Berrien Springs Parent Partnership

Disciplinary Action: Probation and Permanent Dismissal

REASONS FOR PROBATION OR PERMANENT DISMISSAL:

As stated during registration and on the home page of our website:

* Failure to join Mentor’s Google Classroom and participate in weekly contacts
* Failure to reply to weekly contacts on time >80% (12/16 weeks)
* Failure to reply on-time during all 4 weeks of count month
* Failed grade on project
* Lack of communication with Mentor Teacher, ignoring emails and requests for information and failure to contact Mentor or staff with questions and support needs
* Poor attendance (<80%) in community class, including multiple Unexcused Absences
* Disruptive behavior by student or parent in classes
* Failure to communicate dropped classes, changes in schedule with program staff and/or Mentor
* Harassment or threatening behavior of partnership, admin, community class or other staff

WHAT IS PROBATION?

At the discretion of the Director, a student may be dismissed from the program temporarily; immediately at the time of discovery of non-compliance for the rest of the semester, and then banned from registering the next semester. This can happen at any point during the semester. The student may be allowed to re-register in the program after an absence of one full semester. After re-registering, the student may be taken off of probation after completion of one successful semester.

The decision to grant probation or dismiss the student is at the sole discretion of the Partnership Director after a variety of factors are taken into consideration. Probation may, but does not need to happen before a student can be permanently dismissed. If the family wants to appeal a permanent dismissal, follow the next step in the Partnership Complaint Policy.

If the student is dismissed mid-semester (probation or permanently) early in the semester before the end of count month, the family may be required to pay for classes taken.

Factors affecting a decision of probation vs. permanent dismissal:

* Student’s/family’s prior experience in the program
* Extreme family circumstances
* Willingness of family/student to communicate and improve

Probation may not be granted in the following situations. This would result in immediate, permanent dismissal:

* Student has a history of non-compliance, with or without previous probationary semesters
* Student has more than one non-compliance areas (mentor replies, attendance, behavior, etc).
* Student/parent does not show willingness to improve or take responsibility for requirements
* Behavior was threatening or completely disruptive to classroom environment

Dual Enrollment students who fail or withdraw a class after the deadline and do not repay the district for all fees will not be allowed to take future dual enrollment classes through the Partnership.

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