

INVERNESS SCHOOL and VIRTUAL ACADEMY

Grades 9-12

In this section, specific procedures and policies for Inverness School and Virtual Academy are described. Additional procedures and policies for the entire district, which also apply to the Inverness Academy, are described in the District section. It is the responsibility of the student and parent to read the information contained in the District section of the handbook.

ACADEMIC GUIDANCE AND SERVICES

Upon enrollment and receipt of all transcripts an evaluation of credits will be completed by the administrator to determine the courses needed to earn a diploma and an educational development plan will be established. This plan will be re-evaluated at the end of each term.

ADULT STUDENTS (AGE 18)

Policies and procedures apply to all students regardless of attainment of the legal age of majority. Adult students who sign a release form are given the responsibilities for educational decisions that were previously made by a parent. While parents of dependent children may still receive educational records, released 18 year olds may access their records, represent themselves during discipline conferences, receive grade reports and may sign themselves in and out of school and verify absences. The release form is available in the main office and must be approved by an administrator.

ATTENDANCE, ABSENCES AND TARDIES

The school day begins at 8:00 AM and ends at 3:00 PM. Students may ride the transfer bus from the high school to Inverness School. The bus leaves Cheboygan High School at 7:45am.

Three tardies in one class will equal one absence in that class.

A student has 9 absences during a marking period. Any combination of absences and tardies that exceed the 9 allowed days per marking period will result in the student being dropped from that class.

Expectant Parents

Every attempt will be made to concentrate schedules so that expectant parents can attend school on a reduced day. Expectant mothers may take courses by approved correspondence schools and may return to regular classes after a reasonable period of time following the birth of the child.

CELL PHONES

May be used between classes, at break time, and when a teacher allows it for classroom research. At any other time, the phone may be taken by the teacher and returned at the end of the class, or at the end of the day.

DAMAGE TO SCHOOL PROPERTY

It is the intention of the district to seek damages against either the student or parent(s) in all cases involving malicious or willful destruction or damage of school property, this include all reference and textbooks.

DRIVING

Safe driving procedures must be followed at all times. In addition to legal driving regulations, the following rules apply to all drivers:

- No loitering in or use of the vehicle from arrival to dismissal, unless approved by an administrator.
- No riding in the beds of pick-up trucks.
- The search and seizure policy applies to student driven vehicles on school property.

ELIGIBILITY FOR INVERNESS ACADEMY

Alternative education is designed to serve 16-19 year olds who no longer attend traditional high school. Reasons for referral to alternative high school include irregular attendance, court referrals, deficit credit, dropped out of school, single parent or need individualized instruction and smaller classes. Students must be recommended/referred by their high school counselor and administrator and have approval from the alternative high school administrator.

ENTERING AND LEAVING THE BUILDING

Any student who must leave school early for any reason must have a parent or guardian's permission and must sign out in the main office. Students must sign in at the alternative high school office when returning to school.

GRADUATION CEREMONY

The date of the graduation ceremony is decided upon with the general school calendar in mind. The date will be published each year in the Inverness School and Virtual Academy Calendar. Diplomas are awarded at a ceremony that is open to the public. The graduation ceremony is separate from Cheboygan Area High School's ceremony.

GRADUATION REQUIREMENTS

	Credits Needed in September Beginning of 1st Term	Credits Needed in January Beginning of 3rd Term
Grade Transition		
Grade 9 to 10	5 credits	7 credits
Grade 10 to 11	10 credits	13 credits
Grade 11 to 12	15 credits	18 credits

Twenty-one (21) credits are required of all graduates. To earn a diploma the student must successfully meet the following Michigan Merit Curriculum (MMC) course requirements:

Michigan Merit Curriculum - Cheboygan Area High School

Content	Required Courses	CAHS Options and Electives	Personal Curriculum	CTE Courses
English 4 credits	English 9 English 10 English 11 English 12 OR ELA Option *Four credits of traditional English is required for students on a track	English 12 Options: AP Lit 1 credit Eng electives Intro to Bus Early Ed I and II General Ed I and II Marketing BMA II	No Modifications	BMA I and II Cooking and Culinary Arts 1 and II Accounting I and I Introduction to Business Retail Mktg Marketing Mgt Introduction to Teaching I and II Auto Technology I and II Construction Tech I and II Metals I and II Introduction to Drafting Architectural Design Engineering/Industrial Design CAD Welding Tech I and II
Math 4 credits	Algebra I Geometry Algebra II Senior Math Option *A credit of math must be taken	Senior Math Options: AP Stats AP Calc Trig/Pre Cal Bus Math Math Func Tech Math Prob/Stats Eng Des Weld I and II Retail Cul Arts I and II Acct I and II Con Trades I and II CAD Auto I and II	Replace Algebra II with: Technical Math OR Prob/Stats OR Math Func	VPAA Courses BMA II Cooking and Culinary Arts II Introduction to Teaching II Retail Mktg Welding Tech I Metals II Engineering/Industrial Design Architectural Design Speech Drama Senior Capstone Band Choir Auto Essentials All Art Courses
Science 3 credits	Biology Chemical OR Physical Science Science Elective OR CTE	Forensic Science Anatomy/Physiology Chemistry Physics Advanced Biology CTE Electives	No Modifications	
Social Studies 3 credits	Government Economics OR Option US History World History	Econ Option: Introduction to Business	Gov and US History PLUS: Any additional English OR Any additional Math OR Any Additional Science OR Any CTE course	
PE 1/2 credit	Physical Education OR Option	PE Options: Marching Band General PE Conditioning and Training Lifetime Sports Participation in a CAHS sport	Replace PE with: Any additional English OR Any additional Math OR Any Additional Science OR Any CTE course OR Any additional World Lang	
Health 1/2 credit	Health		No Modifications	
VPAA 1 credit	Once credit in any of the approved VPAA courses	See VPAA Course List	Any additional English OR Any additional Math OR Any Additional Science OR Any CTE course OR Any additional World Lang	
Online Learning	BMA 1		No Modifications	
World Language 2 credits	Spanish I and II OR 8th Grade Proficiency	Spanish I and CTE Spanish I and Additional VPAA	No Modifications	

OPEN CAMPUS LUNCH

Students are not allowed to leave the building without administrative permission, except during their lunch period. All school rules apply during open campus lunch. Open campus privileges may be revoked for violations of the behavior code during lunch, or if a student returns to school late from lunch.

STUDENT DRESS CODE

Clothing and dress should be appropriate, safe, and should not distract from the educational process. If you are unsure about an article of clothing or an outfit, bring it to the office and check before you wear it to school. Slogans on clothing are to be positive, non-violent and promote educational growth. Student in violation of the dress code will be asked to change or turn the article of clothing inside out when appropriate.

- Absolutely no alcohol, tobacco, or drug advertising. No lewd, sexual or suggestive wording or clothing. For example, "Hooters" shirts are not permitted.
- Shoes, not slippers, must be worn.
- Clothing must be free of all rips, tears, and holes.
- Sleeveless apparel such as tank tops, cut-off sweatshirts or blouses and exposed midriffs are not acceptable.
- All pants must be worn at the waistline.
- Clothing with metallic rivets or metallic cleats on shoes is not allowed.
- No pajama pants.
- Extremely tight, revealing or see-through clothing is not permitted. No undergarments are to be visible.
- Coats, windbreakers, jackets and other outdoor apparel may not be worn in the building.
- All shorts, pants, skirts and dresses must be hemmed with NO FRINGES.
- Shorts, skirts and dresses within four (4) inches of the knee.
- No gang symbols or colors are allowed. This includes bandanas, wristbands, laces, etc.

STUDENT CONDUCT

To make teaching and learning enjoyable for everyone, it is mandatory that students exhibit responsible and mature behavior. It is essential that the school rules are followed and that due respect be given to classmates and staff. Common sense, courtesy and good taste shall be the standards by which actions will be evaluated. Students who are disruptive or disrespectful will be spoken to and appropriate disciplinary action will be administered. Should it be necessary to suspend a student, the suspension will be for an indefinite period of time and the student may be reinstated after a satisfactory conference has been held with the parent or guardian.

STUDENT DISCIPLINE

Students placed in the alternative high school in an attempt to continue their education, can and will be excluded from school immediately if any serious violation of school conduct code has taken place. There will be no exceptions. Students may apply for readmission the next term. Other behavior problems will be dealt with by the administrator according to the following dispositions:

- Out of school suspensions – A parent/teacher/student meeting is required after a suspension of three or more days
- Dismissal from program – Expulsion

TEXTBOOKS AND SUPPLIES

Students will receive all required materials from his/her teachers. Textbooks will be issued at the start of each course, or when a new student enters the class, and must be returned at the end of each course. Students will be charged for damaged or lost books and non-consumable supplies.

WITHDRAWAL FROM PROGRAM

Students must notify the alternative high school office of their intent to withdraw from school. All books and materials must be returned at this time.

