this in mind, FCS enacts the following policy: Any K-12 student who is absent for more than ten (10) consecutive unexcused days may be immediately unenrolled, exited, and removed from the District's classroom rosters and attendance system, on the 11th day. FCS enacts this policy to ensure that our attendance system continues to align with state mandated pupil accounting practices which includes providing evidence of accurate, daily attendance.

More than ten (10) consecutive days of unexcused absences includes, but is not limited to truancy, vacation time and unreported, extended illness. If your child experiences an extended illness, please communicate with your child's/student's building principal so that the principal can communicate with you about appropriate next steps. The principal may also be able to provide you with help and support. The district is also legally required to take special and extraordinary steps when tracking extended medical illness. If you are planning to take your student out of FCS schools for any reason, please know that your student may be unenrolled from the district after ten (10) days pass. Then, if the student has not returned on the eleventh day, he or she may be unenrolled. This may include filing a truancy referral with the Muskegon County prosecutor.

Extended absences hinder a student's potential to be the best he or she can be. FCS aims to help all students grow and achieve each year. The district understands that some extended absences may be unavoidable, but communication is the key to being able to navigate those uncertain times in a way that is productive and beneficial for everyone. Students who are unenrolled, or exited, as a result of this policy and would like to re-enroll, should come to the Superintendent's Office for information on how to register again.

(Portions of this policy were adapted from Novi Community Schools and used with permission)

Definitions:

Chronically absent means absent for 10% or more of the enrolled school days in a school year, whether absenteeism is due to unexcused, excused, or disciplinary absences. (For instance, missing 3 days of school the first month of the year; 8 days in the first half of the year; or 18 days in the entire school year.) Note: All absences for the school year should be counted, even if they have carried over from a different school.

Truant means a student who has ten (10) or more unexcused absences per school year.

A student who violates attendance expectations may be subject to discipline and any other applicable consequences.

Absences due to illness

The school will contact parents if a student becomes ill at school and may ask that the parent pick up the student. A student who is absent due to illness has two (2) days for each day of absence to complete missed assignments.

Planned absences

Parents who know in advance that a student will be absent must contact the school at the earliest possible date. Students who will be absent for reasons that can be anticipated, such as routine medical appointments and school activities, must complete any work required by the teacher before the absence unless alternative arrangements are approved by the teacher in advance. Parents should make every attempt to schedule medical and other appointments outside of school hours.

Students are expected to:

- Complete all class work in advance for any absence that can be anticipated or make alternative arrangements with their teacher in advance of the absence.
- Sign out of school at the office if leaving school during the school day.
- Make up all work that is assigned by teachers for the instructional time that has been missed.

Books and Supplies

The District will provide free instruction to all students and **will not charge a fee for materials necessary to complete required or elective courses**. Students and parents may purchase additional supplies at their own expense. The District may charge a reasonable and refundable deposit to cover damage to textbooks and supplies. A teacher may provide a list of suggested materials that students and parents may purchase. Purchasing materials is voluntary and not required for curricular activities.

Students must take care of books and other supplies provided by the District. The District may assess fees to repair or replace District property that is lost, damaged, stolen, returned in a different condition, or not returned on time.

Bulletin Boards

Space may be provided within school buildings or on school electronic media for students and student organizations to post notices about student groups. Rules for posting on bulletin boards are found in Policy 5503.

Bullying

All types of student-on-student bullying, including cyberbullying, without regard to subject matter or motivation, are prohibited. The District's Anti-Bullying Policy is attached to this handbook as Appendix B.

Cafeteria Rules

Students are **NOT** allowed to leave the building during lunch and must remain in the lunch area unless specifically given permission from administration. If a parent chooses to take his or her student out of school during lunch, he or she must come in to Student Services and sign out the student **BEFORE** the lunch period begins. Students caught leaving or reentering the building during lunch may be assigned a consequence ranging from detention to suspension. During lunch, students must proceed directly to the cafeteria or designated lunch area, and, after getting their lunch, shall immediately sit in a designated area. Students shall remain in the cafeteria area until the lunch tone rings, at which point they shall clean the area in which they are seated, dispose of any trash in the appropriate receptacle, and exit the cafeteria to their assigned location.

Cell Phone Use

Students may use cell phones or other electronic devices while at school, so long as they do so safely, responsibly, and respectfully, and comply with all other school rules while using the devices

Students are personally and solely responsible for the security of their cell phones and other electronic devices. The District is not responsible for theft, loss, or damage of any cell phone or other electronic device.

Students may not use cell phones or other electronic devices while they are in locker rooms, restrooms, or any other area in which others may have a reasonable expectation of privacy.

Taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal photographs, video, audio, or other similar data, whether by electronic data transfer or otherwise (including via cell phone or other electronic device), may constitute a crime under state or federal law. A student engaged in any of these activities at school, at a school event, or on school-provided transportation, may be subject to discipline. A student engaged in any of these activities outside of school may

be disciplined if the student's activities substantially disrupt or negatively affect the school environment.

Students are allowed to use cell phones, earbuds/headphones and other electronic devices before school, during lunches, and after school. Students are not allowed to wear earbuds/headphones during passing time and may only be used during instructional time with teacher permission.

School administrators and teachers may confiscate a student's cell phone or other electronic device if the student's use or possession of a cell phone or electronic device violates Board Policy, the student code of conduct, or any applicable building or classroom rule. The building principal or designee may require a meeting with the student's parent to discuss the rule violation before returning the cell phone or electronic device.

Cheating, Plagiarism, and Academic Dishonesty

Students may not cheat, plagiarize, or otherwise participate in academic dishonesty in any form. Unless specifically authorized by a teacher, prohibited behavior may include, but is not limited to:

- Obtaining, attempting to obtain, or aiding another person in obtaining credit for work by any dishonest or deceptive means.
- Copying another person's work or answers.
- Discussing with other students the answers or questions on a test or assignment before the test or assignment has been submitted for a grade.
- Taking or receiving copies of a test.
- Using or displaying notes, "cheat sheets," or other sources of unauthorized information.
- Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- Using artificial intelligence to assist or complete an assignment or test without the expressed permission of the teacher or instructor.
- Submitting work or any portion of work completed by another person.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty may receive no credit on that assignment or class and will be subject to discipline, up to and including expulsion. Any student consciously involved in any act of cheating or plagiarism on an assignment, exam, test, or quiz will receive a grade of "0" or "F" for that grade. A second violation in that class during the same semester will result in a grade of "F" for that semester.

Children's Protective Services Investigations

The District will cooperate with Children's Protective Services (CPS) during an investigation of suspected child abuse or neglect. Cooperation may include allowing CPS access to a student without parent consent if CPS determines access is necessary to complete the investigation or prevent abuse or neglect. As a matter of law, the identity of an individual who makes a report of suspected child abuse or neglect is confidential and will not be disclosed.

Classroom Behavior

Teachers may establish classroom conduct rules that students must follow.

Closed Campus

The school campus is a closed campus. All students must remain on campus during school hours. Students who leave campus without authorization are subject to disciplinary action.]

Communicable Diseases

The District, in conjunction with local health department officials, may exclude students who:

- Are suspected of having a communicable disease until a physician or local health department official determines the student is no longer a risk; or
- Lack of documentation of immunity or are otherwise considered susceptible to a communicable disease until the local health department officials determine the risk of spreading the disease has passed.

Communicable diseases include, but are not limited to, diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, COVID-19, and other conditions indicated by the local and state health departments. Any removal will only be for the contagious period or as directed by the local health department.

Damage to School Property

Students who damage school property either intentionally or unintentionally may be subject to discipline and required to pay to replace or restore the property.

Dress and Grooming

In general, clothing should be clean and appropriate for the climate and the situation. Student dress, hair style, make up, cleanliness, or personal appearance that is a threat to the safety, health, or welfare of others; violates any statute, Policy 5101, or the Dress Code; or substantially disrupts the educational environment or that school officials reasonably forecast will substantially disrupt the educational environment, is grounds for remedial or disciplinary action.

The final decision in any situation involving inappropriate attire rests with building administrators.

Students who are dressed inappropriately will be asked to change clothing immediately. If necessary, parents will be called to bring appropriate clothing, students can use extra clothing provided by the District, or the student may be sent home to change. Repeated dress code violations may result in more severe consequences.

Dress Code

Tops must have straps or sleeves. Shorts may not expose the buttocks.

Clothing may not display material that:

- Is materially and substantially disruptive or that school officials can reasonably forecast will create a substantial disruption;
- Is obscene, sexually explicit, indecent, or lewd;
- Promotes the use of or advertises illegal substances, including but not limited to substances illegal for minors;
- Incites violence;
- Contains “fighting words”;
- Constitutes a true threat of violence;
- Demonstrates hate group association/affiliation or uses hate speech targeting groups based on their membership in a protected class; or
- Displays nipples, genitals, or buttocks.

Students who represent the District at an official or school-sponsored function or public event (e.g., athletic teams, bands, choirs, and other groups) may be required to follow specific dress requirements as a condition of participation or attendance.

Driving and Parking Personal Vehicles

Student driving and parking on District property is a privilege, not a right, that may be revoked at any time. Students who drive to school must obey the following rules:

1. Students may not move their vehicles, sit in, or be around their vehicles during the school day without permission from administration.
2. Students may not drive carelessly or with excessive speed on school grounds.
3. By driving to school and parking on school grounds, students and parents consent to having that vehicle searched when school officials have reasonable suspicion that a search will reveal a violation of school rules, Board Policy, or law.

Parking stickers are required for all vehicles. Students desiring to do so should apply in student services, purchase a sticker, and display it properly. The price of stickers is \$20.00 per year. An additional \$10.00 fee may be charged to replace a lost permit. The permit is good for the duration of the student's registered high school year. If a student's permit is suspended, no fee will be refunded.

Video cameras may be active in parking lots and may be used for the purposes of investigation into student misconduct. Discipline for misconduct includes all disciplinary measures in the student discipline code and/or withdrawal of parking privileges

Emergency Contact Information

Parents must provide emergency information for each student enrolled in the District. The information should include the family physician's name, contact information for parents or a responsible adult, and any necessary emergency instructions. Parents must promptly inform the school if this contact information changes.

Fees

The District will not charge students a fee to participate in curricular activities. The District may charge students a fee to participate in extracurricular and non curricular activities to cover the District's reasonable costs. The District may require students to furnish specialized equipment and clothing required for participation in extracurricular and non curricular activities or may charge a reasonable fee for the use of District-owned equipment or clothing. The activity's coach or sponsor will provide students with information about the fees charged and the equipment or clothing required.

Food Services

Breakfast is served every school day with a few exceptions. Lunch is served every school day except when there is an early dismissal. A student may bring a sack lunch from home or may purchase a school breakfast/lunch. Lunch sold by the school may be purchased by students and staff members and community residents in accordance with procedures established by the Superintendent. High School students have access to Ala Carte items that are only allowed to be purchased if the student's account has a positive balance.

If a student's account does not have the necessary funds for a meal they will not be refused food; in this case the menued meal will be provided and charged to the student's account. No Ala Carte or additional items can be charged to the account. Parents can communicate to the Food Service department that a note be applied to the student's account if they would like other arrangements made. Please contact the Food Service department at foodservice@fruitportschools.net if you have any questions.

The school participates in the National School Lunch Program and makes lunches available to students for a fee.

Free or reduced price meals are available for qualifying students. Applications for the School's Free and Reduced Priced Meal Program are distributed to all students. If a student believes that she/he is eligible, or If you have a change in financial circumstances anytime during the school year, please contact the office and a form will be sent home with your child(ren). Our Title I Financial Aid is based upon the Free and Reduced lunch and milk count, so we need to have every eligible student included in our accounting. We encourage all families to fill out a Free and Reduced Lunch Form. Contact the Student Services office or fill out an application online at the following link: <https://elink.fruitportschools.net>.

Upon enrollment students are provided a meal account. Emails are automatically sent once the student account is under \$5.00, and a letter will be sent to the address on file periodically throughout the school year. Parents can stop the emails at any time; if desired please email foodservice@fruitportschools.net to request removal.

Money can be deposited to a student's account through a few different options. A check or cash can be sent with the student, or dropped off at the school office to be deposited. Please make checks payable to Fruitport Food Service, and include the student's full name and school in "notes" line of the check. Another available option is our E-link.

E-link is our online account system that allows parents to view student accounts from any computer. You can sign up for "E-link" by emailing us at: foodservice@fruitportschools.net. Please include your student's name in the requesting email. It is your responsibility to regularly check your child's account balance to ensure that they have money in the account. E-link is located on the Food Service webpage or <https://elink.fruitportschools.net>.

Specific dietary restrictions can be communicated to the school by filling out the "Medical Statement to Request Special Meals and/or Accommodations" form found on the Food Service website.

Field Trips

Classes occasionally take field trips off school property for educational enrichment. Each student must submit a completed permission form signed by the student's parent before being allowed to attend a field trip.

A student's failure to comply with Board Policy, the Student Code of Conduct, or any other applicable rules or behavioral expectations while on a field trip may result in disciplinary action and removal or exclusion from the trip or future field trips.

Students who have not met academic or behavioral expectations may not be allowed to attend field trips.

First Aid, Illness, or Injury at School

Students who feel ill or are hurt while at school should seek immediate assistance from their classroom teacher or the nearest staff member.

When the building principal or designee determines that a student is too ill or injured to remain at school, school staff will contact the student's parent or other designated responsible adult to pick up the student from school. If the student requires immediate medical attention, the District will first attempt to contact a parent or other designated responsible adult when reasonably possible. If contact cannot be made, the building principal or designee will take any reasonable action necessary on the student's behalf, consistent with state law.

Students showing symptoms of a communicable disease may be sent home. The District may require a statement from a licensed physician or local health official before allowing the student to return to school.

Head Lice

A student with nits within ¼ inch of the scalp or live lice may remain at school until the end of the school day. The student will be restricted from activities that involve close head-to-head contact or sharing of personal items. The District will notify the student's parent and provide educational materials on head lice prevention and treatment.

The student will be readmitted to school after treatment so long as the parent consents to a head examination and the examining District official does not find live lice on the student. If the District official finds nits within ¼ inch of the student's scalp, the student may return to class, but the District must inform the student's parent about the need to remove the nits. District personnel will not ostracize or embarrass a student with lice or nits and will maintain student confidentiality.

If a student has a persistent infestation after 6 weeks or 3 separate cases within 1 school year, the District will form a team that may include the student's parents, teacher, social workers, or administrators to determine the best approach to resolve the issue.

Homeless Children and Youth

The District will provide a free public education to homeless children and youth who are in the District and will afford them the educational rights and legal protections provided by federal and state law. Homeless children and youth will not be stigmatized or segregated based on their homeless status and will have the same access to services offered to students who are not homeless.

A student or parent in a homeless situation who requires assistance should contact the District's homeless liaison:

Rob Rogers, Assistant Principal
357 N. Sixth Ave. Fruitport, MI 49415
Phone: (231) 865-3101
Email: rrogers@fruitportschools.net

For detailed information about Homeless Children and Youth, see Policy 5307.

Immunizations

For a student entering the District for the first time or entering 7th grade, a parent must provide the building principal or designee with a certificate stating that the student has received at least 1 dose of an immunizing agent against each disease specified by the Michigan Department of Health and Human Services (MDHHS) or other responsible agency or documentation of an applicable approved exemption.

The student's parent must provide the certificate or documentation at the time of registration, or no later than the first day of school. A parent of a student who has not received all doses of any required immunizing agent must provide the District an updated immunization certificate demonstrating that the immunizations have been completed as required by the MDHHS. The updated certificate must be provided within 4 months of the student entering the District for the first time or upon entering 7th grade.

The District will not permit a student to attend school unless the parent provides evidence of immunizations or exemptions consistent with Policy 5713 and state law.

Law Enforcement Interviews

Law enforcement officers may be called to the school at the request of school administration. Students may be questioned by law enforcement consistent with Policy 5201. Students may be questioned by school officials at any time, without parent notice or consent, consistent with the District's obligation to maintain a safe and orderly learning environment.

Limited English Proficiency

Limited proficiency in the English language should not be a barrier to a student's equal participation in the District's instructional or extracurricular programs. Those students identified as having limited English proficiency will be provided additional support and instruction to assist them in gaining English proficiency and in accessing the educational and extra-curricular programs offered by the District.

Locker Use

Pursuant to Policy 5102, lockers are District property and may be made available for student use. Lockers are assigned to students on a temporary basis, and District administration may revoke a student's locker assignment at any time. The District retains ownership of lockers notwithstanding student use.

Students have no expectation of privacy in their lockers. The building principal or designee may inspect lockers without any particularized suspicion or reasonable cause and without advance notice. Upon the request of the building principal or designee, law enforcement may assist with searching lockers.

During a locker search, student privacy rights will be respected for any items that are not illegal or violate Board Policy or building rules.

It is wise to avoid leaving money or valuables in your locker. Do not give your locker combination to anyone else. Avoid sharing your locker regardless of the reason. There are enough lockers to go around.

Lost and Found

All lost and found items are to be taken to Student Services. Students may claim lost articles there. Unclaimed items may be donated to a local charity or otherwise disposed of at the conclusion of each semester.

Library / Media Center

Students must check out materials from the media specialist or staff member designated on duty. Each borrower is responsible for all materials checked out in the borrower's name. A fine may be charged for overdue materials. Each student is responsible for any fine that accumulates on materials charged to the student. If

materials are lost and not returned by the end of the semester, the student must pay for the replacement cost. Students must also pay for any damage they cause to materials.

Medication

Whenever possible, parents should arrange student medication schedules to eliminate the need for administration of medication at school. When a student requires prescription or over-the-counter medication at school, the following procedures apply:

- The student's parent must annually submit a written request and consent form as required by the District.
- A building principal or designee must request that the parent supply medications in the exact dosage required whenever feasible.
- The building principal or designee will notify the student's parent of any observed adverse reaction to medication.
- All medications must be in the original container.

For additional information and requirements, see Policy 5703.

Asthma Inhalers and Epinephrine Auto-Injectors/Inhalers

A student may possess and use an asthma inhaler or epinephrine auto-injector or inhaler with written approval from the student's healthcare provider and consistent with Policy 5703. A minor student must also have written permission from the student's parent. The required documentation must be submitted to the building principal or designee. If a student is authorized to self-possess or self-administer an asthma inhaler or epinephrine auto-injector or inhaler, the building principal or designee will notify the student's teachers and other staff as appropriate.

Additionally, the school must maintain a written emergency care plan drafted by a physician in collaboration with the student's parent. The emergency care plan will contain specific instructions related to the student's needs. The physician and parent should update the emergency care plan as necessary to address any changes in the student's medical circumstances.

Parties

Classes may have seasonal or curriculum-related parties during the year. Students must follow all expectations and rules established by the teacher or other relevant staff during the party. Invitations for private parties and non-school-sponsored events may not be distributed in the classroom.

Protection of Pupil Rights

The District respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy as required by law. The policy is available on the District's website or upon request from the District's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the Superintendent. Parents may have access

to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the Superintendent. A copy of the District's annual notice to parents regarding the Protection of Pupil Rights Amendment is attached as Appendix C.

Public Display of Affection

Students may not engage in public displays of affection that are disruptive to the school environment or distracting to others.

Rights of Custodial and Non-Custodial Parents

Unless a parent has provided the building principal or designee with a court order that provides otherwise, District personnel will treat each parent, regardless of custody or visitation rights, the same as to accessing student records, meeting and conferring with District personnel, visiting a child at school, and transporting a child to or from school. District personnel are not responsible for enforcing visitation or parenting time orders.

Parents, regardless of custodial status, will be provided information about conference times so both parents may attend a single conference. The District is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff may terminate a conference and reschedule it with appropriate modifications or expectations.

Search and Seizure

To maintain order and discipline in school and protect the safety and welfare of students and school personnel, school authorities may search a student or the student's personal effects (e.g., purse, book bag, athletic bag) as permitted by law and may seize any illegal, unauthorized, or contraband materials discovered in the search. As noted in "Locker Use," student lockers and desks are school property and remain at all times under the District's control. Student lockers and desks are subject to search at any time for any reason and without notice or consent.

School officials may use canines, metal detectors, wands, or other tools to conduct searches.

A student's failure to permit a search and seizure may be grounds for disciplinary action. A student's person and personal effects may be searched whenever a school official has reasonable suspicion to believe that the student possesses illegal or unauthorized materials. If a properly conducted search yields illegal or contraband materials, these items may be turned over to law enforcement.

Student Education Records

The District may collect, retain, use, and disclose student education records consistent with state and federal law. See Policy 5309 for an overview of the District's collection, retention, use, and disclosure of student records.

Parents may inspect and review their minor child's education records, regardless of custody status, unless a court order specifies otherwise. An eligible student (i.e., a student who is 18 years or older or an emancipated minor) may also inspect and review their education records.

Right to Request Explanation or Interpretation

A parent or eligible student may request, in writing, an explanation or interpretation of a student's education records. School officials will respond to any reasonable request.

Right to Request Amendment of Education Records

A parent or eligible student may request that a student's education record be amended if the parent or eligible student believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights as explained in Policy 5309.

Directory Information

The District designates the following information as directory information. "Directory information" is the information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. The Board designates the following as directory information:

- a. student names, addresses, and telephone numbers;
- b. photographs, including photographs and videos depicting a student's participation in school-related activities and classes;
- c. date and place of birth;
- d. major field of study;
- e. grade level;
- f. enrollment status (e.g., full-time or part-time);
- g. dates of attendance (e.g., 2013-2017);
- h. participation in officially recognized activities and sports;
- i. weight and height of athletic team members;
- j. degrees, honors, and awards received; and
- k. the most recent educational agency or institution attended.

The Board further designates District-assigned student email addresses as directory information for the limited purposes of: (1) facilitating the student's participation in and access to online learning platforms and applications; and (2) inclusion in internal school and District email address books.

School officials may disclose "directory information" without the prior written consent of a parent or eligible student unless the parent or eligible student specifically notifies the District that the parent or eligible student does not consent to the disclosure of the student's directory information for 1 or more of the uses for which the District would commonly disclose the information.

A Directory Information Opt Out Form is attached to this handbook as Appendix D. This form allows the parent or eligible student to elect not to have the student's directory information disclosed for 1 or more of the listed uses. Upon receipt of a completed

Directory Information Opt Out Form, school officials may not release the student's directory information for any of the uses selected on the form.

Technology

Use of District technology resources is a privilege, not a right. Students are expected to use computers, the Internet, and other District technology resources for school-related educational purposes only. Students and their parents are required to sign and return the Acceptable Use Agreement attached as Appendix E before they may use or access District technology resources. Students who violate the District's Acceptable Use Agreement may have technology privileges terminated or suspended and may be subject to discipline, up to and including expulsion.

Transportation Services

School Vehicle Rules

Riding in school vehicles is a privilege, not a right. Students must comply with the rules established by the Transportation Department and all school conduct rules and directives while riding in school vehicles. In addition, students must comply with the Student Code of Conduct while in school vehicles.

Video cameras may be placed on vehicles and buses to monitor student behavior on the vehicle/bus. Exceptions or modifications to these rules may be made as necessary to accommodate a student with a disability.

School Vehicle Misconduct Consequences

Students who violate the school vehicle rules will be referred to the building principal for discipline. Disciplinary consequences may include parent notification, suspension of vehicle/bus riding privileges, exclusion from extracurricular activities, in-school suspension, and suspension or expulsion.

These consequences are not progressive and school officials have discretion to impose any listed consequence they deem appropriate in accordance with state and federal law and board policy.

Records of vehicle misconduct will be forwarded to the appropriate building principal and will be maintained in the same manner as other student discipline records. Reports of serious misconduct may be reported to law enforcement.

Video Surveillance and Photographs

The District may monitor any District building, facility, property, bus, or vehicle with video recording equipment other than areas where a person has a legally recognized and reasonable expectation of privacy (e.g., restrooms and locker rooms). Except in those school areas, a person has no expectation of privacy.

The District may use video recordings for any lawful purpose, including student discipline, assisting law enforcement, or investigations.

Students may not make recordings: on school property; when on a vehicle owned, leased, or contracted by the District; or at a school-sponsored activity or athletic event unless otherwise authorized by Policies 5210 or 5805, applicable law, or a District employee.

Withdrawal From School

Students who are transferring from the District must submit written notice to the building principal at least one (1) week before the withdrawal. No student under the age of 18 will be allowed to withdraw/stop attending school without the written consent of his/her parents. Students who are 18 and exceed the attendance policy may be dropped. Any student who is absent ten (10) consecutive days may be dropped for the balance of the semester.

SECTION II: ACADEMICS

To encourage students and parents to stay apprised of student academic information, grades, attendance, and other information can be accessed via [PowerSchool](#).

Commencement

The District may conduct a commencement ceremony for eligible students at the end of the school year. Participation in the ceremony is a privilege, not a right. Students may be prohibited from participating in the ceremony as a consequence for misconduct. A student's disqualification from participating in the commencement ceremony does not impact the issuance of a diploma to the student, provided that all graduation requirements have been satisfied.

Credits and Graduation Requirements

A student must successfully complete all graduation requirements to earn a high school diploma. A student must successfully complete all of the following credit requirements of the Michigan Merit Standard, which includes:

- (a) At least *4 credits in English language arts* that are aligned with state subject area content expectations;
- (b) At least *3 credits in science* that are aligned with state subject area content expectations, including completion of at least biology and one of the following: chemistry, physics, anatomy, agricultural science, or a program or curriculum that are aligned with state subject area content expectations for chemistry and physics;
- (c) At least *4 credits in mathematics* that are aligned with state subject area content expectations, including completion of at least algebra I, geometry, and algebra II, or an integrated sequence of this course content that consists of 3 credits, and an additional mathematics credit, such as trigonometry, statistics, precalculus, calculus, applied math, accounting, business math, a retake of algebra II, a course in financial literacy;
 - (i) A student may complete algebra II over 2 years with 2 credits awarded or over 1.5 years with 1.5 credits awarded;
 - (ii) A student also may partially or fully fulfill the algebra II requirement by completing an approved formal career and technical education program or curriculum that has appropriate embedded mathematics content, such as a program or curriculum in electronics, machining, construction, welding, engineering, or renewable energy;
 - (iii) Each student must successfully complete at least 1 mathematics course during his or her final year of high school enrollment;
- (d) At least *3 credits in social science* that are aligned with state subject area content expectations, including completion of at least 1 credit in United States history and geography, 1 credit in world history and geography, 1/2 credit in economics or 1/2 credit in personal economics, and a civics course;
- (e) At least *1 credit in subject matter that includes both health and physical education* aligned with state guidelines. Students may substitute a 1/2 credit of

district-approved participation in either extracurricular athletics or other extracurricular physical activities;

(f) At least 1 credit in visual arts, performing arts, or applied arts aligned with state guidelines;

(g) At least 2 credits in a language other than English, based on state guidelines. Students may fully or partially fulfill up to 1 credit of this requirement by completing an approved formal career and technical education program or an additional visual or performing arts course.

3. Students and/or a student's parent/legal guardian(s) are entitled to request a personal curriculum that modifies certain parts of the Michigan Merit Standard requirements. Personal curricula are subject to school approval, as provided in state law. If all of the requirements for a personal curriculum are met, then a high school diploma may be awarded to a student who successfully completes his/her personal curriculum even if it does not meet the requirements of the Michigan Merit Standard. All of the following apply to a personal curriculum:

(a) The personal curriculum shall be developed by a group that includes at least the student, at least 1 of the student's parents/legal guardian, a teacher or the student's high school counselor or another designee qualified to act in a counseling role and selected by the high school principal. In addition, for a student who receives special education services, a school psychologist will be included in this group. The teacher included in the group developing the personal curriculum will be a teacher who is currently teaching the student, who currently teaches in or whose expertise is in the subject area being modified by the personal curriculum, or who is determined by the principal to have qualifications otherwise relevant to the group. This group does not have to meet in person.

(b) The personal curriculum shall incorporate as much of the subject area content expectations of the Michigan Merit Standard as is practicable for the student; shall establish measurable goals that the student must achieve while enrolled in high school; shall provide a method to evaluate whether the student achieved these goals; and shall be aligned with the student's educational development plan.

(c) Before it takes effect, the personal curriculum must be agreed to by the student's parent/legal guardian and by the superintendent or his/her designee.

(d) The student's parent/legal guardian shall be in communication with each of the student's teachers to monitor the student's progress toward the goals contained in the student's personal curriculum.

(e) Revisions may be made in the personal curriculum if the revisions are developed and agreed to in the same manner as the original personal curriculum.

(f) The English language arts credit requirements and the science credit requirements are not subject to modification as part of a personal curriculum.

(g) The mathematics credit requirements may be modified as part of a personal curriculum if the student successfully completes at least 3-1/2 total credits of the mathematics credits before completing high school, including algebra I and geometry. The student must successfully complete at least 1 math credit during his/her final two years of high school enrollment. The algebra II credit

requirement may be modified as part of a personal curriculum only if the student meets 1 or more of the following:

- (i) Has successfully completed the same content as 1 semester of algebra II.
 - (ii) Elects to complete the same content as algebra II over 2 years, with a credit awarded for each of those 2 years, and successfully completes that content.
 - (iii) Enrolls in a formal career and technical education program or curriculum and in that program or curriculum successfully completes the same content as the algebra II benchmarks assessed on the state 11th grade assessment.
 - (iv) Successfully completes 1 semester of statistics, functions and data analysis, or technical mathematics.
- (h) The social science credit requirements may be modified as part of a personal curriculum only if all of the following are met:
- (i) The student has successfully completed 2 credits of the social science credits, including the civics course.
 - (ii) The modification requires the student to complete 1 additional credit in English language arts, mathematics, or science or 1 additional credit in a language other than English or to complete a formal career and technical education program.
- (i) The health and physical education credit requirement may be modified as part of a personal curriculum only if the modification requires the student to complete 1 additional credit in English language arts, mathematics, or science or 1 additional credit in a language other than English or to complete a formal career and technical education program.
- (j) The visual arts, performing arts, or applied arts credit requirement may be modified as part of a personal curriculum only if the modification requires the student to complete 1 additional credit in English language arts, mathematics, or science or 1 additional credit in a language other than English or to complete a formal career and technical education program.
- (k) If the parent/legal guardian requests as part of the student's personal curriculum a modification of the Michigan Merit Standard requirements that would not otherwise be allowed under this section and demonstrates that the modification is necessary because the student is a child with a disability, the school district may allow that additional modification to the extent necessary because of the student's disability if the group determines that the modification is consistent with both the student's educational development plan and the student's individualized education program.

Dropping or Adding a Class

Courses may be dropped or added **only** to correct deficiencies, to correct obvious errors in placement or to assure sufficient credits for graduation. Sign up to see your counselor to discuss changes, and your counselor will send for you. You may not wait in the counseling office area unless you have a pass.

Dual Enrollment

The schools will ensure through the counselors that each student in grade 8 or higher is provided with specific information about college level equivalent courses available. Any student in 11th or 12th grade may enroll in a post-secondary program providing she/he meets the requirements established by Public Act 159, 160, and 161 and by the District. Tuition and fees for the course(s) will be paid by the school district for eligible students only in accordance with the requirements of the Postsecondary Enrollment Options Act, the Career and Technical Preparation Act and Section 21b of the State School Aid Act. Any interested student should contact his or her guidance counselor to obtain the necessary information.

High school credit will be granted to students who successfully complete a course of instruction offered by an eligible postsecondary institution.

Grades

Report cards will be issued at least once each **semester**. Grades are calculated using the following grading scale:

Homework

Classroom teachers may assign homework. Parents who have questions about homework or concerns about class work should contact their student's teacher.

Each student is expected to spend time preparing for classes outside of school hours. The amount of time that is needed will depend upon each student and each class.

Personal Curriculum

For some students, it may be appropriate to modify the Michigan Merit Curriculum through implementation of a personal curriculum. All students who have completed 9th grade are entitled to a personal curriculum, and the District will implement a personal curriculum for a student if requested by a parent or by the student if the student is age 18 or older. Any modification to the Michigan Merit Curriculum must be consistent with Michigan law and must incorporate as much of the Michigan Merit Curriculum content standards as practicable for the student. The District retains discretion to determine what modifications to the Michigan Merit Curriculum are appropriate for a particular student through a personal curriculum. A student who successfully completes an approved personal curriculum will earn a regular high school diploma.

To request a personal curriculum, please contact your students' school counselor. For additional information about the Michigan Merit Curriculum and Personal Curriculum, see Policy 5409.

Placement

The District has the sole discretion to make promotion, retention, and placement decisions for its students, consistent with state and federal law. The District may consider parent requests that a student be placed in a particular classroom, building, educational program, or grade. The District's placement decision is final.

Students with Disabilities

Eligible students with disabilities under the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act are entitled to a free appropriate public education. The District will follow state and federal law and applicable rules and regulations in identifying, locating, evaluating, and educating students with disabilities.

A parent who believes their student is eligible for special education or accommodations due to a disability or suspected disability should contact **Mr. Rogers, Fruitport High School Assistant Principal.**

Testing Out

Any high school student who wishes to receive credit in a course which s/he is not enrolled may do so by taking the final examination for the course and receiving a grade determined by the assessment used in lieu of a final examination. Credit for a course earned by a student through this process may be used to fulfill a course or course-sequence requirement but not used to determine the student's GPA. The student may not receive credit for a course in the same area but lower in the course sequence. Application for this is required by May 1st in the guidance office. High school credit shall be granted in any course to a student enrolled in high school but not enrolled in the course who exhibits a reasonable level of mastery of the course's subject matter as outlined below:

1. The student will be granted high school credit by attaining a grade of not less than C+ in the final examination in the course.

a. A final examination is a comprehensive examination, which addresses all components of the course curriculum.

b. A non-comprehensive examination that is offered during the time set aside for final examinations is not considered a "final examination" for purposes of obtaining credit through the testing process.

c. No final examination will be created solely for the purpose of providing a student with an opportunity to test out of the course.

2. If there is no final examination in the course, the student will be granted high school credit by exhibiting that mastery through the basic assessment used in the course, which may consist of a portfolio, performance, paper, project, or presentation.

a. The course teacher, department chairperson and/or building principal will determine the assessment criteria to determine if the student has exhibited a reasonable level of mastery of the course's subject matter.

b. A student is eligible to demonstrate mastery of the course's subject matter at the same time that students currently enrolled in the course are required to demonstrate their mastery of the course's subject matter.

3. Credit earned under this policy section shall be based on a "pass" grade and shall not be included in the computation of the student's grade point average for any purpose.

4. Credit earned under this policy section shall apply equally to all students and may be counted toward graduation.

5. Credit earned under this policy section shall be counted toward fulfillment of a requirement for a subject area course.

6. Credit earned under this policy shall be counted toward fulfillment of a requirement as to course sequence.

7. Once credit is earned under this policy section, a student may not receive credit thereafter for a course lower in course sequence concerning the same subject area.

The Superintendent shall grant a high school student credit in any foreign language not offered by the District providing s/he meets the competency criteria established.

Work Permits

Information about work permits is available at the high school main office.

Section III: Student Clubs, Activities, and Athletics

Students are encouraged to participate in the various student clubs, activities, and athletics offered by the District.

For the 2024-2025 school year, the District offers the following student clubs, activities, and athletics: Upstagers, Drama, Spanish Club, Science Olympiad, Student Government, Robotics, National Honors Society, Ski Club, Imagery, Game Club, BPA, DECA.

A student's failure to comply with Policy, the Student Code of Conduct, or any other applicable rules or behavioral expectations while participating in or attending a student club, activity, or athletic competition, meeting, event, or practice, may result in disciplinary action.

Extracurricular Activities

Participation in extracurricular activities is a privilege, not a right. Students are encouraged to participate in extracurricular activities. Participation is open to students who meet the eligibility requirements established by the District and any applicable governing body.

The District has exclusive control over extracurricular activities including, but not limited to, formation, naming, structure, operation, financing, and discontinuance.

Student athletes are also subject to the Athletic Code of Conduct (see Appendix F) and any applicable team rules.

For more information, see Policy 5507.

Student-Initiated Non-Curricular Clubs

Students may voluntarily form clubs that are not directly related to the school curriculum to promote activities unrelated to curriculum. Membership in a student-initiated, non-curricular club must be open to all interested and eligible District students, and the club may not refuse membership to a student based on any protected classification under state or federal law.

For more information about student-initiated non-curricular clubs, including how to form a club, see Policy 5510.

Transportation To/From Extracurricular Activities

The District may provide transportation to students who participate in school-sponsored events. If District-provided transportation is available, students must ride to and from those events in a school vehicle unless otherwise excused by the activity sponsor.

SECTION IV: DISCIPLINE AND CODE OF CONDUCT

Discipline Generally

The District may discipline students who engage in misconduct, up to and including suspension or expulsion from school.

The District will take steps to effectively discipline students in a manner that appropriately minimizes out-of-school suspensions and expulsions. The District will comply with applicable laws related to student discipline, including the consideration of specific factors and possible use of restorative practices.

If an administrator determines that an emergency requires the immediate removal of a student from school, the administrator may contact the student's parent or local law enforcement or take other measures to have the student safely removed from school.

Students who are involved in extracurricular activities and engage in misconduct may face consequences related to the activity in addition to the consequences provided in this handbook.

The District reserves the right to refer to an appropriate non-school agency any act or conduct which may constitute a crime. The District will cooperate with those agencies in their investigations as permitted by law.

The District's rules and policies apply to any student who is on school property or school-affiliated transportation, who is in attendance at school or at any school-sponsored activity or function, or whose conduct at any time or place directly interferes with the operation, discipline, or general welfare of the school, regardless of location, date, or time.

Forms of School Discipline & Applicable Due Process

Detention

Teachers and administrators may require students to come before school, stay in the office during lunch, or after school to serve a detention when the student violates any of the rules contained in this handbook or violates classroom-specific conduct rules set by individual teachers.

Students who ride the bus home from school will be given a 24-hour notice of an after school detention so that parents may make transportation arrangements for the student the following day.

Saturday School

The building administrator may require a student to attend Saturday School. Students follow strict rules and must work on assignments the entire time, except for short breaks. Students who do not follow Saturday School rules will be removed and will face further disciplinary action.

In-School Suspension

The building administrator may require a student to serve in-school suspension, during which students follow strict rules and must work on assignments the entire time, except for short breaks. Students not completing their In-School Suspension will face further disciplinary action.

Snap Suspension - Suspension from Class, Subject, or Activity by Teacher

A teacher may suspend a student from any class, subject, or activity for up to 1 full school day if the teacher has good reason to believe that the student:

- intentionally disrupted the class, subject, or activity;
- jeopardized the health or safety of any of the other participants in the class, subject, or activity; or
- was insubordinate during the class, subject, or activity.

Any teacher who suspends a student from a class, subject, or activity must immediately report the suspension and its reason to the building principal or designee. If a student is suspended from a class, subject, or activity, but will otherwise remain at school, the building principal or designee must ensure that the student is appropriately supervised during the suspension and, if the student is a student with a disability, that all procedures applicable to students with disabilities are followed.

Any teacher who suspends a student from a class, subject, or activity must, as soon as possible following the suspension, request that the student's parent attend a parent/teacher conference to discuss the suspension. The building principal or designee must attend the conference if either the teacher or the parent requests the building principal's attendance. The building principal or designee must make reasonable efforts to invite a school counselor, school psychologist, or school social worker to attend the conference.

Note: The following sections comply with all relevant laws and rules and reflect the most common practices to address student discipline.

Removal for 10 or Fewer School Days

Before a student is suspended for 10 or fewer school days, an administrator will: (1) provide the student verbal notice of the offense the student is alleged to have committed, and (2) provide the student an informal opportunity to respond and explain what happened. Except in emergency circumstances, an administrator will not suspend the student unless, after providing the student notice and an opportunity to explain, the administrator is reasonably certain that the student committed a violation of the Student Code of Conduct and that suspension is the appropriate consequence. The building administrator will consider the 7 factors provided in the Student Code of Conduct before suspending a student.

Removal for More than 10 and Fewer than 60 School Days

Before a student is suspended for more than 10 school days but less than 60 school days, the Superintendent or designee will provide the parent or student with: (1) written notice of the offense the student is suspected to have committed; (2) an explanation of the evidence relied upon by the District in arriving at the conclusion that disciplinary action may be warranted; and (3) an opportunity for a hearing at which the student may present evidence and witnesses to show that the student did not commit the alleged offense or that suspension is not an appropriate consequence.

The Superintendent or designee will provide the parent or student at least 3 calendar days' notice before the hearing. The parent and student may be represented, at their cost, by an attorney or another adult advocate at the hearing.

The Superintendent or designee will not suspend the student unless, following the hearing, he or she is convinced by a preponderance of the evidence that the student committed a violation of the Student Code of Conduct and that suspension is the appropriate consequence. The Superintendent or designee will consider the 7 factors noted in the Student Code of Conduct before suspending a student.

Removal for 60 or More School Days

Before the Board suspends or expels a student, the Superintendent or designee must provide the parent or student with: (1) written notice of the offense the student is suspected to have committed; (2) an explanation of the evidence relied upon by the District in arriving at the conclusion that disciplinary action may be warranted; and (3) an opportunity for a Board hearing at which the student may present evidence and witnesses to show that the student did not commit the suspected offense or that suspension or expulsion is not an appropriate consequence.

The Superintendent or designee will provide the parent or student at least 3 calendar days' notice before the hearing. The parent and student may be represented, at their cost, by an attorney or another adult advocate at the hearing.

The Board will not suspend or expel the student unless, following the hearing, a majority of the Board finds by a preponderance of the evidence that the student committed misconduct that should result in suspension or expulsion under either the Student Code of Conduct or Board Policy and that suspension or expulsion is the appropriate consequence. The Board will consider the 7 factors noted in the Student Code of Conduct before suspending or expelling a student. The Board's decision is final.

Student Code of Conduct

This Student Code of Conduct is meant to be a guide and is subject to the discretion of administration and the Board.

Administration will, as required or permitted by state law, always consider the use of restorative practices as an alternative to, or in addition to suspension or expulsion. Nothing in the following table limits the District's ability to impose more or less severe disciplinary consequences depending on the situation's unique circumstances and the following factors:

1. the student's age;
2. the student's disciplinary history;
3. whether the student has a disability;
4. the seriousness of the behavior;
5. whether the behavior posed a safety risk;
6. whether restorative practices will be used to address the behavior; and
7. whether a lesser intervention would properly address the behavior.

Nothing in this handbook limits the District's authority to discipline a student for conduct that is inappropriate in school, but that is not specifically provided in this table. Depending on the circumstances of a particular situation, separate athletic or extracurricular sanctions may be imposed, in accordance with the applicable handbook or rules.

Prohibited Conduct	Potential Consequence(s)
Illegal Substances or Paraphernalia, including Alcohol: possession, sale, attempted sale, distribution, attempted distribution, use, or attempted use of drugs, alcohol, fake drugs, illegal steroids, illegal inhalants, or look-alike drugs	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral
Tobacco/Nicotine: possession, sale, attempted sale, distribution, attempted distribution, use, or attempted use of any form of tobacco, including vaping devices or supplies.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral
Disruptive Behavior or Insubordination: disrupting the learning environment or school activity or violating a school rule or directive.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion
Dangerous Weapon Possession: firearm, dagger, dirk, stiletto, knife with a blade over 3 inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion ● Police Referral
Other Weapons and Look-Alike Weapons Possession: an object that is not a "dangerous weapon," including but not limited to a pellet or air-soft gun, a knife with a blade of 3 inches or less, items intended to look like a dangerous weapon, or similar	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion

items.	<ul style="list-style-type: none"> ● Police Referral
Use of an Object as a Weapon: any object used to threaten or harm another, regardless of whether injury results.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion ● Police Referral
Arson: purposefully, intentionally, or maliciously setting a fire on school property.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion ● Police Referral
Physical Assault (Student to Student): causing or attempting to cause physical harm to another through intentional use of force or violence.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion up to 180 school days ● Police Referral
Physical Assault (Student to Employee, Volunteer, or Contractor): causing or attempting to cause physical harm to another through intentional use of force or violence.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion ● Police Referral
Verbal or Written Threat, including Bomb or Similar Threat: statement that constitutes a threat against a student, employee, other person, or school property.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral
Plagiarism, Cheating, or other Falsification of Schoolwork: submitting work that is not your own, including copying from others' work.	<ul style="list-style-type: none"> ● Restorative Practices ● Credit Loss or Grade Reduction ● Parent Notification ● Suspension or Expulsion
Discrimination, Harassment (including Sexual Harassment), and Bullying: violating Board Policy addressing anti-discrimination, anti-harassment, and anti-bullying.	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion

<p>Criminal Sexual Conduct: commits criminal sexual conduct in a school building or on school grounds; or pleads to, is convicted of, or is adjudicated for criminal sexual conduct against another student enrolled in the same school district; or commits criminal sexual conduct against another student enrolled in the same school district.</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Permanent Expulsion ● Police Referral
<p>Fighting, Inciting Violence, Filming a Fight or Assault, Distributing or Publishing a Fight or Assault Video</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion
<p>Sexting: distribution or publication of lewd, pornographic, or sexually suggestive videos or photographs of students or staff.</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral
<p>Misuse of District Technology: violating the District's acceptable use policies and agreement.</p>	<ul style="list-style-type: none"> ● Restorative Practices ● Parent Notification ● Suspension or Expulsion ● Police Referral

SECTION V: BUILDING-SPECIFIC RULES AND PROCEDURES

APPENDIX A: TITLE IX SEXUAL HARASSMENT

[Insert Policy 3118 Title IX Sexual Harassment here]

APPENDIX B: ANTI-BULLYING

[Insert Policy 5207 Anti-Bullying here]

APPENDIX C: PROTECTION OF PUPIL RIGHTS

[Insert Form 5308 Protection of Pupil Rights here]

APPENDIX D: DIRECTORY INFORMATION AND OPT OUT FORM

[Insert Form 5309 F-2 Directory Information and Opt Out Form here]

APPENDIX E: ACCEPTABLE USE AGREEMENT

[Insert Forms 3116 F-1 and F-2 Acceptable Use Agreement here]

APPENDIX F: ATHLETIC CODE OF CONDUCT

Participation in Fruitport Community Schools (the “District”) athletics is a privilege, not a right. Student-athletes are students first. When participating in District athletics, student-athletes are District representatives and are held to the highest standards. Accordingly, this Athletic Code of Conduct applies 24 hours a day, 365 days a year. Student-athletes and parents should be familiar with this Athletic Code of Conduct. By participating on any school-sponsored athletic team both student-athletes and parents agree to abide by these terms. All athletic rules, regulations, and the full code of conduct are outlined in the Athletic Handbook for Parents and Students.

Athletic Director: Jonny Morehouse, CAA

Communication Protocol

The District has full faith in its coaches to make decisions that are in the best interest of their teams. If parents have questions or concerns about their student-athletes’ sports participation, use the following protocol:

1. Wait 24 hours before contacting the coach.
2. Schedule a time to speak with the coach, either via phone or in-person, at the coach’s discretion.
3. If the issue is unresolved, schedule a time to speak with the Athletic Director, either via phone or in-person, at the Athletic Director’s discretion.

Concussion Protocol

The District will comply with the concussion protocol in Policy 5712.

Athletic Code of Conduct

A student-athlete must:

1. Learn and understand the rules and regulations of your sport.
2. Unless otherwise approved by your coach, if school is in session, attend school for the full day to be eligible to practice or play in an event on the same day.
3. Comply with the law, Board Policy, the Student Code of Conduct, the Athletic Code of Conduct, and all team rules. Failure to comply with this provision may result in suspension or removal from a team.
4. Not possess, use, or consume alcohol, tobacco, cannabis, nicotine (including a vape), or controlled substances (other than those prescribed by a physician for the student-athlete).
5. Not engage in conduct that is unbecoming of student-athletes.

6. Maintain academic eligibility as required by the Michigan High School Athletic Association and Fruitport Community Schools.
7. Notify your coach or District athletic trainer of any injury or medical condition that may affect your athletic participation.

If a student-athlete violates any provision of the Athletic Code of Conduct, practice, game, team, or complete athletic suspension may result. Any disciplinary consequences will be at the sole discretion of the Athletic Director or designee.

If a student-athlete is suspended or expelled from school, the student-athlete is prohibited from participating in any practice or game during the suspension or expulsion.

Cell Phone/Earbud Policy

Possession/use of cell phones and earbuds - Students are allowed to use cell phones, earbuds/headphones and other electronic devices before school, during lunches, and after school. Students are not allowed to wear earbuds/headphones during passing time and they may only be used during instructional time with teacher permission.

Violations of this rule will result in disciplinary action.

Violations will be handled as follows:

- a. **First Offense** – Students will report directly to the office to turn in their electronic device. The device will be returned at the end of the day by Mr. Rogers. Students will be assigned detention. Any student who refuses to turn over their phone will be considered insubordinate and be subject to additional discipline.
- b. **Second Offense**- Students will report directly to the office to turn in their electronic device. Any student who refuses to turn over their device will be considered insubordinate and will be subject to additional discipline. The Administration will hold the device until the end of the day. Parents will be contacted and students will be assigned to detention. A parent will be required to come in and pick up the device at the end of the day. If a parent/guardian is not able to pick up the device, it will be securely stored in the office until the next school day.
- c. **Repeated Offenses**- Students will report directly to the office to turn in their device. The Administration will hold a parent/student meeting to work to resolve the issue. At a minimum the device will be turned into the office requiring parent pickup and students will be assigned detention.

Students with Severe Food Allergy or Chronic Illness

If your student has a life-threatening allergy or life-threatening chronic illness, please notify the building principal at (231)865-3101.

Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your student has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports and accommodations so that he/she can access educational programs and services. The School District's Section 504 Policy is available at the high school office.

Not all students with severe allergies or chronic illnesses may be eligible for a Section 504 Plan. Our School District also may be able to appropriately meet a student's needs through other means.

Hall Passes

Students are required to use “Smart Pass” if they need to leave the classroom for any reason. Students should also have a hall pass on a lanyard when they leave the room. The number of student passes per day/week/year may be limited. A meeting will be scheduled with students who do not adhere to this policy and disciplinary consequences may result.

Food Deliveries

Food and other items may not be delivered other than by a student's parent/guardian during the school day. Delivery may only be made to the main office. The purpose of this policy is to maintain a safe, orderly, and distraction-free educational environment. This policy aims to ensure the safety and well-being of students and staff, promote healthy eating habits, and reduce disruptions during the school day. This policy applies to all students and external delivery services. It covers the entire school premises, including classrooms, hallways, common areas, and outdoor spaces during school hours.

Early Dismissals

Students, who must leave school during the regular school day, **must** check out in the office before leaving, including when leaving during the lunch period. **A note from a parent/guardian or a phone conversation between parent/guardian and school official/secretary is mandatory before the student leaves the building.**

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 program. No student may participate in any school- sponsored trip without parental consent. Students who attend a field trip will be verified through their attendance, and this absence will not count toward the nine total absences allowed per semester.

Additional Guidance on Drug/Alcohol Consequences

Any student who violates the rules listed above are subject to discipline up to and including expulsion. The following shall serve as guidelines when determining student discipline for the above mentioned rule violations.

Case I - Where school officials have proof that a student has unlawfully distributed or sold any drug, marijuana or other controlled substance, regardless of quantity or has distributed any alcoholic beverage, the Administration will recommend expulsion of the student.

Case II - Where school officials have found a student in possession of any drug, marijuana or other controlled substance or alcohol beverage in a quantity suggesting more than personal use, the Administration will recommend expulsion of the student.

Case III - Where a student is in plain possession of any drug or marijuana, seeds, scraps, paraphernalia, pill, capsule, or other controlled substance or alcoholic beverages, where quantity suggests personal use, the Administration will suspend for a period of ten (10) days and place a student on probation. A second offense anytime during their high school career will result in a recommendation to the Board of Education for expulsion.

Case IV - Where school officials have reasonable cause to believe that a student has used a controlled substance, narcotic, marijuana or alcohol, 1) The Administration will inform the parents. 2) The Administration will suspend for a period of ten (10) days and place a student on probation. A second offense will result in a recommendation to the Board for expulsion.

Use of Breath-Test Instruments - The Principal may arrange for a breath test for blood-alcohol to be conducted on a student whenever she/he has individualized reasonable suspicion to believe that a student has consumed an alcoholic beverage. The use of breath-test instruments may also be used randomly during the school day or at any other school sponsored event.

FOREIGN EXCHANGE STUDENTS

Eligibility: Foreign exchange students can enroll at Fruitport High School.

Host Family Requirement: The host family must reside in the school district.

Grade Placement: Students will be enrolled as either sophomores (up to age 16 at the time of enrollment) or seniors (age 17+ at the time of enrollment) based on their chronological age or other educational factors.

Commencement: Senior foreign exchange students have the option to participate in commencement, where they would receive a certificate of attendance.

Extracurricular Activities: Foreign exchange students are allowed to participate in school-sanctioned and sponsored extracurricular activities, including athletics. However, participation in such activities requires authorization from the school district and approval from the Michigan High School Athletic Association (MHSAA).

These guidelines provide foreign exchange students with the opportunity to not only study at Fruitport High School but also engage in various aspects of school life.

Board Policy 5306, 5303

Requests from Military or Institutions of Higher Learning

Upon their request, military recruiters and institutions of higher learning will be given access to students' names, addresses and telephone numbers. Parents who do not want their child's name to be released (or students over the age of 18 who do not want their name released) should contact the building principal.

Student Fundraising and Student Sales

Fundraising activities by school organizations must be approved in advance by the building administrator(s). Organization sponsors assume the responsibility for supervising the project, accounting for funds, making reports, and any other details involved in the project.

Students participating in school-sponsored groups and activities will be allowed to solicit funds from other students, staff members, and members of the community in accordance with school guidelines. The following general rules will apply to all fund-raisers:

Students involved in the fundraiser are not to interfere with students participating in other activities in order to solicit funds.

A student will not be allowed to participate in a fund-raising activity for a group in which she/he is not a member without the approval of the group's advisor.

Any fundraisers that require students to exert themselves physically beyond their normal pattern of activity, such as "runs for ...", will be monitored by a staff member in order to prevent a student from over- extending himself/herself to the point of potential harm.

No student is permitted to sell any item or service in school without the approval of the Administration. Violation of this may lead to disciplinary action.

VISITORS

All visitors, including parents and siblings, are required to enter through the front door of the building and proceed immediately to the main office. Visitors should identify themselves and inform office personnel of their reason for being at school.

Visitors must sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting. Approved visitors must take a tag identifying themselves as a guest and place the tag to their outer clothing in a clearly visible location. Visitors are required to proceed immediately to their location in a quiet manner. All visitors must return to the main office and sign out before leaving the school.

Visitors are expected to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself in an appropriate manner will be asked

to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.

Animals on School Property

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a disability. This rule prohibiting animals on school property may be temporarily waived by the building principal in the case of a unique educational opportunity for students, provided that: (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

USE OF TELEPHONES

Office or classroom telephones should not be used for personal calls. Except in an emergency, students will not be called to the office to receive a telephone call. Students may only use cell phones to make/receive calls before and after school, in between classes and during lunch. Parents, please contact Student Services to have a message delivered to your child. Please DO NOT call or text your child during class hours.

Telephones in the Student Services Office are available in the school for students to use when they are not in class. Students who would like to contact parents to receive permission to leave school must do so from Student Services.

Students may use the LMC before and after school as well as during their lunch period. When not under the guidance of a staff member, students must have a student planner signed by a staff member to utilize the LMC. Students must also sign -in and sign-out at the checkout desk. Students are expected to behave in a productive manner while in the LMC: working on homework, researching, using a computer, and reading for pleasure. The student code of conduct as stated in the student handbook applies while using the LMC. Any disruptive behavior will not be tolerated. (Loud talking, misuse of LMC materials, etc.) Food and beverages of any kind are prohibited in the LMC. Backpacks, gym bags, book bags are prohibited in the LMC.

LMC Borrowing Privileges

F.H.S. School issued student IDs are required to check out all LMC materials. Books are checked out for two weeks and may be renewed. Reference materials, magazines, and newspapers circulate for two days. Calculators may be checked out overnight. Fines are charged for overdue, damaged and lost materials. Fines must be paid before a student is allowed to check out additional materials. Current replacement costs will be charged for lost or damaged materials.

Early Graduation

Please inquire in the guidance office by May 1st of your Junior year. The student and parent will schedule a conference with the principal and their counselor before May 1st. of the student's Junior year and at that conference the student should be prepared to justify his/her request to graduate early.

Early graduates must take full responsibility to make arrangements with the high school office for anything pertaining to the graduation ceremony (*i.e.*, announcements, cap and gown, graduation practices, school fines).

Testing Out

Any high school student who wishes to receive credit in a course which s/he is not enrolled may do so by taking the final examination for the course and receiving a grade determined by the assessment used in lieu of a final examination. Credit for a course earned by a student through this process may be used to fulfill a course or course-sequence requirement but not used to determine the student's GPA. The student may not receive credit for a course in the same area but lower in the course sequence. Application for this is required by May 1st in the guidance office. High school credit shall be granted in any course to a student enrolled in high school but not enrolled in the course who exhibits a reasonable level of mastery of the course's subject matter as outlined below:

1. The student will be granted high school credit by attaining a grade of not less than C+ in the final examination in the course.

a. A final examination is a comprehensive examination, which addresses all components of the course curriculum.

b. A non-comprehensive examination that is offered during the time set aside for final examinations is not considered a "final examination" for purposes of obtaining credit through the testing process.

c. No final examination will be created solely for the purpose of providing a student with an opportunity to test out of the course.

2. If there is no final examination in the course, the student will be granted high school credit by exhibiting that mastery through the basic assessment used in the course, which may consist of a portfolio, performance, paper, project, or presentation.

a. The course teacher, department chairperson and/or building principal will determine the assessment criteria to determine if the student has exhibited a reasonable level of mastery of the course's subject matter.

b. A student is eligible to demonstrate mastery of the course's subject matter at the same time that students currently enrolled in the course are required to demonstrate their mastery of the course's subject matter.

3. Credit earned under this policy section shall be based on a "pass" grade and shall not be included in the computation of the student's grade point average for any purpose.

4. Credit earned under this policy section shall apply equally to all students and may be counted toward graduation.

5. Credit earned under this policy section shall be counted toward fulfillment of a requirement for a subject area course.

6. Credit earned under this policy shall be counted toward fulfillment of a requirement as to course sequence.

7. Once credit is earned under this policy section, a student may not receive credit thereafter for a course lower in course sequence concerning the same subject area.

The Superintendent shall grant a high school student credit in any foreign language not offered by the District providing s/he meets the competency criteria established.

Homebound/Hospitalized Instructional Services

A student who is absent or whose physician anticipates the student's absence from school for an extended period of time, or has ongoing intermittent absences because of a certified medical condition, may be eligible for instruction in the student's home, hospital, or licensed treatment facility. To be eligible for such services, the student's attending physician must certify that the student has a medical condition that requires the student to be confined to the home or hospitalized during regular school hours for more than five (5) consecutive school days. Students who are able to attend school part-time are expected to do so and do not qualify for homebound and hospitalized services.

For students educated under an IEP or 504 Plan, the amount or type of instructional services provided may vary.

For information on homebound or hospitalized instructional services, please contact your student's school counselor.

Athletics

The Athletic Code applies to all students who want to participate in athletics. **An Athletic Handbook is available for all athletes and on request through the Athletic Director/Secretary.**

Athletics includes competitive sports and cheerleading (sideline and competitive). This code applies in addition to other rules and regulations concerning student conduct and imposes additional requirements on student athletes and cheerleaders.

Participation in athletics is a privilege. Those who participate in athletics have a responsibility to favorably represent the school and community. Student athletes are expected to conduct themselves both in and out of school in a manner appropriate to their responsibilities as representatives of the school and district. If a student fails to comply with the terms of this code, the privilege to participate in athletics may be lost in accordance with the terms of this Athletic Code.

Fruitport High School provides a variety of athletic activities in which students may participate providing they meet any eligibility requirements that may apply. The following is a list of interscholastic sports currently being offered. For further information, contact the Athletic Director, at 865-3101.

College Visitations

Students will be permitted **2 college visits per year** during their junior and senior years. **The visit during their senior year must be completed prior to May 1st.** Proper documentation from the college must be submitted to the Student Services Office within 24 hours of the student's return to school in order to be deemed as school related.

Make-Up Work

If a student's absence is excused, he/she will be permitted to make up any missed work, including homework and tests. The student will be permitted the same number of days as he/she was absent to turn in the make-up work. The student is responsible for obtaining assignments from his/her teachers. Students who are unexcused from school will not be allowed to make up missed work.

Backpacks

Backpacks, bags and purses must be stored in the students locker during the school day. Students may carry their chromebook bag and a small pencil pouch if needed.

BOARD ACTION REQUEST FORM

Meeting Date: July 15, 2024

To: Board of Education

Attachment #: XIII-3

From: Jason Kennedy

Subject to be Discussed and Policy Reference:
2024-2025 Elementary School Student Handbook

Background Information:

The 2024-2025 Elementary School Student Handbook has been updated to reflect changes in dates for the 2024-2025 school year. In addition, two pieces of language are being recommended to add to the elementary handbook to address the weapons free school policy and toy look alike weapons that get brought to school from time to time by young children not knowing the seriousness of doing so. Also, a paragraph on academic dishonesty and plagiarism is being added as a way to strengthen our vision of creating a strong academically performing school district.

Financial Impact:

None

Recommended Action:

To approve the updated changes to the Elementary School Student Handbook for the 2024-2025 school year, as discussed.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin
 ___ Hazekamp ___ Kelly ___ Meeuwenberg

WEAPON FREE SCHOOL POLICY

Michigan Weapon Free School Zone Act, MCL 380.1311 and the Federal Gun Free School Zone Act.

The Board recognizes that school buildings, facilities, vehicles, grounds and other school property are best utilized in the educational process in the absence of 23 threats to physical well being and safety by individuals possessing weapons and/or dangerous weapons. If a child possesses a weapon in a weapon free school zone, the child will be expelled from attending school unless the child established in a clear and convincing manner at least one of the following:

1. That the object or instrument possessed by the pupil was not possessed for use as a weapon, or for direct or indirect delivery to another person for use as a weapon.
2. The pupil did not knowingly possess the weapon.
3. The pupil did not know or have reason to know that the object or the instrument possessed by the pupil constituted a weapon or dangerous weapon; or
4. That the weapon was possessed by the pupil at the suggestion, request, or direction of, or with the express permission of, school or police authorities.

A child who was in grade 5 or below when expelled may petition for reinstatement to school at any time after the expiration of 60 school days subsequent to the date of expulsion. For students in grade 5 and below who have violated the Federal Gun Free Schools Act and who are accordingly subject to mandatory one-year expulsion, the Superintendent may submit his or her own recommendation to the Board of Education, in conjunction with the designated committee's recommendations, to modify the one-year expulsion requirement (on a case-by-case basis) to a period of time not less than 90 days.

Due to the seriousness of these statutes, we encourage all parents to discourage their child from bringing "toy" weapons to school, jackknives and/or other look-alike dangerous objects.

ACADEMIC DISHONESTY/PLAGIARISM

Students may be disciplined for misconduct, including but not limited to the following:

Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.