



# BUCK BULLETIN

2021-2022



BUCHANAN COMMUNITY SCHOOLS  
[www.buchananschools.com](http://www.buchananschools.com)



# DIRECTORY

[WWW.BUCHANANSCHOOLS.COM](http://WWW.BUCHANANSCHOOLS.COM)

## Superintendent of Schools

**Patricia Robinson**

[probinson@buchananschools.com](mailto:probinson@buchananschools.com)

401 W. CHICAGO STREET

BUCHANAN, MI 49107

Phone: 695-8401

## Buchanan High School | Grades: 8–12

**Stacey DeMaio, Principal**

[sdemaio@buchananschools.com](mailto:sdemaio@buchananschools.com)

**Brian Pruettt, Assistant Principal**

[bpruettt@buchananschools.com](mailto:bpruettt@buchananschools.com)

**Mark Frey, Athletic Coordinator**

[mfrey@buchananschools.com](mailto:mfrey@buchananschools.com)

401 W. CHICAGO STREET

BUCHANAN, MI 49107

Phone: 695-8403

## Buchanan Middle School | Grades: 5–7

**Shelby Beasley, Principal**

[sbeasley@buchananschools.com](mailto:sbeasley@buchananschools.com)

**Ryan Frontczak, Head Intervention Specialist  
and Assistant Athletic Coordinator**

[rfrontczak@buchananschools.com](mailto:rfrontczak@buchananschools.com)

610 W. FOURTH STREET

BUCHANAN, MI 49107

Phone: 695-8406

## Moccasin Elementary School | Grades: 2–4

**Michael Dunn, Principal**

[mdunn@buchananschools.com](mailto:mdunn@buchananschools.com)

410 MOCCASIN AVENUE

BUCHANAN, MI 49107

Phone: 695-8408

## Ottawa Elementary School | Grades: Pre K–1

**Stacey Denison, Principal**

[sdenison@buchananschools.com](mailto:sdenison@buchananschools.com)

109 OTTAWA STREET

BUCHANAN, MI 49107

Phone: 695-8409

## Buchanan Virtual Academy | Grades: 6–12

**Mark Frey, Director**

[mfrey@buchananschools.com](mailto:mfrey@buchananschools.com)

*Step Up & Credit Recovery Programs and Adult Education*

401 W. CHICAGO ST.

BUCHANAN, MI 49107

Phone: 695-8438

## SCHOOL NORMAL HOURS

Buchanan High School	7:40 a.m. – 2:40 p.m.
Buchanan Middle School	7:30 a.m. – 2:25 p.m.
Ottawa Elementary School	8:40 a.m. – 3:43 p.m.
Moccasin Elementary School	8:45 a.m. – 3:48 p.m.

## SCHOOL CLOSING/DELAY INFORMATION

When it becomes necessary to close schools due to poor weather conditions, school officials will contact local radio and television stations. Parents should not call their child's school. Parents will also be notified by our instant alert system. Please make sure your child's school has current phone numbers and e-mail addresses.

## 2-HOUR DELAY PROCEDURE

Students should be at bus stops two hours later than their regular time. Please allow 10 minutes on either side due to conditions.

*All preschool classes will operate on the same schedule as Ottawa classes.*

Walkers should not arrive at school more than ten minutes before classes start. Afternoon preschool program classes as usual. NO breakfast will be served. Lunch will be as usual. No high school AM shared-time programs. Students report to regularly scheduled high school classes.

## 2-HOUR DELAY START TIMES

Buchanan High School	9:40 a.m.
Buchanan Middle School	9:30 a.m.
Ottawa Elementary School	10:40 a.m.
Moccasin Elementary School	10:45 a.m.

*If the reasons for the delay do not improve, school may be cancelled. Parents should monitor the local stations carefully for any change in the delay status. Please do not call the schools.*

## EARLY RELEASE “WACKY WEDNESDAY” HOURS

Buchanan High School	7:40 a.m. – 2:07 p.m.
Buchanan Middle School	7:30 a.m. – 1:55 p.m.
Ottawa Elementary School	8:40 a.m. – 3:10 p.m.
Moccasin Elementary School	8:45 a.m. – 3:15 p.m.

## HALF DAYS

HALF DAYS FOR THE 2021-22 SCHOOL YEAR ARE:

September 22, October 13, October 27, November 3, November 24, December 1, December 16, December 17, February 2, March 9, March 17, April 6, May 4, June 7, and June 8.

*The underlined half day dates represent the four (4) half days that are provided for teacher professional development.*

## HALF DAY HOURS

Buchanan High School	7:40 a.m. – 11:00 a.m.
Buchanan Middle School	7:30 a.m. – 10:50 a.m.
Ottawa Elementary School	8:40 a.m. – 12:05 p.m.
Moccasin Elementary School	8:45 a.m. – 12:10 p.m.

# WELCOME TO THE 2021-2022 SCHOOL YEAR!

Dear Buck Families,

I hope that you have had a wonderful and rejuvenating summer. **We are excited to welcome all students back to school in-person on Monday, August 30th.** BCS has been busy this summer. We filled key positions throughout the district and completed various projects around the district. Here is a list of our projects:

## Summer Projects

- Buchanan High School received a fresh layer of paint in the hallways and restrooms
- Two classrooms at Moccasin received fresh paint and carpet
- Installed power gates in the transportation area
- Installed new appliances in culinary
- Installed a new kitchen floor at Moccasin along with a new three compartment sink

In addition, we continue to work in conjunction with our Board of Education to provide your children with the very best we have to offer:

- We are committed to making improvements to our system that help us build equitable and inclusive opportunities for all students academically, socially and emotionally.
- We build on the strengths of staff by providing weekly Professional Learning Communities (PLCs) which allows time for teachers to meet the needs of the students they serve, and our students are already reaping the benefits through training and collaboration
- We continue to refine, explore and expand academically rigorous pathways aligned to Michigan's Common Core State Standards and community standards with a focus on innovative teaching and learning.

Our Return to Learn Plan has been shared and is posted on our website. Returning to school will be a more traditional experience. Currently, the only mandate we have is the use of masks on school buses. We will continue to provide you with the most updated information concerning our Return to School plan.

With the many announcements and scheduling information forthcoming from our district and schools, I encourage you to visit our website for frequent updates at [www.buchananschools.com](http://www.buchananschools.com). I also invite you to like us on Facebook for updates.

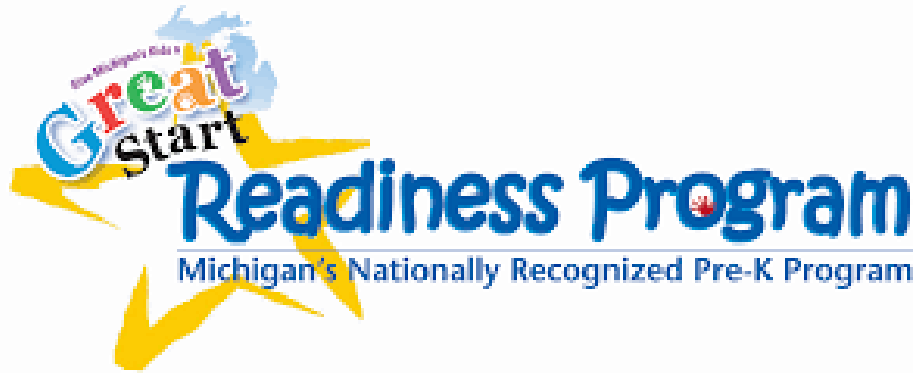
It is an exciting time to be in BCS, and it is my great honor to serve as your superintendent. There is no better place in which to learn and work. Thank you for your continued support as we strive to do our very best for our community's children. They deserve it, and we simply cannot do this important work without you. We look forward to seeing you and your children soon.



Best wishes for an outstanding school year,

A handwritten signature in black ink, appearing to read 'Patricia L. Robinson'.

Patricia L. Robinson  
Superintendent



## **GSRP PRESCHOOL APPLICATIONS AVAILABLE**

A free preschool program for a limited number of youngsters is available through Buchanan Community Schools. GSRP (Great Start Readiness Program) is a **State of Michigan funded center-based preschool program serving income-eligible four year old children**. Two full-time certified teachers and two teacher assistants staff the half day, four days a week programs. The goal is to provide every preschooler with the best educational opportunities through our child-centered, hands-on curriculum set in a rich learning environment which is created through our families, community and professional staff. All applications for public school preschool opportunities in Berrien County will continue to be monitored by Berrien RESA. The Buchanan preschool programs are licensed through Michigan Licensing and Regulatory Affairs (LARA), Bureau of Community and Health Systems, Child Licensing Division. Call 695-8409 for further information.

### **NOT YET SIGNED UP FOR PRESCHOOL?**

If you have a preschooler, but you did not apply last spring, and you would like him/her screened for our free preschool program, call 695-8409. **Preschoolers must be 4 years of age by September 1, 2021** to qualify for screening.

### **PRESCHOOL HOME VISITS**

This is a mandatory State of Michigan requirement for our program. It is also a great opportunity for you and your child to meet your child's teacher and teacher assistant before school begins. Further guidance from the State will be provided on the completion of these visits. Based on the current situation, these may have to take place virtually.

### **BUCHANAN GSRP PRESCHOOL PROGRAM**

Our preschool program will begin at a later date than our K-12 programs and will go to the end of the school year. Preschool classes begin on Wednesday, September 15th, Monday through Thursday.

AM session will meet 8:40-11:50 am and PM session from 12:20 -3:43 pm.

***GSRP preschool classes will not meet on any half days or Fridays.***

### **FURTHER QUESTIONS??**

Please call 695-8409 if you have questions regarding our GSRP preschool program. If your phone number, address, or child care provider has changed since you registered for preschool, please call the Ottawa office to update your information.





## **PRESCHOOL THROUGH 4TH GRADE**

### **PRESCHOOL–1ST GRADES**

#### **Ottawa Elementary**

##### **ATTENDANCE TIMES**

8:40 a.m. – 3:43 p.m.

### **GRADES 2ND–4TH GRADE**

#### **Moccasin Elementary**

##### **ATTENDANCE TIMES**

8:45 a.m. – 3:48 p.m.

### **TEACHER ASSIGNMENTS**

All students in grades PreK-4 will receive a letter informing them of their teacher assignment by August 28th. If you do not receive your letter or if your address, phone number, or daycare provider has changed since you enrolled your child, please call your child's grade level center (Ottawa 695-8409 or Moccasin 695-8408).

### **SPECIAL EDUCATION SERVICES AT BUCHANAN COMMUNITY SCHOOLS**

Buchanan Community Schools operates special education services in all four of our buildings. Nearly 210 K-12 students receive special education services including speech and language during the school day. Additionally, there are about 30 students who receive services in center-based programs operated by Berrien RESA (Regional Education Service Agency) throughout the county including 0-3 year olds in the infant/toddler programs. Providing services in Buchanan are seven full time equivalency teachers, eight para-professionals, three speech and language therapists, as well as, the following staff members from Berrien RESA: school psychologist, school social worker, teacher consultant, mobility specialist, teacher consultants of the visually impaired and hearing impaired, occupational and physical therapists. Programs follow the rules set forth by the State of Michigan's Department of Education. For further information about student eligibility procedures, existing programs, or speech and language services, contact your building principal or Karin Falkenstein, District Special Education Supervisor at 695-8442.

## **KIDKARE BEFORE/AFTER SCHOOL CARE**

### **MOCCASIN ELEMENTARY**

The KIDKARE Program offered by Buchanan Community Schools, is a before and after school program designed to provide care and recreation for children ages 5-12 years old. The program provides a safe and loving environment for children. The staff has designed a program in which youngsters will have the opportunity to play games and enjoy a variety of arts and crafts. Other enrichment opportunities include homework assistance, socialization with peers and age appropriate activities. The KIDKARE program will

open the first full day of school. Hours will be mornings from 6:30 – 8:45 am and afternoons 2:30-6:00 pm. The program is located at Moccasin Elementary. Transportation will be provided for students attending Ottawa Elementary and Buchanan Middle School. Daily and weekly rates are available (F.I.A accepted). Registration forms are available at all schools or at [www.buchananschools.com](http://www.buchananschools.com) (click on the KIDKARE link). You may call Moccasin at 695-8408 or Lucie Behrle, KIDKARE Director, at 695-8446. The KIDKARE Program is licensed through the Michigan Licensing and Regulatory Affairs (LARA), Bureau of Community and Health Systems, Child Licensing Division conforms to regulations for a childcare facility.



# OTTAWA ELEMENTARY

109 Ottawa Street | (269) 695-8409 | Grades Pre-K-1

STACEY DENISON  
PRINCIPAL  
sdenison@buchananschools.com



## WELCOME TO OTTAWA ELEMENTARY AND THE 2021-22 SCHOOL YEAR!

I am excited to continue to serve the staff, students, and families in this amazing community. At Ottawa, students come first! The safety and academic growth of our Little Bucks is our top priority each and every day

### OTTAWA SCHOOL HOURS

*Please review carefully the slight changes for this school year*

- Regular School Day (Monday-Friday): 8:40 am- 3:43 pm
- AM Preschool and ECSE Classes 8:40 am-11:50 am (Monday-Thursday, some Fridays for ECSE)
- PM Preschool and ECSE Classes 12:20 pm- 3:43 pm (Monday-Thursday, some Fridays for ECSE)
- Wacky Wednesdays: 8:40 am- 3:10 pm
- Half Days of School: 8:40 am- 12:05 pm (No preschool or ECSE classes on these days)

### TENTATIVE BACK TO SCHOOL EVENTS

#### KINDERGARTEN/FIRST GRADE STUDENTS

Thursday, August 26th from 5:30-6:30 pm

There will be a parent meeting in the gym at 6:15 pm for all families new to Ottawa.

#### PRESCHOOL STUDENTS

Monday, September 13th, 5-7 pm and Tuesday, September 14th, 9-11 am

All Ottawa staff members will be able to assist your child with any problem if they know their full name. Be sure your child's backpack always has the school issued ID tag and they are able to communicate their first and last name.

- Any adult picking up children must be listed by the parent on the child's emergency card.
- All doors lock when the tardy bell rings at 8:45 and remain locked until the 3:43 dismissal. Please go to the front door and ring the doorbell to the right of the doors to enter after 8:45. Students must be signed in by an adult after 8:45.

### ARRIVAL AND DISMISSAL

Our safety procedures for adult to adult transfers of children at the beginning and end of day takes a little extra time, but keeping children safe is our number one priority. Please read carefully and adhere to these procedures for the safety of our staff, students and families.

#### School hours are 8:40-3:43. Tardy bell rings at 8:45.

- Adult staff will be available to supervise students beginning at 8:15.
- Adults will not be able to enter the building with children past the front office doors. You may park and walk your child to the front doors or drop off in the north parking lot through the car line.
- Kindergarten and first graders will line up inside the fenced in playground area adjacent to the north parking lot with adult supervision. When the weather is inclement, they will wait inside.
- Be sure your child arrives at school by 8:40 to avoid being marked tardy after 8:45.
- Breakfast will be served beginning at 8:15. Those eating breakfast will be directed to the cafeteria.

### CAR RIDERS

When dropping off or picking up your child in a vehicle **you must use the parking lot pick up process**. ALL car drop-offs and pick-ups will be in the north parking lot staffed by adults before and after school. **There will be no drop-offs or pick-ups in front of the school on either side of Ottawa Street or in the south parking lot.** To get in the car line drive down 3rd Street towards the school as there will be no turning left into the school parking lot from Ottawa Street. We will be using hang tags. We call children by their last name and grade level. **Be sure your child knows his/her last name and grade level, example Smith/Kindergarten.** Sometimes the line may back up into Ottawa Court, please do not block resident's driveways.

### WALKERS

Students walking home by themselves will need a note from the parents to indicate approval to ensure the safety of the child. Adult crossing guards will help your child travel safely to and from Ottawa. Be sure to talk to your child about following the directions of the adult school supervisors and crossing guards. Walkers will use the front entrance of the school.

If an adult chooses to walk their child to the front door in the morning or pick up after school, please park in the Church of the Nazarene lot. Our buses may block the entrances to the south parking lot and you will not be able to exit until the buses leave. We have permission to use this parking lot at 704 W. Front. You will need to walk your child to and from this lot. We encourage parents if dropping off or picking up to use the car line in the north parking lot.

### BUS RIDERS

Bus students enter through the front doors and report to the cafeteria to eat breakfast. Those not eating breakfast will join their before school line as detailed above. After school, staff will walk students in their bus lines directly to the bus they ride home.

**Please note, changes in your child's after school plans for dismissal must be communicated adult to adult. Please call the office before 3:00 pm if there are transportation changes.**

*Teachers do not always have time to check their email or messages during the day and we want to be sure of your child's safety after school. Thank you for your understanding and cooperation!*

***We look forward to welcoming  
your Little Buck!***





# MOCCASIN ELEMENTARY

410 MOCCASIN AVENUE | (269) 695-8408 | Grades 2-4

MICHAEL DUNN  
PRINCIPAL

mdunn@buchananschools.com



## WELCOME TO MOCCASIN ELEMENTARY AND THE 2021-22 SCHOOL YEAR!

I am honored to continue to serve our staff, students, families, and our community.

### ARRIVAL AND DISMISSAL

**Regular School Days: 8:45 am to 3:48 pm**

**Wacky Wednesday Days: 8:45 am to 3:15 pm**

**Half Days: 8:45 am to 12:10 pm**

The dismissal time has changed this year for regular school days. We dismiss at 3:48, just a few minutes later this year.

### ARRIVAL

- If you are dropping off your student, you might consider dropping off closer to 8:40, so your student does not have to wait outside for a long period of time.
- **Please drop off students on Fifth Street.** Students who are dropped off in the morning are to wait in the fenced in playground area at the back of the school.
- **Breakfast begins at 8:20.** Students eating breakfast should enter through the gym doors off of 5th Street. Students will then go to the playground area when done eating.
- Adult and Safety Patrol supervision for students does not start until 8:20.
- Adult crossing guards and 4th Grade Safety Patrol will be on duty at designated crossings and building entrances around the school.

### DISMISSAL

- The loading and unloading zone for buses is along the east side of Moccasin Street **directly in front of the school** from 5th St. to just past the north parking lot. This area is designated as a "bus loading/unloading zone" only. NO car drop-off or pick-up is allowed in this zone.
- **Car Riders** will be picked on Fifth Street at the south end of the building. Fifth Street is a one-way street that is accessed off of Main Street. Pick-up and drop-off will be one lane along the sidewalk by the gym entrance.
- **Walkers** will exit the "old main entrance" on Moccasin Street. As Moccasin has older elementary students, they will be released to walk home at the dismissal bell. Parents do not need to come in and check them out. If your child is a walker, please ensure that he or she knows their designated walking route to and from school (the route you expect them to walk every day).

### P.M. SHUTTLE BUS FROM OTTAWA

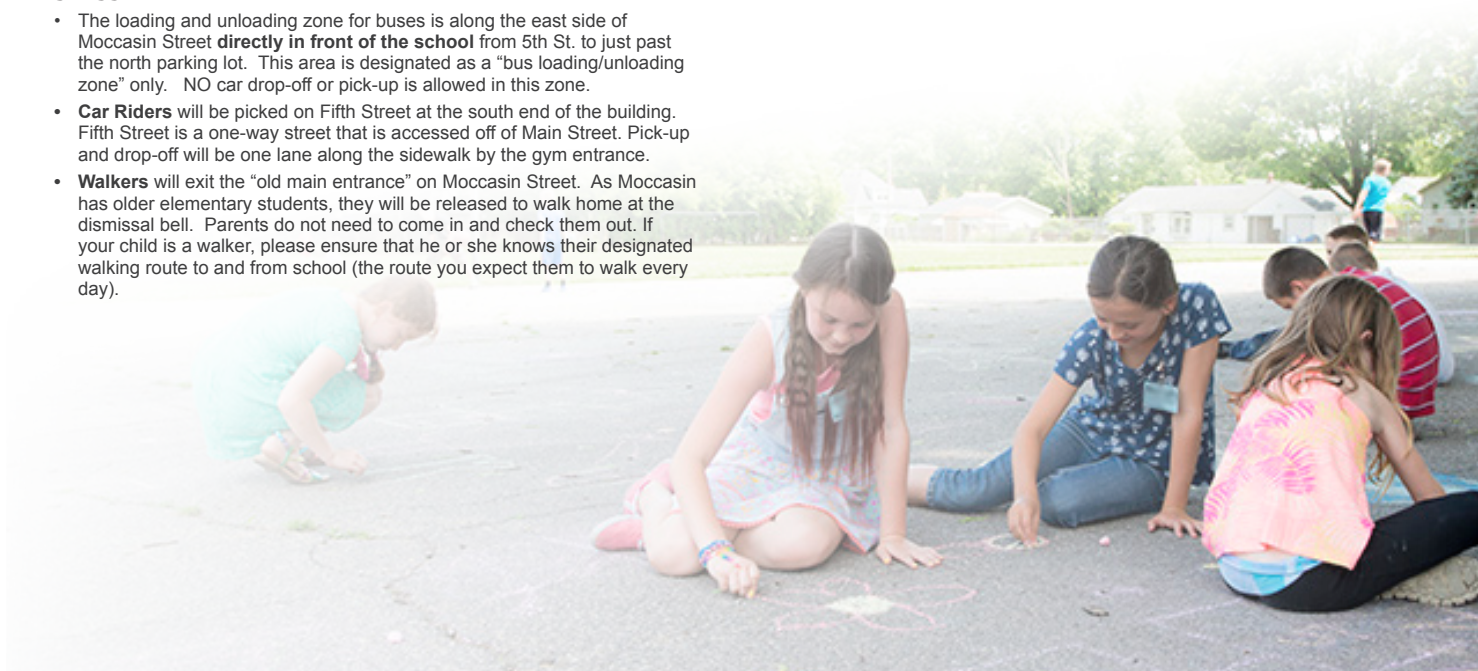
Due to the age of Ottawa students coming to Moccasin via the shuttle, they **will not be released** from the bus until a parent or designated person comes to the bus door and accepts the child(ren). The person **must be listed on the student's emergency card** or approved by the school office prior to pick-up. Staff may ask adult for ID. If you are waiting for the shuttle, please park either before or after the bus pick-up zone on the east side of Moccasin Street (before Fifth St. or after the exit for the north parking lot). **While waiting for the shuttle bus, please social distance.**

### BIKE RIDERS

Students may ride their bikes to school at Moccasin with parent permission. Bike helmets are encouraged. Racks are located in the rear of the building on the south end off of Fifth Street. Bikes must be placed in the rack. Students/parents are responsible for providing locks to ensure the safety of their bike. The school is not responsible for bikes.

### BACK TO SCHOOL NIGHT (TENTATIVE)

Please join us for our Back to School Night on August 26, 2021 from 5:00 to 6:00 p.m. We will have a Grade 2 Parent Meeting with all incoming Grade 2 parents from 5:00-5:15 p.m. in the gym.



# BUCHANAN MIDDLE SCHOOL

610 W 4th Street | (269) 695-8406 | Grades 5-7

SHELBY BEASLEY  
PRINCIPAL

sbeasley@buchananschools.com



*"Committed to caring, Striving for excellence"*

## WELCOME TO THE HOME OF THE JR. HERD!

RYAN FRONTZAK  
INTERVENTION SPECIALIST  
rfrontczak@buchananschools.com

KATHY MCLAUGHLIN  
GUIDANCE COUNSELOR  
kmclaughlin@buchananschools.com

Welcome to the 2021-22 school year! My name is Shelby Beasley, and I am honored to be the principal at Buchanan Middle School. It is my goal as principal to work collaboratively with parents, teachers, and community members to enhance the lives of our students. Adolescent students, like those we service at Buchanan Middle School, need a safe learning environment enriched by relevant and rigorous curriculum. I am confident in saying your students will find that in the classrooms and hallways at Buchanan Middle School!

## 2021-2022 ORIENTATIONS

Wednesday, August 25 (tentative)

### INCOMING 5TH GRADERS & NEW BMS STUDENTS

- 5:00-5:15 Welcome Meeting in BMS Bistro
- 5:15-5:45 Self-Guided Tour & Locker Practice

### RETURNING BMS STUDENTS

- 5:45-6:30 Schedule Pick-Up, Self-Guided Tour & Meet & Greet

Parents and students will be able to meet the Middle School staff and have an opportunity to explore the building to locate classrooms. Students will also have the opportunity to practice their locker combinations and receive their schedules. Schedules will not be sent via mail. If you are unable to make the orientation times, your child will receive their schedule on the first day of school when we meet by grade level to begin the day.

## JR. HERD INFORMATION

### SCHOOL DAY START & END TIMES

- Full-Day: 7:30-2:25
- Wacky Wednesday: 7:30-1:55
- Half-Day: 7:30-10:50

### FIRST DAY OF SCHOOL

School begins this year on Monday, August 30, 2021, with a full day of classes. The front cafeteria door will be open at 7:00 a.m. for breakfast. **Doors open for all students at 7:20 a.m.** Classes will begin at 7:30 a.m. and end at 2:25 p.m. Students should be out of the building by 2:40 p.m. unless, of course, they are staying for an activity. Learning punctuality is imperative for adolescents as we prepare them for their future. Please assist us in teaching our students the importance of being on time for school and all of their classes.

This year, as in previous school years, BMS students will receive a packet containing our school's yearly calendar, conference dates, report card dates, and other information that will keep you aware of what, when, where, and how things proceed at BMS.

Parents who drop off and pick up students before and after school are asked to do so in designated areas in front of the school (flagpole side). Please use caution driving in this area. After 7:40 a.m. each school day, the front doors (by the flagpole) will be locked.

## BMS DROP-OFF & PICK-UP PROCEDURES

Buses load and unload in the front of the building. Please do not park in the bus area located directly in front of the building OR IN THE TEACHER / VISITOR LOT from 6:55-7:20 AM and 2:00-2:45 PM.

During those times we ask you to stay in the inside lane and drop-off and pick-up along the sidewalk. PLEASE DO NOT PULL FORWARD ANY FURTHER THAN THE FIRE HYDRANT UNTIL DIRECTED BY THE POLICE OFFICER. Once you have dropped off or picked up you may merge into the outside or exit lane. In the morning, we are instituting a "STOP & GO" Policy. There will be no parking along the sidewalk. As buses begin to pull out, traffic will be stopped with the help of the Buchanan Police Department. As you exit the BMS Campus we ask that if you can, please only turn right as that will help with traffic flow.

Cars will be directed to pull forward in front of the building and allowed to drop-off and pick-up after all buses have arrived or departed. Please wait for the officer to direct you forward and remember to stay in the inside lane as

you pull forward. The outside or exit lane is only for leaving campus.

At dismissal, parking in the church parking lot and having students cross 4th Street is not a safe practice. There is not a crossing guard there, and students should not cross the street at this point. While the car line may be long, it moves quickly. Please be patient.

At BMS our students are encouraged to exhibit their school PRIDE on a daily basis.

School PRIDE consists of being  
**(P) prepared** for class  
**(R) responsible and respectful,**  
**(I) having integrity,**  
**(D) dedicated** to learning, and  
**(E) putting forth their best effort.**

BMS has a school wide PRIDE program that recognizes our students for doing a great job in creating a learning environment that is safe, caring, and develops successful and responsible citizens.





It Takes Pride to be a Buck

Preparation  
Responsibility  
Integrity  
Dedication  
Effort

BUCHANAN MIDDLE SCHOOL



### DRESS CODE

Students are expected to dress appropriately for school. The responsibility for student dress is that of the students and the parents.

*The following guidelines should be followed:*

#### PANTS/SHORTS/DRESSES/SKIRTS

- Jeans, Pants, Leggings, and Joggers with patch pockets. **No cargo pockets are allowed.**
- Shorts, Dresses, or Skirts should provide modest coverage of the backside.
- Leggings, spandex, biker shorts without pockets may be worn only underneath a top that completely covers the backside.
- Pants/shorts with holes should not have any holes with skin showing above fingertip length.
- No pajamas of any kind.
- Pants and shorts are to be worn at the waist. Sagging is not acceptable.

#### SHIRTS

- Tank tops must be 3 inches in width.
- No shirts baring midriff.
- No muscle shirts.
- Appropriate necklines should be observed.
- No shirts with inappropriate slogans or advertisements
- Winter jackets should be kept in lockers at all times.

#### HAIR

- - Students may dye their hair whatever color parents allow as long as it does not cause a major disruption to the learning environment.
- - No bandanas.
- - No hats inside the building.

#### FOOTWEAR

- Shoes or sandals must be worn at all times.

**All school bags are to be kept in lockers and not carried to class.**

If a student is out of dress code they will be asked to change or call for a change of clothing. If no change of clothing is available, he/she may be placed in the learning center for the day.

*\*\*\* The administration reserves the right to make final judgement concerning the appropriateness of a student's attire/appearance.*

### FALL PICTURE DAY

Tuesday, September 30, 2021 (All students will have pictures taken for the yearbook and I.D.)

### ATHLETICS

All students interested in participating in BMS Athletics will need to have a physical form on file with the office. New athletes can get a copy of this physical file from the main office or from the BCS Athletic website under the "Files & Links" section.

#### FALL SPORTS:

- 7th Grade Football: Practice starts August 23rd, 5:00-7:00 @ BMS
- 7th Grade Volleyball: Practice starts August 30th, 2:30-4:30 @ BMS
- 6th/7th Grade Cross Country: Practice starts August 23rd, 3:00-4:30 @ McCoy Creek Park

### CELL PHONE & HANDHELD DEVICE POLICY

Cell phones, MP3 players, iPods, handheld games, etc. are not allowed on a student's person during school hours. They must be turned off before the first bell and kept in the student's locker. If a student is found in possession of a device, it will be confiscated and a parent must come to the building to retrieve the item. Disciplinary action will be taken for students not complying with this expectation. Students needing to get in contact with parents during school hours may use a school phone with faculty/staff approval.

Thank you for your valuable partnership in your child's education. We look forward to another wonderful year at Buchanan Middle School!

Sincerely,

Handwritten signatures of Shelby Beasley and Ryan Frontczak.

Shelby Beasley  
Principal

Ryan Frontczak  
Intervention Specialist



# BUCHANAN HIGH SCHOOL

401 W. Chicago | (269) 695-8403 | Grades 8–12

**STACEY DEMAIO**  
PRINCIPAL  
[sdemaio@buchananschools.com](mailto:sdemaio@buchananschools.com)

**BRIAN PRUETT**  
ASSISTANT PRINCIPAL  
[bpruett@buchananschools.com](mailto:bpruett@buchananschools.com)



## HOME OF THE BUCKS

### WELCOME TO THE 2021-2022 SCHOOL YEAR!

We are diligently preparing and gearing up for a “normal” year at BHS. We have an exciting year ahead of us as we look to bring back the cultural traditions that we missed out on this past year. BHS continues to offer a challenging curriculum, motivating and caring teachers, and an entire school community of people who care for our students. We will continue to check in with students and parents when an absence occurs as we believe student attendance and engagement is paramount to learning. Please read over our attendance policy as we at BHS feel it is vitally important for students to attend classes as we prepare our students for life. Communication between the school and the home is important to us and it is extremely important that we stay connected. BHS will continue to utilize the monthly Principal’s Updates and will share them via email, Facebook, school website, Instagram, School Messenger and Twitter. These updates contain important information for parents and students as well as showcase the amazing work of our students and teachers.

School Improvement is a continuous process and BHS works year-round to make our school a better place to learn. If you are interested in joining our conversations and helping with our initiatives, feel free to contact me for more information. The following are highlights of our current initiatives:

- **Chromebooks for every student grades 8 through 12.** Teachers continue to expand opportunities to use technology as a method to engage and promote student learning. Chromebooks are a required device during the school day. Device Protection Plans are available. Students are expected to have their assigned Chromebook along with their chargers with them in all classes.
- **Professional Development** opportunities for teachers that focus on making students the center of our conversations as we track academic growth and improve the culture and climate of our school. Teachers will also be trained in using technology platforms, specifically Google Suite applications.
- **Standards-Based Mindset grading** continues to be a focus, as BHS strongly believes that grades should reflect actual learning and mastery of standards.
- **Virtual Learning** continues to improve with MyVirtual in our E-Lab. Credit recovery as well as acceleration are possible with the approval of the Principal. This platform will be used for all students who did not earn credit in their previous courses in order to keep them on track for graduation.
- **Wacky Wednesdays** will continue. Students are dismissed at 2:07 every Wednesday to allow weekly professional learning time for staff.
- **After School Academic Learning Sessions** are once again offered Monday through Thursday. Sessions will begin on Tuesday, September 7 and transportation is available.

The school year starts a bit earlier than normal this year. **Classes begin Monday, August 30th.**

We are looking forward to another year of working with our Buck families to make this a safe and positive learning environment! The BHS staff hopes to see you at our first home football game on September 2 @7:00 against Niles.

**GO BUCKS!!!**





**EIGHTH AND NINTH GRADE**

**CHROMEBOOKS** will be distributed at an evening event. Communication to families will be made to set up a time to pick up those devices. Be looking for the Back to School edition of the BHS Bucks Principal's Update for more detailed information.

**COMMUNITY VOLUNTEERS** are always needed and sought after. If you have a talent or skill that you would like to share with us please reach out to the Principal's office at (269) 695-8403 option 1. No talents or skills are necessary however; sometimes we just need your time! All volunteers need to have a background check before working with students.

**THE STUDENT HANDBOOK** along with our Code of Conduct policies may be found on our updated school website at [www.buchananschools.com](http://www.buchananschools.com) in September. Policies have been created with the goal of creating an environment that supports learning. Keep our dress code in mind when you are shopping for your student's school clothing. Students not adhering to the dress code will be sent home to change or will be given a change of clothes

**THE ATTENDANCE POLICY** can be found in our student handbook and has been included in this communication. Please read it over carefully to make sure you understand it. Students are expected and required to complete assignments for each course even if absent. As demonstrated through remote learning last year, there is a direct relationship between school attendance and academic success. Students should make every effort to be in attendance daily. Please be sure that our attendance office is notified of all absences within 24 hours.



**BUCHANAN HIGH SCHOOL**

**CAREER & TECHNICAL EDUCATION**

Buchanan High School offers a diverse array of CTE programs which provide students with the opportunity to learn real world skills leading to certificates, licenses and college credits in a variety of career pathways. Our purpose is to create a more relevant, engaging high school experience by combining the rigorous core academics that students need for college with the career and technical education that makes them employable, while doing it in an applied, hands-on way that includes real life experience.

Buchanan CTE programs operating in 2021-2022 include Sports Medicine, Automotive Technology, CISCO, Business Systems Administration, Culinary Arts, Cosmetology, Sports Management and Web Design. Buchanan partners with area schools to provide CTE classes in CAD, Machine Tool, Building Trades, EMT, Firefighting, and Health Services.

Our CTE programs also provide great opportunities to experience specialized field trips and work based learning such as the Chicago Auto Show, Grand Rapids Food Show and many other off campus activities.

*CTE programs are a great way to begin your path to college and career success.*

If you have any questions about the programs above please feel free to contact our CTE Director, Mark Frey at 695-8400 ext. 20026 or by email at [mfrey@buchananschools.com](mailto:mfrey@buchananschools.com).

**SCHOOL STARTS AT 7:40 A.M. EVERY DAY.**

Students will be required to use the cafeteria doors only when coming into the building in the morning. The front door will only be used after school has started and students need to sign in. Our cafeteria will be serving breakfast starting at 7:00 am for students who wish to eat. Students will stay in the cafeteria until released by administration. No students are allowed in the main building until 7:30 am.

**BUCHANAN HIGH SCHOOL 2021-2022 SCHEDULE**

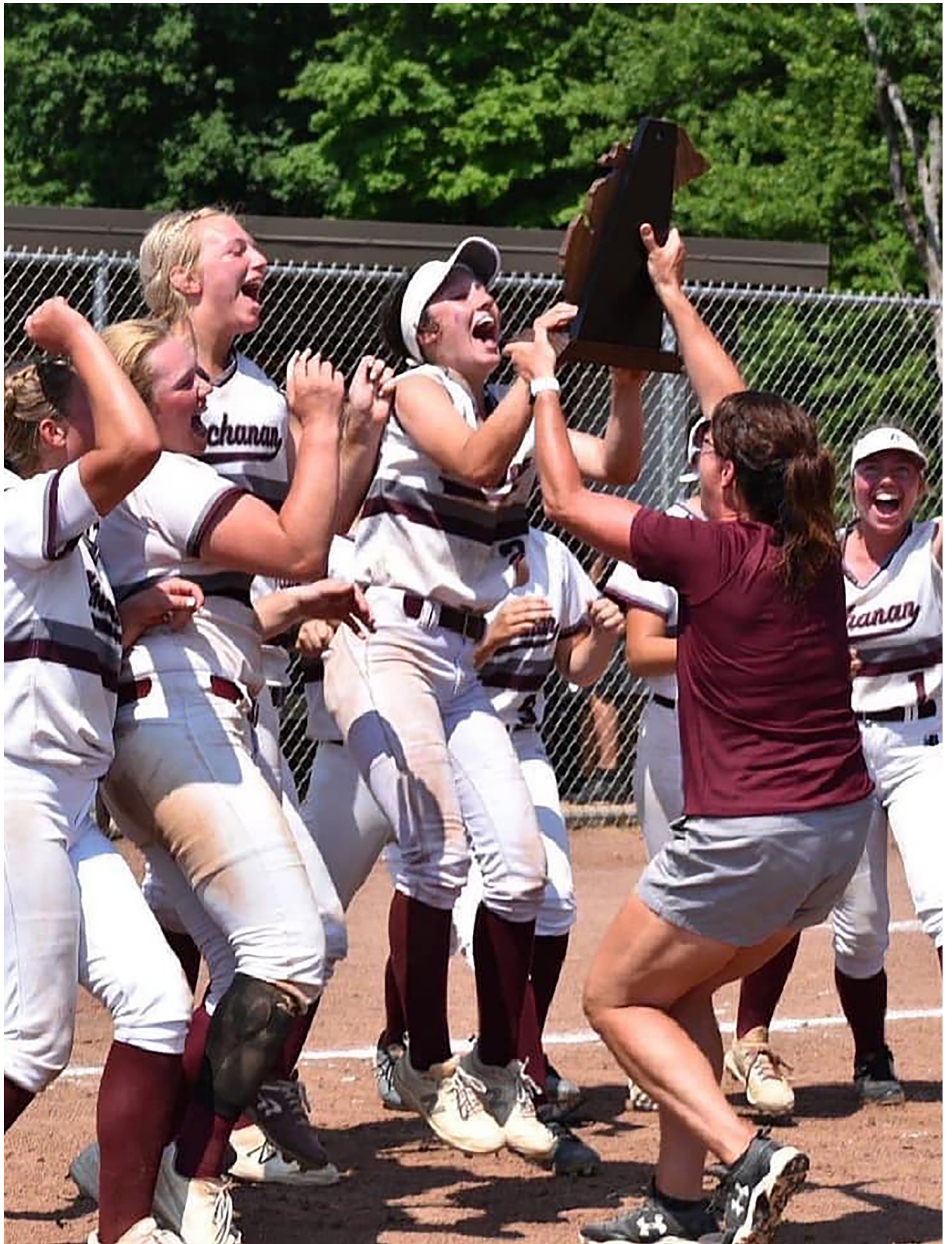
6 Period Block w/ PM ICE											
1st lunch			2nd lunch			3rd lunch			4th lunch		
Schedule	Time		Schedule	Time		Schedule	Time		Schedule	Time	
7:40 - 8:37	57	Block 1	7:40 - 8:37	57	Block 1	7:40 - 8:37	57	Block 1	7:40 - 8:37	57	Block 1
8:37-8:41	4	Passing	8:37-8:41	4	Passing	8:37-8:41	4	Passing	8:37-8:41	4	Passing
8:41 - 9:38	57	Block 2	8:41 - 9:38	57	Block 2	8:41 - 9:38	57	Block 2	8:41 - 9:38	57	Block 2
9:38 - 9:42	4	Passing	9:38 - 9:42	4	Passing	9:38 - 9:42	4	Passing	9:38 - 9:42	4	Passing
9:42 - 10:39	57	Block 3	9:42 - 10:39	57	Block 3	9:42 - 10:39	57	Block 3	9:42 - 10:39	57	Block 3
10:39 - 11:04	25	LUNCH	10:39 - 11:43	4	Passing	10:39 - 10:43	4	Passing	10:39 - 11:43	4	Passing
11:04 - 11:08	4	Passing	11:43 - 11:09	26	Block 4A	10:43 - 11:39	56	Block 4	11:43 - 11:40	57	Block 4
			11:09 - 11:34	25	LUNCH				11:40 - 11:44	4	Passing
			11:34 - 11:38	4	Passing	11:39 - 12:05	26	LUNCH	11:44 - 12:10	26	Block 5A
			11:38 - 12:05	27	Block 4B				12:10 - 12:35	25	LUNCH
12:05 - 12:09	4	Passing	12:05 - 12:09	4	Passing	12:05 - 12:09	4	Passing	12:35 - 12:39	4	Passing
12:09 - 1:06	57	Block 5	12:09 - 1:06	57	Block 5	12:09 - 1:06	57	Block 5	12:39 - 1:06	27	Block 5B
1:06 - 1:10	4	Passing	1:06 - 1:10	4	Passing	1:06 - 1:10	4	Passing	1:06 - 1:10	4	Passing
1:10 - 2:07	57	Block 6	1:10 - 2:07	57	Block 6	1:10 - 2:07	57	Block 6	1:10 - 2:07	57	Block 6
2:07 - 2:11	4	Passing	2:07 - 2:11	4	Passing	2:07 - 2:11	4	Passing	2:07 - 2:11	4	Passing
2:11 - 2:40	29	ICE	2:11 - 2:40	29	ICE	2:11 - 2:40	29	ICE	2:11 - 2:40	29	ICE

BHS will release on Wednesdays at 2:07pm

Look for more detailed information in the **Back To School** edition of the BHS Bucks Principal's Update that will be provided to our Buchanan High School families in the fall.











**BUCHANAN ATHLETICS  
PROGRAMS OPERATING  
IN 2021-2022 INCLUDE:**

**HS FALL**

- Boys Tennis
- Coed Cross Country
- Football
- Girls Swimming
- \* Co-op through Bridgman*
- Sideline Cheer
- Soccer
- Volleyball

**HS WINTER**

- Boys Basketball
- Competitive Cheer
- Girls Basketball
- Wrestling

**HS SPRING**

- Baseball
- Boys Golf
- Girls Soccer
- Girls Tennis
- Softball
- Track and Field

**MS FALL**

- Coed Cross Country
- Football
- Sideline Cheer
- Volleyball

**MS WINTER**

- Boys Basketball
- Girls Basketball
- Wrestling

**MS SPRING**

- Track and Field

**BUCHANAN HIGH SCHOOL ATHLETICS**

Buchanan High School Athletics are committed to fostering a culture that provides the opportunity to pursue the total development of BHS student-athletes. Buchanan Athletics creates meaningful academic, athletic, and social experiences that will allow BHS student-athletes to develop the essential skills needed to achieve excellence in the ultimate challenge: Life. Buchanan Athletics compete for victory and will represent the school and the community with pride and distinction.

Our athletic programs also provide great opportunities to experience specialized training within the weight room as well as multiple community services opportunities throughout a student's athletic career.

Athletics are a great way to develop the entire student and give the student the best opportunity to reach their maximum potential. If you have any questions about the programs above please feel free to contact our Athletic Coordinator, Mark Frey at 269-695-8400 ext. 20026 or by email at [mfrey@buchananschools.com](mailto:mfrey@buchananschools.com).





# BUCHANAN PROMISE

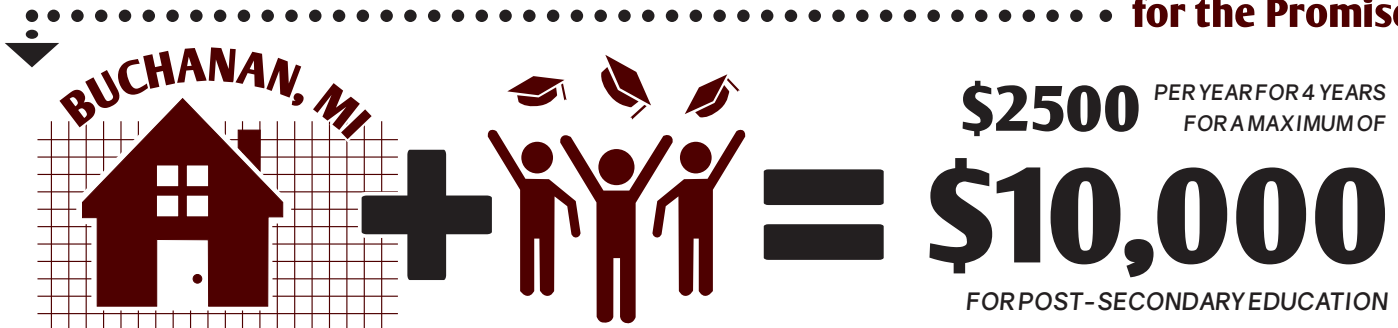
**OPENING THE DOOR TO A BRIGHTER BUCHANAN**

Starting with the class of 2017, every student who graduates from Buchanan Community Schools and lives in the district qualifies for up to **\$10,000** for post-secondary education. Buchanan Promise seeks to transform our community by making a long term investment in education through a place based scholarship program.



## Can my student qualify?

**How do students qualify for the Promise?**



All students who live in the BCS district AND attend and graduate from Buchanan Community Schools can qualify for the Promise! .....

**To learn more or find out if YOUR student could qualify, call us or visit our website!**

Michigan Gateway Community Foundation -  
Home of the Buchanan Promise .....▶ 269.695.3521

**[www.buchananpromise.org](http://www.buchananpromise.org)**







# SPECIAL EDUCATION SERVICES AT BUCHANAN COMMUNITY SCHOOLS

Buchanan Community Schools operates quality special education programs in all four of our buildings. Providing programs and services in Buchanan to eligible students are eight specially trained and certified special education teachers, eight para-professionals, and three speech and language pathologists. Support also comes from the following staff members from Berrien RESA (Regional Education Service Agency): school psychologist, school social worker, academic teacher consultant, mobility specialist, assistive technology specialist, teacher consultants of the visually impaired and the hearing impaired, occupational and physical therapists. Students are placed in programs through an Individual Educational Program Planning Committee meeting composed of local district and Berrien RESA diagnostic and educational staff once appropriate assessments have been administered and the student qualifies under Michigan special education rules and regulations. Nearly 200 PK-12 students receive some kind of special education services including speech and language during the school day in Buchanan. Our special education programs serve a wide variety of eligible students with special educational needs in the following areas:

- Early Childhood Developmental Delay (ages 3-8)
- Specific Learning Disability
  - Determined by a process of analyzing the student's pattern of learning strengths and weaknesses
- Speech and Language Impaired
  - For Language, Articulation/Phonology, Voice, and Fluency (stuttering) concerns
- Emotionally Impaired
- Cognitive Impairment
- Autistic Spectrum Disorder
- Traumatic Spectrum Disorder
- Otherwise Health Impaired
- Physically Impaired
- Hearing Impaired
- Visually Impaired

Some students need programs that are not offered within the district. The IEP process is used to make this determination and to place these students in programs that offer the services necessary to meet their goals and objectives. Transportation is provided for these students.

Almost 50 students receive services in center-based programs operated by Berrien RESA throughout the county including a cooperative inter-agency program for 0-2.5 year olds in the Early On programs (269-471-7725) for infants and toddlers involving both parent and child.

Other center-based programs funded by Berrien RESA include:

- Berrien Springs Hearing Impaired Program provides services for students in the tri-county area. This program is operated by the Berrien Springs Public Schools. Students may attend a classroom program for the hearing impaired in Berrien Springs or may get teacher consultant services in their Buchanan classes. This program also provides on-site hearing diagnostic assessments with trained audiologists as well as follow-up with students who have suspected or verified hearing losses.
- Low-incidence special education programs for the cognitively impaired children who need full time placements are available at Berrien Springs MS and HS, as well as Howard School in Niles and the Southside School Pre-vocational studies program for ages 16-25 in Niles. These students have below average abilities and graduate with a certificate of completion. The curriculum focuses on independent living and employability skills.
- Blossomland Learning Center programs in Berrien Springs serve our moderate to severe cognitively impaired and severely multiply impaired students ages 3-26. The school assists students in preparing for entry into their respective communities as adults.
- Lighthouse Education Center in St. Joseph as well as Ballard and Southside Schools in Niles offer support to students with severe emotional impairments. These students exhibit a severity of emotional difficulties, which prohibits them from attendance in regular classrooms. Additionally students may attend Lighthouse if they have severe autistic impairments.

All special education programs and services follow the rules and regulations for eligibility set forth by the State of Michigan's Department of Education. For further information about student eligibility policies and procedures, existing programs, or speech and language services, contact your building principal or Karin Falkenstein, District Special Education Supervisor at 695-8442.



## **BUCHANAN VIRTUAL ACADEMY**

### **GRADES K-12**

Buchanan Virtual Academy offers full-time online opportunities for students in grades 5-12. Coursework is done from home and the curriculum is available 24/7 with certified teachers available six days a week. The engaging curriculum offers flexibility and covers all Michigan requirements. Students may accelerate at their own individual pace.

High School courses meet the Michigan Merit Curriculum requirements and 18 credits are required for graduation. Students enrolling with previous high school credits will have their credits examined and credited in the Michigan Merit requirements where possible.

Buchanan Virtual Academy focuses on student mastery of content and all courses are attached to Michigan certified teachers offering students' academic assistance along the way. Progress reports are available for parents as well as communication with students by phone, email, instant and text messaging, and video conferencing. If needed, students are provided a computer and internet access free of charge.

Students who live in the Buchanan school district are eligible for enrollment as well as all Berrien County students and students in adjacent counties.

Online learning is a fit for many students unable to take classes in a traditional setting.

More information about the virtual academy as well as the application process can be found at Buchanan Virtual Academy | Buchanan Community Schools ([buchananschools.com](http://buchananschools.com)). You may also contact our Buchanan Virtual Academy Director, Mark Frey at 695-8400 ext. 20026 or by email at [mfrey@buchananschools.com](mailto:mfrey@buchananschools.com).

## **BUCHANAN STEP UP**

### **AGES 16-19**

Buchanan Step Up enrolls students from all over the State of Michigan. Step Up is an online solution for students who have dropped out of school and operates year round. Every student receives a computer and internet connectivity, allowing them to access their course work anytime. Students are assigned an Advocate who works with the student to create an aggressive high school completion plan. Course work and instruction is supported by Michigan Certified Teachers. Students must complete one class per month to stay in the program.

More information and application for Buchanan Step Up can be found at Buchanan Step Up | Buchanan Community Schools ([buchananschools.com](http://buchananschools.com)) or by calling 800-297-2119.

## **BUCHANAN ADULT EDUCATION**

### **ADULTS OVER AGE 20**

Buchanan Adult Education is accepting students nationally! The success of our Virtual Academy has prompted Buchanan to create a similar program for adult learners. Online classes are available for adults 20 years and older who would like to earn their high school diploma. No matter how many credits you have earned, our academic coaches will help you achieve your graduation goal. In order to put an academic plan together and arrange pricing, all we need is a copy of your high school transcript.

For more information please contact 586-649-2323.

## **BUCHANAN CREDIT RECOVERY**

### **GRADES 9-12**

Buchanan Credit Recovery allows students from any high school across the country to take a high school course. Students may make up coursework or repeat failed classes. Approval from the student's home high school is needed to ensure credit will be accepted. Students can enroll in this tuition based program at any time during the year to take advantage of classes delivered online with 24/7 access.

For more information please contact 586-649-2323.

# FOOD SERVICE PROGRAM

(269) 695-8415

BECKY KALTENBACH  
FOOD SERVICE SUPERVISOR  
rkaltenbach@buchananschools.com



## All student breakfasts and lunches will be provided FREE of charge for the 2021-22 school year

### COVID 19 NOTE

Hand sanitizer will be available at each entrance and all students will be encouraged to use it. At this time, health department guidelines do not allow for self service of any foods using a shared utensil (tongs or scoops) so we will continue to have more foods pre-wrapped/packaged and more items served by our staff. Considerable thought and planning have gone into keeping all our students safe during breakfast and lunch and each school has developed building-specific plans to facilitate this. These may include adding additional lunch periods to have less students in the cafeteria at one time, having students eat in other areas as well as the cafeteria, and adding additional tables to the cafeterias so that students can spread out.

Disruptions in our food supply chain are still a possibility and we may occasionally have to substitute menued items. We thank you for your patience and cooperation and look forward to serving your students this year.

*Monthly breakfast and lunch menus are available on line at [www.buchananschools.com](http://www.buchananschools.com) under the food service tab. Paper copies are sent home with elementary students and are also available at each school office.*

#### ELEMENTARY

breakfast service  
begins at  
**8:20 a.m.**

#### MIDDLE SCHOOL

breakfast service  
begins at  
**6:50 a.m.**

#### HIGH SCHOOL

breakfast service  
begins at  
**7:00 a.m.**

### SCHOOL LUNCH AND MILK PROGRAM

All Buchanan Schools will begin lunch and milk service on Monday, August 30th, 2021. One milk is included with each breakfast and lunch.

#### MILK:

\$.50 if purchased without a meal, or if the student wants an additional carton

### ALA CARTE SALES

At the Middle School and High School, additional drinks and food will be available for purchase. Students may pay cash or have the cost deducted from their lunch accounts. No charging will be allowed for these items.

*Please contact Becky Kaltenbach at 695-8415 for information about adding funds to your student's lunch account.*

#### ADULT LUNCH:

\$3.20 at Moccasin and Ottawa, \$3.50 at BMS; \$3.75 at BHS

### SCHOOL BREAKFAST PROGRAM

All Buchanan schools offer a before school breakfast program beginning on 8/30/21. All students will eat for free.

#### ADULT BREAKFAST:

\$1.75 at each building



# TRANSPORTATION

(269) 695-8402

SYREETA HASSEL  
TRANSPORTATION SUPERVISOR  
[shassel@buchananschools.com](mailto:shassel@buchananschools.com)



## WELCOME BACK BUCKS!

We're so excited for another safe, fun, and productive school year! My name is Syreeta Hassel, I am the new Transportation Supervisor here at Buchanan Community Schools. I'm excited about working with my awesome team and meeting all of you! Together, we will have a safe and prosperous school year. This guide is meant to provide students and parents specific information to help you get off to a great and enlightened start.

### OUR MISSION

Our mission is to provide our students with safe and reliable transportation to and from school, as well as extra curricular activities.

### THE TEAM

JENNIFER • MICHAEL • JOANN • DEANNA • HEATHER W • HEATHER B • JANE • ANN • PENNY • CINDY • PERCY • JEREMY

Our transportation team will continue to follow all safety guidelines as outlined in the Return to Learn Plan. We are asking that all complaints be made to the transportation office. Understanding that our Drivers are to focus on providing your child with the safest ride possible without any distractions. All complaints will be handled in a professional and timely manner. There will be no conferences held at the bus stops. I am here to answer all questions and concerns throughout the school day. Please leave me a message if necessary and I will return your call as soon as possible. I am asking for all parents to go over the bus rules with your child. It is imperative that they are followed. Together we will make a greater difference.

### SAFETY PROCESS

- We will stop at all listed locations. If a student does not ride during the first week of school, and no contact has been made with the transportation office. We will assume that transportation is not needed. Parents will then have to contact the transportation office to be reinstated.
- The Board of Education's policy is to provide transportation to students who are outside of the walking limits as follows: Kindergarten ".5 miles", Grades 1 through 4 "1.0 mile," Grades 5-12 "1.5 miles."
- Each eligible student will be assigned to a bus route by the transportation staff and will not be permitted to use another stop without written permission from a parent or guardian.
- Parents of preschool or kindergarten students must meet the child when they are dropped off at their stop. Adults listed on the emergency contact card of the student may also pick up the child. (No Exceptions unless prior contact has been made with the transportation staff from a parent or guardian) If there is no eligible adult to meet the student, the student will be returned to the school and the parent will be contacted and required to pick up the student.
- Child care provider forms must be completed and returned prior to students being transported to or from that location.

Thank you for helping us provide the safest, and most efficient transportation for your child as possible.  
We are looking forward to an awesome school year!

A photograph showing the front of a yellow school bus. The words "SCHOOL BUS" are printed in large, bold, black letters across the front panel. The bus has red and yellow lights on either side of the text. The background shows a clear blue sky and some green trees.

SCHOOL BUS

# 2021–22 BACK TO SCHOOL BUCHANAN BOARD OF EDUCATION ANNUAL NOTICES

## NOTIFICATION OF ASBESTOS REINSPECTIONS

To: Parents & Staff of the Buchanan Community Schools  
From: Alan Berget, Director of Operations  
Date: July 2021

In compliance with the 1989 U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), we have performed inspections of each of our school buildings for asbestos-containing building materials. The inspection findings and asbestos management plans are on file in each school administrative office and in the office at Central Maintenance.

The EPA requires us to perform reinspections of the asbestos materials every three years. The three-year reinspections were performed by an accredited asbestos inspector in January 2021. We perform the six-month periodic surveillance as required by the AHERA regulations.

The results of the reinspections and management plans are on file in each school administrative office and Business Office. Everyone is welcome to view these at any time during normal school hours (M-F 8:00 a.m. – 4:00 p.m.). I will be available at 695-8400 to answer any questions you may have about asbestos in our buildings.

## NOTICE OF NONDISCRIMINATION IN EDUCATION AND EMPLOYMENT

The Buchanan Community Schools complies with all federal laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of the Board of Education that the Buchanan Community Schools does not discriminate on the basis of race, color, national origin, sex, (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. Compliance Officers for Affirmative Action and review of Federal requirements are as follows: Section 504, ADA, Title IX and Title VI; Brian Pruett (Buchanan High School Assistant Principal, 695-8404) and Shelby Beasley (Buchanan Middle School Principal, 695-8406).

Inquiries concerning the nondiscriminatory policy may be directed to Director, Office for Civil Rights, Department of Education, Washington, D.C. 20201. 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 District's Superintendent Office. In accordance with Federal law, any person employed by this District must provide evidence that she/he is eligible to work in the United States.

## DIRECTORY INFORMATION ON STUDENT

In compliance with Federal regulations, the Buchanan School District has established the following guidelines concerning student records:

- The building principal is the Records Control Officer for the building and is responsible for the processing and maintenance of all student records.
- Each student's records will be kept in a confidential file. The information in a student's record file will be available for review only by the parents or legal guardian of a student, adult student (18 yrs. of age or older), and those designated by Federal law of District regulations.
- A parent, guardian, or adult student has the right to request a change or addition to a student's records and to either obtain a hearing with District officials or file a complaint with the U.S. Office of Education if not satisfied with the accuracy of the records or with the District's compliance with the Federal Education Rights Privacy Act (FERPA).
- The District has established the following information about each student as "directory information" and will make it available upon a legitimate request unless a parent, guardian, or adult student notifies the Records Control Officer in writing within (10) days from the date of this notification that she/he will not permit distribution of any or all such information: name, address; date and place of birth; photograph; major field of study; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation and awards received; and any other information the District considers would not be harmful or an invasion of privacy, if disclosed.
- A copy of the policy and the accompanying guidelines are available at the Board office. There will also be a person available to answer any questions concerning the policy or guidelines.

## PARENT NOTIFICATION REGARDING SEX EDUCATION AND AIDS CLASSES

The Board of Education has adopted a comprehensive Health Education Program which includes education on human sexuality and venereal and other non casual-contact communicable diseases such as AIDS. It is designed to provide an appropriate means for students to acquire the knowledge, skill and attitudes necessary to maintain good health. In compliance with State law and with its desire to maintain effective communication with parents and the community, the Board has made arrangements for the programs and instructional materials to be available for review by any parents or interested member of the community. If you wish to review any or all of the programs, please contact the principal of your child's school. After reviewing the programs, if you wish to discuss them, please contact the principal or the school office.

Your child is required to participate in these courses, but the law allows you the right to have your child excused from participating in classes which include instruction in sex education, reproductive health, family planning, and AIDS education. The Board's policy is to honor parent's written requests that their child be excused from certain classes in any course. We encourage you to personally review the program lessons and materials.

## PROTECT YOUR CHILD FROM MENINGOCOCCAL DISEASE AND OTHER SERIOUS ILLNESSES THAT CAN AFFECT PRE-TEENS

Pre-teens and adolescents need vaccines to protect them from serious illnesses. Immunizations begin at birth and continue throughout life. These shots are an important step to maintain your child's health.

Meningococcal disease is a serious illness caused by bacteria which infects the blood or tissues around the brain and spinal cord.

- This germ can be spread from person to person by close contact.
- Common symptoms include a fever, rash, head-ache, or stiff neck.
- It can lead to brain damage, disability, and death.
- Meningococcal vaccine (MCV4) can protect children and adolescents from this disease.
- This vaccine is usually given to 11–12 year olds (6th graders).
- Because it is a newer vaccine, older adolescents may not have received it. Teens that have not had Meningococcal vaccine should be given a dose.
- Ask your child's health care provider if he/she needs the Meningococcal vaccine.

To obtain the Meningococcal vaccine and other immunizations for your child, see your child's health care provider or your local health department.

For more information about the Meningococcal vaccine or other immunizations, talk to your child's health care provider or call your local health department. Information is also available at the Centers for Disease Control and Prevention (CDC) website: [www.cdc.gov/nip](http://www.cdc.gov/nip)

There are vaccines that can protect pre-teens and adolescents from other serious diseases. Sixth graders and teens need the following shots if they have not already received them:

- 1 dose of meningococcal vaccine (MCV4)
- 1 dose of tetanus, diphtheria and pertussis vaccine (Tdap)
- 3 doses of human papillomavirus vaccine (HPV4- for girls only)
- 3 doses of hepatitis B vaccine (hepB)
- 2 doses of measles mumps rubella vaccine (MMR)
- 2 doses of chickenpox vaccine (var), if they did not have the disease
- At least 3 doses of polio vaccine (IPV or OPV)
- Some children & teens may need hepatitis A and flu vaccine

The Michigan Department of Education, in co-operation with the Michigan Department of Community Health, is required by law (2005 PA240, MCL380.1177a) to develop and make available to schools information on Meningococcal Meningitis.

## CONCUSSION AWARENESS

A student cannot participate in a school-sponsored or operated athletic activity until the student and his or her parent have each received and read the concussion fact sheet for students and the concussion fact sheet for parents, respectively. Both the student and his or her parent must sign and return a form acknowledging receipt of the fact sheet or other concussion awareness educational material. At a minimum, schools must keep these acknowledgement forms in a permanent file as long as the student participates in a school-sponsored athletic activity.

## MEMORANDUM TO PARENTS REGARDING SCHOOL BOARD POLICY ON DRUG-FREE SCHOOLS

In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school-related event. Drugs include any alcoholic beverage, anabolic steroid, dangerous controlled substance as defined by State statute or substance that could be considered a "look-alike" controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbook, up to and including expulsion from school. When required by State laws, the District will also notify law enforcement officials. The District is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which she/he receives help through programs and services available in the community. Students and their parents should contact the school principal or counseling office whenever such help is needed.



## **PARENT NOTIFICATION OF PESTICIDE SPRAY ON SCHOOL PREMISES**

State of Michigan law requires schools that may apply pesticides on school property to provide an annual advisory to parents or guardians of students attending the facility.

Please be advised that the Buchanan Community Schools utilizes an Integrated Pest Management (IPM) approach to control pests. IPM is a pest management system that utilizes all suitable techniques in a total pest management system with the intent of preventing pests from reaching unacceptable levels or to reduce an existing population to an acceptable level. Pest management techniques emphasize sanitation, pest exclusion, and biological controls. One of the objectives of using an IPM approach is to reduce or eliminate the need for chemical applications of pesticides. However, certain situations may require the need for pesticides to be utilized.

As required by State of Michigan law, you will receive advance notice regarding the non-emergency application of a pesticide such as an insecticide, fungicide or herbicide, other than a bait or gel formulation, that is made to the school grounds or buildings during this school year. In certain emergencies, such as an infestation of stinging insects, pesticides may be applied without prior notice to prevent injury to students, but you will be notified following any such application.

Application of pesticides will be performed only by certified or registered applicators where and when required. If a pesticide is applied in a building, students will not occupy the room for a minimum of four hours. At the time of application, a sign will be posted for 48 hours near the building's primary point of entry. When a pesticide is applied to school district grounds, the application will not be made within 100 feet of occupied classrooms, and flags will be inserted in the ground to mark the application area.

Advance notification of pesticide applications, other than a bait or gel formulation, will be given by two methods. The first method will be by a posting at the main entrance of the school to which the pesticide application is being made. The second method will be by a posting on the school's website at [www.buchananschools.com](http://www.buchananschools.com).

Please be advised that parents or guardians of children attending the school are entitled to receive the advance notice of a pesticide application, other than a bait or gel formulation, by first class United States mail postmarked at least 3 days before the pesticide application, if they so request. If you prefer to receive the notification by first class mail, please contact Alan Berget in Operations at 269-695-8400 ext.20134 or [aberget@buchananschools.com](mailto:aberget@buchananschools.com).

Please be advised that parents or guardians of children attending the school may review the school's Integrated Pest Management program and records of any pesticide application upon request. If you have any questions, please feel free to contact me directly at 269-695-8400 ext.20134 or [aberget@buchananschools.com](mailto:aberget@buchananschools.com).

## **PARENT NOTIFICATION REGARDING BLOODBORNE PATHOGENS**

The Buchanan Community Schools is subject to new regulations from OSHA to restrict the spread of hepatitis B virus (HBV) and human immune deficiency virus (HIV) in the workplace. These regulations are designed to protect employees of the District who are, or could be exposed, to blood or other contaminated bodily fluids while performing their job duties.

Because of the very serious consequences of contracting HBV or HIV, the District requests the person who was bleeding to consent to be tested for HBV and HIV. This information would then be provided both to the exposed employee and the treating physician to determine proper medical treatment.

The law does not require parents or guardians to grant permission for the examination of their child's blood, but it does require the District to request that consent. Although we expect that incidents of exposure will be few, we wanted to notify parents of these requirements ahead of time. That way, if the situation does develop you will understand the reason for our request and will have had an opportunity to consider it in advance. These are serious diseases, and we sincerely hope that through proper precautions and cooperation we can prevent them from spreading. If you have any questions or concerns, please contact 695-8401.

## **STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION**

The Board of Education respects the privacy right of parents and their children. No student shall be required as a part of the school program or the District's curriculum without prior written consent of the student, (if an adult or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

- political affiliations or beliefs of the student or his/her parents;
- mental or physical problems of the student or his/her family;
- sex behavior or attitudes
- illegal, anti-social, self-incriminating or de-meaning behavior;
- critical appraisals of other individuals with whom respondents have close, family relationships;
- legally-recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
- religious practices, affiliations or beliefs of the student or his/her parents;
- or income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

The Superintendent shall ensure that procedures are established whereby parents may inspect any material used in conjunction with any such survey, analysis, or evaluation.

Further, parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey / evaluation is administered or distributed by the school to the student. The parent will have access to the survey / evaluation within a reasonable period of time after the request is received by the building principal.

## **PA 158, WEAPON-FREE SCHOOL ZONE LEGISLATION**

Under PA 158, any person who assaults another person with less than the intent to commit murder or to inflict bodily harm, with a gun, revolver, pistol, knife, iron bar, club, brass knuckles, or other dangerous weapon in a weapon-free school zone, is guilty of a felony punishable by one or more of the following:

1. Imprisonment for not more than four years.
2. Community service for not more than 150 hours
3. A fine of not more than \$6,000.

A parent of a minor is guilty of a misdemeanor if he or she has custody of the minor, the minor has weapons' violation in a weapon-free school zone, and the parent knows that the minor would violate the firearms act or acts to further the violation. The misdemeanor is punishable by one or more of the following:

1. Fine of not more than \$2,000
2. Community service for not more than 100 hours
3. Probation

The law also provides that anyone in possession of a weapon in a weapon-free school zone is guilty of a misdemeanor punishable by one or more of the following:

1. Imprisonment for not more than 93 days
2. Community services for not more than 100 hours
3. Fine of not more than \$2,000

## **COORDINATORS FOR AFFIRMATIVE ACTION AND REVIEW OF FEDERAL REQUIREMENTS**

Section 504, American Disabilities Act (ADA), Title IX, Title VI - Brian Pruett (695-8404, ext. \*20013) and Shelby Beasley (695-8406, ext. \*32107)

School Lunch - Becky Kaltbach (695-8415, ext. \*20009)

## **PERMISSION TO UTILIZE**

As a part of a media presentation produced by this district via computerized, audio-visual or other types of electronic communication, students and/or their schoolwork products may be photographed, videoed or digitized. These photographs, videos, digitized works or other items may be made available to other educational institutions, broadcast mediums, or through the Internet. As a result a student's image, name, work product, school or grade may be revealed in the presentation unless a parent, guardian or adult student notifies the building principal in writing within ten (10) calendar days from the date of this notification that she/he will not permit the use of such material.

## **PARENTS RIGHT TO REVIEW TEACHER QUALIFICATIONS**

As a parent of a student at Buchanan Community Schools, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers, and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

- Whether Michigan Department of Education, has licensed or qualified the teacher for the grades and subjects he or she teaches
- Whether Michigan Department of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.

If you would like to receive any of this information, please call Buchanan Community Schools at 269-695-8401.

## **NOTICE OF RIGHT TO INSPECT INSTRUCTIONAL MATERIALS**

It is the policy of the Board of Education that complaints and concerns of parents and other members of the community are to be dealt with as efficiently as possible, but in accordance with school policy. If your concern or complaint relates to instructional materials such as textbooks, library books, reference works, and the like, please complete the form 9130 f2 – REQUEST FOR REVIEW OF MATERIALS OR COURSE CONTENT which is available at the school office or the superintendent's office.

The complete form should be submitted to the principal who will respond to your request in accordance with the steps outlined in Board policy 9130, a copy of which is available upon request.

## **PARENT NOTIFICATION**

Additional support services are available to special population students enrolled in Career and Technical Education classes through the Perkins III initiative. For additional information, please contact Mark Frey at 269-695-8418.

# 2021 BOARD OF EDUCATION CALENDAR

Pursuant to Public Acts No. 451, Article I, Part 3, Section 115, Paragraph (1), the calendar for the Buchanan Board of Education is hereby published.

*Meetings will be called for 6:00 p.m., unless advertised differently.*

**THE PUBLIC IS INVITED TO ATTEND ALL MEETINGS  
OF THE BUCHANAN BOARD OF EDUCATION**

<b>Monday, August 16</b>	REGULAR MEETING	<b>High School</b>
<b>Monday, September 20</b>	REGULAR MEETING	<b>High School</b>
<b>Monday, October 18</b>	REGULAR MEETING	<b>High School</b>
<b>Monday, November 15</b>	REGULAR MEETING	<b>High School</b>
<b>Monday, December 13</b>	REGULAR MEETING	<b>High School</b>
<b>January – July</b>	TBD	<b>TBD</b>

*Upon request to Michelle Munyon, the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting.*

## **BOARD OF EDUCATION**

**Harvey Burnett**  
*President*

**Ruth Writer**  
*Vice President*

**Kelly Laesch**  
*Secretary*

**Chris Lee**  
*Treasurer*

**Katie Berry**  
*Trustee*

**Chris Carlson**  
*Trustee*

**Scott Carlin**  
*Trustee*



As part of the **Buchanan Promise**, provided and managed by the Michigan Gateway Community Foundation, every kindergartner will be given a FREE \$50 College Savings Account at Honor Credit Union. To learn more, call us or visit the website.

**Michigan Gateway Community Foundation**

269-695-3521

[www.buchananpromise.com/csa](http://www.buchananpromise.com/csa)



# 2021-2022 CALENDAR

August 2021						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

25-26 Teacher Professional Learning & Work Day  
30 First Student Day

September 2021						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

3 No School  
6 Labor Day - No School  
22 1/2 Day for Students/PD for Teachers

October 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

13 1/2 Day for Students/PD for Teachers  
19 No School for Students/Full Day PD for Teachers  
24 United Nations Day  
27 1/2 Day for students afternoon & evening PTC  
28 PTC conferences evening only  
31 Halloween

November 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

3 1/2 Day for Students/PD for Teachers  
7 Daylight Saving  
11 Veteran's Day  
24 1/2 Day for Students and Staff  
25-26 Thanksgiving - No School

December 2021						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 1/2 Day for Students/PD for Teachers  
3 1/2 Day for Students/Teacher Records Day  
17 1/2 Day for Students/Teacher Records Day

January 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1 New Year's Day  
3 Classes Resume  
17 MLK Day- No School for Students/PD for Teachers

February 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

2 Groundhog Day  
2 1/2 Day for Students/PD for Teachers  
14 Valentines Day  
21 President's Day - No School

March 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

9 1/2 Day for Students/PD for Teachers  
13 Daylight Saving  
17 St. Patrick's Day  
17 1/2 Day for Students/PTC Afternoon and Evening  
21-25 Spring Break - No School  
28 Classes Resume

April 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1 April Fool's Day  
6 1/2 Day for Students/PD for Teachers  
15 Good Friday -1/2 Day for Students & Teachers  
22 Earth Day

May 2022						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

4 1/2 Day for Students/PD for Teachers  
8 Mother's Day  
30 Memorial Day - No School

June 2022						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

7 1/2 Day for Students/Teachers Records Day  
8 1/2 Day for Students/Last Day of School/Records Day  
14 Flag Day  
19 Father's Day

**PTC = Parent Teacher Conferences**  
**PD = Professional Development**

**EARLY RELEASE**  
**EVERY WEDNESDAY**  
(25 minutes earlier)

**STUDENT DAYS = 180**  
**TEACHER DAYS = 183**

**Special Notices:** 1.) Student days will be reduced one (1) day for each inclement weather day up to the total which permits the District to receive full state school aid pursuant to the Michigan State School Aid Act. 2.) Full-day professional development (PD) days will be six (6) hours and half-day PD days will be three hours. 3.) Teachers may work from home on the afternoons of the two (2) January records days. 4.) Teachers may work from home on the afternoon of records days in January.



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# BUCHANAN PROMISE



## BUCHANAN RECIPIENTS PURSUE THEIR DREAMS WITH THE HELP OF THE BUCHANAN PROMISE

*"I will be attending Southwestern Michigan College to study business before getting into the electrical trade. From there, I hope to one day open up my own electrical firm and this is all thanks to the Buchanan Promise."*

ZACHARY YOUNG, BHS CLASS OF 2021

**LOOK INSIDE TO LEARN MORE ABOUT THE  
BUCHANAN PROMISE, OR VISIT  
[WWW.BUCHANANPROMISE.ORG](http://WWW.BUCHANANPROMISE.ORG)**



### BUCHANAN COMMUNITY SCHOOLS STATEMENT OF ASSURANCE OF COMPLIANCE WITH FEDERAL LAW

Buchanan Community Schools complies with all federal laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of the Board of Education that no person on the basis of race, color, religion, national origin or ancestry, age, gender/sex, height, weight, marital status, or disability shall be subjected to discrimination in any program, service, or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education. Compliance Officers for Affirmative Action and review of Federal requirements are as follows: Section 504, ADA, Title IX and Title VI; Brian Pruet (Buchanan High School Assistant Principal, 695-8404) and Shelby Beasley (Buchanan Middle School Principal, 695-8406).