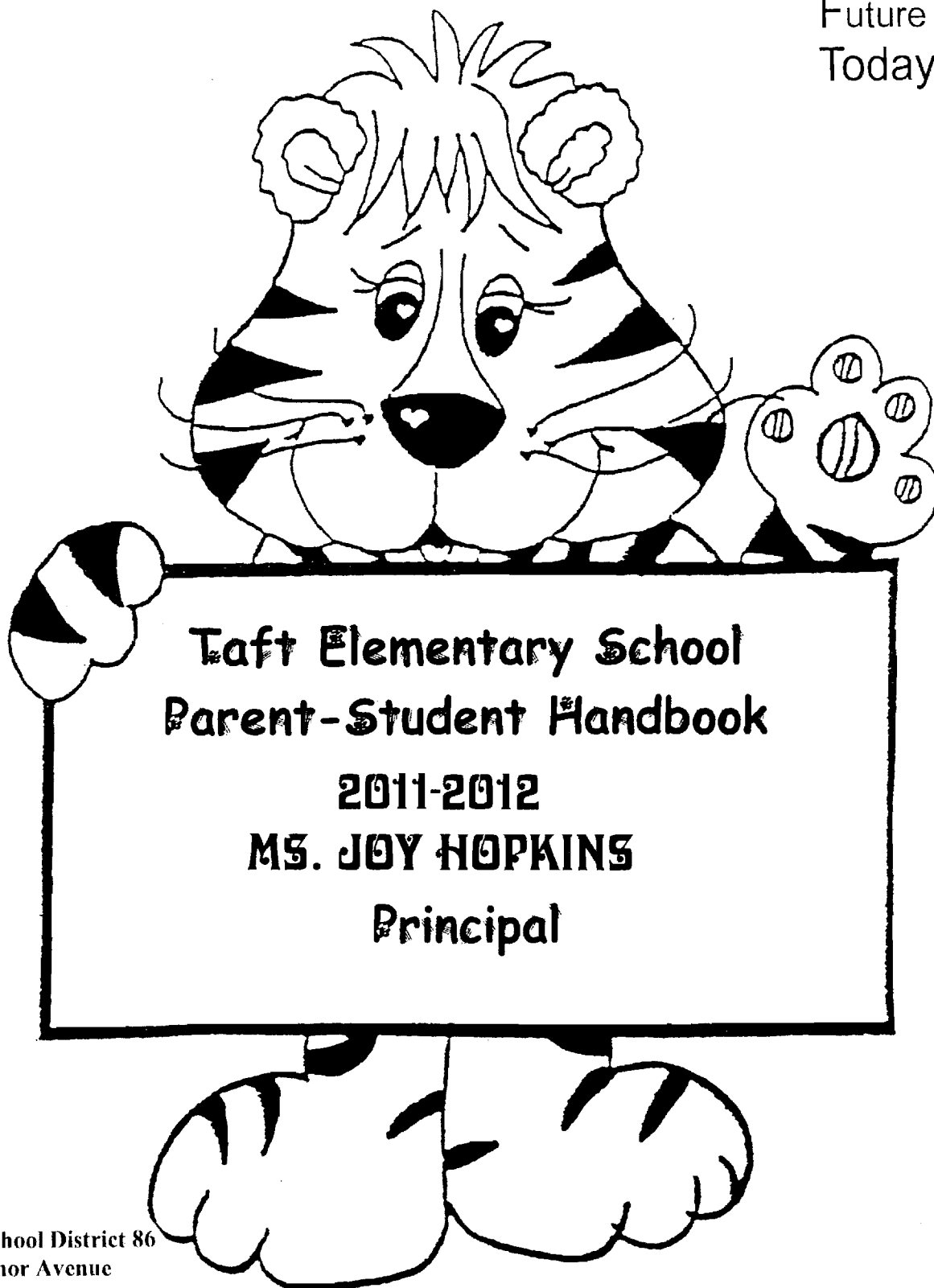


Teaching  
A  
Future  
Today



Joliet Public School District 86  
420 North Raynor Avenue  
Joliet, Illinois 60435  
815-740-3196  
[www.joliet86.org](http://www.joliet86.org)  
Charles E. Coleman, Ed.D.  
Superintendent

# Table of Contents

<b>Letter to Parent</b> .....	1
<b>District Mission Statement and Beliefs</b> .....	2
<b>Welcome</b> .....	3
<b><u>T</u>eachers <u>A</u>nd <u>F</u>amilies <u>T</u>ogether.....</b>	4
<b>The School Day</b> .....	5
<b>School Hours/Schedule</b> .....	5
<b>Program Offerings</b> .....	5
<b>Curriculum</b> .....	5
<b>Gifted</b> .....	5
<b>Bilingual</b> .....	5
<b>Special Education</b> .....	5
<b>Technology</b> .....	6
<b>Smart Club</b> .....	6
<b>Admission and Registration Requirements</b> .....	6
<b>Attendance</b> .....	7
<b>Reporting Absences</b> .....	7
<b>Tardiness and Truancy</b> .....	8
<b>Extended Vacations</b> .....	8
<b>Discipline Procedures</b> .....	8-10
<b>Rules and Consequences</b> .....	8-9
<b>Bus Conduct</b> .....	9-10
<b>Corporal Punishment</b> .....	10
<b>Suspensions</b> .....	10
<b>Expulsions</b> .....	10
<b>Parental Involvement</b> .....	11
<b>School Visitation</b> .....	11
<b>Report Cards and Conferences</b> .....	11
<b>Parent Organizations</b> .....	11-12
<b>Communication</b> .....	12
<b>District Web Page</b> .....	12
<b>Student Records</b> .....	12-13
<b>School Information and Procedures</b> .....	13-16
<b>Articles Prohibited At School/Personal Property</b> .....	13
<b>Breakfast and Lunch Program</b> .....	13-14
<b>Change of Address and Telephone</b> .....	14
<b>Band/Orchestra</b> .....	14
<b>Bicycle Riding</b> .....	14
<b>Student Birthdays</b> .....	15
<b>Building Security</b> .....	15
<b>Dress Code</b> .....	15
<b>Field Trips</b> .....	15
<b>Fire, Tornado, Intruder Alert and Bus Drills</b> .....	15
<b>Grades and Report Cards</b> .....	16
<b>Health Services</b> .....	16-18
<b>Accidents and Illness</b> .....	16

<b>Medication.....</b>	<b>16</b>
<b>Physical Examinations .....</b>	<b>16-17</b>
<b>Nurse.....</b>	<b>17</b>
<b>Student Injury.....</b>	<b>17</b>
<b>Vision and Hearing Testing.....</b>	<b>17-18</b>
<b>Honor Roll.....</b>	<b>18</b>
<b>Homework.....</b>	<b>18</b>
<b>Insurance.....</b>	<b>18</b>
<b>Leaving School Early .....</b>	<b>18-19</b>
<b>Library .....</b>	<b>19</b>
<b>Lost Articles .....</b>	<b>19</b>
<b>Media Release .....</b>	<b>19</b>
<b>Money.....</b>	<b>20</b>
<b>Parking.....</b>	<b>20</b>
<b>Parties.....</b>	<b>20</b>
<b>Payment of Fees .....</b>	<b>20</b>
<b>Promotion/Retention Procedures .....</b>	<b>20</b>
<b>Religious Objections .....</b>	<b>21</b>
<b>Safety Patrols .....</b>	<b>21</b>
<b>School Closing.....</b>	<b>21</b>
<b>Solicitation by Students .....</b>	<b>21</b>
<b>Use of School Phone.....</b>	<b>22</b>
<b>Rules of Jurisdiction .....</b>	<b>22</b>
<b>Rights Reserved Statement.....</b>	<b>22</b>



Dear Taft Parents,

Please sign the forms that you will find in your parent packet. All forms need to be returned to the school office by Friday, August 19, 2011.

Forms

- Parent signature for handbook sign off
- Partners in Learning form
- Authorization to Release
- Media Release
- Physical Education Health Form
- Use of Technology Agreement
- Parent Portal Information

**Thank you so much for your understanding and assistance.**

**Sincerely,**

**Ms. Hopkins, Principal  
Mrs. Kerr, Secretary  
Mrs. Stasko, Clerical Aide**

## **District 86 Vision Statement**

### **Students Today, Learners for Life**

#### **Mission Statement for Joliet School District 86**

Our schools, as partners with our children's parents and the community, will create a safe and positive environment in which all students will learn and develop to their greatest potential. All students will be empowered to become lifelong learners, responsible citizens, and caring members of their communities.

## **District 86 Belief Statements**

### **Students**

We believe all students can learn and are entitled to an equitable education which ensures quality, nurtures self-esteem, and allows students to reach their greatest potential.

### **Employees**

We believe that effective schools have employees who embody the vision and mission of the school district and are committed to providing an equitable and quality education for all children.

### **Board**

We believe that effective schools have a School Board which provides an equitable and quality education for all children through its leadership and commitment to the community.

### **Parents**

We believe that effective schools have parents whose active involvement in the educational process supports their children and the school community.

### **Community**

We believe the quality of life in a community depends on the education of its citizens. We believe the quality of schools depends on the financial and human resources provided by its community.

## **Welcome TAFT Students and Parents to the 2011-2012 School Year**

As our summer vacation ends, our young ladies and gentlemen of Taft Elementary School are starting what will be another successful school year.

This handbook is prepared to help acquaint students and parents with the policies and procedures of our school. If our school is to successfully carry out our mission, there must be continuity and expectations from all stakeholders. To have cooperation and good citizenship, knowledge of the rules, regulations and customs of the school are essential.

We encourage each of you to be actively involved in our school throughout the year. T.A.F.T. (Teachers and Families Together) is our parent and teacher organization that assists our school with fundraising and extracurricular family activities.

To all new students and parents, we extend a hearty welcome. We want to get to know you as Taft families as soon as possible. To all returning students and parents we are anxious to renew acquaintances and again work with you during this new school year.

We urge all of you to read this book carefully with your child. This book is divided into three parts:

- a) Expectations - Faculty - Parent - Student
- b) The School Day
- c) Other Pertinent Material

This book may not answer all of your questions, but it should serve as a guide. We hope your time at Taft Elementary School will be happy and rewarding. Remember, we are:

### **Teaching A Future Together**

If you have questions or comments, feel free to stop in and see us or call us at 815-725-2700.

Sincerely,

Taft Elementary School Staff

Joy Hopkins  
Principal  
**Working Together**

## Teachers and Families Together

### **TAFT expectation of our Faculty:**

We, the faculty of Taft Elementary School, will provide the students with an atmosphere that is conducive to learning. We will provide each child with a challenging and meaningful curriculum. We will treat each child as our own.

Learner outcomes have been developed for each subject area. Each student is expected to pass these outcomes. A list of these outcomes is available upon request.

### **TAFT Expectation of Our School Parents:**

We expect the parents of Taft School to be involved in the educational process of their children. In order to fulfill this involvement we feel that it is necessary for parents to:

1. Review and oversee their child's homework daily.
2. Sign homework journals daily
3. Read with your child everyday.
4. Make sure that your child is prepared mentally and physically for school each day.
5. Have your child to school **on time**
6. Attend all Parent - Teacher Conferences
7. Be active in T.A.F.T. (Teachers and Families Together) functions
8. Respect our school day of 9:00 a.m.- 3:10 p.m. by NOT picking students up **BEFORE DISMISSAL**

Please contact the school when questions or concerns arise. We will attempt to answer your questions and alleviate all of your concerns. Remember, we are working together and treating your child as our own.

### **TAFT Expectations of Our School Students:**

Our academic expectations of Taft students depends upon the child's grade level. All students are sent to school to learn and demonstrate positive behavior. That is what we expect from each student. Each year we have specific learner outcomes that your child should master in order to be promoted to the next grade. These outcomes are the same for all District 86 schools and are based on the learner outcomes developed by the State of Illinois.

If your child is not achieving these expectations, you the parent, will be contacted concerning possible retention or alternate educational programs. Please feel free to discuss your child's progress with his/her teacher. Contact the school office and we will be happy to arrange an appointment for you with your child's teacher.

## **The School Day**

### **School Hours/Schedule**

The school day at Taft Elementary School begins at 9:00 a.m. Students may arrive at school beginning at 8:45 when adult supervision begins. Any earlier endangers your child's safety. Students have a forty minute lunch period. During this time, they eat lunch and have a recess period if the weather permits. The regular school day ends at 3:10 p.m. Busses leave to transport students home after school and all students are picked up or walk home after dismissal at 3:10 p.m. If you know that your child will not be riding the bus home, please send a note or notify the office by 12:00 p.m. There are no provisions for students to remain at Taft School for late pick up by parents. **The 3:10 p.m. dismissal will be strictly enforced. Students should not be picked up before dismissal time.**

## **Program Offerings**

### **The Curriculum**

Taft School students are offered a complete well- rounded curriculum. This curriculum includes language arts, mathematics, science, social science, character education, health and safety, art, music, and physical education. The curriculum is the prescribed curriculum for all District 86 schools. The major emphasis of this curriculum is Language Arts and Mathematics. Each child has his own textbook. (If a student loses or damages a textbook, the parent is financially responsible for loss or damage.) Please review your child's basic textbooks.

In the beginning of each year, the Taft School faculty conducts a Curriculum Night for all parents. At this time we make available to all parents a copy of our learner outcomes that have been developed by the district. These are the expectations that each child is to master. Each student will be tested on these outcomes.

### **Academic Enrichment Program**

An Academic Enrichment Program will be offered to fourth and fifth grade students that meet the district criteria based upon ISAT, ThinkLink, grades and teacher recommendation and attendance. The instructional offering for this program will be provided within the regular school day.

### **Special Education**

Special Services are offered to all students requiring them. The students are usually referred by their classroom teacher with the cooperation of their parent. Parents may initiate a referral by contacting the child's teacher or the principal. There are a wide variety of services provided. Parents need to contact the Principal or Director of Special Education Services for more information.



## **Technology**

Computers and Internet accessibility is available in all classrooms at Taft Elementary School. Students have the opportunity to use technology within their classroom.

Each student and parent must sign and agree to the conditions set forth by the School District concerning usage of computers and the Internet. Inappropriate usage may result in the loss of the privilege of computer usage.

## **Smart Club**

Taft School provides after school reading and mathematics programs quarterly for grades 2-5. Your child's teacher will refer students needing additional assistance to our after school programs. Please contact your child's teacher or Building Principal for more information and availability of the programs.

## **Admission and Registration Requirements**

### **Admission and Transfer of Students**

The following are requirements for all new students.

1. Certificate of physical, includes all immunization records.
2. Official Birth Certificate
3. Social Security Card
4. Current legal age requirement is met
5. Proof of residency (three forms).
6. An Illinois Student Transfer Form

In the case of transfer to a new school, the office should be informed at least two (2) days in advance of the time you plan to move or change schools. Give the name and address of your new school to the office. During the last day of attendance, the student is to turn in all books and school equipment. A parent must accompany the student to school on the first and last day of attendance. Necessary transfer records will be prepared. THESE RECORDS WILL NOT BE GIVEN TO STUDENTS.

### **Residency Requirements**

Children who attend Taft Elementary School are required to live within the Taft School designated boundaries. Parents may be asked to provide three proofs of residency if a question arises concerning the residency of a student.

## Attendance

### Reporting Absences

All students are required by law to attend school every day school is in session. Acceptable reasons for absence are as follows:

1. Illness of the student
2. Death in the family
3. Appointments that cannot be arranged after school.

Parents must call the school every day of absence (**815-725-2700**). Punctual and regular attendance is extremely important. To do their best work, a student must be in class regularly. Students are expected to make up all work that is missed. Missed learning opportunities are not able to be made up and can hinder a child's success. Therefore, excessive absenteeism may result in lower grades. Please make sure that your child is in school everyday on time. Please try to arrange appointments after school. **Attendance matters in your child's success in school.**

The following is the procedure for reporting absenteeism. When the student is absent, the parent should:

Call **815-725-2700** between 8:15 a.m. and 9:30 a.m. every day of absenteeism. If your child has been ill for three or more days, a doctor's excuse is required before reentry into school.

We will keep you, the parent, constantly informed of your child's absence. If a parent does not contact the school, we will contact you. If contact cannot be made, the district truant officer will be notified of suspected truancy. In addition, we will notify you by letter anytime your child misses 10 or more days of school. A copy of this letter is forwarded to the district truant officer.

Students who are in attendance for 300 minutes or more each day are considered present all day. Students who are in attendance less than 300 minutes but more than 150 minutes are considered present one-half day. If a student is present less than 150 minutes in a day, they are considered absent for the day. This is District 86 policy.

School is dismissed at 3:10 p.m. on a regular school day for students in Kindergarten through fifth grade. The 3:10 p.m. dismissal time will be strictly enforced. **Parents should not pick up their child from the office before dismissal time.** Students should not be left at the school waiting for a parent to arrive for them. It is very upsetting for students if their ride is late, as children worry about the safety of their parents and significant people in their lives.

## **Tardiness and Truancy**

If your child arrives at school later than 9:00 a.m. in the morning, a parent must accompany their child to the office upon arrival. Continued tardiness may result in disciplinary action or the district truant officer may be asked to intervene.

**If your child is going to arrive later than 9:25 a.m., you must call the school and order them a lunch.** The lunch count is turned in at this time. If no phone call is received, the parent will be responsible for providing lunch for their child.

## **Extended Vacations**

Student absence for vacation purposes during days when school is in session is not in the best interest of the student's education. These days are considered as unexcused absences.

# **Attendance matters in your child's education and success.**

## **Discipline Procedures**

### **Taft Elementary School Discipline Policy**

Taft utilizes a set of uniform rules for the playground, hallways, classrooms and lunchroom. They are included in the Parent/Student Handbook. This uniform set of rules will be reviewed with all children. This familiarity with the rules should make everyone confident in dealing with everyday situations. These rules do not replace the District Policies Relating to Discipline and Student Behavior. In addition, any Level I, II, III or IV Act of Misconduct can result in skipping steps in the building plan's consequences.

### **Playground Rules**

Students will use equipment properly and safely.

1. Only school equipment may be used on school unless special permission is given by the principal.
2. Students will not endanger themselves or others at any time.
3. Students will only play in designated areas.
4. No student may be on the playground during the school day without proper supervision (Supervision begins at 8:45 a.m.).
5. All students will obey all directions from all adult supervisors.
6. Obey the FREEZE signal of the whistle

## **Bus Rules**

1. **\*\*Obey the driver.**
2. **\*\*Stay seated with your back against the seat while the bus is moving.**
3. **\*\*Keep your head, arms and personal belongings inside the bus and out of the aisles.**
4. **\*\*Boisterous behavior is not permitted (i.e., throwing objects, damaging bus property, littering, aggressive behavior, yelling or making other loud noises).**
5. **\*\*Students will only be allowed to ride the bus they are assigned. If a student must go to another location, parents must provide the transportation.**
6. **\*\*Students must ride their assigned bus each day; unless parents send a letter to school asking that they wait to be picked up at school by an adult.**

## **Building Rules**

1. Enter the building only under the direction of a staff member.
2. Walk at LEVEL ZERO in the hallways.
3. Remain under an adult's supervision at all times.
4. Do not destroy or deface school property.

## **Rules For All Classrooms**

1. Raise your hand to be recognized.
2. Follow all directions immediately.
3. Complete all tasks on time.
4. Keep your hands and feet to yourself.
5. All students are in school to learn and behave properly.
6. Respect S.O.L.E. (Self, Others, Learning, Environment)

## **Consequences**

### **For Breaking a Classroom, Building or Playground Rule:**

1. Warning to the student.
2. Ten minute time out from an activity or a task.
3. Thirty minute time out from an activity or a task.
4. Parent contact.
5. S.O.L.E. Penalty issued
6. Removal from class to the Principal.
7. Referral
8. Disciplinary consequences outlined by the Board of School Inspectors.

**Principal’s Consequences:**

1. Counseling
2. Parent contact
3. After school or lunch detention or step 4.
4. Parent conference
5. In- School Suspension
6. Suspension
7. Disciplinary consequences outlined by the Board of School Inspectors.

**Bus Consequences:**

1. Letter sent home and child meets with the Principal.
2. A second letter is sent home to parents concerning their child’s behavior.
3. Student suspended from the bus for one (1) day. Parents must provide transportation to and from school.
4. Student suspended from the bus for three (3) days. Parents must provide transportation to and from school.
5. Student suspended from the bus for five (5) days. Parents must provide transportation to and from school.
6. Student disciplinary measures will be instituted when excessive behavioral problems occur.
7. In any case, when student behavior warrants immediate suspension, the student will be suspended from the bus.

**Corporal Punishment**

The District 86 board policy states that corporal punishment is not permitted. Corporal punishments include slapping, paddling, or prolong maintenance of students in physically painful positions and the intentional infliction of bodily harm.

**Suspensions**

The suspension of a student from school is serious. It occurs after a major infraction of the discipline policy is violated. Refer to District handbook section on Levels of Misconduct.

**Expulsions**

The expulsion of a student from school is a very serious matter. It occurs after a very serious offense has been committed. The District 86 Discipline Guide indicates what these offenses are.

## **Parental Involvement**

### **Parent Visits to School**

Parents are welcome at school at any time. Classroom visits are a time for observation only. They furnish an excellent background for a parent-teacher conference. Parents must not use a classroom visit for a conference opportunity. To avoid making a class visit during the time that a test is given, **parents must call the teacher to ascertain the daily plans before making such a visit.** The time and date for a class visit will be coordinated by the classroom teacher. Parents should check with the teacher regarding any participation or movement by the parent within the room during the observation period. Classroom visitations must not interfere with the lesson for the day within the classroom.

The Illinois School Code requires that all visitors to a school must first report to the Principal's Office to identify themselves and state the purpose of their visit. All visitors must obtain a visitor's pass from the office.

### **Parent Conferences**

Parent-Teacher conferences are scheduled for all parents twice a year. At the conference each child's progress will be discussed. Parents are encouraged to bring their child with them. It is expected that all parents have conferences with their child's teacher. Parents or teachers are encouraged to schedule additional conferences throughout the year. Parents may contact teachers to schedule conferences before school (8:20 a.m. - 8:50 a.m.). If the teacher is not available, a message will be given to them. Please do not call during the school day. **TEACHERS WILL NOT BE CALLED FROM CLASS TO ANSWER THE TELEPHONE.** We will not take educational time away from students. Messages will be taken for teachers in the office and forwarded to them. Please remember that all staff members have an email address located on our district web site ([www.joliet86.org](http://www.joliet86.org); click schools and scroll to Taft). The principal can also forward any emails to the teachers if necessary ([jhopkins@joliet86.org](mailto:jhopkins@joliet86.org)).

### **Report Cards/Progress Reports**

Student progress is reported four times each school year using a report card. The first two report cards are given to parents at Parent Teacher Conferences. The third and fourth issuance of report cards is given to parents with the students taking the report card home. Report card envelopes must be signed and returned to your child's teacher. In addition to the report cards, mid term progress reports are sent home with all students. All progress reports must be signed and returned to your child's teacher.

### **Parent Organizations**

**T.A.F.T.**, which stands for **Teachers and Families Together** is our parent teacher organization. Information will be shared during Curriculum Night. All families are encouraged to join and

become active members. Parents will be recruited throughout the school year to assist with school activities.

### **Communication**

Communication between Taft School and parents is very important. Please telephone Taft School whenever you have questions.

Periodic letters are sent home that inform and remind parents of important events. In addition, a school newsletter is printed and sent home monthly.

Notices and bulletins are sent home from time to time to keep you, the parent, informed of different items. A monthly calendar is sent home at the beginning of the month. It contains important dates for the month. The school relies on your child to deliver the message. Please check with them.

### **District 86 Web Page**

Information concerning our school district and Taft School is included on the School District web page. The address for this web page is [www.joliet86.org](http://www.joliet86.org). Please follow the prompts that are given at the web site.

### **Student Records**

The Board of School Inspectors of the Joliet Public Schools District 86 operates under policies designated to guarantee the rights of students and parents regarding student records. Although legal distinctions are made between permanent and temporary records, you can obtain access to all of your child's records by simply contacting your local school principal. Following is a list of the most important rights which you have under state and federal laws and board policies.

Parents have the right to:

1. Inspect and copy any and all information contained in the student record.
2. Challenge the contents of the records by notifying the Principal or Records' Custodian of an objection to information contained in the record.
3. Inspect and challenge information proposed to be transferred to another school district in the event of a move to another school district.
4. Local, state and federal educational officials have access to student records for educational and administrative purposes without parental consent. Pursuant to court order or a subpoena, or in connection with an emergency where records are needed by law enforcement or medical officials to meet a threat to the health or safety of the student or other persons, records will be released without parental permission. All other releases of information require the informed written consent of the parent or eligible student.

The following items are public information and shall be released to the general public, unless parents request to the building Principal that any or all such information not be released: Student's name and address, grade level, birth date and place, parent's name and addresses, information on participation in school sponsored activities and athletics, the student's major field of study, and period of attendance in the school.

**Three notes of interest:**

- A. **Because District 86 and District 204 are separate school districts; an agreement has been made to transfer records to the Joliet Township High Schools without specific parental consent, except where parents request that records not be automatically forwarded.**
- B. **Parents requesting access to student records will be given an appointment at which time they can review the records of their child. Requests for access to student records should be made in writing by letter or through the use of a form supplied by your local school.**
- C. **All of the rights listed above remain exclusively with a student's parents until the student reaches the age of 16. From the age of 16 those rights are shared by both parents and student. When the student reaches the age of 18, all rights regarding student records are his or her exclusively.**

## **School Information and Procedures**

### **Articles Prohibited at School**

Toys and items which interfere with the learning process at school for our students are prohibited. This includes, but is not limited to radios, CD players, cell phones, iPods, video games, trading cards and sports equipment.

Items which are dangerous are also prohibited. This can include guns, knives, explosive devices, toys that represent these items and combustible materials.

Items which are against the law are also prohibited. This could include drugs, look alike drugs and laser pens.

If any questions, please call the school office.

### **Personal Property**

Toys, games, radios, cell phones, cassette players, video games, cameras, iPods, stop watches, or any electronic items are not permitted in school or on the school grounds. Not only do they disturb classes, but they are often lost or stolen. Such items that interfere with the classroom will be confiscated by the teacher and turned over to the office. Taft School is NOT responsible for any of these items brought to school.

### **Breakfast Program**

Taft School participates in a breakfast program each day. Students are able to purchase a breakfast to be eaten in the morning between the hours of 8:45 and 9:00 a.m. A menu will be issued in advance. Breakfast costs \$.70 or reduced at \$.30. Additional milk costs \$.35.



## **Lunch Program**

All students have an opportunity to purchase a hot lunch each day. Lunch money is due in at 9:00 a.m. in their homerooms. The price for paid students is \$1.00 for lunch. The price for reduced lunch is \$.40. Students may bring their own lunch from home if they desire. Students may also purchase milk for \$.35 in the lunchroom. **For students arriving to school after 9:25 a.m., a parent must call and order a lunch for their child/ren.**

## **No IOU'S**

IOU's will not be given to students forgetting their lunch money. Instead your child will be given cereal for lunch. To AVOID this from happening families are able to prepay for lunches; perhaps by the week, month, or year. When your child's lunch balance is running low we will let your child know. Your child is responsible for giving you the message.

All students are expected to behave properly during the lunch period and follow our S.O.L.E. guidelines. Weather permitting, recess is spent outside. If you do not wish your child to go outside, you must send a note explaining the reason. This note will be honored for a maximum of two days. Students needing to stay in for longer periods of time must have a doctor's note. This note must state how long a student is to remain inside. When students can not go outside with the rest of the students, it puts additional burden on our supervising capacities. Students will have to sit on the bleachers in the gym working on school work or reading a book quietly.

## **Change of Address or Telephone Number**

When a student's address changes or the parent or guardian's telephone number changes, the school needs to be notified immediately. This is necessary for the safety of your student.

## **Band and Orchestra**

Band and orchestra will be available for fourth and fifth grade students. Fourth grade students will form the beginner's band/ orchestra. Fifth grade students are members of the intermediate band/ orchestra.

## **Bicycle Riding**

Because safety is one of our prime concerns, bicycle riding is **not** permitted at Taft School.

## **Student Birthday**

**ALL** students' birthdays will be recognized at Taft School. Every morning birthdays will be announced and the student will come to the office for a birthday pencil. **NO birthday treats are to be sent to school.**

## **Building Security**

The doors at Taft Elementary School are secured each day after the students arrive. A door bell button and intercom are located at the front entrance for your access. Upon entering the building, **everyone must come directly to the office.** Please do not go to classrooms without the proper authorization.

## **Dress Code**

Students and their parents have the right to determine school attire as long as the dress and appearance of students complies with individual building expectations and health or safety regulations and does not interfere with the educational process. No revealing clothing (bare midriffs, low-cut shirts, etc) will be allowed. Pants must be worn on the waist. Any writing on clothing must be school-appropriate (no criminal, sexual, drug/alcohol/tobacco-related slogans, etc). No visible body piercing, other than ears (girls only). Boys can not wear earrings.

Any student who comes to school without proper attention to personal cleanliness or appropriate dress may be sent home to be properly prepared for school. Such cases may be reported to a District social worker or nurse or DCFS.

## **Field Trips**

During the school year, classes take educational field trips within and outside the district as a part of their curricular activities. All trips are pre-approved by the building Principal and Superintendent. If necessary, transportation is provided by an approved bus line.

NO student is allowed to go on a field trip without the written consent of their parent or legal guardian. Further, field trips are tied to our discipline plan. Students must earn their way on a trip. Parents will be notified of each teacher's criteria that students must obtain before they can go on such a trip. Only students who have paid their fees will be permitted to participate in field trips.

Transportation may be provided by the school. However, the entrance fees are the responsibility of the parent.

## **Fire, Tornado, Intruder Alert and Bus Drills**

All of the students at Taft School participate in bus evacuation drills, fire drills, intruder alert drills and tornado drills throughout the school year. These drills are taken very seriously.

## Grades and Report Cards

Grades are a very important part of our program. A child's grades are based on their success in school.

The following criterion determines the grades:

- 20% homework
- 30% class work
- 50% varied assessments

Our grading scale:

- 90% or higher .... A
- 80% to 89% ..... B
- 70% to 79% ..... C
- 60% to 69% ..... D
- 59% and below ... F

Report cards are computer generated and are given to parents four times a year. Parents receive the first report card in November, the second in January, the third in March and the fourth at the end of the school year.

## HEALTH SERVICES

### Illness

If your child has been ill and running a temperature, please keep the child home for 24 hours after they have a normal temperature. Illnesses are kept out of school by keeping ill children home.

### Medication

The school does not give medicine. We can not even give aspirin or cough drops. **In order for children to take medication at school**, District 86 requires an attending physician's written order and a parent permission slip to be on file with the school nurse. FORMS ARE AVAILABLE AT SCHOOL. Please request the doctor to fill out and sign the form when he sees the child or orders medication. Return the doctor's form, parent permission form, and properly labeled medication from the pharmacy to the school nurse. If your child has drug allergies or other medical problems, please notify the school so the information can be entered on their health record.

### Physical Examinations

The Illinois State Law requires that each child have a physical examination and the required immunizations upon entrance into school, whether in Kindergarten or new to our school district.

A Dental examination is required for Kindergarten, Second and Sixth Grade students. A Vision examination is required for Kindergarten.

The physical examination and all immunizations are due on the first day of school in the fall. Students without the proper proof of immunizations will not be able to start school.

All new students in District 86 must present evidence of the physical and immunization record from their previous school. If you cannot find a doctor or afford an examination, please contact the school.

The Illinois School Code requires that all children must present evidence of immunity to Diphtheria, Tetanus, Pertussis, Poliomyelitis, Red Measles, chicken pox and Rubella. Fourth grade students must also show evidence of the Hepatitis B vaccine.

### **School Nurse**

A school nurse is assigned to each school. They are not present everyday. The nurse is on call for consultation or emergency care. Please feel free to call the school and schedule an appointment with her.

The nurse reviews the health records and records information on a nurse's record. The nurse will do follow-up on any special problems noted. This may be physical, dental, immunization needs, vision, hearing or nutrition. The nurse conducts teacher-nurse conferences and interprets any medical problems that the student may have.

### **Student Injury**

When students are injured at Taft School, they are brought to the office where minor first aid is administered. If the injury is serious or parent consultation is required, parents are notified by telephone. It is very important that parents supply telephone numbers at the beginning of the school year and throughout the year as the need arises so that they can be contacted. If the injury requires immediate medical attention, paramedics will be dispatched to the school.

### **Vision and Hearing Testing**

Vision and Hearing testing will be done at Taft School again this year. It is mandated by the State of Illinois for students in the following grades.

Vision	Preschool, kindergarten, second, eighth and Special Education
Hearing	Preschool, kindergarten, first, second, third and Special Education

Vision screening is not a substitute for a complete eye and vision evaluation by an eye doctor. Your child is not required to undergo this vision screening if an optometrist or ophthalmologist has completed and signed a report form indicating that examination has been administered within the previous twelve months and that evaluation is on file at the school.

This notice is not a permission to test and is not required to be returned. It is for your information.

Vision and hearing screening is not an option. If a vision or hearing examination report is not on file at the school for your child and your child is in the mandated group they will be screened this school year.

### **Honor Roll**

Each grading period an Honor Roll will be published from Taft Elementary School. Students from grades 3, 4 and 5 are eligible to be members of the High Honor Roll or Merit Honor Roll. The criteria for the High Honor Roll is that the student must have a grade point average higher than 3.5. The criterion for Merit Honor Roll is that the student must have a grade point average between 3.0 and 3.5.

Students who achieve Honor Roll status will have their name submitted to the newspaper for publication.

### **Homework**

Each faculty member gives homework assignments to our students four of the five evenings of the week. Your cooperation in providing the time and adequate area for your child to complete this will assist your child greatly. Homework is an important learning tool for success of the student. In the grading process 20% of your child's grade is homework. Every child should read each evening at home.

### **Insurance**

Student insurance, made available through a group insurance plan, is available to all students.

If an accident occurs, a report would be made to the school office. The claim is then filled out by the doctor. Parents send the claim to the Principal for signature. These procedures may change with the issuing company. Notification of any changes will be given to you when you file a claim. This insurance is a service offered by the school but is not part of the school.

### **Leaving School Early**

**No pupil shall be allowed to leave the school before 3:10 p.m. except in case of illness or emergency.** In any other circumstance, the Principal shall be the judge in regards to leaving school early. Please attempt to schedule doctor/dentist appointments after school if possible. This will keep your child from missing valuable instructional time.

Please send a note with your child if they have to leave school early. Also, if you know that your child will not be riding the bus home, please send a note or notify the office by 12:00 p.m. or your child will placed on the bus to go home.

**School ends at 3:10 p.m. Picking students up early for the convenience of parents will not be allowed, after four early dismissals a half day absence will be accrued.**

Students who consistently leave school early may be counted as being absent for half a school day and/or the district truant officer will be notified.

In order to assure the safety and well-being of your child, parents must provide the school with current names and phone numbers of those adults who may pick their children up from school. Students will only be released from Taft School with authorized adults. During the first days of school a **Release of Student Authorization** form is sent home and needs to be returned for the safe release of your child.

### **Library**

All students have a regularly scheduled library period which Accelerated Reader is part of the scheduled period as appropriate for grade levels. Books may be taken out for a two (2) week period.

Students are expected to pay for lost or damaged books. When returning a book to the library, students should be certain that the book is properly checked in. This will avoid unnecessary overdue charges or complaints.

### **Lost Articles**

A lost and found box is kept on the stage. Valuable items will be kept separately and should be inquired about with the secretary or principal.

Items not claimed by the end of December and May will be disposed of.

**Please be sure to place your child's name in coats and hats.** This makes it much easier to return items when they are misplaced.

Valuable jewelry and other items not needed during the school day should not be brought to school with students.

### **Media Release**

Each school year parents are requested to complete a form allowing their student to be photographed. In addition to photographs, student's names are placed in the local newspapers to promote academics and activities that happen at our school. The Media Release form allows this to take place. From time to time, your child may have their picture taken by the newspaper or videotaped for the local cable television channel for a special event at Taft Elementary School. Please indicate on the form provided if you do not wish to give permission for your child's picture

to be placed in the newspaper or appear on the local cable television channel. Until the release form is returned, it will be assumed that permission is granted.

### **Money**

When sending money to school, please **put it in an envelope with the student's name on it, the teacher's name, the amount, and the purpose of the money.** It is always better to send money in the form of a check with students.

### **Parking**

If you drive your child to school or pick up your child after school, please park on Barthelme Street or the west side of Oregon. Please be aware of the posted no parking signs around our safe school zone. ALL students will be expected to cross streets at the posted cross walk areas. It would also help with the safety of all children if you parked on the east side of Barthelme Street so that your child does not have to cross traffic. Parking will not be allowed in the drop off zone and the bus zone can not be blocked. Again drop off your child on the west side of Oregon so that they do not have to cross traffic.

**Safety of all students is the first priority for all of us.**

### **Parties**

Halloween, Christmas and Valentine's Day parties are held in each room. Room parents take care of these needs. If you do not wish your child to participate in these parties please contact their teacher well in advance of the date of the scheduled party. We will attempt to make other arrangements for your child. We charge \$2.00 for each party which helps pay for snacks and holiday themed gifts.

### **Payment of Fees**

**2011-2012 School Fees are \$25.00 for Kindergarten thru 5<sup>th</sup> Grade.**

While textbooks are furnished to students, there are some things that the school does not furnish and for which a fee must be charged. It is most important that the fees be paid promptly so that your child may be given the things necessary for their education. Some items which are paid for with the fees are: school assemblies, transportation for field trips, workbooks and classroom supplies.

### **Promotion/Retention**

Students in kindergarten through fifth grade will be required to meet the majority of District grade level outcomes in Language Arts and Mathematics to be able to be promoted to the next grade. When a student does not meet these outcomes, a Promotion Monitoring Plan will be developed between the student, the teacher and the parents to help the student succeed.

## **Religious Objections**

Particular religious beliefs sometime conflict with state or school policies and procedures. In order for a child to be excused from such policy, a written note stating the religious objection must be on file in the Principal's office.

## **Safety Patrol**

The school safety patrol is an honorary privilege. Students selected for patrol duty must be recommended by their classroom teacher and be approved by the Principal or his designate. Parents must also give their consent.

Patrol is limited to fifth grade students. During August and September, fifth grade students are given the opportunity to train for that year.

## **School Closings**

Severe storms and heavy snow can present unusual problems for everyone. When District 86 closes schools because of inclement weather, there will not be anyone at Taft School to receive your child. Therefore, it is very important for parents to observe the following:

Listen to local radio stations for weather bulletins. **do not call the school to ask if school is closed. Listen to the radio station WJOL 1340 AM.** In bad weather, we need all phone lines open for emergencies.

Listen to local radio stations for announcements concerning schools. Listen for "Joliet Public Schools," "Joliet Grade Schools," "District 86" Taft School is part of Joliet Public School District 86. These names seem to be used interchangeably.

The district will utilize the automated calling service whenever possible to notify parents of a school closing. **This only works when the school has current phone numbers and is able to update our data system.**

1. Children should be kept home if their parent feels there is actually a serious question of weather related safety.
2. Schools ordinarily remain in session until 3:10 p.m. regardless of weather. It would be very difficult to close schools early because of the many working parents.
3. In some cases, it may be necessary for individual parents to pick-up their child early.
4. Remember, students will only be dismissed with the parent or legal guardian.

## **Solicitation by Students**

No student shall sell articles or chances of any type in the school during the school year.



**Use of the Telephone**

The Taft School phone number is 815-725-2700. Students or teachers are not called from classes for telephone calls. Students may use the office telephone for emergency calls only. **Forgotten homework, forgotten band instruments or after school arrangements are not considered emergencies.** Parents are responsible for writing a note for their student if after school arrangements must be changed. Please call the school by 12:00 p.m. so the office can inform the student/teacher of any changes if a note is forgotten. All students will be expected to go home in the manner that they came to school unless a note or phone call is received. Students should not have to call home after school to remind parents to pick them up.

In the case of any emergency, the office will assist you.

**Forms that are to be Returned**

Please return the forms located in the packet. These forms are to be completed, signed, and returned to your child’s homeroom teacher.

**Rules of Jurisdiction**

The jurisdiction of the school for student conduct includes all of the following: the transportation of students to and from school, whether by bus, by other vehicle, or by walking; and the school sanctioned activities that occur both on and off campus. The school staff will diligently manage and supervise student conduct in all programs, maintaining the confidence of students and parents.

**Rights Reserved Statement**

**The provisions of this publication are not to be regarded as an irrevocable contract. The administration reserves the rights to modify, revoke, or add to any or all regulations at any time.**

# JOLIET PUBLIC SCHOOLS DISTRICT 86

JFK Administrative Center

420 N. Raynor Avenue

Joliet, IL 60435

Phone: (815) 740-3196

[www.joliet86.org](http://www.joliet86.org)



## 2011 – 2012

**Charles E. Coleman, Ed.D., Superintendent**

**Sandy Gavin, Assistant Superintendent, Curriculum and Instruction**

**Cheryl Woods-Clendening, Assistant Superintendent, Personnel and Labor Relations**

**E. Wesley Russell, Assistant Superintendent, Business and Financial Services**

**Sandra Thomas, Ed.D., Director of Special Services**

**John Armstrong, Director of Technology**

**Sandy Zalewski, Coordinator of Communication and Development**

SCHOOL	PHONE	ADDRESS	PRINCIPAL	GRADES
T. E. Culbertson Elementary	815-723-0035	1521 E. Washington Street - 60433	Ardith Neal	K-5
Cunningham Elementary	815-723-0169	500 Moran Street - 60435	Maria Arroyo	K-5
Eisenhower Academy	815-723-0233	406 Burke Drive - 60433	Wendy DiBartolomeo	1-5
Farragut Elementary	815-723-0394	701 Glenwood Avenue - 60435	Darlynn Terry	K-5
Forest Park Individual Education	815-723-0414	1220 California Avenue - 60432	Jacob Darley	K-5
Thomas Jefferson Elementary	815-725-0262	2651 Glenwood Avenue - 60435	Brenda Byrnes	K-5
Edna Keith Elementary	815-723-3409	400 Fourth Avenue - 60433	Michelle Coleman	K-5
A. O. Marshall Elementary	815-727-4919	319 Harwood Street - 60432	Tawanda Lawrence	PreK-5
Marycrest Early Childhood Center	815-725-1100	303 Purdue Court - 60436	Penny Greenwood	PreK
Pershing Elementary	815-725-0986	251 Midland Avenue - 60435	Brenda Reiter-Gorman	K-5
Sator Sanchez Elementary	815-740-2810	1101 Harrison Avenue - 60432	Francisco Villela	PreK-5
Sandburg Elementary	815-725-0281	1100 Lilac Lane - 60435	Julie Rice-Zurek	1-5
Parks Cultural Studies Academy	815-723-1911	500 Parks Ave. 60432	Linda Scott	PreK-5
Isaac Singleton Elementary	815-723-0228	1451 Copperfield Ave. – 60432		
Taft Elementary	815-725-2700	1125 Oregon Avenue - 60435	Joy Hopkins	K-5
Lynne Thigpen Elementary	815-741-7629	207 S. Midland Avenue - 60436	Kim Gordon	K-5
Thompson Alternative	815-740-5458	1020 Rowell Avenue - 60433	Danyell Taylor-Johnson	K-8
Woodland Elementary	815-723-2808	701 Third Avenue - 60433	LaQuita Carter	PreK-5
Dirksen Jr. High	815-729-1566	203 S. Midland Avenue - 60436	Kimberly Pfutz	6-7-8
Gompers Jr. High	815-727-5276	1501 Copperfield Avenue - 60432	Constance Russell	6-7-8
Hufford Jr. High	815-725-3540	1125 N. Larkin Avenue - 60435	Anna White	6-7-8
Washington Jr. High and Academy Program	815-727-5271	402 Richards Street - 60433	Michael Latting	6-7-8

# Joliet Public Schools District 86

## School Calendar

2011 – 2012

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### 2011

Institute Day – No School for Students	August 17
1 <sup>st</sup> Day of School	August 18
Labor Day – No School	September 5
School Improvement Day – No PM Class for Students	October 7
Columbus Day – No School	October 10
Parent/Teacher Conference Day – No School for Students	November 4
Institute Day – No School for Students	November 10
Veterans Day – No School	November 11
Thanksgiving Day, Day Before, and Following – No School	November 23 – 25
Last Day of Classes before Winter Break	December 21

### 2012

Classes Resume	January 5
Martin Luther King’s Birthday – No School	January 16
Parent/Teacher Conference Day – No School for Students	January 27
Institute Day – No School for Students	February 17
Presidents Day– No School	February 20
Casimir Pulaski Day – No School	March 5
Spring Break	April 2 – 9
School Improvement Day – No PM Class for Students	April 27
School Improvement Day – No PM Class for Students	May 25
Memorial Day – No School	May 28
Last Day of School (Tentative)	May 30
Emergency Days (If Needed)	May 31 – June 6



Joliet Public Schools District 86  
420 N. Raynor Avenue  
Joliet, Illinois 60435  
815-740-3196  
[www.joliet86.org](http://www.joliet86.org)

Charles E. Coleman, Ed.D.  
Superintendent

2011  
-  
2012

# PARENT – STUDENT HANDBOOK

**District No. 86 Will County Board of School Inspectors**

Jeffrey K. Pritz, President  
Deborah K. Ziech, Vice President  
Natalie A. Coleman  
Richard A. Rodriguez  
Lorraine E. Guerrero  
Tonya M. Myers  
Gwendolyn R. Ulmer  
Charyll M. Colstock, Secretary

**District 86 Administrative Staff**

Charles E. Coleman, Ed.D, Superintendent  
Sandy Gavin, Assistant Superintendent, Curriculum and Instruction  
E. Wesley Russell, Assistant Superintendent, Business Services  
Cheryl Woods-Clendening, Assistant Superintendent, Personnel and Labor Relations  
John Armstrong, Director of Technology  
Sandra Thomas, Ed.D., Director of Special Services  
Sandy Zalewski, Coordinator of Communication and Development



**Mission Statement**

*Our Schools, as partners with our children's parents and with the community, will create a safe and positive environment in which all students will learn and develop to their greatest potential. All students will be empowered to become lifelong learners, responsible citizens, and caring members of their communities.*

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***Students***

*We believe all students can learn and are entitled to an equitable education which ensures quality, nurtures self-esteem, and allows students to reach their greatest potential.*

***Employees***

*We believe that effective schools have employees who embody the vision and mission of the school district and are committed to providing an equitable and quality education for all children.*

***Board***

*We believe that effective schools have a School Board which provides an equitable and quality education for all children through its leadership and commitment to the community.*

***Parents***

*We believe that effective schools have parents whose active involvement in the educational process supports their children and the school community.*

***Community***

*We believe the quality of life in a community depends on the education of its citizens. We believe the quality of schools depends on the financial and human resources provided by its community.*



# Joliet Public Schools District 86

---

Charles E. Coleman, Ed.D.  
Superintendent of Schools

Aracelis C. Popadich  
Secretary

Board of School Inspectors  
Jeffrey K. Pritz, President  
Deborah K. Ziech, Vice President  
Natalie A. Coleman  
Richard A. Rodriguez  
Lorraine E. Guerrero  
Tonya M. Myers  
Gwendolyn R. Ulmer

Charyll M. Colstock  
Secretary

August 2011

Dear District 86 Families:

Welcome to the 2011-2012 school year. As the new superintendent, I am excited about the opportunity to serve Joliet Public Schools. Meanwhile I hope your summer was enjoyable and your child is ready for the start of a great school year.

The information contained in this handbook is designed to help you and your child clearly understand the procedures and expectations required by District 86. I urge you and your family to thoroughly review the handbook and keep it accessible for future reference. In addition, please remind your child to demonstrate appropriate behaviors at school at all times.

District 86 encourages open, two-way communications between home and school. We hope you will find this handbook a good resource. You are always welcome to talk with your child's teachers, school principal, or contact me as questions arise in the months ahead.

I look forward to getting to know its residents and working with our teachers, students, and parents. Have a great school year.

Sincerely,

Charles E. Coleman, Ed.D.  
Superintendent



## Contents

<b>Introduction .....</b>	<b>1</b>
<b>Rights and Responsibilities.....</b>	<b>2-5</b>
<b>Acts of Misconduct and Disciplinary Intervention.....</b>	<b>6-9</b>
<b>Pro-active Approach to Student Discipline.....</b>	<b>9-12</b>
<b>Due Process .....</b>	<b>10</b>
<b>Student Suspension .....</b>	<b>10</b>
<b>Expulsion .....</b>	<b>10</b>
<b>Alternative Education Placement.....</b>	<b>11</b>
<b>Behavioral Intervention Procedures for Students with Disabilities.....</b>	<b>11-12</b>
<b>Student Conduct .....</b>	<b>12-16</b>
<b>Corporal Punishment.....</b>	<b>12</b>
<b>Dress Code and Cleanliness .....</b>	<b>13</b>
<b>Gangs, Gang Activities.....</b>	<b>13</b>
<b>Bullying .....</b>	<b>13</b>
<b>Sexual Harassment.....</b>	<b>13</b>
<b>Conduct on School Buses .....</b>	<b>14</b>
<b>Electronic Devices .....</b>	<b>15</b>
<b>Property Damage/Vandalism .....</b>	<b>15</b>
<b>Alcohol, Illegal Drugs or Look-Alike Drugs, Flammable Materials .....</b>	<b>15</b>
<b>Possession of Weapons &amp; Look-Alike Weapons .....</b>	<b>15</b>
<b>Search and Seizure.....</b>	<b>15</b>
<b>Law Enforcement Authorities .....</b>	<b>16</b>
<b>Juvenile Court Referrals.....</b>	<b>16</b>
<b>Electronic Network Access/Internet &amp; Technology Acceptable Use.....</b>	<b>16</b>
<b>Attendance, Residency Requirements, Registration, Health Examinations, Immunizations, Dental Examinations, Transfer of Students.....</b>	<b>16-21</b>
<b>Absence and Tardiness .....</b>	<b>16</b>
<b>Notification of Parents/Guardian of Absence .....</b>	<b>17</b>
<b>Truancy .....</b>	<b>17</b>
<b>Residency Requirements.....</b>	<b>17</b>
<b>Registration of New Students .....</b>	<b>18</b>
<b>Registration of Homeless Children.....</b>	<b>18</b>
<b>Health Examinations.....</b>	<b>19</b>
<b>Immunizations.....</b>	<b>19</b>
<b>Dental Examinations.....</b>	<b>20</b>
<b>Student Transfers.....</b>	<b>20</b>
<b>State Transfer Form .....</b>	<b>21</b>
<b>Student Welfare .....</b>	<b>21-30</b>



<b>Child Custody.....</b>	<b>21</b>
<b>Child Abuse and Neglect.....</b>	<b>22</b>
<b>Visitation of School Buildings, Classes.....</b>	<b>22</b>
<b>No Trespass Policy .....</b>	<b>22</b>
<b>School Visitation Rights Act.....</b>	<b>23</b>
<b>Discrimination Based On Sex is Prohibited .....</b>	<b>23</b>
<b>Student Medication .....</b>	<b>24</b>
<b>Waiver of Fees for Instructional Materials.....</b>	<b>24</b>
<b>Fees for Instructional Materials .....</b>	<b>24</b>
<b>Promotion Policy .....</b>	<b>24</b>
<b>Student Photographs for Publication .....</b>	<b>25</b>
<b>District 86 Student Record Policy .....</b>	<b>25</b>
<b>Child Safety in Returning From School.....</b>	<b>27</b>
<b>Picking Up Children by Someone Other Than A Parent/Guardian .....</b>	<b>27</b>
<b>Serious Accidents or Serious Illness .....</b>	<b>27</b>
<b>Bus/Van Traffic Accidents.....</b>	<b>27</b>
<b>Home Language Survey .....</b>	<b>28</b>
<b>Vision and Hearing Screening .....</b>	<b>28</b>
<b>Audiology Services .....</b>	<b>29</b>
<b>Early Childhood Screening.....</b>	<b>29</b>
<b>504 Plan .....</b>	<b>29</b>
<b>Free, Appropriate Public Education .....</b>	<b>30</b>
<b>Asbestos Management Plan .....</b>	<b>30</b>
<b>Notification - No Child Left Behind - Highly Qualified Teachers.....</b>	<b>30-31</b>
<b>2011-2012 School Calendar .....</b>	<b>32</b>

## INTRODUCTION

Welcome to District 86 and the 2011-2012 school year! The Board of School Inspectors is dedicated to providing all students with an exceptional instructional program of the highest quality. We want to provide our students with a safe and orderly learning environment in which staff hold high expectations for student learning while promoting mutual respect, trust, and cooperation. We realize that such a learning environment must be established on a strong base of expectations for student, staff, and parent behavior.

This handbook provides our district established discipline procedures which are based upon Board policy. In this handbook we have outlined the rights and responsibilities of our students, parents, teachers, and administrative staff, along with our levels of misconduct and district consequences when inappropriate behavior is demonstrated by a student. In addition, we have included a wealth of information for you in regard to student welfare and the procedures that protect the rights and well-being of students.

Please read through the District Handbook with your student. It is important that parents and children are aware of district expectations with regard to behavior along with the consequences for inappropriate behavior. Again, we are committed to providing all children with a safe and orderly environment in which they can learn and grow and we appreciate your support in helping us make that possible.

# **RIGHTS AND RESPONSIBILITIES OF THE EDUCATIONAL COMMUNITY**

## **STUDENTS**

### **RIGHTS OF THE STUDENT**

- To be respected and treated in a fair and equitable manner.
- To be educated in a school climate that fosters learning through a variety of creative instructional techniques, has a challenging curriculum and is aware of cultural and individual differences.
- To be educated in a safe school climate that has protective measures from bullying, intimidation, physical/verbal abuse and other disruptions to the educational process.
- To receive assistance from the teacher and be able to discuss school goals.
- To be disciplined in private when possible.
- To have district, school-wide and classroom discipline policies explained (in their primary language) clearly by principals and teachers.
- To be made aware of the cause for suspension and/or expulsion and be given the opportunity to explain reasons for such behaviors.
- To make contact, if possible, with parent, guardian or approved adult contact when the student is involved in a serious conflict.

### **RESPONSIBILITIES OF THE STUDENT**

- To attend school on a daily basis, being punctual and prepared for class instruction.
- To attend all classes and complete classroom and homework assignments.
- To actively participate in the learning process.
- To take care of books, materials, lockers and other school property.
- To carry self in a manner that represents calm, self-control and pride in personal appearance.
- To be sensitive and respectful to cultural and individual differences.
- To recognize when personal actions are interfering with the rights, personal space, feelings and property of others.
- To show respect towards authority figures by being polite, courteous and using appropriate social language while in the school setting.
- To follow district, school-wide and classroom discipline guidelines and accept consequences in a respectable manner.
- To recognize and use peaceful resolutions when in conflict with another.
- To avoid causing and participating in the disruption of the orderly educational process.
- To honestly report activities that may endanger, threaten or disrupt the school climate.

## PARENTS

### RIGHTS OF THE PARENT

- To have their child participate in a safe and academically challenging learning climate.
- To be informed of district, school and classroom discipline policies and procedures.
- To be made aware of their child's attendance, learning and discipline concerns.
- To be immediately contacted, if possible, when the student is involved in a serious conflict.
- To request a pro-active conference with school personnel to express feelings, educational concerns and social adjustments of their child.
- To receive educational progress reports on a consistent schedule and timely manner.
- To review school related records and visit the school in accordance with district policy.

### RESPONSIBILITIES OF THE PARENT

- To be a positive role model for their child.
- To prepare their child for the school climate by communicating achievement expectations and modeling courteous and respectable behavior towards adults.
- To ensure that their child complies with the school dress code, is punctual, and attends school on a daily basis this includes not taking their child on vacation or prolonged absence during school attendance days.
- To ensure that their child arrives and departs school according to school schedule.
- To keep the school notified of current address, telephone number, and emergency information.
- To actively participate in school activities and organizations
- To discuss with their child daily school activities.
- To safeguard the physical and mental health of their child through regular doctor and dentist appointments.
- To be aware and supportive of district, school, and classroom rules and regulations.
- To be pro-active and cooperative with school personnel for improving school behavior and learning ability.
- To provide time and a non-distracting environment for their child to do homework.

# **TEACHERS AND STAFF MEMBERS**

## **RIGHTS OF TEACHERS**

- To expect students to arrive at school on time prepared to learn, with the necessary materials needed for learning, and completed homework assignments.
- To expect parents to assist by preparing their child for the learning climate and instilling a sense of achievement.
- To be respected by students, parents, staff members and school administration.
- To be protected from assault, battery, intimidation, verbal abuse or bodily harm by students, parents and school personnel.
- To have the support of parents and school administration in removing a student when they become disruptive in the classroom.
- To have the right to request a pro-active parent/teacher conference to resolve conflicts, student behavior, or academic concerns.

## **RESPONSIBILITIES OF TEACHERS**

- To be aware that each child will learn to his/her fullest capacity.
- To be aware of cultural differences.
- To show respect towards the rights of all students, parents, staff members and school administration.
- To provide instruction that motivates the student to learn and be an active participant in their education.
- To assist, or find assistance for the student when experiencing learning difficulties.
- To be a positive role model and establish positive social guidelines for all students.
- To provide a safe learning climate for students by explaining school, classroom and district discipline policies and procedures.
- To enforce school and classroom rules in a courteous, consistent, firm, and impartial manner.
- To conduct self in a professional manner and maintain a professional appearance.

# PRINCIPALS

## RIGHTS OF THE PRINCIPAL

- To expect students to arrive at school on time prepared to learn, with the necessary materials needed for learning, and completed homework assignments.
- To expect parents to assist by preparing their child for the learning climate and instilling a sense of achievement.
- To be respected by students, parents, staff members and school administration.
- To be protected from assault, battery, intimidation, verbal abuse or bodily harm by students, parents and school personnel.
- To have the support of parents and school administration in removing a student when they become disruptive in the classroom.
- To have the right to request a pro-active administrator/parent/teacher conference to resolve conflicts, student behavior, or academic concerns.

## RESPONSIBILITIES OF THE PRINCIPAL

- To establish and maintain a school climate where educational and social needs are met through various activities and services.
- To demonstrate professionalism and equitability in relationships with school personnel, students, parents, and community members.
- To establish, communicate, and enforce school and district expectations for learning and behavior.
- To be pro-active in conflict resolutions between school personnel and students.
- To provide school personnel with resources for educational service delivery.
- To actively involve parents, community and staff in the school decision making process.
- To provide a school climate that recognizes cultural diversity.
- To be a positive participant in teacher/student/parent conferences when necessary.
- To provide a school climate that is safe and protective for all students and school personnel.

## **ACTS OF MISCONDUCT AND CONSEQUENCES**

### **Level I Acts of Misconduct**

Level I Acts of Misconduct consist of minor misbehaviors, which impede the orderly operation of the classroom, school and/or bus. Such misbehaviors can usually be handled by an individual staff member but sometimes require the intervention of other school personnel. Notification of parent/guardian is recommended at each occurrence. Persistent misbehaviors, appropriate interventions, parental/guardian contact and administrative dialogue will be documented. Level I Acts of Misconduct infractions include, but are not limited to the following:

- 1.1 Classroom disruptions
- 1.2 Failure to follow directions
- 1.3 Littering the premises
- 1.4 Tardiness to class
- 1.5 Possession of prohibited articles including music players, games, and other electronic devices
- 1.6 Display of cell phones, camera phones, cameras, and/or pagers on school grounds except as provided in the Student Conduct section of the handbook under "Electronic Devices"
- 1.7 Other minor misbehaviors as stipulated in the school/classroom plan

### **Disciplinary Interventions**

- Immediate intervention by supervising staff or staff that observes the behavior
- Consequences outlined in the School/Classroom Discipline Plan
- Loss of school/classroom privileges
- Conference with the parent/guardian by telephone or in person
- Time out
- Peer mediation
- Teacher consultation with other teachers and support staff to develop intervention strategies
- Temporary placement in another classroom
- Development of a behavior contract
- Administrative conference with student, parent and teacher
- Counseling with school personnel
- Detention

Written information with suggestions for corresponding parental actions may be provided to parents by the teacher and/or principal. (Minor non-repetitive disruptions may not require written information to be sent to parent.)

## **Level II – Acts of Misconduct**

Level II Acts of Misconduct include misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school, safety on the bus, and/or those behaviors on Level I which continue after corrective measures have been implemented. Included in this level are misbehaviors which do not represent a direct threat to the health and safety of others, but whose educational consequences are serious enough to require corrective action on the part of the administrative personnel. The administrator should maintain proper and accurate record of the infraction and disciplinary action. Level II Acts of Misconduct infractions include, but are not limited to the following:

- 2.1 Continuous exhibition of Level I Acts of Misconduct
- 2.2 Failure to attend class
- 2.3 Out of supervised area
- 2.4 Altering/forgery of notes or excuses
- 2.5 Disrespect/insubordination towards school personnel (verbal, written or gestures, etc.)
- 2.6 Profanity/vulgarity
- 2.7 Refusal to identify self
- 2.8 Gambling on school property
- 2.9 Verbal abuse
- 2.10 Non-compliance of school rules
- 2.11 Verbal student confrontation
- 2.12 Reckless behavior/dangerous actions/horseplay
- 2.13 Non-physical sexual harassment
- 2.14 Bullying/intimidation/harassment of peers
- 2.15 Inappropriate physical contact/aggression
- 2.16 Theft or possession of lost/stolen property
- 2.17 Vandalism
- 2.18 Possession, display, and/or distribution of pornographic material
- 2.19 Trespassing
- 2.20 Instigation/provocation of student confrontation
- 2.21 Possession or use of laser pointers
- 2.22 Use of cell phones, including texting, personal cameras, camera phones, and/or pagers on school grounds, after-school, and/or at school sponsored activities, except as provided in the Student Conduct section of the handbook under “Electronic Devices”.

## **Disciplinary Interventions**

- Consequences outlined in the school/classroom discipline plan
- Administrative conference with parent/guardian and/or student
- In-school suspension
- Suspension warning notification to parent of the offense with stipulation that a repeated offense could result in suspension
- Detention before/after school
- Temporary removal from class
- Loss of privileges
- Financial restitution
- Out of school suspension



- Referral to an outside agency or school district support service
- Development of behavior contract
- Counseling with school personnel
- Referral to Building Problem-Solving Team
- Assignment of school/community service project
- Saturday school
- Police contact

Parents will be offered the opportunity to attend parent education classes.

### **Level III – Acts of Misconduct**

Level III Acts of Misconduct consist of infractions that are so serious that they always require administrative intervention and may endanger the health and safety of others in school and/or on the bus or which are seriously disruptive to the school environment and/or destructive to school property. The behavior may result in the temporary removal of the student from the school. Temporary removal of the student encompasses referral to the District’s alternative school program or out of district placement. Level III Acts of Misconduct infractions include, but are not limited to the following:

- 3.1** Continuous exhibition of Level II Acts of Misconduct
- 3.2** Explicit verbal, written and/or electronic threats
- 3.3** Fighting
- 3.4** Extortion
- 3.5** Physical sexual touching
- 3.6** Willful failure to comply with the District’s Internet/Technology Acceptable Use Policy, including computer hacking and electronic forgery.
- 3.7** Altering/forgery of school records
- 3.8** Possession of matches, lighters and/or flammable materials on or adjacent to school property.
- 3.9** Possession or use of shocking devices, and/or other harmful devices
- 3.10** \*Possession, sale, or use of tobacco, tobacco related products, alcohol, or flammable materials on or adjacent to school property
- 3.11** \*Inappropriate physical contact with a school and/or District’s personnel
- 3.12** \*Possession, use, distribution or selling of illegal substances or drug paraphernalia.
- 3.13** \*Possession of “look alike” illegal substances
- 3.14** \*Possession, use, distribution or selling of over-the-counter or prescription medications not prescribed to the student.
- 3.15** \*Being under the influence of drugs, alcohol, or controlled substances during school, at a school-sponsored activity, on school property.
- 3.16** \*Possession, use, distribution or selling of any inhalant, regardless of whether it contains an illegal or controlled substance. This prohibition does not apply to a student’s use of asthma or other legally prescribed inhalant medications prescribed for that student.
- 3.17** \*Possession of weapons or potential weapons and/or ammunition
- 3.18** \*Possession of “look alike” weapons

- 3.19 \*Bomb threats
- 3.20 \*Setting fires, possession or detonation of explosives
- 3.21 \*Possession of fireworks
- 3.22 \*Setting false fire alarms or making false police calls
- 3.23 \*Gang related activities or involvement
- 3.24 \*Possession and/or sale of stolen property
- 3.25 \*Persistent and/or severe bullying
- 3.26 \*Creation or involvement in riotous action
- 3.27 \*Other acts of misconduct which may endanger the health and safety of others in school and/or on the bus or which are seriously disruptive to the school environment and/or destructive to school property.

**Note:** These acts of misconduct (3.10 through 3.27) must be discussed with the Assistant Superintendent for Curriculum and Instruction before consequences are determined. Consequences for offenses with an asterisk (\*) may include the following, depending upon the severity of the incident: 10 day suspension/ 10 day suspension with an expulsion warning/ 10 day suspension with a referral for an expulsion hearing.

### **Disciplinary Interventions**

- Administrative investigation with submission of incident report to District Office
- Suspension with mandatory parent conference
- Alternative Education Program placement
- Referral to and completion of a substance abuse program or other program related to the misconduct
- Police contact with possible arrest
- Expulsion warning
- Expulsion referral

The student and parents will be referred to community service agencies for assistance.

### **PRO-ACTIVE APPROACH TO STUDENT DISCIPLINE**

In accordance with Joliet Public Schools District 86 and the Board of School Inspectors' belief in each student's right to a safe and orderly educational environment, disciplinary efforts of all District employees shall be directed toward helping students develop responsible attitudes and behavior. When the rights and privileges of others have been abridged, the educational processes interfered with or illegal acts committed, school policy dictates that certain consequences be promptly applied. In order to communicate discipline policies Joliet Public Schools District 86 has established Acts of Misconduct and subsequent consequences to violation of these infractions.

District 86 Board of School Inspectors and/or their designee reserve the right to administer appropriate disciplinary consequences in severe and unusual circumstances. All elementary and junior high schools within Joliet Public Schools District 86 shall establish individual school-wide and classroom based discipline plans. These individual discipline plans should be geared toward cultural diversity within the school and incorporate positive behavior intervention supports.

Discipline is a shared responsibility of the school district, community, parents and students. The school, by example, must foster those democratic ideals upon which our nation is founded and in doing so, respect the rights of all concerned. The following outlines the rights and responsibilities of all members of our educational community.

### **Due Process**

All students have certain procedural rights when they are in jeopardy of losing their right to attend school. These rights include an informal meeting, at school level, in which the reasons for the proposed disciplinary action are explained and they are given the right to respond. This may include a right to a hearing before the Board of School Inspectors or a hearing officer appointed by the Board of School Inspectors.

### **Student Suspension**

When a student exhibits gross disobedience or misconduct, suspension will be enforced for a period of up to ten (10) days. The following procedures will be followed in accordance with the State School Code and Joliet Public Schools District 86 policy:

1. The principal will inform the student of the suspension, giving reason for the suspension and letting the student present his/her side of the matter.
2. Parents will be notified and given the reason for the suspension and notified of their right to a hearing to review the matter.
3. In cases where a hearing is held, it shall be before the Board of School Inspectors or a hearing officer appointed by the Board of School Inspectors.
4. Upon consideration of the facts, the Board shall take whatever action it deems appropriate in the matter. Final action shall be taken in public session.
5. Parents are requested to accompany the student to school when the student is readmitted.
6. Under state law, students who receive special education services cannot be suspended for behavior related to their disability unless such behavior is dangerous to the student or others or is destructive to property. Parents should contact Joliet Public Schools District 86 Department of Special Services for a copy of "A Parent's Guide: The Educational Rights of Students With Disabilities".

Infractions that result in suspension can be located under the Acts of Misconduct and Consequences section.

### **Expulsion**

When a student commits a serious act of misconduct or repeated instances of misconduct a referral for an expulsion hearing will be made. A student can be expelled for a period up to two years if appropriate procedures are followed. Procedures for expulsion are as follows:

1. Parents will be called by the principal and notified in writing by the superintendent of the reason for the expulsion hearing, the time and place of the expulsion hearing, their right to counsel or other representation and other arrangements and procedures.
2. A hearing officer appointed by the Board of School Inspectors will conduct the hearing that

- involves the school administrator, parent, and student and, if necessary, the Director of Special Education and other parties involved. At this hearing, evidence is presented and all participants can respond to the act of misconduct.
3. The hearing officer presents the facts of the case to the Board of School Inspectors with a recommendation.
  4. The Board shall discuss and reach a decision on the matter in executive session but final action by the Board shall be taken in public session.
  5. The parent and school administration will be called and notified in writing of the action taken by the Board of School Inspectors.

### **Alternative Education Placement**

Referrals for Alternative Education Placement can be made for the following actions:

- **Expulsion** – Students who have committed a serious act of misconduct and the decision of the Board was expulsion from the public school setting.
- **Administrative Transfer** – For students who have exhibited an increasing need for anger management skills, aggressive behavior and recurring conflicts with peers and school staff. These students also cause continuous disruptions to the orderly educational process though interventions have been put in place. Administrative Transfers' placement length is for ten (10) days. If the student's behavior does not improve upon returning to the school, additional days of placement will be determined on an individual basis. This is not a Special Education Placement.
- **Termination From Another Alternative Education Program** – For students who will be referred to the District 86 Alternative Program. Their placement length will be determined after reviewing their behavior.

### **Behavioral Interventions Procedures for Students with Disabilities**

It is the purpose of Joliet Public Schools District 86 to communicate the procedures for the use of behavioral interventions for students with disabilities under Board Policy 7:230. All of the procedural protection available to students with disabilities and their parents under the Individuals with Disability Education Act (IDEA), including notice and consent, opportunity to participate in meetings, and the right to appeal, shall be observed when implementing and/or developing behavioral interventions.

If the student's behavior is not a manifestation of the student's disability, the discipline policy of District 86 will be enforced. If the student's behavior is a manifestation of their disability, the current special education placement, disability and IEP will be reconsidered. If a special education student is expelled or referred for a period of forty-five (45) days, the alternative education program will provide services to address the behavior of the misconduct.

### **Behavior Interventions**

The use of positive behavior interventions is consistent with the educational goals of enhancing a student's academic, social-emotional and personal growth. The fundamental principle is that behavior change techniques designed to develop and strengthen desirable behavior shall be used to the maximum extent possible and are preferable to the use of behavior control techniques.

### **Behavior Change Interventions**

Behavior Change Interventions are preferred because of the low risk of negative side effects and the high priority placed on behavior change rather than behavior control. These interventions may be used without the development of a written Behavioral Management Plan or inclusion in the student's Individual Education Program (IEP).

### **Behavior Control Interventions**

Behavior Control Interventions are used when Behavior Change Interventions are not successful in controlling extreme behavior. Behavior Control Interventions should adhere to professionally accepted treatment practices. These interventions should only be used when the IEP team has developed a Behavioral Management Plan and included in the student's IEP.

### **Emergency Behavior Control Interventions**

Emergency Behavior Control Interventions are used when there is an emergency situation in which immediate intervention is needed that is not outlined in the student's Behavior Management Plan. When it is necessary to use such interventions the parent/guardian will be contacted as soon as possible.

### **Discipline Procedures for Students with Disabilities**

Students with disabilities may be suspended and educational services temporarily ceased for up to ten (10) consecutive or ten (10) cumulative school days in one school year. Providing special education procedural safeguards are also temporarily ceased during this suspension period. If a student with a disability is referred for suspension, expulsion, or to an alternative education program for a period that exceeds ten (10) cumulative school days, the following procedures should be put in place:

- An IEP meeting must take place within ten (10) days of the date that the infraction occurred.
- Notification of the parent/guardian or educational surrogate in writing and by phone (if possible) of the disciplinary action being considered and the date of the IEP meeting.
- At the IEP meeting it will be determined if the act of misconduct is related to the disability. It will be necessary to review the student's current IEP and placement, social, psychological and health assessments, evaluation results, parental information and observing the student in the educational setting.

## **STUDENT CONDUCT**

### **Corporal Punishment**

Corporal punishment is not permitted. Corporal punishment includes slapping, paddling, or prolonged maintenance of students in physically painful positions and the intentional infliction of bodily harm.

**Dress Code and Cleanliness (Refer to Building Dress Code)**

Students and their parents have the right to determine school attire as long as the dress and appearance of students complies with individual building expectations and health or safety regulations and does not interfere with the educational process. No revealing clothing (bare midriffs, low-cut shirts, etc.) will be allowed. Pants must be worn on the waist and have no holes above the knees. No chain attachments to clothing. Any writing on clothing must be school-appropriate (no criminal, sexual, drug/alcohol/tobacco-related slogans, etc.) No visible body piercing, other than ears (girls only). Boys cannot wear earrings. No body-piercing coverings or band-aids are allowed.

Any student who comes to school without proper attention to personal cleanliness or appropriate dress may be removed from class or sent home to be properly prepared for school. Such cases may be reported to a District social worker or nurse and DCFS.

**Gangs, Gang Activities**

Participation in gang related activities is prohibited. A gang shall be defined as "any group of two or more individuals engaged in anti-social behavior". Specific gang activities include recruiting and displaying gang signs. Other gang behaviors may include but are not limited to: fighting, intimidation (verbal or physical, threats, bullying), gang identifiers (drawings, jewelry, clothing, tattoos, slashed eyebrows, etc.), threats, possession of a weapon or potentially dangerous object, vandalism, extortion, and other activities that the administration feels would adversely affect the safety and well-being of students and staff or would otherwise be detrimental to the education process.

Students violating this policy are subject to suspension or expulsion. Legal authorities will be notified when appropriate.

**Bullying**

Bullying will not be tolerated. Bullying shall include any intentional gesture, written, verbal, or physical threat severe enough to create an abusive atmosphere in the learning environment. This includes electronic threats made through blogs, cell phones, pagers, email, instant messaging, text messaging, online games, or through websites or social networking sites. Consequences may include suspension from school and/or an expulsion hearing referral, depending on the frequency and severity of the incident.

**Sexual Harassment**

Sexual harassment of students is prohibited. Any person, including a District employee, agent, third party, or student engages in sexual harassment whenever he/she does any of the following, but not limited to: makes sexual advances, requests sexual favors, and engages in other verbal or physical conduct of a sexual or sex-based nature that interferes with a student's educational environment, or creates an intimidating, hostile, or offensive education environment.

Students who believe that they are victims of sexual harassment or have witnessed sexual

harassment, are encouraged to, and should, discuss the matter with the principal, assistant principal or academic advisor so that the District can investigate the allegation of harassment and, if appropriate, take responsive measures.

Students who make good faith complaints will not be disciplined. However, any person making a knowingly false accusation regarding sexual harassment will be subject to disciplinary action up to and including suspension and expulsion.

**Conduct on School Buses**

Students shall abide by the general school rules regarding conduct on school property. In cases of gross disobedience or misconduct, a student's privilege to ride the bus may be suspended and/or denied. During the period of suspension, it is the responsibility of the parent or guardian to transport the student to school.

Levels of offenses and consequences are as follows:

Level I Offenses	Level II Offenses	Level III Offenses
Standing while the bus is in motion	Disrespect	Assault
Changing seats	Inappropriate language	Verbal Threat – Staff
Not staying in seat	Reckless behavior/horseplay	Jeopardizing the safety of others
Excessive noise	Verbal Threat – Peers	Vandalism
Eating – Drinking – Littering	Name calling	Fighting
Riding unassigned bus or using an unassigned stop	Bullying/Intimidation/Harassment of peers	Drugs/Alcohol
Other (Explain)	Non-compliant (will not follow direction from driver and/or monitor)	Tobacco/smoking on bus
	Throwing (things in/out of bus)	Weapons
	Verbal Abuse – Staff	Arson/Combustibles
	Other (Explain)	Other (Explain)
Level of Offense	Consequences	
I	1 <sup>st</sup> offense: Student Warning Conference 2 <sup>nd</sup> offense: Warning; In School Consequence 3 <sup>rd</sup> offense: 1 – day bus suspension 4 <sup>th</sup> offense: 3 – day bus suspension 5 <sup>th</sup> offense: 5 – day bus suspension, Parent conference 6 <sup>th</sup> offense: Suspension from bus, subject to cancellation of bus service	
II	1 <sup>st</sup> offense: Written warning or 1 – 3 day bus suspension 2 <sup>nd</sup> offense: 3 – 5 day bus suspension 3 <sup>rd</sup> offense or more: 5 – day bus suspension or possible extended loss of bus privileges	
III	1 <sup>st</sup> offense: 1 – 5 day bus suspension 2 <sup>nd</sup> offense: 5 – 10 day bus suspension 3 <sup>rd</sup> offense or more: Extended loss of bus privileges	

The Board of School Inspectors/Superintendent reserve the right to install and operate video cameras on school buses as they deem appropriate. Evidence gathered by the use of a video camera and/or its auditory recording equipment may be used in student disciplinary investigations and/or any pertinent criminal investigations.

### **Electronic Devices**

Using or possessing radios, IPODS, “Walkman”, CD/tape players, MP3 Players, electronic games, and other electronic devices in school or on school grounds is prohibited.

All cell phones, camera phones, and pagers must be kept powered off and out of sight during the regular school day unless: a) the supervising teacher grants permission; b) the use of the device is provided in a student’s IEP; or c) it is needed in an emergency that threatens the safety of students, staff, or other individuals. Any electronic devices under this provision may be confiscated and released to the parent or guardian.

### **Property Damage/Vandalism**

Any student guilty of vandalism on school grounds shall be subject to suspension and possible expulsion warning or expulsion hearing. Parents may be required to pay for any damage. Police will be notified when appropriate.

A student’s parent or legal guardian can be held accountable for damages caused by the student. The Illinois Parental Responsibility Act provides that:

The parent or legal guardian of a minor who resides with the parent or legal guardian is liable for actual damages for the willful or malicious acts of the minor which cause injury to a person or property.

The Act allows the School District to recover up to \$1000.00.

### **Alcohol, Illegal Drugs, Look-Alike Drugs, or Flammable Materials**

The possession, use or distribution of any alcohol, illegal drug or look-alike drug, or flammable material is prohibited on school grounds, in school buildings, at school sponsored activities or on school buses. Students violating this policy will be subject to suspension or expulsion. Police will be notified when appropriate and the student may be required to obtain help from a medical or drug intervention agency before being re-admitted to school after such suspension or expulsion.

### **Possession of Weapons or Look-Alike Weapons**

Possession of weapons, look-alike weapons, potentially dangerous objects, firearms or explosives is prohibited on school grounds, in school buildings, during school related activities and/or on school buses at all times. Students violating this policy shall be subject to suspension or expulsion. Police will be notified.

### **Search and Seizure**

When there are reasonable grounds for suspecting that a student may be violating either the law or a school rule, school authorities may search the student or his personal belongings (lockers, purses, wallets, book bags, lunch boxes, etc). If a search produces evidence of a serious nature



such as weapons, drugs, stolen property, etc., such evidence may be seized by school authorities and disciplinary action taken. Parents will be notified as soon as possible. When appropriate, such evidence may be transferred to law enforcement authorities for appropriate action.

### **Law Enforcement Authorities**

When law enforcement authorities find it necessary to question students during the school day, the school principal or his/her designee will be present when possible. An effort will be made to contact the parent or guardian of the student to notify them of the situation. If custody and/or arrest are involved, the principal will request that all procedural safeguards, as prescribed by law, be observed by the law enforcement authorities.

### **Juvenile Court Referrals**

All referrals to juvenile court shall be initiated by the building principal.

### **Electronic Network Access/Internet and Technology Acceptable Use**

More and more, educators and community members understand that technology can bring us all together. Joliet Public Schools District 86 is helping students, parents and staff realize the full power of technology to communicate effectively and responsibly.

It is expected that all students will appropriately use the available technology and Internet. Parents are encouraged to carefully read the District's Authorization for Electronic Network Access Form and are required to have a signed copy on file at your child's school before any school age student is permitted access to the Internet. Student use of technology is meant to enhance the instructional program. Use of personal or District technology to harass, bully, threaten, or intimidate students or staff will not be tolerated. Inappropriate use of the Internet or the District's technology will result in immediate suspension/termination of access and possible disciplinary consequence.

## **ATTENDANCE, RESIDENCY REQUIREMENTS, REGISTRATION, HEALTH EXAMINATIONS, IMMUNIZATIONS, DENTAL EXAMINATIONS, AND TRANSFER OF STUDENTS**

### **Absence and Tardiness**

The primary responsibility for student attendance rests with a student's parent(s) or guardian(s). When a student misses school, they miss learning. Absence from school is not conducive to the mission of the School District or to the education of the student and is not excused except in the case of personal illness, death in the immediate family, observance of a religious holiday or family emergency.

Students are expected to give a satisfactory reason to the school from the parent for any absence or tardiness. A call by the parent or guardian is required on the first day and each subsequent day of absence or tardiness. A written excuse may also be required by individual schools.

Parents are strongly encouraged to avoid creating circumstances that may cause a prolonged absence for their child during the school year while school is in session. Prolonged absences due to travel or any other reason tend to be contrary to the educational welfare of the child.

### **Notification of Parents/Guardian of Absence**

Each school is required to notify parents/guardian of student absences when the school has not been advised of such absence. Parents must be notified within two (2) hours following the start of classes.

Parents must provide and maintain at least one valid, current telephone number where the parent or other responsible adult can be reached in the event of an emergency.

### **Truancy**

State law requires that all children between the ages of 7 and 17 attend school when it is in session. A truant is defined as a child subject to compulsory school attendance law who is absent from school for a school day or portion thereof without valid cause. Any student who is absent from school without valid cause such as illness or other emergencies shall be reported to the Attendance Caseworker for immediate action.

### **Residency Requirements**

All school age children whose custodial parent or legal guardian lives within the boundaries of District 86 are eligible to attend the Joliet Public Schools. The residence of a person who has legal custody of a student is deemed to be the residence of the student. State statutes define "legal custody" as follows:

1. Custody exercised by a natural or adoptive parent with whom the pupil resides.
2. Custody granted by order of a court of competent jurisdiction to a person with whom the pupil resides for reasons other than to have access to the district's educational programs.
3. Custody exercised under statutory short-term guardianship, provided that within 60 days of the pupil's enrollment a court order is entered that establishes permanent guardianship and grants custody for purposes other than to have access to the district's educational programs.
4. Custody exercised by an adult caretaker relative who is receiving Illinois Public Aid for the student residing with the caretaker for purposes other than access to the district's educational programs.
5. Custody exercised by an adult who demonstrates that he or she has assumed and exercises legal responsibility for the student and provides the student with a regular, fixed, night-time abode for purposes other than access to the district's educational programs.

Students placed by DCFS in the home of a temporary guardian or custodian or other type of child care facility shall not be charged tuition by the former school district if DCFS determines it to be in the child's best interest to maintain attendance in the former district.

Unless an approved transfer has been obtained through the Department of Curriculum and Instruction, all students are required to attend the school in the attendance area in which the parent or legal guardian resides.

When registering a student in a school, the parent or guardian will be required to submit proof of residency by presenting any three (3) items from the following list:

1. Valid driver's license
2. Utility bill receipt
3. Rent or property tax receipt
4. Voter registration card
5. Bank Statement
6. Monthly statement from credit card
7. Lease or rental agreement
8. Automobile insurance identification
9. Home owners/renters insurance
10. Document indicating intent to purchase a home

### **Registration of New Students**

All new students enrolling in a District 86 school must be accompanied by a parent or legal guardian. A new student is a child who is entering District 86 for the first time or who has not attended a District 86 school for one year or more. At the time of registration the parent/guardian must provide the student's original birth certificate, social security card (if available), and three proofs of residency. Also the child must have had a physical within a year prior to the start of school and have up-to-date immunizations. To be eligible for kindergarten a child must be five years old on or before September 1 of that school year.

### **Registration of Homeless Children**

A homeless child is one who lacks a "fixed, regular and adequate nighttime place of abode." In general, children or youth living in welfare hotels, transitional housing, shelters, the streets, cars, abandoned buildings, and other inadequate accommodations are considered homeless. This includes the following groups:

- Children in Shelters
- Doubled-up Children (living with another family due to lack of a permanent residence)
- Migratory Children (if accommodations are not fit for habitation)
- Runaways (children who have run away from home and live in a shelter or inadequate accommodations, even if parents are willing to provide a home)
- Throwaways (children whose parents or guardians will not permit them to live at home)

The Education for Homeless Children and Youth program, as part of the McKinney-Vento Act ensures homeless children the following rights:

- A free, appropriate public education
- Immediate Enrollment – the right to be enrolled immediately in school, without medical or academic records, regardless of district policy.
- Choice of Schools – The homeless child has three choices:
  - School of Origin – the school the child last attended
  - School of Origin – the school the child attended when he/she became homeless
  - The school closest to the shelter or other temporary housing
- Transportation – Homeless children are entitled to the same rights to transportation as other children in their district. Parents or guardians should make a good faith effort to provide or arrange for transportation. Otherwise, school districts are responsible for transportation costs.
- Services – Homeless children are entitled to the same services, such as tutoring, that are available to other children in their districts.
- A priority to preschool programs

### **Health Examinations, Immunizations and Dental Examinations**

All students are required to be in complete compliance with all health requirements by the first day of school. Children will not be allowed to attend school if they do not have the appropriate documentation available when they register and/or on the first day of class.

### **Health Examinations**

Parents of students must present proof that the student has been examined by a licensed health care provider in accordance with the following schedule:

1. Within one year before entering kindergarten.
2. Upon entering the sixth and ninth grades
3. Whenever a student first enrolls within the district, regardless of the student's grade level.

### **Immunizations**

At the same time the student presents proof of the required health examinations, the student must also show proof of immunity against:

1. Diphtheria
2. Pertussis
3. Tetanus
4. Poliomyelitis
5. Measles
6. Rubella
7. Mumps
8. Hepatitis B (Series of 3 shots)

9. Haemophilus Influenzae Type B Preschool requirement only. One or more doses. Last dose must be after 15 months of age.
10. The State of Illinois requires all children entering kindergarten, pre-school, licensed day care or federally funded Head Start centers to receive a vaccination against chickenpox (Varicella) or to provide proof of having had the disease.

District nurses will review all medical records. If there is any information that is found to be missing, your child will be excluded from school that day. Your child will not be allowed to return to school until all records are complete.

### **Dental Examinations**

Before May 15<sup>th</sup> of the school year, each child in Kindergarten, second grade and sixth grade must present to the school, proof of having been examined by a dentist in accordance with section 27-8.1(1.5) of the school code. The examination must have taken place within 18 months prior to May 15 of the school year.

If a child in the Kindergarten, second or sixth grade fails to present proof of having been examined by a dentist by May 15, the school may hold the child's report card until one of the following occurs:

1. The child presents proof of a completed dental examination.
2. The child presents proof that a dental examination will take place within 60 days after May 15<sup>th</sup>. A written statement or appointment card prepared by a dentist, dental hygienist, or their designee and signed by the child's parent or guardian, indicating the name of the child and the date and time of the scheduled dental examination, constitutes proof that a dental examination will take place: or
3. The Child presents a Dental Examination Waiver Form, in accordance with Section 665.450 of the School Code.

### **Student Transfers**

Students may be transferred from one school to another for the following reasons:

1. Improve racial balance
2. Relieve overcrowding
3. Redistribute students within attendance areas
4. Medical problems of students
5. Provide for the programmatic needs of students
6. When in the judgment of the Superintendent or designee transfer is in the best interest of the student

Parents may request a transfer for the following:

1. **To improve racial balance.** When a student qualifies for a majority-to-minority transfer, that is, when the child would be moving from a school where he/she is in the racial majority to one in which he/she would be in the racial minority.

2. **Medical.** When the mental or physical health of a student is at risk. For example, when a student has a cardiac condition and needs a school with no stairs to climb. Student's condition must be certified by a physician and confirmed by a District nurse.
3. **Programmatic.** When the curriculum in the assigned school does not meet the needs of the student. For example, a student who needs Special Education may be transferred to a school that has a program that is not available in the assigned school.
4. **Change of residency during a given school year.** When the residence of the student and parent changes during the school year to another attendance area parents may request permission to remain in the assigned school for the balance of the year. Parents will be responsible for transportation, if needed. Student's attendance must be regular and punctual.
5. **Transfer due to change of residence.** If a student and parent change residence and move into the attendance area of another school, the child may be transferred to the new school. Prior to moving into the new residence, or as soon as possible afterwards, the principal or staff of the school in which the student is currently enrolled should be notified. Arrangements will be made to send the students' records to the new school as soon as possible in order to minimize any delay in having the student assigned to the correct classroom program.

All transfer requests must be submitted to the Department of Curriculum and Instruction by the parent or guardian whereupon the request will be subject to approval when appropriate.

All transfer approvals terminate at the end of each school year and may also be rescinded when the conditions for which the transfer was approved no longer pertain.

The approval of all transfers regardless of reason will be determined by the availability of space.

### **State Transfer Form**

In accordance with Section 2-3.13a of the School Code, all public school districts are to provide form ISBE 33-78 (9/05) to any student who is moving out of the school district to verify whether or not the student is "In Good Standing" and, whether or not their medical records are up-to-date and complete as defined in Section 2-3.13a. "In Good Standing" means that the student is not being disciplined by an out-of-school suspension or expulsion, and is entitled to attend classes, as of the date of the form. No public school district is required to admit a new student unless they can produce this form from the student's previous Illinois public school district.

## **STUDENT WELFARE**

### **Child Custody**

The school district recognizes that issues related to the legal and physical custody of students are complicated and can impact the student's educational experience. Parents and legal guardians of students are strongly encouraged to stay involved with their student's academic progress. Unless a court order decrees otherwise, either parent or a legal guardian may view education records and

attend school functions or school meetings regarding the student. Official notices and report cards will be sent to the parent or legal guardian with primary physical custody of the student during the school year. It is the responsibility of the parent or legal custodian with primary physical custody to provide current copies of court orders to the school. Child visitation and exchange of custody should not take place during school hours or on school property. The school district will assume no responsibility for enforcing visitation or custody orders and reserves the right to prohibit parents or legal guardians from entering school board property if their conduct becomes disruptive to the school environment. Concerns regarding custody and visitation should be directed to the school principal.

### **Child Abuse and Neglect**

The laws of the State make it clear that school districts must report all suspected cases of child abuse or neglect. The School Board accepts its responsibility of supporting community and statewide efforts to protect children from abusive or neglectful relationships with parents or other persons. District personnel, as mandated reporters, are responsible for:

1. Reporting all properly identified and documented cases of neglect and/or abuse to appropriate state or local authorities.
2. Protecting the privacy rights of students and parents regarding records in such cases.

### **Visitation of School Buildings, Classes**

All persons entering a school building are required by state law to provide, upon request by school employees, proper identification and state their reasons for being on school premises. Persons, upon entering a school building, must first report to the principal's office to state their business and receive permission to see teachers or visit classrooms. Disruptions to the orderly operation of the school will not be tolerated. Persons disregarding the appropriate behavior for school visitation will be asked to leave and/or will be reported to the police for action.

Persons desiring to meet with teachers or to visit classrooms are required to contact school personnel in advance to make arrangements for such meetings or visitations.

### **No Trespass Policy**

In accordance with a notice from the Will County State's Attorney's office, no one is permitted on the grounds, or in any buildings, or in any vehicles of Joliet Public Schools District 86 if you are in possession of any of the following:

- Air Rifle or Air Gun
- Air Soft Gun
- BB Gun
- Paintball Gun
- Pellet Gun
- Knife
- Dagger
- Dirk
- Razor
- Stiletto

- Look-Alike Gun of any kind that a reasonable person would believe to be a real gun regardless of the distance at which that person might see it.
- Or any other dangerous or deadly weapon or instruments of like character.

Anyone who disobeys this notice can be charged with Criminal Trespass to State-Supported Land and/or Criminal Trespass to Vehicles. Both of these offenses are Class A misdemeanors. You can be arrested. If you are convicted, you can be punished by up to one year in the Illinois Department of Corrections, Juvenile Division, and if you are 17 years of age or older, by up to 364 days in jail.

**The School Visitation Rights Act 820 ILCS 147/25 (Effective July 1, 1993.)**

Each school is required to notify the students' parents or guardians of their school visitation rights. Below is an abstracted version of the School Visitation Rights Act.

**Sec. 5 Policy**

The General Assembly of the State of Illinois finds that the basis of a strong economy is an educational system reliant upon parental involvement. The intent of this Act is to permit employed parents and guardians who are unable to meet with educators because of a work conflict the right to an allotment of time during the school year to attend necessary educational or behavioral conferences at the school their children attend.

**Sec. 15 School Conference and Activity Leave**

(a) An employer must grant an employee leave of up to a total of 8 hours during any school year, and no more than 4 hours of which may be taken on any given day, to attend school conferences or classroom activities related to the employee's child if the conference or classroom activities cannot be scheduled during non-work hours, however, no leave may be taken by an employee of an employer that is subject to this Act unless the employee has exhausted all accrued vacation leave, personal leave, compensatory leave and any other leave that may be granted to the employee except sick leave and disability leave. Before arranging attendance at the conference or activity, the employee shall provide the employer with a written request for leave at least 7 days in advance of the time the employee is required to utilize the visitation right. In emergency situations, no more than 24 hours notice shall be required. The employee must consult with the employer to schedule the leave so as not to disrupt unduly the operations of the employer.

(b) Nothing in this Act requires that the leave be paid.

(c) For regularly scheduled non-emergency visitations, schools shall make time available for visitation during both regular school hours and evening hours.

Verification of Attendance forms for parents are available from your child's school or from the J.F.K. Administrative Center.

**Discrimination Based on Sex is Prohibited**

It is the policy of the School District that no student shall be denied any educational opportunity on the basis of sex. Any student who believes that he or she has been denied an educational opportunity on the basis of his or her sex shall file a complaint with the building Principal within



ten (10) school days of the act giving rise to the complaint. Grievance procedures for a student complaint of sex discrimination shall include avenues for appealing a decision made at any level of review within specific time lines. The Principal must provide a copy of the grievance procedures at the time a complaint is filed. Any student complaining of sex discrimination in the schools is entitled to confidentiality and respect and shall not be subjected to harassment or retaliation as a result of having filed a complaint or having appealed a decision.

The Board shall designate as the Sex Equity Coordinator for the District the Assistant Superintendent for Curriculum and Instruction. The Sex Equity Coordinator shall be available to provide assistance to any student who believes he or she has been discriminated against on the basis of sex.

**Student Medication (See Building Handbook)**

Students are permitted to take prescribed medication at school only if the appropriate forms are signed by a doctor and are on file in the school office. Forms are available in each school office.

**Waiver of Fees for Instructional Materials**

The Board shall not waive any instructional material fees except under extenuating circumstances as defined by District policy and upon proper application to the Business Manager.

**Fees for Instructional Materials**

All students are assessed fees to cover the cost of some of the materials and supplies needed during the school year. Fees are due at the beginning of each school year:

<b>Kindergarten (Full Day)</b>	<b>\$25.00</b>
<b>Grades 1 through 5</b>	<b>\$25.00</b>
<b>Grades 6 through 8</b>	<b>\$45.00</b>

Some exceptions may occur on a school-by-school basis.

**Promotion Policy**

In an effort to improve student achievement, Joliet Public Schools District 86 has implemented a Promotion and Retention Policy.

**Junior High School Procedures**

Students in the junior high schools (grades 6, 7 and 8) are required to maintain a cumulative grade point average of 2.00 throughout the school year to maintain academic good standing. If, or when, a student falls below a 2.00 cumulative grade point average for a quarter, you will receive notification of your child’s performance and the school will initiate a “Promotion Monitoring Plan.” This plan will be developed to document the efforts of your child and the school to meet the necessary standards for promotion. The plan will address resources the school may provide such as modifying classroom instruction, referral to the Intervention Team or for

Special Services, Before/After School Programs, Saturday School or Summer School. The plan may also include suggestions for you to work with your child at home. Should this plan be needed, a conference will be held with you to explain the steps in detail.

### **Elementary Procedures**

Students in our elementary schools (grades K-5) are required to meet the majority of District grade level outcomes in Language Arts and Math. When a student does not meet these outcomes you will receive notification of your child's performance and the school will initiate a "Promotion Monitoring Plan." This plan will be developed to document the efforts of the child, school, and the parent, to meet the necessary standards for promotion. The plan will address resources the school may provide such as modifying classroom instruction, referral to the Intervention Team or for Special Services. The plan will also include suggestions for you to work with your child at home. Should this plan be needed, a conference will be held with you to explain the steps in detail.

### **Student Photographs for Publication**

Periodically, photographs may be taken of students to be used for publicity purposes. Photos may be sent to newspapers, used in District publications, yearbooks, etc. Please sign and return the Media Release Form to your child's school. New forms must be signed each year.

### **District 86 Student Record Policy**

The Board of School Inspectors of the Joliet Public Schools District 86 operates under the policies designed to guarantee the rights of students and parents regarding Student Records. Although legal distinctions are made between permanent and temporary records, you can obtain access to all of your child's records by simply contacting the school principal.

The rights of parents and students regarding student records are as follows:

- "Student Permanent Record" means the minimum personal information necessary to a school in the education of the student and contained in a school student record. Such information includes:
  - Student's and parent's names and addresses, date of birth, place of birth, and gender
  - Grades
  - Attendance records
  - Accident reports and health record
  - Information regarding participation in school sponsored activities
  - Record of release of student permanent record information

Permanent records will be maintained for a period of sixty years following the student's graduation, transfer, or permanent withdrawal from the school. The Assistant Superintendent of Curriculum and Instruction is the records custodian for the District.

“Student Temporary Record” means all information contained in a school student record but not required to be in the student permanent record. Such information includes:

- Copy of students’ birth certificate/social security card (if available)
- Authorization for Electronic Network Access
- Custodial Forms
- Information regarding serious disciplinary infractions involving drugs, weapons, or bodily harm to another that resulted in expulsion, suspension, or the imposition of punishment.
- Home Language Survey
- Indicated Child Abuse Likely Form
- Media Release Form
- Order of Protection (a copy should also be kept in office file)
- Referral Forms
- Report Cards
- Special Education Attention Form (located in front of file)
- Student Academic Information
- Student Testing Information
- Record of release of student temporary record information

Temporary records for all students will be maintained for a minimum of five years following the student’s graduation, transfer, or permanent withdrawal from school.

Following is a list of some of the most important rights you have under state and federal laws and Board policies:

- Inspect and copy any and all information contained in the student record. There will be a small charge for copies which will be waived for those unable to afford such costs.
- Challenge the contents of the records, by notifying the principal or records custodian of an objection to information contained in the record.
- Inspect and challenge information proposed to be transferred to another school district in the event of a move to another district.
- Local, state and federal educational officials have access to student records for educational and administrative purposes without parental consent. Pursuant to a court order or a subpoena, or in connection with an emergency where the records are needed by law enforcement or medical officials to meet a threat to the health and safety of the student or other persons, records will be released without parental permission. All other releases of information require the informed, written consent of the parent or eligible student.

Three notes of interest:

1. Because District 86 and area high schools are separate school districts, an agreement has been made to transfer records to these high schools without specific parental consent except where parents request that records not be automatically forwarded.

2. Parents requesting access to student's records will be given an appointment at which time they can review the records of their child. Requests for access to student's records must be made in writing by letter or use of a form supplied by the local school.
3. All of the rights listed above remain exclusively with a student's parents until the student reaches the age of 16. From the age of 16, those rights are shared by both the parents and students. When the student reaches the age of 18, all rights regarding student's records are his or hers exclusively.

### **Child Safety in Returning From School**

The safe return home after school of all students is an on-going concern of the District. Parent cooperation is necessary to help minimize problems that may occur in picking up students after dismissal time.

These guidelines apply to parents who (a) choose to pick up their children at the regular dismissal time and/or (b) choose to pick up their children following an after school activity which is held after regular dismissal time:

- All transportation or other arrangements must be made and explained to the student and appropriate school personnel beforehand.
- Students are expected to be picked up promptly by the parent at dismissal time or upon completion of an after school event.
- The school must be provided with a current emergency number to call in case the parent cannot be reached.

In the event a child is not picked up within a reasonable time after dismissal or an after school activity, every effort will be made to contact a responsible person to insure that the child is returned safely home. However, repeated instances of failing to pick up a child, particularly a young child, may result in a warning notice, loss of after school activity privileges and/or notification of DCFS.

### **Picking Up Children by Someone Other Than a Parent/Guardian**

In order to assure the safety and well-being of children, parents must provide the school with current names and phone numbers of those adults who may pick their children up from school. Anyone picking up a child from school who is not currently listed on the child's registration record will not be allowed to take the child. Parents will be contacted by telephone.

### **Serious Accidents or Serious Illness**

The school will see to it that your child is given proper medical attention to the extent that we are capable. Paramedics will be called immediately if the situation is urgent. However, school personnel can neither make medical decisions for your child nor authorize hospital staff to provide treatment. You must get to the hospital to attend to your child. Every effort will be

made to contact the parent or guardian. Therefore, it is absolutely critical, for your child's well-being, that you keep the school advised of any phone number or address change including the emergency contact numbers.

### **Bus/Van Traffic Accidents**

In the event of a traffic accident the bus company will notify the Emergency Medical Service and the school. Parents will be notified. If medical personnel at the scene determine that students may require treatment, students will be taken to a hospital. Parents will be advised. It is essential that parents/guardians maintain a current address and telephone number, including emergency contacts.

### **Home Language Survey**

Parents of all students entering Joliet Public Schools for the first time will be asked to complete a Home Language Survey. This survey is available in both Spanish and English. Language minority students may be referred for a placement test for the English Language Learner Program (ELL) based upon responses to the questions on the survey.

A language minority is anyone whose native language is other than English.

### **Vision and Hearing Screening**

Joliet School District 86 provides Vision and Hearing Screenings for children, ages 3 through 8<sup>th</sup> grade.

Senate Bill – Public Act 093-0504 requires that parents are aware that screenings will occur for students as mandated by the State of Illinois, for the following students:

Vision --- Preschool, Kdg. 2<sup>nd</sup>, 8<sup>th</sup> and Special Education

Hearing --- Preschool, Kdg., 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and Special Education

### **Vision**

Certified technicians conduct the vision screening with the goal of identifying possible vision concerns and make referrals for a follow-up diagnosis. The philosophy of the district is to identify children early who may have a possible vision problem that would require a professional eye examination. Impaired vision in can seriously impact learning and can contribute to the development of emotional and behavioral problems.

### **Vision Examinations**

Before October 15<sup>th</sup> of the school year, each child in Kindergarten must present to the school, proof of having been examined by an eye doctor (ophthalmologist or optometrist) in accordance with 77 Ill. Adm. Code 685. The examination must have taken place within one year of the first day of Kindergarten.

If a child in the Kindergarten fails to present proof of having been examined by an eye doctor by October 15, the school may hold the child's report card until one of the following occurs:

1. The child presents proof of a completed eye examination.
2. The child presents proof that an eye examination will take place within 60 days after October 15<sup>th</sup>. A written statement or appointment card prepared by an eye doctor, or their designee and signed by the child's parent or guardian, indicating the name of the child and the date and time of the scheduled eye examination, constitutes proof that an eye examination will take place; or
3. The Child presents a Dental Examination Waiver Form, in accordance with Section 685 of the School Code.

### **Hearing**

The purpose of the hearing screening is to identify children who may have a potential hearing problem. Students who fail the screening are referred for a medical evaluation. A hearing impairment interferes with development of normal speech and communication, which can also lead to educational failure. Early detection and proper medical treatment insures a better chance of successfully correcting the hearing problem.

### **Referrals**

Children who have failed vision or hearing on two separate occasions are referred for further medical evaluation.

### **Audiology Services:**

The Audiology Department of the Joliet Public School District 86 provide complete diagnostic audiology services from birth to age 21. Students that are tested include:

- New Students
- Students who have failed their hearing screening tests
- Preschoolers for early intervention programs
- Students with existing or suspected hearing losses
- Students who are difficult to test

Our hearing assessments includes a cursory otoscopic exam, Tympanometry, acoustic reflexes, otoacoustic emissions, speech discrimination ability, bone and air conduction and a screening test for central auditory processing disorders. Ear molds are available at cost for personal hearing aids and for swim plugs and make ear molds for the auditory trainers/FM systems that are used in the children's classrooms. Our services also include selecting the best auditory trainer/FM for that child and their environment. Joliet 86 provides a Deaf Education Program for pre-school to high school students. Our goal is to help the children hear and function to the best of their abilities in order to receive the best education possible.

### **Early Childhood Screening**

Joliet School District 86 offers screening and evaluations for children 0-5 years of age and for school-aged students in grades K-8. The children between the ages of 0-5 will be screened in the areas of Motor, Communication, Social Development and Personal Skills. In addition, a Speech Pathologist conducts speech screening during this time. The children will also have their hearing and vision tested by a state certified technician. After the screening is completed, the results are shared with the parents. If you suspect your child may have a disability which would require Special Services, please contact the Special Services Department 815-740-3196.

### **504 Plan**

Refers to Section 504 of the Rehabilitation Act of 1973. Request/identification of students eligible for a 504 Plan are to be given to the Special Services Building Representative. The 504 Plan is developed for students who are identified as "having a physical or mental impairment" which "substantially affects one of the major life activities" (which are defined as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, working, or learning). Examples would include children who have asthma, diabetes, and/or ADD/ADHD. Grievances are to be directed to the Director of Special Services at 815-740-3196.

### **Free Appropriate Public Education (FAPE)**

Public Law 94-142 Education for All Handicapped Children guarantees that all children will receive a free and appropriate public education. A program of education and other services for an eligible child that is designated to meet the child's special education needs and which allows the child to make meaningful progress in the educational setting. It is provided without charge to the parents.

### **Asbestos Management Plan**

District 86 is required by federal law to identify and manage asbestos that may be found in building materials in a school. Our district has in place a management plan for asbestos containing building materials that provides for a re-inspection report to be filed on a three year basis. Our plan is available for your inspection. If you are interested in reviewing the information contained within the plan, please contact your building principal.

### **Notification No Child Left Behind Highly Qualified Teacher**

This is to inform you that you have the right to request information regarding the professional qualifications of any teacher that is instructing your child. Your request must be in writing and must be submitted to the Department of Human Resources, Joliet Public Schools, District 86, 420 North Raynor Avenue, Joliet, IL 60435.

You may request information regarding the following:

- Whether or not the teacher has met state certification requirements;
- Whether or not the teacher is teaching under emergency or provisional status;
- The bachelor's degree major of the teacher, any other certification or degrees held by the teacher and the subject areas of the certification or degrees; and
- Whether your child is provided services by teacher aides/paraprofessionals, and if so, their qualifications.

You will receive a response within seven (7) working days of receipt of your written request.



# Joliet Public Schools District 86

## School Calendar

2011 – 2012

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### 2011

Institute Day – No School for Students	August 17
1 <sup>st</sup> Day of School	August 18
Labor Day – No School	September 5
School Improvement Day – No PM Class for Students	October 7
Columbus Day – No School	October 10
Parent/Teacher Conference Day – No School for Students	November 4
Institute Day – No School for Students	November 10
Veterans Day – No School	November 11
Thanksgiving Day, Day Before, and Following – No School	November 23 – 25
Last Day of Classes before Winter Break	December 21

### 2012

Classes Resume	January 5
Martin Luther King's Birthday – No School	January 16
Parent/Teacher Conference Day – No School for Students	January 27
Institute Day – No School for Students	February 17
Presidents Day – No School	February 20
Casimir Pulaski Day – No School	March 5
Spring Break	April 2 – 9
School Improvement Day – No PM Class for Students	April 27
School Improvement Day – No PM Class for Students	May 25
Memorial Day – No School	May 28
Last Day of School (Tentative)	May 30
Emergency Days (If Needed)	May 31 – June 6

# JOLIET PUBLIC SCHOOLS DISTRICT 86

JFK Administrative Center

420 N. Raynor Avenue

Joliet, IL 60435

Phone: (815) 740-3196

[www.joliet86.org](http://www.joliet86.org)



## 2011 – 2012

**Charles E. Coleman, Ed.D., Superintendent**

**Sandy Gavin, Assistant Superintendent, Curriculum and Instruction**

**Cheryl Woods-Clendening, Assistant Superintendent, Personnel and Labor Relations**

**E. Wesley Russell, Assistant Superintendent, Business and Financial Services**

**Sandra Thomas, Ed.D., Director of Special Services**

**John Armstrong, Director of Technology**

**Sandy Zalewski, Coordinator of Communication and Development**

SCHOOL	PHONE	ADDRESS	PRINCIPAL	GRADES
T. E. Culbertson Elementary	815-723-0035	1521 E. Washington Street - 60433	Ardith Neal	K-5
Cunningham Elementary	815-723-0169	500 Moran Street - 60435	Maria Arroyo	K-5
Eisenhower Academy	815-723-0233	406 Burke Drive - 60433	Wendy DiBartolomeo	1-5
Farragut Elementary	815-723-0394	701 Glenwood Avenue - 60435	Darlynn Terry	K-5
Forest Park Individual Education	815-723-0414	1220 California Avenue - 60432	Jacob Darley	K-5
Thomas Jefferson Elementary	815-725-0262	2651 Glenwood Avenue - 60435	Brenda Byrnes	K-5
Edna Keith Elementary	815-723-3409	400 Fourth Avenue - 60433	Michelle Coleman	K-5
A. O. Marshall Elementary	815-727-4919	319 Harwood Street - 60432	Tawanda Lawrence	PreK-5
Marycrest Early Childhood Center	815-725-1100	303 Purdue Court - 60436	Penny Greenwood	PreK
Pershing Elementary	815-725-0986	251 Midland Avenue - 60435	Brenda Reiter-Gorman	K-5
Sator Sanchez Elementary	815-740-2810	1101 Harrison Avenue - 60432	Francisco Vilella	PreK-5
Sandburg Elementary	815-725-0281	1100 Lilac Lane - 60435	Julie Rice-Zurek	1-5
Parks Cultural Studies Academy Isaac Singleton Elementary	815-723-1911	500 Parks Ave. 60432	Linda Scott	PreK-5
	815-723-0228	1451 Copperfield Ave. - 60432		
Taft Elementary	815-725-2700	1125 Oregon Avenue - 60435	Joy Hopkins	K-5
Lynne Thigpen Elementary	815-741-7629	207 S. Midland Avenue - 60436	Kim Gordon	K-5
Thompson Alternative	815-740-5458	1020 Rowell Avenue - 60433	Danyell Taylor-Johnson	K-8
Woodland Elementary	815-723-2808	701 Third Avenue - 60433	LaQuita Carter	PreK-5
Dirksen Jr. High	815-729-1566	203 S. Midland Avenue - 60436	Kimberly Pfoutz	6-7-8
Gompers Jr. High	815-727-5276	1501 Copperfield Avenue - 60432	Constance Russell	6-7-8
Hufford Jr. High	815-725-3540	1125 N. Larkin Avenue - 60435	Anna White	6-7-8
Washington Jr. High and Academy Program	815-727-5271	402 Richards Street - 60433	Michael Latting	6-7-8



# **MANUAL DE PADRES Y ESTUDIANTES 2011-2012**

**Escuelas Públicas de Joliet Distrito 86  
420 N. Raynor Avenue  
Joliet, Illinois 60435  
815-740-3196  
[www.joliet86.org](http://www.joliet86.org)**

**Charles E. Coleman, Ed.D.  
Superintendente**

## **Distrito 86, Mesa Directiva del Condado de Will**

Jeffrey K. Pritz, Presidente  
Deborah K. Ziech, Vicepresidente  
Natalie A. Coleman  
Richard A. Rodriguez  
Lorraine E. Guerrero  
Tonya M. Myers  
Gwendolyn R. Ulmer  
Charyll M. Colstock, Secretaria

### **Personal Administrativo del Distrito 86**

Charles E. Coleman, Ed.D., Superintendente  
Sandy Gavin, Asistente al Superintendente, Estudios e Instrucción  
E. Wesley Russell, Asistente al Superintendente, Negocios  
Cheryl Woods-Clendening, Asistente al Superintendente, Personal  
John Armstrong, Directoro de Tecnología  
Sandra Thomas, Ed.D, Directora de Servicios Especiales  
Sandy Zalewski, Coordinadora de Comunicación y Desarrollo



### **Misión**

#### **Escuelas Públicas de Joliet, Distrito 86**



**Nuestras escuelas, como compañeros con los padres de nuestros hijos y con la comunidad, crearemos un ambiente positivo y seguro en el cual todos los estudiantes aprenderán y desarrollarán su potencial. Todos los estudiantes podrán aprender por toda su vida, serán ciudadanos responsables y buenos miembros de sus comunidades.**

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#### **Estudiantes**

*Nosotros creemos que todos los estudiantes pueden aprender y tienen el derecho a una educación de alta calidad, la cual les enseña confianza en sí mismo, y deja que los estudiantes alcancen su potencial educativo.*

#### **Empleados**

*Nosotros creemos que las escuelas tienen empleados que se dedican a practicar la misión y la visión del Distrito y proporcionan a los estudiantes con una educación de alta calidad.*

#### **Mesa Directiva**

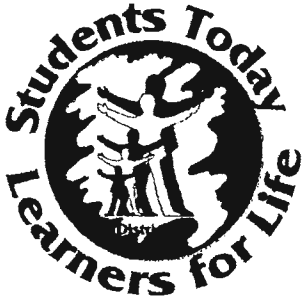
*Nosotros creemos que las escuelas tienen una Mesa Directiva la cual da una educación de alta calidad para todos los niños por la manera en que comparten la visión con los demás junto con su compromiso a la comunidad.*

#### **Padres**

*Nosotros creemos que las escuelas tienen padres que participan en la educación de sus hijos y ayudan a sus hijos y a la escuela.*

#### **Comunidad**

*Nosotros creemos que la calidad de vida de la comunidad depende en la educación de sus ciudadanos. Nosotros creemos que la calidad de las escuelas depende en los recursos humanos y financieros que la comunidad pueda ofrecer.*



# Joliet Public Schools District 86

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Charles E. Coleman, Ed.D.  
Superintendent of Schools

Aracelis C. Popadich  
Secretary

Board of School Inspectors  
Jeffrey K. Pritz, President  
Deborah K. Ziech, Vice President  
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Gwendolyn R. Ulmer

Charyl M. Colstock  
Secretary

Agosto 2011

Estimadas Familias del Distrito 86:

Bienvenidos al año escolar 2011-2012. Estoy entusiasmado de la oportunidad de ser el nuevo superintendente de las Escuelas Públicas de Joliet. Espero que el verano haya sido muy agradable para ustedes y que su hijo esté listo para el inicio de un gran año escolar.

La información contenida en este manual está diseñada para ayudarles a usted y a su hijo a que entiendan los procedimientos y las expectativas requeridas por el Distrito 86. Le sugiero que revisen el manual con su hijo y que lo guarden como referencia para el futuro. Además, por favor recuérdale a su hijo de la conducta apropiada en la escuela.

EL Distrito 86 apoya el concepto de dos vías de comunicación entre el hogar y la escuela. Esperamos que este manual sea un buen recurso para usted. Usted es siempre bienvenido a hablar con los maestros de su hijo, director de la escuela, o ponerse en contacto conmigo si tienen alguna pregunta.

Espero conocerlos y trabajar con nuestros maestros, estudiantes y padres de familia. Que tengan un gran año escolar.

Sinceramente,

Charles E. Coleman, Ed.D.  
Superintendente



## Tabla de Contenido

<b>Introducción</b> .....	1
<b>Derechos Y Responsabilidades De Las Personas En La Escuela</b> .....	2-5
<b>Estudiante</b> .....	2
<b>Padres</b> .....	3
<b>Maestros Y Facultad De La Escuela</b> .....	4
<b>Directores</b> .....	5
<b>Actos De Mal Comportamiento Y Consecuencias</b> .....	6-10
<b>Actos De Mal Comportamiento – Nivel 1</b> .....	6
<b>Intervenciones Disciplinarias</b> .....	6
<b>Actos De Mal Comportamiento – Nivel 2</b> .....	7
<b>Intervenciones Disciplinarias</b> .....	7-8
<b>Actos De Mal Comportamiento – Nivel 3</b> .....	8-9
<b>Intervenciones Disciplinarias</b> .....	9
<b>Posición Pro Activa Para La Disciplina De Los Estudiantes</b> .....	9-10
<b>Derechos Legales Del Estudiante</b> .....	10
<b>Suspensión Del Estudiante</b> .....	10
<b>Expulsión</b> .....	11
<b>Educación Alternativa</b> .....	11
<b>Procedimientos Para Mejorar El Comportamiento</b>	
<b>De Los Estudiantes Con Discapacidad</b> .....	11-12
<b>Intervenciones Para El Comportamiento</b> .....	12
<b>Intervenciones Para Cambiar El Comportamiento</b> .....	12
<b>Intervenciones Para Controlar El Comportamiento</b> .....	12
<b>Intervenciones Para Controlar El Comportamiento En Caso De Emergencia</b> .....	12
<b>Procedimientos De Disciplina Para Estudiantes Que Tienen Una Discapacidad</b> .....	12-13
<b>Conducta Del Estudiante</b> .....	13
<b>Castigos Fuertes</b> .....	13
<b>Código De Vestir</b> .....	13
<b>Pandillas, Actividades De Pandillas</b> .....	13
<b>Intimidación</b> .....	14
<b>Intimidación Sexual</b> .....	14
<b>Conducta En El Autobús De La Escuela</b> .....	14-15
<b>Aparatos Electrónicos</b> .....	16
<b>Destrucción De Propiedad/Vandalismo</b> .....	16
<b>Alcohol, Drogas Ilegales O Cosas Que Parezcan Drogas</b> .....	16
<b>Posesión De Armas U Objetos Que Parezcan Armas</b> .....	16
<b>Búsqueda Y Confiscación</b> .....	17
<b>Autoridades Policiales</b> .....	17
<b>Remisión A La Corte Juvenil</b> .....	17
<b>Acceso De Conexiones Electrónicas Y Uso Aceptable Del Internet</b> .....	17
<b>Asistencia, Requerimientos De Residencia, Inscripción, Examen</b>	
<b>De Salud, Vacunas, Examen Dental, Y Cambios De Una Escuela A Otra</b> .....	17
<b>Ausencia Y Tardanza</b> .....	17-18
<b>Notificación A Los Padres/Tutores De Las Ausencias</b> .....	18
<b>Ausencia Sin Permiso</b> .....	18
<b>Requisitos De Domicilio</b> .....	18-19
<b>Inscripción De Nuevos Estudiantes</b> .....	19
<b>Inscripción De Niños Sin Hogar</b> .....	19-20

<b>Examen De Salud Y Vacunas</b> .....	20
<b>Examen De Salud</b> .....	20
<b>Vacunas</b> .....	21
<b>Examen Dental</b> .....	21
<b>Cambios De Una Escuela A Otra</b> .....	22
<b>Los Padres Pueden Requerir Que Su Hijo(A) Sea Cambiado A Otra Escuela Por Las Sigüientes Razones</b> .....	22-23
<b>Forma Del Estado Para Cambiar A Un Estudiante De Una Escuela A Otra</b> .....	23
<b>El Bienestar Del Estudiante</b> .....	23
<b>La Custodia De Los Niños</b> .....	23
<b>Abuso Y Negligencia De Un Niño</b> .....	23
<b>Visitas A La Escuela Y Salón De Clase</b> .....	24
<b>Póliza De Entrada Sin Autorización</b> .....	24
<b>Acta Ilcs 147/25 - Derechos Para Visitar A La Escuela</b> .....	24-25
<b>Discriminación Basada En El Género De La Persona Es Prohibida</b> .....	25
<b>Medicamentos Para El Estudiante (Vea El Manual De La Escuela)</b> .....	25
<b>Ayuda Para Pagar Los Materiales De Instrucción</b> .....	25
<b>Costo De Materiales De Instrucción</b> .....	26
<b>Requerimientos Para Promoción (Graduación)</b> .....	26
<b>Procedimientos En La Escuela Secundaria</b> .....	26
<b>Procedimientos En La Escuela Elementaria</b> .....	26
<b>Fotografía Del Estudiante Para Publicación</b> .....	26
<b>El Archivo Del Estudiante</b> .....	27
<b>Los Derechos De Los Padres Y Estudiantes Sobre La Información En Su Archivo Son Los Sigüientes</b> .....	27
<b>La Sigüiente Es Una Lista De Los Derechos Más Importantes Que Usted Tiene Bajo Las Leyes Estatales Y Federales Y La Mesa Directiva Del Distrito 86</b> .....	28
<b>La Seguridad Del Niño(A) Al Regresar De La Escuela</b> .....	29
<b>Recoger Al Estudiante Por Una Persona Que No Sea Sus Padres/Tutores</b> .....	29
<b>Accidentes O Enfermedades Serias</b> .....	29
<b>Accidentes De Autobús/Camioneta</b> .....	30
<b>Encuesta Del Idioma En El Hogar</b> .....	30
<b>Exámenes De Vista Y Oído</b> .....	30
<b>Vista</b> .....	30
<b>Examen De La Vista</b> .....	30-31
<b>El Oído</b> .....	31
<b>Recomendaciones</b> .....	31
<b>Los Servicios De Audiología</b> .....	31
<b>Evaluación Preescolar</b> .....	31-32
<b>Plan 504</b> .....	32
<b>Educación Pública Gratis (FAPE)</b> .....	32
<b>Plan De Asbestos</b> .....	32
<b>Notificación Federal Que Ningún Niño Se quede Atrás (NCLB)</b>	
<b>Maestras De Alta Calidad</b> .....	32
<b>Calendario Escolar 2011 – 2012</b> .....	33



## **Introducción**

¡Bienvenidos al Distrito 86 y al año escolar 2011/2012! Los Inspectores de la Mesa Directiva están dedicados a darles a los estudiantes un programa educativo de alta calidad. Queremos tener un ambiente seguro en el cual los maestros puedan enseñar, los estudiantes aprendan, se respeten mutuamente y sean cooperativos. Esto solamente es posible con la cooperación de los estudiantes, administración, y los padres.

Este manual explica los procedimientos disciplinarios que fueron establecidos por la Mesa Directiva. Este libretto tiene los derechos y las responsabilidades de los estudiantes, los padres, los maestros y los administradores. Además de eso, tiene los niveles de mal comportamiento y las consecuencias por las infracciones cometidas por los estudiantes. También hemos incluido información sobre el bienestar del estudiante y los procedimientos que protegen sus derechos.

Por favor, lean este manual con su hijo. Es importante que los padres y sus hijos estén enterados de lo que el Distrito espera de los estudiantes y que se den cuenta de las consecuencias por no obedecer las reglas. Queremos tener un ambiente seguro en el cual los estudiantes puedan aprender, y crecer. Gracias por su apoyo.

# **DERECHOS Y RESPONSABILIDADES DE LAS PERSONAS EN LA ESCUELA**

## **ESTUDIANTE**

### **Derechos del Estudiante**

- Ser respetado y tratado justamente.
- Ser educado en un lugar donde hay una variedad de métodos de enseñanza, y que hay diferentes tipos de personas con diferentes culturas y que se respeten a todos.
- Ser educado en un ambiente seguro en donde protegen al estudiante de la intimidación, del abuso verbal y donde no permiten interrupciones durante el proceso educativo.
- Recibir ayuda del maestro y que esté dispuesto a discutir las metas de la escuela.
- Ser disciplinado en privado cuando sea posible.
- Las reglas del Distrito, la escuela y del salón serán explicadas claramente por los directores y los maestros en su lenguaje nativo.
- Que conozca la razón por la suspensión y/o la expulsión y que tenga la oportunidad de explicar la razón por su comportamiento.
- Si es posible avisar al padre/tutor cuando el estudiante está involucrado en un conflicto serio.

### **Responsabilidades del Estudiante**

- Asistir a la escuela diario, llegar a tiempo y estar preparado para la instrucción.
- Asistir a todas las clases y completar todas las tareas.
- Participar en el proceso de instrucción y aprendizaje.
- Cuidar los libros, materiales, roperos y otra propiedad de la escuela.
- Portarse de una manera calmada, en control de si mismo y orgulloso de su apariencia personal.
- Ser sensible y respetuoso de las diferencias culturales de otros individuos.
- Reconocer cuando su comportamiento afecta a los derechos, el espacio personal, los sentimientos y los derechos de otros.
- Enseñar respeto a los adultos usando buenos modales y lenguaje apropiado cuando está en la escuela.
- Seguir las reglas del Distrito, de la escuela y del salón de clase, y aceptar las consecuencias en una manera respetuosa.
- Reconocer y usar métodos pacíficos para resolver los conflictos con otros.
- Evitar y no participar en la interrupción del proceso educacional.
- Reportar actividades que puedan poner en peligro, amenazar o interrumpir el ambiente de la escuela.

## **PADRES**

### **Derechos de los Padres**

- Que su hijo(a) pueda participar en un ambiente de aprendizaje seguro.
- Ser informado de las reglas y procedimientos del Distrito, la escuela y la clase.
- Ser informado si hay problemas con la asistencia, el aprendizaje o el comportamiento de su hijo/a.
- Si es posible ser avisado inmediatamente cuando el estudiante este involucrado en un conflicto serio.
- Pedir una conferencia para discutir los sentimientos, el progreso académico y la participación social de su hijo(a).
- Recibir reportes del progreso educativo de una manera consistente y regular.
- Revisar los archivos del estudiante y visitar a la escuela de acuerdo con las reglas del Distrito.

### **Responsabilidades de los Padres**

- Ser una persona ejemplar para sus hijos.
- Preparar a su hijo para la escuela y explicarle lo que se espera de él/ella en la escuela y demostrar cortesía y respeto a todos los adultos.
- Asegurar que sus hijos cumplan con las reglas del vestuario, que sean puntuales y que asistan a la escuela todos los días y que no los llevarán de vacaciones durante el año escolar; así no tendrán una ausencia larga.
- Asegurarse que los niños lleguen y se vayan de la escuela de acuerdo con el horario de la escuela.
- Avisar a la escuela si se cambian de dirección, el número de teléfono, o la información de emergencia.
- Participar en las actividades y las organizaciones de la escuela.
- Discutir con su hijo/a diario las actividades de la escuela.
- Cuidar la salud de su hijo/a por medio de hacer citas regulares con el doctor y el dentista.
- Conocer y obedecer las reglas del Distrito, la escuela y el salón de clases.
- Cooperar con la escuela para mejorar el comportamiento y el aprendizaje del estudiante.
- Tener un lugar en la casa donde el hijo/a pueda estudiar sin distracciones.

## **MAESTROS Y FACULTAD DE LA ESCUELA**

### **Derechos de los Maestros**

- Tener la expectativa que los estudiantes lleguen a la escuela a tiempo, que traigan todos los materiales necesarios, que vengan preparados para aprender y que tengan todas las tareas completas.
- Tener la expectativa que los padres asistan a sus hijos a prepararse para la escuela y que los motiven a aprender.
- Ser respetados por los estudiantes, padres, los miembros de la facultad y la administración de la escuela.
- Ser protegidos de ataques, abuso verbal, intimidación, daño físico de los estudiantes, los padres, o personal de la escuela.
- Tener el apoyo de los padres y la administración de la escuela cuando tengan que sacar a un estudiante que esta interrumpiendo la clase.
- Tener el derecho de tener una junta entre padre/maestro para resolver los problemas académicos, conflictos o para discutir el comportamiento.

### **Responsabilidades de los Maestros**

- Que conozcan que cada niño(a) puede aprender.
- Estar concientes de las diferencias culturales.
- Respetar a todos los derechos de los estudiantes, padres, facultad de la escuela y administración.
- Dar instrucción que motive a los estudiantes a aprender y ser un participante activo en su educación.
- Asistir o buscar ayuda para los estudiantes que tengan dificultades con el aprendizaje.
- Ser una persona ejemplar positiva y establecer reglas para todos los estudiantes.
- Mantener un ambiente en el cual se puede aprender, explicándoles a los estudiantes las reglas de la escuela, la clase y el Distrito.
- Implementar las reglas de la escuela siendo cortés, consistente, y de una manera imparcial.
- Portarse de una manera profesional y mantener una apariencia profesional.

## **DIRECTORES**

### **Derechos del Director**

- Tener la expectativa los estudiantes lleguen a tiempo y preparados con los materiales necesarios para aprender y con las tareas completas.
- Se espera que los padres asistan a sus hijos a prepararse para la escuela y que los motiven a aprender
- Ser respetados por los estudiantes, padres, los miembros de la facultad y la administración de la escuela.
- Ser protegidos de ataques, abuso verbal, intimidación, daño físico de los estudiantes, los padres, o personal de la escuela.
- Tener el apoyo de los padres y la administración de la escuela cuando tengan que sacar a un estudiante que está interrumpiendo la clase.
- Tener el derecho de pedir una junta entre la administración/padre/maestro para resolver los problemas académicos, conflictos o para discutir el comportamiento.

### **Responsabilidades del Director**

- Establecer y mantener un ambiente en la escuela que tenga las actividades y servicios que ayuden a las necesidades sociales y educacionales de los estudiantes
- Demostrar profesionalismo con el personal de la escuela, padres, estudiantes y la comunidad.
- Establecer, comunicar e implementar las reglas del Distrito sobre como comportarse y como aprender.
- Darle a la facultad los materiales necesarios para poder educar a los estudiantes.
- Ser pro activo para resolver los conflictos entre el personal de la escuela y los estudiantes.
- Involucrar a los padres, los miembros de la comunidad, y los maestros en las decisiones escolares.
- Tener un ambiente que reconoce la diversidad cultural.
- Participar en las conferencias de maestros/estudiantes/padres cuando sea necesario.
- Tener un ambiente en la escuela que es seguro y protege a todos los estudiantes y el personal.

# **ACTOS DE MAL COMPORTAMIENTO Y CONSECUENCIAS**

## **Actos de Mal Comportamiento – Nivel 1**

Actos de Mal Comportamiento Nivel 1 consisten en ofensas menores, las cuales impiden la enseñanza en la clase, el orden en la escuela o en el autobús. La mayoría de las veces estas ofensas son intervenidas por un miembro de la escuela o con la ayuda de otra persona de la escuela si es necesario. Notificación al padre/tutor es recomendada cada vez que esto ocurra. Las ofensas, las intervenciones, y la comunicación entre los padres/tutores y la administración serán documentadas. Actos de Mal Comportamiento Nivel 1 incluyen pero no es limitado a lo siguiente:

- 1.1 Interrupciones en la clase
- 1.2 Incumplimiento de las instrucciones
- 1.3 Tirar basura
- 1.4 Llegar tarde a la clase
- 1.5 Posesión de artículos prohibidos como radios, IPODS, o aparatos electrónicos
- 1.6 Mostrar teléfonos celulares, cámaras de teléfono celular, cámaras y/o localizadores en el terreno del distrito menos lo que se encuentra sobre “aparatos electrónicos” en la parte del conducto de los estudiantes en este manual.
- 1.7 Otras ofensas que están en el plan disciplinario de la clase o de la escuela

## **Intervenciones Disciplinarias**

- Intervención inmediata del personal de la escuela o la persona que observó la ofensa
- Consecuencias que están en el plan disciplinario de la clase o la escuela
- Pérdida de privilegios en el salón o la escuela
- Conferencia con el padre/tutor por teléfono o en persona
- Aislamiento
- Mediación con sus compañeros
- Consulta con los otros maestros y facultad de la escuela para desarrollar intervenciones
- Colocación en otro salón
- Desarrollar un contrato de comportamiento
- Conferencia administrativa con el estudiante, padre y maestro
- Aconseja miento por el personal de la escuela
- Detención

Los padres recibirán por escrito de la maestra o el director sugerencias de acciones disciplinarias que los padres pueden utilizar en la casa. (Es posible que por ofensas menores, la información no sea mandada por escrito a los padres)

## **Actos de Mal Comportamiento – Nivel 2**

Actos de Mal Comportamiento Nivel 2 incluye ofensas que interrumpen el ambiente de la clase, la escuela o en el autobús. Incluye también las ofensas del Nivel 1 debido a su frecuencia aunque haya sido castigado. El Nivel 2 contiene ofensas que no amenazan la salud o seguridad de otras personas, pero que perjudican el proceso educacional y requieren la intervención de la administración. El administrador debe documentar las ofensas, las intervenciones y la acción disciplinaria. Actos de Mal Comportamiento Nivel 2 incluye pero no es limitado a lo siguiente:

- 2.1 Actos de Mal Comportamiento Nivel 1 que continúan
- 2.2 Faltar a la clase
- 2.3 No estar en una área supervisada
- 2.4 Falsificación o el uso de notas falsificadas
- 2.5 Falta de respeto al personal de la escuela, oral, por escrito, o gestos, etc.
- 2.6 Decir malas palabras/maldiciones
- 2.7 Se niega identificarse
- 2.8 Apostar en la propiedad de la escuela
- 2.9 Abuso verbal
- 2.10 No cooperar con las reglas
- 2.11 Peleas verbales con otros estudiantes
- 2.12 Mala conducta/acciones peligrosas
- 2.13 Acoso sexual no físico
- 2.14 Intimidar a otros/acosar a compañeros
- 2.15 Contacto físico/agresivo que no es apropiado
- 2.16 Robo o posesión de propiedad perdida/robada
- 2.17 Vandalismo
- 2.18 Posesión, mostrar y/o distribución de material pornográfico
- 2.19 Entrar a la propiedad sin autorización
- 2.20 Instigación/provocación de una confrontación
- 2.21 Posesión o uso de punteros de láser
- 2.22 Usar teléfonos celulares, incluyendo mensajería de texto, cámaras personales, cámaras de teléfono celular en el terreno del distrito menos lo que se encuentra sobre “aparatos electrónicos” en la parte de conducta de los estudiantes en este manual

## **Intervenciones Disciplinarias**

- Consecuencias que están en el plan disciplinario de la clase o la escuela
- Conferencia administrativa con el padre/tutor y el estudiante
- Suspensión dentro de la escuela
- Advertencia de Suspensión a los padres con la condición que si se repite la ofensa otra vez puede resultar en suspensión
- Detención antes o después de la escuela
- Aislamiento temporario afuera de la clase
- Pérdida de privilegios

- Pagar por destruir cualquier cosa
- Suspensión afuera de la escuela
- Mandado a una agencia o servicio afuera del distrito
- Desarrollar un contrato de comportamiento
- Referido al consejero de la escuela
- Referido al Equipo que Resuelve Problemas
- Asignado a un proyecto voluntario de la escuela/comunidad
- Asistir a la escuela de sábados
- Notificar a la policía

Los padres tendrán la oportunidad de asistir a clases de padres cuando se ofrecen.

### **Actos de Mal Comportamiento – Nivel 3**

Actos de Mal Comportamiento Nivel 3 consiste en ofensas serias que siempre requieren la intervención administrativa y las cuales perjudican la salud y seguridad de otras personas en la clase, escuela o en el autobús. Esta ofensa puede resultar que el estudiante sea sacado de la escuela por un tiempo. Si el estudiante es sacado de la escuela por un tiempo, entonces se le mandara a la escuela Alternativa del Distrito. Actos de Mal Comportamiento Nivel 3 incluye pero no es limitado a lo siguiente:

- 3.1 Actos de Mal Comportamiento Nivel II que continúan
- 3.2 Amenazas escritas, verbales, y/o electrónicas que son explícitas
- 3.3 Pelear
- 3.4 Extorsión
- 3.5 Contacto físico que no es apropiado
- 3.6 Desobedecer las reglas del Distrito cuando utilicen la tecnología y el Internet incluyendo piratería de las computadoras y falsificación electrónica
- 3.7 Alterar/Falsificar archivos escolares
- 3.8 Posesión de cerrillos, encendedores, y/o sustancias inflamables en la propiedad de la escuela.
- 3.9 Posesión o uso de aparatos que dan toques o que puedan causar daño.
- 3.10 \*Posesión, venta o uso de tabaco, productos relacionados al tabaco, alcohol o materiales inflamables en la escuela o en los alrededores de la escuela
- 3.11 \*Tocar a una persona de la escuela o del distrito de manera inapropiada.
- 3.12 \*Posesión, uso, distribución o venta de sustancias ilegales o parafernalia
- 3.13 \*Posesión de sustancias parecidas a drogas
- 3.14 \*Posesión, uso, distribución o venta de medicina que sea de receta o sin receta y que no sea recetada al estudiante
- 3.15 \*Estar bajo la influencia de drogas, alcohol, o sustancias controladas durante el día escolar,, durante una actividad patrocinada por la escuela, o en la propiedad de la escuela
- 3.16 \*Posesión, uso, distribución o venta de cualquier inhalante aunque no tenga una sustancia ilegal o controlada. Esta prohibición no incluye medicina recetada al estudiante para el control de asma.
- 3.17 \*Posesión o uso de armas y/o municiones.
- 3.18 \*Posesión de algo que parezca una arma



- 3.19 \*Amenaza de bombas
- 3.20 \*Empezar fuegos, posesión o detonación de explosivos
- 3.21 \*Tener posesión de cohetes
- 3.22 \*Prender la alarma de fuego o hacer llamadas falsas a la policía
- 3.23 \*Estar envuelto en pandillas o actividades de pandillas
- 3.24 \*Tener posesión de productos robados y/o venderlos
- 3.25 \*Intimidación grave y/o continuo
- 3.26 \*Causar o participar en disturbios o desórdenes
- 3.27 \*Otras ofensa serias que interrumpen el proceso educacional o que destruyen la propiedad de la escuela

### **Intervenciones Disciplinarias**

- Investigación administrativa, el reporte será mandado a la oficina del Distrito
- Suspensión con una conferencia obligatoria con los padres
- Colocado en el programa Alternativo del Distrito
- Reterido a un programa/terapia de abuso de sustancia o a otro programa que sea relacionado a la ofensa, el cual debe ser completado
- Notificar a la policía y puede ser arrestado
- Advertencia de expulsión
- Pedir una expulsión

Los padres y el estudiante será referido a una agencia de la comunidad para que los asista con el problema.

\* Es necesario discutir estos actos de mal comportamiento (3.10 – 3.27) con el Asistente del Superintendente de Estudios e Instrucción antes que determinan las consecuencias. Para las ofensas que tengan (\*), dependiendo de la severidad del incidente, una suspensión de diez (10) días, una suspensión de diez (10) días con un aviso de la posibilidad de expulsión, o una suspensión de 10 días con un juicio de expulsión es posible.

### **POSICIÓN PRO ACTIVA PARA LA DISCIPLINA DE LOS ESTUDIANTES**

Las Escuelas Públicas de Joliet del Distrito 86 y de la Mesa Directiva creen que cada estudiante tiene derecho a un ambiente educativo que sea seguro y ordenado y que los esfuerzos disciplinarios de todos los empleados del Distrito sean para ayudar a todos los estudiantes a desarrollar actitudes responsables y un buen comportamiento. Cuando los derechos de otros no son respetados, o se interrumpen la clase, o se cometen actos ilegales, las reglas de la escuela dicen que hay ciertas consecuencias que deben ser implementadas inmediatamente. Para comunicar las reglas disciplinarias, las escuelas públicas de Joliet Distrito 86 han establecido actos de mala conducta y consecuencias para la violación de estas infracciones.

La mesa directiva de las Escuelas Públicas de Joliet o sus designados tienen el derecho de administrar los castigos disciplinarios cuando sea un caso serio. Todas las Escuelas Primarias y

Secundarias dentro de las Escuelas Públicas del Distrito de Joliet tendrán un plan disciplinario para la escuela y todos los salones. Estos planes disciplinarios deben ser planeados teniendo en cuenta la diversidad cultural en la escuela y deben tener intervenciones positivas.

El distrito, la escuela, la comunidad, los padres y los estudiantes comparten la responsabilidad de la disciplina. La escuela, dando ejemplo, debe implementar los ideales democráticos de nuestra nación y deben respetar los derechos de todos. Lo siguiente da una idea de los derechos y las responsabilidades de todo el personal del distrito.

### **Derechos Legales del Estudiante**

Todos los estudiantes tienen ciertos derechos y hay ciertos procedimientos cuando ellos están en peligro de perder su derecho de asistir a la escuela. Estos derechos incluyen una junta informal en la escuela en cual el castigo disciplinario es explicado y los padres tienen el derecho de contestarlo. Esto puede incluir el derecho a una junta con la mesa directiva o un oficial designado.

### **Suspensión del Estudiante**

Cuando un estudiante demuestra mala conducta o desobedece, será suspendido por un máximo (10) días. Los siguientes procedimientos van a ser seguidos de acuerdo con las reglas y el código de las Escuelas Públicas de Joliet, Distrito 86.

1. El director va a informar al estudiante de la suspensión, le dará la razón por la suspensión y dejará que el estudiante presente su percepción del asunto.
2. Los padres van a ser notificados y se les dará la razón por la suspensión y serán notificados de los derechos para pedir una junta para revisar el asunto.
3. Cuando tengan un juicio, debe ser con la mesa directiva o un oficial designado por ellos.
4. Cuando han revisado los hechos, la mesa directiva decidirá las consecuencias. La acción final se tomará en una junta abierto al público.
5. Se espera que los padres acompañen al estudiante a la escuela cuando el estudiante sea readmitido.
6. Según la ley, estudiantes que reciben servicios de educación especial no pueden ser suspendidos por mal comportamiento que sea relacionado con su discapacidad, solo que tal comportamiento ponga en peligro a otros estudiantes o destruya la propiedad. Los padres deben de ponerse en contacto con el departamento de servicios especiales de las Escuelas Públicas de Joliet, Distrito 86 para una copia de “Una guía para los padres: los derechos educacionales de estudiantes con discapacidad”.

Se pueden ver las infracciones que resulten en suspensión en la parte: Actos de Mal Comportamiento y las Consecuencias.

## **Expulsión**

Cuando un estudiante comete una ofensa seria o sigue repitiendo ofensas menores, un juicio para una expulsión será recomendada. Es posible expulsar a un estudiante por un máximo de 2 años si siguen estos procedimientos.

1. Los padres serán llamados por el director y recibirán noticias por escrito del superintendente de la razón de la expulsión, la hora y el lugar del juicio, sus derechos de conseguir un abogado, y otros procedimientos.
2. Un oficial designado por la mesa directiva tendrá un juicio y un administrador de la escuela, los padres, el estudiante y si es necesario el Director de los Servicios Especiales estarán presentes.
3. El oficial del juicio presentará los hechos del caso con su recomendación a la mesa directiva.
4. Cuando han revisado los hechos con la puerta cerrada, la mesa directiva decidirá las consecuencias. La acción final se tomará en una junta abierto al público.
5. Los padres y la administración de la escuela serán llamados y notificados por escrito de decisión de la mesa directiva.

## **Educación Alternativa**

Una recomendación para mandar al estudiante a una educación alternativa puede ser por lo siguiente:

- **Expulsión**- Los estudiantes que han cometido una ofensa seria y como resultado la mesa directiva los ha expulsado de la escuela pública.
- **Cambio de escuela por la administración**- Para estudiantes que necesitan aprender a controlar su coraje, su comportamiento agresivo y sus peleas con sus compañeros y sus maestros. Estos son los estudiantes que siguen interrumpiendo a la clase aunque se les han dado maneras de mejorar su comportamiento. La recomendación de cambiar al estudiante a otra escuela puede ser por diez (10) días. Si no se mejora el comportamiento cuando regrese a la escuela, es posible mandarlo a la escuela alternativa otra vez por un tiempo determinado para cada individuo. **No es una determinación de servicios especiales.**
- Terminación de otra escuela alternativa- Para estudiantes que participarán en la escuela alternativa del Distrito 86. Después de revisar el comportamiento, la duración de su inscripción en este programa será determinada.

## **Procedimientos para Mejorar el Comportamiento de los Estudiantes con Discapacidad**

Es el propósito de las Escuelas Públicas de Joliet, Distrito 86, que comunique los procedimientos para mejorar el comportamiento de los estudiantes según la póliza de la mesa directiva, 7:230. Cuando se implemente o se desarrolle intervenciones para mejorar el comportamiento, todos los procedimientos serán seguidos para proteger a los derechos de los estudiantes que tienen discapacidad y sus padres, según las reglas del Acto Educativo de Estudiantes con Discapacidad (IDEA), incluyendo las noticias y el consentimiento, oportunidades de asistir a juntas y el derecho de contestar decisiones.

Si la ofensa cometida por el estudiante no es resultado de la discapacidad del estudiante, las reglas del distrito serán seguidas. Si la ofensa cometida por el estudiante es resultado de la discapacidad, se fijará en el programa del estudiante, y su plan individual. Si un estudiante que recibe servicios especiales es expulsado o inscrito en una escuela alternativa por cuarenta y cinco (45) días, el programa alternativo dará los servicios necesarios para tratar de corregir el comportamiento que causó la ofensa.

### **Intervenciones para el Comportamiento**

El uso de intervenciones positivas para mejorar el comportamiento es parte de las metas educativas para el desarrollo personal, socio-emocional y académico del estudiante. La base de esto es que para cambiar el comportamiento de uno se usará métodos que animen a uno para mejorar su comportamiento lo más posible y es mejor hacer esto que tratar de controlar el comportamiento.

### **Intervenciones para Cambiar el Comportamiento**

Se prefieren intervenciones que cambian el comportamiento debido que hay menos riesgos negativos y que es más importante cambiar el comportamiento que controlarlo. Estas intervenciones pueden ser implementadas sin tener un plan escrito ni inclusión en el plan individual (IEP).

### **Intervenciones para Controlar el Comportamiento**

Se usan intervenciones para controlar el comportamiento cuando las intervenciones para cambiar el comportamiento no sirven. Las intervenciones para controlar el comportamiento deben cumplir con prácticas profesionales. Solamente deben usar estas intervenciones cuando el grupo que escribe el plan individual de uno desarrolla un plan disciplinario y lo incluye en el plan individual (IEP) del estudiante.

### **Intervenciones para controlar el comportamiento en caso de Emergencia**

Se usan intervenciones para controlar el comportamiento en caso de emergencia cuando hay alguna emergencia en la cual se necesita intervención que no está delineada en el plan disciplinario del estudiante. Cuando sea necesario usar estas intervenciones, se comunicará la información a los padres lo más pronto posible.

### **Procedimientos de Disciplina para Estudiantes que Tienen una Discapacidad**

Los estudiantes que tienen una discapacidad pueden ser suspendidos y los servicios educacionales suspendidos por un máximo de diez (10) días en seguida o diez (10) días acumulativos durante un año escolar. Las protecciones a los estudiantes debido a su discapacidad es suspendido durante este tiempo también. Si un estudiante es suspendido, expulsado o enviado a una escuela alternativa por más de diez (10) días acumulativos, hay que:

- Tener una junta para examinar el plan individual dentro de los diez (10) días de la fecha de cuando la infracción ocurrió.
- Notificar a los padres/tutores por escrito y por teléfono (si es posible) de la acción disciplinaria que están considerando y la fecha de la junta del plan individual (IEP).
- Durante la junta del plan individual se determinará si la violación de la regla es relacionada a la discapacidad que tiene el estudiante. Será necesario examinar el plan individual, sus clases, el análisis psicológico y físico, resultados de las evaluaciones, información de los padres y observaciones del estudiante en sus clases.

## **CONDUCTA DEL ESTUDIANTE**

### **Castigos Fuertes**

Se prohíben castigos fuertes. Este incluye cachetadas, tablazos, o haciendo que los estudiantes mantengan una posición que pudiera lastimar su cuerpo por mucho tiempo.

### **Código de Vestir**

Los alumnos y sus padres tienen el derecho de determinar cómo se viste el estudiante, mientras que su apariencia y su vestir sean de acuerdo con las reglas de la escuela, y no interfieran con el proceso educativo. No se permite ropa promiscua (estómago desnudo, blusas escotadas, etc.). Los pantalones tienen que llegar a la cintura. Cualquier cosa escrita en la ropa tiene que ser apropiada para la escuela (no se permiten cosas criminales, sexuales, ni relacionadas a las drogas, el alcohol, ni el tabaco). No se permiten agujeros en la piel, excepto en las orejas (solamente muchachas). Los muchachos no pueden ponerse aretes.

Cualquier estudiante que venga a la escuela sin la apropiada higiene o vestido apropiado será mandado a la casa para que se vista apropiadamente. Estos casos pueden ser reportados a una trabajadora social, enfermera o a DCFS (Departamento de Servicios para Niños y Familia).

### **Pandillas, Actividades de Pandillas**

Participación en actividades relacionadas con las pandillas es prohibida. Una pandilla es definida como “un grupo de dos o mas individuos envueltos en un comportamiento antisocial”. Específicamente actividades de pandillas incluyen tratar de convencer a otros de afiliarse con la pandilla y enseñar señas de la pandilla. Otras señas de participación de una pandilla pueden incluir, pero no son limitadas a: peleas, intimidación (verbal o físico, amenazas, acoso) identificaciones de pandillas (joyería, ropa, tatuajes, cejas rayadas etc.), amenazas, posesión de armas u objetos potencialmente peligrosos, vandalismo, extorsión, y otras actividades que la administración piense que son adversas y que afecten la seguridad y el bienestar de los estudiantes/facultad y que de alguna manera interrumpen el proceso de la educación.

Estudiantes que violen estas reglas serán sujetos a una suspensión o expulsión. Las autoridades legales serán notificadas cuando sea necesario.

## **Intimidación**

La intimidación es prohibida. La intimidación incluye cualquier gesto o amenaza por escrito, verbal o físico que cambie el ambiente en la clase/escuela. Este incluye amenazas electrónicas por medio de “blogs”, teléfonos celulares, localizadores, correo electrónico, mensajes instantes, mensajes electrónicos, juegos electrónicos, o por medio del Internet. Suspensión de la escuela y/o un juicio de expulsión es posible, dependiendo de la severidad del incidente.

## **Intimidación Sexual**

La intimidación sexual de los estudiantes es prohibida. Cualquier persona, incluyendo un empleado del Distrito, de una agencia, o de otra compañía, o un estudiante que participe en intimidación sexual de la siguiente manera, pero no limitado a: avances sexuales, pida favores sexuales, conducta sexual, sea física o verbal que afecte la educación del estudiante o cause un ambiente educacional desagradable o ofensiva.

Los estudiantes que piensen que han sido víctimas de intimidación sexual o que hayan visto intimidación sexual deben de hablar con el director, el asistente al director o con un consejero académico del Distrito para que investiguen la alegación sexual y si necesario tomen medidas necesarias.

Los estudiantes que reporten casos de intimidación sexual sospechosas, no serán castigados. Sin embargo, cualquier persona que intencionalmente reporte un caso de intimidación sexual que no sea verdadera, será disciplinado, incluyendo posible suspensión o expulsión.

## **Conducta en el Autobús de la Escuela**

Todos los estudiantes deben obedecer las reglas de conducta y propiedad de la escuela cuando estén en el autobús. En casos de desobediencia o mal comportamiento los privilegios de transporte del estudiante pueden ser suspendidos o negados. Durante el periodo de suspensión, es la responsabilidad del padre/tutor de transportar al estudiante a la escuela.

Ofensas- Nivel 1	Ofensas- Nivel 2	Ofensas- Nivel 3
○ Pararse cuando se mueve el autobús	○ Falta de respeto	○ Un asalto
○ Cambiar asientos	○ Uso de malas palabras	○ Amenaza Verbal – a personal del distrito
○ No permanecer sentado	○ Mala conducta/jugueteo	○ Perjudicar la seguridad de otros
○ Hacer ruido excesivo	○ Amenaza Verbal – a compañeros	○ Vandalismo
○ Comer-tomar-tirar basura	○ Insultos	○ Pelear
○ Subir un autobús o bajarse en una parada que no sea autorizada	○ Intimidar a otros/acosar a compañeros	○ Drogas/Alcohol
○ Otra (explicación)	○ Desobediencia de las instrucciones del chofer	○ Tabaco/fumar en el autobús
	○ Tirar cosas (adentro y/o afuera del autobús)	○ Armas
	○ Abuso verbal – a personal del distrito	○ Empezar fuegos/combustibles
	○ Otro (Explicación)	○ Otro (Explicación)

Nivel de Ofensa	Consecuencias
<b>I</b>	1ra. ofensa: Conferencia de advertencia (estudiante) 2da. ofensa: Advertencia; consecuencia en la escuela 3ra. ofensa: 1 día de suspensión del autobús 4ta. ofensa: 3 días de suspensión del autobús 5ta. ofensa: 5 días de suspensión del autobús y conferencia con los padres 6ta. ofensa: Suspensión del autobús, posible cancelación de los servicios del autobús
<b>II</b>	1ra. ofensa: Advertencia por escrito o 1 – 3 días de suspensión del autobús 2da. ofensa: 3 – 5 días de suspensión del autobús 3ra. ofensa o más: 5 días de suspensión del autobús o posible cancelación de los servicios del autobús por un tiempo extendido
<b>III</b>	1ra. ofensa: 1 – 5 días de suspensión del autobús 2da. ofensa: 5 – 10 días de suspensión del autobús 3ra. ofensa o más: Cancelación de los servicios del autobús por un tiempo extendido

Los Inspectores de la Mesa Directiva/Superintendente reservan el derecho de instalar y operar cámaras de video en los autobuses de la escuela cuando lo crean apropiado. La evidencia tomada por el video o grabación auditiva puede ser usada para acción disciplinaria o una investigación disciplinaria.

### **Aparatos Electrónicos**

El uso o la posesión de radios, IPODS, “walkman”, reproductores de CD/casete o MP3, juegos electrónicos, u otros aparatos electrónicos son prohibidos en la escuela y en las propiedades de la escuela.

Todos los teléfonos celulares, cámaras de teléfonos celulares, y localizadores tienen que ser apagados y guardados para que no sean visibles durante las clases excepto cuando a) un maestro que supervisa le da permiso; b) el uso del aparato es parte de un plan individuo (IEP) del estudiante; o c) sea necesario en caso de emergencia que amenaza la seguridad del estudiante, personal de la escuela u otros individuos.

### **Destrucción de Propiedad/Vandalismo**

Cualquier estudiante encontrado culpable de vandalismo en la escuela será sometido a una suspensión, un aviso de expulsión o un juicio de expulsión. Los padres pueden ser responsables por los gastos. La policía será notificada cuando sea apropiado.

Los padres/tutores pueden ser responsables por los gastos causados por el estudiante. El Acta de la Responsabilidad de los Padres de Illinois dice:

El padre/tutor legal de un menor que reside con los padres/tutores es responsable por los daños actuales por actos de malicia que causan daño hacia una persona o propiedad. El Acta de la Responsabilidad de los Padres de Illinois permite que la escuela recupere hasta \$1,000.00.

### **Alcohol, Drogas Ilegales o Cosas que Parezcan Drogas**

La posesión, uso o distribución de cualquier droga ilegal o cosas que parezcan drogas es prohibido en la propiedad de la escuela, en la escuela, actividades de la escuela, o en el autobús. Estudiantes que violen estas reglas van a ser suspendidos o expulsados. La policía será notificada cuando se crea apropiado y puede requerir que el estudiante obtenga ayuda médica o de una agencia de intervención de drogas antes de que sea readmitido a la escuela después que haya servido su suspensión o expulsión.

### **Posesión de Armas u Objetos que Parezcan Armas**

Posesión de armas o cosas que parezcan armas, objetos potencialmente peligrosos, armas explosivas o explosivos son prohibidos en la escuela, en las propiedades de la escuela, durante actividades escolares o en autobuses. Los estudiantes que violen esta regla serán sometidos a suspensión o expulsión. La policía será notificada.



### **Búsqueda y Confiscación**

Cuando haya suficiente sospechas de que un estudiante este violando la ley o las reglas de la escuela, las autoridades de la escuela pueden revisar las pertenencias del estudiante (su casillero, bolso, cartera, bolsa de lonche, etc.). Si después de la búsqueda se encuentra evidencia de armas, drogas, propiedad robada, etc., tal evidencia puede ser confiscada por las autoridades de la escuela y se tomara acción disciplinaria. Los padres serán notificados lo más pronto posible. Cuando sea apropiado la evidencia será transferida a las autoridades de la ley para que tomen la acción apropiada.

### **Autoridades Policiales**

Cuando las autoridades de la ley necesiten cuestionar a un estudiante durante el día en la escuela, el director de la escuela o persona designada estará presente cuando sea posible. Los padres/tutor serán notificados de la situación en cuanto sea posible. Si el estudiante está bajo el cuidado de la corte o va a estar arrestado, el director va a requerir que todos los procedimientos de la ley sean observados por las autoridades.

### **Remisión a la Corte Juvenil**

Todas las remisiones a la Corte Juvenil serán iniciadas por el director de la escuela.

### **Acceso de Conexiones Electrónicas y uso Aceptable del Internet**

Más y más educadores, y miembros de la comunidad entienden que las computadoras nos ayudan a comunicarnos mejor. Las Escuelas Públicas de Joliet Distrito 86 están ayudando a los estudiantes, padres y miembros de la escuela a darse cuenta de la importancia de las computadoras para comunicarnos efectivamente y responsablemente.

Se espera que todos los estudiantes utilicen el Internet apropiadamente. Los padres deben leer cuidadosamente la Autorización del Distrito para Uso del Internet. Esta forma tiene que ser firmada y estar en el archivo de su niño/a en la escuela antes de que el estudiante utilice el Internet. El uso de la Tecnología es para mejorar la instrucción. Se prohíbe el uso de tecnología personal o del distrito para molestar, intimidar o amenazar a otros estudiantes o maestros. Uso inapropiado de la Tecnología/Internet va a resultar en inmediata suspensión del uso y posibles consecuencias de acción disciplinarias.

## **ASISTENCIA, REQUERIMIENTOS DE RESIDENCIA, INSCRIPCIÓN, EXAMEN DE SALUD, VACUNAS, EXAMEN DENTAL, Y CAMBIOS DE UNA ESCUELA A OTRA**

### **Ausencia y Tardanza**

Los padres o tutores son responsables de que los estudiantes asistan a la escuela todos los días. Cuando el estudiante está ausente de la escuela, no está aprendiendo. Ausencias de la escuela van en contra de la misión del Distrito. Ausencias son aceptadas solamente en el caso de enfermedad,

velorio de un miembro de su familia inmediata, por un día religioso, o por una emergencia de familia.

El estudiante tiene que dar una razón satisfactoria autorizada por el padre a la escuela. El padre/tutor tiene que llamar a la escuela cuando el estudiante vaya a estar ausente o llegar tarde. Una excusa escrita puede ser requerida por la escuela.

Por favor trate de que los alumnos no estén ausentes de la escuela por un tiempo prolongado durante el año escolar. Un viaje prolongado puede perjudicar la educación de sus hijos.

### **Notificación a los Padres/Tutores de las Ausencias**

Cada escuela deberá notificar a los padres/tutores de las ausencias de los estudiantes, cuando la escuela no ha sido notificada de tal ausencia. Los padres serán notificados durante las primeras dos (2) horas que comience la escuela.

Es requerido que los padres mantengan a la escuela informada de su número de teléfono en caso de una emergencia.

### **Ausencia sin Permiso**

La Ley del Estado requiere que todos los niños entre las edades de 7 y 17 estén en la escuela durante el año escolar. Ausencia sin permiso es definido como una ausencia por medio día o día completo a la escuela la cual no tiene una razón aceptable. El estudiante que está ausente de la escuela sin una razón válida ya sea enfermedad u otra emergencia será reportado al Oficial de Ausencias para que tome una acción inmediata.

### **Requisitos de Domicilio**

Todos los niños de edad escolar que viven con sus padres o con el tutor que tiene custodia legal y que viven en el Distrito 86, son elegibles para asistir a las Escuelas Públicas de Joliet. La residencia de la persona que tiene la custodia legal del estudiante será la residencia del estudiante. La Ley del Estado describe “custodia legal” como lo siguiente:

1. Custodia ejercida por el padre natural o padre adoptivo con quien el alumno vive.
2. Custodia concedida por una orden de corte que tenga jurisdicción, la cual no sea dada para asistir a los programas educativos del Distrito.
3. Custodia temporal concedida por la corte, usted tendrá 60 días después que el estudiante ha sido inscrito para demostrar una orden de la corte la cual le de la custodia permanente y que no fue dada para asistir a los programas del Distrito.
4. Custodia ejercida por un adulto/pariente que esté al cuidado del estudiante y que esté recibiendo ayuda pública para el estudiante que viva con el adulto/pariente solo con el propósito de tener acceso a programas educativos del Distrito.

5. Custodia ejercida por un adulto la cual demuestra que él/ella ha asumido la responsabilidad legal del estudiante y que le da al estudiante un domicilio permanente el cual no es con el propósito de asistir a los programas educativos del Distrito.

Un estudiante que ha sido puesto por el programa (DCFS) en el hogar de un tutor o en el cuidado de otro tipo de institución no será cobrado por la enseñanza del estudiante por el otro distrito si DCFS determina que es por el bienestar del alumno que siga asistiendo al otro Distrito.

Todos los estudiantes tienen que asistir a la escuela que le corresponda, a menos que tenga un cambio aprobado por el Departamento de Estudios e Instrucción.

Cuando inscriba al estudiante en la escuela, el padre/tutor tiene que presentar tres (3) comprobantes de domicilio como las siguientes:

1. Licencia válida
2. Recibo de las Facturas de Servicios Públicos
3. Recibo de renta o pagos de los impuestos de la propiedad
4. Su tarjeta de registro para votar
5. Estado mensual del banco
6. Estado mensual de tarjeta de crédito
7. Contrato de renta
8. Seguro de carro
9. Seguro del apartamento o de casa
10. Contrato indicando que va a comprar una casa

### **Inscripción de Nuevos Estudiantes**

Todos los estudiantes que van a ser inscritos en el Distrito 86 deben ser acompañados por un padre o pariente legal. Un estudiante nuevo es aquel que por primera vez estará asistiendo al Distrito 86 o que no ha asistido al Distrito 86 por un año o más. Durante la inscripción el padre o pariente legal debe mostrar el acta de nacimiento original del alumno, la tarjeta de seguro social (si lo tiene), y tres comprobantes de residencia. El alumno también debe tener un certificado de salud antes de empezar la escuela y tener las vacunas necesarias. Para ser elegible al programa de Kínder (pre-primaria) el niño(a) tiene que haber cumplido cinco años de edad cuando la escuela empiece o antes del 1 de septiembre del año escolar.

### **Inscripción de Niños sin Hogar**

Un niño sin hogar es un niño que no tiene “un lugar fijo, regular en donde puede acostarse en la noche.” Por lo general los niños o los jóvenes que viven en hoteles de bienestar, casas temporales, refugio, la calle, los carros, los edificios abandonados u otro lugar inadecuado son considerados sin hogar. Esto incluye a los siguientes grupos:

- Niños en refugios
- Niños que viven con otra familia debido a que no tienen un hogar permanente
- Niños migratorios (si no pueden vivir en sus casas debido a su condición)

- Fugitivos (los niños que se escapan de la casa y viven en un refugio o en acomodaciones inadecuadas, aunque los padres quieren darle una casa)
- Niños abandonados (los niños cuyos padres o tutores no los permiten vivir en la casa)

El Programa de Educación para Los Niños y Jóvenes sin Hogar, como parte del “McKinney-Vento Act” asegura que los niños sin hogar tengan los siguientes derechos:

- Una educación pública gratis
- Inscripción inmediata - el derecho de ser matriculado en la escuela inmediatamente, sin los archivos médicos o académicos, aunque las reglas del distrito digan que son obligatorios.
- Decisión acerca de las escuelas - El niño sin hogar tiene tres opciones:
  - Escuela de Origen - la última escuela que asistió
  - Escuela de Origen - la escuela que asistió cuando se quedó sin hogar
  - La escuela más cercana al refugio o casa temporal
- Transporte - Los niños sin hogar tienen los mismos derechos de transporte que los otros estudiantes en el distrito. Los padres o tutores deben hacer el esfuerzo de transportar a los niños a la escuela. Si no, el distrito será responsable por los gastos de transporte.
- Servicios - Los niños sin hogar deben recibir los mismos servicios que los demás estudiantes en el distrito, como ayuda con sus estudios
- La preferencia a programas preescolar

### **Examen de Salud y Vacunas**

**Todos los estudiantes deben tener las vacunas requeridas antes de empezar a la escuela.**

Los padres no podrán inscribir a los estudiantes si no tienen comprobante de las vacunas. Los alumnos no van a ser admitidos a la escuela si ellos no tienen las vacunas apropiadas.

### **Examen de Salud**

Los padres deben presentar prueba de que el estudiante ha sido examinado por una agencia autorizada en la salud de acuerdo con lo siguiente horario:

1. Antes de entrar a Kínder.
2. Al entrar al sexto y noveno grado
3. Cuando un estudiante es inscrito por primera vez dentro del distrito no importa el grado del estudiante.

## **Vacunas**

Junto con el examen de salud, el estudiante debe presentar verificación de las vacunas requeridas contra:

- a. Difteria
- b. Pertussis (tos ferina)
- c. Tétano
- d. Poliomielitis
- e. Sarampión
- f. Viruela
- g. Paperas
- h. Hepatitis B (serie de 3 vacunas)
- i. Influenza Tipo B (gripe) requerimiento preescolar solamente. Una o más dosis. Última dosis debe ser administrada después de 15 meses de edad.
- j. El Estado de Illinois requiere que todos los alumnos que van a entrar al Kinder, Preescolar, un centro de guardería infantil o un centro de Head Start que recibe fondos federales debe recibir una vacuna contra la varicela o que tengan prueba de que ya tuvo la varicela.

Las enfermeras del distrito revisarán todos los registros médicos. Si falta alguna información su hijo(a) será mandado a casa. Su niño no podrá regresar a la escuela hasta que los requisitos médicos estén completos.

## **Examen Dental**

Antes del 15 de mayo del año escolar, cada niño que esté en kínder, segundo, y sexto grado debe presentar una prueba de servicios dentales según la Sección 27-8.1 (1.5) del Código Escolar. El examen dental tiene que haberse hecho no más de 18 meses antes del 15 de mayo.

Si un niño de segundo o sexto grado no tiene el examen dental antes del 15 de mayo, entonces la escuela puede quedarse con sus calificaciones hasta que suceda una de las siguientes:

1. Se entrega prueba de que el niño tuvo un examen dental.
2. Se entrega prueba de que el niño tendrá un examen dental no más de 60 días después del 15 de mayo. Un recibo del doctor/tarjeta de la cita, preparado por el doctor, asistente dental, u otra persona será aceptado como prueba de que tendrá el examen dental. El recibo tiene que ser firmado por el padre/tutor indicando el nombre del niño, el día y la hora de la cita médica.
3. Prueba de Excepción al Examen Dental, de acuerdo a la Sección 665.450 del Código Escolar.

## **Cambios de una Escuela a Otra**

Estudiantes pueden cambiar de una escuela a otra por las siguientes razones:

1. Mejorar el balance racial.
2. El número de estudiantes.
3. Distribuir estudiantes dentro de las áreas de asistencias.
4. Estudiantes con problemas médicos.
5. Proveer los programas necesarios para los estudiantes.
6. Cuando el Superintendente o Oficial Designado juzgan que cambiar a un estudiante es lo más apropiado.

## **Los Padres Pueden Requerir que su Hijo(a) sea Cambiado a otra Escuela por las Sigüientes Razones:**

1. **Para mejorar el balance racial.** Cuando un estudiante califica por mayoría a minoría o cuando el niño(a) sería cambiado de una escuela en donde él/ella está en la mayoría de la raza, para una escuela en donde sería la minoría.
2. **Problemas Médicos.** Cuando la salud física o mental está a riesgo. Por ejemplo, cuando un estudiante tiene una condición cardiaca y necesita una escuela que no tenga escaleras para subir y bajar. La condición del estudiante debe ser certificada por un doctor y confirmada por la enfermera del Distrito.
3. **Programas Necesarios.** Cuando los estudios de la escuela en donde el estudiante es asignado no tiene el programa necesario para el estudiante. Por ejemplo, el estudiante que necesita educación especial puede ser cambiado a una escuela que tiene programas que no están disponibles en la escuela en donde él asiste.
4. **Cambio de domicilio durante el año escolar.** Cuando el lugar de vivienda de los padres y el estudiante cambia durante el año escolar los padres pueden pedir permiso para quedarse en la misma escuela por el resto del año. Los padres serán responsables del transporte del alumno si es necesario. Los alumnos deben asistir con puntualidad a la escuela.
5. **Cambio de escuelas por cambio de domicilio** Si el estudiante y los padres se cambian de casa en otra área de escuela el alumno será cambiado a la escuela correspondiente. Antes de cambiarse de casa, o lo más antes posible, Usted debe de notificar al director de la escuela. La escuela mandará el archivo del estudiante a la escuela nueva para que no tengan retrasos y así el estudiante es asignado al programa y las clases correctas.

Las formas para que un estudiante cambie de una escuela a otra serán entregadas al Departamento de los Estudios e Instrucción por los padres/tutores y serán aprobadas según sea apropiada.

Todos los cambios de una escuela a otra que hayan sido aprobados se terminarán el último día del año escolar y pueden ser revocados si las condiciones en las cuales el cambio fue aprobado ya no existen.

La aprobación de todos los cambios entre escuelas será determinada por el espacio disponible en las escuelas.

### **Forma del Estado Para Cambiar a un Estudiante de una Escuela a Otra**

De acuerdo con la Sección 2-3.13a del Código de Escuela, todas las escuelas públicas del Distrito tienen que ofrecer la forma ISBE 33-78 (9/05) a todos los estudiantes que van a mudarse afuera del Distrito de la escuela para verificar si el estudiante está “Bien con el Distrito” y si su archivo médico está a la fecha y completo como es requerido por la Sección 2-3.13<sup>a</sup>. “Bien con el Distrito” quiere decir que el estudiante no está bajo suspensión o expulsado, y tiene derecho a asistir a clases, de acuerdo con la fecha de la forma. Las escuelas públicas no están forzadas a aceptar a un estudiante nuevo a menos que presente esta forma de la escuela.

## **EL BIENESTAR DEL ESTUDIANTE**

### **La Custodia de los Niños**

El distrito reconoce que los asuntos relacionados a la custodia legal y física de los niños son complicados y pueden afectar la educación del estudiante. Es importante que los padres y los tutores legales se interesen en el progreso académico del alumno. Si no hay una orden de la corte, los padres o tutores legales pueden ver los archivos escolares del niño y pueden asistir a juntas, conferencias, o eventos de la escuela de su niño. Noticias oficiales y calificaciones serán enviadas al padre o al tutor legal que tenga la custodia durante el año escolar. Es la responsabilidad del padre o del tutor legal con la custodia de dejar en la escuela una copia de la orden de la corte, autorizando su custodia. La visitación de los niños o un intercambio de custodia no deben ocurrir durante la escuela ni en la propiedad de la escuela. El distrito no será responsable de imponer las órdenes de visitas y prohibirá la entrada del padre o tutor legal que cause problemas o interrumpa el ambiente escolar. Hable con el director de la escuela si tiene preguntas acerca de la custodia de los niños o la visitación.

### **Abuso y Negligencia de un Niño**

Las Leyes del Estado dicen que el Distrito de la escuela debe reportar todas las sospechas de casos de abuso o negligencia de un estudiante. La Mesa Directiva de la Escuela en un acuerdo con la Comunidad y el Estado acepta la responsabilidad de proteger a todos los niños en casos de relaciones abusivas y negligentes con padres u otras personas. El personal del Distrito, bajo el mandato de reportar, son responsable por:

1. Reportar e identificar y documentar todos los casos de abuso y negligencia a las autoridades estatales o Locales.
2. Proteger la confidencialidad y los derechos de los estudiantes en cada caso.

## **Visitas a la Escuela y Salón de Clase**

Todas las personas que entren a la escuela serán requeridas por la Ley del Estado que enseñen su identificación cuando un empleado de la escuela se lo pida y decirle cual es la razón de su visita. Cualquier persona tiene que reportarse a la oficina del director para inscribirse y dar sus razones de la visita y recibir permiso para ver a los maestros o visitar los salones de clase. Interrupción del orden de la escuela no va a ser permitido. La persona que no siga las reglas tendrá que irse de la escuela inmediatamente y será reportado a la policía para que tomen acción.

Las personas que quieran tener una cita con un maestro o quieran visitar al salón de clases tendrán que comunicarse con la escuela para hacer una cita.

## **Póliza de Entrada sin Autorización**

La oficina del licenciado del Condado de Will mandó un aviso que prohíbe el paso a las escuelas, al terreno de la escuela, o en cualquier vehículo de las Escuelas Públicas de Joliet Distrito 86 si están en posesión de:

- |                                   |                                   |   |
|-----------------------------------|-----------------------------------|---|
| ▪ Pistola de aire o rifle de aire | ▪ Navaja                          | ▪ Pistola de pintura                                  |
| ▪ Pistola de aire blando          | ▪ Rastrillo                       | ▪ Pistola de perdigón                                 |
| ▪ Pistola de postes               | ▪ Daga                            | ▪ Cualquier otra arma o instrumento que sea peligroso |
|                                   | ▪ Cualquier cosa que parezca arma |   |

Cualquier persona que desobedezca este aviso puede ser acusada de entrada ilegal a terreno del estado y/ o entrada criminal sin autorización a vehículos. Las dos ofensas son delitos de la Clase A. Puede ser arrestada. Si es declarada culpable estaría un año en el departamento de Correcciones de Illinois división juvenil o para los mayores de 17 años hasta 364 días encarcelados.

## **Acta ILCS 147/25 - Derechos Para Visitar a la Escuela** (Efectivo Julio 1, 1993)

Cada escuela tiene que avisar a los padres de los estudiantes de sus derechos a visitar la escuela. Aquí está un resumen del Acta de los Derechos para Visitar a la Escuela.

### **Sección 5 Política**

La Asamblea General del Estado de Illinois encuentra que la base de una economía fuerte está basada en un sistema educativo en el cual los padres están involucrados. La intención de esta Acta es permitir que los padres/tutores que estén empleados que no puedan reunirse con los maestros por que están trabajando durante el día tengan el derecho de reunirse durante el año para poder asistir a las conferencias.

### **Sección 15 Conferencias de Padres y Actividad Escolares.**

(a) Un patrón tiene que darle a un empleado un permiso de ausencia por un total de 8 horas durante el año escolar. Solo 4 horas de las cuales pueden ser utilizadas en un día, para asistir a las conferencias de la escuela o las actividades de salón de clases relacionadas con su hijo.



Esto es en caso de que la conferencia o actividad no se pueda hacer durante las horas que no se trabaja. Esta Acta solo se puede utilizar si el empleado ya ha utilizado todas sus vacaciones, permiso de ausencia personal, o ausencia compensatoria u otra clase de ausencia, excepto días de enfermedad o invalidez. El empleado tendrá que pedir permiso por escrito 3 días antes de la actividad en la escuela. En situaciones de emergencia, no más de 24 horas de aviso serán requerido. El empleado debe consultar con su supervisor para no interrumpir la operación de la compañía.

(b) Nada en esta Acta dice que la ausencia sea pagada.

(c) La escuela debe proporcionar horas de visita durante el día y la noche en casos que no sean de emergencia.

Formas de verificación que asistió a la conferencia/evento estarán disponibles en la escuela o en la oficina de JFK.

### **Discriminación Basada en el Género de la Persona es Prohibida**

Es la Regla del Distrito que a ningún estudiante le puede ser negada la oportunidad de aprender por su género. Cualquier estudiante que crea que ha sido negado una educación u oportunidad basada en su sexo puede reclamar con el director de la escuela dentro diez (10) días después del incidente de discriminación. El procedimiento de la reclamación para el estudiante de discriminación de sexo debe incluir la oportunidad de apelar la decisión hecha a cualquier nivel para revisarla dentro de un tiempo específico. El director debe de darle una copia de la reclamación y los procedimientos cuando usted haga el reporte. Cualquier estudiante que tenga un reclamo de discriminación en la escuela, tiene el derecho a su confidencialidad y respeto y no debe ser sujeto a que lo molesten por haber reclamado o apelado esta decisión.

La Mesa Directiva designará al Asistente del Superintendente de Estudios e Instrucción como Coordinador que asegurará que a pesar de la raza de los estudiantes, ellos pueden estar seguros que van a ser tratados iguales. El Coordinador estará dispuesto a proveer asistencia a cualquier estudiante que crea que él/ella ha sido discriminado debido a su sexo.

### **Medicamentos para el Estudiante (Vea el Manual de la Escuela)**

A los estudiantes se les permite tomar medicamentos en la escuela solo si las formas apropiadas son firmadas por un doctor y son archivadas en la oficina de la escuela. Las formas son adquiridas en la oficina de la escuela.

### **Ayuda para Pagar los Materiales de Instrucción**

La Mesa Directiva espera recibir pagos por materiales de instrucción excepto cuando existen circunstancias extensas como es definido por el Distrito y tendrán que llenar una aplicación con el Director de Finanzas.

### **Costo de Materiales de Instrucción**

Todos los estudiantes tienen que pagar por los materiales y útiles necesarios durante el año escolar. Estos cargos son requeridos al comenzar el año escolar:

Kínder	\$25.00
Grados 1 al 5	\$25.00
Grados 6 al 8	\$45.00

Algunas excepciones pueden existir entre una escuela a otra.

### **Requerimientos para Promoción (Graduación)**

En un esfuerzo para mejorar la educación de cada estudiante, el Distrito 86 de las Escuelas Públicas de Joliet ha implementado un programa de Promoción y Retención.

### **Procedimientos en la Escuela Secundaria**

Estudiantes en la escuela Secundaria (grados 6, 7, y 8) tienen que mantener un grado acumulativo de 2.00 durante el año escolar. Si, un estudiante tiene menos de 2.00 durante un trimestre, los padres serán notificados y la escuela iniciará un “Plan de Promoción” Este plan va a ser desarrollado para documentar los esfuerzos de su hijo(a) y así llegar a lograr las metas de Promoción. El plan incluirá los recursos que la escuela puede dar, tales como modificar la instrucción en el salón de clases, recomendar intervención o educación especial, inscribirlo en programas de antes/después de la escuela, escuela de sábado o la escuela de verano. El plan también puede incluir sugerencias para que usted trabaje con su niño en la casa. Si este plan es necesario, una conferencia se llevará a cabo con usted para explicarle los procedimientos.

### **Procedimientos en la Escuela Elementaría**

Estudiantes en las escuelas Elementarías (grados K- 5) están obligados a mantener el Nivel Apropiado en Lenguaje y en las Matemáticas. Cuando un estudiante no tiene estos requisitos, los padres serán notificados y la escuela iniciará un “Plan de Promoción.” Este plan será desarrollado y documentara los avances de su niño, la escuela, los padres, para que logre las metas de Promoción. Este plan puede incluir diferentes métodos de instrucción en la clase, ejemple referirlo a un Equipo de Intervención, o Servicios Especiales. El plan también puede incluir sugerencias para que Usted trabaje con su hijo en la casa. Si este plan es necesario, una conferencia se llevara a cabo con Usted para explicarle los procedimientos.

### **Fotografía del Estudiante para Publicación**

De vez en cuando, fotografías pueden ser tomadas de los estudiantes para publicidad. Estas fotos o videos pueden ser distribuidos a los periódicos, utilizados en publicaciones del Distrito, utilizadas en el libro anual de la escuela, etc. Por favor firme y devuelva la forma “Permiso para Medios de Comunicación”. Tendrán que firmar una forma nueva cada año.

## **El Archivo del Estudiante**

La Mesa Directiva y los Inspectores del Distrito 86 de las Escuelas Públicas de Joliet funcionan bajo las Leyes diseñadas a garantizar los derechos de los estudiantes y padres en cuanto al Archivo del Estudiante. Aunque hay distinciones legales entre el Archivo Permanente y el Archivo Temporal del estudiante, Usted tiene derecho a revisar toda la información contenida en el archivo, solamente tiene que ponerse en contacto con el director de la escuela.

### **Los derechos de los padres y estudiantes sobre la información en su Archivo son los siguientes:**

**“Archivo Permanente del Estudiante”** significa toda la información personal que es necesaria a la escuela y guardada en el Archivo Permanente del Estudiante. Como la siguiente información:

- ✓ Los nombres de los alumnos y, padres, direcciones, fecha de nacimiento, lugar donde nacieron, y género
- ✓ Calificaciones
- ✓ Archivos de asistencia
- ✓ Reportes médicos y de accidentes
- ✓ Información de las actividades en la cuales participó
- ✓ Archivo de cuando la información ha sido revisada o mandada a otra persona/distrito

Los Archivos Permanente de todos los estudiantes serán archivados por sesenta años después de que se gradúen, sean cambiados de una escuela a otra, o dejen de asistir a nuestras escuelas permanentemente. La Asistente del Superintendente de Estudios e Instrucción es el encargado de mantener los archivos del Distrito.

**“Archivo Temporal del Estudiante”** se refiere a toda la información contenida en el archivo pero que no es requerida en el Archivo Permanente del Estudiante. Como la siguiente información:

- ✓ Copia del acta de nacimiento/carta de seguro social (si es disponible)
- ✓ Autorización para el uso del Internet
- ✓ Información de tutela
- ✓ Encuesta del Idioma del Hogar
- ✓ Información indicando posible abuso del niño
- ✓ Información dando permiso para la publicación de fotos
- ✓ Orden de Protección (Una copia debe ser guardada en un archivo de la oficina también)
- ✓ Información disciplinaria
- ✓ Calificaciones
- ✓ Reportes del Departamento de Educación Especial
- ✓ Información académica
- ✓ Los resultados de exámenes
- ✓ Archivo de cuando la información ha sido revisada o mandada a otra persona/distrito

Los Archivos Temporales de todos los estudiantes serán archivados por cinco años después de que se gradúen, sean transferidos, o dejen de asistir a nuestras escuelas permanentemente.

**La siguiente es una lista de los derechos más importantes que usted tiene bajo las Leyes Estatales y Federales y la Mesa Directiva del Distrito 86:**

- A. Inspeccionar y copiar toda la información contenida en el archivo del estudiante. Habrá un pequeño costo por las copias que será anulado para aquellos que no puedan pagar tales gastos.
- B. Desafiar el contenido del archivo, notificando al principal o encargado del los archivos de la objeción a la información contenida en el archivo.
- C. Inspeccionar y hacer preguntas acerca de la información que va a ser transferida a otro distrito escolar en caso que se mude a otro distrito.
- D. Educadores Locales, del Estado y Federal tienen acceso al archivo del estudiante para propósitos educativos y administrativos sin que pidan permiso a los padres. Siguiendo a una orden de corte o citación, o en caso de una emergencia donde los archivos sean necesarios para hacer cumplir la ley, por razones médicas o que el estudiante u otras personas estén en peligro, los archivos serán dados sin permiso de los padres. Cualquier otra persona que quiera revisar el archivo tiene que obtener permiso por escrito de los padres o el estudiante si es de edad.

**Tres notas de interés:**

- A. Debido a que El Distrito 86 y las escuelas Secundarias del área son Distritos separados, hay un acuerdo en el cual el Distrito 86 transfiere los Archivos de los Estudiantes sin el consentimiento de los padres, excepto cuando los padres piden que no sean enviados automáticamente.
- B. A los padres que quieran revisar el archivo de su hijo se les dará una cita para revisarlo. Para pedir una cita por favor escribanos una carta o utilice la forma en la escuela.
- C. Todos los derechos son exclusivos para los padres hasta que el estudiante cumpla la edad de 16 años. Cuando el estudiante cumpla los 16 años, estos derechos son compartidos por los padres y el estudiante. Cuando el estudiante cumpla los 18 años, todos los derechos del archivo serán exclusivamente del estudiante.

### **La Seguridad del Niño(a) al Regresar de la Escuela**

El regreso a casa después de la escuela de todos los estudiantes es una preocupación del distrito. La cooperación de los padres es necesaria para prevenir los problemas que puedan ocurrir cuando estén recogiendo a sus hijo/a después de la escuela.

Estas reglas aplican cuando usted recoja a su niño/a después de la escuela o cuando recoja a su niño/a después de una actividad de la escuela:

- 1) Todos los acuerdos de transporte deben ser explicados al estudiante y al personal apropiado de la escuela antes de recoger al estudiante.
- 2) Los padres tienen que recoger a los estudiantes a tiempo cuando se termine la escuela o el programa/evento después de la escuela.
- 3) Los padres tienen que dar a la escuela un número de teléfono de emergencia en caso de que los padres no se encuentren.

En caso de que el niño no sea recogido después de un tiempo razonable después de la escuela o después de una actividad, se hará todo lo posible para llamar a una persona responsable y así asegurar que el estudiante llegue a casa seguro. Pero si se repiten estos casos de que el niño no es recogido, particularmente un niño pequeño, puede resultar en que le llegue una noticia formal avisándole que no puede asistir a la actividad y que vamos a notificar a DCFS.

### **Recoger al Estudiante por una Persona que no sea sus Padres/Tutores**

Para asegurar el bienestar y la seguridad de todos los niños, los padres deben proporcionar a la escuela nombres y números de teléfonos de los adultos que puedan recoger a los niños en la escuela. Cuando una persona venga a recoger a un niño a la escuela y no esté en la lista de registros para recoger al niño, **NO SE PERMITIRA QUE SE LLEVE AL NIÑO**. Los padres serán llamados por teléfono.

### **Accidentes o Enfermedades Serias**

La escuela se encargara de que el estudiante reciba la atención médica necesaria. Los paramédicos serán llamados inmediatamente si la situación es urgente. **El personal de la escuela no puede hacer decisiones médicas o autorizar tratamientos médicos para su hijo/a.** Usted debe ir al hospital lo más pronto posible para atender a su hijo. Se hará todo lo posible para avisar a los padres/tutores. **ES SUMAMENTE IMPORTANTE, POR EL BIENESTAR DE SU HIJO QUE USTED NOS MANTENGA INFORMADO DE SU DIRECCIÓN Y NÚMERO DE TELÉFONO O CAMBIO DE DIRECCIÓN INCLUYENDO CONTACTOS DE EMERGENCIA.**

### **Accidentes de Autobús/Camioneta**

En caso de un accidente, la compañía del autobús notificará a la escuela y al personal de servicios de emergencia médica. Los padres serán notificados. Si el personal de la escuela determina que el estudiante requiere atención médica, el estudiante será transportado al hospital. Los padres serán notificados. **ES IMPORTANTE QUE LOS PADRES/TUTORES MANTENGAN A LA ESCUELA INFORMADA DE SU DIRECCIÓN Y NÚMERO DE TELÉFONO INCLUYENDO CONTACTOS DE EMERGENCIA.**

### **Encuesta del Idioma en el Hogar**

Todos los padres de estudiantes que entren a las escuelas públicas de Joliet por primera vez se les pedirán que llenen un cuestionario acerca del idioma en el hogar. Este cuestionario está disponible en inglés o en español. Los estudiantes que su primera lengua no sea Inglés pueden ser referidos a tomar un examen para ver si califican al programa English Language Learner (ELL) basado en las respuestas del examen.

### **Exámenes de Vista y Oído**

Las escuelas públicas de Joliet Distrito 86, ofrecen exámenes de vista y oído a los niños de 3 años hasta el octavo grado.

Acta del Senado- Acta Pública 093-0504 requiere que los padres estén conscientes que los exámenes son obligatorios por el estado de Illinois y serán administrados a los siguientes estudiantes:

Examen de Vista - Preescolar, Kínder, 2<sup>nd</sup>, 8<sup>th</sup>, y Educación Especial  
Examen del Oído - Preescolar, Kínder, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, y Educación Especial

### **Vista**

Técnicos certificados hacen los exámenes con el motivo de identificar problemas de la vista o el oído y referirlos a otro examen. La filosofía del distrito es identificar a los niños a una edad joven para ver si tienen un problema de los ojos, para que un profesional lo examine. Problemas de la vista puede afectar el aprendizaje y causar problemas emocionales y disciplinarios.

### **Examen de la Vista**

Antes del 15 de octubre del año escolar, cada estudiante que va a entrar al Kínder tiene que presentar documentos comprobando una exanimación del oculista, de acuerdo con 77Ill. Adm. Código 685. Es necesario tener el examen no más de un año antes del primer día de entrar a Kínder.

Si un niño de Kínder no presenta prueba del examen de vista antes del 15 de octubre, la escuela puede detener las calificaciones hasta que:

1. El niño presente prueba del examen de vista
2. El niño presente prueba de que tenga una cita con el oculista dentro de 60 días después del Octubre 15. La prueba tiene que ser por escrito o una carta de cita del oculista, firmado por el oculista y los padres del niño, indicando el nombre del niño, la fecha y la hora de la cita : o
3. El niño presenta un documento renunciando la necesidad del examen, de acuerdo con Sección 685 del Código Escolar

### **El Oído**

El examen del oído es para identificar a los niños que pudieran tener un problema del oído. Los niños que no pasan el examen son recomendados a un medico. Un problema auditivo interfiere con el desarrollo del hablar y comunicación, el cual puede interrumpir el aprendizaje. Esto se puede prevenir si los niños son examinados a tiempo para corregir el problema.

### **Recomendaciones**

Los niños que no pasen el examen de vista u oído más de dos veces son referidos a un doctor para que reciba una evaluación médica.

### **Los Servicios de Audiología**

El Departamento de Audiología de las escuelas públicas de Joliet Distrito 86 ofrece evaluaciones de audición desde el nacimiento hasta los 21 años. Los estudiantes examinados incluyen:

- Estudiantes nuevos al distrito
- Estudiantes que no pasaron el examen de audición
- Estudiantes preescolares que necesitan un programa de intervención
- Estudiantes que son difíciles para examinar

Nuestros exámenes incluyen un examen otoscopio, timpanometría, reflejos acústicos, emisiones otacústicas, conducciones del hueso y aire, y un examen para ver cómo está el cerebro procesando el sonido. Es posible conseguir moldes para el oído al costo para el audífono. Nuestros servicios también le ayudarán a escoger el mejor audiológica para su hijo.

El Distrito 86 ofrece un programa Preescolar hasta el 8 grado para sordos. Queremos que los niños oigan y funcionen para que reciban la mejor educación posible.

### **Evaluación Preescolar**

Las escuelas públicas de Joliet Distrito 86 ofrecen evaluaciones a los niños entre 0 – 5 años de edad y a los estudiantes en los grados K-8. Los niños entre 0-5 años recibirán exámenes de movimiento, comunicación, desarrollo social y destrezas personales. Además, un patólogo evaluará su forma de hablar. Los niños recibirán una evaluación del oído y de la vista por un

técnico certificado. Después de todos los exámenes, los resultados serán compartidos con los padres. Si sospecha que su hijo tenga algún problema que requiera intervención, hable al departamento de Servicios Especiales 815-740-3196.

### **Plan 504**

La Sección 504 del Acta de Rehabilitación de 1973. Recomendaciones/identificación de estudiantes que califiquen al Plan 504 deben ser entregados al representante de servicios especiales en la escuela donde asiste su niño. El Plan 504 es para los estudiantes que son identificados con “un problema físico o mental” que “afecta a una de las actividades principales en su vida.” (Definido como el cuidado de a uno mismo, haciendo trabajos manuales, caminando, viendo, oyendo, hablando, respirando, trabajando o aprendiendo). Ejemplos serían niños que tienen asma, diabetes, y/o ADD/ADHD. Las quejas se dirigen a la Directora de Servicios Especiales 815-740-3196.

### **Educación Pública Gratis (FAPE)**

La Ley 94-142 Educación Para Todos los Niños Discapacitados garantiza que todos los niños recibirán una educación gratis y apropiada. Un programa educativo y otros servicios para el niño que sea elegible que está designado a que el niño progrese educacionalmente. Se proporciona sin ningún costo a los padres.

### **Plan de Asbestos**

La Ley Federal requiere que el Distrito 86 identifique y controle el asbesto que pudiera estar en las escuelas. Nuestro distrito tiene un plan que identifica los materiales que contengan asbestos y requiere que haya un reporte acerca de las inspecciones cada tres años. Nuestro plan está disponible para su inspección. Si quiere revisar la información contenida en el plan, comuníquese con el director de la escuela.

## **Notificación Federal Que Ningún Niño Se quede Atrás (NCLB)** **Maestras de Alta Calidad**

Usted tiene el derecho de solicitar información acerca de las calificaciones profesionales de cualquier maestro de su hijo. La solicitud tiene que ser por escrito y entregada al Departamento de Recursos Humanos, Joliet Public Schools District 86, 420 N. Raynor Ave., Joliet, IL 60435.

Puede solicitar información para saber:

- Si el maestro ha cumplido con los requisitos de certificación del estado
- Si el maestro está enseñando bajo un certificado provisional
- El título del diploma y la Universidad, cualquier otra certificación, y
- Si su hijo recibe ayuda de un ayudante o para profesional, cuáles son sus calificaciones.

Usted recibirá una respuesta después de siete (7) días de trabajo de haber recibido su solicitud.



# CALENDARIO ESCOLAR 2011 - 2012

Día de Instituto - No Hay Escuela  
Primer Día de Clases  
Día de los Trabajadores -- No Hay Escuela  
Día de Mejorar a las Escuelas – No Hay Clases por la Tarde  
Día de Cristóbal Colon – No Hay Escuela  
Conferencias de Padres/Maestros – No Hay Escuela  
Día de Instituto – No Hay Escuela  
Día de Veteranos  
Días de Dar Gracias – No Hay Escuela  
Último Día Antes que Comiencen las Vacaciones de Invierno

## 2011

Agosto 17  
Agosto 18  
Septiembre 5  
Octubre 7  
Octubre 10  
Noviembre 4  
Noviembre 10  
Noviembre 11  
Noviembre 23-25  
Diciembre 21

Clases comienzan  
Cumpleaños de Martín Luther King Jr. – No Hay Escuela  
Conferencias de Padres/Maestros – No Hay Escuela  
Día de Instituto- No Hay Escuela  
Día de los Presidentes – No Hay Escuela  
Día de Casimir Pulaski – No Hay Escuela  
Vacaciones de Primavera  
Día de Mejorar a las Escuelas – No Hay Clases por la Tarde  
Día para Mejorar a las Escuelas – No Hay clases por la Tarde  
Día Conmemorativo – No Hay Escuela  
Último día de clases (tentativo)  
Días De Emergencia (si sean necesarios)

## 2012

Enero 5  
Enero 16  
Enero 27  
Febrero 17  
Febrero 20  
Marzo 5  
Abril 2-9  
Abril 27  
Mayo 25  
Mayo 28  
Mayo 30  
Mayo 31-Junio 6

**Distrito 86, Mesa Directiva del Condado de Will**



Jeffrey K. Pritz, Presidente  
 Deborah K. Ziech, Vicepresidente  
 Natalie A. Coleman  
 Richard A. Rodriguez  
 Lorraine E. Guerrero  
 Tonya M. Myers  
 Gwendolyn R. Ulmer  
 Charyll M. Colstock, Secretaria



**2011-2012**

**Personal Administrativo del Distrito 86**

Charles E. Coleman, Ed.D., Superintendente  
 Sandy Gavin, Asistente al Superintendente, Estudios e Instrucción  
 E. Wesley Russell, Asistente al Superintendente, Negocios  
 Cheryl Woods-Clendening, Asistente al Superintendente, Personal  
 John Armstrong, Directoro de Tecnología  
 Sandra Thomas, Ed.D, Directora de Servicios Especiales  
 Sandy Zalewski, Coordinadora de Comunicación y Desarrollo

SCHOOL	PHONE	ADDRESS	PRINCIPAL	GRADES
T. E. Culbertson Elementary	815-723-0035	1521 E. Washington Street - 60433	Ardith Neal	K-5
Cunningham Elementary	815-723-0169	500 Moran Street - 60435	Maria Arroyo	K-5
Eisenhower Academy	815-723-0233	406 Burke Drive - 60433	Wendy DiBartolomeo	1-5
Farragut Elementary	815-723-0394	701 Glenwood Avenue - 60435	Darlynn Terry	K-5
Forest Park Individual Education	815-723-0414	1220 California Avenue - 60432	Jacob Darley	K-5
Thomas Jefferson Elementary	815-725-0262	2651 Glenwood Avenue - 60435	Brenda Byrnes	K-5
Edna Keith Elementary	815-723-3409	400 Fourth Avenue - 60433	Michelle Coleman	K-5
A. O. Marshall Elementary	815-727-4919	319 Harwood Street - 60432	Tawanda Lawrence	PreK-5
Marycrest Early Childhood Center	815-725-1100	303 Purdue Court - 60436	Penny Greenwood	PreK
Pershing Elementary	815-725-0986	251 Midland Avenue - 60435	Brenda Reiter-Gorman	K-5
Sator Sanchez Elementary	815-740-2810	1101 Harrison Avenue - 60432	Francisco Villela	PreK-5
Sandburg Elementary	815-725-0281	1100 Lilac Lane - 60435	Julie Rice-Zurek	1-5
Parks Cultural Studies Academy	815-723-1911	500 Parks Ave. 60432	Linda Scott	PreK-5
Isaac Singleton Elementary	815-723-0228	1451 Copperfield Ave. - 60435		
Taft Elementary	815-725-2700	1125 Oregon Avenue - 60435	Joy Hopkins	K-5
Lynne Thigpen Elementary	815-741-7629	207 S. Midland Avenue - 60436	Kim Gordon	K-5
Thompson Alternative	815-740-5458	1020 Rowell Avenue - 60433	Danyell Taylor-Johnson	K-8
Woodland Elementary	815-723-2808	701 Third Avenue - 60433	LaQuita Carter	PreK-5
Dirksen Jr. High	815-729-1566	203 S. Midland Avenue - 60436	Kimberly Pfoutz	6-7-8
Gompers Jr. High	815-727-5276	1501 Copperfield Avenue - 60432	Constance Russell	6-7-8
Hufford Jr. High	815-725-3540	1125 N. Larkin Avenue - 60435	Anna White	6-7-8
Washington Jr. High and Academy Program	815-727-5271	402 Richards Street - 60433	Michael Latting	6-7-8