

CHEMIC PRIDE  
A Very Special Tradition  
  
Student/Parent Handbook  
2024-2025

Midland High School  
1301 Eastlawn Drive  
Midland MI 48642  
Ph: (989) 923-5181  
Fax: (989) 923-5100  
Website: [www.mhs.midlandps.org](http://www.mhs.midlandps.org)

Athletics: [www.chemics.net](http://www.chemics.net)

Online Payments: [www.schoolpay.com](http://www.schoolpay.com)

\*The provisions contained in this student handbook do not constitute a contract expressed or implied, between students and the school.



## **The School Day at Midland High School:**

<b>First Hour</b>	<b>7:40-8:35</b>
<b>Second Hour</b>	<b>8:41-9:36</b>
<b>Third Hour</b>	<b>9:42-10:47</b>
<b>Fourth Hour</b>	<b>10:53-11:48</b>
<b>2nd lunch</b>	<b>11:53-12:23</b>
<b>.....OR.....</b>	
<b>1<sup>st</sup> lunch</b>	<b>10:53-11:23</b>
<b>Fourth Hour</b>	<b>11:28-12:23</b>
<b>Fifth Hour</b>	<b>12:29-1:24</b>
<b>Sixth Hour</b>	<b>1:30-2:25</b>
<b>Seventh Hour</b>	<b>2:30-3:25</b>

The traditional school day allows students to carry up to seven classes. Students whose classes begin and/or end other than the time of the regular school day (7:40-3:25) should report to the school no earlier than 10 minutes before their first class and leave no later than 30 minutes after their class.

## **Midland High School Mission**

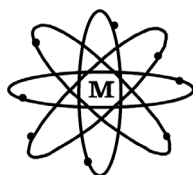
Everything we do is a representation of Chemic Pride!

### **MHS School Song**

We'll all stick together  
Old MHS in all kinds of weather;  
We're friends, not foes  
With luck it goes  
We'll fight for right with all our might;  
We'll not show white feather.  
Our team has the old pep;  
We're marching onward step by step.  
The blue and gold will have no fear,  
We're always ready to cheer and cheer  
For dear old Midland High.

### **MHS School Colors**

Blue & Gold



**CHEMIC PRIDE -- A VERY SPECIAL TRADITION**

## **ABOUT MIDLAND HIGH SCHOOL**

Midland High School is a comprehensive four-year high school. The building was first opened to students in September, 1956. It is situated on 50 acres of land.

The building is open Monday through Friday at 7:30 a.m. Students are asked to leave the building 30 minutes after their last class unless they have a school activity.

Main office hours are 7:00 a.m.- 3:30 p.m. Monday - Friday.

### Dance Policy

Guest passes for dance guests are available in the Main Office and must be completed and returned for approval at least 48 hours prior to the dance.

### Driving and Vehicle Registration

Driving your car to school is a privilege. Any car you drive to school must be registered in order to park on school property. There will be a charge of \$50.00 to register a vehicle and obtain a permit. The sticker permits must be adhered to the lower left rear window (driver's side). The sticker must be visible. Students are not allowed to share parking spots. Vehicles not registered will be ticketed and may be towed or booted. Provisions have been made for student, faculty and public parking. Students should park in designated student areas at all times. There is heavy traffic in and around the building each day. Please observe SAFE driving practices. Here are some reminders:

- Observe all stop signs and warnings when entering and exiting the parking lot.
- Park between yellow lines only, not on the lines.
- Fire lanes and yellow curbs indicate "No Parking".
- Blue lines, blue curbs and signs indicate "Handicap Parking" only.
- Park only in student-assigned spot. **DO NOT park in the staff parking lot or in the circle driveway in front of the school.**
- Observe the **5 mph speed limit at all times** when in the parking lots. There is heavy traffic in and around the building each day.
- All vehicles must be locked every day. Midland Public Schools is not responsible for stolen property.
- Driving your car to school is a privilege which can be revoked.
- Proper respect shall be given to the Security Guard at all times.
- A student who operates a vehicle upon school property is considered to have given consent to a search of the vehicle with cause by school officials or police officers. Search may include the passenger compartment, engine compartment, trunk, and all containers, locked or unlocked in or on the vehicle. A parent or guardian who grants permission for his/her student to operate a vehicle on school property is also considered to have given such consent to a search of the vehicle.
- Trash should be disposed of in the proper receptacles.
- If a student drives on school property when driving privileges have been suspended, the student may lose driving privileges for the remainder of the semester.
- Suspension of driving privileges for moving violations at one school applies at all other schools.

During any suspension of driving privileges, the student may not drive or allow his/her vehicle to be driven by another student. Police will ticket any vehicle parked in a designated fire lane or handicap spot without authorization from the Secretary of State's Office. Parking violations issued by the police or assistant principals may result in the loss of the privilege to park on school premises. Illegally parked cars may be towed or booted. If you need to go to your car to retrieve a forgotten item, you must sign out in the Main Office before going to your car and sign in upon return.

### Student Early Departures from School

We understand that it may be necessary for your student to leave before the end of the school day. Whenever possible, it's ideal that your student leave during passing time, in between hours of instruction. If they need to leave during a class period, **please call the school in the morning** and let us know the time they need to leave. We will then **prepare a pass for them to pick up** before school, between classes or during their lunch period. They will then give the pass to the teacher for the period during which they need to leave. This will allow them to leave the room quietly and reduce the amount of interruption in the classroom.

### Illness at School

In case of illness during school hours, students MUST report to the Main Office. A parent/guardian will be contacted, and provisions made for students to be excused for the rest of the day. If the student goes home, the parent/guardian will be contacted in advance of their leaving the building.

### Lockers

Lockers are school property. Each student is assigned a locker and combination at the beginning of the school year. **DO NOT CHANGE LOCKERS.** A record of locker assignments is kept in the main office. This information may become important in case of illness or emergency. Taking care of the lockers is the student's responsibility. Periodic locker inspections may be scheduled during the school year and inappropriate materials may be removed. Care should be taken not to SLAM doors as this destroys the combination lock. **Students should keep their lockers secure by not sharing the combination with others. Care should be taken to be sure lockers are locked after closing the door.** Lockers are not meant as storage areas for money or valuables. They are in no way completely secure. Items of value may be checked in at the Main Office. At year-end, students are responsible for locker clean-out and book return.

### **Lunch Hour**

Lunch hours are determined by a student's fourth hour teacher's lunch hour. Students have 30 minutes for lunch each day during which time they may leave the building or eat in the school cafeteria, the front courtyard or Eyeball Alley. Students are expected to clean up after their lunch and get to their next class on time. Students are not allowed to go on the 1<sup>st</sup> and 3<sup>rd</sup> floors during lunch so classes are not disrupted. The cafeteria offers a well-balanced, complete lunch to all students. Lunch menus and information regarding lunch accounts may be accessed on the MPS web page at [www.midlandps.org](http://www.midlandps.org).

### **Messages & Deliveries to Students**

If parents (only) have an emergency message for their student, it will be delivered through the Main Office. Please encourage your students to have everything they need before leaving for school each day. If they do forget a school-related item, feel free to drop it off in the office. Please let your student know that you will bring it and that they should check the office between classes or before lunch. The office will not call classrooms for forgotten items but will email your student's teachers if needed. This could result in a delivery delay.

No other messages, flowers, candies, balloons, etc., will be delivered to classrooms. Additionally, students are not to receive food deliveries (ex: pizza, DoorDash, etc.) at school.

### **Electronic Devices**

**Student use of cell phones, PDA's or other electronic devices during the school day is a privilege.** Adherence to the guidelines in the link below is essential to maintaining an appropriate academic environment and the integrity of the classroom. **Abuse of this privilege will result in consequences** beginning with confiscation of device, parent conference, suspension or loss of other privileges such as participation in school trips, internships, proms and potentially graduation exercises.

### **[MHS Electronic Device Policy](#)**

## **Midland Public Schools Common Policies**

### **Student Code of Conduct**

The School District must balance the interests of students and the community in a safe and conducive educational environment with its duty to provide educational services to student who engage in misconduct and behaviors that interfere with the safety and the delivery of educational services. Board of Education policies addressing student misconduct and this Student Code of Conduct are intended to strike that balance. However, these documents do not limit the School District's lawful authority. All students and parents are expected to review and be knowledgeable of the information included herein annually.

**Note:** Due Process Rights and disciplinary procedural practices are included in the Student Code of Conduct.

Link to Midland Public Schools Code of Conduct:  
**Link:** <https://www.midlandps.org/code-of-student-conduct>

### **Annual Notices**

Per statute, the Midland Public Schools must notify stakeholders of applicable state and federal laws. All

students and parents are expected to review and be knowledgeable of the information included herein annually.

Link to Midland Public Schools Annual Notifications:

**Link:** [Midland Public Schools Annual Notifications](#)

### **Athletic Handbooks**

The Midland Public Schools believes that utilizing the privilege of participation in interscholastic athletics provides an irreplaceable experience in fellowship and teamwork in competitive, publicly exposed circumstances. Competition helps nurture, develop, and test ethical principles and attitude. In athletics one can observe the importance of leadership and the need for the acceptance of authority and responsibility. Morals learned in the athletic arena, whether in victory or defeat, are a critical part of the development of young adults. All students and parents are expected to review and be knowledgeable of the information included herein annually.

**Link:** [2023-24 MHS Athletics Handbook](#)

### **Attendance**

Regular school attendance is essential in promoting responsibility and success in our programs. With this as our goal, we aim to promote a responsible attendance pattern for our young adults. Our policy, therefore, reflects the premise that all absences, whether excused or unexcused, result in the loss of instructional time. Daily teaching and interaction of students and teachers cannot be duplicated.

Midland High School has a 10-day maximum absence policy per semester per period. Excused and unexcused absences are included in the 10-day maximum. School excused absences and documented medical absences do not count towards the 10-day maximum. Students may lose the privilege of participating in extracurricular activities if the 10-day attendance policy is violated within a given semester. These include, but are not limited to, dances, special events, club activities, and athletics, until the end of the semester. The principal or designee may review extenuating circumstances resulting in a loss of privilege(s). The principal's decision is final.

In addition, loss of credit on assignments that are missed due to unexcused absences may occur. Therefore, loss of credit on assignments can result in grade reduction when excessive absences occur.

To report an absence please call **989-923-5190** within 48 hours of the missed hour or day. Failure to report an absence within 48 hours will result in an 'Unexcused' designation. The automated Phone-Master system will call home to parents of any absence that has not been excused. If a student is absent for medical reasons (i.e. dentist, orthodontist, doctor appointment for illness), parents must provide the office with a physicians' note of verification for the hour or day of absence in order for it to be recorded as medically excused.

Students will be responsible for all course work due on the day of the school excused absence. This includes turning in any assignments due on the day of the absence. If the school excused absence is for an entire school day, class assignments may need to be turned in the day before the absence. Communication with teachers is the responsibility of the student.

If a student is going to be absent for more than three days, a parent/guardian should contact the teacher directly. In all other situations (including school excused absences), it is the student's responsibility to request the missing assignments and to make arrangements with the teacher for support. Communication with teachers is the responsibility of the student.

Learning to be punctual is important to a student's success in school. Tardiness will be defined as "failure to be in the assigned classroom when the bell rings." Whether the student must be in the assigned seat or not is the decision of the individual teacher. Students will be notified of the teacher's preference at the beginning of each semester. A student is considered tardy from the time the bell rings until

five minutes after the class has started. Unexcused absences may be recorded if the student arrives after five minutes. The tardy count and penalties will be reset each semester. Tardies are not excusable.

### **MHS Tardy Policy**

If a student exceeds 10 absences in one course during a semester, excluding SE and MED, regardless of whether the absences are excused or unexcused, the student must take the semester final examination, or alternate teacher created assessment. The student's final semester grade in the course will be based on the average of the two marking period grades (weighted at 45 percent each) and the final assessment (weighted at 10 percent).

Truancy protocols will be enacted for students found to be in violation of the attendance policy.

If you are eighteen and would like to be responsible for your attendance, you must sign an adult waiver with the Main Office.

### **Counseling**

Each student is assigned a counselor at the time of enrollment. This counselor should become a significant part of the high school experience. Counselors are able to help with educational and career planning and make referrals for personal counseling. The Counseling Office is open during school hours and appointments may be made at any time. See your counselor when you:

- Need help in planning or adjusting your academic program
- Want information about future career or educational opportunities
- Are experiencing problems in any of your classes
- Would like to review your past record of achievement and/or interpretation of various individual tests you have taken in school
- Are involved in situations that are preventing you from doing your best in school

### **Emergency Drills**

In accordance with MCL 29.19, Am. 2014, Act 12, Midland Public Schools makes available a listing of all safety drills conducted from July 1, 2014, onwards on its building websites.

### **Homebound Services**

Students who are homebound or hospitalized due to a serious medical condition may request Homebound Teaching Services. The homebound program is coordinated by the assistant principals. If you desire more information about this service, please call the Counseling Office.

### **Injuries at School**

All accidents should immediately be reported to the teacher in charge and the main office. This includes accidents in

the classroom, gymnasium, playing fields, locker rooms or laboratories. **THE MIDLAND SCHOOLS DO NOT CARRY INSURANCE TO COVER ANY MEDICAL EXPENSES OF STUDENTS.** These expenses should be covered by the parents' or guardians' personal insurance plan. If you do not have accident insurance, you are encouraged to consider purchasing a voluntary accident insurance policy. For more information, contact the Main Office.

#### **Medications and Immunizations**

Per statute, school staff cannot administer medication, including aspirin, prescription drugs, or over-the-counter medications, unless a permission form is signed by the student's parent or guardian and physician and is presented to the school. All medications need to be supplied by the parent/guardian. Phone call requests to administer medication cannot be honored. Administration of the medication will then be done by a school staff member (*in the presence of another adult*) in compliance with your physician's instructions. Students should not possess medication unless the office has been made aware of it and the appropriate paperwork is received by the office. "Medication" includes prescription, nonprescription, and/or herbal medications taken by mouth, by inhaler, injection, applied to the eyes or nose, or to the skin. Parents should notify the student's counselor and/or teachers if the student has a health concern or medical problem that should be known to the school staff. Per MPS Board Policy 5713.

State law requires that students attending Michigan schools have the required immunizations. Reference MPS Board Policy #5713 for guidance.

#### **Secondary Course Offering Guide**

Comprehensive information including (*but not limited to*) 6<sup>th</sup> – 12<sup>th</sup> grade course offerings, graduation requirements, exams/testing, honor roll, honor points, career pathways, can be found in the Midland Public School Secondary Course Offering Guide. This guide is updated annually.

**Link:** <https://www.midlandps.org/content/Curriculum>

#### **Schools of Choice**

The Midland Public Schools has adopted a policy regarding "Schools of Choice". Students or parents with questions should see a member of the administrative staff or refer to the district website.

Link:

<https://www.midlandps.org/Content2/Schools%20of%20Choice>

#### **Student Information and Posters**

All student information and posters or other printed material must be cleared with the principal before being displayed.

#### **Transcripts/Records**

Student records are maintained by staff in the Main Office. Seniors may obtain a copy of their transcript by utilizing the online Parchment Exchange system. Transcripts of students transferring to MPS from other districts will be evaluated based on the MPS curriculum. Weighted grades from other districts will be granted only for similar courses offered by MPS. Accelerated transfer credits will be given accelerated weight only if MPS has the same course that is also accelerated. If not, .2 credit will be issued. Honors credit from another district may receive honors, accelerated, or regular (.2) transfer credit depending on the related course in MPS. Midland Public Schools will not alter an incoming transcript to reflect increased or decreased weight for courses from the transferring school system. Questions regarding transcripts and records should be directed to the Registrar.

#### **Work Permits**

A work permit is required by law for all students under 18 who have a part-time job. Students who need a work permit may apply through the Main Office.

### **Gender Documentation & Name Change Requests**

MPS seeks to support students and parents in the process of changing the students preferred name on documentation that circulates around school and on attendance rosters. The District is required to maintain a mandatory permanent pupil record ("official record") that includes a student's legal name and legal gender. However, as stated above, the District is not required to use a student's legal name and gender on other school records or documents. The District will also change a student's official record to reflect a change in legal name or legal gender upon receipt of documentation that such change has been made pursuant to a court order. MPS is committed to creating a diverse, equitable, and inclusive culture in our schools and maintains a commitment to supporting transgender and gender nonconforming youth. To request a "preferred name change" please contact your building principal. Students over the age of 18 may initiate this process on their own, but parent consent will be required for minors. The building administrator will support a minor student by facilitating the parent meeting and discussion upon request.

## **Sexual Harassment and Sexual Assault Information Guide:**

Pursuant to MCL 380.1508 (Public Act 57 of 2023), the Michigan Department of Education (MDE) has developed age appropriate information materials for students in grades 6-12 titled Sexual Harassment and Sexual Assault Information Guide. For the 2024-2025 school year districts shall disseminate the Sexual Harassment and Sexual Assault Information Guide to students in grades 6-12 in a form and manner determined by the district.

[Learn more with the SHSA Info Guide here](#)

### **STATEMENT OF NONDISCRIMINATION, DESIGNATED COORDINATORS, GRIEVANCE PROCEDURES**

#### **TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 TITLE IX OF THE EDUCATION AMENDMENT ACT OF 1972 TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990 SECTION 504 OF THE REHABILITATION ACT OF 1973 AGE DISCRIMINATION ACT OF 1975**

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Title II of the Americans With Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the State of Michigan's Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Midland Public Schools that no person on the basis of race, color, religion, national origin or ancestry, age, sex, height, weight, marital status, or disability shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in employment or in any program or activity for which the Board is responsible or for which it receives financial assistance from the United States Department of Education.

#### **Section I—Designated Coordinators**

Any person believing that the Midland Public Schools or any part of the school organization has inadequately applied the principles and/or regulations of (1) Title VI of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, (3) Section 504 of the Rehabilitation Act of 1973, (4) Title II of the Americans with Disabilities Act of 1990, and (5) Age Discrimination Act of 1975, may bring forward a complaint, which shall be referred to as a grievance, to the local Civil Rights Coordinators as listed below at the following address:

Midland Public Schools 600 E. Carpenter Street Midland, MI 48640

Section 504 Coordinator – Associate Superintendent, Jeff Jaster, 989-923-5018

Title II Coordinator and Title VI –Director of Human Resources, Karen Justin, 989-923-5016

Title IX and Age Coordinator – Director of Human Resources, Karen Justin, 989-923-5016

#### **Section II—Grievance Procedures**

The person who believes a valid basis for grievance exists shall discuss the grievance informally and on a verbal basis with the appropriate district Civil Rights Coordinator who shall, in turn, investigate the complaint and reply with an answer to the complainant within five (5) business days. The complainant may initiate formal procedures according to the following steps:

##### **Step 1**

A written statement of the grievance signed by the complainant shall be submitted to the appropriate district Civil Rights Coordinator within five (5) business days of receipt of answers to the informal complaint. The coordinator shall further investigate the matters of grievance and reply in writing to the complainant within five (5) days.

##### **Step 2**

A complainant wishing to appeal the decision of the district Civil Rights Coordinator may submit a signed statement of appeal to the Superintendent of Schools within five (5) business days after receipt of the Coordinator's response. The Superintendent shall meet with all parties involved, formulate a conclusion and respond in writing within ten (10) business days.

##### **Step 3**

If unsatisfied, the complainant may appeal through a signed, written statement to the Board of Education within five (5) business days of receiving the Superintendent's response in Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representative within forty (40) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of this meeting.

##### **Step 4**

Inquiries concerning the nondiscriminatory policy may be directed to Director, Office of Civil Rights, Department of Education, Washington, D.C. 20202.

The district Coordinator, on request, will provide a copy of the district's grievance procedure and investigate all complaints in accordance with this procedure. A copy of each of the acts and the regulations on which this notice is based may be found in the office of the district's Civil Rights Coordinator.