Joliet Public Schools District 86
420 N. Raynor Avenue
Joliet, Illinois 60435
815-740-3196
www.joliet86.org

Theresa R. Rouse, Ed.D.
Superintendent

2020 - 2021

PARENT – STUDENT HANDBOOK

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SECTION 1 - INTRODUCTORY INFORMATION & GENERAL NOTICES

Section 1.10 General School Information

INTRODUCTION

Welcome to Joliet Public Schools District 86 and the 2020-2021 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 significant information regarding the operations, policies, and practices of the District for both students and parents. Much of this information relates to student welfare and procedures to protect the rights and well-being of students. Additionally, this Handbook provides information regarding our established student conduct and discipline procedures which are based upon Board policy. The Handbook also sets forth the levels of misconduct and consequences when inappropriate behavior is demonstrated by a student. This Handbook is also available on the District's website at www.joliet86.org.

Please read through the District Handbook with your child. 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. We appreciate your support in helping us make that possible.

This Handbook is only a summary of board policies and procedures. Board policies are available at the District office or on the District website at www.joliet86.org. While this Handbook addresses policies and administrative procedures that are currently in place at the time of the printing of the Handbook, the District retains the right to amend its policies, procedures, and this Handbook at any time without notice. In the event of any conflict between the provisions of this Handbook and Board policies or administrative procedures, the policies and procedures shall govern.

You and your child are required to sign the receipt page acknowledging that you have received a copy of this Handbook.

MISSION STATEMENT

Persevere in providing an equitable and rigorous foundation for students to succeed.

VISION STATEMENT

In partnership with the community, Joliet Public Schools District 86 is committed to continuously improving our educational system by recognizing, respecting, valuing, and responding to the diverse needs of all.

DISTRICT DEFINITION OF EQUITY

Recognize, respect, value, and respond to the diverse needs of our students and community.

BELIEFS

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

DISTRICT INFORMATION
J. F. Kennedy Administrative Center
420 N. Raynor Avenue
Joliet, IL 60435
(815) 740-3196

BOARD OF SCHOOL INSPECTORS

Tonya M. Roberts, President
Anthony B. Contos, Vice President
Jeffrey K. Pritz
Deborah K. Ziech
Gwendolyn R. Ulmer
Erick Deshaun Dorris
R. Emil Standfield

Stephanie H. T. Phelan, Secretary to the Board

ADMINISTRATION

Theresa R. Rouse, Ed.D.
Superintendent of Schools

Ankhe Bradley
Assistant Superintendent for Curriculum and Instruction

Sunni S. McNeal, Ed.D.
Assistant Superintendent for Equity and Student Services

Tamara L. Mitchell/CSBO
Assistant Superintendent for Business and Financial Services

Natacia I. Campbell Tominov, Ed.D.
Assistant Superintendent for Human Resources and Labor Relations

Nicholas E. Sakellariou
Chief Officer for Legal Services and Labor Relations

John J. Armstrong, CETL
Director of Technology and Information Services

Sandra L. Zalewski
Director of Communications and Development

Joliet Public Schools District 86

Theresa R. Rouse, Ed.D.
Superintendent of Schools

Aracelis C. Popadich
Secretary

Board of School Inspectors
Tonya M. Roberts, President
Anthony B. Contos, Vice President
Jeffrey K. Pritz
Deborah K. Ziech
Gwendolyn R. Ulmer
Erick Deshaun Dorris
R. Emil Standfield

Stephanie H. T. Phelan
Secretary

August 2020

Dear District 86 Families:

Welcome to the 2020-2021 school year. Thank you for your support and patience as we navigate the COVID-19 crisis together. Even though students will start the school year remotely, we still need to have a handbook in place that outlines our policies, procedures, and expectations. Please review this information with your child and keep it accessible for future reference.

It is important to begin the year by establishing routines and developing solid relationships with your child's teachers. If you have a question or concern, please contact them directly and they can help. Remote Learning is still new for them too!

Thank you for your continued understanding and flexibility. We hope we are able to safely welcome students and staff back to school for in-person instruction soon.

Sincerely,

Dr. Theresa Rouse
Theresa R. Rouse, Ed.D.
Superintendent

JFK Administrative Center 420 North Raynor Avenue Joliet, Illinois 60435 815-740-3196 815-740-6520 FAX www.joliet86.org

IN-PERSON STUDENT SCHEDULE
2020-2021

BUILDING	START TIME	REGULAR DISMISSAL	SCHOOL IMPROVEMENT DISMISSAL TIME
Culbertson	9:00	3:10	12:15
Cunningham	9:00	3:10	12:15
Dirksen Jr. High	8:00	2:50	11:40
Eisenhower Academy	8:00	2:10	11:15
Farragut	8:00	2:10	11:15
Forest Park I.E.	8:00	2:10	11:15
Gompers Jr. High	7:45	2:35	11:25
Hufford Jr. High	8:00	2:50	11:40
Jefferson	9:00	3:10	12:15
Keith	8:30	2:40	11:45
Marshall	8:00	2:10	11:15
Marycrest Sp. Ed.	9:10	3:05	Not in attendance
Early Childhood a.m.	9:10	11:40	Not in attendance
Early Childhood p.m.	12:35	3:05	Not in attendance
Pershing	8:00	2:10	11:15
Sanchez	8:30	2:40	11:45
Sandburg	9:00	3:10	12:15
Singleton	9:00	3:10	12:15
Taft	9:00	3:10	12:15
Thigpen	9:00	3:10	12:15
Thompson Alternative	7:30	1:30	10:30
Washington Jr. High	8:00	2:50	11:40
Woodland	9:00	3:10	12:15

Section 1.20 <u>Student/Parent Handbook Acknowledgement and Pledge</u>

Parents/Guardians and Students are required to sign and return the electronic Handbook Acknowledgement and Pledge or this Handbook Acknowledgement and Pledge, which is also provided as separate loose page with the Handbook.

Name of Student: _____

Student Acknowledgement and Pledge

I acknowledge receiving and/or being provided electronic access to the Student/Parent Handbook and School Board policy on student behavior. I have read these materials and understand all rules, responsibilities and expectations. In order to help keep my school safe, I pledge to adhere to all School and School District rules, policies and procedures.

I understand that the Student/Parent Handbook and School District policies may be amended during the year and that such changes are available on the School District website or in the school office.

I understand that my failure to return this acknowledgement and pledge will not relieve me from being responsible for knowing or complying with School and School District rules, policies and procedures.

_____ _____

Student Signature Date

Parent/Guardian Acknowledgement

I acknowledge receiving and/or being provided electronic access to the Student/Parent Handbook and School Board policy on student behavior. I have read these materials and understand all rules, responsibilities and expectations.

I understand that the Student/Parent Handbook and School District policies may be amended during the year and that such changes are available on the School District website or in the school office.

I understand that my failure to return this acknowledgement will not relieve me or my child from being responsible for knowing or complying with School and School District rules, policies and procedures.

_____ _____

Parent/Guardian Signature Date

Section 1.30 School Operations During a Pandemic or Other Health Emergency

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges that infects individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that impact your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Illinois Department of Public Health, local health department, emergency management agencies, and/or Regional Office of Education.

2. Available learning opportunities may include Hybrid and/or Remote Learning Plans. Hybrid Learning combines both in-school classroom learning and remote learning at home.

3. Students will be expected to participate in Hybrid and/or Remote Learning instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in Hybrid or Remote Learning will be considered truant.

4. All school disciplinary rules remain in effect during the interruption of in-person learning. Students are subject to discipline for disrupting the remote learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom.

5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.

6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.

7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.

8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.

9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.

10. In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.

11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.

12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

Section 1.35 Student Registration, Residency, Custody, Fees, Attendance Areas, Transfers

Annual Registration
District 86 requires that all students (including returning students) be registered every year. The District provides for online registration for returning students. Information and directions are available on the District's website at www.joliet86.org.

Admission Procedure
When a child is registered for school in District 86 for the first time, a parent or guardian must provide proof of identity, age and residence. The parent/guardian must present a certified copy of a birth certificate. The parent or guardian must also provide proof that the student received a health examination and the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health and State Law.

Admission to Kindergarten
The District maintains a full day kindergarten for the instruction of all children who are residents of the District and who have reached the age of five (5) years on or before September 1 of the year of school enrollment.

Student Residency
Students who are residents of District 86 will be admitted to school in accordance with admission requirements established by State law. To meet the proof of residency requirements, a parent/guardian must provide appropriate documentation. See the District's website, www.joliet86.org for specific information and directions.

Military personnel enrolling a student for the first time in the District must provide one of the following within 60 days after the student's initial enrollment:

Postmarked mail addressed to military personnel
Lease agreement for occupancy
Proof of ownership of residence

Military personnel wanting to keep a child/ward enrolled in the District despite having changed residence due to a military service obligation must submit in writing a request for the student's residence to be deemed unchanged for the duration of the custodian's military service obligation. The District, however, is not responsible for the student's transportation to or from school.

District 86 may require periodic verification of residency as a means of validating compliance with the proof of residence requirement. A person who knowingly or willfully provides any false

information regarding the residency of pupil for the purpose of enabling that pupil to attend a school in District 86 shall be guilty of a Class C misdemeanor.

Custody
A pupil is presumed to be a resident of the school district where the persons who have legal custody of the pupil reside. Legal custody means any one of the following:

1. Custody exercised by a natural or adoptive parent with whom the pupil resides.
2. Custody granted by order of court to a person with whom the pupil resides for reasons other than to have access to the education programs of the District.
3. Custody exercised under a statutory short term guardianship, provided that within 60 days of the pupil's enrollment a court order is entered that establishes a permanent guardianship and grants custody to a person with whom the pupil resides for reasons other than to have access to the educational programs of the District.
4. Custody exercised by an adult caregiver relative who is receiving aid under the Illinois Public Aid Code for the pupil who resides with that adult caretaker relative for purposes other than to have access to the educational programs of the District.
5. Custody exercised by an adult who demonstrates that, in fact, he or she has assumed and exercises legal responsibility for the pupil and provides the pupil with a fixed nighttime abode for purposes other than to have access to the educational programs of the District. District 86 has a specific form to be used for this type of custody.

Student Fees
The Board may change student fees as provided by law. 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:

Kindergarten (Full Day)	$25.00
Grades 1 through 5	$25.00
Grades 6 through 8	$45.00

Students whose parent or guardian are unable to afford student fees may request a fee waiver. See Section 3.10 for information regarding fee waivers. Students will not be denied educational services or academic credit due to the inability of their parent or guardian to pay fees or certain charges. A fee waiver does not exempt a student from charges for lost and damaged books, locks, materials, supplies, and/or equipment. The Board shall not waive any instructional material fees except under extenuating circumstances as defined by District policy and upon proper application.

Attendance Areas
The District is divided into school attendance areas. Absent certain circumstances, students living in a given attendance area will be assigned to the school that serves that area. The District Boundary Map can be found on the District website at www.joliet86.org. Homeless children shall be assigned according to Board policy 6:140, Education of Homeless Children.

Student Transfers

To and From Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the District. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the District.

Transfers Within the District

A student's parent(s)/guardian(s) may apply for a transfer to a magnet school on a space-available basis and in accordance with administrative procedures. Students who are granted a transfer to a magnet school will be provided transportation by the District.

A student's parent(s)/guardian(s) may request a transfer for their child to a District school other than the one assigned by submitting a Transfer Request form to the Student Services office. Such a request may be granted by the Superintendent or designee, in their sole discretion, when the parent(s)/guardian(s) demonstrate that the student could be better accommodated at another school, provided space is available. If the request is granted, the parent(s)/guardian(s) shall be responsible for transportation. A new request must be filed each year.

These provisions have no applicability to transfers pursuant to (1) Title I covered in Board policy 6:15, School Accountability, or (2) the Unsafe School Choice Option covered in Board policy 4:170, Safety.

Section 1.40 Visitors, Access to Schools and School Property

Building Visitors

All visitors to school property are required to report to the Building Principal's office and receive permission to remain on school property. District 86 requires that all visitors (including parents) wear and prominently display a District visitor identification card at all times while in any District 86 school building.

All visitors are required to:

1. Sign in with the building office immediately upon entering the building.
2. Present a proper photographic identification card.
3. Deposit their photographic identification card with building staff in exchange for a district visitor identification card. The photographic identification card will be returned to the visitor when the visitor is ready to leave the building, signs out and returns the district visitor identification card. Approved visitors must wear and display the visitor identification card so that it is clearly visible.
4. Visitors are expected to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself in a manner that is appropriate will be asked to leave and may be treated as a trespasser.

The District reserves the right to conduct a background check using the visitor's photograph identification card.

No person on school property or at a school event shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law or municipal, local or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied Illinois' Compassionate Use of Medical Cannabis Act and District policies.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized district employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other District policies or regulations, or a directive from an authorized security officer or district employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the district or a school function.

NO TRESPASS NOTICE

THE FOLLOWING **NO TRESPASS NOTICE** IS APPLICABLE TO DISTRICT 86 LAND, BUILDINGS AND VEHICLES.

This NOTICE is to inform you that you are not 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
- BB GUN
- AIR SOFT GUN
- PELLET GUN or any LOOK-ALIKE GUN of any kind that a reasonable person would believe to be a real gun regardless of the distance at which a person might see it.
- KNIFE
- DAGGER
- DIRK
- RAZOR

- STILETTO, or any other DANGEROUS or DEADLY WEAPON or INSTRUMENT 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.

Section 1.50 Equal Opportunity and Sex Equity

Joliet Public Schools District 86 complies with all applicable federal laws and regulations prohibiting discrimination and with legal and applicable requirements and regulations of the United States Department of Education. Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under School Board policy 8:20, *Community Use of School Facilities*. Any student may file a discrimination grievance by using Board policy 2:260, *Uniform Grievance Procedure*; Title IX sexual harassment complaints are addressed under Board policy 2:265, Title IX Sexual Harassment Grievance Procedures.

The Non-Discrimination Coordinator/Title IX Coordinator for Joliet Public Schools District 86 is Natacia Campbell Tominov, Ed.D., Assistant Superintendent for Human Resources and Labor Relations.

Sex Equity
No student shall, based on sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student may file a sex equity complaint by using Board policy 2:260, Uniform Grievance Procedure. A student may appeal the School Board's resolution of the complaint to the Regional Superintendent of Schools (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8).

Section 1.60 Animals On School Property

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principal in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Section 1.85 Treats & Snacks

Due to health concerns, except as provided in District care plans and IEPs, no treats or snacks are allowed at school.

Section 1.90 Emergency School Closings

District 86 will close when, in the opinion of the Superintendent or designee, emergency/hazardous conditions exist. Such action will be taken only when it is apparent that such emergency conditions might seriously jeopardize the health and/or safety of the students and staff.

If school is dismissed early for an emergency, all after-school functions are automatically cancelled.

In cases of bad weather or dangerous road conditions, school closings or early dismissals are announced through an automated phone call to parents, on the District website at www.joliet86.org, on Facebook and on Twitter. School closing and early dismissal information is also sent to local and regional media outlets. Please be aware that while closing information is given to media outlets as quickly as possible, it is at the discretion of each outlet to decide when and whether it airs the notification.

Please avoid calling the schools during emergency situations.

Section 1.100 Audio/Video Monitoring Systems On School Buses – Notification

Parents and guardians are hereby notified that audio/video monitoring systems are being used on school buses. The District authorizes the use of audio/video monitoring systems on any or all school buses to promote transportation safety, to prevent vandalism, to monitor bus drivers, to identify disruptive students, and to document the activities of riders during their transport to and from school and school activities.

All school buses with audio/video monitoring systems will display a warning sign within the bus indicating that video and audio surveillance can occur on that bus and encourage transportation safety and proper student behavior. Students found to be in violation of the District's bus conduct rules will be subject to discipline in accordance with District policy and applicable law.

School bus recordings are confidential records. If a discipline problem is captured by the monitoring system, the recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the recording may be provided to law enforcement personnel.

Section 1.110 Accommodating Individuals with Disabilities

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the superintendent or building principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Section 1.120 Students with Life-Threatening Allergies or Chronic Illnesses

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules.

If your student has a life-threatening allergy or life-threatening chronic illness, please notify the building principal.

Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your student has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports so that your student can access his or her education as effectively as students without disabilities.

Not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504. Our school district also may be able to appropriately meet a student's needs through other means.

Section 1.130 Care of Students with Diabetes

If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the building principal. Parents/guardians are responsible for and must:

1. Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child.
2. Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
3. Sign the Diabetes Care Plan.
4. Grant consent for and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Care Plan.

For further information, please contact the building principal.

Section 1.140 Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important Board goals. The District maintains a suicide and depression awareness and prevention program that advances the Board's goals of increasing awareness and prevention of depression and suicide. The Board's policy on Suicide and Depression Awareness and Prevention (7:290) is available on the District's website at **www.joliet86.org**.

SECTION 2- ATTENDANCE, PROMOTION AND GRADUATION

Section 2.10 Compulsory Attendance

Whoever has custody or control of any child between the ages of six and seventeen must ensure that the child attends some public school in the district where the child resides the entire time school is in session during the regular school term, except as otherwise provided by law. Parents and/or guardians having legal custody of school-age children are responsible for ensuring the regular attendance of their children in school.

Section 2.20 Student Absences

Expectations

The District requires that parents/guardians ensure the regular attendance of their children, consistent with the Illinois School Code, and inform the school of any absences and the causes of such absences. A telephone call by the parent or guardian is required on the first day and each subsequent day of absence or tardiness. A written excuse signed by the parent/guardian may also be required.

Absenteeism

Each building principal is responsible for maintaining an effective system for recording student absences and for encouraging students to be prompt and to attend class on a regular basis. Absences are categorized as excused or unexcused. Valid causes of absenteeism (excused), as listed in the Illinois School Code (105 ILCS 26-2a) are:

Illness;
Observance of a religious holiday (see Board Policy 7:80)
The student's parent/guardian must give written notice to the building principal at least 5 calendar days before the student's anticipated absence(s). Students excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement;
Death in the immediate family;
Family emergency;
Circumstances that cause reasonable concern to the parent or guardian for the safety or health of the student;
Attending a military honors funeral to sound TAPS (6-8 Grade);
Other situations beyond the control of the student as determined by the Building Principal or Board of School Inspectors.

Additionally, a student will be excused for up to 5 days in cases where the student's parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. A student and the student's parent/guardian are responsible for obtaining assignments from the student's teachers prior to any excused absences and for ensuring that such assignments are completed by the student prior to his or her return to school.

All other absences will be considered unexcused.

We stress that all of our students need to be at school every day and cannot afford to miss school for extended periods of time. We strongly encourage parents to plan extended absences to coincide with school holidays and breaks. Not all extended absences will be excused.

Notification to Parent

If a child is absent from school and there is no record that such absence is for a valid cause, or that the absence has been authorized by a parent, legal guardian or other person having legal custody of the child, the building principal or his/her designee will, within two (2) hours after the first class in which the child is enrolled, make a reasonable effort to notify the parent, legal guardian or other person having legal custody of the child of the absence from school by telephoning the numbers given in accordance with Illinois School Code.

Medical Documentation
Under certain circumstances, the District may require parents or guardians to present medical documentation of physical or emotional conditions causing a student's absence.

Tardiness
Students are expected to arrive at school on time. A student is considered tardy when he/she is not in school at the required time. Tardiness is not appropriate and disrupts the education of other students. Each building will monitor student tardiness.

Requiring a child to arrive on time promotes responsible behavior. A tardy arrival results in a disruption to the classroom and to the individual student's learning process. A tardy is categorized as excused or unexcused. Valid causes of tardiness (excused) are:

1. Medical appointment; or
2. Attendance at a funeral.

Tardiness Notification
Parents/guardians are requested to notify the school office if a student will be arriving late by writing a note, calling the office or accompanying the child to the school office for sign in. All students who are tardy will report to the office immediately upon arrival, provide the reason for the tardiness, receive authorization to return to class, and then immediately return to class and present the authorization to the classroom teacher.

Section 2.30 Release Time for Religious Instruction/Observance

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the building principal at least 5 calendar days before the student's anticipated absence(s).

Students excused for religious reasons will be given an opportunity to make up all missed work, including homework and tests.

Section 2.40 Make-Up Work

If a student's absence is excused or if a student is suspended from school, he/she will be permitted to make up all missed work, including homework and tests, for equivalent academic credit. Students who are unexcused from school will not be allowed to make up missed work.

Section 2.50 Truancy

Excessive Absenteeism
The District considers absenteeism excessive when it significantly interferes with a student's learning, as reflected in academic performance or social development. Excessive absenteeism includes excessive tardiness.

In order to reduce or prevent excessive absenteeism, the District maintains a procedure to:

1. Track and provide early identification of potentially harmful attendance practices; and
2. Provide a progressive, multi-level plan toward remediation of the problem.

This procedure includes, but is not limited to, interviews with the student, his/her parents/guardians, any school officials, or others who may have information.

Truancy
The District recognizes a responsibility to establish and maintain an attendance program to reduce and discourage truancy in all District schools.

The District considers a student who is subject to compulsory school attendance to be truant if he/she is absent for the school day or a portion of the school day without proper permission.

Chronic Truancy
The District considers a student who is subject to compulsory school attendance to be a chronic or habitual truant if he/she is absent for 5% or more of the previous 180 regular attendance days without proper permission. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue.

Resources and Supportive Services
The following resources and supportive services, as determined appropriate, are available to truants and chronic or habitual truants with attendance problems and their parents/guardians:

1. Conferences with school personnel;
2. Counseling services of school social workers and psychologists;
3. Placement in alternative educational programs;
4. Special education assessment and placement;
5. Referral to community agencies.

Chronic Truant Minor
The District, in accordance with the Illinois School Code, considers a truant minor to be a chronic truant when the above resources and supportive services have been provided and have failed to result in the remediation of chronic truancy or have been offered and refused by the parent/guardian and/or student.

Referral of Chronic Truants
The respective building principal will initiate the first action to handle the problem of truancy by notifying the parents. The Principal will also initiate proper counseling and actions to secure resources to find a solution to the problem.

If the truancy continues, the principal will notify the Superintendent or his designee of the problem and out-of-district resources utilized. The Joliet Public Schools District 86 Truancy Officer will also be notified.

Punitive Action
If chronic truancy persists after support services and other resources are made available, the school and district may take further action, including:

- Reporting to officials under the Juvenile Court Act
- Referral to the State's Attorney
- Appropriate school discipline

Pursuant to the Illinois School Code (105 ILCS 5/26-12), schools in the District will take no punitive action, including out-of-school suspensions, alternatives to suspension, expulsion or

court action, against chronic truants for such truancy unless the above resources and supportive services have been provided to the student and parents/guardians.

Section 2.60 Student Academic Progress

The Administration and professional staff have established a system of grading procedures for reporting academic achievement to parents and students, and have determined the requirements for promotion and graduation.

Grading

Teachers will administer the approved marking system or other approved means of evaluating student progress in the District. Every teacher will maintain an evaluation record for each student assigned to their classroom.

Teachers maintain the right and the responsibility to determine grades and other student evaluations within the grading policies of the District, based upon the teacher's professional judgment of available criteria pertinent to any subject area or activity for which he/she is responsible. Student academic achievement will be assessed in terms of the attainment of measurable, specific skills determined by the teaching staff to be their instructional goals and objectives.

All grades and symbols will be appropriately explained. Grading will not be used for disciplinary purposes and will be based on improvement, achievement, and capability. Parents will be notified when a student's performance requires special attention.

School report cards are issued to students on a trimester basis. For questions regarding grades, please contact the classroom teacher.

The final grade assigned by the teacher will not be changed by any District administrator without notifying the teacher of the nature and reasons for the change.

Reasons for changing a student's final grade include:

1. A miscalculation of test scores;
2. A technical error in assigning a particular grade or score;
3. Agreement by the teacher that the student may do an extra work assignment, with its evaluation impacting the grade;
4. An inappropriate grading system used to determine the grade; or
5. An inappropriate grade based on an appropriate grading system.

Grades for elementary and junior high are based on the following percentages:

Elementary	Junior High
Homework 5% Classwork 30% Assessment 65%	Homework 5% Formative Assessment 35% Summative Assessment 60%

Promotion, Retention, and Remediation
Placement, promotion, or retention will be made in the best interest of the student after careful evaluation of the advantages and disadvantages of the various alternatives. Decisions to promote or retain students will be based on successful completion of the curriculum, attendance, performance on District and State assessments and/or other criteria established by the Board. A student shall not be promoted based upon age or any other social reason not related to academic performance.

When there is any alteration in a student's normal progression through school (i.e. retention), all factors will be considered. The teacher and building principal will use the expertise of other professional personnel as appropriate and parent support will be solicited during the decision-making process.

Students who do not qualify for promotion to the next higher grade will be provided a remedial assistance plan developed in consultation with the student's parents/guardians. The remedial assistance plan may include various types of support such as summer school, special homework, tutorial sessions, modified instructional materials, increased or concentrated instructional time, other modifications in the instructional program, or retention in grade.

Reporting to Parents
The progress of District students will be communicated to parents/guardians on a regular basis during the school year. However, grades and test reports will be made available only to those parents/guardians qualified to receive them. In the case of separated and/or divorced parents, both may receive notification of grades or test results unless prohibited by a valid court order.

Parent/Teacher Conferences are scheduled for all parents twice a year. Parents are encouraged to bring their child with them. It is expected that all parents attend both conferences. Notices will be sent home as to the date and time of conferences. Parents or teachers may schedule additional conferences throughout the year. Additional methods of reporting such as open houses, parent education meetings and newsletters may be used by each individual school.

Parents are also encouraged to use the Parent Portal on the District website (www.joliet86.org) to access their child's grades and other information.

Section 2.70 Homework

Homework is a necessary part of the District's instructional program. Homework is assigned to further a student's educational development and is an application or adaptation of a classroom experience.

Homework:

1. Is used to reinforce and apply previously covered concepts, principles, and skills;
2. Is not assigned for disciplinary purposes;
3. Serves as a communication link between the school and parents/guardians;
4. Encourages independent thought, self-direction and self-discipline; and,
5. Is of appropriate frequency and length, and does not become excessive, according to the teacher's best professional judgment.

Section 2.80 Exemption from Physical Education Requirement

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or by a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request.

Appropriate educational accommodations will be provided for students whose physical or emotional condition, as determined by a person licensed under the Medical Practice Act, prevents their participation in regular physical education courses.

A student may be excused from participation in physical education classes for no more than three days with a note from a parent. A doctor's note is required for all students who need to be excused for more than three (3) days.

Students with an Individualized Education Program may also be excused from physical education courses for reasons stated in Handbook Procedure 10.30.

Section 2.90 Open

Section 2.100 Home and Hospital Instruction

A student who is absent from school, or whose physician, physician assistant or licensed advance practice registered nurse anticipates his or her absence from school, because of a medical condition may be eligible for instruction in the student's home or hospital.

Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from a physician, physician assistant, or licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction before (1) the birth of the child when the student's physician, physician assistant, or licensed advanced practice nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to 3 months after the child's birth or a miscarriage.

For information on home or hospital instruction, contact: Erika Rock at 815-740-3196.

SECTION 3 - STUDENT FEES AND MEAL COSTS

Section 3.10 Student Fees and Fee Waivers

Student Fees
The Board may charge student fees as provided by law. Parents/guardians unable to pay fees should contact the building principal. 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:

Kindergarten (Full Day)	$25.00
Grades 1 through 5	$25.00
Grades 6 through 8	$45.00

Student Fee Waivers
Students whose parent or guardian are unable to afford student fees may request a fee waiver. Students will not be denied educational services or academic credit due to the inability of their parent or guardian to pay fees or certain charges. A fee waiver does not exempt a student from charges for lost and damaged books, locks, materials, supplies, and/or equipment. The Board shall not waive any instructional material fees except under extenuating circumstances as defined by District policy and upon proper application.

Student fee waivers may only be granted pursuant to District policy. A student is eligible for a fee waiver if the student currently lives in a household that meets the income guidelines, with the same limits based on the household size, that are used for the federal free meals program. Applications and assistance for student fees waivers are available at each school.

The building principal will give additional consideration where one or more of the following factors are present:

1. An illness in the family;
2. Unusual expenses such as fire, flood, storm damage, etc.;
3. Seasonal employment;
4. Emergency situations; or
5. When one or more of the parents/guardians are involved in a work stoppage.

Section 3.20 <u>Student Breakfast and Lunch Program</u>

General Information
A student enrolled in kindergarten through grade eight must remain in school during the lunch period. Students are not permitted to go home for lunch during the school day. Any exception to the lunch regulation will be made at the discretion of the building principal generally on the basis of the health or safety of the individual student.

Lunch and Breakfast Program
District 86 participates in the National School Lunch and School Breakfast Program. Because District 86 participates in the Community Eligibility Option under this program, all District 86 schools are able to offer healthy breakfasts and lunches at no charge for all students. Milk is included with each meal. Students are able to purchase additional cartons of milk. Students may still bring their own lunch from home if they wish.

SECTION 4 - TRANSPORTATION

Section 4.10 Student Transportation

Transportation

The pupil transportation system will be administered to provide the best practices for safe and efficient services in the most economical manner. The Superintendent or designee will be responsible for supervising, administering, investigating, and resolving issues with the District's transportation system.

The District will provide free transportation to and from school for resident students who live: (1) a distance of 1.5 miles or more from their assigned school, or (2) within 1.5 miles of their assigned schools, but for whom walking would constitute a serious hazard due to vehicular traffic or railroad crossings, as determined in accordance with the standards established by the Illinois Department of Transportation (IDOT), and for whom adequate public transportation is not available.

Transportation service is also provided for special education students if it is included in the student's Individualized Educational Program (IEP) or as otherwise required by law. All special education students will be transported in accordance with current Illinois State Board of Education rules and regulations and the Illinois School Code.

Students will be transported to and from school activities only in vehicles authorized by the Administration. Vehicles used by the District or any transportation contractor will meet all federal and State safety standards. Drivers will meet all required federal and State standards for licensing.

Bus schedules and routes will be determined by the Superintendent or designee in concert with the District's contractor and will be altered only with the Superintendent's or designee's approval and direction. Safety hazards and population density will determine the number and placement of bus stops in a given area. When practical, bus stops will be assigned at least 500 feet from a residence of a known registered sex offender. To the extent possible, school bus routes will be restricted to main routes and state- and county-maintained roads. Students are assigned a bus route number and assigned a stop for transportation. Bus drivers are not authorized and should not be approached to make any changes to designated stops. All initial route change requests should be directed to the transportation department.

Students must ride the buses to which they are assigned. Students should be at their assigned stop at least ten (10) minutes before their scheduled pick-up time. Students are not permitted to switch buses as they are assigned based on the maximum number of students allowed per vehicle.

Parents of kindergarten, first grade, and special education students are responsible to meet their child's bus each day or to designate a responsible individual to be with their child during pick-up and drop off times. If the parent or designee is not at the bus stop at drop off, the child will be returned to the school. If the parents/guardians are unable to be at the bus stop or designate a responsible person, a Latch Key Form is required and can be obtained from the school.

All students are issued a bus pass which they must carry with them for the first two (2) weeks of issuance.

Section 4.15 Bus Conduct

Bus Rules of Student Conduct

In addition to complying with general school rules regarding student conduct, students shall also comply with the Bus Rules of Student Conduct. This list is not intended to be an exhaustive list, and any conduct which is determined to constitute gross disobedience or misconduct may also result in interventions and/or disciplinary consequences. 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. A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

The driver has full charge of the bus and students. Students must obey the driver at all times. The right of all pupils to ride on the bus is contingent upon their good behavior and upon their observance of the rules and regulations. Bus seat assignments may be issued for students who ride a bus to/from school.

Prohibited Conduct:

1. Standing while the bus is in motion;
2. Changing seats;
3. Excessive noise;
4. Eating – Drinking – Littering;
5. Riding unassigned bus or using an unassigned stop;
6. Use of electronic devices, i.e.: cell phones, cameras, etc.;
7. Disrespect;
8. Reckless behavior/horseplay;
9. Verbal Threat – Peers;
10. Name calling;
11. Bullying/Intimidation/Harassment of peers;
12. Non-compliant (will not follow direction from driver and/or monitor);
13. Throwing (things in/out of bus);
14. Verbal Abuse – Staff;
15 Assault;
16. Verbal Threat – Staff;
17. Jeopardizing the safety of others;
18. Vandalism;
19. Fighting;
20. Drugs/Alcohol;
21. Tobacco/smoking on bus;
22. Weapons;
23. Arson/Combustibles.

SECTION 5 – HEALTH AND SAFETY

Section 5.10 Immunization, Health, Eye, Dental Examination

Health Examinations, Immunizations, and Exclusion of Students
Parents/guardians will present proof that their child has received a health examination and immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health, within one year prior to:

1. Entering an Early Childhood program;
2. Prior to entering kindergarten and/or first grade;
3. Upon entering sixth grade;
4. Whenever a student first enrolls in school in the District, regardless of the student's grade.

Proof of immunization against meningococcal disease is required for students in grade 6. A diabetes screening must be included as part of the health exam (though diabetes testing is not required). Students between the age of one and seven must provide a statement from a physician assuring that the student was "risk-assessed" or screened for lead poisoning. Beginning with the 2017-2018 school year, an age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination.

Failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.

New students who register mid-term have 30 days following registration to comply with the health examination and immunization requirements. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by an appropriate medical professional.

Health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice nurse who has a written collaborative agreement with a collaborating physician authorizing the advanced practice nurse to perform health examinations, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.

In addition, annual physical examinations are required for students wishing to try out for, practice, or participate in interscholastic sports.

District staff may require that parents/guardians obtain additional physical examinations for their children when deemed necessary in order to ensure the student's health and the health and welfare of other students and staff.

Students with Diabetes
See Section 1.130, Care of Students with Diabetes.

Students with Life-Threatening Allergies or Chronic Illness
Parents/guardians will be expected to notify the school of any allergies to food or drugs or other physical needs their child may have. If your student has a life-threatening allergy or life-threatening chronic illness, please notify the building principal. Also see Section 1.120, Students with Life-Threatening Allergies or Chronic Illnesses.

Dental Examinations
All students entering kindergarten, second, sixth and ninth grades must present proof by May 15 of the current school year of having been examined by a licensed dentist within the last 18 months. Failure to present proof allows the school to hold the child's report card until the student presents: (1) proof of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15.

On or before March 16 of each school year, the District will provide notice of the dental examination requirement to parents/guardians.

Vision and Hearing Screenings
All students entering kindergarten or school for the first time must present proof by October 15 of the current school year of an eye examination performed within one year. Failure to present proof by October 15, allows the school to hold the student's report card until the student presents: (1) proof of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15.

Once a child begins school, a hearing screening is required at grades K, 1, 2, and 3. The District provides hearing/vision screenings during the school year.

Exemptions
A student will be exempted from the above requirements for:

1. Medical grounds if the student's parent/guardian presents to the building principal a signed statement explaining the objection;
2. Religious grounds if the student's parent/guardian presents to the building principal a completed Certificate of Religious Exemption;
3. Health examination or immunization requirements on medical grounds if a physician provides written verification;
4. Eye examination requirement if the student's parent/guardian shows an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
5. Dental examination requirement if the student's parent/guardian shows an undue burden or a lack of access to a dentist.

Homeless Child
Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. School Board policy 6:140, Education of Homeless Children, governs the enrollment of homeless children.

Section 5.20 Student Medication

General Provisions

Taking medication during school hours or during school-related activities is prohibited unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing a "School Medication Authorization Form."

No school or district employee is allowed to administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student is allowed to possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this procedure.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector (e.g., EpiPen®) and/or an asthma inhaler or medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form.

Students who are diabetic may possess and self-administer diabetic testing supplies and insulin if authorized by the student's diabetes care plan, which must be on file with the school.

Students with epilepsy may possess and self-administer supplies, equipment and medication, if authorized by the student's seizure action plan, which must be on file with the school.

Students may self-administer (but not possess on their person) other medications required under a qualified plan, provided the student's parent/guardian has completed and signed a School Medication Authorization Form.

No District Liability

The school district shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the school district and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan.

Administration of Medical Cannabis

In accordance with the Compassionate Use of Medical Cannabis Program, qualifying students are allowed to utilize medical cannabis infused products while at school and school events. Please contact the building principal for additional information. Discipline of a student for being administered a product by a designated caregiver pursuant to this procedure is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Annual Renewal of Permissions

Permission is effective only for the school year in which it is granted. Permission will be renewed each school year upon fulfillment of the requirements set forth above.

Emergency Aid to Students

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

Section 5.30 Guidance & Counseling

The school provides a guidance and counseling program for students. The school's counselors are available to those students who require additional assistance

Section 5.40 Safety Drill Procedures and Conduct

Safety drills will occur at times established by the school board. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement drill to address an active shooter incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. Drills will not be preceded by a warning to the students.

Section 5.50 Communicable and Chronic Infectious Disease

The District recognizes that a student with a communicable or chronic infectious disease is eligible for all rights, privileges, and services provided by law and the District's policies.

The District will balance the individual's rights with its obligation to protect the health of all District students and staff.

The school will observe recommendations of the Illinois Department of Public Health regarding communicable diseases.

1. Parents are required to notify the school nurse if they suspect their child has a communicable disease.
2. In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian.
3. The school will provide written instructions to the parent and guardian regarding appropriate treatment for the communicable disease.
4. A student excluded because of a communicable disease will be permitted to return to school only when the parent or guardian brings a letter to the school from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease.

Section 5.60 Head Lice

The school nurse and/or other qualified personnel are responsible for screening students for head lice.

When a case of head lice is identified in a District school building, the parents/guardians will be contacted and asked to come to school. The nurse will provide the information to the parents/guardians concerning head lice and its treatment. The parents/guardians must then remove the child from school and begin treatment. After treatment, the child may return to class. The child may be reexamined after return and, if necessary, additional treatment may be required according to treatment protocols.

The nurse will also screen students in the contact area of the school for possible infestation.

Section 5.70 Readmission to School Following an Illness

A student who has been absent from school for five (5) days or more, or who has had a communicable disease, must present a physician's release before being readmitted to school. A student who has been absent for less than five (5) days may be readmitted to class with a written excuse from his/her parents/guardians.

Children shall be readmitted to school according to the isolation/exclusion requirements in Rules and Regulations for the Control of Communicable Diseases, published by the Illinois Department of Public Health.

SECTION 6 - CONDUCT AND DISCIPLINE

Section 6.10 General Conduct

Expectations and Standards

The District believes that a school's climate should promote open expression of beliefs, mutual respect, and trust, as well as personal, caring relationships, where every student is educated in an environment in which they are welcomed, valued and supported in reaching their potential and encouraged to grow in self-discipline. In order to foster a positive learning environment, the District expects high standards of conduct from students, parents and staff. The District expects students to conduct themselves in a manner in keeping with their levels of development, maturity, and demonstrated capabilities with a proper regard for the rights and welfare of other students, school staff, volunteers, and contractors. However, when students engage in inappropriate or illegal student conduct, the operations, educational functions and climate of the school are disrupted.

Consequently, the District has established policies and procedures to address these matters and each school building may have additional or more specific conduct rules. The goals and objectives of these policies are to provide effective discipline practices that: (1) ensure the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and drug-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society. While these policies establish prohibited student conduct, no policy can anticipate every type of potential improper conduct. Therefore, the Board and the administration reserve the right to administer appropriate corrective actions or disciplinary consequences in severe or unusual circumstances and in circumstances not specifically listed in the policies. Any conduct, even if not specified, which constitutes gross disobedience or misconduct may result in disciplinary action.

Students are encouraged to support those who walk away from acts of misconduct, to constructively attempt to stop them, and/or to report them to a designated authority.

Student Responsibilities
Students will respect constituted authority and will conform to school rules and regulations and those provisions of law that apply to the conduct of students.

Citizenship in a democracy requires respect for rights of others and demands cooperation with all members of the school community. To this end, student conduct will reflect consideration of the rights and privileges of others.

High personal standards of courtesy, decency, morality, appropriate language, honesty and wholesome relationships with others will be maintained by all students. Also, respect for real and personal property, pride in one's work, and achievement within one's ability will be expected of all students.

District 86 students have the following responsibilities:

1. To attend school regularly and be punctual;
2. To respect the idea that the school is a safe place for all students;
3. To show consideration and respect for school faculty, staff, schoolmates, and others in District buildings and grounds and at District events;
4. To become informed of and adhere to school rules and regulations;
5. To respect the rights and individuality of other students and school administrators and teachers and to refrain from behavior that infringes on the rights of others;
6. To show respect for both public and private property;
7. To refrain from libel, slanderous remarks, and obscenity in verbal and written expression;
8. To dress and groom in a manner that meets reasonable standards of health, cleanliness, and safety and that is not disruptive to the educational program;
9. To maintain the best possible level of academic achievement and demonstrate reasonable progress;
10. To maintain health and safety standards;
11. To avoid unlawful or illegal activities of any kind and achieve goals through honest means;
12. To refrain from gross disobedience or misconduct of behavior that materially and substantially disrupts the educational process;
13. To respect the exercise of authority by school administrators and teachers in maintaining discipline in the school and at school-sponsored activities (In case of unlawful or illegal activity, law enforcement officers may be notified);
14. To be sensitive and respectful to cultural and individual indifferences;
15. To recognize and use peaceful resolutions when in conflict with another;
16. To honestly report activities that may endanger, threaten or disrupt the school climate.

CHAMPS – Safe and Civil Schools
As a District 86 parent, you want the best school experience for your child. Supporting your child by assuring a productive and engaging classroom is essential. District 86 has embraced the CHAMPS model for classroom management with excellent results. All District 86 educators are dedicated to helping each student enjoy learning. To maximize that potential, we encourage students to be orderly, responsive, engaged, and motivated. According to the most current research

on teacher effectiveness, putting a successful behavior management system in place is a sure way of achieving these goals.

CHAMPS is designed to:

• Improve classroom behavior (on-task, work completion, cooperation);

• Establish clear classroom behavior expectations with fair responses to misbehavior;

• Motivate students to put forth their best efforts (perseverance, pride in work);

• Reduce misbehavior (disruptions, disrespect, non-compliance);

• Increase academic engagement, resulting in improved test scores and love for learning;

• Spend less time disciplining students and more time teaching;

• Teach students to behave respectfully;

• Teach students to value diversity, reducing cultural differences leading to misbehavior;

• Help students feel empowered and happy to be in the classroom.

Section 6.20 Student Appearance

A student's dress and grooming must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety, modesty and decency as determined by the building principal, the Superintendent and/or Board of School Inspectors.

Each school building may establish additional appearance standards. However, student dress or attire will conform to the following minimum standards:

> Clothing must effectively cover the student's torso and be opaque. Underwear must be covered. Bare midriffs are not permitted. Prohibited shirts include, but are not limited to, backless, one shoulder, strapless, or thin-strapped shirts or blouses unless another conforming shirt is worn over them. Also prohibited is clothing with revealing holes or low-cut necklines. Shorts and skirts must come to at least mid-thigh. Painting of the face and/or hair is not permitted unless special permission has been given by the principal.

Additional restrictions:

1. Hats, head coverings, sun glasses, jackets, coats and gloves will not be worn in class. Students must remove their head coverings upon entering the building. (Religious head coverings are exempt.)
2. Students will wear shoes. Metal, plastic, or rubber cleats, wheeled shoes, or other shoes that may damage the floors may not be worn.
3. Students will not wear beachwear to class, except for special school-approved days.
4. Student dress will be appropriate for school activity. Clothing with holes, rips, tears, clothing that is otherwise poorly fitting, clothing (including leggings and other sheer pants or tops) showing skin and/or undergarments, may not be worn at school.
5. No garments or jewelry depicting any alcohol or tobacco products, or other drugs will be worn at school.
6. Hair styles, dress and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education.

7. No garments or jewelry with messages, graphics, or symbols depicting weapons or which are derogatory, inflammatory, sexual, or discriminatory, will be worn at school if they are in violation of the District's policies, including policies regarding harassment and bullying.
8. Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols.
9. No spiked or dangerous jewelry (such as handcuffs, chains, etc.) may be worn.
10. Students may not wear or display items that are considered to be gang identifiers by our school and our community. These identifiers include, but are not limited to: Playboy Bunny Insignia, a single glove, 5 pointed stars, arrows or pitchforks shaved into hair or otherwise be displayed. Any other attire, item, insignia, or symbol which the administration has reasonable cause to believe is a gang identifier, will be prohibited even if it had not previously been so designated in this or any other statement or policy.
11. Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate messages.

If there is any doubt about dress and appearance, the building principal has the authority to determine compliance.

Students not complying with the appearance standards will be asked to change clothes or to turn their clothing inside out. Parents may be called to bring appropriate clothing.

Any student who comes to school without proper attention to personal cleanliness and/or appropriate dress may be removed from class or sent home.

Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff, or others may be subject to discipline.

Section 6.30 <u>Student Behavior</u>

Prohibited Student Conduct

Students may be disciplined for gross disobedience or misconduct, including, but not limited to:

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling, or offering for sale:
    a. Any illegal drug or controlled substance, or cannabis (including medical cannabis, marijuana, and hashish).
    b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
    c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.

d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited.
e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
f. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
g. "Look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.
h. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

4. Using, possessing, controlling, or transferring a "weapon" as that term is defined in the Weapons section of this policy, or violating the Weapons section of this policy.
5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.

9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.
10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive: (a) expression of gender or sexual orientation or preference, or (b) display of affection during non-instructional time.
11. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
12. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
13. Entering school property or a school facility without proper authorization.
14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
15. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
16. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
19. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
21. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term "possession" includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker,

desk, or other school property; or (d) at any location on school property or at a school-sponsored event.

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent/guardian to administer or consent to the administration of psychotropic or psychostimulant medication to the student.

Additional Rules of Student Conduct

In addition to the identification of Prohibited Student Conduct as stated in Board Policy 7:190 and in this Parent/Student Handbook, the following specific examples of student conduct are deemed to be unacceptable and may result in interventions or other consequences, including but not limited to suspension or expulsion, each to be determined on a case by case basis. This list is not intended to be an exhaustive list, and any conduct which is determined to constitute gross disobedience or misconduct may also result in interventions and/or disciplinary consequences. Each individual school may also establish additional rules of conduct consistent with the policies of the District.

1. Classroom disruptions;
2. Failure to follow directions;
3. Littering the premises;
4. Tardiness to class;
5. Possession of prohibited articles including music players, games, and other electronic devices;
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;
7. Other misbehaviors as stipulated in the school/classroom plan;
8. Out of supervised area;
9. Altering/forgery of notes or excuses;
10. Disrespect/insubordination towards school personnel (verbal, written, or gestures, etc.);
11. Profanity/vulgarity;
12. Gambling on school property;
13. Verbal confrontation with another student;
14. Reckless behavior/dangerous actions/horseplay;
15. Non-physical sexual harassment;
16. Bullying/intimidation/ harassment of peers;
17. Inappropriate physical contact/aggression;
18. Vandalism;
19. Possession, display, and/or distribution of pornographic material;
20. Trespassing on District property;
21. Instigation/provocation of student confrontation;
22. Possession or use of laser pointers;

23. 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 handbook under 'Electronic Devices";
24. Explicit verbal, written, and/or electronic threats;
25. Fighting;
26. Extortion;
27. Physical sexual touching;
28. Willful failure to comply with the District's Internet/Technology Acceptable Use Policy, including computer hacking and electronic forgery;
29. Altering/forgery of school records;
30. Possession of matches, lighters and/or flammable materials on or adjacent to school property;
31. Possession or use of shocking devices and/or other harmful devices;
32. Possession, sale, or use of tobacco or nicotine materials, including without limitation, electronic cigarettes;
33. Inappropriate physical contact with school and/or District personnel;
34. Possession, use, distribution, selling or offering for sale of illegal substances or drug paraphernalia;
35. Possession, use, distribution or selling of over-the-counter or prescription medications not prescribed for the student;
36. Being under the influence of drugs, alcohol, or controlled substances during school, at a school-sponsored activity, on school property;
37. 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;
38. Possession of weapons or potential weapons and/or ammunition;
39. Possession of "look alike" weapons;
40. Bomb threats;
41. Setting fires, possession or detonation of explosives;
42. Possession of fireworks;
43. Setting false fire alarms or making false police calls;
44. Gang related activities or involvement;
45. Theft or possession and/or sale of stolen property;
46. Hazing, bullying or aggressive behavior;
47. Creation or involvement in riotous action;
48. Other acts of misconduct which may endanger the health and safety of others in school and/or on the bus;
49. Other acts of misconduct which are seriously disruptive to the school environment;
50. Other acts of misconduct which are destructive to school property.

When and Where Conduct Rules Apply

A student is subject to disciplinary action for engaging in prohibited student conduct or misconduct, as described herein whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or

4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including, but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property;
5. During periods of remote learning.

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily or issue a monetary fine or fee due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised.
7. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*. A student who has been suspended may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled may also be restricted from being on school grounds and at school activities.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in Article 13A or 13B of the School Code.
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), "look-alikes," alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Student Disciplinary Due Process
Before receiving disciplinary action, the student will be notified of the wrongful nature of the alleged conduct and given the opportunity to explain or deny the conduct. In taking any disciplinary action, including the expulsion of students, the District will follow procedures required by State and federal law and Board policy.

Isolated Time Out, Time Out and Physical Restraint
Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others and other less restrictive and intrusive measures were tried and proven ineffective in stopping it. The school may not use isolated time out, time out, and physical restraint as discipline or punishment, convenience for staff, retaliation, a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others.

Corporal Punishment Prohibited
Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

Weapons Prohibition
A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but not more than 2 calendar years:

1. A firearm, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code (18 U.S.C. § 921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 2012 (720 ILCS 5/24-1).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including "look alikes" of any firearm as defined above.

The expulsion requirement under either paragraph 1 or 2 above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis.

This policy's prohibitions concerning weapons apply regardless of whether: (1) a student is licensed to carry a concealed firearm, or (2) the Board permits visitors, who are licensed to carry a concealed firearm, to store a firearm in a locked vehicle in a school parking area.

Gang Activity Prohibited
Students are prohibited from engaging in gang activity. A "gang" is any group of 2 or more persons whose purpose includes the commission of illegal acts.

No student shall engage in any gang activity, including, but not limited to:

1. Wearing, using, distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign, or other things that are evidence of membership or affiliation in any gang;
2. Committing any act or omission, or using any speech, either verbal or non-verbal (such as gestures or hand-shakes) showing membership or affiliation in a gang; and
3. Using any speech or committing any act or omission in furtherance of gang or gang activity, including, but not limited to: (a) soliciting others for membership in any gangs, (b) requesting any person to pay protection or otherwise intimidating or threatening any person, (c) committing any other illegal act or other violation of school district policies, and (d) inciting other students to act with physical violence upon any other person.

Students engaging in any gang-related activity will be subject to one or more of the following disciplinary actions:

- Removal from extra-curricular and athletic activities
- Conference with parent(s)/guardian(s)
- Referral to appropriate law enforcement agency
- Suspension for up to 10 days
- Expulsion not to exceed 2 calendar years

Re-Engagement of Returning Students
The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall be to support the student's ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Section 6.40 <u>Prevention of and Response to Bullying, Intimidation, and Harassment</u>

Harassment and Intimidation
No person, including a School District employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identity; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Bullying

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal. Bullying is contrary to State law and to the policies of this District.

Bullying on the basis of actual or perceived race, color, nationality, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations:

1. During any school sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school sponsored or school sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non-school related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school.

For purposes of this policy, the term *bullying* includes cyber-bullying (bullying through the use of technology or any electronic communication) and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student in reasonable fear of harm to the student's person or property.
2. Causing a substantially detrimental effect on the student's physical or mental health.
3. Substantially interfering with the student's academic performance.
4. Substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Bullying, intimidation, and/or harassment may take various forms, including without limitation: name-calling, using derogatory slurs, threats, stalking, threatening or causing physical violence, causing psychological harm, sexual harassment, sexual violence, theft, public humiliation, threatened or actual destruction of property, wearing or possessing items depicting or implying hatred or prejudice of one the characteristics stated above, or retaliation for asserting or alleging an act of bullying.

Students are encouraged to immediately report bullying, intimidation, and/or harassment. A report may be made orally or in writing to the District Complaint Managers, Nondiscrimination Coordinator, Building Principal, Building Assistant Principal, Academic Advisor, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and

parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District Complaint Manager or any staff member. Anonymous reports are also accepted by phone call or in writing.

Allegations of bullying may be reported using any of the following methods:

1. Contact the District Complaint Managers, Nondiscrimination Coordinator, Building Principal, Building Assistant Principal, Academic Advisor, or any staff member with whom the student is comfortable speaking.
2. Report to the District Administrative Offices, Dwayne Williams, Director of Equity and Student Services, at 815-740-3196.
3. Send a report via email to bullyreport@joliet86.org.
4. By using the Anonymous Bullying Hotline at (815) 740-5400.
5. By filling out the Anonymous Bullying Report Form found on the District website at https://www.joliet86.org/students-parents/preventing-bullying-intimidation-and-harassment/.

Investigations into allegations of bullying will be made promptly and the District will take reasonable efforts to complete the investigation within 10 school days.

A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation will be treated as bullying from purposes of determining any consequences or other appropriate remedial actions.

A student will not be punished for reporting bullying or supplying information, even if the school's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as bullying for purposes of determining any consequences or other appropriate actions.

The District's policies (7:20, 7:180, 7:190 7:310 and 6:235) relating to bullying can be found on the District website at www.joliet86.org under the District Info/Board of School Inspectors/District 86 Policy.

Be a Hero by Reporting Bullying and School Violence

Who reports?	YOU, if you have information about bullying, harassment, school violence, and/or a threat of one of these actions. It doesn't matter whether you are the target of bullying or think someone is being bullied, please report it!
What do I report?	Any activity that targets someone to be hurt. Bullying, harassment, school violence, and threats take many forms. One thing they have in common – someone is targeted to be hurt. Examples of these hurtful behaviors include unwanted teasing, intimidation, physical violence, humiliation, spreading false rumors, social exclusion, or theft or destruction of property. Bullying, harassment, school violence, and threats may occur almost anywhere students go – in school buildings, on school grounds or busses, at bus stops, for example. Bullying or harassing may also occur using social networking sites or cell phones.
When should I report?	As soon as possible.
Where or how do I report?	Tell any school staff member. You may do this in person, by phone, or by email. You may be asked to complete a *Report Form for Bullying and School Violence*. You may make an anonymous tip on your school's hotline or email bullyreport@joliet86.org.
Why should I report?	Fear and abuse have no place in our school. Be a hero and report bullying. If you are being bullied, a report will help you and other students who may also be targeted for bullying.
What will happen after I report?	An Administrator will: 1. Acknowledge and review your report. 2. Treat your report with privacy and respect. 3. Investigate your report. The school will not bring students who bully and those they bully into the same room to confront each other. All interviews will be private. 4. Take appropriate action that may include increased monitoring and supervision, restructuring schedules, additional resources, and disciplinary action for conduct code violations, among others. 5. Provide you with feedback, if appropriate.

Section 6.45 Sexual Harassment Prohibited; Title IX Grievance Procedures

Sexual Harassment Prohibited

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See policies 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 2:260, *Uniform Grievance Procedure*. These policies are available in their entirety at **www.joliet86.org** .

Title IX Sexual Harassment Grievance Procedure

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106) concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties.

Title IX Sexual Harassment Prohibited

Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following:

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or
3. *Sexual assault* as defined in 20 U.S.C. §1092(f)(6)(A)(v), *dating violence* as defined in 34 U.S.C. §12291(a)(10), *domestic violence* as defined in 34 U.S.C. §12291(a)(8), or *stalking* as defined in 34 U.S.C. §12291(a)(30).

Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion.

Making a Report

A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator/ Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is comfortable speaking. A person who wishes to make a report may choose to report to a person of the same gender.

School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator.

Nondiscrimination Coordinator/Title IX Coordinator:

Name	Natacia Campbell Tominov, Ed.D.
Address	420 North Raynor Avenue Joliet, IL 60435
Telephone	815-740-3196

Complaint Managers:

Name	John Armstrong	Sunni McNeal, Ed.D.
Address	420 North Raynor Avenue Joliet, IL 60435	420 North Raynor Avenue Joliet, IL 60435
Telephone	815-740-3196	815-740-3196

Section 6.46 Teen Dating Violence Prohibited

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

Making a Complaint: Enforcement
Students are encouraged to report claims or incidences of bullying, harassment, intimidation, sexual harassment, or any other prohibited conduct to the District Complaint Managers, Nondiscrimination Coordinator/Title IX Coordinator, Building Principal, Building Assistant Principal, Academic Advisor, or any staff member with whom the student is comfortable speaking.

A student may choose to report to a person of the student's same sex. The District, upon receipt of a complaint will conduct a thorough, impartial, and reasonably prompt investigation. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined. Any person making a knowingly false accusation regarding prohibited conduct may be subject to discipline.

An allegation that a student was a victim of any prohibited conduct perpetrated by another student shall be referred to the Building Principal, Assistant Building Principal, Academic Advisor or other certified staff member for appropriate action.

Nondiscrimination Coordinator/Title IX Coordinator:

Name	Natacia Campbell Tominov, Ed.D.
Address	420 North Raynor Avenue Joliet, IL 60435
Telephone	815-740-3196

Complaint Managers:

Name	John Armstrong	Sunni McNeal, Ed.D.
Address	420 North Raynor Avenue Joliet, IL 60435	420 North Raynor Avenue Joliet, IL 60435
Telephone	815-740-3196	815-740-3196

Section 6.50 Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment, or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other licensed educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to

maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, or Assistant Building Principal is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of 10 school days for safety reasons.

Section 6.60 Open

Section 6.70 Access to Student Social Networking Passwords & Websites

School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

Section 6.80 Student Use of Electronic Devices

Prohibited Electronic Devices
Students may not use or possess electronic signaling (paging) devices or two-way radios on school property at any time unless the Building Principal specifically grants permission. Students may not use or possess hand-held electronic games, CD players, MP3 players/iPods®.

Cell Phones and Other Electronic Devices
The possession and use of smartphones, cell phones, and other electronic devices, other than paging devices, two-way radios, hand-held electronic games, CD players, MP3 players/iPods® are subject to the following rules:

1. They must be kept out of sight and in an inconspicuous location, such as a backpack, purse, or locker.
2. They must be turned **off** during the regular school day unless the supervising teacher grants permission for them to be used or if needed during an emergency.
3. They may not be used in any manner that will cause disruption to the educational environment or will otherwise violate student conduct rules.

They may not be used for creating, sending, sharing, viewing, receiving, or possessing *indecent visual depictions* as defined in State law, i.e., *sexting*. Possession is prohibited regardless of whether the depiction violates State law. Any cellular phone or electronic device may be searched upon reasonable suspicion of sexting or other violations of policy. All sexting violations will require school administrators to follow student discipline policies in addition to contacting the police and reporting suspected child abuse or neglect when appropriate.

Electronic study aids may be used during the school day if:

1. Use of the device is provided in the student's IEP; or
2. Permission is received from the student's teacher.

The use of technology as educational material in a curriculum-based program is not a necessity but a privilege and a student does not have an absolute right to use his or her electronic device while at school. Using technology at all times must always follow the established rules for cell phones and other electronic devices at school.

Any prohibited electronic device or electronic device that is used inappropriately is subject to being confiscated from the student and released to the parent or guardian. The District is not responsible for the loss or theft of any electronic device brought to school.

SECTION 7 – INTERNET, TECHNOLOGY AND PUBLICATIONS

Section 7.10 Acceptable Use of District Technology System

Acknowledgement of Applicability of Acceptable Use
By using the District Technology System, the students acknowledge that they must comply with the provisions of the District Acceptable Use of Technology System by Students.

Acceptable Use of District Technology System by Students

A. Acceptable Use

All users of the District Technology System ("System") must comply with the District's Acceptable Use Guidelines, as amended from time to time. All use of the District Technology System must be consistent with the school's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or proscribed behavior by users. However, some specific examples are provided.

The System shall include all computer related hardware and software owned or operated by the District, the District electronic mail, the District website, and the District online services and bulletin board systems. "Use" of the System shall include use of or obtaining access to the System from any device whether owned or operated by the District.

Students have no expectation of privacy in their use of the System. The District has the right to access, review, copy, delete, or disclose, as allowed by law, any message sent, received, or stored on the District's electronic mail system. The District has the right to and does monitor use of the System by students, including students' access to the Internet, as part of System maintenance to determine whether the use is consistent with federal and State laws and District policies and guidelines.

B. Privileges

Access to the System is provided as a privilege by the District and may be revoked at any time. Inappropriate use may result in discipline, including the loss of System use privileges.

The System, including all information and documentation contained therein, is the property of the District, except as otherwise provided by law.

C. Prohibited Use-Examples

The user is responsible for his or her actions and activities involving the System. Some examples of prohibited uses of the System are listed below and may result in discipline or other consequences provided in Section H of these Guidelines. The System shall **not** be used to:

1. Engage in activities which are inconsistent with the District's educational purposes or which are contrary to the instructions from supervising District employees as to the System's use.
2. Access, retrieve, submit, post, publish, view or display any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material. ["Indecent materials" are those materials in which, in context, depict or describe sexual activities or organs in terms patently offensive, as measured by contemporary community standards. "Obscene materials" are those materials which, taken as a whole, appeal to the prurient interest in sex, which portray sexual conduct in a patently offensive way in which taken as a whole, do not have any serious literary, artistic, political or scientific value.]
3. Using the network for any activity that violates any federal or State laws or regulation or District policy or rules. This includes, but is not limited to: improper use of copyrighted material; improper use of the System to commit fraud, or with the intent to commit fraud; improper use of passwords or access codes; or disclosing the full name, home address, or phone number of any student, District employee, or user.
4. Transfer any software to or from the System without authorization from the System Administrator.
5. Engage in for-profit or non-school sponsored commercial activities, including advertising or sales.
6. Harass, threaten, intimidate, or demean an individual or group of individuals because of sex, color, race, religion, disability, national origin, or sexual orientation.
7. Disrupt the educational process, including use that is reasonably foreseeable to result in a disruption with the rights of others at any time, either during the school days or after school hours.
8. Disrupt or interfere with the System.
9. Gain unauthorized access to or vandalize the data or files of another user.
10. Gain unauthorized access to or vandalize the System, or the technology system of any other individual or organization.
11. Forge or improperly alter electronic mail messages, use an account owned by another user without authorization, or disclose the user's individual password or that of another user.
12. Invade the privacy of any individual, including unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature including a photograph as well as violating federal and State laws regarding limitations on the disclosure of student records.
13. Download, copy, print or otherwise store or possess any data which violates federal or State copyright laws or these Guidelines.

14. Send nuisance electronic mail or other online messages such as chain letters, pyramid schemes, or obscene, harassing or other unwelcome messages.
15. Send mass electronic mail to multiple users without prior authorization by the appropriate District administrator.
16. Conceal or misrepresent the user's identity while using the System.
17. Post material on the District's website without the authorization of the appropriate District administrator.
18. Post anonymous messages.
19. Wastefully use resources, such as file space.
20. Use the network while access privileges are suspended or revoked.

D. Discipline for off-site use of electronic technology which disrupts or can reasonably be expected to disrupt the school environment

The District may discipline a student whose personal website or other off-site activity involving electronic technology causes, or can reasonably be expected to cause, a substantial disruption of the school environment, without regard to whether that activity or disruption involved use of the District Technology System.

E. Websites

Unless otherwise allowed by law, the District website shall not display photographs or work of students without written parental permission.

Any website created by a student using the System must be part of a District-sponsored activity, or otherwise be authorized by the appropriate District administrator. All content, including links, of any website created by a student using the System must receive prior approval by the classroom teacher or an appropriate District administrator. All contents of a website created by an employee using the System must conform with these Acceptable Use Guidelines.

F. Disclaimer

The District makes no warranties of any kind whether express or implied for the System. The District is not responsible for any damages incurred, including the loss of data resulting from delays, non-deliveries, misdeliveries, or service interruptions. Use of any information obtained via the System is at the user's own risk. The District is not responsible for the accuracy or quality of information obtained through the System. The District is not responsible for any user's intentional or unintentional access of material on the Internet which may be obscene, indecent, or of an inappropriate nature.

The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District related to, or arising out of, any violation of these procedures.

G. Security and User Reporting Duties

Security in the System is a high priority and must be a priority for all users. Students are prohibited from sharing their log-in IDs or passwords with any other individual. Any attempt to log in as another user will result in discipline.

A user who becomes aware of any security risk or misuse of the System must immediately notify a teacher, administrator or other staff member and shall not demonstrate the problem to others.

Any user identified as a security risk may be denied access to the network.

H. Vandalism

Vandalism or attempted vandalism to the System is prohibited and will result in discipline, as set forth in Section I of these Guidelines, and potential legal action. Vandalism is defined as any malicious attempt to harm to destroy data of another user, the Internet, or any other system operations. This includes, but is not limited to, the downloading, uploading, or creating computer viruses and malware.

I. Consequences for Violations

Any student who engages in any of the prohibited acts listed above, shall be subject to discipline which may include: (1) suspension or revocation of system privileges, (2) other discipline including suspension or expulsion from school, and (3) referral to law enforcement authorities or other legal action in appropriate cases.

Misuse of the System by a student may be considered gross misconduct as that term is defined by the District Student Discipline Policy and rules, and a student may be subject to discipline pursuant to the Student Discipline Policy and rules. A student who believes that his/her System use privileges have been wrongfully limited may request a meeting with the building principal to review the limitation. The decision of the building principal shall be final.

Section 7.20 Non-School-Sponsored Publications and Web Sites Accessed or Distributed at School

Students are prohibited from creating, accessing and/or distributing at school any written or electronic material, including material from the Internet that:

1. Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language;
4. Is primarily intended for the immediate solicitation of funds; or
5. Is distributed in Kindergarten through 8, and is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed is primarily prepared by students.

The distribution of non-school-sponsored written material shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the School District.

Accessing or distributing "at school" includes accessing or distribution on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

SECTION 8 - SEARCH AND SEIZURE

Section 8.10 Search and Seizure

In order to maintain order safety and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left There by Students
School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students Searches
School authorities may search a student and/or the student's personal effects in the student's possession (such as purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or District's student rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

When feasible, the search should be conducted as follows:

a. Outside the view of others, including students;
b. In the presence of a school administrator or adult witness; and
c. By a certificated employee or police officer of the same sex as the student.

School officials may require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rules or school district policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination. School officials may not request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

Seizure of Property
If a search produces evidence that the student has violated or is violating either the law or the school or District's policies or rules, evidence may be seized and impounded by school authorities,

and disciplinary action may be taken. When appropriate, evidence may be transferred to law enforcement authorities.

Questioning of Students Suspected of Committing Criminal Activity
Before a law enforcement officer, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the building principal or designee will: (a) Notify or attempt to notify the student's parent/guardian and document the time and manner in writing; (b) Make reasonable efforts to ensure the student's parent/guardian is present during questioning or, if they are not present, ensure that a school employee (including, but not limited to, a social worker, psychologist, nurse, guidance counselor, or any other mental health professional) is present during the questioning; and (c) If practicable, make reasonable efforts to ensure that a law enforcement officer trained in promoting safe interactions and communications with youth is present during the questioning.

SECTION 9 - EXTRACURRICULAR AND ATHLETIC ACTIVITIES

Section 9.10 Extracurricular Activities and Eligibility

The District 86 Board of School Inspectors encourages students to broaden their skills, knowledge and citizenship by participating in school-sponsored clubs, councils, interscholastic and intramural athletics, theatrical productions, and other activities.

In order to participate in such school activities, however, each student must maintain academic eligibility. If the student does not maintain academic eligibility, he/she will be barred from participating.

Requirements for Participation in Extracurricular Athletic Activities

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

1. A current certificate of physical fitness issued by a licensed physician, an advanced practice nurse or physician assistant. The preferred certificate of physical fitness is the Illinois Elementary School Association's "Pre-Participation Physical Examination Form."
2. A permission slip to participate in the specific athletic activity signed by the student's parent/guardian.
3. Proof the student is covered by medical insurance.
4. Signed documentation agreeing to comply with the School District's policies and procedures on student athletic concussions and head injuries.
5. If implemented, a signed agreement by the student not to ingest or otherwise use any drugs on the IHSA's most current banned substance list (without a written prescription and medical documentation provided by a licensed physician who performed an evaluation for a legitimate medical condition) and a signed agreement by the student and the student's parent/guardian agreeing to IHSA's Performance-Enhancing Substance Testing Program; and,
6. If implemented, a signed agreement by the student and the student's parent/guardian authorizing compliance with the School District's Extracurricular Drug and Alcohol Testing Policy.

Illinois Elementary School Association
Eligibility for most athletics is also governed by the rules of the Illinois Elementary School Association and, if applicable, these rules will apply in addition to this Extracurricular and Athletic Activities Code of Conduct. In the case of a conflict between IESA and this Code, the most stringent rule will be enforced.

Academic Eligibility
Selection of members or participants in extracurricular and athletic activities is at the discretion of the designated teachers, sponsors, and coaches.

In order to be eligible to participate in extracurricular and athletic activities, a student must maintain their academic eligibility. Any student failing to meet academic requirements will be suspended from the sport or activity until all academic requirements are met.

Absence from School on Day of Extracurricular or Athletic Activity
A student must be in attendance for ½ of the school day to be eligible for any extracurricular or athletic activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the designated teacher, sponsor or coach for justifiable reasons, including: 1) a pre-arranged medical absence; 2) a death in the student's family; or 3) a religious ceremony or event.

A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension.

A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.

Travel
All students must travel to extracurricular and athletic activities and return home from such activities with his or her team by use of school approved transportation. A written waiver of this rule may be issued by the teacher, sponsor or coach in charge of the extracurricular or athletic activity upon advance written request of a student's parent/guardian and provided the parent/guardian appears and accepts custody of the student. Oral requests will not be honored and oral permissions are not valid.

Section 9.20 Open

Section 9.30 <u>Student Athlete Concussions and Head Injuries</u>

The District has protocols in place that implement the Youth Sports Concussion Safety Act. These protocols are in place to manage concussions and head injuries suffered by students. Some quick facts regarding the District's policy and protocols are listed below.

A. The District has a Concussion Oversight Team that based on national standards has developed:

   1. A return-to-play protocol governing a student's return to interscholastic athletics practice or competition following a force of impact believed to have caused a concussion.

2. A return-to-learn protocol governing a student's return to the classroom following a force of impact believed to have caused a concussion.

B. Each student and the student's parent/guardian shall be required to sign a concussion information receipt form each school year before participating in an interscholastic athletic activity. Student athletes and their parents/guardians will be provided with educational materials from the Illinois High School Association regarding the nature and risk of concussions and head injuries, including the risks inherent in continuing to play after a concussion or head injury. Student athletes and their parents/guardians will be informed about the District's policy in the Agreement to Participate or other written instrument that a student athlete and his or her parent/guardian must sign before the student is allowed to participate in a practice or interscholastic competition.

C. In the event a student athlete exhibits concussion symptoms:

1. A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game shall be removed from participation or competition at that time.
2. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois.
3. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois.

D. A student shall be removed from an interscholastic athletic practice or competition immediately if any of the following individuals believes that the student sustained a concussion during the practice and/or competition: a coach, a physician, a game official, an athletic trainer, the student's parent/guardian, the student, or any other person deemed appropriate under the return-to-play protocol.

E. A student who was removed from interscholastic athletic practice or competition shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the return-to-play and return-to-learn protocols developed by the Concussion Oversight Team. An athletic team coach or assistant coach may not authorize a student's return-to-play or return-to-learn.

F. All student athletes are required to view the Illinois High School Association's video about concussions.

SECTION 10 - SPECIAL EDUCATION

Section 10.10 Education of Children with Disabilities

Special Education- FAPE - 504 Plans

Joliet Public Schools District 86 will provide a free appropriate public education (FAPE) in the least restrictive environment and necessary related services to all children with disabilities enrolled in the District as required by the Individuals with Disabilities Education Act (IDEA) and implementing provisions of the Illinois School Code, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. The term "children with disabilities," as used in

this policy, means children between the ages of 3 and 21 (inclusive) for whom it is determined, through definitions and procedures described in the Illinois State Board of Education's Special Education rules, that special education services are needed.

It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to IDEA. Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities.

For students eligible for services under IDEA, the District will follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in the Illinois State Board of Education's Special Education Rules. For those students who are not eligible for services under IDEA, but, because of disability as defined by Section 504 of the Rehabilitation Act of 1973, need or are believed to need special instruction or related services, the District will establish and implement a system of procedural safeguards. The safeguards will cover students' identification, evaluation, and educational placement. Also, this system will include notice, an opportunity for the student's parents/guardians to examine relevant records, an impartial hearing with opportunity for participation by the student's parents/guardians and representation by counsel, and a review procedure.

If necessary, students may be placed in non-public special education programs or education facilities.

Special Instruction
Special services may be provided to those students who require them as a supplement to the regular education program. Services may be available in such areas as speech/language, resource services, occupational therapy, physical therapy, adapted physical education, social work/counseling, nursing, etc.

Understanding Rtl/MTSS
Response to Intervention (RtI), also known as a multi-tiered system of supports (MTSS), is an approach for redesigning and establishing teaching and learning environments that are effective, efficient, relevant, and durable for all students, families, and educators. RtI/MTSS involves an education process that matches instructional and intervention strategies and supports to a student's needs in an informed, ongoing approach for planning, implementing, and evaluating the effectiveness of instruction, curricular supports, and interventions. RtI/MTSS is also a process designed to help schools focus on and provide high-quality instruction and interventions to students who may be struggling with learning. Use of an RtI/MTSS process can help avoid a "wait to fail" situation because students get help promptly within the general education environment.

RtI/MTSS has three important parts:

1. A multi-tiered system of curriculum, instruction, assessment, and interventions;
2. Using a problem solving method for decision making at each tier; and
3. Using data to inform instruction at each tier.

Child Find
It is the policy of the Board of School Inspectors not to discriminate against any otherwise qualified individual with a disability, solely by reason of his/her disability, in admission or access

to, or treatment or employment in, any program or activity. It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act (IDEA) are identified, evaluated and provided with appropriate educational services.

Child Find Process
Every building in the District follows a common child find process if a staff member or parent has a concern regarding their child and/or suspicion of an educationally related problem. Parents are encouraged to contact the appropriate building personnel. Submitting these concerns in writing may be beneficial to the decision making process. A copy of "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" can be obtained by calling the Student Services Department at the District Office.

Preschool screenings for three- and four-year old children suspected of having a disability are conducted throughout the school year. Parents of a preschool-aged child who suspect a disability should contact the District Office.

Vision and Hearing Screening
Each year vision screenings are conducted for preschool, kindergarten, second and eighth grade students. Hearing screenings are completed on all preschool, kindergarten, first, second and third grade students. All students with special needs, those who are new to the District, those with specific parent or teacher concerns, and children with known hearing losses are screened yearly.

Early Childhood Screening
The District offers screening and evaluations for children 3 to 5 years of age and for school-aged students in grades K-8. The children between the ages of 3 and 5 will be screened in the areas of motor, communications, 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 Student Services Department at 815-740-3196.

Section 10.20 <u>Discipline of Students with Disabilities</u>

Behavioral Interventions
Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

Discipline of Special Education Students
The District shall comply with the Individuals with Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's *Special Education* rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

Section 10.30 <u>Exemption from Physical Education Requirement</u>

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

1. He or she (a) is in grades 3-12, (b) his or her IEP requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or
2. He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee.

A student requiring adapted physical education will receive that service in accordance with the student's Individualized Education Program.

Section 10.40 Open

Section 10.50 Request to Access Classroom or Personnel for Special Education Evaluation or Observation

The parent/guardian of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child.

For further information, please contact the building principal.

Section 10.60 Related Service Logs

For a child with an Individualized Education Program (IEP), the school district must create related service logs that record the type of related services administered under the child's IEP and the minutes of each type of related service that has been administered. The school will provide a child's parent/guardian a copy of the related service log at the annual review of the child's IEP and at any other time upon request.

SECTION 11 – STUDENT PRIVACY PROTECTIONS

Section 11.10 Surveys Created by a Third Party

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a District official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to the disclosure of information concerning their child to a third party may do so in writing to the building principal.

Surveys Requesting Certain Personal Information
School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or District) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent;
2. Mental or psychological problems of the student or the student's family;
3. Sexual behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom students have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers;
7. Religious practices, affiliations or beliefs of the student or the student's parent/guardian; or
8. Income (other than as required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

The District will obtain prior written consent from parents before students are required to submit to any such survey funded in whole or in part by U.S. Department of Education funds. For any such survey not funded in whole or in part by U.S. Department of Education funds, parents will receive prior notice of the survey and an opportunity to opt their children out of participating, in accordance with the procedures set forth below.

When a student does participate in such a survey, his/her privacy will be protected through procedures designed to insure that his or her identity will not be disclosed.

Upon request, a parent may inspect any survey requesting information about: (1) political affiliations or beliefs; (2) mental or psychological problems; (3) sex behavior or attitudes; (4) illegal, anti-social, self-incriminating or demeaning behavior; (5) critical appraisals of other individuals with who students have close family relationships; (6) legally recognized privileged or analogous relationships; (7) religious practices, affiliations or beliefs; or (8) income (other than as required by law to determine eligibility for a program and/or for financial assistance).

Survey Opt-Out/Inspection Request Procedures
Parents who wish to opt their children out of participation in such surveys identified herein must submit a signed and dated written opt-out notice to the building principal at least two (2) school days prior to the activity date. The notice must identify the activity and state that the parent elects not to allow his/her child to participate in the activity. The school will not penalize any student whose parent/guardian exercised this option.

Selling or Marketing Students' Personal Information Is Prohibited
No school official or staff member shall market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term personal information means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number, or (5) driver's license number or State identification card.

The above paragraph does not apply: (1) if the student's parent(s)/guardian(s) have consented; or (2) to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

In connection with any instrument used to collect personal information for the purpose of marketing or selling the information (or otherwise providing the information to others for that purpose): (1) parents will receive prior notification of the administration or distribution of any such instrument; (2) upon request, a parent may inspect any such instrument prior to its administration or distribution; and (3) a parent may elect not to allow his/her child to participate in the completion of or response to any such instrument. Parents who wish to inspect surveys and instruments used to collect personal information for marketing purposes must submit a written inspection request to the District office directed to the Superintendent. The request must identify the specific item to be inspected and must be submitted prior to any deadline set forth in the notice of inspection rights.

Under no circumstances may a school official or staff member provide a student's personal information to a business organization or financial institution that issues credit or debit cards.

Section 11.20 <u>Student Records</u>

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings (including electronic recordings made on school busses) that are created in part for law enforcement, security, or safety reasons or purposes, though such electronic recordings may become a student record if the content is used for disciplinary or special education purposes regarding a particular student.

The District maintains two types of school records for each student: the permanent record and the temporary record.

The permanent record includes:

1. Basic identifying information, including the student's name and address, birth date and place, gender, and the names and addresses of the student's parent(s)/guardian(s);
2. Evidence required by the Missing Children's Records Act. 325 ILCS 50/5(b)(1);
3. Academic transcripts, including grades, class rank, graduation date, grade level achieved, scores on college entrance examinations, and the unique student

identifier assigned and used by the Illinois State Board of Education's Student Information System;
4. Attendance record;
5. Health record defined by the Illinois State Board of Education as "medical documentation necessary for enrollment and proof of dental examinations, as may be required under Section 27-8.1 of the School Code";
6. Record of release of permanent record information that includes each of the following:
    a. The nature and substance of the information released
    b. The name and signature of the official records custodian releasing such information
    c. The name and capacity of the requesting person and the purpose for the request
    d. The date of release.
    e. A copy of any consent to a release;

The permanent record may include:

1. Honors and awards received, and
2. Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations.

All information not required to be kept in the student permanent record is kept in the student temporary record and must include:

1. Record of release of temporary record information that includes the same information as listed above for the record of release of permanent records;
2. Scores received on the State assessment tests administered in the elementary grade levels (that is, kindergarten through grade 8);
3. Completed home language survey;
4. Information regarding serious disciplinary infractions (that is, those involving drugs, weapons, or bodily harm to another) that resulted in expulsion, suspension, or the imposition of punishment or sanction;
5. Any final finding report received from a Child Protective Service Unit provided to the school under the Abused and Neglected Child Reporting Act; no report other than what is required under Section 8.6 of that Act shall be placed in the student record;
6. Health-related information, defined by the Illinois State Board of Education as "current documentation of a student's health information, not otherwise governed by the Mental Health and Developmental Disabilities Confidentiality Act or other privacy laws, which includes identifying information, health history, results of mandated testing and screenings, medication dispensation records and logs (e.g., glucose readings), long-term medications administered during school hours, and other health-related information that is relevant to school participation, e.g., nursing services plan, failed screenings, yearly sports physical exams, interim health histories for sports";
7. Accident report, defined by the Illinois State Board of Education as "documentation of any reportable student accident that results in an injury to a student, occurring on the way to or from school or on school grounds, at a school athletic event or when a student is participating in a school program or school-sponsored activity or

on a school bus and that is severe enough to cause the student not to be in attendance for one-half day or more or requires medical treatment other than first aid. The accident report shall include identifying information, nature of injury, days lost, cause of injury, location of accident, medical treatment given to the student at the time of the accident, or whether the school nurse has referred the student for a medical evaluation, regardless of whether the parent, guardian or student (if 18 years or older) or an unaccompanied homeless youth … has followed through on that request";

8. Any documentation of a student's transfer, including records indicating the school or school district to which the student transferred;
9. Completed course substitution form for any student who, when under the age of 18, is enrolled in vocational and technical course as a substitute for a high school or graduation requirement;
10. Information contained in related service logs maintained by the District for a student with an individualized education program under 105 ILCS 5/14-8.02f(d). 105 ILCS 10/2(f), amended by P.A. 101-515.

The temporary record may include:

1. Family background information;
2. Intelligence test scores, group and individual;
3. Aptitude test scores;
4. Reports of psychological evaluations, including information on intelligence, personality and academic information obtained through test administration, observation, or interviews;
5. Elementary and secondary achievement level test results;
6. Participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations;
7. Honors and awards received;
8. Teacher anecdotal records;
9. Other disciplinary information;
10. Special education records;
11. Records associated with plans developed under section 504 of the Rehabilitation Act of 1973;
12. Verified reports or information from non-educational persons, agencies, or organizations of clear relevance to the student's education.

The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's school records. They are:

1. The right to inspect and copy the student's education records within 10 business days of the day the District receives a request for access.

The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. Within 10 business days, the building principal will make

arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. In certain circumstances, the District may request an additional 5 business days in which to grant access. The District charges $.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost.

These rights are denied to any person against whom an order of protection has been entered concerning the student.

2. The right to request the amendment of the student's education records that the parent/ guardian or eligible student believes are inaccurate, irrelevant, or improper.

A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought.

If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or Illinois School Student Records Act authorizes disclosure without consent.

Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility or contractual obligation with the district.

Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring.

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

4. The right to a copy of any school student record proposed to be destroyed or deleted.

The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student's change in attendance centers, whichever occurs first.

5. The right to prohibit the release of directory information.

Throughout the school year, the District may release directory information regarding students, limited to:

- Name
- Grade level
- Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs
- Academic awards and honors
- Information in relation to school-sponsored activities, organizations, and athletics

Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.

6. The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.

7. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington DC 20202-4605

Records Custodian
The Assistant Superintendent for Equity and Student Services, or designee, is designated as the official records custodian of student records for students enrolled in the District. He/she will be responsible for the maintenance, care, and security of all school student records for those students. He/she will also be responsible to ensure compliance with confidentiality requirements of the Illinois School Code, the Illinois School Student Records Act, the Individuals with Disabilities Education Act Amendments of 1997, and the Family Educational Rights and Privacy Act of 1974. The District's records custodian will also be in charge of the records of students who have transferred or otherwise left the District. The principal of each school in the District will act as assistant records custodian of student records for students enrolled at that school. The records custodian will be responsible for ensuring the confidentiality of any personally identifiable information.

Media Release of Student Information
Joliet Public Schools often have opportunities to highlight, through the media, various activities of children who are taking part in programs and/or receiving services. From time to time the District may want to identify your child by way of name, school, grade, and/or photographic, digital or video images in various in-district and out-of-district forms of media such as newsletters, school newspapers, yearbooks, general newspapers, event programs, video presentations, communications to parents/guardians, television, radio, District website, school displays, and other informational releases.

During the registration process, there is a Release of Student Information Form for Parents/Guardians to fill out which gives permission for the release of the above information.

Section 11.30 Physical Exams or Screenings

No school official or staff member shall subject a student to a non-emergency, invasive physical examination or screening as a condition of school attendance. The term invasive physical examination means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
The above paragraph does not apply to any physical examination or screening that:

1. Is permitted or required by an applicable State law, including physical examinations or screenings that are permitted without parental notification;
2. Is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 et seq.);
3. Is otherwise authorized by Board policy.

SECTION 12 – PARENTAL RIGHTS NOTIFICATION

Section 12.10 Open

Section 12.20 Standardized Testing

Students and parents/guardians should be aware that the State and District require students to take certain standardized tests, including the following: Illinois Assessment of Readiness, ACCESS, PSAT 8/9, Kindergarten Individual Development Survey, aimswebPlus, and STAR Assessments.

Parents/Guardians are encouraged to cooperate in preparing students for the standardized testing, because the quality of the education the school can provide is partially dependent upon the school's ability to continue to prove its success in the state's standardized tests. Parents/Guardians can assist their students achieve their best performance by doing the following:

1. Encourage students to work hard and study throughout the year;
2. Ensure students get a good night's sleep the night before exams;
3. Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein;
4. Remind and emphasize for students the importance of good performance on standardized testing;
5. Ensure students are on time and prepared for tests, with appropriate materials;
6. Teach students the importance of honesty and ethics during the performance of these and other tests;
7. Encourage students to relax on testing day.

Section 12.30 Homeless Child's Right to Education

When a child loses permanent housing and becomes a homeless person as defined by law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either:

1. Continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the house is acquired; or
2. Enrolling the child in any school that non-homeless students who live in the attendance area in which the child is actually living are eligible to attend.

For assistance and support with homeless families, contact the Student Services Coordinator and/or Homeless Liaison at (815) 740-3196.

Section 12.40 Family Life & Sex Education Classes

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-8, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-8, instruction on the prevention, transmission, and spread of AIDS; instruction on diseases; recognizing and avoiding sexual abuse; or instruction on donor programs for organ/tissue, blood donor, and transplantation, if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology.

Parents or guardians may examine the instructional materials to be used in any District sex education class or course.

Section 12.50 Open

Section 12.60 English Learners

The school offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State standards that all children are expected to meet.

Parents/guardians of English Learners will be informed how they can: (1) be involved in the education of their children, and (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students.

For questions related to this program or to express input in the school's English Learners program, contact the Coordinator of EL Services at (815) 740-3196.

Section 12.70 School Visitation Rights

The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences, academic meetings and behavioral meetings. Letters verifying participation in this program are available from the school office upon request.

Section 12.80 Integrated Pest Management

Illinois law requires Integrated Pest Management (IPM) for all Illinois public schools. IPM is a method for managing damage by pests with the least possible hazard to people, property and the environment. This method for managing pests includes the careful use of pesticides such as insecticides, herbicides, rodenticides and fungicides.

Integrated Pest Management also requires that parents or guardians have prior notice of pesticide applications. In order to provide timely information to parents or guardians who would like to be notified of these pesticide applications, the school district develops a registry each year. Forms will be available in each school.

Notification will be given before application of the pesticide. Prior notice is not required if there is imminent threat to health or property.

Section 12.90 Mandated Reporters - Child Abuse or Neglect

Any District employee, who has reasonable cause to believe a child, known to him/her in their professional or official capacity, may be an abused or neglected child, is required to immediately report or cause a report to be made in confidence to the Illinois Department of Children and Family Services (DCFS) and to the Superintendent or designee.

Reports to DCFS will be made by telephone to the Central Register, which may be contacted 24 hours a day, 7 days a week, at (800)252-2873 or (800)25A-BUSE. In accordance with the law, DCFS will be responsible for investigating suspected cases of abuse and neglect beyond the initial reports.

District personnel will not disclose the whereabouts of any child who has been removed from school premises and taken into protective custody as a victim of suspected child abuse, except as may be required by law. Inquiries concerning such a child will be directed to DCFS or to local law enforcement personnel, where appropriate.

Section 12.100 Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District. The unsafe school choice option is available to: (1) All students attending a persistently dangerous school, as defined by State law and identified by the Illinois State Board of Education; and (2) Any student who is a victim of a violent criminal offense that occurred on school grounds during regular school hours or during a school-sponsored event.

Section 12.105 Student Privacy

The District has adopted and uses several policies and procedures regarding student privacy, parental access to information and administration of certain physical examinations to students. Copies of these policies are available upon request.

Section 12.110 Sex Offender Notification Law

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except for in the following circumstances as they relate to the individual's child(ren):

1. To attend a conference at the school with school personnel to discuss the progress of their child.

2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.

3. To attend conferences to discuss issues concerning their child such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board.

Anytime that a convicted child sex offender is present on school property – including the three reasons above - he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children.

A violation of this law is a Class 4 felony.

Section 12.120 Sex Offender & Violent Offender Community Notification Laws

NOTICE TO PARENTS/GUARDIANS – OFFENDER COMMUNITY NOTIFICATION LAWS
State law requires schools to notify parents/guardians during school registration or parent-teacher conferences that information about sex offenders and violent offenders against youth is available to the public on the Illinois State Police (ISP) website. The ISP website contains the following:

Illinois Sex Offender Registry, www.isp.state.il.us/sor/
Illinois Murderer and Violent Offender Against Youth Registry,
www.isp.state.il.us/cmvo/
Frequently Asked Questions Concerning Sex Offenders,
www.isp.state.il.us/sor/faq.cfm

Section 12.130 Parent Notices Required by the Every Student Succeeds Act

The Elementary and Secondary Education Act (ESEA) as amended by The Every Student Succeeds Act (ESSA) requires school districts to notify parents of their rights under the act. The following notifications meet the intent of the law. Additional information may be obtained by contacting your child's school.

I. Teacher Qualifications
A parent/guardian may request, and the District will provide in a timely manner, the professional qualifications of your student's classroom teachers, including, at a minimum, whether:

a. The teacher has met the State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
b. The teacher is teaching under emergency or other provisional status;
c. The teacher is teaching in the field of discipline of the certification of the teacher;
d. Paraprofessionals provide services to the student and, if so, their qualifications.

II. Testing Transparency
The State and District require students to take certain standardized tests. For additional information, see handbook procedure Section 12:20.

A parent/guardian may request, and the District will provide in a timely manner, information regarding student participation in any assessments mandated by law or District policy, which shall include information on any applicable right you may have to opt your student out of such assessment.

III. Annual Report Card
Each year, the District is required to disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: student achievement on academic assessments (designated by category), graduation rates, District performance, teacher qualifications, and certain other information required by federal law. When available, this information will be placed on the District's website at www.joliet86.org .

IV. Parent & Family Engagement Compact

Parental Involvement (Title I)

Parents/guardians of students with limited English proficiency and those receiving Title I services are invited to provide input to the programs through parent involvement programs at participating schools.

The school annually has a meeting for Parents/Guardians, which will be determined by each individual school.

At the meeting, the school will discuss parental involvement, and opportunities for Parents/Guardians to get involved in the education of their children. Parents/Guardians are encouraged to attend the meeting and participate in the discussions that occur. Parents/Guardians should use the meeting as an opportunity to ask questions, make suggestions, and learn about all of the opportunities and programming available for Parents/Guardians to be fully involved in the education process.

The school and its teachers provide meetings, including parent/teacher conferences, at flexible times to accommodate a variety of parent schedules. Parents/Guardians will be given notice of meeting availability at the beginning of each year, and at least two weeks before conferences or other regularly scheduled meetings, to provide sufficient opportunity to schedule and attend meetings with teachers. Additionally, teachers are available regularly to meet with Parents/Guardians to discuss the success of their child. Parents/Guardians will be involved in an organized and timely way when any programs are created, considered, or altered, and will be continually involved in the ongoing development of programming, curriculum, and policy.

The school provides Parents/Guardians with access to:

a. school performance profiles required by Federal law and their child's individual student assessment results, including an interpretation of such results;
b. a description and explanation of the curriculum in use at the school, the forms of assessment used to measure student progress, and the proficiency levels students are expected to meet;
c. opportunities for regular meetings to formulate suggestions, share experiences with other Parents/Guardians, and participate as appropriate in decisions relating to the education of their children if such Parents/Guardians so desire; and
d. timely responses to suggestions.

Everyone is responsible for the success of the students at the school. While the school provides the best education we can, it is critical to the success of students that parents assist us in meeting the goals of education set forth by the state, the federal government and ourselves.

In order to better assist in educating the students, we need the help of all parents and guardians. We ask that you help us educate children by monitoring attendance, homework completion, and television watching; by volunteering in your child's classroom; and participating, as appropriate, in decisions relating to the education of children and positive use of extracurricular time.

The school endeavors to do its best to provide all information in the language best understood by parents and guardians. Questions about language alternatives should be directed to the Coordinator of EL Services at (815) 740-3196.

Parents/Guardians of participating children have a right to appeal the contents of this policy. This District will submit any parent comments when this plan is submitted to the State. Any questions or concerns should be directed to Ankhe Bradley, Assistant Superintendent for Curriculum and Instruction at (815) 740-3196.

The state's resources on parental involvement can be located at http://isbe.net. The state's website on parental involvement provides information, training, and support for parents and schools on various websites which may be useful or interesting to parents and students, and provides advice and information about how to get involved and participate in the educational process. Resources are provided by search, by county, and by categorical query.

V. Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District under certain circumstances. For additional information, see handbook procedure Section 12:100.

VI. Student Privacy

Students have certain privacy protections under federal law. For additional information, see handbook procedure Section 12.105.

VII. English Learners

The school offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State standards that all children are expected to meet. For additional information, see handbook procedure Section 12:60.

VIII. Homeless Students

For information on supports and services available to homeless students, see handbook procedure Section 12:30.

For further information on any of the above matters, please contact the building principal.

Section 12.140 Instructional Material

A student's parent(s)/guardian(s) may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Section 12.150 Parent Organizations

District 86 supports the formation of strong and effective parent organizations in each school in the District, as long as membership in the organizations is open and unrestricted. While such

parent organizations will have no administrative authority and cannot determine District policy, their suggestions and assistance are always welcome.

Building principals are encouraged to work closely with parent organizations and to recommend that teachers do the same. The building principal or a designee will serve as the advisor to parent organizations in his/her school. As such he/she will be a resource person who provides information about school programs, policies, problems, concerns, and emerging issues.

The Director of Communications and Development will assist and act as a resource to parent organizations in getting information to the local media and onto the District website when applicable.

Section 12.160 Bilingual Parent Advisory Committee

The mission of the Bilingual Parent Advisory Committee (BPAC) is to enhance and enrich achievement for all students by serving as a District liaison promoting educational and cultural resources for students, families, and staff to meet the needs of students. Through the BPAC, parents will be provided opportunities for practical involvement to effectively express their views and ensure that bilingual programs are planned, operated, and evaluated with the involvement of, and in consultation with, parents of children served by the programs.

Section 12.170 Child Safety at School Dismissal

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. The following 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:

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

Vehicles MAY NOT be parked or located in the bus lanes or fire lanes at ANY TIME. Bus lanes and fire lanes are clearly marked. Vehicles located in these locations may be ticketed and/or towed by the police. All drivers must obey the directions of school staff.

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 to the Department of Children and Family Services (DCFS).

Section 12.180 Pick Up of Children by Someone Other than the 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. Attempts will be made to contact parents by telephone. 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 emergency contact numbers.

Section 12.190 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 the building principal.

Section 12.200 Student Fundraising Activities

The Board of School Inspectors recognizes that the participation of students, under faculty supervision, in the process of planning and obtaining financial support for their own activities may be desirable as part of the educational process.

Funds raised through student efforts will be subject to the control of the building principal, with the advice and consent of the sponsors. Fundraising plans approved by the building principal will be submitted to Superintendent for approval. The funds will be used to the maximum extent possible for educational, recreational or cultural purposes for which they were designated to serve.

The use of students to promote the fundraising activities of parent groups or other non- school sponsored groups will be generally discouraged, except in the case of activities that are preapproved by the building principal. Such exceptions may be granted if the proposed fundraising activities are of a school-wide nature when such participation can be a positive experience for students and the proceeds will be contributed to a recognized humanitarian purpose.

Each fundraising activity is always optional. Under no circumstances will any student be compelled to participate or donate, or be penalized for not participating or donating. Door-to-door solicitation is not required by any fundraising activity and is discouraged.

Section 12.210 Valuables

The school is not responsible for articles that are lost or stolen. Students are cautioned not to bring large amounts of money or other valuables to school, nor should students leave valuables anywhere in the school, including desks or lockers.

Section 12.220 Methods of Communication

Keeping parents informed is a priority for your school and the District. The following communication vehicles are used to share information with parents:

Website
The District website provides frequently updated information on news and school events (www.joliet86.org).

School Newsletters
Newsletters are prepared by each school and sent home with students and/or emailed to parents/guardians.

Community Newsletter
The newsletter is mailed to all households as necessary.

Social Media
The District maintains social media accounts on Facebook and Twitter in both English and Spanish. In addition, all District 86 schools have a Twitter page.

Emails
Emails are sent to parents/guardians by the District, schools, and/or teachers as needed throughout the school year.

Automated Telephone Calls
The District and/or schools send out automated telephone calls as needed throughout the school year.

Joliet Public Schools District 86

REVISED SCHOOL CALENDAR 2020-2021

	2020
Institute Days – No School for Students	August 17 - 18
Remote and Blended Remote Learning Planning Days – No School for Students	August 19 - 21
1st Day of School for Students	August 24
Labor Day – No School	September 7
School Improvement Day – No PM Class for Students	September 25
Columbus Day – No School	October 12
School Improvement Day – No PM Class for Students	October 23
2020 General Election Day – No School	November 3
Veterans Day – No School	November 11
Parent/Teacher Conferences – No School for Students	November 24
Thanksgiving Day, Day Before, and Following – No School	November 25 - 27
Last Day of Classes before Winter Break	December 18
	2021
Classes Resume	January 4
Martin Luther King, Jr. Day – No School	January 18
School Improvement Day – No PM Class for Students	January 29
Presidents' Day – No School	February 15
Casimir Pulaski Day – No School	March 1
School Improvement Day – No PM Class for Students, Parent/Teacher Conferences PM	March 12
Spring Break – No School	March 29 – April 5
School Improvement Day – No PM Class for Students	May 28
Tentative Last Day of School for Students	May 28
Memorial Day – No School	May 31
Institute Day – No School for Students	June 1
Emergency Days (If Needed)	June 2 - 8

Joliet Public Schools District 86
J.F.K. Administrative Center
420 N. Raynor Ave. Joliet, IL 60435
Phone: 815.740.3196

www.joliet86.org

Theresa R. Rouse, Ed.D., Superintendent
Sunni McNeal, Ed.D. Assistant Superintendent for Equity and Student Services
Ankhe Bradley, Assistant Superintendent for Curriculum and Instruction
Tamara Mitchell, Assistant Superintendent for Business and Financial Services
Natacia Campbell-Tominov, Ed.D., Assistant Superintendent for Human Resources and Labor Relations
Nicholas Sakellariou, Chief Officer for Legal Services and Labor Relations
John Armstrong, Director of Technology and Information Services
Sandy Zalewski, Director of Communications and Development
Vernecia Gee-Davis, Ed.D., Director of Human Resources
Dwayne Williams, Director of Equity and Student Services
Tricia Nagel, Director of Teaching and Learning
Jennifer Smith, Ed.D., Director of Special Education
Tracie Suter, Director of Nutrition Services
Paul DuFrense , Director of Building Support Services

PRINCIPAL	SCHOOL	GRADE	ADDRESS	ZIP	PHONE #
Larry Tucker	T.E. Culbertson Elementary	K - 5	1521 E. Washington St. Joliet, IL	60433	(815) 723-0035
Luis Gonzalez **BenQuila Smith, A.P.**	M.J. Cunningham Elementary	K - 5	500 Moran St. Joliet, IL	60435	(815) 723-0169
Nicole Bottigliero	Eisenhower Academy	1 - 5	406 Burke Dr. Joliet, IL	60433	(815) 723-0233
Joy Hopkins **Jennifer Seddon, A.P.** **Laticha Henry, A.P.**	Farragut Elementary	K - 5	701 Glenwood Ave. Joliet, IL	60435	(815) 723-0394
Jacob Darley	Forest Park IE	K- 5	1220 California Ave. Joliet, IL	60432	(815) 723-0414
Consuelo Ramirez	Thomas Jefferson Elementary	K - 5	2651 Glenwood Ave. Joliet, IL	60435	(815) 725-0262
Casonya Henderson	Edna Keith Elementary	K - 5	400 Fourth Ave. Joliet, IL	60433	(815) 723-3409
Lisa Marie Moreno	A.O. Marshall Elementary	K - 5	319 Harwood St. Joliet, IL	60432	(815) 727-4919
Melissa Thompson-Mendoza	Marycrest Early Childhood Center	EC - PreK	303 Purdue Ct. Joliet, IL	60436	(815) 725-1100
Carrie Busse **Erika Diaz, A.P.**	Pershing Elementary	K - 5	251 N. Midland Ave. Joliet, IL	60435	(815) 725-0986
Maria Arroyo **Amy Mucha, A.P.** **Melissa Crosby, A.P.**	Sator Sanchez Elementary	K - 5	1101 Harrison Ave. Joliet, IL	60432	(815) 740-2810
Laura Hodge **Christopher Suffecool, A.P.**	Isaac Singleton Elementary	K - 5	1451 Copperfield Ave. Joliet, IL	60432	(815) 723-0228
Saundra Russell-Smith	Carl Sandburg Elementary	K - 5	1100 Lilac Ln. Joliet, IL	60435	(815) 725-0281
Doriane Henderson	Taft Elementary	K - 5	1125 Oregon Ave. Joliet, IL	60435	(815) 725-2700
Renita Streeter **Amanda Townsend-Crossley, A.P.**	Lynne Thigpen Elementary	K - 5	207 S. Midland Ave. Joliet, IL	60436	(815) 741-7629
Teresa Woodard	Thompson Instructional Center	K - 8	1020 Rowell Ave. Joliet, IL	60433	(815) 740-5458
Kimberly Gordon	Woodland Elementary	K - 5	701 Third Ave. Joliet, IL	60433	(815) 723-2808
Markisha Mitchell **Jadon Waller, A.P.**	Dirksen Junior High School	6 - 8	203 S. Midland Ave. Joliet, IL	60436	(815) 729-1566
Rita Sparks **James Kikos, A.P.**	Gompers Junior High School	6 - 8	1501 Copperfield Ave. Joliet, IL	60432	(815) 727-5276
Kyle Sartain **Shavon Pittman, A.P.** **Karen Glowicki, A.P.**	Hufford Junior High School & IE	6 - 8	1125 N. Larkin Ave. Joliet, IL	60435	(815) 725-3540
Rolland Jasper **Eleise Medina, A.P.**	Washington Junior High School & Academy	6 - 8	402 Richards St. Joliet, IL	60433	(815) 727-5271