

# 2023-24 PUBLIC NOTICE

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

## NON-DISCRIMINATION POLICY

- Discrimination against students, employees, or applicants for employment is prohibited on the following protected classes: race, color, national origin, ethnicity, religion, sex (including pregnancy, gender identity, and sexual orientation), height, weight, marital status, age, disability, genetic information, veteran status, military services, or any other legally protected class.

## ST. JOSEPH COUNTY PUBLIC SCHOOL SUPERINTENDENTS

School District	Superintendent	Phone
Burr Oak	Kristina Owens	269-489-2213
Centreville	Chad Brady	269-467-5220
Colon	Rachel Kowalski	269-432-3231
Constantine	Joseph Holloway	269-435-8900
ISD	Teresa Belote	269-467-5400
Mendon	Leasa Griffith-Mathews	269-496-8491
Nottawa	Jerome Wolff	269-467-7153
Sturgis	Art Ebert	269-659-1500
Three Rivers	Nikki Nash	269-279-1100
White Pigeon	Shelly McBride	269-483-7676

## SMOKING AREAS AND POLICY

**Per Section 750473 of the Michigan Penal Code, use of a tobacco product is prohibited on school property. This prohibition not only applies to the school building itself, but also to “a building, facility, or structure and other real estate owned, leased, or otherwise controlled by a school district”.**

- “Use of a tobacco product” means any of the following: the carrying of a lighted cigar, cigarette, pipe, or other lighted smoking device; inhaling or chewing of a tobacco product; and placing of a tobacco product within a person’s mouth.
- A person who violates this law is guilty of a misdemeanor, punishable

by a fine of not more than \$50.00.

- The following districts have exercised the right to a smoke-free environment 24 hours per day: Burr Oak Community Schools, Centreville Public Schools, Colon Community Schools, Constantine Public Schools, Mendon Community Schools, Nottawa Community School, St. Joseph County ISD, Sturgis Public Schools, Three Rivers Community Schools, White Pigeon Community Schools.

## FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

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

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

## AHERA MANAGEMENT PLAN AVAILABILITY

- As required in Act 440 of 1988, School Districts contracted with environmental contracts to perform routine inspections and write Asbestos Hazard Emergency Response Act (AHERA) Management Plans. School Districts shall keep a copy of the plan in their administration office. The management plan shall be available during regular school business hours for review without cost or restrictions for inspection by representatives of EPA and the State, the public, including teachers, other school personnel, and their representatives and parents.
- At least once each year, School Districts will notify in writing, parents, teachers, and employee organizations of any updates, changes, and availability of the management plan.
- Management plans shall be available for inspection without cost or restrictions to workers and/or contractors before work begins in any area of a school building.

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

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

School District	Title VI Civil Rights Coordinator	Title IX Sex Discrimination Coordinator	Section 504 Disability Discrimination Coordinator*	Americans with Disabilities Act (ADA) Coordinator	Age Compliance Coordinator
<b>Burr Oak</b>	Kristina Owens	Cynthia Hernandez	Kristina Owens	Kristina Owens	Kristina Owens
<b>Centreville</b>	Chad Brady	Chad Brady	Chad Brady	Chad Brady	Chad Brady
<b>Colon</b>	Olivia Spidle	Rachel Kowalski	Amanda PeGan	Amanda PeGan	Olivia Spidle
<b>Constantine</b>	Joe Holloway	Joe Holloway	Pat Breen	Joe Holloway	Joe Holloway
<b>Mendon</b>	Leasa Griffith-Mathews	Leasa Griffith-Mathews	Robert Kretschman	Leasa Griffith-Mathews	Leasa Griffith-Mathews
<b>Nottawa</b>	Brenda Walls Bud Krawczak	Brenda Walls Bud Krawczak	Brenda Walls Jerome Wolff	Brenda Walls Jerome Wolff	Brenda Walls Jerome Wolff
<b>Sturgis</b>	Nick Herblet Nicole Gittinger	Nick Herblet Nichole Gittinger	Pam Keeslar Nicole Gittinger	Pam Keeslar Nicole Gittinger	Nick Herblet Nicole Gittinger
<b>Three Rivers</b>	Katherine Blakely Lorie Camio David Soderquist	Katherine Blakely Lorie Camio David Soderquist	Melissa Frye	Melissa Frye	Nikki Nash
<b>White Pigeon</b>	Shelly McBride	Brooke McClure	Kaitlin Thomas	Kaitlin Thomas	Shelly McBride7
<b>ISD/Pathfinder</b>	Kelli Dechnik	Kelli Dechnik	Kelli Dechnik Pam Panozzo-Jones (students)	Kelli Dechnik Pam Panozzo-Jones (students)	Kelli Dechnik

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

## VACCINES REQUIRED FOR SCHOOL ENTRY IN MICHIGAN

For more information, please go to [www.michigan.gov/immunize](http://www.michigan.gov/immunize).

All doses of vaccines must be valid (correct spacing and ages) for school entry purposes.

Vaccine	Ages 4-6	Ages 7-8, including all 7th Graders
DIPHTHERIA, TETANUS, PERTUSSIS (DTP, DTaP, Tdap)	4 doses DTP or DTaP. One dose must be on or after 4 years of age.	4 doses of diphtheria & tetanus or 3 doses if the 1st dose is given at or after 1 year of age. 1 dose of Tdap at 11 years of age or older upon entry into 7th grade or higher.
POLIO	4 doses, 3 doses if dose 3 was given at or after 4 years of age.	4 doses, 3 doses if dose 3 was given at or after 4 years of age.
MEASLES, MUMPS, RUBELLA (MMR)*	2 doses at or after 12 months of age.	2 doses at or after 12 months of age.
HEPATITIS B*	3 DOSES.	3 DOSES.
Meningococcal conjugate (mENacwy)	None.	1 dose at 11 years of age or older upon entry into 7th grade or higher
VARICELLA (chickenpox)*	2 doses at or after 12 months of age or current lab immunity or history of varicella	2 doses at or after 12 months of age or current lab immunity or history of varicella

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\*If the child has not received these vaccines, documented immunity is required. During disease outbreaks, incompletely vaccinated students may be excluded from school. Parents and guardians choosing to decline vaccines must obtain a certified non-medical waiver from a local health department.

## FREE & REDUCED LUNCH/MILK

The Michigan Department of Education (MDE) announced the household income eligibility guidelines established by the United States Department of Agriculture for free and reduced-price meals and free milk through the National School Lunch, School Breakfast, Special Milk, and Child and Adult Care Food Program. The income guidelines are effective from now through June 30, 2024.

This year Michigan families won't have to pay for meals, although they must complete forms at their local school to determine eligibility for other educational programs.

Total Family Size	Income Scale for Free Meals or Free Milk Annual	Income Scale for Free Meals or Free Milk Monthly	Income Scale for Reduced Price Meals Annual	Income Scale for Reduced Price Meals Monthly
1	\$18,954	\$1,580	\$26,973	\$2,248
2	\$25,636	\$2,134	\$36,482	\$3,041
3	\$32,318	\$2,694	\$45,991	\$3,833
4	\$39,000	\$3,250	\$55,500	\$4,625
5	\$45,682	\$3,807	\$65,009	\$5,418
6	\$52,364	\$4,364	\$74,518	\$6,210
7	\$59,046	\$4,921	\$84,027	\$7,003
8	\$65,728	\$5,478	\$93,536	\$7,795
Each additional family member	+\$6,682	+\$557	+\$9,509	+\$793

Schools will provide a form for applying for program eligibility. Only one application is required per household.

An application to a school can be approved if it contains complete documentation of household income or documentation of current participation in Michigan's Family Independence Program, Food Assistance Program, or Food Distribution Program on Indian Reservations. Information supplied on application for free or reduced-price meals may be verified at any time.

Participating schools, childcare centers, adult day care center and family day care home sponsors accept applications for free or reduced-price meals at any time during the year. A household may qualify for free or reduced-price meals due to a temporary loss of income, such as a period of unemployment.

If a doctor has determined that a child has a disability, and the disability would prevent the participant from eating the regular school or center-based meal, the school or center will make reasonable substitutions to meal and/or snacks for participants who are considered to have a disability or medical need that restricts their diet. This is done on a case-by-case basis. A doctor's statement, including prescribed diet and/or substitutions, must be submitted to the food service department of the school.

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

Burr Oak - Darlene Cline  
 Centreville - Building Principals  
 Colon - Barb Yearling  
 Constantine - Diane Northrup  
 ISD/Pathfinder Center - Sandra Spicher

Mendon - Lisa VanZoest  
 Nottawa - Darlene Cline  
 Sturgis - Darlene Cline  
 Three Rivers - George Siedis  
 White Pigeon - Katherine Ferrell

An appeal procedure is available for households where applications are denied. This can be done by calling or writing the following officials:

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Burr Oak: Kristina Owens, 326 Eagle St., Burr Oak, MI 49030; 269-489-2213  
Centreville: Chad Brady, P.O. Box 158, Centreville, MI 49032; 269-467-5220  
Colon: Rachel Kowalski, 400 Dallas St., Colon, MI 49040; 269-432-3231  
Constantine: Joe Holloway, One Falcon Dr., Constantine, MI 49042; 269-435-8900  
ISD/Pathfinder: Teresa Belote, 62245 Shimmel Rd., Centreville, MI 49032; 269-467-5400  
Mendon: Leasa Griffith-Mathews, 148 Kirby Rd., Mendon, MI 49072; 269-496-8491  
Nottawa: Jerome Wolff, 26438 M-86, Sturgis, MI 49091; 269-467-7153  
Sturgis: Ray Sterling, 107W. West St., Sturgis, MI 49091; 269-659-1503  
Three Rivers: Angela Tesman, 700 Sixth Ave., Three Rivers, MI 49093; 269-279-1106  
White Pigeon: Shelly McBride, 410 East Prairie, White Pigeon, MI 49099; 269-483-7676

## Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or should contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: USDA Program Discrimination Complaint Form, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discrimination action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: **mail:** U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; or **fax:** (833) 256-1665 or (202) 690-7442; or **email:** program.intake@usda.gov. This institution is an equal opportunity provider.

## **SPECIAL EDUCATION**

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

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

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

## **CAREER & TECHNICAL EDUCATION (CTE) OFFERINGS**

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

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

Agriscience  
Automotive Technologies  
Coding and Gaming

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Computer Science & Technology  
Construction Trades: Residential Building  
Culinary Arts  
Electrical, Plumbing & HVAC  
Engineering, Design & Manufacturing  
Engineering Design Technologies  
Graphic Design  
Health Science  
Manufacturing  
Public Safety  
Teacher Academy  
Welding Technologies

All CTE programs follow the districts' policies of non-discrimination on the basis of race, color, national origin, ethnicity, religion, sex (including pregnancy, gender identity, and sexual orientation), height, weight, marital status, age, disability, genetic information, veteran status, military services, or any other legally protected class in its programs, services and activities. In addition, arrangements can be made to ensure that the lack of English language skills is not a barrier to admission or participation.

For general information about these programs, contact:

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

Inquiries regarding nondiscrimination policies can be direct to the following individual:

Kelli Dechnik, Assistant Superintendent of Finance, Operations, & HR  
St. Joseph County ISD  
62445 Shimmel Road, Centreville, MI 49032  
(269) 467-5400

## PESTICIDES

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

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

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