Welcome to the beginning of a new school year. We have been busy over the summer preparing for an outstanding school year. We are expecting great things this year and are excited to get started. Some important information is included in this newsletter.

The first day of school for the 2019-2020 school year is Tuesday, August 27, 2019.

Student handbook information will be posted on the OHHS webpage, along with much more important information.

You can contact the Transportation Department at 343-2240 for updated high school bus routes and pick-up times.

Again this year, the students will be receiving free breakfast and lunch, however, it is critical that we receive the lunch forms that are included in the mailing in order to continue this program.

New this year we are doing an Orientation Day for all 9th—12th grade students. This program is Friday, August 23, 2019. See the flyer for more details.

Attendance calls may be made 24 hours a day at 343-2020, option 2. A message can be left if your call is made outside of the 7:00 am to 3:30 pm office hours. Parents must verify an absence within 24 hours of the absence.

We are looking forward to a great year!

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SCHOOL ATTENDANCE POLICY
For each semester, students who miss more than 8 days of a class, will be required to pass their final exam with a 70% C- or better in order to receive credit for the class. This is in addition to maintaining a passing grade 60% D- in the class at the time of the exam. Students with more than 8 unexcused absences for a semester, who do not earn a grade of a 70% or better on the final exam, will receive an F for the class regardless of their current grade. Students may make up lost time after school Monday—Friday, from 2:20—3:15 pm.

Action Steps for Truancy:
Step 1: Attendance letter will be sent to parents/guardians when a student accumulates 5 unexcused absences for a semester.
Step 2: When a student accumulates 8 unexcused absences for a semester, a required meeting will take place between an administrator, counselor, the student, and the parent/guardian. The purpose of the meeting will be to develop a plan to reduce/eliminate incidence of absenteeism.
Step 3: At the point when a student accumulates 15 unexcused absences for a semester, the school may file for Truancy/Incorrigibility with the Ogemaw County Prosecuting Attorney. Parents will be notified of this possibility, in writing, delivered by an Ogamaw County Sheriff’s Deputy.
*Parents are encouraged to use Illuminate via the internet to monitor their child’s attendance. You can call the school to obtain a password.

APPEAL PROCESS FOR EXCESSIVE ABSENCES
A student accumulating excessive absences during a semester must file a completed appeal form and necessary documentation by: 1st semester – January 10, 2020 and 2nd semester – May 29, 2020. Documentation pertaining to the extenuating circumstances that caused the student to miss more than 8 class periods must accompany the appeal form. Documentation is defined as additional materials that would corroborate the student’s absence such as a doctor’s statement, attendance of a funeral.

The appeals committee, consisting of at least an administrator, a counselor and a teacher, will evaluate each appeal, and a record of the committee’s decision will be on file in the principal’s office. A copy of the approved or disapproved appeal form will be mailed to the parents.

If the conditions of the appeal process are not met, the student’s credit will be withheld. Students may make up lost time after school Monday—Friday, from 2:20—3:15 pm.

Students that fail a class due to attendance are able to earn credit through proficiency testing. Students that fail a course during the 2019-2020 school year, due to attendance, are able to complete proficiency testing during summer school.

EXTENDED ILLNESS OR DISABILITY
In the event of an extended absence, due to illness or disability, parents should notify the attendance secretary. Daily work can be accessed anytime by using the Planbook link found on the high school website.

TRIP REQUESTS
Students may request permission for a family trip by completing a trip request form. The form can be obtained in the main office. Students are required to have the trip form signed by each of their teachers and then take the form home to be signed by a parent. The form must then be returned to the school office. This must be done at least three days prior to the trip. Students must present makeup work to the teacher on the second day upon return or sooner. Trip requests are to be considered unexcused absences unless documentation is provided to validate a family emergency.

EXCUSED ABSENCES
It is the parents’ responsibility to call, or send a note, to the school if their student is absent from school. It is the student’s responsibility to check Illuminate upon returning to school to confirm that his or her absence has been excused. Students may not leave school during the day without office and parent permission. If a student desires to leave before school is let out, parents must contact the office prior to the student being released from school. Parents may contact the office by calling 343-2020. A message can be left when calling outside of the office hours of 7:00 am – 3:30 pm Monday – Friday.

Parents - please excuse the absence within 24 hours of the absence.

Excused or verified absences are those caused by the following reasons:
1. Illness of the student
2. A family medical emergency (includes the death of a close friend or a relative)
3. Pre-arranged absence
4. A medical appointment (doctor, dentist, etc. – A doctor’s note is required)
5. Subpoenaed court appearance
6. Suspension from school
7. Attendance at a funeral

Example 1: A student who is absent Monday, must have the absence excused by 3:30 p.m. Tuesday.
Example 2: A student who is absent Monday, Tuesday, and Wednesday, must have the absence excused by 3:30 p.m. Thursday.

A student who is eighteen (18) years of age or older, may apply for authorization to verify his or her absences. The permission slip must be approved by the parent(s) and the principal.

EXCUSED ABSENCE
Students who are truant will be required to have a meeting with their parent and assistant principal before returning to school. A one hour detention will be assigned for each hour of school skipped. After first offense, a detention will be given and/ or student’s driving privileges will be revoked for an amount of time to and from school. Subsequent offenses of skipping will result in additional consequences.

CLASS TARDINESS & OUT-OF-CLASS TIME
A tardy is considered being late for class (not in the class before the bell rings) or using a hall pass for more than 10 minutes without the permission of the teacher. When the final bell rings for each class period, the teacher will close their door and begin instruction. Students not in the classroom are required to go to the main office and obtain a pass to allow for admittance. Students will receive two lunch detentions for every three tardies that they incur. The lunch detentions will be scheduled ahead of time and will be supervised. Students will be provided with a sack lunch during this time.

Students and parents are encouraged to check their attendance and grades on Illuminate.
**DRESS CODE**

Students are expected to attend school properly attired in accordance with good taste and the accepted standards of the West Branch-Rose City Area communities. The dress code is in effect to maintain an educational atmosphere, and any clothing deemed unacceptable, deeters from that and will be dealt with by the administration. Students needing assistance with obtaining appropriate school clothes may see any school staff member.

Any student not attired appropriately, will receive a 60 minute detention and be required to change before attending class. If the student does not have appropriate clothes to change into, they can call home for clothes or remain in the office. Repeated offense will be regarded as insubordination, resulting in suspension.

The following items are regarded as inappropriate to wear to school.

A. For safety and cleanliness purposes, footwear must be worn at all times.

B. Hats, hoods, bandanas, sunglasses, coats and jackets should be kept in lockers and should not be worn in the hallways or classrooms.

C. To help maintain a positive and safe school environment, clothing that advertises alcohol, tobacco, promotes any illegal substances, violence, or includes suggestive, profane or obscene language cannot be worn.

D. Tops must cover the midriff completely, so tops with mesh and lace must have a tank top worn underneath. Straps on tops must be at least 3 fingertips in width; large armhole tanks are discouraged.

E. Leggings and tights are designed as undergarments; therefore, a top or dress that is at least to the mid-thigh is expected to be worn.

F. Shorts or skirts are expected to be mid-thigh length.

G. Pants are expected to be worn at the waist. Sagging or low rise pants are not to be worn.

H. Sleep apparel, such as pajamas and slippers are not to be worn.

I. Jewelry, or objects that might cause a safety hazard, are not acceptable.

**CELL PHONE POLICY**

**Board Policy 5136**

Cell Phones, or other personal electronic communication devices, may be used before school, after school, during class change, and during a student’s lunch period. Cell phones, and personal electronic devices, are not to be used in the classroom, for any reason, without expressed prior consent of the School Administration. Cameras, including cell phone cameras, shall not be used without specific prior consent from the building principal or his/her designee. Cameras, including cell phone cameras, are not to be turned on in any school district locker room or restroom. Any phones turned on in any school district locker room or restroom may result in confiscation of the phone and a detention. Cell phones, or electronic devices, are not allowed to be used during testing of any kind. Cell phones or electronic devices used during testing, will result in an automatic forfeit of the test grade along with the phone being confiscated and a detention. Phones must be turned off during class time unless prior permission has been granted. Any phones on during class time will result in confiscation of the phone and a detention.

Cell phones or other electronic devices in the classroom, for any reason, without expressed prior consent of the School Administration. Cameras, including cell phones, are the sole responsibility of the owner. West Branch-Rose City School District takes on no liability in such instances.

**Progressive Discipline Regarding Cell Phone**

1st Offense: Cell phone goes to office and is returned to student at the end of the day.

2nd Offense: Student is given a detention; cell phone goes to office and parent will need to pick up.

3rd Offense: Cell phone is to be turned in to office for 5 days before school and will be returned each day after school.

4th Offense: Loss of cell phone privileges at school.

**Purchase your 2020 Yearbook at Orientation Day for the special price of $40.00.**

**What’s happening at Ogemaw Heights!**

We are so excited about all of the things going on around Ogemaw Heights this summer.

First off, we have a new secure entrance that is near completion. The office carpet is being replaced so the front office will have a fresh new look. We are also getting excited about the pool which is also nearing completion. It has been a long process, but it is nice to know that we will soon have a pool once again.

The classrooms are cleaned and ready for staff and students.

**First Day of School**

The first day of school for the 2019-2020 school year is **Tuesday, August 27, 2019.**

**See the enclosed flyers for more information!**
2019-2020 SCHOOL CALENDAR (7-24-2019)

August 23...........................................................................................................9th - 12th Grade Orientation Day 8:00 am – 4:00 pm
August 23...........................................................................................................Bridge Crew – 8:00 am – 12:00 pm
August 27............................................................................................................First day of School
September 9.......................................................................................................Student Pictures make up starting at 7:45 am
October 3............................................................................................................Financial Aid Night 5:30 – 7:00 pm
October 4............................................................................................................Homecoming: vs. Cheboygan 7:00 pm
October 5............................................................................................................Homecoming Dance: OHHS Gym – 8:00 pm to 11:00 pm
October 16............................................................................................................
October 25............................................................................................................PSAT
November 7 – 9..................................................................................................Fall Musical (Adams Family) 7:00 pm
November 7.......................................................................................................Perform Bandorama 7:00 OHHS Gym
November 8.......................................................................................................Delta Career Pathways Open House
November 11.....................................................................................................Veteran’s Day Program 8:30 am
November 15.....................................................................................................No School
November 25.....................................................................................................Parent/Teacher Conferences 4:00 pm – 7:00 pm
November 26.....................................................................................................Parent/Teacher Conferences 4:00 pm – 7:00 pm
November 27.....................................................................................................No School
November 28 – 29.............................................................................................Thanksgiving: No School
December 10....................................................................................................Choir Concert 7:00 pm
December 12....................................................................................................Winter Band Concert 7:00 pm
December 18....................................................................................................Theatre Class Christmas Performance
December 23 – January 1...................................................................................Christmas Vacation
January 2........................................................................................................... Return to School
January 15...........................................................................................................1st, 2nd & 3rd hour Exams (Full day of school)
January 16...........................................................................................................4th, 5th & 6th hour Exams (Full day of school)
January 16............................................................................................................End of First Semester
January 17...........................................................................................................Teacher Work Day: No School
January 20...........................................................................................................First Day of Second Semester
January 24...........................................................................................................Senior Pictures & Information Sheet due
January 23 – 26...............................................................................................Murder Mystery Dinner Theatre
February 21.......................................................................................................Teacher In-Service: No School
February 20.......................................................................................................Senior Composite Pictures taken
March 3..............................................................................................................8th Grade CTE Visitation
March 3..............................................................................................................8th Grade Parent Night 5:00 pm – 8:00 pm
March 11 – 14..................................................................................................Spring Musical (Crazy For You) 7:00 pm
March 20 – 27...................................................................................................Spring Break
April 1..................................................................................................................Deadline to turn in most scholarships
April 3..................................................................................................................End of Third Quarter
April 10..............................................................................................................No School
April 14 – 15.....................................................................................................College Entrance (SAT)/Work Skills Testing (WorkKeys)/M-Step (11th grade)
April 28 – 29.....................................................................................................College Entrance (SAT)/Work Skills Testing (WorkKeys) Make-ups (11th grade)
TBD......................................................................................................................Open House 4:00 pm – 7:00 pm
April 23..............................................................................................................Sophomore & Junior Academic Excellence 8:30 am
TBD......................................................................................................................Make-up day for Senior Composite Pictures (if needed)
May 1...................................................................................................................Deadline for seniors to pay outstanding fines
May 2...................................................................................................................Prom
May 3 – 15..........................................................................................................AP Testing (date varies on test)
May 15..............................................................................................................Senior Awards Program 9:30 am
May 15..............................................................................................................Senior Tailgate after awards program
May 15..............................................................................................................Last day for seniors to turn in graduation marching partner
May 17..............................................................................................................Senior Scholarship Program: 5:00 pm
TBD......................................................................................................................Theatre Class Performance
May 22..............................................................................................................Graduation Walk at Elementary Schools
May 25..............................................................................................................Memorial Day: No School
May 26..............................................................................................................Senior Exams
May 27..............................................................................................................Senior Exams
June 4...............................................................................................................Graduation practice (Dress Rehearsal) 3:00 pm – 5:00 pm
June 4...............................................................................................................Exams (Full day of school)
June 5...............................................................................................................Exams (Half day of school)
June 5...............................................................................................................Last student day of School (Half Day) (Tentative)
June 5...............................................................................................................Last Teacher Day
June 7...............................................................................................................Graduation: OHHS Gym 2:00 pm

Dates and times are subject to change. Please contact Ogemaw Heights at 989-343-2020 or check the website at www.wbrc.k12.mi.us to verify.