



**RISE ABOVE**  
WITH HOPE AND COURAGE

## Rise Above's Cross Roads Program

*Student Handbook & Contract  
2017-2018*

**PHILOSOPHY:** To operate a program that meets the needs of nontraditional high school students. To provide instruction and enable students to succeed in relationship skills and academic areas through individual and group academic programs, tutoring service, specialized instruction on social and group issues and individual counseling with appropriate community referrals. To assist students in successfully returning to their high school of choice.

**MISSION STATEMENT:** To equip high school students in a way that will allow them to reach their full, God-given potential through academic credit recovery program, life skills classes, counseling and relationship restoration.

To allow students through the development of relationship to become connected to a community of people, businesses, and through networking and resource sharing.

**VISION:** Mentoring teens to Rise Above, giving them hope in all situations and the courage to move forward towards sustainable change.

### **CORE VALUES/CULTURE**

Integrity: At Rise Above we ask all of our students, volunteers and staff to refuse to lie, steal, or deceive, to have honor and to be truthful in all that they say and do.

Accountability: To truly Rise Above means that we have the willingness to accept responsibility and to account for our actions.

Perseverance: In all that we do, we choose to continue on our path even in the face of difficulty or criticism. We will move forward.

Courage: We all have the ability to do something that frightens us. We all have the strength to stand in the face of danger, to take a difficult task head-on, and to Rise Above in the midst of difficulty. Our students, volunteers and staff will demonstrate this same strength in truth.

Hope: At Rise Above we look forward to, believe in, and expect, with confidence that we will overcome. That I can change and so can my circumstances.

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## **RISE ABOVE'S ADMINISTRATION/STAFF**

Neil Fernandes – Executive Director <a href="mailto:neilfernandes@riseabovejxn.org">neilfernandes@riseabovejxn.org</a>	517.513.3892
Veronica Fernandes – Exec. Assistant & Volunteer Coordinator <a href="mailto:veronicafernandes@riseabovejxn.org">veronicafernandes@riseabovejxn.org</a>	517.513.3891
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Edwin Payne – Counselor <a href="mailto:edwinpayne@riseabovejxn.org">edwinpayne@riseabovejxn.org</a>	

Rise Above's staff can be reached during regular school hours (8:00 a.m. – 3:00 p.m.). If they are not immediately available, a message can be left and your call will be returned.

Rise Above exists with the help of many volunteers, all who are well trained and who have undergone full background checks.

Complaints concerning discrimination, harassment, or sexual harassment may be addressed to:

Neil Fernandes, Executive Director  
Rise Above  
936 Fleming Ave.  
Jackson, MI 49201  
(517) 513-3892

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## RISE ABOVE'S DAILY SCHEDULE

School starts at 8:30a.m. daily. All students are required to be in attendance.

8:00 - 8:25	Arrival
8:30 - 11:30	Morning Study Block
11:30 – 12:00	Life Skills Class
12:00 – 12:30	Lunch*
12:30 - 2:30	Afternoon Study Block
2:30	Dismissal
2:45 - 3:30	One Mind (Faith-based After School Program) on Tuesdays and Thursdays
3:30	Pick Up

\*Lunch is not provided by Rise Above. It is a student's responsibility to bring his or her lunch.

## RISE ABOVE'S CROSS ROADS PROGRAM SUMMARY

1. To assist students in earning high school credits.
2. To provide a flexible and supportive environment.
3. To develop and expect students to be responsible, reasonable and respectful.
4. To provide personal counseling for every student.
5. To provide individual academic assistance.
6. To educate students on various life skills.

## INTRODUCTION

Welcome to Rise Above's Cross Roads program. This handbook is an introduction to the program. It is designed to inform students of the philosophy of Rise Above, and explain the policies and procedures that students are expected to abide by while enrolled at Rise Above.

The final step of being enrolled and accepted in the program will involve the signature of both the parent/guardian and the student stating that they have read and understand the following material. Should a student or parent refuse to sign this contract following the orientation process, said student will not be accepted for enrollment. They must agree to live up to, follow through and accept the consequences if these expectations are not met.

Please read the following information carefully. Students are subject to all policies and procedures of Rise Above as defined in this handbook.

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## **BACKPACKS**

Backpacks and bags (any bag large enough to fit a textbook) will not be allowed at Rise Above. Since books are not allowed to go home there is no reason for backpacks. Any other personal items brought to Rise Above will be kept in a designated area and will be searched by the Rise Above staff.

## **SPECIAL EDUCATION**

Special education services are offered on a limited basis at Rise Above. The student's school of record will coordinate teacher consultant services if those have been designated in the student's IEP.

## **MONEY/VALUABLES**

Rise Above will not be responsible for the loss or damage of a student's money or valuables. We highly recommend that all valuables be left at home at home.

## **COURSE WORK REQUIREMENTS**

Rise Above's Cross Roads Program is a program designed to meet the needs of high school students who can benefit from continuing their education in spite of removal from school and are committed to getting a diploma.

Students prove their commitment to the program through their attitude, attendance and the number of courses completed and credits earned. All students who attend Rise Above agree to complete required classes assigned through their school.

Rise Above's Cross Roads Program is individualized which allows for all students to work at their own pace within the parameters of their personalized school curriculum. As assignments are completed they are turned in to the classroom instructor who will record and file them.

Students are expected to be productive at all times while attending the Cross Roads Program. If a student is deemed unproductive, they may be referred for an administration intervention.

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## ATTENDANCE POLICY

In order to remain in attendance at Rise Above, students must adhere to the following rules:

BE PUNCTUAL! Students must arrive to classes on time. If a student does not arrive in class before the start of class, the student will be considered tardy. If a student is consistently tardy, he or she may be referred for an administrative intervention.

Students will have a continual progress report detailing the amount of work completed. This information will be reviewed in sessions with the Social Worker and meetings with the Executive Director.

If a student is not meeting the productivity requirements for 2 days in a given week, he or she will be referred for an administrative intervention. If a student misses 10% of days assigned, his or her spot in the program will be placed in jeopardy.

## SIGNING OUT POLICY

Students are expected to be in school for the entire day (from 8:30 am – 2:30 pm). In order for students to leave school early, parental permission must be obtained prior to their leaving. Students must stay in their classroom until their ride has arrived.

By law, 18 year olds are considered adults and may sign themselves out only for the purpose of doctor appointments, court, etc. If 18-year-old students sign themselves out or leave school, they must have an excuse from a doctor, court, or probation officer in order to sign in again and return to class that same day. **All school policies and expectations apply to 18 year olds.**

By law, minors must have parental permission (verified by a staff member and approved with the teacher) to sign out and may not under any circumstances leave with another student attending Rise Above. If a minor signs out or leaves school grounds, he/she must have an excuse from a doctor, court, or probation officer, in order to sign in again and return to class that same day. Students will not be permitted to attend to work functions during the school hours (interviews, training or shifts).

***Students are not allowed to transport other students in their vehicle during the school day.***

## EXCUSED ABSENCE POLICY

Students may turn in the following to the front office to determine an excused absence:

- Medical appointment documentation
- Dental appointment documentation
- Court documentation
- Pre-planned vacation documentation
- Funeral documentation

A note from a parent is not considered documentation for an excused absence.

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## **LIFE SKILLS**

A Life Skills class is taught daily from 11:30-12:00. All students are required to participate in this class. Curriculum may include job skills, money management, emotion regulation, & decision-making skills.

## **CHEATING POLICY**

Students are expected to do their own work. If it is determined that a student is cheating, he/she will be reported to the school of record and may be required to redo the work. Examples of cheating include swapping papers, copying another student's work, cutting and pasting from the Internet, etc. Students are expected to complete their own work.

If another student allows his/her work to be copied, he or she will also be reported to the school of record.

## **CELL PHONES**

Cell phones **are not to be used on school property between the hours of 8:00 and 2:30**. If phones are brought into school, they must be turned into the front office upon entering school and can be retrieved at the end of the school day.

## **MUSIC POLICY**

It is a privilege, not a right, to be able to listen to music during class. Students may be permitted to listen to music **only using Spotify**. When volunteers are sitting with a student, music is not permitted. The privilege of listening to music is always at the discretion of the staff and some students may be denied this privilege. **No explicit music.**

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## DRESS POLICY

Rise Above's philosophy reflects the attitudes that good grooming and appropriate dress have a positive effect on citizenship, attitudes and values that are developed at this critical age.

- Students' dress and grooming shall be appropriate, clean, and neat.
- Dress that is disturbing or distracting in school is inappropriate.
  - Skirts, shorts, and skorts must reach or extend below the fingertips of the student's hand.
  - Top coats (trench coats) may not be worn.
  - All pants must be worn at the waist: no sagging or low riding. **Underwear should not be exposed at any time.**
  - **See-through clothing is not to be worn.** Fish net shirts, conspicuously thin garments, tube tops, spaghetti strap tops, low cut tops, halter tops, one-shoulder tanks, and **tops which shows a bare midriff are not to be worn. Tops which expose undergarments are not permitted.**
  - **Clothing or head coverings which represent gang affiliation will not be permitted-** including, but not limited to bandanas.
  - **Clothing that advertises substances that are illegal for minors** (drugs, alcohol, tobacco products) or that is otherwise inappropriate (sex, profanity, symbols that may be considered racist or offensive, etc.) **may not be worn.**
  - No skirts or dresses with high "slits" in them. **If pants with holes above the knee are worn, no skin should be exposed at any time.**
  - Excessively tight pants are inappropriate and not to be worn.
  - **Leggings and yoga pants may be worn ONLY IF tops reach the top of your palm** when shoulders are relaxed.
  - Shirts with neck lines which expose cleavage are not to be worn.

Students in violation of this policy will be subject to ANY of the following remedies:

- Removing the offending garment if appropriate.
- Turning the offending garment inside out.
- Securing appropriate clothing from home.
- Covering the offending garment with an appropriate garment.
- Repeat offenders will be subject to an administrative intervention.

## DRIVING TO SCHOOL

All students with a valid Michigan driver's license will be allowed to drive to and from Rise Above provided they follow the established guidelines.

1. Students are required to park in school designated, off-street parking areas. Students are not permitted to park in the teachers' parking area. Loitering in or near cars before, during, and after school hours is not permitted.
2. Loitering in or near cars before, during, and after school hours is not permitted.
3. Students must obtain permission to go to the parking lot during the school day.

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4. While on school grounds, all driving will be in a safe and prudent manner. Students should not deliberately squeal their tires.
5. Due to safety concerns, students may not drive other students at any time during the school day.
6. Students are not permitted to leave the school grounds at any time during the school day without prior permission. If a student must leave the building with parent permission, or due to illness, or any emergency, the student must sign out with the front office prior to leaving. Failure to follow the proper procedure will be considered an unexcused absence.

## **VEHICLE SEARCH**

Students are permitted to park on school premises as a matter of privilege. Rise Above retains authority to conduct routine patrols of the student parking lot and inspections of the exterior of student automobiles on school property. The interiors of student vehicles may be inspected whenever Rise Above has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant. If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition. Discipline by Rise Above may also occur.

## **MEDICATIONS**

**PRESCRIPTION** - Medication will not be administered at Rise Above.

**NON-PRESCRIPTION** - Medication will be administered only according to the qualifications noted by the student's parent or guardian in the enrollment packet.

## **OPT-OUT PROVISIONS**

It shall be the objective of the instructional program to present controversial issues and activities in a manner that all students of a given subject matter class or grade level can conscientiously participate in all facets of the program. However, there will occasionally be those circumstances in which a student by reason of limitations of conscience, religious teaching or conviction, or other firmly held family beliefs or principle, perceives a contemplated activity or teaching to violate his/her personal standards or convictions. Exceptions considered shall be only for matters of principle as opposed to only those of personal convenience. In such instances, provision shall be made for meaningful alternative involvements for the student within the following framework:

- Under no circumstances shall the student be ostracized, ridiculed, or penalized for his request for exception.
- Such students, or his/her parents, shall put their request in writing providing rationale for the request and directing it to the classroom or activity teacher, preferably at least two days prior to the proposed activity assuming the scheduling is known in advance. If the problem becomes apparent only when the class is in the midst of the issue, the objecting student

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shall present his/her rationale by the beginning of the next scheduled class session, or sooner if possible.

If the procedures above are followed, and this clearly is a matter of principle and not personal convenience, the instructor would normally approve the request. An instructor shall not deny a request without conferring with the ED.

## **COMMUNITY SERVICE HOURS**

Rise Above encourages each student to be a responsible, giving citizen. For this reason, students have the opportunity to earn community service hours during their time at Rise Above. Provided the appropriate paperwork is filled out, these hours can be used for community service requirements for the school of record or the court system.

## **TECHNOLOGY POLICY**

Use of technology at Rise Above is a privilege extended to students and staff in order to enhance learning and exchange information. Each user of technology shall read the following Privilege, Responsibilities, and Disciplinary Action statements prior to accessing and using Rise Above's technology.

### **Privilege**

Students may use all available hardware and software (including both external and internal resources) to facilitate learning and enhance educational information exchange.

Students are responsible for (not listed in rank order):

- Utilizing technology only for facilitating morally positive learning and enhancing educational information exchange consistent with the purposes of Rise Above.
- Properly using and caring for hardware and software. Users are to seek assistance if needed.
- Adhering to the rules established for use of the hardware, software, labs, and networks.
- Preventing installation of computer viruses on Rise Above's equipment by themselves and/or others.
- Keeping hardware and software from being relocated, removed from Rise Above's premises, or modified without permission from the technology facilitator.
- Adhering to the printer use guidelines established by the instructor.
- Maintaining the privacy of passwords and are prohibited from publishing or discussing passwords.
- All material received via the information network under his/her user account. Users accept responsibility for preventing all offensive material per board policy, inappropriate text files, or files dangerous to the integrity of Rise Above's network, equipment, or software from entering the network.

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- Making appropriate use of the electronic mail (E-Mail) system, reporting any violations of privacy, and making only those E-Mail contacts that facilitate morally positive learning and enhance educational information exchange.
- Adhering to the copyright policy and procedure in the use of hardware and software and in the transmission or copying of text or files on the Internet or from other resources.
- Preventing the malicious use of the technology (i.e. causing disruption in the use of technology by others, harassing or discriminating against others, accessing unauthorized computer systems).

Food is not permitted in the classroom, drinks need to be in a sealed container.

## **Disciplinary Action**

Users will be required to make full financial restitution for any damage or unauthorized expenses.

Users violating any of the responsibilities may face additional disciplinary action deemed appropriate in keeping with the disciplinary policies and guidelines of Rise Above, up to and including removal from the Cross Roads Program.

Students may be disciplined for violating the privileges outlined in the Technology Code of Ethics for, but not limited to, the following reasons:

- Using a computer other than his/her own
- Installing or copying software to or from a local or network drive
- Modifying or defacing hardware or software
- Improperly exiting established menus or applications (e.g. dropping out to DOS)
- Using the Internet without supervision

he/she can reasonably expect the following action to be taken:

- **First Offense** – be referred for administrative intervention with financial restitution.
- **Second Offense** – up to being removed from the Cross Roads program.

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## CODE OF CONDUCT

Rise Above firmly believes that every student enrolled should have an equal opportunity to learn to the best of his/her ability. In order for learning to take place, student conduct must be reasonable and appropriate. Responsible and respectful conduct is also necessary to ensure the safety and well-being of the entire student body and the staff. It includes appropriate verbal and non-verbal behavior and appropriate and respectful dress. The responsibility for respectful, responsible conduct lies with individual students, their parents, and Rise Above. This outline has been prepared in an effort to assist everyone in understanding their responsibility.

It is expected that student behavior on Rise Above property will be such as to contribute to a productive learning climate. Individual rights are to be honored and protected in all instances; however, the rights of one individual never take precedence over the responsibility to the activities in the classroom or functions held on Rise Above property. In all Rise Above activities, each student will be accorded that freedom which he/she expects, so long as he/she respects the freedom of others.

Students should be aware that any staff member may take any reasonable action toward any student for the purpose of maintaining discipline over the pupils in attendance at Rise Above.

### **Responsibility**

#### *A Student Has The Responsibility:*

1. To respect the rights and viewpoints of other students.
2. To attend Rise Above regularly and arrive to classes on time.
3. To care for Rise Above's property and the property of others.
4. To work cooperatively with all members of the educational family to assure an environment conducive to learning and follow school rules.
5. To appropriately respond to adult directives.

#### *A Parent/Guardian Has The Responsibility:*

1. To teach his/her student to obey the law and follow Rise Above's rules.
2. To teach his/her student to respect the rights and viewpoints of other students and Rise Above's personnel.
3. To discuss Rise Above's rules with his/her student.
4. To see that his/her student is at Rise Above every day unless he/she is ill and to see that his/her student gets to school and attends all classes on time.
5. To work cooperatively with Rise Above personnel in resolving discipline problems and promoting a positive attitude towards Rise Above and its instructors.
6. To reinforce the importance of good citizenship and personal behavior while en route to and from school, and at all times while on Rise Above's grounds and at Rise Above sponsored activities.
7. To keep Rise Above informed of correct demographic information, especially changes of address, telephone number or family status.
8. To be aware of his/her student's attendance and academic status.

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## *An Teacher Has The Responsibility:*

1. To maintain a classroom atmosphere that is conducive to learning.
2. To know and enforce the rules and policies of Rise Above fairly and consistently.
3. To emphasize that a student who disobeys clearly stated rules can expect corrective action.
4. To demonstrate effective classroom management skills.
5. To use instructional materials to teach, not to discipline or punish.
6. To show courtesy and understanding to each student equally.
7. To utilize all available resources of Rise Above to accomplish positive behavior (i.e. counselor, etc.)
8. To accurately enter attendance and record completed assignments in a timely manner.
9. To understand that every Rise Above student is the responsibility of every Rise Above adult.

## Staff members have the responsibility:

1. To support the curriculum and accompanying activities of teaching and learning.
2. To fairly and consistently enforce the policies of the school district of record.
3. To encourage participation by school personnel, parents, guardians, and students in the formulation of Rise Above policies.
4. To inform Rise Above personnel, parents/guardians, and students of these policies and clearly define responsibility.
5. To maintain communication with staff and students to promote favorable handling of problem situations.
6. To provide assistance or guidance when requested by Rise Above personnel, student, or parent/guardian as soon as possible.
7. To communicate with personnel and parents/guardians involved, regarding the action taken by the principal on disciplinary matters.
8. To work with staff, students, and parents/guardians to recognize and properly deal with any forms of prejudice or disrespect that interfere with positive human relations.
9. To offer problem solving opportunities and intervention when necessary.
10. To administer discipline in private, if possible.
11. To ensure that the discipline is appropriate to the offense and offender.

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## **Administrative Intervention**

If a student fails to comply with the rules of Rise Above, he/she will be referred for an administrative intervention. Depending on the severity of the behavior, staff reserves the right to skip steps within the process.

**First Offense:** The student will have a meeting with the Executive Director or counselor regarding the incident/behavior. The Student may be permitted to reengage in class.

**Second Offense:** Student will meet with the Executive Director or counselor and will be sent home for the remainder of the school day. The following school day, a satisfactory parental conference will be necessary for the student to return to Rise Above.

## **Search and Seizure**

The following rules shall apply to the search of Rise Above property assigned to a specific student (cubby, desk, bags, etc.) and the seizure of items in the possession of students:

- There will be reasonable cause for Rise Above personnel to believe that the possession constitutes a crime or rule violation.
- General searches of Rise Above property may be conducted by Rise Above staff at any time in the interest of public safety.
- Search of an area assigned to a student will be for a specific reason and be in the student's presence in most situations.
- Illegal or unauthorized items reasonably determined to be a threat to the safety or security of others may be confiscated by Rise Above personnel (knives, guns, controlled substances, etc.).
- Items used to disrupt or intervene with the educational process may be temporarily removed from the student's possession.

## **Gangs**

Rise Above desires that students are free from threats or harmful influence of any groups or gangs which advocate drug use, violence, or disruptive behavior.

Rise Above prohibits the presence of any apparel, jewelry, accessory, notebook or manner of grooming which, by virtue of its color, arrangement, trademark or any other attribute, denotes membership in gangs.

Gang prevention lessons may be taught jointly by instructors and law enforcement staff. Gang prevention classes or counseling may be offered to parents/guardians which would address the following topics:

- The dangers of gang membership
- The nature of local gang apparel and graffiti
- Ways to deal effectively with one's children.
- Warning signs which may indicate that children are at risk of becoming involved with gangs.

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If a student seeks help in rejecting gang associations he/she may be referred to the counselor or outside agency.

Any student wearing or carrying overt gang paraphernalia or making gestures that symbolize gang membership shall be referred to the Executive Director. The student's parent/guardian shall be contacted and the student sent home to change clothes if necessary.

Classroom and after-school programs are designed to enhance individual self-esteem, provide positive reinforcement for acceptable behavior, and foster interest in a variety of wholesome activities. Membership in authorized student organizations can provide students companionship, safety, and a sense of purpose and belonging.

## **Weapons Free Zone**

### Possession of Weapons

Removal from the program is necessary for any student who possesses a firearm or any knife or any other dangerous weapon or who commits criminal sexual conduct or arson while on Rise Above property (including vehicles) or at a Rise Above-related activity. This includes, but not limited to weapons in a car in the parking lot, weapons in assigned storage unit, even if you claim no knowledge or possession of these items. It is also illegal to possess weapons brought for hunting activities after school. Existing law requires the notification of law enforcement officials when such an incident occurs.

### Definitions:

"Weapon" or "dangerous weapon" includes: A firearm; gun; revolver; pistol; dagger; dirk; stiletto; knife with a blade over 3 inches in length; pocket knife opened by a mechanical device; any knife; iron bar; brass knuckles, or any other item capable of causing injury.

"Weapon Free Zone" means Rise Above property and/or a vehicle used by Rise Above to transport students to or from Rise Above property.

"Rise Above property" means a building, playing field, or property used for Rise Above purposes to impart instruction to children or used for functions and events sponsored by Rise Above.

"Firearm" means (A) A weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by an explosive, or by gas or air; (B) The frame or receiver of any such weapon; (C) Any firearm muffler or firearm silencer; or (D) Any destructive device, including explosives, incendiaries, poison gas, or any weapon which will (or may readily be converted to) expel a projectile by the action of an explosive or other propellant. For purposes of application and enforcement of this policy, a B-B gun is considered to be a "firearm".

LEGAL REF: MCL 28.421, 380.1311, 380.1313, 750.82, 750.237a, and 18 U.S.C.\* 921.

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## **Drug Free Schools Notice**

Rise Above attempts to provide a safe and healthy learning environment for all of its students and patrons. In accordance with federal law and Board of Education policy, the use, possession, concealment, or distribution of drugs or alcohol by students on Rise Above grounds, in Rise Above or Rise Above-approved vehicles, or at any Rise Above-related event is prohibited. Any student who violates this policy will be subject to disciplinary action, in accordance with due process, up to and including removal from the program and prosecution. Compliance to these standards by students is mandatory.

Rise Above is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which he/she receives help through community programs and services.

Non-students who violate the provisions of the Drug Free School Zone subject themselves to severe penalties under this law.

## **Student Harassment**

Harassment of a student(s) by other students or any member of the staff is contrary to Rise Above's commitment to provide a physically and psychologically safe environment in which to learn and may be a violation of Federal or State Law. In addition to sexual harassment, which includes unwelcome sexual advances or any form of improper physical contact or sexual remark, harassment shall also include any speech or action (including electronic transmissions and written threats) that creates a hostile, intimidating, or offensive learning environment.

Prohibited is any form of sexual harassment and any use of racial, ethnic, or other verbal or physical harassment. Students should report any incidence of harassing behavior from a fellow student, staff member, or a Rise Above visitor, in a way that avoids embarrassment, retaliation, in a confidential manner to the counselor or Executive Director.

All such reports are to be investigated by the Executive Director promptly. Anyone found to have violated this policy and/or the code of conduct shall be subject to disciplinary action up to and including expulsion from the program.

## **Bullying**

Repeated behavior designed to torment another individual through teasing, intimidation, or conduct that subjects a person to insults, taunts, or challenges, which are intended to intimidate or provoke an adverse response from the person being treated in this manner. Bullying can be verbal, written, a physical act or gesture, or may involve posting information or pictures on the internet, and applies to one or more persons in Rise Above, between home and Rise Above, on Rise Above grounds, in Rise Above vehicles, at Rise Above activities or Rise Above sanctioned events. All reports will be investigated. Offenders will face varying consequences.

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## **PDA (Public Display of Affection)**

Engaging in displays of affection more than is appropriate and respectful in any public place or work place, will require the student(s) to participate in administrative intervention.

## **Profane Behavior**

Students will show respect by using appropriate language. Use of profane, vulgar language or obscene gestures or behavior will require the student to participate in administrative intervention.

## **Disrespectful Behavior Towards Others**

Appropriate student behavior is essential to the safe and orderly educational environment; therefore, certain behaviors are expected of all students. Students will act respectfully to all Rise Above staff, students, and visitors at Rise Above, between home and Rise Above, on Rise Above grounds, in Rise Above vehicles, or at Rise Above activities. For example, students must identify themselves to any Rise Above personnel when asked to do so and must comply with any reasonable request. Students should act appropriately to visitors, introducing themselves and welcoming the visitors to Rise Above.

Any disrespectful behavior which creates a hostile, intimidating or offensive learning environment or that hinders the orderly operation of Rise Above will not be tolerated; all reports will be investigated promptly. Specific behaviors include: harassing, intimidating, insulting, threatening, bullying behavior of any kind, (whether verbal, physical, written, electronic), or posting pictures or information on the internet, or racial or sexual harassment (unwelcome sexual advances, any form of inappropriate touching, gestures or remarks, sexual innuendo in jokes, cartoons, or pictures, including electronic transmissions and written threats or remarks). Bullying behavior outside school hours which carries over into Rise Above will be subject to the disciplinary consequences listed below.

Students choosing such disrespectful behavior will be required to participate in administrative intervention.

## **Aggressive Behavior**

Students who choose aggressive physical action toward another individual will be removed from the program for the day, pending a full investigation. Remedial action may be taken as well as a possible police referral.

## **Use/Possession of Alcohol**

A student who chooses to sell, possess, use, deliver or be under the influence of any alcoholic beverage while on Rise Above grounds, traveling to or from a Rise Above sanctioned event on Rise Above sanctioned transportation, or off Rise Above grounds at a Rise Above activity, function, or event, will be required to participate in administrative intervention.

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## **Use/Possession of Controlled Substances**

A student who chooses to sell, possess, use, purchase, deliver or be under the influence of any drug, narcotic drug, inhalant, marijuana, illicit drugs, look-a-like drug, drug paraphernalia, or other controlled substance as defined in the Controlled Substances Act of 1971, being MCL335.301 et seq. and as defined in other Michigan or Federal statutes, while on or off the Rise Above grounds at a Rise Above activity, function, or event, or traveling to or from a Rise Above sanctioned event on Rise Above sanctioned transportation, will be required to participate in administrative intervention.

## **Use/Possession of Tobacco**

A student who chooses to possess, smoke, chew, or inhale any tobacco product in a public place, is in violation of the Youth Tobacco Act (PA 314 of 1988 MCL 722.614) If the tobacco product is within arm's length of the student, it constitutes possession for purposes of this policy. The student will participate in administrative intervention.

## **Destroying/Damaging School Property**

A student who chooses to intentionally cause or attempt to cause damage to property of Rise Above or of persons at Rise Above, while on Rise Above grounds, at a Rise Above activity, function or event, will be financially responsible for the current cost of repair or replacement. The State of Michigan has passed legislation which makes parents/guardians financially liable for property damage by vandalism. This includes all Rise Above property, furniture and books.

A student who chooses this disrespectful, destructive behavior will be required to participate in administrative intervention.

## **Theft**

A student shall not steal, possess or receive stolen property belonging to Rise Above or to another Rise Above individual, during the school day, traveling to or from Rise Above activities or functions, or at Rise Above activities. Students who choose this disrespectful and illegal behavior may be referred to the police and administrative intervention.

## **Use/possession of Weapon, Rape, or Use/Possession of Incendiary Device:**

A student who chooses to possess or use any type of incendiary device (lighters, firecrackers, matches, smoke bombs, etc) on Rise Above grounds or at Rise Above functions or activities or while using Rise Above sanctioned transportation, will be required to participate in administrative intervention and/or be the subject of a referral to the police or fire authorities (MI State Law – 750.209 – A or B).

Removal from the program is mandatory unless the student establishes by clear, convincing evidence that:

The perceived "weapon" was not used as a weapon.

The student did not know he/she possessed the perceived "weapon."

# Rise Above's Cross Roads Program

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The student did not know the perceived "weapon" was a weapon.

The student had the perceived "weapon" at the suggestion, request, direction, or permission of school or police authorities.

## **OTHER PROHIBITED ITEMS**

For reasons of safety and/or not to cause disruption, students are forbidden to bring glass bottles, pagers, laser pointers, alcohol, drugs, weapons or non-alcoholic malt beverages into the building. Such items will be confiscated from the student. Infractions of this rule will result in administrative intervention.

# Rise Above's Cross Roads Program

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We (parent/guardian and student) recognize that it is a privilege, not a right, to attend Rise Above. The purpose of this program is to offer the student a chance to receive structured educational support during his/her suspension/expulsion. We, (parent/guardian and student) have read and understand the expectations within the Rise Above Student Contract and agree to abide by the expectations or face the consequences stated within the handbook.

At the discretion of the Rise Above staff, students may be referred to outside agencies, i.e., South Central Substance Abuse, the Student Assistance Program, LifeWays. Students are encouraged to follow the prescribed recommendation by the screening agency.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print student name

\_\_\_\_\_  
Parent signature

\_\_\_\_\_  
Date

We (parent/guardian and student) have received a Rise Above Student Handbook.

\_\_\_\_\_  
Parent signature

\_\_\_\_\_  
Student signature

### **Rise Above's Non-Discrimination Policy**

Rise Above admits students of any race, color, national origin, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national origin, and ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs.