



STUDENT CODE OF CONDUCT

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FORWARD

A copy of the district's discipline policy will be provided to every student in grades Pre-K-12. It is the board's conviction that parents, legal guardians, students, and staff should be fully acquainted with policies that describe the conditions under which children live and learn.

In the board's judgment, this is a reasonable policy. It places more emphasis upon using all available resources and interventions to help students resolve problems prior to disciplining them for their behavior. An appeal procedure exists and is available to parents or legal guardians.

Parents or legal guardians of all students entering the district are required to sign a consent form giving permission for the district to request all student documents and materials including disciplinary records. We reserve the right not to accept any student who has indication(s) that a violation of serious disciplinary action has previously occurred. Final determination will be made according to the formal appeal process which is outlined in this Code of Conduct.

Parents or legal guardians must recognize their responsibilities to improve attitudes and opportunities for learning. We urge you to study this Code of Conduct and talk over its significance with your family. In this way, discipline will become a vital part of the total learning process both at home and in the schools.

PHILOSOPHY

Effective discipline, grounded in PBIS (Positive Behavioral Interventions and Supports) and Restorative Practices, focuses on creating learning environments where students can grow and succeed. Rather than relying on punishment, discipline should be viewed as a way to guide students in developing appropriate behaviors through the use of teaching, interventions, alternatives to suspensions and consistent consequences. Strong learning environments are built through restorative approaches that emphasize repairing harm, strengthening relationships, and fostering a sense of community and belonging. Positive interpersonal relationships are key outcomes of this approach. Respect for both individual rights and the collective well-being of the school community are essential to maintaining a safe, supportive and productive learning environment.

Discipline should be fair and supportive, built on values like respect, equality and kindness. Every person deserves to be treated with dignity. The ultimate goal is to help students develop self-discipline so they can make good choices independently.

The schools have a responsibility to both students and the community to provide a safe learning environment for all. Clear expectations for behavior, teaching students appropriate behavior and consistent discipline help ensure that students can focus and engage in meaningful ways. Students and staff should be able to move throughout the school with confidence and learning environments are expected to be respectful, responsible and safe for all.

RIGHTS AND RESPONSIBILITIES

As members of the school community, students, parents/guardians, and school staff have many rights, but also certain duties and responsibilities. Among these rights and responsibilities are the following:

Rights

Students have a right to:

- Learn and study in a positive atmosphere for learning - one that is unbiased, nonjudgmental, and free from prejudice, discrimination, verbal or physical threats and abuse
- Expect school rules will be enforced in a consistent, fair and reasonable manner
- Discuss and receive assistance with educational concerns from the school staff
- Receive a copy of this Rights & Responsibilities booklet
- Receive fair discipline, for acts of misconduct, without discrimination
- Have access to their own student records, in accordance with law
- Request access to or copies of district policies and procedures.

Parents/Guardians have a right to:

- Receive official reports of their student's academic progress and attendance
- Request and be granted conferences with teachers, counselors and/or the school principal by appointment
- Receive explanations from teachers about their student's grades and disciplinary actions
- Have access to school records pertaining to their student, in accordance with the law.
- Request access to or copies of district policies and procedures

School Personnel have a right to:

- Work in a positive atmosphere for learning and teaching
- Receive support when enforcing student discipline as outlined by Board of Education policies and agreements between the bargaining units and Melvindale-Northern Allen Park Public Schools
- Teach and work in a safe atmosphere free from verbal or physical threats and abuse
- Expect compliance with rules by staff and students
- Be present, when appropriate, at conferences and hearings concerning classroom and school disruption
- Receive additional rights as identified and described in Melvindale-Northern Allen Park Public Schools' policies, bargaining unit agreements and Michigan state statutes

Responsibilities

Students have a responsibility to:

- Attend school regularly, arrive on time, bring appropriate materials and be prepared to participate in class and complete assignments
- Strive for academic growth
- Respect the rights, feelings, and property of fellow students, parents/guardians, school staff, visitors, guests, and local community
- Comply with school district standards of grooming and dress
- Conduct themselves properly in school, on school premises and on school buses, at bus stops and at any school-related activity
- Make up work resulting from an absence or suspension
- Follow rules of conduct adopted by the school district, as well as the individual school
- Read and ask questions to understand the information in this booklet
- Use computers in an appropriate manner as defined in the school district's Computing Environment User Agreement that is signed by each student

Parents/Guardians have a responsibility to:



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- Be partners with school staff by sharing appropriate ideas for improving student learning and by helping to prevent and/or resolve student discipline problems
 - Provide supervision for the student's health, physical and emotional well-being, and assume responsibility for the student's timely regular attendance
 - Promptly provide the school with explanations for student absences or tardiness
 - Review and discuss with the student the statewide Safe Schools Legislation
 - Encourage student compliance with school and school district rules
 - Monitor student's out-of-school internet and social networking use

School Staff have a responsibility to:

- Develop, communicate and implement written classroom expectations for students' behavior and grades
- Work with parents/guardians to prevent discipline problems
- Inform parents/guardians of student progress, behavior and attendance
- Refer students to other staff or intervention programs as appropriate
- Maintain accurate student records
- Supervise students in the school building and on school premises in accordance with rules of the master agreement, school district policies and regulations, and school procedures
- Protect and respect confidentiality of students, parents/guardians, and school staff
- Protect students' health, safety, and welfare
- Record disciplinary actions in accordance with state laws

The Board requires the building's administrator(s) to be responsible for determining whether an alleged act constitutes a violation of this policy. In so doing, s/he shall conduct a prompt, thorough, and complete investigation of each alleged incident with the results of the investigation recorded on the District's Harassment Form. If the investigation concludes that bullying/harassment occurred, the parents of the students involved shall receive notice from the school on the outcome of the investigation (in compliance with current privacy laws and regulations).

Reports on instances of bullying and/or harassment must be recorded by the school, and submitted to the Superintendent's office, through building principals, on a regular basis. The Board will be forwarded and annual data for their review.

STUDENTS WITH DISABILITIES

The District will follow all applicable state and federal laws related to disciplining Students with disabilities. Students with disabilities are entitled to all due process protections afforded to other Students pursuant to District Policy 5605 – Suspension/Expulsion of Students with Disabilities. For Students with disabilities, the additional procedures and protections in this Policy also apply. Procedural safeguards are linked below.

- Procedural Safeguards Available to Parents of Students with Disabilities - Arabic
- Procedural Safeguards Available to Parents of Students with Disabilities - English
- Procedural Safeguards Available to Parents of Students with Disabilities - Spanish

SECLUSION AND RESTRAINT

Melvindale - Northern Allen Park Schools fully embraces the principles of Multi-tiered Systems of Supports, and strategies and evidenced based interventions that focus on Care, Welfare, Safety and Security of all of our students and staff with de-escalation and crisis prevention approaches. Seclusion and physical restraint will be followed pursuant to District Policy 5630.01.

DISCRETIONARY SUSPENSION OR EXPULSION

Under Michigan law, a suspension of ten or fewer school days is presumed to be reasonable. A suspension of more than ten school days or an expulsion is, in most circumstances, presumed not to be justified. Before imposing a suspension or an expulsion, the Mandatory 7 Factors must be considered.

"Mandatory 7 Factors" means the following:

- The Student's age
- The Student's disciplinary history
- Whether the Student has a disability
- The seriousness of the behavior
- Whether the behavior posed a safety risk
- Whether restorative practices are a better option
- Whether lesser interventions would address the behavior

DUE PROCESS

Due process, including appeals, will be provided pursuant to District Policy 5600 – Due Process Rights.

VIOLATIONS AND DISCIPLINARY ACTION

Disciplinary Action will be proportionate to the severity of the misconduct. The administration reserves the right to deal with each unique offense on an individual basis, which may result in disciplinary action being more or less severe than outlined in the Violations and Discipline Levels listed below. Where a range of disciplinary steps is established for an infraction, the factors that lead to more severe penalties include, but are not limited to:

1. The actual harm or injury caused.
2. The risk of harm to the student and/or others.
3. The intent of the student.
4. The number and seriousness of prior infractions committed by the student.
5. The seriousness of the penalty required in the circumstances to discourage future violations by the student or others.

Certain types of behavior are never appropriate in Melvindale-Northern Allen Park schools and are considered to be serious violations of the district's Code of Conduct. Disciplinary actions for elementary school students may be modified where appropriate. Sexual harassment is never allowed in the Melvindale-Northern Allen Park School District. Any sexual harassment incident by a school employee, student or visitor must be reported to the building administrator for investigation and action. All state and federal laws, rules and regulations will take precedence.

Riding the school bus and eating in the cafeteria are privileges. Student behavior on the bus and in the cafeteria is subject to the Code of Conduct.

In addition to the steps provided for possession of prohibited articles, the school district may confiscate any such article and return the same to the student, parent, guardian and/or law enforcement authority as the circumstances require.

Unless indicated otherwise, these violations are subject to disciplinary action by school administrators if they occur on school property, at school-sponsored activities or while traveling to/from school or school-sponsored activities or otherwise have a direct nexus to the school or district. All references to days refer to school days. The discipline action can be cumulative based on the number of violations or referrals and the severity of the violation. In cases of suspensions, parents or legal guardians will be notified by telephone or in writing.

Violation and Discipline Levels

Level 1	
Level One Violations are offenses that disrupt or interfere with the educational process but did not place the student or others in harm's way. Level One Interventions are typically dealt with in the classroom by the teacher. Depending on severity or repetition, a Level 1 violation may be reclassified as a Level 2 or Level 3 Violation.	
Discipline Intervention Examples	Violations List
● Discussion with student ● Restorative Practices/Justice ● Communication with parent or guardian ● Classroom consequence or loss of privilege	● Skipping ● Horseplay ● Tardiness ● Insubordination

Level 1	
• Detention (e.g. lunch, before/after school) • Community Service • Behavior Contract • Restitution • Exclusion from extracurriculars/field trips • Special Assignment (ex. Participate in a group to build awareness/knowledge and skills to handle things differently in the future) • Loss of privilege • MTSS (Multi-Tiered Systems of Support)	• Student in unauthorized area • Failure to follow school rules • Peer Conflict (In-Person/Online) • General profanity • Verbal disrespect • Cheating • Disruptive behavior • Inappropriate Conduct-Drawings • Property Damage, minor vandalism • Bus Incident • Technology Abuse
Level 2	
Level Two Violations happen when a student continues the same behavior after all Level One supports have already been tried, or when a behavior breaks the District Code of Conduct in a way that could put the student or others at risk of harm. Consequences build on previous ones and may include additional actions depending on the situation.	
Discipline Intervention Examples	Violations List
• All level 1 interventions apply • FBA/BIP • In School Suspension • Out of School Suspension (1-3 Days)	• Persistent Disobedience • Gross Insubordination • Bullying/Cyberbullying/Harassment; bullying matrix • Physical Altercations • Possession of firework • Illegal Drugs/Alcohol Possession/Tobacco/Vapes • Profane behavior towards staff • Threatening Behavior • Conduct injurious to self or others • Lewd/Indecent Behavior • Larceny/Theft • Recording or transmitting video/voice of staff/student without permission • Hazardous Driving

Level 3	
Level Three Violations involve serious behaviors that pose a clear risk to the safety of the student or others, or repeated violations after prior interventions have been unsuccessful. Consequences build on previous ones and may include additional actions, including involving law enforcement, depending on the situation.	

Level 3	
Discipline Intervention Examples	Violations List
• All level 1 & 2 interventions apply • Youth Assistance Program Referral • Out of School S • Suspension 4-10 days	• Fighting • Gross Insubordination • Physical Assault/battery • Distribution of vapes/tobacco/illicit substances • Sexual Harassment • Sexual Misconduct • Hazing • False fire/SmartBoot alarm • Extortion • Serious Malicious Destruction of Property

Level 4	
Level Four Violations happen when a student engages in extremely serious behaviors that pose an immediate and significant threat to the safety of the student, staff, or others, or involve illegal activity, severe violence, or major breaches of the District Code of Conduct. Consequences build on previous ones and may include immediate and decisive actions such as removal from school programs, expulsion, or involvement of law enforcement depending on the situation.	
Discipline Intervention Examples	Violations List
• All prior levels of interventions apply • Safety Plan • Long-Term Suspension greater than 10 consecutive days which requires a hearing. • Expulsion	• Sexual Assault • Threat to use a weapon or instrument capable of inflicting bodily harm • Possession of look-a-like weapon in weapon free zone • Arson • Bomb Threat/False Threat/Swatting • Assault of a staff member

Level 5	
Level Five Violations are defined as behaviors that result in long-term expulsion and require a disciplinary hearing to determine appropriate action. Consequences build on previous ones and involve formal proceedings and extended removal from school, depending on the severity of the situation.	
Discipline Intervention Examples	Violations List
• Expulsion	• Possession of dangerous weapon (as defined by statute).

Level 5	
	• Rape/Criminal Sexual Conduct • First Degree Arson

WORKING DEFINITIONS RELATED TO DISCIPLINARY INTERVENTIONS

Temporary Suspension

Temporary suspension is the removal from school for a period not to exceed ten school days. This action may be taken by the building level administrator or Superintendent.

Cause for this action is violation of school rules and regulations, as defined in the Code of Conduct.

School administrators have final authorization of all temporary suspensions.

A parent or legal guardian shall be notified of this action prior to the temporary suspension, if possible.

A student under temporary suspension shall not attend or participate in school-sponsored activities or be permitted on any school district property during the week of the suspension.

Definite Suspension

Definite suspension is the removal from school for a period exceeding 10 days, but no longer than the end of the school year with the right to be readmitted on evidence of satisfactory elimination of the cause for suspension.

This action may be taken by the building level administrator or Superintendent. Definite suspensions must be communicated to the Board of Education through the Superintendent.

Cause for definite suspension is violation of school rules and regulations, as defined by the Code of Conduct.

A parent or legal guardian shall be notified of this action prior to the definite suspension, if possible.

A student under definite suspension cannot attend or participate in school-sponsored activities or be permitted on any school district property.

Indefinite Suspension

Indefinite Suspension is the removal from school pending action of the Board of Education, or the result of a district investigation/intervention, or while awaiting disposition by civil authorities.

This action may be taken by the building level administrator or Superintendent.

Cause for this action is violation of school rules and regulations, as defined in the Code of Conduct. ["... 'gross misdemeanor or persistent disobedience,' the student's inability to be educated in the school environment or conduct which endangers the welfare of other persons or the welfare of school district property."]

A parent or legal guardian shall be notified of this action prior to the temporary indefinite suspension, if possible.

A student under indefinite suspension cannot attend or participate in school-sponsored activities or be permitted on any school district property.

The Superintendent shall be notified in writing, within three (3) days, of the circumstances that led to the indefinite suspension. All disciplines (including various types of student suspension) are logged into the MiStar system and available for the Superintendent to review. This written notice shall include a recommendation for additional action.

Probationary Contract

Probation is a period of time in which the student's behavior will be closely monitored.

If a student has too many violations of the Student Code of Conduct, the student may be placed on a probationary Contract. The length of the probationary period will be determined by the building level administrator.

The building level administrator shall call a mandatory conference with the student and parents or legal guardians to discuss the terms of the probationary contract.

Expulsion

Expulsion is the removal from school on a permanent basis.

This action may be taken by the Board of Education only after an opportunity for a hearing is given.

Cause for this action is violation of school rules and regulations, as defined in the Code of Conduct.

School administrators shall recommend cases for expulsion to the Board of Education through the Superintendent.

A parent or legal guardian shall be notified of this action prior to the expulsion. The Board of Education is vested with final authority in all cases of expulsion.

The Superintendent shall notify a parent or legal guardian of the decision of the board.

A student under expulsion cannot attend or participate in school-sponsored activities or be permitted on any school district property.

APPEAL PROCEDURE

Detentions, Work Details, In-School Suspensions, Temporary Suspensions, and Restorative Justice

For detentions, work details, in-school suspensions, and temporary suspensions, a student is entitled to minimal due process protections. These due process protections include; oral or written notice of the accusation(s), what disciplinary measures are being proposed, and an opportunity to respond. If feasible, the notice and a meeting with an administrator should precede the student's removal from school. If the student's presence poses a danger to persons or property or threatens to disrupt the academic process, prior notice and a meeting may not be feasible. In this case, a meeting should follow the student's removal from school as soon as possible.

Any parent or legal guardian feeling concerned or aggrieved may establish an appointment to meet with the School Administrator.

A decision to sustain, adjust or revoke the appeal will be made based upon information from this meeting.

School administrators have final authorization of all detentions, work details, in-school suspensions, and temporary suspensions.

Restorative Justice

Restorative justice focuses on the rehabilitation of offenders through reconciliation with victims and the community at large. It varies, depending upon the rule or rules that were broken. Restorative justice may be applied in place of, or in conjunction with, other consequences. Restorative practices must be agreed upon between offender, victim, and administration. Additionally, before offenders can partake in the restorative justice process, they must accept responsibility for their wrongful action(s) and be willing to make amends. Examples of restorative justice practices include, but are not limited to restitution, community service, apology, reflection, and education.

Definite and Indefinite Suspensions

A more formal due process procedure is required when serious disciplinary measures are alleged against a student. The student shall be given reasonable time to prepare for the hearing.

Any parent or legal guardian feeling concerned or aggrieved may establish an appointment to meet with the appropriate school administrator to appeal the decision.

A decision to sustain, adjust or revoke the appeal will be made by the school administrator, based upon information from this meeting. If this decision is unsatisfactory to the parent or legal guardian, a further appeal may be made to the Superintendent.

An appeal to the superintendent must be made within five (5) school days. A written request for this appeal must be made to the Superintendent or their designee and must include the following information:

1. Date, time and place of occurrence and names of persons present.
2. The specific nature of the problem.
3. How the student was affected.
4. The reason the student is entitled to relief.
5. The relief desired.

Reinvestigation of the problem will be conducted by this office. Based upon information from this hearing, the Superintendent will make a decision to sustain, adjust or revoke the previous decision within three (3) school days unless a decision should be made immediately following the hearing. The students and parents or legal guardians will be informed of the decision in writing. The superintendent has final authorization of all definite and indefinite suspensions.

Expulsion

The school administrator shall have the right to suspend a student whose actions could be detrimental to the health and welfare of students, staff, and others pending Board of Education expulsion hearings. The administrator shall investigate the incident and hear all available accounts of it.

Prior to suspending or expelling a student for any of the above reasons, except as noted below, the Board (Superintendent) shall consider the following factors:

- The student's age
- The student's disciplinary history
- Whether the student has a disability
- The seriousness of the violation or behavior
- Whether the violation or behavior committed by the student threatened the safety of any student or staff member
- Whether restorative practices will be used to address the violation or behavior
- Whether a lesser intervention would properly address the violation or behavior

Board of Education Expulsion Hearings

Hearings will be open unless closure is requested by parent or legal guardian or students who have reached the age of majority. In every case the student/parent/legal guardian shall receive a discipline hearing packet at least forty-eight (48) hours prior to board hearing.

1. The student shall be informed, in writing, of the specific violation.
2. The student will be guaranteed the right to have an advisor.
3. The student shall have the right to present evidence and witnesses.
4. All relevant disciplinary and academic records will be used in appeal proceedings. The board may request other records which could be relevant to the proceedings.

When a formal hearing takes place, no members of the board shall have formally participated in the investigation of the charges or had access before the hearing to any evidence to be presented. The board shall canvass its members for eligibility for hearing and/or voting participation and for possible conflicts of interest. Any board member who is identified as having a conflict of interest during the canvassing process, shall recuse himself/herself from discussion and voting participation for that specific hearing.

The school official shall first present the specific charges, the evidence and the statements of the witnesses, if any, against the student. The student shall be given the opportunity to make statements in defense or mitigation of said charges.

The student shall be given the opportunity to deny the charges, present evidence and call witnesses to testify.

Threat Assessments

A Threat Assessment is a systematic, fact-based process used to evaluate and intervene when a student communicates a threat of violence or engages in concerning behavior. Utilizing the Comprehensive School Threat Assessment Guidelines (CSTAG) approach, our district views threat assessment not as a disciplinary action, but as a preventative, problem-solving due process. Its primary goal is to maintain a safe school environment by identifying and resolving underlying conflicts before they escalate into violence, while simultaneously connecting students in distress with appropriate support.

When a potential threat is reported, it is evaluated by a designated, multi-disciplinary school threat assessment team, which typically includes school administrators, mental health professionals, and law enforcement. This team gathers information from multiple sources to understand the context of the behavior, the student's intent, and their capacity to carry out the threat. The process is utilized to distinguish between "transient" threats—which are often expressions of anger or frustration that do not pose a genuine, ongoing risk—and "substantive" threats, which represent a serious, continuing intent to harm and require immediate protective action.

A completed threat assessment may result in a personalized intervention and safety plan. For transient threats, the response often involves counseling, mediation, or restorative practices to address the root cause of the student's behavior. For substantive threats, the team takes immediate steps to protect potential targets, notifies parents or guardians, and develops a comprehensive safety plan. This plan may include mental health referrals, ongoing behavioral monitoring, and coordination with outside agencies. While the threat assessment itself is not a punishment, disciplinary consequences may be applied separately if the student's actions also violated specific rules within this Code of Conduct.

TARDY POLICY

The Melvindale-Northern Allen Park Public Schools intends to instill positive work habits in our students. It is imperative that a student learn the importance of punctuality for an orderly school as well as for self-organization. Each building will devise and enforce its own tardy policy with this objective in mind.

SEXUAL HARASSMENT ADDENDUM

It is the Board's goal to maintain an educational environment that is free from sexual harassment and such harassment is prohibited. The following behavior shall be grounds for disciplinary action according to the Student Code of Conduct.

1. Sex-oriented verbal "kidding."
2. Subtle or overt pressure for sexual activity.
3. Physical contact such as patting, pinching, etc.
4. The threat or suggestion that a student's educational career and/or advancement depends on whether or not the student submits to sexual demands or tolerates such improper behavior.
5. Retaliation against any student for complaining about sexual harassment.

SEARCH AND SEIZURE

Freedom from Unreasonable Searches and Seizures

Students have rights which have been established and guaranteed by State and Federal Law protecting their right of privacy of their person and freedom from unreasonable search and seizure of property.

The school district may conduct reasonable searches and seizures, based on reasonable suspicion, in the event of bomb threats, emergencies and other situations deemed appropriate by the administration. These searches and seizures include, but are not limited to, vehicles, desks, and personal property. School lockers may be searched without reasonable suspicion.

Possession of Dangerous Weapons in a Weapon-Free School Zone: Compliance with PL 103-382 and MCL 380.1311

I. Policy

A student in possession of a dangerous weapon/firearm within a weapon-free school zone and/or who commits arson or rape on district property or at district or school sponsored events shall be permanently expelled from school and referred to the criminal justice or juvenile delinquency system and the appropriate county department of social services or community mental health agency. The parent, legal guardian and/or student shall also be notified of the referral.

A student subject to expulsion shall have his/her situation reviewed by the Superintendent on a case-by-case basis.

This policy statement is the Board's assurance that the District is in compliance with both PL 103-382 and MCL 380.1311.

II. Definitions

- "Dangerous Weapon" is defined as a firearm, dagger, dirk, stiletto, and knife with a blade over three inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles.
- "Firearm" is defined as any weapon or starter gun designed to or which can be converted to expel a projectile by an explosive device, the frame of such a device or any firearm silencer or other destructive weapon.
- "Destructive Weapon" is defined as any type of bomb or explosive device.
- "School Zone" is defined as any grounds within 1,000 feet of school grounds, except private property, and student transportation vehicles.

III. Procedure

A. When a student is alleged to possess a dangerous weapon, commit arson, or commit rape under the circumstances set forth above, the following procedure will be followed. The Superintendent or designated school official will:

1. Investigate the circumstances to substantiate the allegations.
2. If the allegations are substantiated, conduct a hearing to determine the facts and decide whether the student must be permanently expelled. The hearing must conform with due process requirements. If the allegations are proved, the student shall be expelled, unless he or she can establish in a clear and convincing manner at least one of the following, if the allegation is possession of a dangerous weapon:
 - The object possessed by the student was not intended for use as a weapon or for delivery to another person for use as a weapon.

- The student did not know that he/she was in possession of the weapon.
- The student did not know, or have reason to know, that the object was a dangerous weapon.
- The weapon was possessed by the student with permission of the school or police authorities.

B. If the student is expelled, the information will be entered on the student's permanent record.

C. The expelled student shall be referred to the County Family Independence Agency and Community Health Agency.

D. The expelled student shall be referred to local law enforcement officials.

E. The student's parents or legal guardian will be notified of all referrals. If the student is 18 years of age or older, the student will be notified.

IV. Petition for Reinstatement

The Board will accept a petition for reinstatement of an expelled student according to the following schedule:

(a) For an individual who was enrolled in grade 5 or below at the time of the expulsion and who has been expelled for possessing a firearm or threatening another person with a dangerous weapon, the parent or legal guardian or, if the individual is at least age 18 or is an emancipated minor, the individual may initiate a petition for reinstatement at any time after the expiration of 60 school days after the date of expulsion.

For an individual who was enrolled in grade 5 or below at the time of the expulsion and who has been expelled pursuant to subsection (2) for a reason other than possessing a firearm or threatening another person with a dangerous weapon, the parent or legal guardian or, if the individual is at least age 18 or is an emancipated minor, the individual may initiate a petition for reinstatement at any time.

For an individual who was in grade 6 or above at the time of expulsion, the parent or legal guardian or, if the individual is at least age 18 or is an emancipated minor, the individual may initiate a petition for reinstatement at any time after the expiration of 150 school days after the date of expulsion.

(b) An individual who was in grade 5 or below at the time of the expulsion and who has been expelled for possessing a firearm or threatening another person with a dangerous weapon shall not be reinstated before the expiration of 90 school days after the date of expulsion.

An individual who was in grade 5 or below at the time of the expulsion and who has been expelled pursuant to subsection (2) for a reason other than possessing a firearm or threatening another person with a dangerous weapon shall not be reinstated before the expiration of 10 school days after the date of the expulsion.

An individual who was in grade 6 or above at the time of the expulsion shall not be reinstated before the expiration of 180 school days after the date of expulsion.

V. Reinstatement Hearing

A. Within ten days of receiving a petition for reinstatement, the Board will appoint a committee composed of two Board members, one school administrator, one teacher and one parent.

B. The Superintendent may prepare and submit to the committee information concerning the circumstances of the expulsion and any factors bearing on the issue of reinstatement.

C. Within ten days after the committee is appointed, it shall review the petition and any information provided by the Superintendent.

D. The committee shall make a recommendation to the Board of unconditional reinstatement, conditional reinstatement, or against reinstatement, together with reasons for the recommendation, based on the following factors:

1. Risk to other students and staff;
2. Liability risk;
3. Age and maturity of the student;
4. Prior school record;
5. Student's attitude regarding the incident;
6. Behavior since expulsion and prospects for remediation; and
7. Parental support and cooperation, if applicable.

VI. Board Decision

After receiving the recommendation of the committee, the Board, at its next regularly scheduled meeting, shall make a decision to unconditionally reinstate, conditionally reinstate, or deny reinstatement of the individual.

The decision of the Board is final.

VII. Conditional Reinstatement

The Board may require an individual and, if the petition was filed by a parent or legal guardian, his or her parent or legal guardian to agree in writing to specific conditions before reinstating the individual in a conditional reinstatement. The conditions may include, but are not limited to, agreement to a behavior contract, which may involve the individual, parent or legal guardian, and an outside agency; participation in or completion of an anger management program or other appropriate counseling; periodic progress reviews, and specified immediate consequences for failure to abide by a condition. A parent or legal guardian or, if the individual is at least age 18 or is an emancipated minor, the individual may include proposed conditions in a petition for reinstatement.

DRESS CODE

Introduction

The Board of Education recognizes its responsibility to the community to ensure that reasonable standards of dress and grooming are maintained in the Melvindale-Northern Allen Park School District. This dress code applies to all students enrolled in our district.

The goal of students, parents and the school should be that dress and grooming be neat, clean, healthy, moral and not be a distracting factor to the educational process.

Dress code guidelines for elementary school students may be applied differently where appropriate. Parents, students, administrators and teachers are responsible for seeing that this dress code is followed.

The following is a general guideline for dress and appearance. The building administrator may provide additional guidelines of appearance and dress for the students in that building. These additions must be communicated to students and parents.

Guidelines for Dress and Appearance

1. Student dress (including accessories) may not advertise, promote, or depict alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
2. Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.
3. Hats, bandanas, and sunglasses may not be worn in the building during the school day.
4. Hairstyles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education.
5. Clothing with holes, rips, tears, and clothing that is otherwise poorly fitting, showing skin and/or undergarments may not be worn at school.
6. The length of shorts or skirts must be appropriate for the school environment.
7. Appropriate footwear must be worn at all times.
8. If there is any doubt about dress and appearance, the building principal, or designee, will make the final decision.
9. Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject to discipline.

CYBER BULLYING POLICY

In situations in which the cyber bullying originated from a non-school computer, but brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be severely disruptive of the educational process so that it markedly interrupts or severely impedes the day-to-day operations of a school. In addition, such conduct must also be in violation of another District policy. Such conduct includes, but is not limited to threats made on or off school grounds, to kill or hurt a staff member or student.

ANTI-BULLYING POLICY

It is the policy of the District to provide a safe and nurturing educational environment for all of its students.

The Board of Education recognizes that a school that is physically and emotionally safe and secure for all students and staff will be better able to promote good citizenship, increase attendance and engagement, and support academic achievement. The Board expects students and staff to conduct themselves in a manner that promotes positive relationships and school climate, with a proper regard for the rights and welfare of other students, school staff, volunteers, and contractors.

This policy protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

Bullying or other aggressive behavior toward a student, whether by other students, staff, or third parties, including Board members, parents, guests, contractors, vendors, and volunteers, is strictly prohibited. This prohibition includes written, physical, verbal, and psychological abuse, including hazing, gestures, comments, threats, or actions, including electronically transmitted acts, to a student, which cause or threaten to cause bodily harm, reasonable fear for personal safety, or personal degradation.

Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior.

This policy applies to all "at school" activities in the District, including activities on school property, in a school vehicle, or at any time or place where a child's imminent safety or over-all well-being may be at issue, and those occurring off school property, if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, or where an employee is engaged in school business. Misconduct occurring outside of school may also be disciplined if it interferes with the school environment.

Notification

Notice of this policy will be annually circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.

Parents or legal guardians of the alleged victim(s), as well as of the alleged aggressor(s), shall be promptly notified of any complaint or investigation, as well as the results of the investigation, to the extent consistent with student confidentiality requirements. A record of the time and form of notice or attempts at notice shall be kept in the investigation file.

To the extent appropriate and/or legally permitted, confidentiality will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations. Further, the appropriate authorities may be notified, depending on the nature of the complaint and/or the results of the investigation.

Reporting

The District shall submit to the Department of Education a copy of this Policy.

The District shall report incidents of bullying to the Department of Education on an annual basis according to the form and procedures established by the Department of Education.

Should this Policy be amended or otherwise modified, the District shall submit a copy of the amended or modified Policy to the Department of Education no later than thirty (30) days after adopting the modification.

Implementation

The Superintendent is responsible to implement this policy, and may develop further guidelines not inconsistent with this policy. This policy is not intended to and should not be interpreted to interfere with legitimate free speech rights of any individual. However, the District reserves the right and responsibility to maintain a safe environment for students, conducive to learning and other legitimate objectives of the school program.

Procedure

Any student who believes they have been or are the victim of bullying, hazing, or other aggressive behavior should immediately report the situation to the Principal or assistant principal. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

A student may also submit a report or complaint to any of the above-designated individuals through email, voicemail, regular mail, or by leaving a sealed note addressed to the individual at that person's office or desk. The student may submit a report or complaint anonymously, but this may affect the ability to fully investigate the matter when the complaining student is not available to provide additional information during the course of the investigation.

The identity of a student who reports bullying, hazing, or aggressive behavior, as well as those students who provide information during an investigation, will remain confidential to the extent possible and to the extent allowable by law. Only school personnel directly involved in the investigation of the complaint or responsible for remedying any violations will be provided access to the identity of the complaining student(s) and student witnesses, and then only to the extent necessary to effectively deal with the situation.

The identity of the student who files the report or complaint will not be voluntarily shared with the alleged perpetrator(s) or the witnesses unless the student (and the student's parent/guardian) gives written permission to do so. Any investigation report will likewise not be voluntarily produced with the names of the reporting student(s) or witnesses. However, under certain circumstances, the District may be required by law to disclose the report and/or the student(s) name(s). Also, under certain circumstances, the identity of the reporting student may become obvious even without disclosure by school personnel.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports shall be made to those identified above. While reports may be made anonymously, formal disciplinary action may not be taken solely on the basis of an anonymous report without other corroborating evidence.

The Principal (or other designated administrator) shall promptly investigate and document all complaints about bullying, aggressive, or other behavior that may violate this policy. The investigation must be completed as promptly as the circumstances permit.

If the investigation finds an instance of bullying or aggressive behavior has occurred, it will result in prompt and appropriate remedial action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement or other appropriate officials.

If, during an investigation of a reported act of harassment, intimidation, and/or bullying/cyberbullying, the Principal or appropriate administrator believes that the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal will report the act of bullying and/or harassment to one (1) of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517 - Anti-Harassment.

The individual responsible for conducting the investigation shall document all reported incidents and report all verified incidents of bullying, aggressive, or other prohibited behavior, as well as any remedial action taken, including disciplinary actions and referrals, to the Superintendent. The Superintendent shall submit a compiled report to the Board on an annual basis.

Non-Retaliation/False Reports

Retaliation or false allegations against any person who reports, is thought to have reported, files a complaint, participates in an investigation or inquiry concerning allegations of bullying or aggressive behavior (as a witness or otherwise), or is the target of the bullying or aggressive behavior being investigated, is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy, independent of whether a complaint of bullying is substantiated. Suspected retaliation should be reported in the same manner as bullying/aggressive behavior.

Making intentionally false reports about bullying/aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

Prevention/Training/Restorative Practices

The District shall provide a minimum of annual training for school employees and volunteers who have significant contact with students on school policies and procedures regarding bullying and harassment to help promote a positive school climate. Training will provide school employees with a clear understanding of their roles and responsibilities and the necessary skills to fulfill them. (Examples of appropriate trainings include, but are not limited to, age-appropriate strategies to prevent bullying; age-appropriate strategies for immediate, effective interventions to stop incidents; internet safety issues as they relate to cyberbullying; and fostering an understanding of and respect for diversity and difference).

The Superintendent shall establish a program or other initiatives involving school staff, students, clubs or other student groups, administrators, volunteers, parents, law enforcement, community members, and other stakeholders, aimed at the prevention of bullying or other aggressive behavior.

The District shall provide, and all students shall undertake, annual training on preventing, identifying, responding to, and reporting incidents of bullying, cyberbullying, and other aggressive behavior.

Definitions

The following definitions are provided for guidance only. If a student or other individual believes there has been bullying, hazing, harassment, or other aggressive behavior, regardless of whether it fits a particular definition, the student or other individual should report it immediately and allow the administration to determine the appropriate course of action.

"Aggressive behavior" is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. Such behavior includes, for example, bullying, hazing, stalking, intimidation, menacing, coercion, name-calling, taunting, making threats, and hitting/pushing/shoving.

"At School" is defined as in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event, whether or not it is held on school premises. It also includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if either owned by or under the control of the District.

"Bullying" is defined as any written, verbal, or physical acts, including cyberbullying (i.e. any electronic communication including, but not limited to, electronically transmitted acts, such as internet, telephone or cell phone, computer, or wireless handheld device, currently in use or later developed and used by students) that is perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress and may be motivated either by bias or prejudice based upon any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression; or a mental, physical, or sensory disability or impairment; or by any other distinguishing characteristic, or is based upon association with another person who has or is perceived to have any distinguishing characteristic. Bullying or harassment also includes forms of retaliation against individuals who report or cooperate in an investigation under this policy.

Bullying is conduct that meets all of the following criteria:



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- A. is perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;
 - B. is directed at one (1) or more students;
 - C. is conveyed through physical, verbal, technological, or emotional means;
 - D. substantially interferes with educational opportunities, benefits, or programs of one (1) or more students;
 - E. adversely affects the ability of a student to participate in or benefit from the School District's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
 - F. is based on a student's actual or perceived distinguishing characteristic (see above) or is based on an association with another person who has or is perceived to have any of these characteristics.

Bullying can be physical, verbal, psychological, or a combination of all three (3). Some examples of bullying are:

- A. Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name-calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation. This may occur in a number of different ways including, but not limited to, notes, emails, social media postings, and graffiti.

"Harassment" is conduct that meets all of the following criteria:

- A. repeated or continuing unwanted contact perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;
- B. is directed at one (1) or more students or staff;
- C. is conveyed through physical, verbal, technological, or emotional means;
- D. substantially interferes with educational opportunities, benefits, or programs of one (1) or more students or staff;
- E. adversely affects the ability of a student to participate in or benefit from the School District's or public school's educational programs or activities because the conduct, as perceived by the student, is so severe, pervasive, and objectively offensive as to have this effect; and
- F. is based on a student or staff's actual or perceived distinguishing characteristic (see above) or is based on an association with another person who has or is perceived to have any of these characteristics.

"Intimidation/Menacing" includes, but is not limited to, any threat or act intended to: place a person in fear of physical injury or offensive physical contact; to substantially damage or interfere with person's property; or to intentionally interfere with or block a person's movement without good reason.

"Staff" includes all school employees and Board members.

"Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district or intra-district athletic competitions or other school events.

The scope of this policy includes the prohibition of every form of bullying, harassment, and cyberbullying/harassment, whether in the classroom, on school premises, immediately adjacent to school premises, when a student is traveling to or from school (portal to portal), or at a school-sponsored event, whether or not held on school premises. Bullying or harassment, including cyberbullying/harassment, that is not initiated at a location defined above is covered by this policy if the incident results in a potentially material or substantial disruption of the school learning environment for one (1) or more students or staff and/or the orderly day-to-day operations of any school or school program.

TECHNOLOGY ACCEPTABLE USE POLICY — EFA

Purpose

The purpose of the MELNAP Net Acceptable Use Procedures is to provide the procedures, rules, guidelines, and the Code of Conduct for use of technology and the information network in the Melvindale Northern Allen Park Public Schools.

Introduction

Melvindale Northern Allen Park Public Schools is committed to providing access to computer resources including all computers, telecommunicating and technology equipment, servers, networks, Internet, intranet, online services and electronic mail.

Computer and technology resources are provided to:

- Support the MELNAP Standard Course of Study
- Promote education excellence by facilitating resource sharing, innovation and communication
- Enhance and extend learning opportunities
- Promote life-long learning
- Use for valid work-related purposes
- Provide for efficient work related communication between users

The provision of this policy shall apply to employee and student use of all computers and technology resources provided by Melvindale Northern Allen Park Public Schools which are governed by federal and state laws and Board of Education policies, procedures and guidelines. The Acceptable Use Policy addresses the efficient, ethical, legal and appropriate use of the computer and technical resources, the security of the network and the safety of the students. School and network administrators and their authorized employees will monitor the use of the computer and technology resources to help ensure that uses are secure and in conformity with this policy.

In compliance with the Children's Internet Protection Act and Protecting Children in the 21st Century, the District has implemented technology protection measures which block/filter Internet access to visual displays that are obscene, child pornography or harmful to minors. The District utilizes M8e6 Security Web Filtering and/or hardware to monitor online activity to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents/guardians are advised that a determined user may be able to gain access to services on the Internet that the District has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial.

All users are responsible for his or her actions and activities involving computer and/or technical resources. Any user identified as a security risk shall be denied access to such activities. All use of the computer and technical resources must be in support of the educational objectives of Melvindale Northern Allen Park Public Schools. Transmission of any material in violation of any federal law, state law or Melvindale Northern Allen Park Public Schools policy is prohibited.

Unacceptable Uses

Unacceptable uses include but are not limited to the following:

- Accessing online gambling
- Unauthorized transmission of copyrighted material
- Accessing, displaying, or transmitting of threatening, obscene, discriminating, profane, lewd, vulgar, rude, inflammatory, disrespectful or pornographic materials
- Any use that may damage Melvindale Northern Allen Park Public Schools computer and technical resources
- Engaging in illegal activities or accessing material advocating illegal acts or violence, including pornography and hate literature
- Harassing, bullying, insulting, or attacking others
- Posting information that could be disruptive, cause damage, or endanger students or staff
- Posting false or defamatory information about a person or organization
- Forwarding confidential communication without the author's prior consent
- Utilizing the network for personal profit
- Promoting political and/or campaign information
- Posting personal information about yourself or others on the Internet
- Attempting to gain unauthorized access to computer resources
- Attempting to damage computer resources
- Downloading unauthorized files
- Changing settings on computer resources
- Gaining unauthorized access to computer resources or entities using another's username or password
- Unauthorized use or destruction of electronic data files
- Wastefully using computer and technology resources such as file space, the distribution of mass electronic mail messages, excessive bandwidth consumption on non-work-related subjects, participating in chain letters, creation of and participation in unauthorized newsgroups, and storage of electronic data files without proper authorization
- Circumventing safety configuration
- Modifying infrastructure
- Invading the privacy of individuals
- Using computer resources while access privileges are suspended or revoked

Electronic Mail

Authorized users have no right or expectation of privacy in material stored or transmitted on school system computers and technology resources. Electronic Mail will be archived for seven years and all employees conducting Melvindale Northern Allen Park Public Schools business are required to use their Melvindale Northern Allen Park Public Schools account. Employees cannot use their Melvindale Northern Allen Park Public Schools account to conduct personal business. The District utilizes Tangent Spam Filtering and/or hardware.

Vandalism

Vandalism is defined as any malicious attempt to change, harm or destroy the data of another user or the configuration of any computer owned by Melvindale Northern Allen Park Public Schools. This includes, but is not limited to, the uploading, creating, and/or transmission of a computer virus. Also, hacking, theft or unauthorized intrusion of a computer or computer software is strictly prohibited.

Software

Users are expressly prohibited from downloading from the Internet and/or installing any program software on any networked or stand-alone computer in Melvindale Northern Allen Park Public Schools. Users are allowed to download text and graphic data for valid educational purposes.

It is illegal for staff or students to copy or reproduce any licensed software on MELNAPNet computing equipment, except as expressly permitted by the specific software license. Unauthorized use of software is regarded as a serious matter and any such use is without the consent of the Melvindale Northern Allen Park Public Schools.

The District is required to enter into license agreements for all software used on District technology equipment/resources. District departments, agencies and employees will be familiar with the license agreements for their software and shall not install licensed/unlicensed software on District technology equipment/resources. No software shall be downloaded from the Internet and installed on District technology resources without the Technology Department's prior written approval. All software used on District Technology equipment/resources shall be installed by the responsible LAN Office of Technology staff, in accordance with all District license agreements and procedures. Employees who knowingly install or use unlicensed software on District technology equipment/resources will be subject to disciplinary action as stated in the MELNAPNet Acceptable Use Procedures.

School Records

As with other school records, electronic data files are subject to disclosure to law enforcement, government officials or to third parties only through subpoena or other lawful process. The Melvindale Northern Allen Park Public Schools Board of Education reserves the right to disclose employee electronic mail, Internet records, and data files without notification to or permission from the employees sending, receiving, or storing the material.

Appropriate Use of Social Media

Use of the District's Internet is to facilitate communications and collaboration in support of student learning. While on school property all digital communication device(s) will be subject to all policies and regulations of the District. The technology protection measures may not be disabled at any time that students may be using the Network, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

Purpose: P.L. 106-554, Children's Internet Protection Act of 2000; P.L. 110-385, Title II, Protecting Children in the 21st Century Act

Consequences

Students violating this policy shall face disciplinary action as defined by Melvindale Northern Allen Park Public Schools Student Code of Conduct, restitution of costs incurred through damage, including loss and/or repair, limitation or cancellation of user privileges and criminal prosecution. Teachers and all other staff who violate this policy may face disciplinary action ranging from a letter of reprimand to termination, restitution of costs incurred through damage, including loss and/or repair, limitation or cancellation of user privileges and/or criminal prosecution.

All users will sign a statement of understanding and compliance with this Acceptable Use Policy. MELNAP employees will ensure that any student desiring to use the Internet has signed the MELNAP AUP.

Adopted: 06/18/2012

INTERNET SAFETY POLICY — EFA-R

Use of the Internet by students and staff of Melvindale-Northern Allen Park Public Schools shall be in support of education and research that is consistent with the mission of the district. The Melvindale Northern Allen Park Public Schools Acceptable Use Policy (AUP) is in place, at the beginning of each new school year students are given the AUP. The seriousness of appropriate use of the District's technology is strongly encouraged.

In compliance with the Children's Internet Protection Act, Melvindale Public Schools has implemented technology protection measures which block/filter Internet access. District administrators also review violations in order to assess existing policy and consider potential revisions of policies and practices to increase efficacy.

Use will be in accordance with the district's Technology Acceptable Use and Internet Safety Policy as follows:

Technology Users Will:

1. Comply with district policies, rules and regulations.
2. Use networks and technology in support of education, consistent with the curriculum and programs of the district.
3. Obey all copyright laws.
4. Report to the building administrator or teacher any misuse of networks and technology.
5. Promote interaction in ethical and appropriate ways.
6. Sign the "Student Work/Photograph Release Form" when project and/or photograph are to be placed on the internet. This release requires parental permission.

The district reserves the right to remove a user's Internet privileges if it is determined that the user is engaged in unauthorized activity or is violating the Internet Safety Policy.

Internet Access for Students

The rich sources of information available on the Internet hold the promise of greatly enhancing the quality of education available to all students. Therefore, Internet access will be made available to students in Melvindale-Northern Allen Park Public Schools for the purpose of communication, research, and education. It is our intent to provide an Internet environment that is safe and appropriate for the maturity level and needs of student users. In compliance with the Children's Internet Protection Act and Protecting Children in the 21st Century Act, Melvindale Public Schools has implemented technology protection measures in which the district uses M8e6 Security Web block/filtering of Internet access to visual displays that are educationally irrelevant, obscene, child pornography, or harmful to minors.

The staff and student use of technologies will be in accordance with the district's Acceptable Use Policy.

The district will endeavor to provide a safe and wholesome Internet environment. However, a Net user may be able to find ways to circumvent Internet access limits and controls. For that reason, parents should be aware of the potential availability of offensive material on the Internet. Students and parents should also understand that the student is ultimately responsible for his/her conduct on the Internet.

Technology Users Will Not:

1. Tamper with computer or network components in a way that will make them either temporarily or permanently inoperable.

2. Use district technology to distribute material that violate the Family Education Rights and Privacy Act; jeopardizes the health and safety of students; is obscene, pornographic or libelous; causes disruption of school activities; plagiarizes the work of others; is commercial advertisement; contains political lobbying; or is not authorized.
3. Access or modify other accounts, data, files, and/or passwords without authorization.
4. Use district technology for commercial or for profit purposes.
5. Use district technology to obtain illegal copies of software, printed material or other material to which they do not have ownership.
6. Use district technology to send or receive messages that are inflammatory, harassing in nature, sexist, racist or otherwise inappropriate.

The intent of this policy is to make clear certain uses, which are and are not appropriate, but not to exhaustively enumerate all such possible uses. Using the guidelines given above, Melvindale-Northern Allen Park Public Schools may at any time make determination that particular uses are or are not appropriate. The district will not monitor or judge the content of information transmitted over the Internet, but will investigate complaints or possible inappropriate use. In the course of investigating complaints, district staff will safeguard the privacy of all parties and will themselves follow the guidelines given in this policy.

Adopted: 06/18/2012

CELL PHONE AND PERSONAL WIRELESS COMMUNICATION DEVICE POLICY

In alignment with Michigan House Bill 4141 and Senate Bill 495 (enacted for the 2026–2027 school year), which establishes a statewide baseline banning student smartphone use during instructional time, the following policies have been developed to support student well-being, engagement, and focus.

This policy refers to cell phones and Personal Wireless Communication Devices (PWCDs). PWCDs include but are not limited to phones, tablets or iPads, speakers, headphones, personally-owned laptops, cameras, devices with cameras, and any device that the district administration reasonably deems to be considered a PWCD.

Bringing a PWCD to school indicates understanding and intention to comply with this policy. Students assume complete responsibility and risk for PWCDs that they bring to school. MelNAP Schools assume no responsibility for lost, damaged, or stolen PWCDs. School staff is not responsible for finding, returning, repairing, or replacing a lost, stolen, or damaged PWCD.

PK–5 Elementary School Policy: “Away All Day”

Policy: Cell phones, smartwatches, and all PWCDs, must be turned off (or silenced) and kept completely out of sight in the student's backpack from the morning bell until the final dismissal bell.

Permitted Times: None during the standard school day.

Violations & Enforcement:

- Devices will be confiscated and a parent/guardian must pick up confiscated devices from the front office

Grades 6–12 School Policy: “Classroom Free Zone”

Policy: Cell phones and PWCDs must be turned off or silenced and securely stored in lockers or designated classroom storage during all instructional and class periods. The school is not responsible for lost, stolen or damaged devices.

Permitted Times: Students may use their personal devices responsibly only during designated passing periods and their scheduled lunch block.

Violations & Enforcement:

- 1st/2nd Offense: Device confiscated; parent must pick up from the front office
- 3rd Offense: The student loses non-instructional phone privileges.

Mandated State Exemptions (All Grades)

Per Michigan state law, exemptions to these rules are strictly granted for:

1. Medical Needs: Devices explicitly required for health monitoring or medical alerts (e.g., blood sugar tracking).
2. IEP / 504 Accommodations: Devices designated for special education programming or accessibility support.
3. Emergencies: Device usage allowed strictly according to the district's updated Emergency Operations Plan without interfering with emergency protocols.