

2016-17 PUBLIC NOTICE

The following is a summation of policy statements covering public schools in St. Joseph County, Michigan

NON-DISCRIMINATION POLICY

No person on the basis of race, color, height, weight, marital status, national origin, gender, age, disability, religion, genetic information, or any other legally protected status will be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in these districts.

The Board of Education, the administration, and the staff will seek to take whatever rules and policy steps may be necessary to eliminate discrimination as described in Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 that protects people from sex discrimination, Section 504 of the Rehabilitation Act of 1973 that prohibits discrimination based upon disability, Section 201 Procedural Safeguards for Students with Disabilities Subject to Discipline, the Americans with Disabilities Act (ADA), the Elliott-Larsen Civil Rights Act of 1977, and Age Compliance in all educational programs, curricular and extracurricular activities, and employment practices.

All students shall have an equal opportunity to participate in and benefit from all academic and extracurricular activities and services and thus it will be a violation of policy for the district, board, administration, teachers, or other staff to discriminate against students in disciplinary actions, entitlement, and provision of services, selection, selection of courses or programs, counseling services, physical education and athletics, treatments on the basis of marital or parental status, including pregnancy.

Likewise, no assistance, such as administrative or staff cooperation, faculty sponsorship, use of school facilities on school time, shall be provided to any non-school organization or individual who discriminates.

All employment decisions will be made in a non-discriminatory manner in relationship to recruitment, hiring, assignment, promotion, transfer, layoff, termination, reinstatement, job classification, salary, and fringe benefits.

In order to facilitate the evaluation of current practices, to investigate complaints, to answer inquiries, and to guide the implementation of compliance efforts, the following people have been appointed as the local Title VI, Title IX, Section 504, the Americans with Disabilities Act, and Age Compliance Coordinators. All questions, requests for information or complaints relating to discrimination in the schools should be directed to the coordinator at the local districts.

ST. JOSEPH COUNTY SUPERINTENDENTS

Burr Oak	Terry Conklin..... 269-489-2213
Centreville	Rob Kuhlman..... 269-467-5220
Colon	Christine Barnes 269-386-2239
Constantine	Steve Wilson..... 269-435-8900
ISD	Barbara Marshall 269-467-5400
Mendon	Roger Rathburn..... 269-496-9940
Nottawa	Ruth Rowe 269-467-7153
Sturgis	Tom Langdon..... 269-659-1500
Three Rivers	Jean Logan 269-279-1100
White Pigeon	Jon Keyer 269-483-7676

	Title VI Civil Rights Coordinator	Title IX Sex Discrimination Coordinator	Section 504 Disability Discrimination Coordinator *	Americans with Disabilities Act (ADA) Coordinator	Age Compliance Coordinator
Burr Oak	Terry Conklin	Terry Conklin	Terry Conklin	Terry Conklin	Terry Conklin
Centreville	Barb Lester	Barb Lester	Rob Kuhlman	Rob Kuhlman	Rob Kuhlman
Colon	Martha Hymer	Beth Ann Robb	Beth Ann Robb	Martha Hymer	Karen Bojanich
Constantine	Steve Wilson	Steve Wilson	Steve Wilson	Steve Wilson	Steve Wilson
Mendon	Roger Rathburn	Roger Rathburn	Marc Kramer	Roger Rathburn	Roger Rathburn
Nottawa	Bernie Calkins Bud Krawczak	Bernie Calkins Bud Krawczak	Bernie Calkins Bud Krawczak	Bernie Calkins Bud Krawczak	Bernie Calkins Bud Krawczak
Sturgis	Ron Ehlers Julie Evans	Ron Ehlers Julie Evans	Ron Ehlers Julie Evans	Ron Ehlers Julie Evans	Ron Ehlers Julie Evans
Three Rivers	Judy Wordelman	Carrie Balk	Carrie Balk	Scott Grace	Judy Wordelman
White Pigeon	Carrie Erlandson	Mike Rasmussen	Shelly McBride	Bill McClure	Jon Keyer
ISD/Pathfinder	Thomas Cameron Kelli Dechnik	Thomas Cameron Kelli Dechnik	Thomas Cameron Kelli Dechnik	Thomas Cameron Kelli Dechnik	Thomas Cameron Kelli Dechnik

* If you have a Section 504-qualified child with disabilities who does not attend a public school, please contact the ISD 504 Coordinator.

REQUIRED CHILDHOOD IMMUNIZATIONS FOR MICHIGAN SCHOOL SETTINGS

For more information, please go to www.michigan.gov/immunize

** All doses of vaccines must be given with appropriate spacing between doses and at appropriate age to be considered valid.

VACCINE **	AGES 4-6	AGES 7-18, including all 7 th graders
DIPHtheria, TETANUS, PERTUSSIS	4 doses DTP or DTaP. One dose must be on or after 4 years of age.	4 doses D and T OR 3 doses Td if #1 is given on or after 7 years of age. 1 dose of Tdap for children 11 years of age or older upon entry into 7 th grade or higher.
POLIO	4 doses. If dose 3 is administered on or after 4 years of age, only 3 doses are required.	3 doses.
MEASLES *, MUMPS *, RUBELLA *	2 doses on or after 12 months of age.	
HEPATITIS B *	3 doses.	
MENINGOCOCCAL CONJUGATE	None	1 dose for children 11 years of age or older upon entry into 7 th grade or higher.
VARICELLA (CHICKEN POX) *	2 doses at or after 12 months of age OR current lab immunity OR reliable history of disease.	

* If vaccination is not administered, current laboratory evidence of immunity is required.
 ** Students susceptible to these diseases may be excluded from school.
 Parents/guardians must obtain a certified nonmedical waiver from a local health department.

FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

According to the Family Education Rights and Privacy Act (FERPA), the Board of Education of a school district may designate certain items of student records as directory information. This information may be released without receiving prior written consent of the parent or 18-year-old student, unless parent/student objects in writing.

Each Board of Education has a procedure for:

1. Maintenance of records.
2. Amendment of educational records.
3. Destruction of records.
4. Student and parental access to records.
5. Third-party access to student records.

SMOKING AREAS AND POLICY

Per Section 750.473 of the Michigan Penal Code, use of a tobacco product is prohibited in all buildings owned by public schools. This prohibition not only applies to the school building itself, but also to "a building, facility, or structure and other real estate owned, leased, or otherwise controlled by a school district".

"Use of a tobacco product" means any of the following: the carrying of a lighted cigar, cigarette, pipe, or other lighted smoking device; inhaling or chewing of a tobacco product; and the placing of a tobacco product within a person's mouth.

A person who violates this law is guilty of a misdemeanor, punishable by a fine of not more than \$50.00.

The following districts have exercised the right to a smoke-free environment 24 hours per day:

- Burr Oak Community Schools
- Centreville Public Schools
- Colon Community Schools
- Constantine Public Schools
- Mendon Community Schools
- Nottawa Community School
- St. Joseph County ISD
- Sturgis Public Schools
- Three Rivers Community Schools
- White Pigeon Community Schools

Specific questions regarding these policies should be directed to the superintendent of your school

2016-17 PUBLIC NOTICE

The following is a summation of policy statements covering public schools in St. Joseph County, Michigan

FREE & REDUCED LUNCH/MILK

Below is a description of the procedures to follow for free and reduced price meals or free milk for children unable to pay the full price of meals or milk served under the National School Lunch, School Breakfast, Special Milk, and Child and Adult Care Food Programs. The following family income criteria will be used for determining eligibility:

TOTAL FAMILY SIZE	A. SCALE FOR FREE MEALS OR FREE MILK			B. SCALE FOR REDUCED PRICE MEALS		
	Year	Month	Week	Year	Month	Week
1	\$15,444	\$1,287	\$ 297	\$21,978	\$1,832	\$ 423
2	20,826	1,736	401	29,637	2,470	570
3	26,208	2,184	504	37,296	3,108	718
4	31,590	2,633	608	44,955	3,747	865
5	36,972	3,081	711	52,614	4,385	1,012
6	42,354	3,530	815	60,273	5,023	1,160
7	47,749	3,980	919	67,951	5,663	1,307
8	53,157	4,430	1,023	75,647	6,304	1,455
Each additional family member	+ \$5,408	+ \$451	+ \$104	+ \$7,696	+ \$642	+ \$148

Children from families whose income is at or below the levels shown are eligible for free or reduced price meals, or free milk.

All children from families at or below the income levels in Column A are eligible to receive meals, after school snack, or milk at no cost (if available). Column A is used for the National School Lunch Program and School Breakfast Program, or Special Milk Program.

In addition, Federal P.L. 94-105 makes mandatory the service of reduced price meals to those children from families within the range of incomes in Column B. These children must be provided with lunches at a price not exceeding 40 cents. If the Breakfast Program or an after school snack program is available, all children qualifying for free and reduced price lunches will also qualify for free and reduced price breakfasts and/or snack. The charge for a reduced price breakfast may not exceed 30 cents; the charge for reduced price snack may not exceed 15 cents. Column B must therefore be used in providing reduced price meals.

Application forms are being sent to all homes with a letter to parents or guardians. To apply for free or reduced price meals, households must fill out the application and return it to the school. Additional copies of the application form are available at the principal's office in each school. Households must answer all questions on the form. The information provided by the household is confidential and will be used only for the purpose of determining eligibility, verifying data, or qualifying children for other federal and state programs, as authorized by the United States Department of Agriculture. The school or other officials may verify applications at any time during the school year.

Households may apply for benefits at any time during the school year. If a household is not currently eligible but has a decrease in household income, an increase in household size, or if a household member becomes unemployed, the household should fill out an application at that time.

If a household has foster children living with them and they wish to apply for free or reduced price meals or free milk benefits for them, the household should contact the school for more information.

Under the provisions of the policy, the following representatives will review applications and determine eligibility:

Burr Oak – Peggy Parr	Mendon – Darci Kirby
Centreville – Building Principals	Nottawa – Darci Kirby
Colon – Barb Yearling	Sturgis – Patti Miller
Constantine – Diane Northrup	Three Rivers – Penny Parker
ISD/Pathfinder Center – Pathfinder Principal	White Pigeon – Sara Williams

Parents or guardians dissatisfied with the ruling of the official may wish to discuss the decision with the determining official on an informal basis. The household also has the right to a fair hearing. This can be done by calling or writing the following officials:

Burr Oak**	Terry Conklin	326 Eagle St., Burr Oak, MI 49030	269-489-2213
Centreville	Rob Kuhlman	P. O. Box 158, Centreville, MI 49032	269-467-5220
Colon**	Christine Barnes	400 Dallas St., Colon, MI 49040	269-386-2239
Constantine**	Steve Wilson	One Falcon Dr., Constantine, MI 49042	269-435-8900
ISD/Pathfinder	Barbara Marshall	62445 Shimmel Rd, Centreville, MI 49032	269-467-5400
Mendon**	Roger Rathburn	148 Kirby Rd., Mendon, MI 49072	269-496-9940
Nottawa*	Ruth Rowe	26438 M-86, Sturgis, MI 49091	269-467-7153
Sturgis	Ray Sterling	107 W. West St., Sturgis, MI 49091	269-659-1503
Three Rivers	Jean Logan	700 Sixth Ave, Three Rivers, MI 49093	269-279-1106
White Pigeon**	Jon Keyer	410 East Prairie, White Pigeon, MI 49099	269-483-7676

Each school has a copy of the complete policy, which may be reviewed by any interested party.

* Free Milk Only ** Free or Reduced Price Meals Only

The U.S. Department of Agriculture prohibits discrimination on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, political beliefs, marital status, familial or parental status, sexual orientation, or protected genetic information. If any member of a household believes he or she has been discriminated against, a letter should be written immediately to USDA, Director-Office of Adjudication, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call 866-632-9992.

AHERA MANAGEMENT PLAN AVAILABILITY

As required in Act 440 of 1988, School Districts contracted with environmental contractors to perform routine inspections and write Asbestos Hazard Emergency Response Act (AHERA) Management Plans. School Districts shall keep a copy of the plan in their administration office. The management plans shall be available during regular school business hours for review without cost or restrictions for inspection by representatives of EPA and the State, the public, including teachers, other school personnel, and their representatives and parents.

At least once each year, School Districts will notify in writing, parents, teachers, and employee organizations of any updates, changes, and the availability of the management plan.

Management plans shall be available for inspection without cost or restrictions to workers and/or contractors before work begins in any area of a school building.

PESTICIDES

As required in Section 324.8316 of the Natural Resources & Environmental Protection Act:

- (1) At the beginning of each school year, school administrators shall notify parents/guardians of children attending that school that pesticides may be applied at that school throughout the school year.
- (2) School administrators shall notify parents/guardians at least 48 hours prior to any application of a pesticide at that school.
- (3) The notice described in Subsection (2) shall contain the following information: a statement that a pesticide will be applied, the target pest(s), approximate location of the application, date of the application, a contact person at the school, and a toll-free phone number for a national pesticide information center.
- (4) Note: in an emergency, a school may apply a pesticide without providing advance notice to parents/guardians. Promptly after the emergency pesticide application, the school shall notify the parents/guardians.

SPECIAL EDUCATION

The Individuals with Disabilities Act includes a child find mandate. It requires all school districts to identify, locate and evaluate children with disabilities. The Child Find mandate applies to all children who reside within the ISD, including children who attend private schools and public schools, migrant children, homeless children, and children who are wards of the state.

For more information about special education services, contact your Local School District Superintendent or:

Deana Strudwick, Executive Director of Special Education
St. Joseph County Intermediate School District
62445 Shimmel Road, Centreville, MI 49032
(269) 467-5400

CAREER & TECHNICAL EDUCATION (CTE) OFFERINGS

Each year, the St. Joseph County Career & Technical Education Consortium offers CTE programs. These programs are designed to prepare youth for a broad range of employment and training, and are offered under the guidance of certified CTE instructors and aides as well as community college teachers.

The following is a list of programs being offered this year:

Agriscience and Natural Resources
Automotive Technologies
Building Trades
Computer Aided Design
Computer Information Technologies
Graphic Design
Marketing Education
Medical Occupations
Welding

All CTE programs follow the districts' policies of non-discrimination on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status in its programs, services and activities. In addition, arrangements can be made to ensure that the lack of English language skills is not a barrier to admission or participation.

For general information about these programs, contact:

Thomas Cameron, Director of Career and Technical Education
St. Joseph County ISD
62445 Shimmel Road, Centreville, MI 49032
(269) 467-5407

Inquiries regarding nondiscrimination policies can be directed to either of these individuals:

Thomas Cameron, Director of Career and Technical Education
Kelli Dechnik, Director of Finance and Operations
St. Joseph County ISD
62445 Shimmel Road, Centreville, MI 49032
(269) 467-5400

Specific questions regarding these policies should be directed to the superintendent of your school