



2025 - 2026

Fulton High School

1207 12th Street

Fulton, IL 61242

(815) 589 - 3511

www.riverbendschools.org

The following pages are excerpts from the Student/Parent Handbook, which relate specifically to the high school student. Every student has been documented as receiving a student planner, and the entire Student/Parent Handbook. Each student is responsible for knowing the rules and policies contained in both of these documents.

Superintendent: Dr. Darryl Hogue

Principal/Athletic Director: Mr. Jeff Parsons

Assistant Principal: Mrs. Nicole Bowers

FULTON HIGH SCHOOL MISSION STATEMENT:

“At Fulton High School we strive to develop academically sound students of high character who face their future with a goal in mind, possess solid communication skills, the ability to problem solve and advocate for themselves.”

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Handbook Last Updated: _____

Please Note: This handbook is designed as a general guideline for stakeholders, but it is not exhaustive. School board policy and state law will prevail in all matters.

Fulton High School STEAMER Partnership

An effective partnership recognizes that a team can accomplish together what each partner could not accomplish alone. This agreement defines goals, expectations, and shared responsibilities of students, primary caregivers, and staff of Fulton High School as equal partners for student achievement.

As a STUDENT, I will strive to:

- ✓ Arrive at school on time, with all necessary supplies, and ready to learn
- ✓ Follow all school rules and be responsible for my own behavior
- ✓ Complete all assignments on time and to the best of my ability
- ✓ Set aside time each night for sharing daily school experiences and completing school work
- ✓ Become a responsible citizen by being an active participant within my classes, school, and community
- ✓ Advocate for myself and others
- ✓ Respect myself, respect others, and respect our campus

Signature _____

As a PRIMARY CAREGIVER, I will strive to:

- ✓ See that my child is punctual and attends class regularly
- ✓ Provide my child with basic supplies and notify the appropriate school official if I am not able to
- ✓ Support the school in its attempt to maintain proper order and discipline
- ✓ Encourage student learning at home by establishing time for sharing daily school experiences and completing school work
- ✓ Monitor student progress regularly
- ✓ Attend school events and conferences as often as possible
- ✓ Set high expectations and standards for my student

Signature _____

As a STAFF MEMBER, I will strive to:

- ✓ Communicate with students and parents within a reasonable time
- ✓ Be encouraging and supportive
- ✓ Keep student progress information current
- ✓ Support student development in both curricular and extracurricular activities
- ✓ Respect students, primary caregivers, and co-workers
- ✓ Establish and maintain clear, consistent high expectations for students and myself
- ✓ Be a dynamic, engaging leader and role model
- ✓ Do all I can to make the students' day a positive one

Signature _____

BOARD OF EDUCATION MEMBERS

President: Mr. Dan Portz

Vice-President:

Secretary:

Mrs. Elizabeth Falls

Mr. Andy Meyers

Mr. Jay Ritchie

Mrs. Mary Simmons

Mr. Travis Temple

Mr. Kyle Folk

OFFICE HOURS, PHONE NUMBERS, & ADDRESSES

Elementary School

7:30 a.m. - 4:00 p.m.

1301 7th Ave, Fulton, IL 61252
815-589-2911

High School

7:30 a.m. - 4:00 p.m.

1207 12th St, Fulton, IL 61252
815-589-3511

Fulton Blended Preschool

8:00 a.m. - 4:00 p.m.

1217 14th St, Fulton, IL 61252
815-589-2309

Middle School

7:30 a.m. - 4:00 p.m.

415 12th St, Fulton, IL 61252
815-589-2611

District Office

8:00 a.m. - 4:30 p.m.

1110 3rd St, Fulton, IL 61252
815-589-2711

Bus Garage

6:00 a.m. - 4:00 p.m.

1307 14th St, Fulton, IL 61252
815-589-2902

All visitors must check in with the office upon arrival to the school.

CLASS PERIODS AT FULTON HIGH SCHOOL

Regular Day

First Block 8:05 – 9:30

Second Block 9:35 – 11:00

Third Block 11:05 – 1:00

A Lunch: 11:05 – 11:30

C Lunch: 12:35 - 1:00

Fourth Block 1:05 – 2:30

Rtl 2:35 – 3:05

2 Hour Late Start Schedule

First Block 10:05 – 11:10

Third Block 11:15 – 12:45

A Lunch: 11:15 – 11:40

B Lunch: 12:20 – 12:45

Second Block 12:50 – 1:55

Fourth Block 2:00 – 3:05

2 Hour Early Release Due to Weather Schedule

First Block 8:05 – 9:10

Second Block 9:15 – 10:20

Fourth Block 10:25 – 11:30

Third Block 11:35 – 1:05

A Lunch: 11:35 – 12:00

B Lunch: 12:15 – 12:40

Early Release Schedule
First Block 8:05 - 9:05
Second Block 9:10 - 10:10
Third Block 10:15 - 11:15
Fourth Block 11:20 – 12:20 (bus bell 12:15)
Grab & Go Lunch Available

All board policies updated as of 05/2025

Fulton High School Faculty & Staff

Leadership & Support Staff

Principal: Jeff Parsons

Assistant Principal: Nicole Bowers

Guidance Counselor: Megan Facio

Secretary: Stacy Bueno

Student Services Secretary: Marie Meyers

Teaching Staff

Ankrom, Michael – Sociology/Psychology, US History Honors, Civics/USH 3

Anton, Shawn – Choir, Band

Bacidore, Joseph – Algebra 2, Algebra 2 Honors, Pre-Calculus, Stats/MAT240

Brubaker, Sarah – Comp/Career & College, Graphic Arts, Intro to Business

Bustos, Ashley – Art 1, Art 2, Advanced Art, Independent Art, Beginning Art

Coffey, RJ – World History, US History

Coit, Shelby – Cross Curricular

Droegmiller, Emilee – English 1, English 1 Honors, Creative Writing/Lit., Medical An/Drama

French, Katie – AP Language, English 3, English 4

Frohling, Miranda – Cross Curricular

Gates, Stacy – Chemistry, Chem 105/106, Material Science, Forensic Science

Germann, Derek – Physical Education, Driver Education, Behind the Wheel

Hackett, Christy – Yearbook, Consumer Ed., Media Publishing, STEAM, Computer Science,

Heyvaert, Amy – Spanish

Howard, Sam – US History, Biology, Environmental Science, Physics, Physical Science

Lower, Patrick – Behind the Wheel, Physical Education

Marten, Chris – Engineering, Welding, Mechanics, Construction

Meurs, Carolyn – Plant/Animal Science, Parent/Child, Basic Foods & Nutrition

Mussman, Haylee – Geometry, QLS, Pre-Calculus

Osborn, Zach – Algebra 1, Math Foundations, Pre-Calculus

Pepper, Jennifer – S.W.i.M., Community Involvement, Career Pathway and Transition Coordinator

Pestka, Valerie – English 2, English 2 Honors, S.W.i.M.

Rausenberger, Michelle – Health

Wessels, Jared – Cross Curricular

Williams, Heidi – Earth Science, Zoology, Human Anatomy & Physiology

CHAPTER 1: INTRODUCTORY INFORMATION AND GENERAL NOTES

1.20 - Student/Parent Handbook Acknowledgement and Pledge

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

1.40 - Visitors Policy 8:30

All visitors, including parents and siblings, are required to enter through the front door of the building and proceed immediately to the main office. Visitors should identify themselves and inform office personnel of their reason for being at school.

Visitors must sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting. Approved visitors must take a tag identifying themselves as a guest and place the tag on their outer clothing in a clearly visible location. Visitors are required to proceed immediately to their location in a quiet manner. All visitors must return to the main office and sign out before leaving the school.

Any person wishing to confer with a staff member should contact that staff member to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

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 subject to criminal penalties for trespassing and/or disruptive behavior.

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 detectable, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with 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.

Any person who engages in prohibited conduct may be ejected from or denied admission to school property in accordance with State law. The person may also be subject to being denied admission to school athletic or extracurricular events for up to one calendar year.

1.50 - Equal Educational Opportunities and Sex Equity Policy 7:10

Equal educational and extracurricular opportunities are available to all students without regard to race, color, national origin, sex, sexual orientation, gender identity, ancestry, age, religion, physical or mental disability, status as homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy.

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 or parent/guardian with a sex equity or equal opportunity concern should contact the building principal.

Any student may file a sex discrimination complaint under the District's Title IX Grievance Procedure. Any student may file a sex equity complaint under the District's Uniform Grievance Procedure. A student may appeal the Board's decision to the Regional Superintendent and, thereafter, to the State Superintendent of Education.

1.90 - Emergency School Closings

In cases of bad weather and other local emergencies, a power announcement will be sent to all who have subscribed to the service. Parents may also listen to any local radio or television station to be advised of school closings or early dismissals. If bad weather or other emergency occurs during the day, the district's power announcement system will inform guardians of announcements or listen to local media stations for possible early dismissal information.

Please DO NOT call the school on mornings when the weather is bad. Calling the school, ties up the phone lines and delays getting the message to the radio stations. Staff members have been instructed that if they are contacted at home they are to refer the person to the radio stations and/or recorded phone message.

The technology-based information system is a positive reinforcement to our commitment to keep our students safe and remain personally connected to staff and parents through directed telephone and email contact regarding inclement weather, school closings and critical or emergency school announcements.

Early dismissals are sometimes advisable because of hazardous weather conditions changing after school has started for the day. Radio stations are notified AND AN INFORMATIONAL MESSAGE IS SENT OUT as soon as possible via email, direct phone, or text message. For your child's safety, make certain your child knows ahead of time where to go in case of an early dismissal.

When weather conditions are questionable, please check the following radio/TV stations, the district website, or watch for a power announcement:

KROS (1340) AM
WSDR (1240) AM
KCLN (1390) AM
WLLT (107.7) FM
WZZT (102.7) FM
WQAD (TV-8) (www.wqad.com)
WHBF (TV-4) (www.whbf.com)

KMXG MIX (96.1) FM
KMLN (94.7) FM
WCCI (100.3) FM
WLLR (103.7) FM
WSSQ (94.3) FM
KLJB (TV-18) (www.ourquadcities.com)
KWQC (TV-6) (www.kwqc.com)

District Website: www.riverbendschools.org

1.100 Video and Audio Monitoring Systems

Fulton High School uses video surveillance in hallways, doors, and other public areas of the school, as well as video and/or audio monitoring on school buses, to protect students, staff, visitors, and school property. These recordings do not compromise privacy and may be reviewed by school administration and, when necessary, the Fulton Police to address disciplinary or criminal matters. Parents/guardians may view relevant footage in the presence of administration, and requests to review recordings used for discipline must be submitted in writing to the school administration.

1.110 Accommodating Individuals with Disabilities [Policy 8:70](#)

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.

1.120 Students with Food Allergies

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illness 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 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. Fulton High School also may be able to appropriately meet a student's needs through other means.

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:

- a) 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.
- b) Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
- c) Sign the Diabetes Care Plan.
- d) 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.

1.140 Suicide and Depression Awareness and Prevention [Policy 7:290](#)

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 goals of the school district.

The school district maintains student and parent resources on suicide and depression awareness and prevention. Much of this information, including a copy of the school district's policy, is posted on the school district website. Information can also be obtained from the school office.

1.150 Accommodating Breastfeeding Students

Students who choose to breastfeed an infant after returning to school are provided reasonable accommodations. A student who is a nursing mother may take reasonable breaks during the school day to express breast milk or breastfeed her infant. Reasonable accommodations include, but are not limited to:

1. Access to a private and secure room, other than a bathroom, to express breast milk or breastfeed an infant.
2. Permission to bring onto school campus a breast pump or other equipment used to express breast milk.
3. Access to a power source for a breast pump or any other equipment used to express breast milk.
4. Access to a place to store expressed breast milk safely.
5. Reasonable breaks to accommodate the student's need to express breast milk or breastfeed an infant child, or attend to health needs associated with breastfeeding (including eating, drinking, or using the restroom).
6. The opportunity to make up work missed due to the student's use of reasonable accommodations for breastfeeding.

Complaints regarding violations of this procedure should be made to the District's Complaint Manager or Non-Discrimination Coordinator.

1.160 Parent Organizations and Booster Clubs

Parent organizations and booster clubs are invaluable resources to the District's schools. While parent organizations and booster clubs have no administrative authority and cannot determine District policy, the School Board welcomes their suggestions and assistance.

Parent organizations and booster clubs may be recognized by the Board and permitted to use the District's name, a District school's name, or a District school's team name, or any logo attributable to the District provided they first receive the Superintendent or designee's express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club has by-laws containing the following:

1. The organization's or club's name and purpose, such as, to enhance students' educational experiences, to help meet educational needs of students, to provide extra athletic benefits to students, to assist specific sports teams or academic clubs through financial support, or to enrich extracurricular activities.
2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
4. A statement that membership is open and unrestricted, meaning that membership is open to all parents/guardians of students enrolled in the school, District staff, and community members.
5. A statement that the District is not, and will not be, responsible for the organization's or club's business or the conduct of its members, including on any organization or club websites or social media accounts.
6. An agreement to maintain and protect its own finances.
7. A recognition that money given to a school cannot be earmarked for any particular expense. Booster clubs may make recommendations, but cash or other valuable consideration must be given to the District to use at its discretion. The Board's legal obligation to comply with Title IX by providing equal athletic opportunity for members of both genders will supersede an organization or club's recommendation.

Permission to use one of the above-mentioned names or logos may be rescinded at any time and does not constitute permission to act as the District's representative. At no time does the District accept responsibility for the actions of any parent organization or booster club regardless of whether it was recognized and/or permitted to use any of the above-mentioned names or logos. The Superintendent shall designate an administrative staff member to serve as the recognized liaison to parent organizations or booster clubs. The liaison will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

1.170 Dress and Appearance

Students are expected to wear clothing in a neat, clean, and well-fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment.

- Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols, and the confederate flag.
- Hats, bandannas, and sunglasses may not be worn in the building during the school day. These items must be kept in lockers during the school day.
- Hair styles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education class.
- Clothing that is poorly fitting, showing skin and/or undergarments may not be worn at school.
- All clothing must be appropriate for school.
- Revealing or tight-fitting materials/apparel are not appropriate.

- The length of shorts and skirts must be appropriate for the school environment.
- Appropriate footwear must be worn at all times.
- If there is any doubt about dress and appearance, the building principal will make the final decision.
- 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.
- Backpacks will not be allowed in the classroom. Students are to use their lockers between classes. This includes any size of backpack or purse.

Students will be asked to change their clothing if it is determined by the FHS administration to be distracting or inappropriate. Students who repeatedly violate the dress code and those who refuse to change their clothing when asked may be subject to disciplinary consequences.

1.180 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors Policy 4:165

Child sexual abuse, grooming behaviors, and boundary violations harm students, their parent/guardian, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn.

Warning Signs of Child Sexual Abuse

Warning signs of child sexual abuse include the following:

- Physical signs:
 - Sexually transmitted infections (STIs) or other genital infections
 - Signs of trauma to the genital area, such as unexplained bleeding, bruising, or blood on the sheets, underwear, or other clothing
 - Unusual weight gain or loss
- Behavioral signs:
 - Excessive talk about or knowledge of sexual topics
 - Keeping secrets
 - Not talking as much as usual
 - Not wanting to be left alone with certain people or being afraid to be away from primary caregivers
 - Regressive behaviors or resuming behaviors that the child had grown out of, such as thumb sucking or bedwetting
 - Overly compliant behavior
 - Sexual behavior that is inappropriate for the child's age
 - Spending an unusual amount of time alone
 - Trying to avoid removing clothing to change or bathe
- Emotional signs:
 - Change in eating habits or unhealthy eating patterns, like loss of appetite or excessive eating
 - Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling "down"
 - Change in mood or personality, such as increased aggression
 - Decrease in confidence or self-image

- Anxiety, excessive worry, or fearfulness
- Increase in unexplained health problems such as stomach aches and headaches
- Loss or decrease in interest in school, activities, and friends
- Nightmares or fear of being alone at night
- Self-harming behaviors or expressing thoughts of suicide or suicidal behavior
- Failing grades
- Drug or alcohol use

Warning Signs of Grooming Behaviors

School and District employees are expected to maintain professional and appropriate relationships with students based upon students' ages, grade levels, and developmental levels.

Prohibited grooming is defined as (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples of grooming behaviors include, but are not limited to, the following behaviors:

- Sexual or romantic invitations to a student
- Dating or soliciting a date from a student
- Engaging in sexualized or romantic dialog with a student
- Making sexually suggestive comments that are directed toward or with a student
- Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
- Sexual, indecent, romantic, or erotic contact with a student
- Failing to respect boundaries or listening when a student says "no"
- Engaging in touching that a student or student's parents/guardians have indicated as unwanted
- Trying to be a student's friend rather than filling an adult role in the student's life
- Failing to maintain age-appropriate relationships with students
- Talking with students about personal problems or relationships
- Spending time alone with a student outside of their role in the student's life or making up excuses to be alone with a student
- Expressing unusual interest in a student's sexual development, such as commenting on sexual characteristics or sexualizing normal behaviors
- Giving a student gifts without occasion or reason
- Spending a lot of time with a student
- Restricting a student's access to other adults

Warning Signs of Boundary Violations

School and District employees breach employee-student boundaries when they misuse their position of power over a student in a way that compromises the student's health, safety, or general welfare. Examples of boundary violations include:

- Favoring a certain student by inviting the student to "hang out" or by granting special privileges
- Engaging in peer-like behavior with a student
- Discussing personal issues with a student
- Meeting with a student off-campus without parent/guardian knowledge and/or permission
- Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside of a professional role
- Transporting a student in a school or private vehicle without administrative authorization
- Giving gifts, money, or treats to an individual student

- Sending a student on personal errands
- Intervening in a serious student problem instead of referring the student to an appropriately trained professional
- Sexual or romantic invitations toward or from a student
- Taking and using photos/videos of students for non-educational purposes
- Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting
- Inviting a student to an employee's home
- Adding a student on personal social networking sites as contacts when unrelated to a legitimate educational purpose
- Privately messaging a student
- Maintaining intense eye contact with a student
- Making comments about a student's physical attributes, including excessively flattering comments
- Engaging in sexualized or romantic dialog
- Making sexually suggestive comments directed toward or with a student
- Disclosing confidential information
- Self-disclosure of a sexual, romantic, or erotic nature
- Full frontal hugs
- Invading personal space

If you believe you are a victim of child sexual abuse, grooming behaviors, or boundary violations, or you believe that your child is a victim, you should immediately contact the Building Principal, a school counselor, or another trusted adult employee of the School.

Additional Resources include:

National Sexual Assault Hotline at 800.656.HOPE (4673)

National Sexual Abuse Chatline at online.rainn.org

Illinois Department of Children and Family Services Hotline at 1.800.25.ABUSE (2873)

1.185 Faith's Law: Employee Ethics, Code of Professional Conduct; and Conflict of Interest Policy 5:120

Employee Conduct Standards

School districts are required to include in their student handbook the District's Employee Code of Professional Conduct. These standards, in part, define appropriate conduct between school employees and students. A copy of these standards can be found on the District's website or requested from the Superintendent's office.

1.190 Prevention of Anaphylaxis Policy 7:285

While it is not possible for the School or District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on anaphylaxis prevention, response, and management in order to reduce these risks and provide accommodations and proper treatment for anaphylactic reactions. Parent(s)/guardian(s) and students who desire more information or who want a copy of the District's policy may contact the Building Principal.

1.200 Sexual Abuse Response and Prevention Resource Guide

The Illinois State Board of Education (ISBE) maintains a resource guide on sexual abuse response prevention. The guide contains information on and the location of children's advocacy centers, organizations that provide medical evaluations and treatment to victims of child sexual abuse, organizations that provide mental health evaluations and services to victims and families of victims of child sexual abuse, and organizations that offer legal assistance to and provide advocacy on behalf of victims of child sexual abuse. This guide can be accessed through the ISBE website at www.isbe.net or you may request a copy of this guide by contacting the school's office.

1.210 Free and Reduced Food Service [Policy 4:130](#)

Free and Reduced-Price Food Services; Meal Charge Notifications

The following notification is provided to all households of students at the beginning of each school year as federally required notification regarding eligibility requirements and the application process for the free and reduced-price food services that are listed in Board policy 4:130, Free and Reduced-Price Food Services, and 4:140, Waiver of Student Fees. This notification is also provided to households of students transferring to the District during the school year. For more information, see www.fns.usda.gov/school-meals/unpaid-meal-charges, and/or contact the Building Principal or designee.

Free and Reduced-Price Food Services Eligibility

When the parents/guardians of students are unable to pay for their child(ren)'s meal services, meal charges will apply per a student's eligibility category and will be processed by the District accordingly. A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Dept. of Agriculture, and distributed by the Ill. State Board of Education.

Meal Charges for Meals Provided by the District

The Building Principal and District staff will work jointly to prevent meal charges from accumulating. Every effort to collect all funds due to the District will be made on a regular basis and before the end of the school year. Contact your Building Principal or designee about whether your child(ren)'s charges may be carried over at the end of the school year, i.e., beyond June 30th.

Unpaid meal charges are considered delinquent debt when payment is overdue as defined by Board policy 4:45, Insufficient Fund Checks and Debt Recovery and the Hunger-Free Students' Bill of Rights Act (105 ILCS 123/). The District will make reasonable efforts to collect charges classified as delinquent debt, including repeated contacts to collect the amounts and, when necessary, requesting that the student's parent(s)/guardian(s) apply for meal benefits to determine if the student qualifies for such benefits under Board policy 4:130, Free and Reduced-Price Food Services. The District will provide a federally reimbursable meal or snack to a student who requests one, regardless of the student's ability to pay or negative account balance.

When a student's funds are low and when there is a negative balance, reminders will be provided to the staff, students, and their parent(s)/guardian(s) at regular intervals during the school year. State law allows the Building Principal to contact parents(s)/guardian(s) to attempt collection of the owed money when the amount owed is more than the amount of five lunches [or insert lower amount]. If a parent/guardian regularly fails to provide meal money for the child(ren) that he/she is responsible for in the District and does not qualify for free meal benefits or refuses to apply for such benefits, the Building Principal or designee will direct the next course of action. Continual failure to provide meal money may require the

District to notify the Ill. Dept. of Children and Family Services (DCFS) and/or take legal steps to recover the unpaid meal charges, up to and including seeking an offset under the State Comptroller Act, if applicable.

CHAPTER 2: ATTENDANCE, PROMOTION, AND GRADUATION

2.10 Attendance

Illinois law requires whoever has custody or control of any child between six (by September 1st) and seventeen years of age shall assure that the child attends school in the district in which he or she resides, during the entire time school is in session (unless the child has already graduated from high school). Illinois law also requires that whoever has custody or control of a child who is enrolled in the school, regardless of the child's age, shall assure that the child attends school during the entire time school is in session.

Irregularity in school attendance is one of the major contributing factors to difficulty in school. Regular attendance and punctuality is required. **ALL STUDENTS MUST ATTEND ALL CLASSES AND RTI EVERY DAY THEY ARE SUPPOSED TO BE THERE!** IT IS THE RESPONSIBILITY OF THE STUDENT'S PARENT/GUARDIAN TO SEE THAT A STUDENT IS IN REGULAR ATTENDANCE. The law is specific that parents/guardians must cooperate with the school to ensure that regular attendance is enforced.

2.20 Student Absences

Parents should call the student's school to report a student's absence before **9:00 a.m.** Please give the students name, reason for their absence, and type of illness. **A parent contact is required.** The school has a 24-hour voice mail system. FULTON HIGH SCHOOL --- 815-589-3511

Leaving School During the School Day

1. In the case of illness:
 - A. If your child is absent from school, please call the school office before 9:00 a.m.
2. Leaving the school during the day:
 - A. Students in attendance at school must have the permission of school personnel and parent/guardian before leaving school. Failure to do so will result in disciplinary action. Students must also have permission from school personnel to go to their car during the school day. This includes students returning from WACC that don't feel well and plan to go home for the day. Those students must still physically report to the office prior to leaving school for the day.
 - B. If you are too ill to remain in school, notify your teacher, and get a pass to the office. Your parents must then be called, and arrangements must be made to get you home. **If you should become injured in any class or activity, notify the teacher immediately. Failure to notify school personnel may nullify your insurance claim, should there be one. You must report to the office if you are injured.**
3. In the case of professional appointments:
 - A. Students having a medical/dental appointment must have verbal notification to the office by a parent/guardian stating the date and time of the appointment. In the case of last-minute emergency appointments, the parent may notify the school by phone about the appointment, the student then must pick up a pass to be excused from class from the office.
 - B. When returning to school from an appointment, the student must report to the office with the form signed by the doctor or dentist. If the form is not returned, disciplinary action may be taken.
4. Verbal notification from a parent/guardian must be given to the office for their child to use their automobile to leave the school.

Absence From School

THERE IS NO WAY TO DUPLICATE THE CLASS INTERACTION EXPERIENCE AFTER A STUDENT HAS BEEN ABSENT. Excessive absence may result in a report of suspected truancy to appropriate legal authorities or removal from classes at the discretion of the school administration. The parent/guardian will be notified of excessive absenteeism.

Excused Absences

Personal illness or other medically related reason: After 3 consecutive days, or an accumulation of 10 days in a year, a medical excuse from a doctor may be required in order for the absences to be excused.

For students who are required to attend school there are two types of absences: excused and unexcused. Excused absences include: School sponsored events, illness (including up to 5 days per school year for mental or behavioral health of the student), observance of a religious holiday or event, death in the immediate family, family emergency, situations beyond the control of the student as determined by the school board, circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, attending a military honors funeral to sound TAPS, attend a civic event, or other reason as approved by the building principal. Students eligible to vote are also excused for up to two hours to vote in a primary, special, or general election.

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.

Communicable Diseases

Each student returning to school after having a communicable disease must have the permission of the school Principal or written permission from a doctor.

Absentee Assignments

A student who is unable to attend school due to an illness lasting for three (3) days or more is urged to obtain their assignments by calling the appropriate office **before 9:00 a.m.** Parents or a friend may pick-up books in the office at the end of the school day. Students who are excused from school will be given a reasonable timeframe to make up missed homework and classroom assignments.

Unexcused Absences

Any absence which is not within the school board definition of an excused absence will be considered unexcused. Final determination will be made by the principal and/or their designee. Examples of unexcused absences include: oversleeping, obtaining a driver's license, job interviews, running errands, senior pictures, shopping trips, haircuts, etc. Parental contact must be made with the FHS office within 24 hours of the absence or the student will be considered truant/unexcused. An external suspension during final exams may result in no credit for the exam as determined by the principal.

Attendance for Athletes

A participant must be in attendance during three (3) full blocks of the school day at FHS to be allowed to participate in extracurricular activities that day. Exceptions to this may be for pre-arranged absences, a

medical appointment with written verification, or with approval of the Principal (i.e. usually school related absences).

Late Arrival to School

The student must report to the office to explain the late arrival and to get an admit pass to class. The student may be considered as tardy and/or absent. An absence will either be excused, unexcused, or truant based on the information obtained. If a student absence is determined to be unexcused and the student has arrived at school after 8:30 a.m., the student will be issued the following consequences:

- 1st offense: 30 minute detention
- Any additional offense: 2 hour after school assignment

If a non-bus student leaves at the bus bell without permission from the office, the student will be issued the following consequences:

- 1st offense: make up the time missed either before or after school with parental contact
- 2nd offense: 30 minute office detention
- 3rd offense: two hour after school assignment

Unexcused Tardy to School Prior to 8:30 A.M.

- 1st Offense – Warning
- 2nd Offense – Warning
- 3rd Offense – Detention
- 4th Offense – After School Assignment

Diagnostic Procedures for Identifying Student Absences and Support Services to Truant or Chronically Truant Students

State law requires every school district to collect and review its chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. This review must include an analysis of chronic absence data from each attendance center.

Furthermore, State law provides that school districts are encouraged to provide a system of support to students who are at risk of reaching or exceeding chronic absence levels with strategies and are also encouraged to make resources available to families such as those available through the State Board of Education's Family Engagement Framework to support and engage students and their families to encourage heightened school engagement and improved daily school attendance.

“Chronic absence” means absences that total 10% or more of school days of the most recent academic school year, including absences with and without valid cause, and out-of-school suspensions.

The School and District use the following diagnostic procedures for identifying the causes of unexcused student absences: Interviews with the student, his or her parent/guardian and any school officials who may have information about the reasons for the student's attendance problems.

Supportive services to truant or chronically truant students include: parent conferences, student counseling, family counseling, and information about existing community services.

2.30 Release Time for Religious Instruction and 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 FHS office 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, for equivalent academic credit.

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.

Excused Absences:

Students should contact their teachers regarding the work missed. Students will be allowed one school day for every day absent. For example, if a student missed school on Monday and Tuesday, they would need to get all their homework on Wednesday, and it would need to be completed by Friday. However, except in the case of extended illness when special arrangements will be made, a **MAXIMUM OF FIVE (5) DAYS TOTAL WILL BE ALLOWED TO MAKE UP WORK**. The day following an absence should be used to get the make-up assignments. The individual teacher will determine the make-up assignment, with any additional work if deemed necessary. The principal may extend the make-up time if deemed necessary.

2.50 Truancy

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district.

Students who miss more than 1% but less than 5% of the prior 180 regular school days without a valid cause (a recognized excuse) are truant. Students who miss 5% or more of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue.

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

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

A student who misses 15 consecutive days of school without valid cause and who cannot be located or, after exhausting all available support services, cannot be compelled to return to school is subject to expulsion from school.

A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law.

2.60 Grading and Promotion

School report cards are issued to students upon request. Students and parents can view grades and academic progress in real time at any time through the PowerSchool portal.

Grading Periods

1st Quarter will end on October 17, 2025

2nd Quarter/1st Semester will end on December 19, 2025

3rd Quarter will end on March 6, 2026

4th Quarter/2nd Semester will end on May 20, 2026

All classes at Fulton High School are calculated by the semester grade (S1 and S2 in PowerSchool) with the exception of Driver's Education. Driver's Education is only a one quarter class that is paired with Physical Education for the other quarter. Driver's Education, and the Physical Education class paired with Driver's Education, are the only quarter classes at Fulton High School.

Grading Scale

A+	4.0	100 – 96.5
A	4.0	96.4 – 92.5
A-	3.75	92.4 – 89.5
B+	3.25	89.4 – 86.5
B	3.0	86.4 – 82.5
B-	2.75	82.4 – 79.5
C+	2.25	79.4 – 76.5
C	2.0	76.4 – 72.5
C-	1.75	72.4 – 69.5
D+	1.25	69.4 – 66.5
D	1.0	66.4 – 62.5
D-	0.75	62.4 – 59.5
F	0.0	59.4 and below

All teachers are expected to give a final assessment at the end of each semester to demonstrate a student's learning of material throughout the semester. A final assessment cannot be worth more than 20% of the semester grade. Students are not allowed to exempt from final exams.

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A District administrator cannot change the final grade assigned by the teacher without notifying the teacher. Should a grade change be made, the administrator making the change must sign the changed record.

Add/Drop Policy for Courses

After the schedules have been created, no changes can be made unless special approval is granted by the School Counselor or Principal. Factors affecting the addition or drop of a course include the time of the request in relation to the start of the semester, the enrollment in the class requested, and in most cases, the permission of and/or consultation with the instructor.

Class Rank

The ranking of all students is based on the cumulative Grade Point Average computed at the end of each semester. Class Rank is based on all grades, including the F grade, except for grades received in Physical Education and Driver Education.

Class Assignment

Grade placement is made by the Principal based on general achievement and the mental, physical, emotional, and social maturity of the child. Students transferring into the system will be placed in the same grade level as in the school from which they transferred; however, they, as well as continuing pupils, may be retained or advanced in a grade. Such judgment shall rest with the Principal.

Parents who feel that their child should be considered for support services and/or special education services should contact the School Counselor or the School Principal.

The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reason not related to academic performance.

2.70 Homework

Homework is used as a way for students to practice what they have learned in the classroom. The time requirements and the frequency of homework will vary depending on a student's teacher, ability, and grade level.

Students who are absent from school for a valid cause (an excused absence) may make up missed homework in a reasonable timeframe.

Academic Dishonesty

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. This includes inappropriate use of Artificial Intelligence.

A student that is caught using a cell phone during a test will face consequences for cheating as listed above AND will face cell phone consequences (listed on Page 17)

- First Offense - Give both the "giver of information" and the "receiver of information" a "0" on the work they are doing. The teacher should call both students' parents and will warn the parents that a second offense will result in an office referral.
- Second Offense - the student will be referred to the Principal immediately for a Level II offense

2.80 Exemption From PE 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 from 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. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting.

All students are required to take P. E. unless they are participating in a varsity sport (11 & 12 only), participating in marching band (9-12), have a doctor's excuse, or meet one of the exemptions as outlined in the Illinois School Code. A physician's note may be required for participation at the discretion of the administration. Each student will purchase their uniform in the office during registration. The student will then give their receipt to their P.E. teacher on the first day of class.

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

Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practices Act, prevents his or her participation in the physical education course.

State law prohibits the School District from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District.

Students who have been excused from physical education shall return to the course as soon as practical. The following considerations will be used to determine when a student shall return to a physical education course:

1. The time of year when the student's participation ceases;
2. The student's class schedule; and
3. The student's future or planned additional participation in activities qualifying for substitutions for physical education, as outlined above or in Handbook Procedure 10.30.

2.90 Credit for Proficiency, Non-District Experiences, Course Substitutions and Accelerated Placement

Credit for Non-District Experiences

A student may receive high school credit for successfully completing any of the listed courses or experiences even when it is not offered in or sponsored by the District:

1. Distance learning course, including a correspondence, virtual, or online course.
2. Courses in an accredited foreign exchange program.
3. Summer school or community college courses.
4. College courses offering dual credit courses at both the college and high school level.
5. Foreign language courses taken in an ethnic school program approved by the Illinois State Board of Education.
6. Work-related training at manufacturing facilities or agencies in a Youth Apprenticeship Vocational Education Program (Tech Prep).
7. Credit earned in a Vocational Academy.

Students must receive pre-approval from the Superintendent or designee to receive credit for any non-District course or experience. The Superintendent or designee will determine the amount of credit and whether a proficiency examination is required before the credit is awarded. As approval is not guaranteed, students should seek conditional approval of the experience before participating in a non-District course or experience. Students assume responsibility for any fees, tuition, supplies, and other expenses. Students are responsible for (1) providing documents or transcripts that demonstrate successful

completion of the experience, and (2) taking a proficiency examination, if requested. The Superintendent or designee shall determine which, if any, non-District courses or experiences, will count toward a student's grade point average, class rank, and eligibility for athletic and extracurricular activities. This section does not govern the transfer of credits for students transferring into the District.

Students who do not otherwise meet a community college's academic eligibility to enroll in a dual credit course taught at the high school may enroll in the dual credit course, but only for high school credit.

Proficiency Credit

Proficiency credit is available in limited subjects where a student demonstrates competency. Contact the building principal for details.

Substitutions for Required Courses

Vocational or technical education. A student in grades 9-12 may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing related vocational or technical education courses if:

1. The building principal approves the substitution and the vocational or technical education course is completely described in curriculum material along with its relationship to the required course; and
2. The student's parent/guardian requests and approves the substitution in writing on forms provided by the District.

Registered apprenticeship program. A student in grades 9-12 who is 16 years or older may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing a registered apprenticeship program listed by the school district. Students may find a registered apprenticeship program listed by the school district. Students may find a registered, but not listed, apprenticeship program with a business or organization if a registered apprenticeship program is not offered in the school district.

Advanced placement computer science. The advanced placement computer science course is equivalent to a high school mathematics course. A student in grades 9-12 may substitute the advanced placement computer science course for one year of mathematics, in accordance with Section 27-22 of the School Code. The transcript of a student who completes the advanced placement computer science course will state that it qualifies as a mathematics-based, quantitative course.

Volunteer service credit. A student participating in the District's Volunteer Service Credit Program, if any, may earn credit toward graduation for the performance of community service. The amount of credit given for program participation shall not exceed that given for completion of one semester of language arts, math, science, or social studies.

Accelerated Placement

The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

For each student who exceeds State standards in English language arts, mathematics, or science on a State assessment, the school district is required by State law to automatically enroll the student in the following school year in the next most rigorous level of advanced coursework offered by the high school as follows:

- a. A student who exceeds State standards in English language arts shall be automatically enrolled into the next most rigorous level of advanced coursework in English, social studies, humanities, or related subjects.
- b. A student who exceeds State standards in mathematics shall be automatically enrolled into the next most rigorous level of advanced coursework in mathematics.
- c. A student who exceeds State standards in science shall be automatically enrolled into the next most rigorous level of advanced coursework in science.

Substitutions for Physical Education. A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from Physical Education courses for the reasons stated below. The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate.

1. Enrollment in a marching band program for credit;
2. Enrollment in Reserve Officers Training Corps (ROTC) program sponsored by the District;
3. Ongoing participation in an interscholastic athletic program (student must be in the 11th or 12th grade);
4. Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or
5. Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

A student requiring adapted Physical Education must receive that service in accordance with their Individualized Educational Program/Plan (IEP).

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

1. They (a) are in grades 3-12, (b) their 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. They (a) have an IEP, (b) are 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.

Credit Recovery

Prerequisites for Credit Recovery or Alternative Curriculum Acceptance:

1. Failing grade on transcript in core classes offered in the FHS Credit Recovery Program
2. Demonstrated desire to recover lost credit
3. Recommendation of either the Student Intervention Team or an accommodation listed in a student's IEP plan
4. Verbal and written commitment to complete at least one-half (.05) credit within each semester of assignment
5. Goal of attaining a high school diploma
6. A maximum of 3 credits can be earned through credit recovery.

7. Families will be responsible for the cost of a credit recovery course if the student is taking the course to make up a credit from a course they failed.
8. Students will be given the opportunity to make up the credit on Apex or a similar curriculum. Those students will be given specific guidelines based on the percentage earned in the class that was failed. The student will continue to have a F on their transcript and the F will be calculated in the student GPA. Once students have completed the Apex class they will receive the credit for graduation credit only.

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 or pregnancy-related conditions, the fulfillment of parenting obligations related to the health of the child, or health and safety concerns arising from domestic or sexual violence will be provided home instruction under the following circumstances:

1. Before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction.
2. For up to three months after the child's birth or a miscarriage.
3. When a student must care for his or her ill child if:
 - a. The child's physician, physician assistant, or advanced practice registered nurse informs the school, in writing, that the child has a serious health condition that would require the student to be absent from school for two or more consecutive weeks; and
 - b. The student or the student's parent/guardian informs the school, in writing, that the student needs to care for the child during this period.
4. The student must treat physical or mental health complications or address safety concerns arising from domestic or sexual violence when a health care provider or an employee of the student's domestic or sexual violence organization informs the school in writing that the care is needed by the student and will cause the student's absence from school for two or more consecutive weeks.

The school may reassess home instruction provided to a student under No. 3 or No. 4 every two months to determine the student's continuing need for home instruction.

Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

For information on home or hospital instruction, contact the building principal.

2.110 Early Graduation

Students who will have successfully completed graduation requirements after seven (7) semesters may petition to graduate. Applications must be submitted to the building principal prior to the beginning of the student's seventh semester.

Early graduates must make arrangements with the high school office for anything pertaining to the graduation ceremony (i.e. announcements, cap and gown orders, graduation practices, etc.).

Any student enrolled in an off-campus course to fulfill graduation requirements must show documentation of such course(s) by the last day of the seventh semester. Failure to produce this documentation will result in denial of the early graduation petition.

The student and a parent will schedule a conference with the Principal and the counselor prior to the beginning of the student's seventh semester. At the conference the student should be prepared to justify his/her request to graduate early.

2.120 High School Graduation Requirements

Graduation Commencement

All students must be in good standing to be eligible to participate in graduation exercises. All students must have passed all of their required classes, have 28 credits earned, served all disciplinary time owed, and have all outstanding bills paid (registration fees, athletic fees, lunch balance, etc.) **BEFORE GRADUATION PRACTICE.**

Graduation Requirements

To graduate from high school, unless otherwise exempted, each student is responsible for:

1. Completing all State mandated graduation requirements listed below.
2. Completing all District graduation requirements that are in addition to State graduation requirements.
3. Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance.
4. Participating in the State assessment required for graduation.

State Mandated Graduation Requirements

1. Four years of language arts.
2. Two years of writing intensive courses, one of which must be English and the other of which may be English or any other subject. When applicable, writing-intensive courses may be counted towards the fulfillment of other graduation requirements.
3. Three years of mathematics.
4. Two years of science.
5. Two years of social studies, of which at least one year must be history of the United States or a combination of history of the United States and American government. Within the two years of social studies requirement, one semester of civics is required for graduation beginning with the freshman class of 2016-17.
6. One year chosen from (A) music, (B) art, (C) foreign language, which shall be deemed to include American Sign Language, or (D) vocational education.

7. One semester of health education.
8. Daily physical education classes.
9. A course covering American patriotism and the principles of representative government, as enunciated in the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois, and the proper use and display of the American flag.
10. Nine weeks of consumer education.

District Graduation Requirements

1. Four credits in English (1/2 credit in Speech required)
2. Three credits in Science (one credit of Life, Earth, and Physical)
3. Three credits in Social Studies
4. Three credits in Mathematics
5. ½ credit in Introduction to Computers (one semester)
6. ½ credit in College and Career Readiness (one semester)
7. ½ credit in Health (one semester)
8. ½ credit Consumer Education (one semester)
9. ½ credit Drivers Education (9 weeks classroom, 9 weeks behind-the-wheel)
10. Four credits in Physical Education*
11. 8 ½ credits in Electives

*Four credits in Physical Education **are required** unless exemption is claimed according to guidelines; if exempt from Physical Education, additional academic credits will need to be earned to reach the total of 28.

The above requirements do not apply to students with disabilities whose course of study is determined by an Individualized Education Program or students who are exempted from participation in certain courses in accordance with State law.

Free Application for Federal Student Aid (FAFSA) Graduation Requirement

As a prerequisite to receiving a high school diploma, the parent or guardian of each student or, if the student is at least 18 years of age or legally emancipated, the student must comply with either of the following:

- (1) File a FAFSA with the United States Department of Education or, if applicable, an application for State financial aid.
- (2) File a waiver indicating that the parent or guardian or, if applicable, the student understands what the FAFSA and application for State financial aid are and has chosen not to file an application.

Upon request, the school will provide a student and his or her parent or guardian any support or assistance necessary to comply with this requirement.

A school district may award a high school diploma to a student who is unable to meet this requirement due to extenuating circumstances, as determined by the school district, if (i) the student has met all other graduation requirements, and (ii) the principal attests that the school district has made a good faith effort to assist the student or, if applicable, his or her parent or guardian in filing an application or a waiver.

2.130 Complaints About Curriculum, Instructional Materials, and Programs

Parents of guardians have the right to inspect all instructional materials used as a part of their child's education. If you believe that curriculum, instructional materials, or programs violate rights guaranteed by any law of Board policy, you may file a complaint under the District's uniform grievance policy. Parents or guardians with other suggestions or complaints about curriculum, instructional materials, or programs should complete a Curriculum Objection Form, which is available in the school office. A parent or guardian may also request that their child be exempt from using a particular instructional material or program by completing a Curriculum Object Form.

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.

CHAPTER 3: STUDENT FEES AND MEAL COSTS

3.10 Fees, Fines, and Charges; Waiver of Student Fees [Policy 4:140](#)

The school establishes fees and charges to fund certain school activities. Students will not be denied the opportunity to participate in curricular and extracurricular programs of the school district due to the inability of their parent or guardian to pay fees or certain charges. Students whose parent or guardian is unable to afford student fees may receive a fee waiver. A fee waiver applies to all fees related to school, instruction, and extracurricular activities.

Applications for fee waivers may be obtained from the school office and may be submitted by a parent or guardian of a student who has been assessed a fee. As a student is eligible for a fee waiver if at least one of the following prerequisites is met:

1. The student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for federal free meal programs;
2. The student's parent is a veteran or active-duty military personnel with income at or below 200% of the federal property line;
3. The student is homeless, as defined by the McKinney-Vento Homeless Assistance Act.

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

- An illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Unemployment;
- Emergency situations; or
- When one or more of the parents/guardians are involved in a work stoppage.

The building principal will notify the parent/guardian promptly as to whether the fee waiver request has been granted or denied. Questions regarding the fee waiver application process or an appeal of the District's decision to deny a fee waiver should be addressed to the Building Principal. Pursuant to the Hunger-Free Students' Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.

Fines for loss or damage to school property are waived for students who meet certain eligibility guidelines.

Activity Fee Policy

Student extracurricular participants must pay the activity fee for the sport/activity they are involved in prior to the beginning of the first event/meeting of the organization, or they should make alternate arrangements for a payment schedule with the principal. Fees for activities will not be waived. The EASY Program is available to help with extracurricular fees for families who have qualified for free/reduced lunch. Please talk to a building administrator for more information. Participants may receive a refund of the activity fee prior to the first contest of the season only in cases where the participant voluntarily withdraws/quits the activity. No refunds or proration of fees will be made after the first contest of the season and no refunds or prorating of fees will be made at any time, to any participant who is removed from an activity by a coach or administrator for violating team or River Bend rules or Behavior Code. Payment of an activity fee does not ensure a minimum of participation time in athletic events or other

extracurricular activities. High School Activities fees to be determined for the following activities: Interscholastic Athletics, Thespians, Jazz Choir, Jazz Band, Scholastic Bowl Team, Cheerleading, or Speech Team. All athletes must have a school lock for their athletic locker - \$6.00 refundable fee.

Athletic Tickets

High school varsity athletic event tickets at the gate will be \$5.00 for Adults, \$3.00 for Senior Citizens, and \$3.00 for anyone else high school age and under. (*River Bend students – no charge with a school issued River Bend Student Athletic Activity Ticket*). Persons 60 years or older will qualify for a Senior Citizens pass which will allow them to enter all home athletic events. The charge for this pass will be \$20.00 and can be obtained at any school office between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday. Also, the following all-varsity-event tickets will be available in advance (not at the event/gate) and will be good for any varsity sport for the number of events designated on the ticket. Below is a listing of the tickets available, the number of events the tickets will cover, and the actual price per event realized by the purchase of the tickets.

Adults

\$35.00 - 8 events	(Saves .50/ticket)
\$55.00 - 13 events	(Saves .69/ticket)
\$75.00 - 18 events	(Saves .88/ticket)
\$100.00 - 24 events	(Saves .92/ticket)

Any number of persons may use the individual all-varsity-event student or adult ticket up to the number designated on the ticket purchased. (An 8-event ticket will allow one person to attend 8 events, or 8 persons to attend one event, for example).

All-varsity-event tickets will be honored for more than one year, until the number of events designated on the ticket has been used. Tickets will be sold in the high school office between the hours of 8:00 a.m. and 3:30 p.m., Monday through Friday.

3.15 Vandalism

The school district will seek restitution from students and their parents/guardians for vandalism or other students' acts that cause damage to the school property.

3.20 School Lunch Program

STUDENTS MUST OBSERVE THE CLOSED CAMPUS POLICY

Breakfast and Lunch prices are listed on the district website. The student must have money in their account to access their account. Students will not be allowed to eat lunch if their account is negative. Special arrangements will be made for these students. Disciplinary action may result for students who allow their balances to remain negative for long periods of time.

Reimbursable meals

Breakfast – students must be offered all four-food items:

1. Juice, fruit, or vegetable
2. Milk
3. A serving of grains/breads or meat/meat alternate
4. A second serving of grains/breads or meat/meat alternate

Students must choose three full-size portions of the four required food items to count as a reimbursable meal. Students may decline one item or choose all four. No specific item may be required to be taken or refused. If the student is eligible for free or reduced lunch, they can also receive a free or reduced breakfast.

Lunch – students must be offered all five required food items:

1. Meat/meat alternate
2. Milk
3. Grains/breads
4. Serving of vegetables/fruits
5. A second serving of a different vegetable/fruit

Students must choose three full-size portions of the five required food items to count as a reimbursable meal. Students may decline one or two items or choose all five. No specific item may be required to be taken or refused.

If a student wants to purchase a lunch for someone else, they must use their own card. Example: If student #1 wishes to purchase lunch items for student #2. Student #1 must go through the lunch line to purchase the items.

Free and reduced price meals are available for qualifying students. For an application, contact the building principal.

CHAPTER 4: TRANSPORTATION AND PARKING

Students who are licensed to drive by the State of Illinois may drive cars and other vehicles to school. After a student vehicle arrives in the school area, it must be parked. Once the school doors open at 7:45 a.m., occupants must leave the vehicle and go onto school property. When school is dismissed, upon leaving school property, students must leave the school area immediately!

Any student who screeches tires, hotrods, or engages in any unsafe or disruptive action with a vehicle is subject to disciplinary action. A parent conference may be scheduled with the end result being that student's loss of driving privileges to school.

Students that are eligible for school provided transportation will be dropped off and picked up at the south side of the high school building. Once students depart from the school bus they are to immediately enter the school building at the designated area.

4.10 Bus Transportation Policy 4:110

The district provides bus transportation to and from school for all students living 1.5 miles or more from the school. A list of bus stops will be published at the beginning of the school year.

- A. Regular transportation routes shall consist of District-approved pick-up and drop –off points. These will vary from year to year depending on enrollment and exit of students.
- B. A single babysitter option will be considered for a pick-up or drop-off point provided said babysitter's residence is on an existing route and after inspection by the Transportation Director, said stop point is both safe and practical. A single babysitter option is defined as only one standard babysitter that provides for a consistent pick-up or drop-off point. An example of a babysitter option that is **not** acceptable would be a M-W-F request for one babysitter drop-off and T-Th request for another babysitter drop-off.
- C. All parent transportation requests/options shall be submitted in writing and shall be approved only by the Transportation Director and District Administration. Individual bus drivers shall not unilaterally make changes in route stops.
- D. School bus riders are under the jurisdiction of the school bus driver. Respect your driver, do what they tell you, it's for your safety. Remember that unnecessary confusion diverts the driver's attention and could result in a serious accident.

In the interest of the student's safety and in compliance with State law, students are expected to observe the following rules:

Bus Stop/Entering the Bus:

- 1. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles.
- 2. Be on time at the designated school bus stop, help keep the bus on schedule. Parents are responsible for the child's safety getting on and off the bus.
- 3. Be careful in approaching the place where the bus stops. Do not move toward the bus until the bus has been brought to a complete stop.
- 4. Stay off the road at all times while waiting for the bus.
- 5. Observe safety precautions at bus stops. Where it is necessary to cross the highway, proceed to a point at least 10 feet in front of the bus on the right shoulder of the highway where traffic may be observed in both directions. Wait for a signal from the bus driver permitting you to cross.

6. Choose a seat and sit in it immediately upon entering the bus. Sit quietly in your seat and do not leave your seat while the bus is in motion. Do not stand in the entrance or in the aisle.

Conduct on the Bus:

1. Good behavior and behavior that will not distract the bus driver from operating the bus safely is required. Crowding, pushing, scuffling, and other needless commotion are grounds for disciplinary action.
2. Do not talk to the bus driver while the bus is in motion except in emergencies.
3. Do not ask the driver to stop at places other than regular bus stops. The driver is not permitted to do so.
4. Be absolutely quiet when approaching a railroad crossing.
5. Get permission before opening the windows and do not lower them below the line on the bus.
6. Keep all parts of the body and all objects inside the bus.
7. Keep book bags, books, packages, coats and other objects out of the aisles. Keep all body parts clear of the aisles when seated.
8. Eating or drinking is not permitted on the bus.
9. No animals allowed on the bus.
10. Athletic footwear with cleats or spikes is not allowed on the bus.
11. Loud conversation, singing, boisterous conduct, unnecessary noise, or profanity is not allowed. Visiting quietly with your neighbor is acceptable.
12. Electronic devices (such as CD player, cell phones, etc.) are allowed, provided they are in silent mode or headphones/earbuds are worn and are not disruptive to the driver.
13. Never tamper with, damage, or deface anything in or on the bus, or any of the bus or school equipment. Parent/Guardians will be liable for any defacing or damage students do to the bus.
14. Keep the bus neat and clean.

In an Emergency:

1. In the event of an emergency, stay on the bus and await instructions from the bus driver.
2. Use the emergency door only in an emergency.

Disciplinary Action:

1. All school rules will apply while on the bus, at a stop, or waiting for the bus.
2. Inappropriate behavior will be reported to school authorities and failure to observe safety rules may result in suspension from bus services.
3. Parents/Guardians will be notified with a bus conduct report which requires a signature. The Student must return the signed parent/guardian copy of the report to the driver in order to ride the bus.
4. Students may be suspended from riding the school bus for up to ten (10) consecutive school days for engaging in gross disobedience or misconduct. If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the school board may suspend the student from riding the school bus in excess of ten (10) days for safety reasons. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.
5. Video and audio cameras may be active on buses to record student conduct and may be used for the purposes of investigation into misconduct or accidents on the bus.

4.15 Bus Conduct [Policy 7:220](#)

Students are expected to follow all school rules when riding the school bus. A student may be suspended from riding the bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Violating any school rule or school district policy.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the building principal deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the School Board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons.

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.

4.15 Exhibit - School Bus Safety Rules

1. Be aware of moving traffic and pay attention to your surroundings.
2. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles.
3. Arrive on time at the bus stop and stay away from the street while waiting for the bus.
4. Stay away from the bus until it stops completely and the driver signals you to board. Enter in single file without pushing. Always use the handrail
5. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus.
6. Talk quietly on the bus. No shouting or creating loud noises that may distract the driver. Tablets, computers, smart phones, smart watches, and other electronic devices must be silenced on the bus unless a student uses headphones.
7. Help keep the bus neat and clean. Keep belongings out of the aisle and away from emergency exits. Eating and drinking are not allowed on the bus.
8. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that would distract the driver or bother other passengers.
9. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus.
10. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take at least five giant steps (10 feet) away from the bus and out of the danger zone, until you can see the driver and the driver sees you. Never crawl under a bus.
11. If you must cross the street after you get off the bus, wait for the driver's signal and then cross in front of the bus. Cross the street only after checking both ways for traffic, even after the driver's signal.
12. Never run back to the bus, even if you dropped or forgot something.

4.20 Parking

Students may park their vehicles in the lot designated on the south and west sides of the high school between the hours of 8:00am and 4pm. Vehicles must be parked between the painted line, and must be driven under the speed limit of 10 miles per hour while in the lot. Vehicles should be driven safely and must yield to pedestrians. Vehicles parked outside painted lines or designated parking spots may be ticketed or towed at the discretion of the school, at the vehicle owner's expense. Students caught driving recklessly in the parking lot may be subject to disciplinary action.

The lot on the north side of the school are for school staff, personnel, and others designated by administration. These lots MAY NOT be used by students at any time. Student vehicles parked in these lots may be ticketed or towed at the discretion of administration.

The school is not responsible for student vehicles, any possessions left in them, or anything attached to the vehicles. STUDENTS PARK THEIR VEHICLES ON OR NEAR SCHOOL PROPERTY AT THEIR OWN RISK. Students should be aware their vehicles are not protected in any way while in the parking lot, and items of value should not be left in or near the vehicle while unattended.

Students have no reasonable expectation of privacy in cars parked on school grounds. School lots are regularly searched by contraband dogs, administration, and police officers. Students should be aware that items and spaces on school grounds are subject to search and viewed by others, and that prohibited items discovered during the course of a search may result in discipline, including, but not limited to, expulsion from school.

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.

Video cameras may be active in parking lots and may be used for the purposes of investigation into student misconduct. Discipline for misconduct includes all disciplinary measures in the student discipline code and/or withdrawal of parking privileges.

CHAPTER 5: HEALTH AND SAFETY

Accidents

In the event of an accident involving a student, every precaution will be taken to administer the proper first aid and to request the assistance of a medical professional, if it is deemed necessary. If the accident is of a serious nature, the school authorities will notify the parents, who then shall assume responsibility. If they are unable to reach the parent, the student will be taken for medical treatment or examination by ambulance, if deemed necessary.

Asbestos

The River Bend CUSD #2 conducts surveillance inspections for asbestos containing materials every six months.

The Asbestos Management Plans and Inspection Reports may be examined at the individual school offices and at the Superintendent's office. Questions regarding any asbestos concerns may be answered by contacting the Superintendent at (815) 589-2711.

This is to inform you of the status of River Bend CUSD #2 Asbestos Management Plan(s). It has been determined by the Illinois Department of Public Health and the Federal Environmental Protection Agency that asbestos is a potential health hazard and precautions should be taken to avoid disturbing any asbestos containing materials.

As required, our building(s) were initially inspected for asbestos on August 9, 1988. The AHERA law requires that a visual surveillance of asbestos containing areas be completed every six months, and a re-inspection conducted every three years which was completed on September 15, 2021. Any evidence of disturbance or change in condition will be documented in the Management Plan as required.

5.10 Immunization, Health, Eye, and Dental Examination Policy 7:100

Required Health Examinations and Immunizations

In accordance with the laws of the State of Illinois, all students are required to present appropriate proof of a health examination and the immunizations against, and screenings for, preventable communicable diseases (measles, mumps, rubella, diphtheria, tetanus, pertussis, hepatitis B, polio, and varicella) within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth and ninth grades; and
3. Enrolling in an Illinois school for the first time, regardless of the student's grade.

Pre-School	FES	RBMS	FHS
DPT	DPT	Tdap	Tdap
Polio	Polio	Polio	Polio
MMR	MMR	MMR	MMR
Varicella	Varicella	Varicella	Varicella
Hepatitis B		Hepatitis B	Hepatitis B
Pneumococcal		Meningococcal	Meningococcal
Hib			

*Varicella – two doses starting in Kindergarten

*Meningococcal – 6th & 7th Grades – one dose; 12th Grade – two doses

Children entering Kindergarten are required to have a lead screening. Proof of immunization against meningococcal disease is required for students in grades 6 and 12. 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. Physicals must be on an Illinois Department of Health form and on file in the school where the student is in attendance. Forms are available in all school offices. Physical exams by chiropractors are not accepted in the State of Illinois. 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. 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.

Eye Examination

All students entering kindergarten or the 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.

Dental Examination

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 student’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.

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.

5.20 Student Medication Policy 7:270

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 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/or self administer diabetic testing supplies, equipment, 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/or 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.

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.

Undesignated Medications

The school may maintain the following undesignated prescription medications for emergency use: (1) Asthma medication; (2) Epinephrine injectors; (3) Opioid antagonists; and (4) Glucagon. No one, including without limitation, parents/guardians of students, should rely on the school or district for the availability of undesignated medication. This procedure does not guarantee the availability of undesignated medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

Emergency Aid to Students

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

In the event of an accident involving a student, every precaution will be taken to administer the proper first aid and to request the assistance of a medical professional, if it is deemed necessary. If the accident is of a serious nature, the school authorities will notify the parents, who then shall assume responsibility. If they are unable to reach the parent, the student will be taken for medical treatment or examination by ambulance, if deemed necessary.

5.30 Guidance and Counseling

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

Under Illinois law, any student 12 years of age or older may receive counseling services without consent of the student's parent/guardian. However, until the consent of the student's parent/guardian has been obtained, counseling services provided to a student under the age of 17 are generally limited to no more than eight 90-minute sessions

The guidance program is available to assist students in identifying career options consistent with their abilities, interests, and personal values. Students are encouraged to seek the help of counselors to develop class schedules that meet the student's career objectives. High school juniors and seniors have the opportunity to receive college and career-oriented information. Representatives from colleges and universities, occupational training institutions and career-oriented recruiters, including the military, may be given access to the school campus in order to provide students and parents/guardians with information.

Counselor Confidentiality

Based on a strong foundation in federal law, Illinois Code, and by general counselor codes of ethics, students are entitled to a confidential relationship with their counselor when discussing personal problems. Section 622.10 of the Illinois Code says in part:

No qualified school counselor, who obtains information by reason of his employment as a qualified school counselor shall be allowed, in giving testimony, to disclose any confidential communications properly entrusted to him by a pupil or his parent or guardian.

Exceptions to maintaining confidentiality exist where the counselor is aware of a serious danger to health or well-being. For a more complete discussion on counselors and keeping your confidence, please consult with a member of the counseling staff. Parents who desire a more complete discussion should likewise consult a counselor, or the school administration.

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, and a minimum of one (1) law enforcement lockdown drill to address a school shooting incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. The law enforcement lockdown drill will be announced in advance and a student's parent/guardian may elect to exclude their child from participating in this drill. All other drills will not be preceded by a warning to students.

5.50 Communicable Disease

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 to the school a letter from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease.

5.60 Head Lice

The school will observe the following procedures regarding head lice.

1. Parents are required to notify the school nurse if they suspect their child has head lice.
2. Infested students will be sent home following notification of the parent or guardian.
3. The school will provide written instructions to parent or guardian regarding appropriate treatment for the infestation.
4. A student excluded because of head lice will be permitted to return to school only when the parent or guardian brings the student to school to be checked by the school nurse or building principal and the child is determined to be free of head lice and eggs (nits). Infested children are prohibited from riding the bus to school to be checked for head lice.

5.70 Targeted School Violence Prevention Program

Targeted School Violence Prevention Program

Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate. Providing students and staff with access to a safe and secure environment is an important goal of the School and District. While it is not possible to completely eliminate threats, the School and District maintain a Targeted School Violence Prevention Program and a Threat Assessment Team to reduce these risks to its environment.

Parents/guardians and students are encouraged to report any expressed threats or behaviors that may represent a threat to the community, School, or self. Reports can be made to any school administrator, law enforcement authorities, or the Safe2Help Illinois helpline (www.safe2helpil.com/)

Students and parents are urged to participate in behavioral threat assessment and intervention programs if the Behavioral Threat Assessment Team believes that intervention is necessary to prevent a student from harming themselves or others. However, if for some reason there is a reluctance to participate in the process by the threat maker(s) or parent/guardian(s), the threat assessment process will continue in order to ensure a safe and caring learning environment for all.

For further information, please contact the Building Principal.

5.80 Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence

Domestic and sexual violence affect a student's ability to learn. Students who are parents or expectant parents have unique needs. Providing support services that enable students who are parents, expectant parents, or victims of domestic or sexual violence (Article 26A Students) to succeed in school are important school and district goals and are required by law.

Requesting Support Services

To facilitate the full participation of Article 26A Students, the school district provides in-school support services and information regarding non-school-based support services. Article 26A Students are also able to make up work missed on account of circumstances related to their status as a parent, expectant parent, or victim of domestic or sexual violence.

In-school support services include, but are not limited to, enabling a student to meet with counselors or other service providers, excusing the student from class as necessary for circumstances consistent with their Article 26A status, and assisting students with the development of a student success plan.

An Article 26A Student and/or their parent/guardian may request a complete copy of the District's policies related to Article 26A Students and information on support services by contacting the Article 26A Resource Person listed below.

Filing a Complaint

An Article 26A Student and/or their parent/guardian may file a complaint for violations of this procedure with the Nondiscrimination Coordinator, Title IX Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is comfortable speaking.

Retaliation Prohibited

Retaliation against an Article 26A Student or their parent/guardian for exercising or attempting to exercise their rights under this procedure is prohibited. Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

CHAPTER 6: DISCIPLINE AND CONDUCT

6.10 General Building Conduct

Code of Conduct

Students in the River Bend School District are expected to conduct themselves as desirable members of society. General standards of conduct include: regular attendance, politeness in conduct, serious application to school work, due consideration of the rights of others, and pride in the school building and grounds. These are the criteria, which all students in the River Bend Schools are expected to meet. At all times, students shall conduct themselves in such a manner that no criticism will be brought on themselves, the school, or the community. Good sportsmanship will be displayed regardless of the outcome of any contest. Students shall be responsible for their conduct at all school sponsored activities, shall be subject to all regulations of the school, and will be governed accordingly. Self-discipline is the best kind of discipline. Students should strive toward self-discipline by recognizing their responsibility and using good discretion. This may be achieved by making proper behavioral choices.

Administrative Responsibilities

- To provide the educational leadership and the administrative skills to build a trusting community through which the total development of each student is promoted.
- To provide encouragement and understanding to the faculty and students, recognizing each as a unique individual.
- To strive for harmony with the school community, providing an opportunity for honest, open communication.

6.20 School Dress Code and Student Appearance

Students are expected to wear clothing in a neat, clean, and well-fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment.

- Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols, and the confederate flag.
- Hats, bandannas, and sunglasses may not be worn in the building during the school day. These items must be kept in lockers during the school day.
- Hair styles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education class.
- Clothing that is poorly fitting, showing skin and/or undergarments may not be worn at school.
- All clothing must be appropriate for school.
- Revealing or tight-fitting materials/apparel are not appropriate.
- The length of shorts and skirts must be appropriate for the school environment.
- Appropriate footwear must be worn at all times.
- If there is any doubt about dress and appearance, the building principal will make the final decision.
- 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.
- Backpacks will not be allowed in the classroom. Students are to use their lockers between classes. This includes any size of backpack or purse.

Students will be asked to change their clothing if it is determined by the FHS administration to be distracting or inappropriate. Students who repeatedly violate the dress code and those who refuse to change their clothing when asked may be subject to disciplinary consequences.

6.30 Student Behavior

A student's conduct must be such that the educational process can proceed in an orderly manner. All students are expected to conduct themselves properly through self-control and by showing and maintaining respect for adult authority. Each teacher of a classroom in grades 9 – 12 will develop and post a Social Contract in their classroom. The student is expected to show:

1. Respect for property belonging to:
 - A. classmates and themselves;
 - B. the teacher and the school;
 - C. the neighbors of the school (littering, smoking, or cutting through the property of neighbors, would all be examples of failure to assume responsibility in this area)
2. Responsibility to self by:
 - A. refraining from the use of alcoholic beverages and the misuse of drugs;
 - B. being in daily attendance at school;
 - C. educational success;
 - D. developing personal integrity, truthfulness, and honesty
3. Time served:
 - A. Any disciplinary time missed will be accumulated
 - B. Any student who owes two (2) hours or more has to serve that time in order to participate or attend any extracurricular events. This includes walking at graduation.

Fulton High School Cell Phone Usage Policy

To maintain a focused, respectful, and disruption-free learning environment, the use of cell phones and all personal electronic devices during class time is strictly prohibited.

Expectations:

- All phones must be placed in the assigned cell phone holder before class begins and remain there for the duration of the class bell to bell.
- Students will be assigned a cell phone spot holder for each class. If the phone is not put in the holder the student will be sent to the office.
- A student that refuses to put their phone in the holder will automatically be referred to the office.
- At no time during instruction may phones be used, visible, or audible. Phones should not be accessed at any time during the class period.
- If students access their phones in non-passing periods, they will be sent to the office.
- Earbuds and headphones are not to be used during class unless specifically permitted by the teacher for academic purposes.
- Smartwatches must not be used for communication or other distractions. If they become a disruption, the teacher has the authority to require their removal.
- Phones and personal electronic devices may only be used during passing periods and lunch.
- Students not in classes, such as the LRC, Sauk Classes, student services and the office will need to house their cellular device in the holder in that space.

- To enforce this policy, students may be wanded for electronic devices, and lockers may be checked at any time.

Consequences for Violating the Policy:

1. **1st Offense:** Phone is taken to the office and held for the remainder of the day. Students may retrieve it at 3:05 PM.
2. **2nd Offense:** Students receive a 2-hour After-School Assignment (ASA).
3. **3rd Offense:** Loss of cell phone privileges for the remainder of the semester. Students will be wanded, locker checked, teacher notified, and parents contacted.
4. **4th Offense:** In-School Suspension (ISS).
5. **5th Offense:** Out-of-School Suspension (OSS).

This policy is enforced without exception. Repeated disregard for these rules will result in escalating disciplinary action. Students are expected to follow all electronic device expectations to support a positive and productive classroom environment.

The administration will treat all students fairly. Fairly does not always mean equally for each student. When evaluating disciplinary actions, the following criteria will be considered: Seriousness of the offense, past history, resulting impact on the educational environment, appropriateness of the consequence, and what is in the best interest of the student. Administration has listed various levels of disciplinary action below.

LEVEL I – Minor Misconduct (Cumulative for Semester)

- A. Misconduct which is to be handled by teaching personnel includes minor classroom offenses

POSSIBLE CONSEQUENCES: Teacher detention, parent phone call or office referral

LEVEL II – Offenses (Cumulative for Semester)

- A. Excessive Level I offenses
- B. Leaving class without permission (potential truancy)
- C. Hallway offenses (using the West Gym as a hallway, littering, embracing, kissing)
- D. Excessive disruptive behavior in class
- E. Any type of satanic activities or drawings
- F. Refusal to do assigned work/sleeping during class
- G. Behavior endangering the safety of other students such as throwing objects, etc.
- H. FHS Cell Phone Usage Policy
- I. Dress code violations
- J. Refusal to serve a lunch restriction
- K. School approved beverages will be allowed as long as water, sports drinks, protein shakes, etc are in a container with a lid and does not exceed 40 ounces.
- L. Food in the classroom
 - a. Snacks, such as protein bars, mixed nuts, a piece of fruit, etc. are allowed during passing periods and must be finished at the beginning of class with teacher permission. Breakfast is to be consumed in the cafeteria.
- M. Students are not allowed to have food delivered to the school unless there is administrative approval. This includes food delivered to any door at Fulton High School.
- N. Failure to serve an academic detention
- O. Academic Dishonesty - second offense

- P. Use of profanity
- Q. Technology policy violations including but not limited to excessive borrowing of loaner Chromebooks and misuse of the District email system.
- R. Removal From Class
 - a. The goal of the District is to develop all persons to their capabilities, teachers in the River Bend Schools have the right and obligation to remove disruptive students from their classrooms for one (1) class meeting or session. Upon removal from class by a teacher, the Principal/designee will hold a conference with the student. They will face appropriate disciplinary action at this time.
 - b. Students who continually disrupt class(es) and are removed from class will face further and increased disciplinary action. These actions may include parent conferences, detention, suspensions, and expulsion. Alternative actions, as deemed necessary by the Principal, could also be used.

POSSIBLE CONSEQUENCES: parent phone call, parent conference, Office detention, 2 hour After School Assignment

LEVEL III – Offenses (Cumulative for school year)

- A. Excessive Level II offenses
- B. Failure to serve an assigned office detention or After School Assignment
- C. Disobedience to school personnel
- D. Rude and disrespectful behavior to school personnel
- E. Profanity or obscene gesture towards school personnel
- F. Smoking or use of tobacco at school or school activity
- G. Possession of tobacco or smoking materials

POSSIBLE CONSEQUENCES: Parent Conference, 2 hour After School Assignment, In School Suspension, Out of School Suspension

LEVEL IV – Offenses (Cumulative for school year)

- A. Excessive Level II offenses
- B. Fighting at school or at a school sponsored activity
- C. Excessive use of profanity
- D. Use of ethnic slurs, or obscene gestures
- E. Willful destruction or defacing of school property
- F. Theft at school or a school sponsored event
- G. Continued harassment of another student or threatening/bullying another student
- H. Involvement in gangs or gang related activities
- I. Threatening gun violence toward school

POSSIBLE CONSEQUENCES: In School Suspension, Out of School Suspension, Expulsion

LEVEL V – Offenses

- A. Possession, consumption, selling, delivery, or supplying drugs, look-alike drugs, drug paraphernalia, or alcohol at school, in the proximity of the school, or school sponsored activities
- B. Possession of a weapon or look-alike weapons. The definition of weapons for which students can be expelled is expanded to include knives, shotguns, brass knuckles, billy clubs, look-alikes, or

any other item that can reasonably be considered, or looks like a weapon (such as bats, pipes, sticks, etc.).

- C. Bomb threat
- D. Any violation of the Major Disciplinary Violations listed below

POSSIBLE CONSEQUENCES: Out of School Suspension, Expulsion

Prohibited Student Conduct

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

1. Using, possessing, distributing, purchasing, selling or offering tobacco or nicotine materials, including electronic cigarettes, e-cigarettes, vapes, vape pens, or other vaping related products.
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, controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law).
 - 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 unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law.
 - 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. "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.
 - g. 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.

- h. 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 a table or powdered form.

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 have the prohibited substance, as applicable, in their possession.

- 4. Using, possessing, controlling or transferring a “weapon” or violating the procedures listed below under the Weapons Prohibition section of this handbook procedure.
- 5. Using or possessing an electronic paging device.
- 6. Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar 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 and 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 telephone, commonly known as “sexting.” Unless otherwise banned under this policy or by the building principal, all cellular phones, smartphones and other 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); (c) it is used during the student’s lunch period; or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals..
- 7. Using or possessing a laser pointer unless under a staff member’s direct supervision and in the context of instruction.
- 8. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a staff member’s request to stop, present school identification or submit to a search.
- 9. 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.
- 10. Engaging in bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. 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.
- 11. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault.
- 12. Engaging in teen dating violence.
- 13. Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person’s personal property.
- 14. Entering school property or a school facility without proper authorization.
- 15. In the absence of a reasonable belief that an emergency exists, calling emergency responders (calling 9-1-1); 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.

16. Being absent without a recognized excuse.
17. Being involved with any public school fraternity, sorority, or secret society.
18. Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
19. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing.
20. 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.
21. 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.
22. Operating an unarmed aircraft system (AUS) or drone for any purpose on school grounds or at any school event unless granted permission by the building principal.
23. Sexting, which, for purposes of this procedure, is that act of creating, sending, sharing, viewing, receiving, or possessing sexually explicit messages, images, or videos electronically, regardless of whether they are authentic or computer-generated, through the use of a computer, electronic communication device, or cellular phone. Sexting also includes creating, sending, sharing, viewing, receiving, or possessing indecent visual depictions, non-consensual dissemination of sexually explicit digitized depictions, as defined in State law.

For purposes of these rules, 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; (d) at any location on school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person.

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.

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.

When and Where Conduct Rules Apply

Grounds for discipline apply whenever the student’s conduct is reasonably related to school or school activities. This includes, but is not limited to, misconduct: (1) on or within sight of school grounds, before, during or after school hours; (2) at a school sponsored event, on or off school grounds; or (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 of school voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following measures:

1. Notifying parents/guardians.
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.
7. After-school study or Saturday study provided the student's parent/guardian has been notified. (If transportation arrangements cannot be made in advance, an alternative disciplinary measure will be assigned to the student.)
8. Community service.
9. Seizure of contraband; confiscation and temporary retention of the personal property that was used to violate school rules.
10. Suspension of bus riding privileges.
11. Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.
12. Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years. An expelled student is prohibited from being on school grounds.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for transfer under State law.
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, such as, 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 or 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.

Detention Policy

Teacher detentions will be up to 40 minutes in length, unless parents agree to a longer period for a tutorial in a subject. Students will be given written notice of teacher detentions. Students will be given at least one 24-hour period to arrange their schedules to accommodate a detention. (Example: Detentions given on Wednesday should be served on Thursday or at a later time as assigned by the teacher.)

Administrative detentions - 30-minute detention hall will be scheduled throughout the week; before school times (7:30-8:00 a.m.) and after school times (3:05-3:35p.m.) will be scheduled. Due to school holidays and other conflicts, a detention hall may be rescheduled to another day of the week.

Materials: All students are required to bring study materials to the detention. A teacher may require a particular set of materials when the detention is served in their classroom.

Rules:

1. Students should arrive on time.
2. Students must have study materials.
3. Students will sit where assigned.
4. Students will sit quietly.
5. Uncooperative students will not be given credit and may be referred to the office for further disciplinary action.

After School Assignment

After School Assignment is an alternative to suspension from school. An After School Assignment is a two (2) hour administrative detention that will be scheduled once per week, on Wednesdays or Thursdays. After School Assignment will begin at 3:10 p.m. and end at 5:10 p.m. Administrative detention rules will apply.

A student who serves an After School Assignment will not be allowed to participate in any extra-curricular competitions that evening. They may attend practice.

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

Corporal punishment is illegal and will not be used. 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. The use of prone restraint is prohibited.

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 not less than one year but not more than 2 calendar years:

(1) A firearm, meaning any gun, rifle, shotgun, weapon as defined by Section 921 of Title 18 of the United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act, or firearm as defined in Section 24-1 of the Criminal Code of 1961. The expulsion period may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

(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 may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

Gang and Gang Activity Prohibited

"Gang" is defined as any group, club or organization of two or more persons whose purposes include the commission of illegal acts. No student on or about school property or at any school activity or whenever the student's conduct is reasonably related to a school activity, shall: (1) wear, possess, use, distribute, display, or sell any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; commit any act or omission, or use either verbal or non-verbal gestures, or handshakes showing membership or affiliation in a gang; or (2) use any speech or commit any act or omission in furtherance of the interest of any gang or gang activity, including, but not limited to, soliciting others for membership in any gangs; (3) request any person to pay protection or otherwise intimidate, harass or threaten any person; (4) commit any other illegal act or other violation of district policies, (5) or incite other students to act with physical violence upon any other person.

Re-Engagement of Returning Students

The building principal or designee shall meet with a student returning to school from an out-of-school suspension, expulsion or alternative school setting. The goal of this meeting shall be to support the student's ability to be successful in school following a period of exclusion and shall include an opportunity for students who have been suspended to complete or make-up missed work for equivalent academic credit.

6.40 Prevention of and Response to Bullying, Intimidation, and Harassment [Policy 7:180](#)

Prevention of and Response to Bullying, Intimidation, and Harassment

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 and providing all students equal access to a safe, non-hostile learning environment are important district and school goals.

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge from military service, sex, sexual orientation, gender orientation, gender-related identity or expression, ancestry, age, religion, physical or mental disability, physical appearance, socioeconomic status, academic status, order of protection status, homelessness, actual or marital status, parenting status, pregnancy, parenting status, 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.

Bullying includes cyber-bullying and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

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

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying. Cyberbullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Students are encouraged to immediately report bullying. A report may be made orally or in writing to the building principal, nondiscrimination coordinator, district complaint manager or any staff member with whom the student is comfortable speaking. All school staff members are available for help with a bully or to make a report about bullying. 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.

Email Address

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 for 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 remedial actions.

Students and parents/guardians are also encouraged to read the following school district policies: 7:20, Harassment of Students Prohibited and 7:180, Prevention of and Response to Bullying, Intimidation and Harassment.

Consistent with federal and State laws and rules governing student privacy rights, the school shall make diligent efforts to notify a parent or guardian within 24-hours after the school's administration is made aware of a student's involvement in an alleged bullying incident. The term "bullying incident" includes individual instances of bullying, as well as all threats, suggestions, or instances of self-harm determined to be a result of bullying. Notification to a parent or guardian shall include, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.

6.42 Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited

Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited

Discrimination and harassment on the basis of race, color, or national origin negatively affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from such discrimination and harassment is an important District and School goal. The District and School do not discriminate on the basis of actual or perceived race, color, or national origin in any of its education programs or activities and comply with federal and State non-discrimination laws.

Examples of Prohibited Conduct

Examples of conduct that may constitute discrimination on the basis of race, color, or national origin include: disciplining students more harshly and frequently because of their race, color, or national origin; denying students access to high-rigor academic courses, extracurricular activities, or other educational opportunities based on their race, color, or national origin; denying language services or other educational opportunities to English learners; and assigning students special education services based on a student's race, color, or national origin.

Harassment is a form of prohibited discrimination. Examples of conduct that may constitute harassment on the basis of race, color, or national origin include: the use of racial, ethnic or ancestral slurs or stereotypes; taunts; name-calling; offensive or derogatory remarks about a person's actual or perceived race, color, or national origin; the display of racially-offensive symbols; racially-motivated physical threats and attacks; or other hateful conduct.

Making a Report or Complaint; Investigation Process

Individuals are encouraged to promptly report claims or incidents of discrimination or harassment based on race, color, or national origin to the Nondiscrimination Coordinator, a Complaint Manager, or any employee with whom the student is comfortable speaking. Reports will be processed under the District's Uniform Grievance Procedure.

Reports and complaints of discrimination or harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

Federal and State Agencies

If the District fails to take necessary corrective action to stop harassment based on race, color, or national origin, further relief may be available through the Illinois Dept. of Human Rights (IDHR) or the U.S. Dept. of Education's Office for Civil Rights. To contact IDHR, go to: <https://dhr.illinois.gov/about-us/contact-idhr.html> or call (312) 814-6200 (Chicago) or (217) 785-5100 (Springfield).

Prevention and Response Program

The District maintains a prevention and response program to respond to complaints of discrimination based on race, color, and national origin, including harassment, and retaliation. The program includes procedures for responding to complaints which:

1. Reduce or remove, to the extent practicable, barriers to reporting discrimination, harassment, and retaliation;
2. Permit any person who reports or is the victim of an incident of alleged discrimination, harassment, or retaliation to be accompanied when making a report by a support individual of the person's choice who complies with the District's policies and rules;
3. Permit anonymous reporting, except that an anonymous report may not be the sole basis of any disciplinary action;
4. Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis;
5. Offer, but do not require or unduly influence, a person who reports or is the victim of an incident of harassment or retaliation the option to resolve allegations directly with the accused; and
6. Protects a person who reports or is the victim of an incident of harassment or retaliation from suffering adverse consequences as a result of a report of, investigation of, or a response to the incident.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, up to and including discharge.

Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, including but not limited to, suspension and expulsion, consistent with the student discipline information in this handbook.

Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to remedial and/or disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints, participating in the complaint process, or otherwise providing information about discrimination or harassment based on race, color, or national origin is prohibited.

Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

6.45 Harassment and Teen Dating Violence Prohibited Policy 7:185 and 7:185-E

Harassment Prohibited

No person, including a school district employee, 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; physical appearance;

socioeconomic status; academic status; 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.

Sexual Harassment Prohibited (Title IX)

The school and 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.

A District employee, agent, or student violates this prohibition whenever that person engages in conduct on the basis of sex that causes another person to be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any education program or activity operated by the District. Sex discrimination includes discrimination on the basis of sex, stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and/or gender identity.

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 Report or Complaint

Students are encouraged to promptly report claims or incidents of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Title IX Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the student is comfortable speaking.

Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to discipline.

Investigation Process

Reports and complaints of discrimination or harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, up to and including discharge.

Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, including but not limited to, suspension and expulsion, consistent with the student discipline information in this handbook.

Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent/guardian, invitee, etc. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to remedial and/or disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints, participating in the complaint process, or otherwise providing information about discrimination or harassment based on race, color, or national origin is prohibited. Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

6.50 Cafeteria Rules

Students may not leave campus during lunch, except with permission granted by administration or authorized staff. During lunch, students must proceed directly to the cafeteria or designated lunch area, and, after getting their lunch, shall immediately sit in a chair at a table. Students shall remain seated until the lunch tone rings, at which point they shall clean the area in which they are seated, dispose of any trash in the appropriate receptacle, and exit the cafeteria to their assigned location. Students shall follow all cafeteria rules during lunch.

Cafeteria Rules:

- Students shall not save seats for other students.
- Loud talking, yelling, screaming, and other disruptions are prohibited.
- Students shall not throw food or drinks.
- Students shall not trade food.
- Vending machines are provided for student convenience. Students shall not misuse, abuse, attempt to dismantle or cheat the machine, and must wait in line to use the machines. Students may not save spots in line, cut in line, or otherwise cheat or intimidate their way into line.
- Students shall not save places in line, cut in line, or otherwise cheat or intimidate their way into line for food service.
- Students shall not leave the cafeteria until after the appropriate tone rings, or otherwise directed by staff.
- Students shall follow the instructions of the cafeteria aides and other staff and show proper respect toward all cafeteria personnel.
- Students shall immediately become silent when staff or presenters make announcements in the cafeteria.
- Students shall report spills and broken containers to cafeteria staff immediately.

Misbehavior will result in disciplinary action according to the school's disciplinary procedures.

6.60 Field Trips

A well-planned field trip is considered an enriching experience which can contribute to the total education of children. Field trips are planned by school personnel in consultation with the principal. Transportation plans are arranged by the teacher.

Permission slips describing each field trip will be sent home. These MUST be returned with the parent or guardian's signature in order for the children to participate. Phone permission by parent or guardian on the day of the field trip will not be accepted. Parents may be asked to help with transportation and supervision. All River Bend District Rules and Regulations apply while a student is on a field trip. Any student that acts inappropriately or poorly represents our school is subject to discipline.

6.70 Access to Student Social Networking Passwords and Websites

School officials may conduct an investigation or require a student (and/or their parent/guardian) 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.

6.80 Student Use of Electronic Devices

The use of electronic devices and other technology at school is a privilege, not a right. Students are prohibited from using electronic devices, except as provided herein. An electronic device includes, but is not limited to, the following: cell phone, smart phone, audio or video recording device, personal digital assistant (PDA), ipod®, ipad®, laptop computer, tablet computer or other similar electronic device. Pocket pagers and other paging devices are not allowed on school property at any time, except with the express permission of the building principal.

During instructional time, which includes class periods and passing periods, electronic devices must be kept powered-off and out-of-sight unless: (a) permission is granted by an administrator, teacher or school staff member; (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.

Students are allowed to use electronic devices during non-instructional time, which is defined as before and after school and during the student's lunch period.

Electronic devices may never be used in any manner that disrupts the educational environment, violates student conduct rules or violates the rights of others. This includes, but is not limited to, the following: (1) using the device to take photographs in locker rooms or bathrooms; (2) cheating; and (3) creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction or non-consensual dissemination of private sexual images (i.e., sexting).

The school and school district are not responsible for the loss, theft or damage to any electronic device brought to school.

Students in violation of this procedure are subject to the following consequences:⁴

1. First offense – The device will be confiscated by school personnel. A verbal warning will be assigned. The student will receive the device back at the end of the day in the school office.

2. Second offense – The device will be confiscated. A detention will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office.
3. Third offense – The device will be confiscated. A detention will be assigned. The student's parent/guardian will be notified and required to pick up the device in the school office. Additionally, the student will be prohibited from bringing the device to school for the next 10 school days. If the student is found in possession of the device during this 10-day period, the student will be prohibited from bringing the device to school for the remainder of the school year. The student will also face consequences for insubordination.
4. Fourth and subsequent offense – The device will be confiscated. The student will be assigned a detention and will be prohibited from bringing the device to school for the remainder of the school year. The student's parent/guardian will be notified and required to pick up the device in the school office. The student will also face consequences for insubordination.

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.

CHAPTER 7: INTERNET, TECHNOLOGY, AND PUBLICATIONS

7.10 Acceptable Use of the District's Electronic Networks

All use of the District's electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or prohibited behavior by users. However, some specific examples are provided. **The failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or legal action.**

Terms and Conditions

The term *electronic* networks includes all the District's technology resources, including, but not limited to:

1. The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-provided Wi-Fi hotspots, and any District servers or other networking infrastructure;
2. Access to the Internet or other online resources via the District's networking infrastructure or to any District-issued online account from any computer or device, regardless of location;
3. District-owned and District-issued computers, laptops, tablets, phones, or similar devices.

Acceptable Use - Access to the District's electronic networks must be: (a) for the purpose of education or research, and be consistent with the District's education objectives, or (b) for legitimate business use.

Privileges - Use of the District's electronic networks is a privilege, not a right, and inappropriate use may result in a cancellation of those privileges, disciplinary action, and/or appropriate legal action. The system administrator or Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. His or her decision is final.

Unacceptable Use - The user is responsible for his or her actions and activities involving the electronic networks. Some examples of unacceptable uses are:

1. Using the electronic networks for any illegal activity, including violation of copyright or other intellectual property rights or contracts, or transmitting any material in violation of any State or federal law;
2. Using the electronic networks to engage in conduct prohibited by board policy;
3. Unauthorized downloading of software or other files, regardless of whether it is copyrights or scanned for malware;
4. Unauthorized use of personal removable media devices (such as flash or thumb drives);
5. Downloading of copyrighted material for other than personal use;
6. Using the electronic networks for private financial or commercial gain;
7. Wastefully using resources, such as file space;
8. Hacking or attempting to hack or gain unauthorized access to files, accounts, resources, or entities by any means;
9. Invading the privacy of individuals, including the unauthorized disclosure, dissemination, and use of information about anyone that is of personal nature, such as a photograph or video;
10. Using another user's account or password;
11. Disclosing any network or account password (including your own) to any other person, unless requested by the system administrator;
12. Posting or sending material authored or created by another without his/her consent;
13. Posting or sending anonymous messages;
14. Creating or forwarding chain letters, spam, or other unsolicited messages;

15. Using the electronic networks for commercial or private advertising;
16. Accessing, sending, posting, publishing, or displaying any abusive, obscene, profane, sexual, threatening, harassing, illegal, or knowingly false material;
17. Misrepresenting the user's identity or the identity of others; and
18. Using the electronic networks while access privileges are suspended or revoked.

Network Etiquette - The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

1. Be polite. Do not become abusive in messages to others.
2. Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
3. Do not reveal personal information, including the addresses or telephone numbers, of students or colleagues.
4. Recognize that the District's electronic networks are not private. People who operate District technology have access to all email and other data. Messages or other evidence relating to or in support of illegal activities may be reported to the authorities.
5. Do not use the networks in any way that would disrupt its use by other users.
6. Consider all communications and information accessible via the electronic networks to be private property.

No Warranties - The District makes no warranties of any kind, whether express or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Indemnification - By using the District's electronic networks, the user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Security - Network security is a high priority. If the user can identify or suspects a security problem on the network, the user must promptly notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep user account(s) and password(s) confidential. Do not use another individual's account without written permission for that individual. Attempts to log-on to the network as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the networks.

Vandalism - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of malware, such as viruses and spyware.

Telephone Charges - The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, texting or data use charges, long-distance charges, per-minute surcharges and/or equipment or line costs.

Copyright Web Publishing Rules - Copyright law and District policy prohibit the re-publishing of text or graphics found on the Internet or on District websites or file servers/cloud storage without explicit written permission.

1. For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.
2. Students engaged in producing web pages must provide library media specialists with email or hard copy permissions before the web pages are published. Printed evidence of the status of public domain documents must be provided.
3. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.
4. The fair use rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.
5. Student work may be only published if there is written permission from both the parent/guardian and student.

Use of Email - The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students in fulfilling their duties and responsibilities, and as an education tool.

1. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited.
2. Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum.
3. Electronic messages transmitted via the District's Internet gateway carry with them an identification of the user's Internet domain. This domain is a registered name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how much messages might reflect on the name and reputation of the District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients.
4. Any message received from an unknown sender via the Internet, such as spam or potential phishing emails, should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of the message's authenticity and the nature of the file so transmitted.
5. Use of the District's email system constitutes consent to these regulations.

Internet Safety

Internet access is limited to only those *acceptable uses* as detailed in these procedures. Internet safety is supported if users will not engage in unacceptable uses, as detailed in these procedures, and otherwise follow these procedures.

Staff members will supervise students while students are using District Internet access to ensure that the students abide by the *Terms and Conditions* for Internet access contained in these procedures.

Each District computer with Internet access has a filtering device that blocks entry to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Superintendent or designee.

The system administrator and Building Principals shall monitor student Internet access.

7.20 Guidelines for Student Distribution of Non-School Sponsored Publications Policy

7:315

A student or group of students seeking to distribute more than 10 copies of the same material on one or more days to students must comply with the following guidelines:

1. The student(s) must notify the building principal of the intent to distribute, in writing, at least 24 hours before distributing the material. No prior approval of the material is required.
2. The material may be distributed at times and locations determined by the building principal, e.g., before the beginning or ending of classes at a central location inside the building.
3. The building principal may impose additional requirements whenever necessary to prevent disruption, congestion, or the perception that the material is school-endorsed.
4. Distribution must be done in an orderly and peaceful manner, and may not be coercive.
5. The distribution must be conducted in a manner that does not cause additional work for school personnel. Students who distribute material are responsible for cleaning up any materials left on school grounds.
6. Students must not distribute material that:
 - a. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities;
 - b. Violates the rights of others, including but not limited to, material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright;
 - c. Is socially inappropriate or inappropriate due to the students' maturity level, including but not limited to, material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or sexting as defined by School Board Policy and Student Handbook,
 - d. Is reasonably viewed as promoting illegal drug use;
 - e. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students;¹ or
 - f. Incites students to violate any Board policy.
7. A student may use the School District's Uniform Grievance Procedure to resolve a complaint.
8. Whenever these guidelines require written notification, the appropriate administrator may assist the student in preparing such notification.

A student or group of students seeking to distribute 10 or fewer copies of the same publication on one or more days to students must distribute such material at times and places and in a manner that will not cause substantial disruption of the proper and orderly operation and discipline of the school or school activities and in compliance with paragraphs 4, 5, 6, and 7.

7.25 Guidelines for School-Sponsored Publications, Productions, and Websites

School-sponsored publications, productions and websites are governed by the Speech Rights of Student Journalists Act, school board policies and the student/parent handbook. Student journalists are responsible for determining the news, opinion, feature, and advertising content of those publications, productions, and websites.

Student journalists must:

1. Make decisions based upon news value and guided by the Code of Ethics provided by the Society of Professional Journalists, National Scholastic Press Association, Journalism Education Association, or other relevant group;
2. Produce media based upon professional standards of accuracy, objectivity, and fairness;
3. Review material to improve sentence structure, grammar, spelling, and punctuation;
4. Check and verify all facts and verify the accuracy of all quotations;
5. In the use of personal opinions, editorial statements, and/or letters to the editor, provide opportunity and space for the expression of differing opinions within the same media to align with the District's media literacy curriculum mandate; and
6. Include an author's name with any personal opinions and editorial statements, if appropriate.

Student journalists may not create, produce, or distribute school sponsored media that:

1. Is libelous, slanderous, or obscene;
2. Constitutes an unwanted invasion of privacy;
3. Violates Federal or State law, including the constitutional rights of third parties; or
4. Incites students to (a) commit an unlawful act; (b) violate any school district policy or student handbook procedure; or (c) materially and substantially disrupt the orderly operations of the school.

The District will not engage in prior restraint of material prepared by student journalists for school-sponsored media, unless the material fits into one of the four prohibited categories listed above, in which case the Building Principal and/or student media advisers may review, edit, and delete such media material before publication or distribution of the media.

The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.

No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of the School, District or an expression of Board policy.

7.27 Access to Non-School Sponsored Publications

Creating, distributing, and/or accessing non-school sponsored publications 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 publication is endorsed by the School District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause a material and 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, slanderous or obscene, 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, contains indecent and vulgar language, or sexting as defined by School Board policy and the Student Handbook;
4. Is reasonably viewed as promoting illegal drug use;
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students; or
6. Incites students to violate any Board policies.

Accessing or distributing on-campus includes accessing or distributing 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.

Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

7.30 BYOT Program

Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct

Our school allows students to participate in a curriculum-based Bring Your Own Technology (BYOT) Program. A Parent/Guardian must authorize their student's participation in the program by completing the *Participation in Bring Your Own Technology (BYOT) Program Responsible Use and Conduct Agreement*. Your student must also sign the Internet Acceptable Use agreement to participate in the program.

The violation of any laws, school board policies or student handbook procedures while participating in the program may result in the loss of your student's privilege to participate in the program and other discipline. Remember that you are legally responsible for your student's actions.

The teacher's role is that of instructor in your student's classroom. Teachers cannot spend time fixing technical difficulties with BYOT devices. Parents/guardians and their students share the responsibility for technical support and providing a properly charged BYOT device. If a BYOT device has technical difficulties: (1) a school-owned device may be provided, if available, or (2) students may be asked to partner with another student who has a functioning BYOT device during a lesson. The school also expects you and your student to keep the BYOT device free from viruses, malware, and/or any other harmful programs that could damage the school district's electronic network. Finally, the right to privacy in your student's BYOT device is limited while it is on any school property.

7.40 Annual Notice to Parents about Educational Technology Vendors Under the Student Online Personal Protection Act

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations.

Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as *operators*. SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Illinois State Board of Education, to take a number of actions to protect online student data.

Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as:

- Basic identifying information, including student or parent/guardian name and student or parent/guardian contact information, username/password and student ID number
- Demographic information
- Enrollment information
- Assessment data, grades, and transcripts
- Attendance and class schedule
- Academic/extracurricular activities
- Special indicators (e.g., disability information, English language learner, free/reduced meals or homeless/foster care status)
- Conduct/behavioral data
- Health information
- Food purchases
- Transportation information
- In-application performance data
- Student-generated work
- Online communications
- Application metadata and application use statistics
- Permanent and temporary school student record information

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as:

- Instruction in the classroom or at home (including remote learning)
- Administrative activities
- Collaboration between students, school personnel, and/or parents/guardians
- Other activities that are for the use and benefit of the school district

7.50 Use of Artificial Intelligence

“Artificial intelligence” or “AI” is intelligence demonstrated by computers, as opposed to human intelligence. "Intelligence" encompasses the ability to learn, reason, generalize, and infer meaning. Examples of AI technology include ChatGPT and other chatbots and large language models.

AI is not a substitute for schoolwork that requires original thought. Students may not claim AI generated content as their own work. The use of AI to take tests, complete assignments, create multimedia projects, write papers, or complete schoolwork without permission of a teacher or administrator is strictly prohibited. The use of AI for these purposes constitutes cheating or plagiarism.

In certain situations, AI may be used as a learning tool or a study aid. Students who wish to use AI for legitimate educational purposes must have permission from a teacher or an administrator.

Students may use AI as authorized in their Individualized Education Program (IEP). Students may not use AI, including AI image or voice generator technology, to violate school rules or school district policies.

In order to ensure academic integrity, tests, assignments, projects, papers, and other schoolwork may be checked by AI content detectors and/or plagiarism recognition software.

CHAPTER 8: SEARCH AND SEIZURE

8.10 Search and Seizure Policy 7:140

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 consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left here.

The building principal 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 specifically trained dogs.

Student 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.

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 questioning.

CHAPTER 9: EXTRACURRICULAR AND ATHLETIC ACTIVITIES

Fulton High School Fight Song

Onward Fulton, Onward Fulton, Best School in the State.
We, her loyal sons and daughters, Hail thee, good and great.
Onward Fulton, Onward Fulton, Champion of the right
We'll stand for you – Oh, Fulton with our might.

9.10 Extracurricular and Athletic Activities Code of Conduct

This Extracurricular and Athletic Activities Code of Conduct applies, where applicable, to all school-sponsored athletic and extracurricular activities that are not part of an academic class nor otherwise carry credit for a grade.

Requirements for Participation in Athletic Activities

A student must meet all academic eligibility requirements and have the following fully executed documents on file in the school office before being allowed to participate in any athletic activity:

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 High 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. 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.
5. 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; and
6. Signed documentation agreeing to comply with the School District's policies and procedures on student athletic concussions and head injuries.

Illinois High School Association

Eligibility for most athletics is also governed by the rules of the Illinois High 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 IHSA and this Code, the most stringent rule will be enforced.

Academic Eligibility

Academic Requirements: A student participating in extracurricular activities must maintain a passing grade in all academic subjects. Eligibility will be checked on a weekly basis.

- If it is determined that a student is not passing all academic subjects, that student becomes ineligible for the next full week (Monday through Sunday).
 - If an error is found within established eligibility reporting procedures, an athlete will not be held ineligible due to that error.

Violation Order:

- 1st violation - warning
- 2nd violation - warning
- 3rd violation - no play
- 4th violation - no play
- 5th violation - removed from activity (final removal from the team will be by recommendation of the athletic director).
- Absent students:
 - Students have 1 day for each day absent to make up work.
 - Absent students are responsible for their missing work when absent. School work is available for students on Canvas or by contacting the teacher; therefore students can access the work at any time.
 - Administration has the final determination as to whether a student who has been absent is eligible to participate.
- A sponsor may require the student to study at practice.
- Students enrolled in college courses (EX: dual credit courses) through non-FHS staff members will be considered to be passing during the semester.
- Eligibility will run two (2) weeks after the beginning of each semester.
- Any student who is ineligible 5 times in a season will be removed from the team or group for the remainder of that season based on athletic director recommendation.
- Student Athletes will be eligible for the next season/sport.
- Eligibility will be seasonal for each activity listed below and will start over each season:
 - Seasonal Activities which include: Baseball, Basketball, Basketball Cheerleading, Bowling Club, Football, Football Cheerleading, Golf, Scholastic Bowl, Softball, Speech Team, Swimming, Track, Volleyball, and Wrestling
 - Year-long Activities which include: FFA officers, Jazz Band, Jazz Choir, Science Club, Thespians, play cast members, Key Club Officers
 - Elected/Honors activities which include: Class Officers, SADA, and Student Council
- At the end of the Fall season, eligibility will start over for each athlete. For seasons that continue into the postseason, the student will remain on that season eligibility until they start the next sport.
 - E.g. The football team is continuing into the IHSA playoffs but a winter sport practice has begun. A football player would remain on the football eligibility list. Any athlete who is practicing the winter sport, would start their new winter eligibility.
- There may be times that due to snow days the administration decides not to run eligibility.
- If an athlete is ineligible from the previous semester:
 - The athlete is permitted to practice with the team but can not participate in contests
 - If the athlete is not passing a class, he/she will not be allowed to practice but it will NOT count against his/her seasonal eligibility
 - At the end of the semester, if the student has passed all of his/her classes, he/she will be eligible to participate immediately. All eligibility rules will be in place for the athlete at that time.

Semester Eligibility:

Starting with the second semester of the freshman year, all high school students must have passed all academic courses the previous semester excluding college courses taken with non-FHS faculty members. Failure to have done so will render the student athlete ineligible for the full semester following the deficit semester. If a student successfully passes a failed course during an authorized summer school session or through an approved correspondence course, such shall be considered part of the immediate previous semester. Semester eligibility for all students will start the Spring 2026 semester based on Fall 2025 semester grades.

Absence from School on Day of Extracurricular or Athletic Activity

A student who is absent from school after noon is ineligible 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

Code of Conduct

This Code of Conduct applies to all extracurricular and athletic activities and is enforced 365 days a year, 24 hours a day.

This Code does not contain a complete list of inappropriate behaviors. Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations. A student may be excluded from extracurricular or athletic activities while the school is conducting an investigation into the student's conduct.

Students and their parents/guardians are encouraged to seek assistance from the Student Assistance Program for alcohol or other drug problems. Participation in an alcohol or drug counseling program will be taken into consideration in determining consequences for Code of Conduct violations.

The student shall not:

1. Violate the school rules and School District policies on student discipline including policies and procedures on student behavior;
2. Ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute a beverage containing alcohol (except for religious purposes);
3. Ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute tobacco or nicotine in any form;
4. Ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute any product composed purely of caffeine in a loose powdered form or any illegal substance (including mood-altering and performance enhancing drugs or chemicals) or paraphernalia;
5. Use, possess, buy, sell, offer to sell, barter, or distribute any object that is or could be considered a weapon or any item that is a look alike weapon. This prohibition does not prohibit legal use of weapons in cooking and in athletics, such as archery, martial arts practice, target shooting, hunting, and skeet;
6. Attend a party or other gathering and/or ride in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors;
7. Act in an unsportsmanlike manner;

8. Violate any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and reckless driving;
9. Haze or bully other students;
10. Violate the written rules for the extracurricular or athletic activity;
11. Behave in a manner that disrupts or adversely affects the group or school;
12. Be insubordinate or disrespectful toward the activity's sponsors or team's coaching staff; or
13. Falsify any information contained on any permit or permission form required by the extracurricular or athletic activity.

Hazing is any humiliating or dangerous activity expected of a student to belong to a team or group, regardless of his or her willingness to participate. *Bullying* includes cyber-bullying (bullying through the use of technology or any electronic communication) and means any physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

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

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.

Due Process Procedures

Students who are accused of violating the Code of Conduct are entitled to the following due process:

1. The student should be advised of the disciplinary infraction with which he or she is being charged.
2. The student shall be entitled to a hearing before an appropriate administrator.
3. The student will be able to respond to any charges leveled against him or her.
4. The student may provide any additional information he or she wishes for the administrator to consider.
5. The administrator, with the help of other staff members if needed, may interview material witnesses or others with evidence concerning the case.
6. If the administrator finds, after reviewing the evidence, that the violation occurred, he or she will impose sanctions on the student, as follows:
 1. Sanctions for violations other than drug and alcohol will be based on the nature of the offense and the number of offenses, and may include suspension from all extracurricular or athletic activities for one of the time periods described below:
 - A specified period of time or percentage of performances, activities or competitions;
 - The remainder of the season or for the next season; or
 - The remainder of the student's school career.
 2. Sanctions for alcohol and other drug violations, including tobacco, nicotine in any form, mood-altering or performance enhancing drugs, products composed purely of caffeine in a loose powdered form, paraphernalia or any other illegal substance, will be based on the

following:

First violation

- Use, ingestion, possession, buying, selling, offering to sell, bartering, or distributing: A suspension of one third of the total number of performances, activities, or competitions or the remainder of the season, whichever is shorter. This penalty will be reduced if the student is enrolled in a school-approved alcohol or drug counseling program.
- Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors: A suspension of one sixth of the total number of performances, activities or competitions, or the remainder of the season, whichever is shorter.
- The student will be required to practice with the group, regardless of the violation (unless suspended or expelled from school).

Second violation

- Use, ingestion, possession, buying, selling, offering to sell, bartering, or distributing: A suspension of 12 weeks or 1 season, including suspension from all performances, activities, or competitions during this period. To participate again in any extracurricular or athletic activity, the student must successfully participate in and complete a school-approved alcohol or drug counseling program and follow all recommendations from that program.
- Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors: A suspension of one third of the season and all extracurricular group performances, activities, or competitions during this period.
- The student may be required to practice with the group (unless suspended or expelled from school).

Third violation

- Use, ingestion, possession, buying, selling, offering to sell, bartering, or distributing: A suspension from extracurricular or athletic activities for the remainder of the student's school career.
- Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors: A suspension of one calendar year from the date of the suspension, including all extracurricular and athletic activities during this period.

7. The appropriate administrator will make a written report of his or her decision and rationale. The student may appeal the decision to the Principal or Principal's designee.

All students remain subject to all the School District's policies and the school's student/parent handbook.

Drug and Alcohol Testing Program

The School District maintains an extracurricular and athletic drug and alcohol testing program in order to foster the health, safety, and welfare of its students. Participation in extracurricular and athletic activities is a privilege and participants need to be exemplars. The program promotes healthy and drug-free participation.

Each student and his or her parent/guardian must consent to random drug and alcohol testing in order to participate in any extracurricular or athletic activity. Failure to sign the School District's "Consent to Participate in Extracurricular Drug and Alcohol Testing Program" form will result in non-participation.

If a test is positive, the student may not participate in extracurricular or athletic activities until after a follow-up test is requested by the building principal or designee and the results are reported. The building principal or designee will request a follow-up test after such an interval of time that the substance previously found would normally be eliminated from the body. If this follow-up test is negative, the student will be allowed to resume participation in extracurricular and athletic activities. If a positive result is obtained from the follow-up test, or any later test, the same previous procedure shall be followed.

No student shall be expelled or suspended from school as a result of any verified positive test conducted under this program other than when independent reasonable suspicion of drug and/or alcohol usage exists. This program does not affect the School District policies, practices, or rights to search or test any student who at the time exhibits cause for reasonable suspicion of drug and/or alcohol use.

Modification of Athletic or Team Uniform

Students may modify their athletic or team uniform for the purpose of modesty in clothing or attire that is in accordance with the requirements of the student's religion or the student's cultural values or modesty preferences.

9.20 Attendance at School-Sponsored Dances

Throughout the year, various organizations may sponsor dances.

- These dances are open to the students of our school, to those guests enrolled in another high school, or to those older than high school age (20 years of age or under).
- A student must register any non-FHS date that they wish to bring as a guest by submitting a completed FHS Dance Request form to the dance sponsor.
- Guests are subject to approval by the Principal.
- Guests must be registered by a deadline date.
- Guests must follow the FHS Code of Conduct.
- Students attending the dance may be required to take a breathalyzer test or meet other reasonable safety criteria put in place by the administration prior to entering the dance.
- Students who fail to comply with the criteria will not be permitted to attend the dance.
- If a student leaves the building for any reason, they will not be allowed to return.
- Students who leave a dance without sponsor and parent permission may be prohibited from attending future FHS dances.

Academic Eligibility for Dances:

Any full-time student wanting to attend the Homecoming Dance, the Winter Formal Dance, or Prom must be passing 7 of 8 courses when eligibility is run.

- Homecoming eligibility will be run two (2) weeks before the event
- Winter Formal eligibility will be run two (2) weeks before the event
- Prom eligibility will be run four (4) weeks before the event; students who are ineligible at that time will have two (2) weeks to become eligible

The following behavior guidelines must also be met, you **MAY NOT HAVE:**

- HOMECOMING
 - Any Out of School Suspensions
 - Any In School Suspension for 1st Semester

- o More than two (2) Office Referrals for 1st Semester
- o Two (2) or more Unexcused Absences
- o All detention time must be served
- WINTER FORMAL
 - o Any Out of School Suspensions
 - o Three (3) or more In School Suspensions during 1st Semester
 - o Six (6) or more Office Referrals for 1st Semester
 - o Three (3) or more Unexcused Absences for 1st Semester
 - o All detention time must be served
- PROM
 - o Any Out of School Suspension 2nd Semester
 - o Three (3) or more In School Suspensions 2nd Semester OR five (5) or more for the year
 - o More than five (5) Office Referrals for 2nd Semester OR 10 or more for the year
 - o Three (3) or more Unexcused Absences 2nd Semester
 - o All detention time must be served

If a student is not passing the required number of classes or they do not meet the required behavior guidelines then they will not be allowed to attend that event. If a student were to purchase a ticket to the event in advance and then be ineligible to go, the student will be refunded the cost of their ticket.

9.30 Student Athlete Concussions and Head Injuries

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies, and bylaws of the Illinois High School Association before being allowed to participate in any athletic activity, including practice or competition.

A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.

CHAPTER 10: SPECIAL EDUCATION

10.10 Education of Children with Disabilities [Policy 6:120](#)

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 are identified, evaluated and provided with appropriate educational services.

The School provides a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services.

A copy of the publication "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" may be obtained from the school district office.

Students with disabilities who do not qualify for an individualized education program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Illinois law, may

qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the student (i) has a physical or mental impairment that substantially limits one or more major life activities, (ii) has a record of a physical or mental impairment, or (iii) is regarded as having a physical or mental impairment.

School districts are required to maintain and make available to the child's parents/guardians, at the annual review or the child's IEP and upon request, related service logs that record the type of related services administered under the child's IEP and the minutes of the related service that have been administered. Under IDEA, related services include speech-language pathology and audiology services, interpreting services, psychological services, physical and occupational therapy services, recreation services, including therapeutic recreation, early identification and assessment of disabilities in children, counseling services, including rehabilitation counseling, orientation and mobility services, and medical services for diagnostic or evaluation purposes. Related services also include school health services and school nurse services, social work services in the schools, and parent counseling and training. To the extent that any of these services are included in the student's IEP as part of the student's educational program, the related service provider must maintain a log that identifies the date services were provided and the minutes of service provided. The Illinois School Student Records Act was amended to specifically note that these required related service logs are considered student temporary records, which a district must maintain for five years after a student has transferred, graduated or otherwise withdrawn from the school district. As a school student record, a parent or guardian may request and review the related service log at any time.

10.20 Discipline of Students with Disabilities

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.

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.

10.30 Exemption From PE Requirement

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

1. They (a) are in grades 3-12, (b) their 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. They (a) have an IEP, (b) are 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 must receive that service in accordance with their Individualized Educational Program/Plan (IEP).

10.40 Certificate of High School Completion

A student with a disability who has an Individualized Education Program prescribing special education, transition planning, transition services, or related services beyond the student's 4 years of high school, qualifies for a certificate of completion after the student has completed 4 years of high school. The student is encouraged to participate in the graduation ceremony of his or her high school graduation class.

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.

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.

10.70 PUNS (Prioritization of Urgency of Need for Services) Database Information for Students and Parents or Guardians

The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services.

IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs.

Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services.

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at <https://www.dhs.state.il.us/page.aspx?item=41131> or contact the building principal.

CHAPTER 11: STUDENT RECORDS AND PRIVACY

11.10 Student Privacy Protections [Policy 7:15](#)

Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified or who created the survey.

Surveys by Third Parties

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

Surveys Requesting 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/guardian.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
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 with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

The student's parent/guardian may: (1) inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or (2) refuse to allow their child to participate in the survey. The school will not penalize any student whose parent/guardian exercised this option.

Instructional Material

A student's parent/guardian 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.

Prohibition on Selling or Marketing Students' Personal Information

No school official or staff member may 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.

Unless otherwise prohibited by law, the above paragraph does not apply: (1) if the student's parent/guardian 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.

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.

A parent/guardian who desires to opt their child out of participation in activities provided herein or who desires a copy or access to a survey or any other material described herein may contact the Building Principal.

A complete copy of the District's Student and Family Privacy Rights policy may be obtained from the Superintendent's office or accessed on the District's website.

11.20 Student Records [Policy 7:340-API.E1](#)

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 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 have one or more scores received on college entrance examinations included on the student's academic transcript.** Parents/guardians or eligible students may have one or more scores on college entrance examinations included on the student's academic transcript. The District will include scores on college entrance examinations upon the written request of the parent/guardian or eligible student stating the name of each college entrance examination that is the subject of the request and the dates of the scores that are to be included.
3. **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.

4. **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; to another school district that overlaps attendance boundaries with the District, if the District has entered into an intergovernmental agreement that allows for sharing of student records and information with the other district;² 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.

5. **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.

6. **The right to prohibit the release of directory information.** Throughout the school year, the District may release directory information regarding students, limited to:

- Name
- Address
- Grade level
- Birth date and place
- Parent/guardian names, addresses, electronic mail addresses, and telephone numbers
- 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, degrees, and honors
- Information in relation to school-sponsored activities, organizations, and athletics
- Major field of study
- Period of attendance in school

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.

7. **The right to request that military recruiters or institutions of higher learning not be granted access to your student's information without your prior written consent.** Federal law requires a secondary school to grant military recruiters and institutions of higher learning, upon their request, access to secondary school students' names, addresses, and telephone numbers, unless the student's parent/guardian, or student who is 18 years of age or older, submits a written request that the information not be released without the prior written consent of the parent/guardian or eligible student. If you wish to exercise this option, notify the building principal.
8. **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.**
9. **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:**

**U.S. Department of Education
Student Privacy Policy Office
400 Maryland Avenue, SW
Washington DC 20202-8520**

11.30 Student Biometric Information

Before collecting biometric information from students, the school must seek the permission of the student's parent/guardian or the student, if over the age of 18. Biometric information means information that is collected from students based on their unique characters, such as a fingerprint, voice recognition or retinal scan.

11.40 Military Recruiters and Institutions of Higher Learning

Upon their request, military recruiters and institutions of higher learning will be given access to students' names, addresses and telephone numbers. Parents who do not want their child's name to be released (or students over the age of 18 who do not want their name released) should contact the building principal.

CHAPTER 12: PARENTAL RIGHT NOTIFICATIONS

12.10 Teacher Qualifications

Parents/guardians may request information about the qualifications of their student's teachers and paraprofessionals, including:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- Whether the teacher is teaching under an emergency or other provisional status through which State qualification and licensing criteria have been waived;
- Whether the teacher is teaching in a field of discipline of the teacher's certification;
- Whether any instructional aides or paraprofessionals provide services to your student and, if so, their qualifications.

If you would like to receive any of this information, please contact the school office.

12.20 Standardized Testing

Students and parents/guardians should be aware that Freshmen and Sophomores will take standardized tests for English and Math in the Spring. Juniors will take the ACT (required for graduation in Illinois) in

the Spring as well as the Illinois Science Assessment. Parents 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 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.

12.30 Homeless Child's Right to Education

When a child loses permanent housing and becomes a homeless person as defined at 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 housing is acquired; or
2. enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

12.40 Family Life and Sex Education Classes

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-12, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-12, 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.

12.60 English Learners [Policy 6:160](#)

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; (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; and (3) participate and serve on the District's Transitional Bilingual Education Programs Parent Advisory Committee.

For questions related to this program or to express input in the school's English Learners program, contact the building principal.

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.

12.80 Pesticide Application Notice [Policy 4:160](#)

The district maintains a registry of parents/guardians of students who have registered to receive written or telephone notification prior to the application of pesticides to school grounds. To be added to the list, please contact the building principal.

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

12.90 Mandated Reporter

All school personnel, including teachers and administrators, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

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.

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.

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 the 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 for any reason - 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.

Information about sex offenders or violent offenders against youth is available to the public on the Illinois State Police (ISP) website.

- Illinois Sex Offender Registry – www.isp.state.il.us/sor/
- Illinois Murder 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
- Iowa Sex Offender Registry – www.iowasexoffender.com/search.php
- Illinois Prevention Program – www.childluresprevention.com/schools/posters.asp

12.120 Sex Offender and Violent 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's website. Adults responsible for the care of River Bend students may use the following websites to stay aware of the information regarding sex offenders and of a program to help protect students from contact with sex offenders. This fulfills the district's responsibility to provide parents such websites at registration.

12.130 Parent Notices Required by the Every Student Succeeds Act

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:

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

II. Testing Transparency

The State and District requires students to take certain standardized tests. For additional information, see handbook procedure 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.

IV. Parent & Family Engagement Compact

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 12:100.

VI. Student Privacy

Students have certain privacy protections under federal law. For additional information, see handbook procedure 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 12:60.

VIII. Homeless Students

For information on supports and services available to homeless students, see handbook procedure 12:30. For further information on any of the above matters, please contact the building principal.