2024-2025

At Morton, Every Student Succeeds

J. Sterling Morton High School District 201

Student and Parent Handbook

Home of the Mustangs







Welcome to J. Sterling Morton High School District 201

Who are We?

J. Sterling Morton High School District 201 is a school district headquartered in Cicero, Illinois, United States. The district serves the city of Berwyn, the town of Cicero, and the villages of Lyons and Stickney. A small section of McCook also lies in the district boundaries.

The School Board of District 201 believes that student behaviors in school should reflect good citizenship and self-discipline. Students need to contribute to their own success.

School Directory

If at any time the school can assist you, please feel free to contact the appropriate person listed below. The school number is (708) 222-5700.

District Offices	
Superintendent	(708)-780-2800 x5712
Human Resources	(708)-780-2800 x5714
Business Office	(708)-780-2800 x5706
Curriculum	(708)-780-2800 x5304
Food Service	(708)-780-4000 x2343
Special Education	(708)-780-2800 x5030

Campus Contact Information				
Office	**Morton East**	**Morton West**	**Morton Freshman Center**	**Morton Alternative School**
Principal	(708) 780-4000 x 2318	(708) 780-4100 x 3010	(708) 863-7900 x 1214	(708) 222-3080 x 4011
Dean of Students	(708) 780-4000 x 2226	(708) 780-4100 x 3066	(708) 863-7900 x 1124	N/A
Counselors' Office	(708) 780-4000 x 2232	(708) 780-4100 x 3025	(708) 863-7900 x 1137	(708) 222-3080 x 4029
Health Services	(708) 780-4000 x 2213	(708) 780-4100 x 3613	(708) 863-7900 x 1212	N/A
Attendance Office	(708) 780-4000 x 2328	(708) 780-4100 x 3040	(708) 863-7900 x 1122	(708) 222-3080 x 4020
Athletic Office	(708) 780-4000 x 2514	(708) 780-4100 x 3511	-	-
Truancy Officer	(708) 780-4000 x 2418	(708) 780-4100 x 3046		

J. Sterling Morton High School District 201
Signature Page
2024-2025

Student Name:_____

Student I.D.Number:_____

Student's Counselor (for grades 9/10/11/12):_____

Student's Dean:_____

- I acknowledge that I received a copy of the Morton High Schools' Student Code of Conduct Rules and that I am responsible for complying with its contents/rules. I understand that my obligation is to abide by these rules. It is my obligation to seek clarify/guidance from my Dean or Counselor when necessary.
- I further acknowledge that I am aware of the remaining contents of the Morton High Schools' Student/Parent Handbook 2024-2025 as found online on the school website, Morton201.org, and am responsible for complying with its contents/rules.
- I agree to follow the Lab Safety Rules for students as outlined in the Student/Parent Handbook. These rules state, in part, that a violation of the Lab Safety rules may result in disciplinary consequences that may include an out-of-school suspension, a withdrawal from class, or a request for an expulsion hearing.
- I agree to abide by the Acceptable Use Policy and sign the Waiver Form before being permitted access to the Internet.
- I will complete the Extra-Curricular Code of Conduct Form prior to participating in any extra-curricular activity.
- I acknowledge that I read both the hard-copy and online rules and agree to abide by them. I understand that the possible consequences that may arise from my violation of these rules may include an out-of-school suspension, withdrawal from class, or a request for an expulsion hearing.

Student Signature:_____Date:_____

TO BE SIGNED AND RETURNED TO YOUR DEAN OR OTHER ADMINISTRATOR

Leave Blank

J. Sterling Morton High School District 201
2024-2025 School Year
Lab Safety Rules

Student Acknowledgment: I acknowledge that I read the foregoing rules and agree to abide by them. I understand that the possible consequences that may arise from my violation of these rules may include an out-of-school suspension, withdrawal from class or a request for an expulsion hearing.

_____	_____	_____
Print Student Name	Student Signature	Date and ID#

Student Health Concerns: ☐ Yes ☐ No

If "YES", please explain:

Do you wear contact lenses: ☐ Yes ☐ No

Please list any allergies you have: _____

_____

Parent/Guardian Acknowledgment: The undersigned parent(s) or guardian(s) acknowledge that they have read the foregoing rules and understand that a violation of these rules may result in disciplinary consequences that may include an out-of-school suspension, withdrawal from class or a request for an expulsion hearing. I/we further agree that I/we will meet with the Assistant Principal to review and discuss any violation of these rules that have been referred to the Assistant Principal.

_____	_____
Parent/Guardian Signature	Date

COMPLETE THIS FORM AND RETURN TO YOUR SCIENCE TEACHER

Leave Blank

Date: _____

RE: Denial of Military Recruiter Access to My Child's Information

To Whom It May Concern:

As parent/guardian of _____,
I do not give permission for J. Sterling Morton High School District 201 to release any information regarding the above student to any branch of the U.S. Military.

OR

As a student, I, _____, do not give permission to J. Sterling Morton High School District 201 to release my personal information to any brand of the U.S. Military.

I understand that once either the student or parent/guardian has signed this form, only a parent/guardian may change it. I also understand that if I want to make a change, the parent must notify the principal in writing that this request is no longer in effect and that student information may be released to the U.S. Military.

Student I.D. #:_____ Campus:_____

Daytime Phone#:_____ Evening Phone#:_____

Signature of Student_____ Signature of Parent_____

Print Name_____ Print Name_____

Date_____ Date _____

J. Sterling Morton High School District 201
2024-2025 School Year
Candid Photograph Usage Form

I do not wish High School District 201 (J. Sterling Morton High School) Cook County, Illinois to use my child's picture for non-profit informational, public relations or other appropriate purposes.

_____

Signature of Parent or Legal Guardian Date

Please list below children/wards enrolled at J. Sterling Morton High School for this school year:

_____

Print Name of Student(s) and ID Number(s)

Please mail the completed form to:
J. Sterling Morton High School District 201
Office of the Superintendent
5801 West Cermak Road
Cicero, Illinois 60804

Leave Blank

J. Sterling Morton High School District 201
2024-2025 School Year
Acceptable Use Policy

Student Name: _____
Student Other ID: _____
Service Tag #: _____

Selected students within the JS Morton district will be issued a device for use in school and at home. This document provides students and their parents/guardians with information about taking care of the equipment, using it to complete assignments, and being a good digital citizen.

Students and their parents/guardians are reminded that use of district technology is a privilege and not a right. Everything done on any district owned computer, network, or electronic communication device may be monitored by school authorities. Inappropriate use of district technology can result in limited or banned computer use, disciplinary consequences (including but not limited to suspension and expulsion), removal from courses, loss of credit, receiving a failing grade, and/or legal action.

To understand the expectations of District 201, students and their parents/guardians are responsible for reviewing the district's Acceptable Use Policy.

By signing the below, the student and their parent/guardian agree to follow and accept:

- Acceptable Use Policy
- Acceptance of Responsibility
- Outlook Email Requirement
- Electronic Data – Software and Data
- Digital Citizenship Guidelines
- Copyright and File Sharing
- The Website and Social Media Guidelines
- That District 201 owns the laptop, Morton installed software and issued peripherals
- If the student ceases to be enrolled in Morton High School District 201, the student/parents will return the Windows Device in good working order or pay the full replacement cost of the computer.
- In no event shall District 201 be held liable to any claim of damage or negligence.

Parent/Guardian signature: _____
Student Signature: _____ Date: _____

Website and Social Media Guidelines

Be aware of what you post online. Website and social media venues are very public. What you contribute leaves a digital footprint for all to see. Do not post anything you wouldn't want friends, enemies, parents, teachers, future colleges, or employers to see.

_____ Student Initals _____ Parent Initials

Follow the school's code of conduct when writing online. It is acceptable to disagree with other's opinions; however, do it in a respectful way. Make sure that criticism is constructive and not hurtful. What is inappropriate in the classroom is inappropriate online.

_____ Student Initals _____ Parent Initials

Be safe online. Never give out personal information, including, but not limited to, last names, phone numbers, addresses, exact birthdates, and pictures. Do not share your password with anyone besides your teachers and parents.

_____ Student Initals _____ Parent Initials

Linking to other websites to support your thoughts and ideas is recommended. However, be sure to read and review the entire website prior to linking to ensure that all information is appropriate for a school setting.

_____ Student Initals _____ Parent Initials

Do your own work! Do not use other people's intellectual property without their permission. Be aware that it is a violation of copyright law to copy and paste other's thoughts. It is good practice to hyperlink to your sources.

_____ Student Initals _____ Parent Initials

Be aware that pictures may also be protected under copyright laws. Verify that you have permission to use the image or that it is under Creative Commons attribution.

_____ Student Initals _____ Parent Initials

How you represent yourself online is an extension of yourself. Do not misrepresent yourself by using someone else's identity.

_____ Student Initals _____ Parent Initials

Online work should be well written. Follow writing conventions including proper grammar, capitalization, and punctuation. If you edit someone else's work, be sure it is in the spirit of improving the writing.

_____ Student Initals _____ Parent Initials

If you run across inappropriate material that makes you feel uncomfortable or is not respectful, tell your teacher right away.

_____ Student Initals _____ Parent Initials

Morton Issued Student Property Agreement
Laptop Model/Modelo de la Computadora: Dell Latitude 3190 / Charger / Power Cable

I acknowledge that my daughter/son will/has received the District-issued property specified above. I further understand that I will need to return all district-issued property to TSI Program/Computer Services when I leave the District or when I am specifically asked to do so. I understand misuse of District-issued property may result in personal financial liability and disciplinary action.

Finally, all services completed on the District-Issued property must be completed at the school sponsored TSI program/ Computer Services. The District is not responsible for any services provided by an external association and this action may void the warranty.

Parent/Guardian signature:_____ Date:_____
Date:_____

Ownership of the District Laptop
District 201 retains sole right of possession of the District Laptop. The District Laptops are loaned to students for educational purposes only for the academic year. Moreover, District 201 administrative staff and faculty retain the right to collect and/or inspect District Laptop at any time, including via electronic remote access and to alter, add or delete installed software or hardware.

Responsibility for the District Laptop
- Students are solely responsible for the District Laptop issued to them and must adhere to the following:
- Students must comply with the district's Acceptable Use Policy while using their District Laptops.
- Students must bring their District Laptop's to school every day making sure that it is fully charged before arrival at school. Failure to do so may result in disciplinary action. (Note: A fully charged District Laptop should last at least 7 hours.)
- Students must treat their device with care and never leave it in an unsecured location.
- Students must keep their device in a protective case or backpack when traveling.
- Students must promptly report any problems with their District Laptop to the Tech Support Internship class (TSI).
- Students may not remove or interfere with the serial number and other identification tags.
- Students may not attempt to remove or change the physical structure of the District Laptop, including the keys, screen cover, or plastic casing.
- Students may not attempt to install or run any operating system on the laptop other than the Windows 8.1 or 10 operating systems supported by the district.
- Students must keep their device clean and in proper operating form.

Outlook Email
The District will provide and support Microsoft Outlook accounts for all teachers, students, and designated support staff, as determined by the district administration. Outlook accounts must be used for all email communications related to teaching, learning, and school business and must adhere to all the rules regarding acceptable use of district technology. The district will archive all faculty and staff email for a duration of 10 years for the purposes of electronic discovery. Users may not install any email program on any district computer. Non-Morton issued web-based email accounts should only be accessed on district technology before and after school hours.

Responsibility for Electronic Data
The District will provide and support Microsoft Outlook accounts for all teachers, students, and designated support staff, as determined by the district administration. Outlook accounts must be used for all email communications related to teaching, learning, and school business and must adhere to all the rules regarding acceptable use of district technology. The district will archive all faculty and staff email for a duration of 10 years for the purposes of electronic discovery. Users may not install any email program on any district computer. Non-Morton issued web-based email accounts should only be accessed on district technology before and after school hours. The students are solely responsible for any apps or extensions on their District Laptops that are not installed by a member of the District 201 technology staff. Students are responsible for backing up their data to protect from loss. Users of district technology have no rights, ownership, or expectations of privacy to any data that is, or was, stored on the Windows device, school network, or any school-issued applications and are given no guarantees that data will be retained or destroyed.

Digital Citizenship
Students must follow the following six conditions of being a good digital citizen:
- Respect Yourself. I will show respect for myself through my actions. I will select online names that are appropriate; I will

consider the information and images that I post online. I will consider what personal information about my life, experiences, experimentation or relationships I post. I will not be obscene.
- Protect Yourself. I will ensure that the information, images and materials I post online will not put me at risk. I will not publish my personal details, contact details or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me. I will protect passwords, accounts and resources.
- Respect Others. I will show respect to others. I will not use electronic mediums to antagonize, bully, harass or stalk other people. I will show respect for other people by my choice of websites. I will not visit sites that are degrading, pornographic, racist or inappropriate. I will not abuse my rights of access, and I will not enter the private spaces or areas others.
- Protect Others. I will protect others by reporting abuse, refraining from forwarding inappropriate materials or communications; I will moderate unacceptable materials and conversations, and will not visit sites that are degrading, pornographic, racist or inappropriate.
- Respect Intellectual Property. I will request permission to use resources. I will suitably cite any and all use of websites, books, media etc. I will acknowledge all primary sources. I will validate information. I will use and abide by the fair use rules.
- Protect Intellectual Property. I will request to use the software and media others produce. I will use free and open source alternatives rather than pirating software. I will purchase, license and register all software. I will purchase my music and media, and refrain from distributing these in a manner that violates their licenses. I will act with integrity.

Copyright and File Sharing
Students are required to follow all copyright laws around all media including text, images, programs, music, and video. Downloading, sharing, and posting online illegally obtained media is against the Acceptable Use Policy.

Disciplinary Action
Where the Superintendent or designee determines that an Authorized User has violated the Acceptable Use Policy or its administrative procedures, any other District policy or procedure, and/or state or federal law, he/she may revoke or suspend the user's access rights. All users, whether authorized or unauthorized, may be subject to disciplinary actions and criminal and/or civil liability to the extent authorized by law. Disciplinary actions for such violations may include, but are not limited to:
- Conference between the user and relevant staff
- Protect Yourself. I will ensure that the information, images and materials I post online will not put me at risk. I will not publish my personal
- details, contact details or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me. I will protect passwords, accounts and resources.
- Reprimand
- Confiscation of inappropriate item(s)
- Restoration/Restitution
- Student discipline pursuant to District discipline policies and procedures, including but not limited to suspension and expulsion

Spare Equipment and Lending
If a student's District Laptop is inoperable, the school has a limited number of spare devices for use while the student's District Laptop is repaired or replaced. This agreement remains in effect for loaner computers. The student may not opt to keep an inoperable District Laptop to avoid doing class work due to loss or damage. If a student does not bring his/her District Laptop to school, the student may be required to borrow a device from the school based on the direction from his/her teacher. Disciplinary action may result for failure to bring a fully charged District Laptop to school.

Warranty and Insurance

The District will provide students with accidental damage through the Worth Insurance Group. This warranty covers:
- Drops/Spills
- Flood
- Cracked Screens
- Theft(forced Entry Only)
- Vandalism
- Liquid Submersion
- Fire
- Natural Disaster
- Poer Surge By Lightning

Students who forcefully abuse or damage their laptops may be subject to additional fees. The District has the right to charge a student who has purposefully or forcefully damaged a laptop. Students who damage loaner laptops are liable for ALL damages to the laptop. A loaner laptop is NOT covered under the student's personal warranty.

Leave Blank

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J. Sterling Morton High School District 201
2024-2025 School Year
Parent Information

Located on left hand side of Morton 201 website, Skyward is designed to allow parents access to school grades and attendance of their student. Each parent is provided with a password and ID for their student. If you do not have access to the internet you can come to the school and visit with the Operation's Office or the students' Guidance Counselor to review needed information.

There are two methods available to access the Internet site that will give you your child's information.

1. The first method is to go to the District's website at Morton201.org and click on Skyward in the left panel. Then click on the blue words "Click Here".
2. The second method is to type into your Internet address line this address: https://skyweb1.jsmorton.org/WSSTU once you have typed this into your address line, it can be saved as a "Favorite", so you can use it again.

When you reach the Skyward site, there will be blanks for entering your Login and Password. We have assigned a login name and a password to you so that you can have secure access to your child's or children's information. You may change your Password when you login, if you wish. Please keep your login name and especially your password secure as they do give access to confidential information about your child. We would also ask that, if you have an email address, that you enter it and keep it updated in Family Access.

If you have any questions about Family Access, or if you need your Login and Password, please feel free to contact the Attendance Office at your building.

****

Hay dos métodos disponibles para tener acceso a este sitio por el Internet, que le puede dar la información de su hijo/a.

1. El primer método es a través de la página del Distrito, al Morton201.org y presione donde dice "Skyward". Ahora presione donde dice "Click Here".
2. El segundo método es escribiendo en la línea de dirección de Internet la siguiente dirección: https://skyweb1.jsmorton.org/WSSTU. Una vez que haya escrito lo anterior en la línea de dirección, la puede guardar como "Favorite", para que la pueda utilizar de nuevo.

Cuando haya tenido acceso a este sitio, encontrara espacios en blanco para que Usted escriba su clave y contraseña. Nosotros le hemos asignado una clave y contraseña para que pueda tener acceso seguro a la información de su hijo/a Usted puede cambiar la contraseña cuando tenga acceso, si así lo desea. Por favor, mantenga su clave y especialmente su contraseña en un lugar seguro, puesto que esto le dará acceso a información confidencial sobre su hijo/a. También le pedimos que si Usted tiene una dirección de correo electrónico, la añada a su información y la mantenga actualizada en el Acceso de Familia.

Si Usted tiene cualquier pregunta acerca de Acceso de Familia, o necesita su Clave o Contraseña, favor de contactar la oficina de Asistencia en su edificio.

J. Sterling Morton High School District 201
2024-2025 School Year
District 201 Vision

The information contained in this handbook reflects the current status of the rules, practices, and procedures exercised by each campus of J. Sterling Morton High School District 201 and is subject to change. This is not a contract between the parent/guardian/student and school.

The District Vision

- The curriculum is relevant to students and the community; is challenging, integrated, comprehensive; and provides opportunities to develop the skills and knowledge for employability and/or higher education.
- Instruction is student centered, using multiple and experiential learning strategies and extends beyond the classroom.
- The students and staff make optimal use of current technology.
- The staff is engaged in continuing professional development.
- The climate of J. Sterling Morton High Schools is characterized by the high morale and positive attitudes of staff and students, the value and respect given to each person. It is a safe and nurturing environment.
- Parents of J. Sterling Morton High School Students are well informed about the District's mission and goals and are active communicators with each other, their children and all personnel of the District.
- Working partnerships are developed and shared; decision- making is cultivated between school, community and home.
- The District has sufficient resources to attain its mission.

J. Sterling High School District 201 ensures equal educational opportunities to all students, regardless of race, color, national origin, immigration status, age, sex, religion, or disability. Questions concerning the above should be referred to the Building Principal.

******

La Escuela Preparatoria del Distrito 201 asegura oportunidad educacional igual para todos los estudiantes, sin importar raza, color, origen de nacionalidad, estado de inmigración, edad, sexo, religión, o incapacidad, Si tiene preguntas llame al Director.

Equal Educational Opportunities

No person shall be denied admission to any public school in the Morton High School District 201 or be denied participation in, be denied the benefits of or be discriminated against in any curricular, cocurricular, pupil services, recreational or other program or activity on the basis of: gender, gender identity, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or disability.

Oportunidades de Igualdad Educativa

A ninguna persona sele Negará admissión a las escuelas publicas del Distrito de educación superior 201, ni se le negará beneficios, ni sele descriminará, o negará su participación en actividades cocurriculares, servicios pupiles, recreasionales oh otros programas o actividades en las bases de género, raza,o religión, origen nacional, antepasados, creencias, embarazo, estado civil o de tutoria, orientación sexual, o dehabilidades.

Mustang Fight Song

(Revised 1985)

Stand up and fight, Stand for the Right. Keep Morton's banner ever bright.
We score again, and in the end, we'll win the game and fame for JSM. So when it's done, when we have won;
Our team will still be Champion – MORTON!
Let's hear some spirit, raise your voice
For dear old JSM
Fight! Fight! Victory in every game! Win! Win!
Echoing the Morton Name!

School Song: Mortonia

(Revised 1985)

In JSM we have a school, A school for you and all;
With Morton spirit back on us, We'll do our best or fall! With cheer and songs,
We'll rally round,
With courage and with might For the honor of the Morton name, Mustangs will stand and fight!
Stand for the right and true And all that's best for JSM! Fight, fight for every game, Morton's honor to defend.
RAH! RAH! RAH! Hail Morton Spirit
And let the Mustang banner fly
For well fight! With a vim!
That is dead sure to win! For Morton High

Athletics Website

https://il.8to18.com/morton/home
or follow us on Twitter @mortonathletics and on Instagram @morton.athletics

J. Sterling Morton High School District 201
2024-2025 School Year
Bell Schedule

Regular Day

Period	Time
0	7:00am—7:55am
1	8:00am—8:55am
2	9:00am—9:55am
3	10:00am—10:55am
4A	11:00am—11:25am
4B	11:30am—11:55am
5A	12:00pm—12:25pm
5B	12:30pm—12:55pm
6A	1:00pm—1:25pm
6B	1:30pm—1:55pm
7	2:00pm—2:55pm
Dismissal	2:55pm
Extra Help	2:55pm—3:30pm

Early Dismissal

Period	Time
0	7:10am—7:55am
1	8:00am—8:45am
2	8:50am—9:35am
3	9:40am—10:25am
4A	10:30am—10:55am
4B	11:00am—11:25am
5A	11:30am—11:55am
5B	12:00pm—12:25pm
6A	12:30pm—12:55pm
6B	1:00pm—1:25pm
7	1:30pm—2:15pm
Dismissal	2:15pm
Extra Help	2:15pm—2:40pm
Teacher Meetings	2:45pm—3:25pm

Half Day

Period	Time
0	7:25am—7:55am
1	8:00am—8:30am
2	8:35am—9:05am
3	9:10am—9:40am
4A	9:45am—10:15am
4B	
5A	10:20am—10:50am
5B	
6A	10:55am—11:25am
6B	
7	11:30am—12:00pm
Dismissal	12:00pm
Extra Help	12:05pm—12:25pm

This handbook is provided to J. S. Morton students and their families in order to acquaint them with District 201 School Board policies, rules, regulations, procedures, and other relevant information. It has been developed to help promote student progress as well as in the interest of modeling appropriate school government.

For the most up to date policies, the Board of Education Policy Manual is located on the school's website, morton201.org, click on "Board of Education", scroll down on the right side of the page and select "Board Policy Manual". Policies are subject to change.

Throughout the Student Handbook, Board of Education (BOE) policies will be referred to as, example: FUNDRAISING (BOE Policy #7:325)

J. Sterling Morton High School District 201
2024-2025 School Year
Message from the Superintendent

Welcome to the 2024-2025 school year! Please refer to this handbook as a resource for most everything you will need to know about the opportunities and expectations we provide at Morton. It's a valuable resource to help students and parents make the most out of high school and be prepared for a bright future.

I am confident that you will take advantage of all we have to offer, from the core curriculum to our award-winning career and technical education and Advanced Placement programs. We have a goal for every Morton graduate to earn dual credit, Advanced Placement credit, or an industry certification during high school. In addition, I hope that every student finds an activity, sport or club that engages them and enriches the high school experience.

Thank you for choosing to attend J. Sterling Morton High Schools. We appreciate your trust in us as we work to achieve our mission: Every Student Succeeds. Go Mustangs!

Dr. Timothy Truesdale
Morton 201 Superintendent

#MortonPride
#OrgulloMorton

J. Sterling Morton High School District 201
2024-2025 School Year
Advanced Placement Course Offerings

AP English Language & Composition
AP English Literature & Composition
AP Calculus AB & BC
AP Statistics
AP European History
AP Microeconomics
AP Psychology
AP US History
AP Biology
AP World History
AP Physics 1 and 2
AP Chemistry
AP Seminar
AP Environmental Science
AP Spanish Language
AP Spanish Literature
AP French
AP Art Studio
AP Digital Photo 2D
AP Government & Politics
AP Chinese Language and Culture
AP Physics C
AP Human Geography
AP Computer Science Principles
AP Computer Science A
AP Pre-Calculus

J. Sterling Morton High School District 201
2024-2025 School Year
Attendance Policy: Attendance and Truancy

Compulsory School Attendance
This policy applies to individuals who have custody or control of a child: (a) between the ages of 6 (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades, 9 through 12, in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because his or her religion forbids secular activity on a particular day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness, observance of a religious holiday, death in the immediate family, attendance at a civic event in accordance with 105 ILCS 5/26-1, and 5/26-29, family emergency, other situations beyond the control of the student as determined by the Board, other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee.

Absenteeism and Truancy Program
The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board of Education policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 9 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her 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.
4. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in 105 ILCS 5/26-2a.
5. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
6. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program.*
7. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or truant office of the appropriate Intermediate Service Center, if truancy continues after supportive services have been offered.
8. A protocol for cooperating with non-District agencies including County or municipal authorities, the appropriate Intermediate Service Center, truant officers, the Community Truancy Review Board, and a comprehensive community-based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records,* as well as State and federal law concerning school student records.
9. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a chronic truant for his or her truancy unless available supportive services and other school resources have been provided to the student.
10. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
11. A process for a 17-year-old resident to participate in the District's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools.*
12. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum academic or attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

Monitoring
Pursuant to State law and policy 2:240, *Board Policy Development*, the Board updates this policy at least once every two years. The Superintendent or designee shall assist the Board with its update.

J. Sterling Morton High School District 201
2024-2025 School Year
Attendance Policy: Reporting a Student's Absences

If a student is going to miss any portion of the school day, a parent or guardian must call the school to report the absence within 24 hours of the absence.

If a student is going to arrive late, a parent/guardian must notify the school by leaving a message on the absence line.

If a student is going to report to school on time but leave early, the parent/guardian must call to request a Home Pass. This will allow the student to leave the building before the official end of the school day.

Unreported absences are considered "unexcused" absences. Parents may excuse up to 5 absences without medical documentation per semester.

District Offices		
Morton Alternative School	(708)-222-3080	English/Español
Morton East	(708)-222-5764	English
	(708)-222-5765	Español
Morton Freshman Center	(708)-863-7900 x1122	English/Español
Morton West	708-780-4527	English
	708-780-4528	Español

When leaving a message on the Attendance Voicemail system, clearly and slowly state:

- The student's name
- I.D. number
- Date of absence
- Reason for absence
- Name of the parent/guardian calling along with a daytime phone number where the parent/guardian can be reached.

Personal Telephone Calls
Students will not be called to the telephone during the school day except in an emergency. Only messages of an urgent nature will be delivered during the school day. Students may not use the District's telephone except in case of illness or with permission of a teacher or other staff member, and with Dean's approval

J. Sterling Morton High School District 201
2024-2025 School Year
Attendance Policy: Explanation of Absence Codes

Each Building Principal, with the Superintendent's approval, shall establish rules and guidelines for excused, unexcused, and pre-arranged absences. The rules and guidelines shall be included in the Parent/Student Handbook and shall be distributed to all students and their parents or guardians.

Absence Type codes include the following:
U - Unexcused absence
E - Reported Excused (parent called in to report absence)
A - Absent

Absence Reason codes include the following:
S - Suspension, out-of-school
W - Truant
P - Home Pass (Parent authorized student to leave school early)

The following types of absences do not count against a student for the academic attendance reporting process, but they do count against perfect attendance:
M - Medical Appointment (out-of-school)
J - Court Date
B - Bereavement (funeral)
O - Family Emergency
G - Religious Observation

The following types of absences do not count against a student for the academic attendance reporting process nor for Perfect Attendance standing:
L - LAC (in-school detention) or study hall
A - Administrative (participated in an official/in-school activity)
F - Field Trip
D - College Day
I - Infirmary/Health Clinic or Nurse's Office visit (in-school)
UV - Uniform Violation

Interventions for Full Day Unexcused Absences

Absence	Interventions
Absence #1, 2 & 3	Phone calls made through the Blackboard system. Attendance is updated daily and available for view by parents/guardians through Skyward Family Access.
Absence #4	Letter mailed from the Assistant Principal, Operations office and school policy regarding unexcused absences.
Absence #5	Conversation with Dean, Counselor, and/or Interventionist + SEL Intervention assigned during Academic Support
Absence #6	Truant Office Contact regarding a parent meeting on the 8th absence.
Absence #8	Parent meeting to discuss accrued absences and procedure if absences continue. Parent will be informed that the student will be enrolled in Mustang Recovery Time at absence #10. *
Absence #9	Home visit made by Dean + School Resource Officer + Student Support Team as applicable.
Absence #10	Letter mailed from the Assistant Principal, Operations. Student is enrolled into Mustang Recovery Time for five days. Enrollment in Mustang Recovery Time required that the student attend day school and Mustang Recovery Time.
Absence #15	Parent meeting with Assistant Principal, Operations and student support team members as applicable.
Absence #16	Parent meeting with Assistant Principal, Operations + Dean of Students and Guidance Counselor regarding enrollment in Mustang Prep School. Student will be withdrawn from their current schedule and will be assigned classes using Odysseyware. Student will remain in Mustang Prep School for the remainder of the semester. At the start of the new semester, the student will reenroll into day school.

Interventions for Individual Class Cuts

Number of Class Cuts	Interventions
Class Cut #1 & 2	• Parent Contact by teacher • Notice of class cuts sent by Dean's Office • Student attends extra help to recover missed instructional time
Class Cut #3 & 4	• Return with Parent • Attendance Agreement • Reflective Lesson
Class Cut #5-7	• 1 day of Re-engagement/ Detention • Reflective Lesson • Parent contact (dean)(AT RISK OF LOSING CREDIT) • Parent contact by teacher
Class Cut #8-12	• Re-engagement/Detention • Return with Parent • Refer to MTSS Team • Reflective Lesson
Students that accumulate an excess of 3 days of Re-engagement will be assigned LAC	• 1-day LAC • Reflective Practices • Parent contact (Dean) *
Students with 16 or more cut classes to an individual course may be dropped	• Return with Parent • May result in withdraw from course

Cutting Class
Failure to attend any assigned class, including supervisory, for the entire period. The 1st period of school may be considered cutting class and not arriving late.

Excessive Absences
Once a student has reached 6 (six) unexcused absences in a class in the same semester, the student is considered AT RISK OF LOSING CREDIT in that class regardless of the grade being earned. At this time, notice will be made to guardian(s) and student by teacher, counselor and dean's office by phone call and skyward messenger warning that student is at risk for loss of credit. Once the risk of credit loss has been communicated, the student must engage in at least 1 (one) attendance intervention, be offered available resources, to refrain from accumulating more absences. At the end of the semester, MTSS team members (dean, counselor, support staff) and the teacher will review the files of all students that obtained 10 (ten) unexcused absences to determine whether credit should be given. This decision will be collaborative. The outcome of this review will be printed on each student's report card. If the student did indeed lose the credit a notation of N (grade withheld does to excessive absences) will appear. An N will not impact a student's GPA.

If the student did not lose the credit, the grade earned in the class will be printed. If the student earns an E in the class, that grade will be given and override the N described above.

Tardy Policy

Definition of a Tardy
Students should be in their assigned area (classroom/PE area) by the time the tardy bell stops ringing.

Arriving at School on Time
Students are expected to arrive at school on time. First period begins at 8:45 a.m. and students should be in their classroom by that time. It is recommended that students arrive to school by 8:30. It is important that students leave home early enough to account for unforeseen delays such as traffic, trains, etc. When weather conditions are poor, it may take extra time to get to school and students should leave their home earlier than usual.

Arriving to School Late
Students who arrive at school late on a frequent basis disrupt the educational process because they interrupt classroom instruction and present a possible security nuisance in the hallways. It is the student's responsibility to arrive at school on time.

Being in Class on Time
Students should arrive in their classrooms on time. During the school day students are required to move from one classroom to another. There is a 5-minute passing period for this purpose. Students are encouraged to walk directly to their next class and avoid being tardy.

School Intervention Procedure and Process
1. An automated robo call will be made to guardian every time student is tardy to class.
2. After the 8th tardy, student will receive an hour detention that must be served in the AM or PM the next day after the consequence is given.
3. After the 6th tardy, student will be given a RWP to help address the issue. At this time, a tardy contract will be agreed on and signed.
4. After a tardy contract has been broken and student has obtained 15 tardies in a semester, possible consequences include: social probation, ISS and/or drop from class.

Staff Responsibilities
- Explain the Tardy Policy to their classes
- Be consistent in writing referrals regarding tardies.
- Make parent contact before the 4th tardy.
- Enforce the NO PASS ZONE for the first 10-minutes of every period.
- Be present in hallways during passing.

School Intervention Procedure and Process
- 1-3 tardies: Students receive a verbal warning & School Messenger (SM) automated phone call is made.
- 4th tardy: Teacher Referral and 30 minute detention
- 5th tardy: Counselor Tardy Intervention (CTI) student meets with Counselor to discuss tardies and SM call is made.
- 6th tardy: Tardy Improvement Agreement is signed by student, parent and Administrator. Parent and student are notified about School Messenger texts and Return with Parent (RWP) for subsequent tardies.
- 7th tardy: Counselor Tardy Intervention (CTI) student meets with Counselor to discuss tardies.
- 8th tardy: 1 hour Dean's Detention & Return with Parent (RWP)
- 9th tardy: 2 hours Dean's Detention
- 10th tardy: 4 hour Dean's Detention
- 11th tardy: Learning Adjustment Center (LAC).
- 12th tardy: Counselor Tardy Intervention (CTI).
- 13th tardy: Learning Adjustment Center (LAC)
- 14th tardy: Learning Adjustment Center (LAC)
- 15th tardy: Drop from class. Dean submits request.

J. Sterling Morton High School District 201
2024-2025 School Year
Academic Achievement

Grading Philosophy
Today's educational climate endorses the concept that all children are capable of learning and that no child should be left behind. Assessing student achievement is a necessary part of the educational process. In J.S. Morton District 201, grades are used to communicate the academic progress and achievement level of students. Semester grades provide an official record of each student's achievement. Grades are assigned in a manner that is fair, consistent, non-biased, and intended to motivate and inspire students to achieve academic excellence. Grades will be based on high standards that are aligned with Common Core State Standards, Objectives, and Benchmarks. In accordance with these concepts, it is imperative to accurately assess each student's learning and communicate the student's progress to parents.

Guiding Principles
Teachers have academic freedom in assessing student achievement, provided the grading is consistent with District 201 philosophy and is academically justifiable, consistently applied, and legally defensible. Teacher expectations will be consistent with departmental course outlines. Grading will not be used for disciplinary purposes. Assessments will be valid and will measure what they propose to measure. Assessments will also be reliable, accurate, and consistent in measuring what they propose to measure. Assessments should provide a continuum of achievement ranging through levels of:

Grading Scale		
Advanced	A	4.0 - 5.0
Proficient	B	3.0 - 3.9
Basic	C	2.0 - 2.9
Passing – Needs Improvement	D	1.0 - 1.9
Failure to Achieve	E	0.0 - 0.9
Pass Fail	P/F	
Audit	R	
Incomplete	I	
No Grade	N	

J. Sterling Morton High School District 201
2024-2025 School Year
Report Cards

1. A passing semester grade confirms a student's ability to meet fundamental competencies as specified by course outlines and the State of Illinois.
2. District 201 calculates semester grades through a mixture of homework, classwork, labs, and common assessments.
3. Grade reports include comments based on the CASEL Standards:
   - self-management
   - self-awareness
   - relationship skills/social awareness
   - responsible decision-making.

Report Cards
Parents should expect to receive a report card in the mail approximately two weeks after the end of each semester. In addition, parents will receive a progress report in the mail approximately halfway through each semester. The best way to monitor students' grades is on Skyward Family Access.

An incomplete grade due to medical or other attendance-related reasons must be made up by the end of the subsequent semester or the grade will become an "E". An incomplete due to academic reasons must be made up by the end of the third week of the subsequent semester or the grade will become and "E".

Grade Point Averages
Grade point averages are computed by adding up the number of points (A=4, B=3, C=2, D=1, E/F=0) and dividing by the number of courses a student has taken.

Honor Courses to be Given Weighted Grades
Students who enroll in the following advanced placement courses or designated accelerated and/or enrichment courses will be given an extra honor point when their grade point average is determined (A=5, B=4, C=3, and D=1). English Honors, A.P. English Honors, A.P. American History Honors, A.P. European History Honors, World History Honors, American Government Honors, Integrated Math I Honors, Integrated Math II Honors, Integrated Math III Honors, Pre-Calculus Honors, A.P. Calculus Honors, Biology Honors, Chemistry Honors, Physics Honors, A.P. biology Honors, A.P. Chemistry Honors, A.P. Studio Art, A.P. Psychology, Tech Service Internship and Lifesaving. These courses are offered when enrollment permits.

Honor Roll
Only full-time students are eligible for honor roll and class rank recognition. ***A full-time student is defined as a student enrolled in the equivalent of two and one-half credits per semester (5 courses).*** Only one-half of the two and one-half credits may be P.E.

Gold Honor Roll is achieved by full-time students who are enrolled in at least five courses (two and one-half credits), only one of which may be P. E. and earn a 4.0 or higher grade point average.

Silver Honor Roll is achieved by full-time students who are enrolled in at least five courses (two and one-half credits), only one of which may be P.E, and earn a 3.0 to a 3.99 grade point average.

A grade of "D" or "E" in any subject including P.E. will disqualify a student from the Honor Roll. Any student having questions regarding the Honor Roll should consult with the advisor of the National Honor Society or a guidance counselor.

Graduation Recognition
Morton recognizes graduates for academic achievement according to a Collegiate Honors framework. The distinctions for graduation recognition are:
- Summa Cum Laude – "With Highest Praise or Distinction"
  3.90+ weighted GPA
- Magna Cum Laude – "With Great Distinction"
  3.70 – 3.89 weighted GPA
- Cum Laude – "With Distinction"
  3.50 – 3.69 weighted GPA

J. Sterling Morton High School District 201
2024-2025 School Year
Graduation Requirements (BOE Policy #6:300)

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

1. Completing all District graduation requirements that are in addition to the State requirements.
2. Completing all courses as provided in the School Code, 105 ILCS 5/27-22.
3. Completing all minimum requirements for graduation as specified in State law.
4. Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance.
5. Participating in State assessments that are required for graduation by State law.
6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. Education, (2) an application for State financial aid, or (3) an III. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.

A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

The Superintendent or designee is responsible for:

1. Maintaining a description of all course offerings that comply with the above graduation requirements.
2. Notifying students and their parents/guardians of graduation requirements.
3. Developing the criteria for #4 above.
4. Complying with State law requirements for students who transfer during their senior year because their parent(s)/guardian(s) are on active military duty. This includes making reasonable adjustments to ensure graduation if possible, or efforts to ensure that the original (transferor) school district issues the student a diploma.
5. Taking all other actions needed or necessary to implement this policy.

Early Graduation
The Superintendent or designee shall implement procedures for students to graduate early, provided they meet all graduation requirements.

Certificate of 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 four years of high school, qualifies for a certificate of completion after the student has completed four years of high school. The student is encouraged to participate in the graduation ceremony of his or her high school graduation class. The Superintendent or designee shall provide timely written notice of this requirement to children with disabilities and their parents/guardians.

Service Member Diploma
The District will award a diploma to a service member who was killed in action while performing active military duty with the U.S. Armed Forces or an Honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict, provided that he or she (1) resided within an area currently within the District at the time he or she left high school, (2) left high school before graduating in order to serve in the U.S. Armed Forces, and (3) has not received a high school diploma.

The administration and professional staff shall establish a system of grading, develop procedures of reporting academic achievement to parents and students and determine when the requirements for graduation have been met. **A student must take the ACT as part of graduation requirements per the Illinois State Board of Education.**

Please note: No repeat courses will be offered during the regular school day. Students who must repeat a course due to failure or withdrawal may register for the course in night school or summer school or other approved program. Students in the Special Education program will be reviewed on a case-by-case basis.

Graduation Requirements	
Units	**Courses**
4.0	English
3.0	Mathematics
2.0	Sciences
2.0	World History and United States History *as a state graduation requirement, students must pass a test measuring knowledge and understanding of the U.S. Constitution, Illinois Constitution, and Flag of the United States which is incorporated into the American History Curriculum.
1.0	Career and Technical Education OR Fine Arts OR 2 Units of the same Modern Language
0.5	Civics and Economics
0.5	Health
3.5	P.E.
	Remainder of units to be Electives
TOTAL CREDITS REQUIRED FOR GRADUATION: 20	

J. Sterling Morton High School District 201
2024-2025 School Year

ACT Graduation Requirement
The ACT is a standardized test widely used for college admissions in the United States and abroad. The ACT School Day Test is a graduation requirement by the Illinois State Board of Education for all 11th grade students.

Grade Classification:

Grade 10	5 Credits
Grade 11	10 Credits
Grade 12	15 Credits and completion of the ACT School Day Test during 11th grade year.

Community Resource Persons and Volunteers (BOE Policy #6:250)

The Board of Education encourages the use of resource persons and volunteers to: (1) increase the students' educational attainment; (2) provide enrichment experiences for students; (3) increase the effective utilization of staff time and skills; (4) give more individual attention to students; and (5) promote greater community involvement.
Resource persons and volunteers may be used:

1. For non-teaching duties not requiring instructional judgement or evaluation of students;
2. For supervising study halls, long distance teaching reception areas used incident to instructional programs transmitted by electronic media (such as computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
3. To assist with academic programs under a licensed teachers' immediate supervision
4. To assist in times of violence or other traumatic incidents within the district by providing crisis intervention services to lessen the effects of emotional trauma on staff, students, and the community, provided the volunteer meets the qualifications established by the III. School Crisis Assistance Team Steering Committee.
5. As a guest lecturer or resource person under a licensed teacher's direction and with the administration's approval; or
6. As supervisors, chaperones, or sponsors for non-academic school activities.

The Superintendent shall follow Board policy 4:175, *Convicted Child Sex Offender; Screening; Notifications,* to establish procedures for securing and screening resources persons and volunteers. A person who is a *sex offender*, as defined by the Sex Offender Registration Act, or a *violent offender against youth*, as defined in the Murderer and Violent Offender Registration Act, is prohibited from being resource person or volunteer. All volunteer coaches must comply with the requirement to report hazing in policy 5:90, *Abused and Neglected Child Reporting.*

J. Sterling Morton High School District 201
2024-2025 School Year
Right to Know

J.S. Morton High School District 201 receives federal grant funds for programs in each of its High Schools. Because we receive money from the federally funded entitlements which are all part of the No Child Left Behind Act and because our schools have not met the State Standards Levels in Reading & Math, we are required to share with you the following notifications of your rights.

1. You have the right to request information regarding the professional qualifications of your child's classroom teachers and paraprofessionals.
2. You have the right, under certain conditions, to request the transfer of your child to another district school as part of our district's Unsafe School Choice Policy.

The Unsafe School Choice option is only available to:

1. Students attending a persistently dangerous school, as defined by State law and identified by the Illinois State Board of Education.
2. Any student who is a victim of a violent criminal offense, as defined by 725 ILCS 120/3, that occurred on school grounds during regular school hours or during a school-sponsored event.

Please note: Our schools are safe schools and have never been identified by the State as unsafe.

If you have any questions about either of these notifications, please contact your Building Principal.

Student Records & Student Welfare
Student Records (BOE Policy #7:340)

School student records are confidential. Information from them shall not be released other than as provided by law. 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 by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school.
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 18 years who has been arrested or taken into custody.

State and federal law grants students, parents/guardians, and when applicable, the III. Dept. of Children and Family Services' Office of Education and Transition Services, certain rights, including the right to inspect, copy, and/or challenge school student records. A student or the student's parent/guardian may request, in writing, that scores received on collage entrance examinations be included on the student's academic transcript. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to opt-out of the release of directory information regarding his or her child. The District will comply with State or federal law with regard to release of a student's school records, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student. Upon request, the District discloses school student records without parent consent to the official records custodian of another school in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law.

The Superintendent shall fully implement this policy and designate an official records custodian for each school who shall maintain and protect the confidentiality of school student records, inform staff member of this policy, and inform students and their parents/guardians of their rights regarding school student records.

Student Biometric Information Collection

The Superintendent or designee shall maintain a biometric screening program that is consistent with budget requirements and in compliance with State law. Such recommendation shall be consistent with budget requirements and in compliance with State law. Biometric information means any information that is collected through identification process for individuals based on their unique behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

Before collecting student biometric information, the District shall obtain written permission from the person having legal custody/parental responsibility or the student (if over the age of 18). Upon a student's 18th birthday, the District shall obtain written permission from the student to collect student biometric information. Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.

All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, Lease, or other disclosure of biometric information to another person or entity is strictly prohibited.

The District will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from the School District, or (2) the District receives a written request to discontinue use of biometric information from the person having legal custody/parental responsibility of the student or the student (if over the age of 18). Request to discontinue using a student's biometric information shall be forwarded to the Superintendent or designee.

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law.

J. Sterling Morton High School District 201
2024-2025 School Year
Waiver of Student Fees (BOE Policy #4:140)

Waiver of Student Fees

The Superintendent will recommend to the Board of Education a schedule of fees, if any, to be charged students for the use of textbooks, consumable materials, extracurricular activities, and other school student fees. Students must also pay fines for the loss of or damage to school books or other school-owned materials.

Fees for textbooks, other instructional materials, and driver education, as well as fines for the loss of school property are waived for students who meet the eligibility criteria for a waiver as described in this policy. In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees and fines, the following fees are also waived for students who meet the eligibility criteria for a waiver: athletic participation fees, lock fees, towel fees, shop fees, laboratory fees, and registration fees.

Notification

The Superintendent shall ensure that a notice of waiver applicability is provided to parents/guardians with every bill for fees and/or fines, and that applications for waivers are widely available and distributed according to State law and III. State Board of Education (ISBE) rule and that provisions for assisting parents/guardians in completing the application are available.

Eligibility Criteria

A student shall be eligible for a fee and fine waiver when:

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 the federal fee meals program;
2. The student's parents/guardians are veterans or active-duty military personnel with income at or below 200% of the federal poverty line; or
3. The student is homeless, is defined in the McKinney- Vento Homeless Assistance Act (42 U.S.C. §11434a).

The Superintendent or designee will give additional consideration when one or more of the following factors are present:

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

Verification

The Superintendent or designees shall establish a process for determining a student's eligibility for a waiver of fees and fines in accordance with State law requirements.

If a student receiving a waiver is found to be no longer eligible during the school year, the Superintendent or designee shall notify the student's parent/guardian and charge the student a prorated amount based upon the number of school days remaining in the school year.

Determination and Appeal

Within 30 calendar days after the receipt of a waiver request, the superintendent or designee shall mail a notice to the parent/guardian whenever a waiver request is denied. The denial notice shall include: (1) the reason for the denial, (2) the process and timelines for making the appeal , and (3) a statement that the parent/guardian may reapply for a waiver any time during the school year if circumstances change. If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the ISBE rule on waiver of fees.

Home and Hospital Instruction (BOE Policy #6:150)

A student who is absent from school for an extended period of time or ongoing intermittent absences, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by the Illinois State Board of Education rule governing the continuum of placement options for home/hospital services. Appropriate educational services shall begin as soon as eligibility is established. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction before the birth of the child when the student's physician indicates, in writing, that she is medically unable to attend regular classroom instruction as well as for up to 3 months after the child's birth or a miscarriage.

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.

J. Sterling Morton High School District 201
2024-2025 School Year
Withdrawal and Transfer from School

Class Assignments during Prolonged Periods of Absence
If a student is legitimately absent from school for more than 3 school days, homework assignments may be requested from the Counselor's Office when the parent telephones. Student and parent must allow three school days to obtain assignments from teachers and will need to pick up the homework assignments in the Counselor's Office.

Withdrawal & Transfer from School
State Law requires student attendance until 17 years of age. Morton encourages all students to pursue their high school program through graduation. Students contemplating withdrawal or seeking transfer should see their guidance counselor to be informed of the various procedures and receive the necessary forms. All students must clear their book accounts, return all school property, and pay any accumulated fines before withdrawal or transfer may be completed.

Student Photographs
Students may be involved in school-sponsored activities that may result in photographs being taken of students engaged in those activities. These activities may include, but shall not be limited to, performing in school plays, displaying samples of student work or representing a particular instructional program.

The School Board may permit student photographs to be taken on school premises by a commercial photographer when there is a school-related purpose for the photographs. School employees shall not profit from such activities.

Textbook Procedures
Textbooks are issued at the beginning of each semester to each student. Students should inquire at the bookstore in case of a lost book. This free textbook service is unique to suburban high schools and should not be abused. As a result, students are to abide by the following regulations:

1. Each student must check out their own textbooks from the bookstore. Students, teachers and /or administrators may NOT check out books for anyone other than themselves.
2. All books should be thoroughly checked for excessive writing or hidden damage. In cases where this condition exists, the student must return the book by the end of the second week after checking out the book or the student assumes responsibility for the damage.
3. Any student who is dropped from a course or is transferred to another course shall return his/her textbooks immediately before a new schedule is issued.
4. A lost book must be paid for in full before another book is issued.
5. Damaged books are considered as unfit for further use and must be paid for at actual District cost.
6. All textbooks must be returned by the last day of final exams. We will dispose of any other items left in the locker on the last day of school.
7. Textbooks are issued using the student ID card. No text books will be issued without a valid school ID.
8. Do not share textbooks with other students or leave them in any classroom under any circumstance. Students are fully responsible for any and all textbooks and books issued on their ID. All students must return the exact book that was issued to them.
9. Withdrawn and transferring students must return their books and clean their lockers before they leave the building on their last day of classes.
10. ALL STUDENTS ARE RESPONSIBLE FOR RETURNING THEIR OWN BOOKS AND TEXTBOOKS TO THE BOOKSTORE THEY CHECK THEM OUT FROM AND COLLECTING A RECEIPT. A VALID SCHOOL ID MUST BE PRESENTED WHEN RETURNING BOOKS IN ORDER TO COLLECT A RECEIPT. NO EXCEPTIONS.
11. Failure to properly return any and all books to the bookstore, as specified in item #10, at the appropriate times, in good condition, will result in one and/or a combination of the following fees:

$10 - $25	Late Book Fine **PER BOOK AND/OR TEXTBOOK**
$25	Recovery Fee
$10	Cost of Book, Damage Fines

J. Sterling Morton High School District 201
2024-2025 School Year
Free and Reduced-Price Food Services (BOE Policy #4:130)

Notice
The Superintendent or designee shall be responsible for implementing the District's free and reduced-price food services policy and all applicable programs.

If State funding is available for the Healthy School Meals for All Program, the Board will annually determine if it will participate in the program.

Eligibility Criteria and Selection of Children
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 III. State Board of Education. From time to time, the income eligibility guidelines and standards may not be necessary when reimbursements for students' free breakfasts and lunches are claimed through the U.S. Depts. of Agriculture and Education's Community Eligibility Provision (CEP). When claiming the CEP, the District will follow its requirements.

Notification
At the beginning of each school year, by letter, the District shall notify students and their parents/guardians of: (1) eligibility requirements for free and reduced-price food service; (2) the application process; (3) the name and telephone number of a contact person for the program; and (4) other information required by federal law. The Superintendent shall provide the same information to: (1) informational media, the local unemployment office, and any major area employers contemplating layoffs; and (2) the District's website (if applicable), all school newsletters, or students' registration materials. Parents/guardians enrolling a child in the District for the first time, any time during the school year, shall receive the eligibility information.

Nondiscrimination Assurance
The District shall avoid publicly identifying students receiving free or reduced-price meals and shall use methods for collecting meal payments that prevent identification of children receiving assistance.

Appeal
A family may appeal the District's decision to deny an application for free and reduced-price food services or to terminate such services as outlined by the U.S. Dept. of Agriculture in 7 C.F.R §245.7, Determining Eligibility for Free and Reduced-Price Meals and Free Milk in Schools. The Superintendent shall establish a hearing procedure for adverse eligibility decisions and provide by mail a copy of them to the family. The District may also use these procedures to challenge a child's continued eligibility for free or reduced-price meals or milk.

During an appeal, students previously receiving food service benefits shall not have their benefits terminated. Students who were denied benefits shall not receive benefits during the appeal.

The Superintendent shall keep on file for a period of three years a record of any appeals made and the hearing record. The District shall also maintain accurate and complete records showing the data and method used to determine the number of eligible students served free and reduced-price food services. These records shall be maintained for three years.

J. Sterling Morton High School District 201
2024-2025 School Year
Release during School Hours (BOE Policy #7:90)

Release during School Hours (BOE Policy #7:90)
For safety and security reasons, a prior written or oral consent of a student's custodial parent/guardian is required before a student is released during school hours: (1) at any time before the regular dismissal time at or any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian.

Early Dismissal Announcement
The Superintendent or designee shall make reasonable efforts to issue an announcement whenever it is necessary to close school early due to inclement weather or other reason.

Closed Campus
Students are to remain in their assigned buildings and on the school's grounds continuously from the time of reporting to the time of departure for the day, unless permission to leave is granted by the Building Principal or his designee. Any student violating this rule shall be subject to disciplinary action.

Agency & Police Interviews (BOE Policy #7:150)
The Superintendent shall develop procedures to manage requests by agency officials or police officers to interview students at school. Procedures will:

1. Recognize individual student rights and privacy,
2. Recognize the potential impact an interview may have on an individual student,
3. Minimize potential disruption,
4. Foster a cooperative relationship with public agencies and law enforcement, and
5. Comply with State law including, but not limited to, ensuring that 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 Superintendent 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 school employees (including, but not limited to, a school social worker, psychologist, nurse, counselor, or any other mental health professional) are present during the questioning; and
   c. If practicable, make reasonable efforts to ensure a trained law enforcement officer to promote safe interactions and communications with the student is present during questioning.

Notification of Sex Offenders
Parents/guardians/students are hereby notified that information about sex offenders is available to the public per the amended Sex Offender Registration Act (Senate 3016). See your building Principal for more information about this matter.

J. Sterling Morton High School District 201
2024-2025 School Year
Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students (BOE Policy #7:100)

Required Health Examinations and Immunizations

A student's parents/guardians shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health (IDPH), within one year prior to:

1. Entering the ninth grade; and
2. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required for students in grade 12.

As required by State law:

1. Health examinations must be performed by a physician licensed to practice medicine in al of its branches, an advanced practice registered nurse, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening is a required part of each health examination; diabetes testing is not required.
3. An age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.
4. The District will provide informational materials regarding influenza, influenza vaccinations, meningococcal disease, and meningococcal vaccinations developed, provided, or approved by the IDPH when it provides information on immunizations, infectious diseases, medications, or other school health issues to students' parents/guardians.

Unless an exemption or extension applies, the 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 District. New students who register after October 15 of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations. 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 the physician, advanced practice registered nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have the required proof of immunizations by October 15 may attend classes only if he or she has proof that an appointment for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parents/guardians of students entering an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of the school. A physician licensed to practice medicine in all of its branches, or a licensed optometrist, must perform the required eye examination.

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parents/guardians are notified of this eye examination requirement in compliance with the rules of the IDPH. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in kindergarten and the second, sixth, and ninth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the IDPH.

If a child in the second, sixth, or ninth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that parents/guardians are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the IDPH, a student will be exempted from this policy's requirements for:

1. Religious grounds, if the student's parents/guardians present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parents/guardians of exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease*, and State rules if there is an outbreak of one or more diseases from which the student is not protected.
2. Health examination or immunization requirements on medical grounds, if the examining physician, advanced practice registered nurse, or physician assistant provides written verification.
3. Eye examination requirement, if the student's parents/guardians show 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.
4. Dental examination requirement, if the student's parents/guardians show an undue burden or a lack of access to a dentist.

Homeless Child

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

J. Sterling Morton High School District 201
2024-2025 School Year
Pupil Insurance Coverage and Health Services

Pupil Insurance Coverage
The District provides free accident insurance coverage to all students during school hours and all school sponsored functions including sports. All accidents must be reported to the nurse or athletic trainer to be covered under this policy. This policy is secondary to private insurance coverage.

Students are offered a 24-Hour accident policy at registration for a minimal charge.

Visit to Health Services (Nurse's Office)
Students who wish to visit the Health Services Office in order to ask questions regarding their condition must first report to their scheduled class to inform the teacher and obtain a pass. When a student completes a visit, he or she should have the pass stamped when leaving and then present the pass to the teacher upon returning to class. The only exception to this procedure would occur when the student experiences a medical emergency.

Clearance from Nurse's Office
A student returning to school after a prolonged illness, accident or contagious disease must report to the Nurse's Office for clearance.

Accidents and Injuries
The safety of every student is a matter of serious concern at all times. All students, parents, and staff are encouraged to report any hazardous conditions on school grounds.

A written report of any accident involving a student shall be sent immediately to the Building Principal's Office by the person having supervision or jurisdiction over the student at the time of the accident. A copy of the report will also be sent to the Superintendent.

Crisis Reports
When a crisis occurs involving a student, the legal guardian will be notified to come to the Dean's Office before the end of school. If the guardian cannot come to school, and the safety of the student is a concern, the student will be transported to a hospital or to the police station depending on the nature of the crisis. If the crisis involves physical, emotional, sexual, or verbal abuse, School Officials are mandated reporting agents of the State of Illinois. These school officials are required to notify the Department of Child and Family Services (DCFS) concerning the report.

J. Sterling Morton High School District 201
2024-2025 School Year
Administering Medicines to Students (BOE Policy #7:270)

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall 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 (SMA Form)* is submitted by the student's parent/guardian. No student shall 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 policy and its implementing procedures.

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

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parents/guardians of students.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed an *SMA Form*. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student.

A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed an *SMA Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an allergy emergency action plan, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The 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 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.

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. *Undesignated asthma medication* means an asthma medication prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having *respiratory distress*. Respiratory distress may be characterized as *mild-to-moderate* or *severe*. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. *Undesignated epinephrine injector* means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated opioid antagonists and provide or administer them as necessary according to State law. *Opioid antagonist* means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. *Undesignated opioid* antagonist is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools or obtained by the District without a prescription. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. See the website for the III. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a *medical cannabis infused product* to be administered to a student by one or more of the following individuals:

1. A parent/guardian of a student who is a minor who registers with the III. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a *medical cannabis infused product* to a child who is a student on the premises of his or her school or on his or her school bus if:

    a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
    b. Copies of the registry identification cards are provided to the District;
    c. The student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form- Medical Cannabis*; and
    d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus.

2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus.

3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

Medical cannabis infused product (product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is prohibited.

The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy 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.

Void Policy

The **School District Supply of Undesignated Asthma Medication** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.

The **School District Supply of Undesignated Epinephrine Injectors** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors.

The **School District of Supply of Undesignated Opioid Antagonists** section of the policy is void whenever the Superintendent or designee is unable to obtain a supply of opioid antagonists due to a shortage, in which case the District shall make reasonable efforts to maintain a supply.

The **Administration of Medical Cannabis** section of the policy is void and the District reserves the right not to implement it if the District or school in in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of an undesignated medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Undesignated Medication Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply.

No one, including without limitation, parents/guardians of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

J. Sterling Morton High School District 201
2024-2025 School Year
Special Education Services

The Special Education Department of J. Sterling Morton High Schools offers all students with exceptional characteristics a broad range of services. District-wide self-contained, instructional and resource services are provided for students meeting special education criteria.

Section 504 Services
The Rehabilitation Act of 1973, commonly referred to as "Section 504", is a nondiscrimination statute enacted by the United States Congress. The purpose of the Act is to prohibit discrimination and to assure that students with a disability that limits at least one life function have educational opportunities and benefits equal to those provided to non-disabled students. For further information regarding services provided to 504 eligible students, contact the Assistant Principal of Instruction.

Medicaid Reimbursement
Medicaid reimbursement is a source of federal funds approved by Congress to assist school districts in maintaining and improving Special Education Services. Therapy and diagnostic services provided to students can be claimed by District 201 for partial reimbursement of services. Unless a parent objects in writing, District 201 will claim Medicaid reimbursement for services provided. Claims approved will have no impact on a parent's ability to receive Medicaid funding for the present or in the future. If you have objections to the possible claim for Medicaid reimbursement, please send your written response to the Director of Special Education Services.

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

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

Note that these exceptions are in addition to the PE exceptions available to all students.

Special Education Referral and Evaluation Procedures
A parent of a child or an employee of the District, or a state or community service agency, may make a request that a child suspected of requiring special education and related services be evaluated to determine whether the child qualifies to receive special education services. The date of referral is understood to mean the date of written parental consent for an evaluation. When the District receives a request, it will determine whether the child requires an evaluation. The District may utilize screening data and conduct preliminary procedures such as observation of the child, assessment for instructional purposes, consultation with the teacher or other individual making the request, and a conference with the child.

Within fourteen (14) school days after receiving a request for an evaluation, the District shall determine whether an evaluation is warranted. If the District determines not to conduct an evaluation, it shall provide written notice to the parents in accordance with 34 CFR 300.503(b). If an evaluation is to be conducted:

1. The District shall convene a team of individuals (including the parent) having the knowledge and skills necessary to administer and interpret evaluation data. The composition of the team will vary depending upon the nature of the child's symptoms and other relevant factors.
2. The team shall identify the assessments necessary to complete the evaluation in accordance with 34 CFR 300.305 and shall prepare a written notification for the parents as required under 34 CFR 300.304(a). For each domain, the notification shall either describe the needed assessments or explain why none are needed.
3. The District shall ensure that the notification of the team's conclusions is transmitted to the parents within the 14-school-day-timeline, along with the District's request for the parents' consent to conduct the needed assessments.

A physician, nurse, psychologist, social worker, or administrator of a social agency who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made.

Others, including parents, who reasonably believe a child is a child with a disability, may also refer the child, including a homeless child, to the school district in which the child resides.

Special Education Services (Cont'd)

Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting the Director of Special Education, Morton High School District 201, 708-780-2800 or by writing the Director at:

J. Morton High School District 201
Director of Special Education
5801 West Cermak Road
Cicero, Illinois 60804

Child Find Activity Notice
Child Find is an on-going process through which children who may be in need of special education services are identified, located and evaluated. The District is responsible for actively locating, identifying and evaluating all children who live within District boundaries who may qualify to receive special education and or related services. On-going review of each child's performance and progress will be made by teachers and other professional personnel. If a student's academic, functional or social-emotional progress is affected due to a suspected disability, the District will contact you regarding evaluating your child.

If you suspect your child may have a disability which is impacting his or her academic progress, please contact the Director of Special Education for JS Morton High School District 201 for further information.

J. Sterling Morton High School District 201
2024-2025 School Year
Morton Alternative School Program Overview

Morton Alternative School Program Overview
Morton Alternative School (MAS) is a Morton District 201 school, and as such, Morton Alternative follows the same school calendar as the comprehensive schools, as well as requires students to be in attendance regularly and follow the Student Code of Conduct. Being based on a non-traditional educational model, two independent programs are offered to students who have experienced (primarily) behavioral challenges at their home high school: one for regular education students and another for those qualifying for special education. The objective of Morton Alternative School is to provide a positive and supportive environment that encourages academic, social, and professional development while fulfilling district- and state-mandated graduation requirements.

Morton Alternative School uses an integrated and interdisciplinary approach that allows the "teaching team" to share a common planning and preparation period. The students take five core courses as well as additional classes designed to improve their employability and overall social adjustment. In addition to classroom-based educational experiences, students who have met certain behavioral and academic requirements will be allowed to participate in field trips that are designed to complement various teaching curricula. Lastly, Morton Alternative School administrates an "open entry-open exit" program that creates constant change in the composition of the student body. Students return to their home school upon successful completion of their term at Morton Alternative School.

MAS point-level system program is designed to help students monitor their overall performance progress. All students carry a point sheet on a daily basis, which allows teachers to provide them with immediate feedback on progress towards meeting academic and behavioral expectations.

MAS Entry
Entry to Morton Alternative School is determined on a case-by-case basis by the appropriate team, ensuring that each student's unique educational and behavioral needs are carefully considered.

For general education students, students have the option to enroll at MAS during an expulsion period, determined by the Board of Education, and in so doing, their expulsion is held in abeyance. Length of expulsion time varies from a semester to up to two years, by the type and severity of the incident, and only the Board of Education can formally expel a student.

For students with disabilities, the decision is made by the Individualized Education Program (IEP) Team, either as a Change of Placement request or through a formal expulsion.

For students with an Individualized Education Program (IEP) recommended for expulsion due to disciplinary reasons, the school will follow specific procedures to ensure compliance with special education mandates. This includes conducting a Manifestation Determination Review (MDR) by the IEP team. If it is determined that the behavior was not a manifestation of the student's disability, the student may be subjected to the same disciplinary procedures as general education students, which may include expulsion.

MAS Exit Criteria
The length of a student's stay at MAS is determined by a number of factors, the most definitive of which is the decision of the District 201 Board of Education regarding the period of time for which a student is expelled and/or when an IEP team requests a change of placement for students with special education services. Length of time for special education students recommended for change of placements is also case-by-case, but is usually for a semester, and depending on the student's performance at MAS, the time could be more or less. Beyond this, however, all students will be eligible to return to their home school based on behavior, attendance, grades, and overall performance at MAS either upon conclusion of their expulsion time and/or at the recommendation of MAS administration; these decisions will be made by MAS administration with the collaboration of the student support team and/or IEP team.

In all matters regarding students returning to their home schools, certain discretion will be retained by the MAS school administration, and the Board of Education will make the final decision.

Social Services
All students are assigned to a weekly group or individual session with one of the school social workers. The aim of these sessions is to increase students' self-awareness by providing a safe setting to discuss personal issues and concerns. Students are encouraged to examine choices, their various relationships, their past and their plans. Issues addressed in sessions include, but are not limited to: anger, depression, violence, gangs, sex alcohol/drugs, relationships, emotional expression and conflict resolution. Particular emphasis is placed on the problem behaviors that resulted in the student initially being placed at Morton Alternative School.

Extracurricular Activities
Students who meet minimum level requirements may be allowed to participate in extracurricular activities at administrative discretion, though once involved, they must be active members of those groups they choose to join. As we receive student input for activities, organizations may be developed. Each group will have its own criteria for membership.

Student Assistance Programs
Student Assistance Programs may vary from building to building. Contact a student's counselor for specific program availability.

Drug Free/Violence Prevention School Programs
The Board of Education has adopted a policy concerning the possession and use of drugs or look-a-like drugs. In an effort to deter and inform the student body concerning the dangers of such abuse, these groups geared toward education, prevention, and intervention have been organized within the District.

Suicide and Depression Awareness and Prevention
Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the school district. The school district maintains student and parent resources on suicide and depression awareness and prevention. Information can be obtained from the counselor and/or school social workers.

J. Sterling Morton High School District 201
2024-2025 School Year
PBIS – Positive Behavior Interventions and Supports

District 201 incorporates a proactive systems approach to teaching behavioral expectations needed for all students to achieve social, emotional, and academic success. Morton has adopted a set of behavioral expectations that follow the acronym C.A.R.E.; Choose, Achieve, Respect, and Engage. These expectations were created to inform students what appropriate behaviors look like and teach them how to Choose wisely, Achieve to their fullest potential, Respect themselves and others, and Engage in positive experiences. All Staff members then acknowledge students who are demonstrating appropriate behaviors and provide additional support to those who need assistance.

The goal of PBIS/CARE is to create a positive school environment for our students. We seek to accomplish this goal through creating subcommittees that work to develop strong academic programs, incentive programs, communication with other school committees, student clubs, and advertising strategies to promote the program, and collect data that will be used to enhance our school committee. If you want to be part of a committee that works hard to positively impact every aspect of our school we encourage you to join PBIS/CARE!

C.A.R.E Matrix

C.A.R.E Matrix				
	Choose	**Achieve**	**Respect**	**Engage**
Hallway	To be on class on time	A steady traffic flow/ stay to the right	Other's space in the hallway & keep personal boundaries	In positive responses to prompts from adults and peers
Cafeteria	To use good manners	Keeping your eating area clean	Each other by waiting your turn in line	In using the garbage cans for trash
Bathroom	Proper hygiene	Returning promptly to your class	Use appropriate volume & language	In using the garbage can for trash
Classroom	To follow direction and be on task	Appropriate language and dress code	Other's space and property	In your learning be involved in your education

Operation Snowball
District 201 sponsors an Operation Snowball weekend every school year. Participating students spend time developing self-esteem, decision-making and problem-solving skills. Operation Snowball works to improve student awareness and understanding of themselves and others and to reinforce good decision-making and recreation without drugs and alcohol.

Peer Mediation/Conflict Resolution
Students are provided an opportunity to receive mediation training and to volunteer to serve as peer mediators under trained professional staff supervision. This program promotes student leadership, facilitation skills, and the encouragement to resolve peer related disagreements in a collaborative way, respectful of the rights of all individuals. The guidance counselors, school psychologists and/or social workers will provide additional information concerning the programs listed above.

J. Sterling Morton High School District 201
2024-2025 School Year
Emergencies

In case of emergencies, the evacuation signal will be given by the continuous ringing of the fire alarm. The route and exit given by each classroom teacher should be followed unless a change is directed during evacuation by one of the faculty supervisors. When the signal is sounded, all personnel and students in the building should immediately exit in an orderly fashion.

School Phones
All school phones are for school business only; they may not be used by the student body. Students are not allowed to use their phones unless it is approved by a staff member.

Federal Asbestos Hazard Emergency Response Act
School District No. 201 parents should be informed that we comply with the legal requirement related to the Asbestos Hazard Act.

1. An Asbestos Management Plan, approved by the State of Illinois, Department of Public Health, and open to public inspection is available in the Offices of the Administration of School District 201, 5801 West Cermak Road, Cicero, and in the Maintenance Office of each high school in the District.
2. All public school buildings are inspected by the district "Designated Person" every six months and by a certified asbestos inspector every third year to assure continual compliance with the provisions of the ASBESTOS HAZARD EMERGENCY RESPONSE ACT.
3. An Operation and Maintenance Program approved by the Illinois Department of Health is a part of each management plan and is referred to on a regular basis by the appropriate staff in each building.

Lunch Program
Morton High Schools, District 201 serves hot meals each school day. Information regarding the price of the lunch and breakfast will be sent to the parents in the summer along with additional information about the meal programs. Students may receive meals free or at reduced price if they receive food stamps or TANF, meet certain income criteria, or are foster children. Parents or guardians should encourage their children to participate in the school lunch and breakfast program to help the children meet their nutritional needs. Students may also purchase a variety of items, in addition to the school lunch, which range in price from $.50 to $3.00.

J. Sterling Morton High School District 201
2024-2025 School Year
Student Rights and Responsibilities (BOE Policy #7:130)

Student Rights and Responsibilities (BOE Policy #7:130)
All students are entitled to enjoy the rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

Students may, during the school day, during noninstructional time, voluntarily engage in individually or collectively initiated, non-disruptive prayer or religious-based meetings that, consistent with the Free Exercise and Establishment Clauses of the U.S. and Illinois Constitutions, are not sponsored, promoted, or endorsed in any manner by the school or any school employee. *Noninstructional time* means time set aside by a school before actual classroom instruction begins or after actual classroom instruction ends.

Search and Seizure (BOE Policy #7:140)
In order to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. “School authorities” includes school liaison police officers.

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

This paragraph applies to student vehicles parked on school property. In addition, Building Principals shall require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of his or her vehicle, and personal effects therein, without notice and without suspicion of wrongdoing.

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

Students
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 District’s student conduct rules. The search itself must be conducted in a manner that is reasonably related to its objective and not excessively intrusive in light of the student’s age and sex, and the nature of the infraction.
When feasible, the search should be conducted as follows:
1. Outside the view of others, including students,
2. In the presence of a school administrator or adult witness, and
3. By a certificated employee or liaison police officer of the same sex as the student.

Immediately following a search, a written report shall be made by the school authority who conducted the search, and given to the Superintendent.

Seizure of Property
If a search produces evidence that the student has violated or is violating either the law or the District’s policies or rules, such as evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

Notification Regarding Student Accounts or Profiles on Social Networking Websites
The Superintendent or designee shall notify students and their parents/guardians of each of the following in accordance with the Right to Privacy in the School Setting Act, 105 ILCS 75/:
1. 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.
2. 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.

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

J. Sterling Morton High School District 201
2024-2025 School Year
Uniform Grievance Procedure (BOE Policy #2:260)

A student, parent/guardian, employee, or community member should notify any District Complaint Manager if he or she believes that the Board of Education, its employees, or its agents have violated his or her rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy, or have a complaint regarding any one of the following:

1. Title II of the Americans with Disabilities Act, 42 U.S.C. §12101 *et seq.*
2. Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 *et seq*., excluding Title IX sexual harassment complaints governed by policy 2:265, *Title IX Sexual Harassment Grievance Procedure*
3. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §791 *et seq.*
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d *et seq.*
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 43 U.S.C. §2000e *et seq.*
6. Sexual harassment prohibited by the State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a); Illinois Human Rights Act, 775 ILCS 5/; and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e *et seq.* (Title IX sexual harassment complaints are addressed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure)*
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60
8. Bullying, 105 ILCS 5/27-23.7
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children
10. Curriculum, instructional materials, and/or programs
11. Victims' Economic Security and Safety Act, 820 ILCS 180/
12. Illinois Equal Pay Act of 2003, 820 ILCS 112/
13. Provision of services to homeless students
14. Illinois Whistleblower Act, 740 ILCS 174/
15. Misuse of genetic information prohibited by the Illinois Genetic Information Privacy Act, 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.
16. Employee Credit Privacy Act, 820 ILCS 70/

The Complaint Manager will first attempt to resolve complaints without resorting to this grievance procedure. If a formal complaint is filed under this policy, the Complaint Manager will address the complaint promptly and equitably. A student and/or parent/guardian filing a complaint under this policy may forego any informal suggestions and/or attempts to resolve it and may proceed directly to this grievance procedure. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

Right to Pursue Other Remedies Not Impaired
The right of a person to prompt and equitable resolution of a complaint filed under this policy shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

Deadlines
All deadlines under this policy may be extended by the Complaint Manager as he or she deems appropriate. As used in this policy, *school business days* means days on which the District's main office is open.

Filing a Complaint
A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same gender. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed.

For any complaint alleging bullying and/or cyberbullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180*, Prevention of and Response to Bullying, Intimidation, and Harassment,* in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy.

Investigation Process
The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parent/guardian that they may attend any investigatory meetings

in which their child is involved. The complaint and identity of the Complainant will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

The identity of any student witnesses will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement (2) as necessary to fully investigate the complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years of age or older.

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this policy about the status of the investigation. Within 30 school business days after the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time.

The Superintendent will keep the Board informed of all complaints.

If a complaint contains allegations involving the Superintendent or Board member(s), the written report shall be filed directly with the Board, which will make a decision in accordance with paragraph four of the following section of this policy.

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused by registered mail, return receipt requested, and/or personal delivery as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.

Within 10 school business days after receiving the Superintendent's decision, the Complainant or the accused may appeal the decision to the Board by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the Board.

Within 30 school business days after an appeal of the Superintendent's decision, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information. Within five school business days after the Board's decision, the Superintendent shall inform the Complainant and the accused of the Board's action.

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by registered mail, return receipt requested, and/or personal delivery as well as to the Complaint Manager. This policy shall not be construed to create an independent right to a hearing before the Superintendent or Board. The failure to strictly follow the timelines in this grievance procedure shall not prejudice any party.

Appointing a Nondiscrimination Coordinator and Complaint Managers

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

The Superintendent shall appoint at least one Complaint Manager to administer this policy. If possible, the Superintendent will appoint two Complaint Managers, one of each gender. The District's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

The Superintendent shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers.

Nondiscrimination Coordinator:

Randall Borgardt
5801 West Cermak Road, Cicero, IL 60804

rborgardt@jsmorton.org

708-780-2800

Complaint Managers:

Timothy Truesdale	Randall Borgardt
5801 West Cermak Road	5801 West Cermak Road
Cicero, Il 60804	Cicero, Il 60804
ttruesdale@jsmorton.org	rborgardt@jsmorton.org
708-780-2800	708-780-2800

J. Sterling Morton High School District 201
2024-2025 School Year
Student Code of Conduct

Student Behavior (BOE Policy #7:190)

The goals and objectives of this policy are to provide effective discipline practices that: (1) ensure the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and drug-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

When and *Where* Conduct Rules Apply
A student is subject to disciplinary action for engaging in *prohibited student conduct*, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including, but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Prohibited Student Conduct
The school administration is authorized to discipline students for gross disobedience or misconduct, including but not limited to:

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling, or offering for sale:

    a. Any illegal drug or controlled substance, or cannabis (including 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. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
    g. Look-alike or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.
    h. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

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

4. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the **Weapons** section of this policy, or violating the **Weapons** section of this policy.

5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off or silenced 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.
6. Using or possessing a laser pointer unless a under a staff member's direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, using a writing service and/or generative artificial intelligence technology in place of original work unless specifically authorized by staff, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.
10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive: (a) expression of gender or sexual orientation or preference, or (b) display of affection during non-instructional time.
11. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
12. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
13. Entering school property or a school facility without proper authorization.
14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
15. Being absent without a recognized excuse; State law and Board of Education policy regarding truancy control will be used with chronic and habitual truants.
16. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member, or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
19. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
21. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.
22. Failing to comply with the mandatory uniform policy, but only after repeated attempts to secure compliance, such as conferences with parents/guardians, have been unsuccessful.

For purposes of this policy, the term *possession* includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; or (d) at any location on school property or at a school-sponsored event.

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

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

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 advice or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following:

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

The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion. Students enrolled in the District's State-funded preschool program(s) may be temporarily removed or transitioned to a new program in accordance with federal and State law. State law prohibits the expulsion of students from the program(s).

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

Isolated Time Out, Time Out, and Physical Restraint

The district prohibits the use of isolated time out, time out, physical restraint, as defined in 105 ILCS 5/10-20.33.

Weapons

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but no more than two calendar years:

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

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

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

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

Required Notices
A school staff member shall immediately notify the office of the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member or is subject to a battery. School grounds include modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

Upon receiving a report of (1), above, the Building Principal or designee shall immediately notify local law enforcement. In addition, upon receiving a report of any on the above (1)-(3), the Building Principal or designee shall notify the Superintendent or designee and, if a student is reportedly in possession of a firearm, also any involved student's parent/guardian.

Upon receiving a report of any of the above (1)-(3), the Superintendent or designee shall immediately notify local law enforcement. The Superintendent or designee shall also report incidents involving battery against staff members to the III. State Board of Education through its web-based School Incident Reporting System as they occur during the year and no later than August 1 for the preceding school year.

Delegation of Authority
Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment, or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated [licensed] educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

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

Student Handbook
The Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District disciplinary policies and rules, shall be distributed to the student's parents/guardians within 15 days of the beginning of the school year or a student's enrollment.

Bus Conduct (BOE Policy #7:220)

All students must follow the District's *School Bus Safety Rules*.

School Bus Suspensions
The Superintendent, or any designee as permitted in the School Code, is authorized to suspend a student from riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Prohibited student conduct as defined in Board of Education policy 7:190, *Student Behavior.*
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement on 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 Superintendent or designee deems to threaten the safe operation of the bus and/or its occupants.

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

Academic Credit for Missed Classes during School Bus Suspension
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.

Electronic Recordings on School Buses

Electronic visual and audio recordings may be used on school buses to monitor conduct and to promote and maintain a safe environment for students and employees when transportation is provided for any school related activity. Notice of electronic recordings shall be displayed on the exterior of the vehicle's entrance door and front interior bulkhead in compliance with State law and the rules of the Illinois Department of Transportation, Division of Traffic Safety.

Students are prohibited from tampering with electronic recordings devices. Students who violate this policy shall be disciplined in accordance with the Board's discipline policy and shall reimburse the School District for any necessary repairs or replacement.

Use of Video Cameras on School Buses

Video cameras may be used on school buses as necessary in order to monitor conduct and to promote and maintain a safe environment for students and employees.

Students are prohibited from tampering with the video cameras. Students who violate this policy shall be disciplined.

J. Sterling Morton High School District 201
2024-2025 School Year
Student Uniform Procedure

Student Appearance (BOE Policy #7:160)

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The District does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. The District also does not prohibit the right of a student to wear or accessorize the student's graduation attire with items associated with the student's cultural, ethnic, or religious identity or other characteristic or category protected under the III. Human Rights Act, 775 ILCS 5/1-103(Q). Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Procedures for guiding student appearance will be developed by the Superintendent or designee and included in the *Student Handbook(s).*

Uniform Procedure - Morton East, Morton West, and Morton Freshman Center

1. Students shall wear a maroon long or short sleeved uniform polo shirt with JSM logo purchased form the school bookstore.
2. Maroon pullover quarter zip sweaters purchased from the school bookstore with the JSM logo are allowed. Athletic warm-up (jackets with collars) with JSM logo, without hoods are allowed. If jacket is removed, student must be in full uniform. A solid maroon sweater or maroon athletic sweater can be worn. Morton spirit wear shirts (available through clubs, athletics and school bookstore, or otherwise provided by the District) may be worn on Fridays or days designated as spirit days. Thematic attire for spirit or other days designated by the administration (including, but not limited to Homecoming, Dress for Success, College Day, etc.) is in compliance with the school uniform procedure and participating students shall be deemed in uniform on such days. Hoods are NEVER allowed, even on sweatshirts issued by a JSM club or sport.
3. Undergarments, if visible through the polo shirt, must be solid white or maroon. White or maroon undershirts (t-shirts) may be short or long sleeve.
4. Students shall wear plain khaki flat front or pleated slacks.
5. Khaki shorts (appropriate length) may be worn
6. Students may wear khaki skirts that are an appropriate length as deemed by the administration (generally no shorter than mid-thigh). Leggings are not permitted to be worn as pants. Hosiery or tights may be natural, white, or black.
7. Hats, caps, sunglasses, sweatbands, scarves, bandanas, durags, bonnets, and hairnets are prohibited inside the building. Only headbands and wristbands allowed as deemed appropriate by administration.
8. Shoes must be white, brown, gray, maroon, or black (or any combination thereof) and both shoes must be of the same color. Athletic shoes (gym shoes) in white, brown, gray, maroon or black may be worn. Flip-flops and athletic slide-on sandals are not allowed.
9. Shoelaces should be worn appropriately. Shoelaces must be of the same color on each shoe. Tie shoes must have solid laces that are the same color as the majority of the shoe and shoes must be laced in the traditional manner.
10. Clothing, jewelry, and hair graphics shall not display lewd, vulgar, obscene or plainly offensive language or symbols or pose a safety concern. Jewelry, tattoos, and hair designs affiliated with gang involvement may not be displayed during the school day or at school related functions. No combination of colors affiliated with gangs is permitted.
11. No jackets will be allowed in class or hallways. All jackets must be placed in the student's own locker upon arrival to school and not taken out until departure. However, Morton issued warm-up jackets, without hoods, are permitted. If jacket is removed, student must be in full uniform.
12. ID's must be worn on a lanyard around the student's neck at all times. Temporary ID's must be displayed on the student's chest below their shoulders.
13. The Administration may modify or revise this policy as the need arises.

Harassment of Students Prohibited (BOE Policy #7:20)

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

Sexual Harassment Prohibited

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

Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the student is comfortable speaking. A student may choose to report to an employee of the student's same gender.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure,* and/or Board policy 2:265*, Title IX Sexual Harassment Grievance Procedure*. The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure. The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

Nondiscrimination Coordinator:

Randall Borgardt
5801 West Cermak Road, Cicero, IL 60804
rborgardt@jsmorton.org
708/780-2800

Complaint Managers:

Timothy Truesdale
5801 West Cermak Road, Cicero, IL 60804
ttruesdale@jsmorton.org
708/780-2800

Randall Borgardt
5801 West Cermak Road, Cicero, IL 60804
rborgardt@jsmorton.org
708/780-2800

The Superintendent shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy in the appropriate employee handbook(s), If applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee who fails to promptly comply may be disciplined, up to and including discharge.

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

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure,* should be initiated.

For any other alleged student harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure.*

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. 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 District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the behavior policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see policies 2:260, *Uniform Grievance Procedure*, and 2:265, *Title IX Sexual Harassment Grievance Procedure*).

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

Misconduct by Students with Disabilities (BOE Policy #7:230)

Behavioral Interventions

Behavioral interventions shall be used with the students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The Board of Education 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.

Making a Complaint; Enforcement

Students are encouraged to report claims or incidences of bullying, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager. A student may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined. An allegation that a student was a victim of any prohibited conduct perpetrated by another student shall be referred to the Building Principal, Assistant Building Principal, or Dean of Students for appropriate action.

The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. At least one of these individuals will be female, and at least one will be male. The Superintendent shall use reasonable measures to inform staff members and students of this policy, such as, by including it in the appropriate handbooks.

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to 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 disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

J. Sterling Morton High School District 201
2024-2025 School Year
Summary of Student Infractions

Minor Student Infractions	
Level 1	**Level 2**
Dress Code – (ID/clothing/shoes)	Class Disturbance
Eating and Drinking	Inappropriate/Unsafe Behavior
School Property (Improper Use)	Lying
Tardies	Profanity/Obscene Language

Major Student Infractions	
Level 1	**Level 2**
Academic Dishonesty	Alcohol/Drugs/Weapons (Possession/Sale/Use)
Cafeteria (Disturbance/Littering)	Arson/Bomb Threat/Fireworks
Cutting (Class/Supervisory/Community Service/Detention)	Assault Fighting
Disrespect to Staff	Bullying
Dress Code Violation	Disturbance (Class/Cafeteria)
Eating Drinking in Hallway/Supervisory	Forgery
Electronic Equipment (Phone/iPod)	Gang Activity
Hall Passes Violation	Defiance/Insubordination
Profanity/Obscene Language	Intimidation/Unsafe Behavior
Tardiness	Sexual Harassment
	Smoking/Tobacco
	Theft
	Vandalism
	Verbal Abuse/Confrontation
	Weapons
	Other

***Consequences for these student infractions is rendered by the administrations discretion.**

J. Sterling Morton High School District 201
2024-2025 School Year
Interventions

Detention
A supervised study hall where the student spends a specific time before or afterschool, which is determined by the dean office.

Student Conference
A conference between the student and Dean of Students to gain insight, provide alternatives to inappropriate behaviors, express possible consequences and desired outcomes.

Parent Conference
A conference between the parent/guardian, student, and Dean (by phone or in person by discretion of the Dean) to gain insight, provide alternatives to inappropriate behaviors, express possible consequences and desired outcomes.

Loss of Privileges
Cannot attend school-related functions, i.e., field trips and extra-curricular activities, mobility to use specified items such as telephones during lunch, shuttle bus, parking privileges, etc.

Restitution for Damages
Must pay to either fix or replace what was damaged as a result of inappropriate behavior.

Referral to Support Services
The student's name is referred to appropriate screening committees for review to determine if student qualifies for additional school support services.

In-School Suspension/(ISS)Learning Adjustment Center (LAC)
A supervised study hall where the student spends either half of the day or the entire day working on specific assignments given by his or her teachers. The student is expected to follow the established rules and regulations regarding the In-School-Suspension (LAC).

Saturday Detention
A supervised study hall on an assigned Saturday between the hours of 8:00 a.m. – 1:00 p.m. Failure to serve a Saturday Supervision may result in the implementation of the original consequence or an out-of-school suspension.

Out-of-School Suspension (1 – 10 days in length)
The student is not allowed to participate in any school activity during the length of the specified suspension. The suspension period may be between 1-10 days in length. During the suspension the student is expected to remain at home during school hours under the supervision of the parent/guardian.

Removal from Class with Loss of Credit
The student is removed from the class for the semester and assigned to a study hall during this period.

Removal of Privileges
Such as shuttle bus, parking, extra-curricular activities, etc. The student is not allowed to participate in extra-curricular activities, i.e., club membership is forfeited, no longer a member of a school-sponsored group, athletic team, etc.

Request for an Expulsion Hearing
Expulsion is an exceptionally serious matter which requires School Board action. A student who is expelled is not permitted to attend any school-related activity, and the expulsion is noted on the student's permanent transcript record.

Report or Complaint Filed with Local Police
A report of an incident is made with the local police department. Legal charges that may lead to an arrest may be brought against the offending student(s).

Suspension Procedures (BOE Policy #7:200)

In-School Suspension

The Superintendent or designee is authorized to maintain an in-school suspension program. The program shall include, at a minimum, each of the following:

1. Before assigning a student to in-school suspension, the charges will be explained and the student will be given an opportunity to respond to the charges.
2. Students are supervised by licensed school personnel.
3. Students are given the opportunity to complete classroom work during the in-school suspension for equivalent academic credit.

Out-of-School Suspension

The Superintendent or designee shall implement suspension procedures that provide, at a minimum, for each of the following:

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before he or she may be suspended.
2. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. An attempted phone call to the student's parent(s)/guardian(s).
4. A written notice of the suspension to the parent(s)/guardian(s) and the student, which shall:
   a. Provide notice to the parent(s)/guardian(s) of their child's right to review of the suspension;
   b. Include information about an opportunity to make up work missed during the suspension for equivalent academic credit;
   c. Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
   d. Provide rationale or an explanation of how the chosen number of suspension days will address the threat or disruption posed by the student or his or her act of gross disobedience or misconduct; and
   e. Depending upon the length of the out-of-school suspension, include the following applicable information:
      i. For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose:
         a) A threat to school safety, or
         b) A disruption to other students' learning opportunities.

      ii. For a suspension of 4 or more school days, an explanation:
         a) That other appropriate and available behavioral and disciplinary interventions have been exhausted,
         b) As to whether school officials attempted other interventions or determined that no other interventions were available for the student, and
         c) That the student's continuing presence in school would either:
            i) Pose a threat to the safety of other students, staff, or members of the school community, or
            ii) Substantially disrupt, impede, or interfere with the operation of the school.

      iii) For a suspension of 5 or more school days, the information listed in section 4.e.ii., above, along with documentation by the Superintendent or designee determining what, if any, appropriate and available support services will be provided to the student during the length of his or her suspension.

5. A summary of the notice, including the reason for the suspension and the suspension length, must be given to the Board by the Superintendent or designee.
6. Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. Whenever there is evidence that mental illness may be the cause for the suspension, the Superintendent or designee shall invite a representative from a local mental health agency to consult with the Board. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate. If the suspension is upheld, the Board's written suspension decision shall specifically detail items (a) and (e) in number 4, above.

Expulsion Procedures (BOE Policy #7:210)

The Superintendent or designee shall implement expulsion procedures that provide, at a minimum, for the following:

1. Before a student may be expelled, the student and his or her parent(s)/guardian(s) shall be provided a written request to appear at a hearing to determine whether the student should be expelled. The request shall be sent by registered or certified mail, return receipt requested. The request shall:

   a. Include the time, date, and place for the hearing.

b. Briefly describe what will happen during the hearing.
c. Detail the specific act of gross disobedience or misconduct resulting in the decision to recommend expulsion.
d. List the student's prior suspension(s).
e. State that the School Code allows the Board of Education to expel a student for a definite period of time not to exceed 2 calendar years, as determined on a case-by-case basis.
f. Ask that the student or parent(s)/guardian(s) or attorney inform the Superintendent or Board Attorney if the student will be represented by an attorney and, if so, the attorney's name and contact information.

2. Unless the student and parent(s)/guardian(s) indicate that they do not want a hearing or fail to appear at the designated time and place, the hearing will proceed. It shall be conducted by the Board or hearing officer appointed by it. If a hearing officer is appointed, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate. Whenever there is evidence that mental illness may be the cause for the recommended expulsion, the Superintendent or designee shall invite a representative from a local mental health agency to consult with the Board.

3. During the expulsion hearing, the Board or hearing officer shall hear evidence concerning whether the student is guilty of the gross disobedience or misconduct as charged. School officials must provide: (1) testimony of any other interventions attempted and exhausted or of their determination that no other appropriate and available interventions were available for the student, and (2) evidence of the threat or disruption posed by the student. The student and his or her parent(s)/guardian(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified, and otherwise present reasons why the student should not be expelled. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.

4. If the Board acts to expel the student, its written expulsion decision shall:
   a. Detail the specific reason why removing the student from his or her learning environment is in the best interest of the school.
   b. Provide a rationale for the specific duration of the recommended expulsion.
   c. Document how school officials determined that all behavioral and disciplinary interventions have been exhausted by specifying which interventions were attempted or whether school officials determined that no other appropriate and available interventions existed for the student.
   d. Document how the student's continuing presence in school would (1) pose a threat to the safety of other students, staff, or members of the school community, or (2) substantially disrupt, impede, or interfere with the operation of the school.

5. Upon expulsion, the District may refer the student to appropriate and available support services.

Maintaining Student Discipline (BOE Policy #5:230)

Maintaining an orderly learning environment is an essential part of each teacher's instructional responsibilities. A teacher's ability to foster appropriate student behavior is an important factor in the teacher's educational effectiveness. The Superintendent shall ensure that all teachers, other certificated [licensed] educational employees (except for individuals employed as paraprofessional educators), and persons providing a student's related service(s): (1) maintain discipline in the schools as required in the School Code, and (2) follow the Board of Education policies and administrative procedures on student conduct, behavior, and discipline.

When a student's behavior is unacceptable, the teacher should first discuss the matter with the student, if appropriate. If the unacceptable behavior continues, the teacher should consult with the Building Principal and/or discuss the problem with the parent(s)/guardian(s). A teacher may remove any student from the learning setting whose behavior interferes with the lessons or participation of fellow students. A student's removal must be in accordance with Board policy and administrative procedures.

Teachers shall not use disciplinary methods that may be damaging to students, such as ridicule, sarcasm, or excessive temper displays. Corporal punishment (including slapping, paddling, or prolonged maintenance of a student in physically painful positions, and intentional infliction of bodily harm) may not be used. Teachers may use reasonable force as needed to keep students, school personnel, and others safe, or for self-defense or defense of property.

J. Sterling Morton High School District 201
2024-2025 School Year
Student Clubs and Activities

Mission
To develop committed and enthusiastic students who act with integrity, demonstrate citizenship, and sportsmanship, and act as ambassadors of good will to our greater community.

Values
1. Clubs and activities exist to provide each student with opportunities for cultural, mental, physical, emotional and social growth.
2. Student and Organizations provide opportunities for intellectual development through activities that support the curriculum, promote common interests and develop a sense of ownership in the school.

Goals
1. To work with the school and community to shape the leaders of today and tomorrow.
2. To extend learning beyond the boundaries of the classroom by engaging in real world problem solving as engaged members of the Morton High School Community

At J. Sterling Morton High School #201, we have over 60 organizations that make up our clubs and activities across the district. These groups that meet at least once a week and work to unify our campus community. Student activities offer opportunities for students to interact with each other outside of the classroom. The broad range of activities of approved by the Board of Education is a vital part of our total educational program. Organizations, clubs, societies, and other groups that are related to the curriculum are welcomed to serve as extensions to the student's education.

Dance Policy
District 201 dances are open to current Morton students with valid school ID's only. Exceptions to this rule must be approved by campus administration. Students may only invite guests under the age of 21 years old.

Dance Expectations
In order to provide the best opportunity for a positive experience for all students who attend a dance at Morton High School, we have the following expectations:

1. Dances are school sponsored events, and all school rules for behavior and participation apply to everyone who attends the dance regardless of age, student status, or location of the dance. This includes rules for use of tobacco, alcohol, and controlled substances. Students who are serving suspension may not attend the dance.
2. Participation in a dance at Morton High School is limited to students at Morton High School and their guests. Each student may bring only one guest, and that guest must complete and return a Guest Registration Form prior to the dance. In order to attend the dance, the guest must be eligible to enroll at a high school or be a graduate who is under the age of 21. Everyone attending the dance must present a valid picture ID before being admitted to the dance.
3. Appropriate dress is expected at all times. Students who are dressed inappropriately for the function will be asked to adjust their clothing to conform to the expected levels of style and good taste.
4. Students may not dance in a manner that is lewd or sexually explicit. They must keep both feet on the floor when dancing and may not touch intimate areas.
5. Once a student has entered the dance, he/she may not leave the building without permission of a staff member.
6. Students are to remain in the areas designed for the event whether the dance is held on or off campus.
7. Once purchased, the cost of the ticket may not be refunded.
8. The posted "Doors Open" times will be strictly enforced and students must arrive no later than 9 p.m., unless there are prior arrangements. The dance will end promptly at 11:00 p.m. Students are expected to make their transportation arrangements accordingly.

Student Fundraising Activities (BOE Policy #7:325)

No individual or organization is allowed to ask students to participate in fundraising activities while the students are on school grounds during school hours or during any school activity. Exceptions are:

1. School-sponsored student organizations; and
2. Parent organizations and booster clubs that are recognized pursuant to policy 8:90, *Parent Organizations and Booster Clubs*.

The Superintendent or designee shall manage student fundraising activities in alignment with the following directives:

1. Fundraising efforts shall not conflict with instructional activities or programs.
2. For any school that participates in the School Breakfast Program or the National School Lunch Program, fundraising activities involving the sale of food and beverage items to students during the school day while on the school campus must comply with the III. State Board of Education rules concerning the sale of competitive food and beverage items.
3. Participation in fundraising efforts must be voluntary.
4. Student safety must be paramount, and door-to-door solicitations are prohibited.
5. For school-sponsored student organizations, a school staff member must supervise the fundraising activities and the student activity funds treasurer must safeguard the financial accounts.
6. The fundraising efforts must be to support the organization's purposes and/or activities, the general welfare, a charitable cause, or the educational experiences of students generally.
7. The funds shall be used to the maximum extent possible for the designated purpose.
8. Any fundraising efforts that solicit donor messages for incorporation into school property, e.g., tiles or bricks, or placement upon school property, e.g., posters or placards, must:
   a. Develop viewpoint neutral guidelines for the creation of messages;
   b. Inform potential donors that all messages are subject to review and approval, and that messages that do not meet the established guidelines must be resubmitted or the donation will be returned; and
   c. Place a disclaimer on all fundraising information and near the completed donor messages that all messages are "solely the expression of the individual donors and not an endorsement by the District of any message's content."

Extracurricular and Co-Curricular Activities (BOE Policy #6:190)

Extracurricular or co-curricular activities are school- sponsored programs for which some or all of the activities are outside the instructional day. They do not include field trips, homework, or occasional work required outside the school day for a scheduled class. *Co-curricular activity* refers to an activity associated with the curriculum in a regular classroom and is generally required for class credit. *Extracurricular activity* refers to an activity that is not part of the curriculum, is not graded, does not offer credit, and does not take place during classroom time; it includes competitive interscholastic activities and clubs.

The Superintendent must approve an activity in order for it to be considered a District-sponsored extracurricular or co-curricular activity, using the following criteria.

1. The activity will contribute to the leadership abilities, social well-being, self-realization, good citizenship, or general growth of student-participants.
2. Fees assessed students are reasonable and do not exceed the actual cost of operation.
3. The District has sufficient financial resources for the activity.
4. Requests from students.
5. The activity will be supervised by a school-approved sponsor.

Non-school sponsored student groups are governed by Board of Education policy, 7:330, Student Use of Buildings- Equal Access.

Academic Criteria for Participation

Selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Participation in co-curricular activities is dependent upon course selection and successful progress in those courses. In order to be eligible to participate in any school-sponsored or school-supported athletic or extracurricular activity, a student must satisfy the Illinois High School Association's scholastic standing requirements [doing passing work in at least 25 credit hours of high school work per week]. Any student-participant failing to meet these academic criteria shall be suspended from the activity until the specified academic criteria are met.

Conduct Code for Participants in Extracurricular Activities (BOE Policy #7:240)

The Athletic Director, using input from coaches and sponsors of extracurricular activities, shall develop a conduct code for all participants in extracurricular activities consistent with Board of Education policy. The conduct code shall: (1) require participants in extracurricular activities to conduct themselves as good citizens and exemplars of their school at all times, including after school, on days when school is not in

session, and whether on or off school property; (2) emphasize that hazing and bullying activities are strictly prohibited; and (3) notify participants that failure to abide by it could result in removal discipline, up to and including removal from the activity. Participants who violate the conduct code will be allowed to give an explanation before being progressively disciplined. The conduct code shall be reviewed by the Building Principal periodically at his or her discretion and presented to the Board.

Participants in extracurricular activities must abide by the conduct code for the activity and Board policy 7:190, *Student Behavior.* All coaches and sponsors of extracurricular activities shall annually review the conduct code with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 9 through 12 participating in these programs.

Performance Enhancing Drug Testing of High School Student Athletes

The Illinois High School Association (IHSA) prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. IHSA administers a performance-enhancing substance testing program. Under this program, student athletes are subject to random drug testing for the presence in their bodies of performance-enhancing substances on the IHSA's banned substance list. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, *Student Behavior.*

J. Sterling Morton High School District 201
2024-2025 School Year
Morton Athletic Program

Morton High Schools offers a comprehensive sports program for young men and women dedicated to developing athletic achievement as an integral part of the student's overall education.

Involvement in the program encourages and builds the student's self-confidence and esteem, develops leadership and group interaction skills, and fosters a sense of accomplishment. Participation in the program inspires a will to succeed in athletics, in academics, and in life.

Sports at Morton are a tradition and an honor. Morton athletes contribute significantly to the school and community through their efforts, hard work, and dedication.

An enthusiastic and qualified coaching staff works with the athletes, guiding their interest and abilities in the sport (s) of their choice, and urging academic excellence.

CONFERENCE

Morton High School is a member of the West Suburban Conference, which is made up of 14 schools in the western suburbs. There are two divisions in the conference. Morton is in the Gold Division. Other schools in their division include Addison Trail, Downers Grove South, Hinsdale South, Leyden, Proviso East, and Willowbrook.

Students at Morton can compete in 26 different sports and on multiple levels for each sport. Through the years, Morton teams have achieved more than their share of league and tournament championships. Individuals have also set numerous records and won All-State and All-Conference honors.

SPORTS OFFERED

Fall	**Winter**	**Spring**
Boys X-Country – 8/12/24	Boys Basketball – 11/11/24	Boys Track – 01/20/25
Girls X-Country – 8/12/24	Girls Basketball – 11/4/24	Girls Track – 01/20/25
Football– 8/12/24	Wrestling G&B – 11/11/24	Baseball – 3/3/25
Boys Soccer – 8/12/24	Boys Swimming – 11/25/24	Softball – 3/3/25
Boys & Girls Golf – 8/12/24	Girls Bowling – 11/18/24	Boys Tennis – 3/3/25
Girls Tennis – 8/12/.24	Gymnastics – 11/11/24	Girls Badminton – 3/3/25
Girls Swimming – 8/12/24	Dance – 10/28/24	Boys Volleyball – 3/10/25
Girls Volleyball – 8/12/24	Cheerleading – 10/28/24	Girls Soccer – 3/3/25
Dance – 8/12/24	Boys Bowling 10/28/24	Girls' Water Polo – 3/3/25
Cheerleading – 8/12/24		Boys' Water Polo – 3/3/25
Girls Flag Football – 8/5/2024		

***Check www.il.8to18.com/Morton for tryout times and locations**

ATHLETE REQUIREMENTS

- All athletes must be passing 20 hours (4 classes) of classroom work from the previous semester in order to be eligible for athletics, except incoming freshmen
- Current IHSA physical must be on file in the Athletic Director's office before a student can tryout. (see attached IHSA physical form)
- Incoming freshmen must provide the Athletic office with a copy of their school physical for athletic eligibility
- Physicals are good for **13 months and must be renewed by a physician every 13 months**
- All forms are available in the Athletic office at the East and West campus or online at: www.il.8to18.com/Morton

Locations for Mustang practices

Locations for Mustang practices		
Fall	**Winter**	**Spring**
Girls' Cross Country – Morton West	Boys' Basketball – Freshmen: FC/Morton East Sophomore & Varsity – Morton East	Girls' Outdoor Track – Morton West
Boys' Cross Country – Morton West	Boys' Swimming and Diving – Morton West	Girls' Indoor Track – Morton East
Boys' & Girls' Golf – Fresh Meadows Golf Course	Girls' Basketball – Morton West	Boys' Outdoor Track – Morton West
Girls' Swimming and Diving – Morton West	Wrestling – Morton East	Boys' Indoor Track – Morton West
Boys' Soccer – Freshmen: Freshman Center\Morton West Sophomore, JV, Varsity – Morton West	Girls' Gymnastics – Morton East	Girls' Water Polo – Morton West
Football – Morton West	Girls' Bowling – Striker Lanes	Boys' Volleyball – Morton East
Girls' Tennis – Morton West	Cheerleading – Morton West	Girls' Soccer – Morton West Freshmen: Freshman Center/Morton West Sophomore, JV, Varsity – Morton West
Cheerleading – Morton West	Dance – Morton East	Boys' Tennis – Morton West
Dance – Morton East	Boys' Bowling – Town Hall Bowling	Boys' Water Polo - Morton East
Girls' Flag Football - Morton East		Badminton - Morton West
		Baseball - Morton West
		Softball - Morton East

Locations for Morton competitions

Locations for Morton competitions		
Fall	**Winter**	**Spring**
Girls' Cross Country - All Away	Boys' Basketball Freshmen: Morton East Sophomore & Varsity: Morton East	Girls' Outdoor Track - Morton West
Boys' Cross Country - All Away	Boys' Swimming and Diving - Morton West	Girls' Indoor Track - Morton East
Boys' & Girls' Golf - Fresh Meadows Golf Course	Girls' Basketball - Morton West	Boys' Outdoor Track - Morton West
Girls' Swimming and Diving - Morton West	Wrestling - Morton East	Boys' Indoor Track - Morton West
Girls' Volleyball - Morton East	Girls' Gymnastics - Morton East	Girls' Water Polo - Morton West
Football - Morton West	Girls' Bowling - Striker Lanes	Boys' Volleyball - Morton East
Boys' Soccer Freshmen: Morton West/Freshman Center Sophomore, JV & Varsity: Morton West	Cheerleading (Travels with Basketball team) - Morton East	Girls' Soccer - Morton West
Girls' Tennis - Morton West	Dance East Campus	Boys' Tennis - Morton West
Cheerleading (Travels with Football team) - Morton West	Boys' Bowling – Town Hall Bowling	Boys' Water Polo - Morton East
Dance - Morton East		Badminton - Morton West
Girls' Flag Football - Morton West		Baseball - Morton West
		Softball - Morton East

Occasionally, due to weather or facility conflicts, it is necessary to change the location of Morton athletic practices.
For questions, up-to-date schedule and/or cancellation information, please check the Morton Athletic website 8to18.com/morton or call the Morton Athletic hotline (708) 780-2088 or follow the athletic twitter.
@mortonathletics.

Competition Locations

Morton West:	2400 S. Home Ave., Berwyn
Morton East:	2423 S. Austin Blvd., Cicero
Morton Freshman Center	1801 S. 55th Ave., Cicero
Fresh Meadows Golf Course	2144 S. Wolf Rd., Hillside
Striker Lanes	6724 W. 16th St., Berwyn
Town Hall Bowling	5025 W. 25th St., Cicero

J. Sterling Morton High School District 201
2024-2025 School Year
Drivers Education

To receive a driving permit, the state requires 30 hours of class time. Students in Sophomore PE Leadership Training take the bookwork class during one semester in that sophomore year. During this class students will take their written state test that they need to pass to receive their permit. Students will fill out applications for their permits and their instructor will collect a money order for $20 made payable to the: Secretary of State.

The application is sent to the Secretary of State by the school. When done processing, permits are only sent to the school not to the student's home. Permits are good for 2 years from the date of issue. During this 2-year period a student will need to drive with a family member, 21 years of age or older at the least 50 hours (State requirement). They cannot get their actual license unless they have had their permit for at least 9 months (State requirement) and have had Behind the Wheel.

The cost for drivers education bookwork is $87.50 and is 30 hours of classroom instruction. The cost for drivers education behind the wheel driving is $162.50 and is 6 hours of driving instruction behind the wheel of a vehicle with an instructor. The total if a student chooses to be in both courses is $250, students must pay at the cashier and bring their receipt to the athletic office to schedule a time to drive with an instructor.

Restrictions on Publications; High Schools (BOE Policy #7:315)

Definitions

Libel means the willful or negligent publication of provably false and unprivileged statements of fact that do demonstrable harm to a living person's reputation.

Obscene means lewd; impure; incident; calculated to shock the moral sense of humans by a disregard of chastity or modesty. Objectionable or offensive to accepted standards of decency.

School official means a Building Principal or designee.

School-sponsored media means any material that is prepared, substantially written, published, or broadcast by a student journalist, distributed, or generally made available to members of the student body, and prepared under the direction of a student media advisor. It does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

Slander means the speaking of false statements of fact that seriously harm a living person's reputation.

Student journalist means a public high school student who gathers, compiles, write, edits, photographs, records, or prepares information for dissemination in school-sponsored media.

Student media adviser means an individual employed, appointed, or designated by the District to supervise or provide instructions relating to school-sponsored media.

School-Sponsored Media

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act and Board of Education policies, and 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 in 105 ILCS 5/27-20.08; 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 unwarranted 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 of the District's policies; or
   c. Materially and substantially disrupt the orderly operation 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 Superintendent or designee and/or student media adviser may review, edit, and delete such media material before publication or distribution of the 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 District or an expression of Board policy.

Non-School Sponsored Publications Accessed or Distributed on Campus

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material of any medium including electromagnetic media (e.g., images, digital files, flash memory, etc.) or combinations of these whether off-line (e.g., a printed book, digital files, etc.) or online (e.g., any website, social networking site, database for information retrieval, etc.) or (3) information or material on electronic devices (e.g., text or voice messages delivered by cell phones, tablets, and other hand-held devices).

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 Board of education policy and Student Handbooks.
4. Is reasonably viewed a 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.

Bullying and Cyberbullying

The Superintendent or designee shall treat behavior that is *bullying* and/or cyberbullying according to Board policy 7:180, *Prevention of and Response to Bullying*, *Intimidation, and Harassment*, in addition to any response required by this policy.

Field Trips and Recreational Class Trips (BOE Policy #6:240)

Field trips are permissible when the experiences are a part of the school curriculum and/or contribute to the District's educational objectives.

All field trips must have the Superintendent or designee's prior approval, except that field trips beyond a 200-mile radius of the school, outside of Illinois, or extending overnight must have the prior approval of the Board of Education. The Superintendent or designee shall analyze the following factors to determine whether to approve a field trip: educational value, student safety, parent concerns, heightened security alerts, and liability concerns. On all field trips, a bus fee set by the Superintendent or designee may be charged to help defray the transportation costs.

Parents/guardians of students: (1) shall be given the opportunity to consent to their child's participation in any field trip, and (2) are responsible for all entrance fees, food, lodging, or other costs, except that the District will pay such costs for students who qualify for a fee waiver under Board policy 4:140, *Waiver of Student Fees*. All non-participating students shall be provided an alternative experience. Any field trip may be cancelled without notice due to an unforeseen event or condition.

Privately arranged trips, including those led by District staff members, shall not be represented as or construed to be sponsored by the District or school. The District does not provide liability protection for privately arranged trips and is not responsible for any damages arising from them.

Recreational Class Trips

Recreational class trips are permissible provided they do not interfere with the District's educational goals. The provisions in this policy concerning field trips are also applicable to recreational class trips, except those regarding educational value.

APPENDIX A

Lab Safety Rules Language

A violation of the rules below will result in disciplinary consequences. Upon the occurrence of a violation or of a pattern of violations that either jeopardizes or might jeopardize the safety of any student, any other person, or any property, the teacher may, in his or her discretion, refer the student to the Assistant Principal. Upon a referral to the Assistant Principal, a meeting shall be held between the Dean of Students, the Student and the Student's parents to review and discuss the student's conduct. Following the meeting, the Assistant Principal shall determine the appropriate disciplinary consequences necessary to address the behavior, which consequences might include up to an out of school suspension, the student's withdrawal from the class or a request for an expulsion hearing. An Assistant Principal's decision to issue an out of school suspension or to withdraw a student from the class may, upon a request by the student, a parent or guardian, be appealed to a hearing officer appointed by the Board of Education. In the event of an appeal, the hearing officer and the student, parents or guardian shall hold a hearing to review the student's conduct and the decision of the Assistant Principal. The hearing officer shall present a written summary of the evidence heard and a transcript of the hearing to the Board of Education who shall make the final decision on the appeal. Safety within a science or technology laboratory is of utmost importance to the faculty and staff of District 201. Students who work with potentially dangerous materials or equipment are well informed about safety procedures and precautionary techniques to avoid unnecessary injuries. It is the inappropriate behavior of the student within the laboratory that results in avoidable accidents. Examples of courses applicable to these rules include: Science labs, automotive, stage craft, etc.

Students are **NOT** to:

1. Throw any object or liquid.
2. Run.
3. Push another student.
4. Hit another student.
5. Vandalize anything.
6. Interfere with another student's experiment.
7. Engage in any physical confrontation.
8. Become a hazard due to lack of preparation for the lab experiment.
9. Fail to wear safety goggles when required.
10. Use chemicals or equipment in an inappropriate manner.
11. Remove lab materials from the lab.
12. Inappropriately use fire, chemicals, hot items, or liquids.
13. Fail to perform appropriate clean up or disposal of harmful materials.
14. Fail to return equipment to the designated areas after use.
15. Fail to immediately report chemical spills to the instructor.
16. Tamper with lab control devices (i.e., gas valves, electrical control boxes, air regulators, etc.) without permission.
17. Fail to immediately report accidents and/or breakage to the instructor.
18. Taste any chemical.

Students **MUST**:

1. Follow your teacher's directions.
2. Perform only authorized experiments.
3. Protect long hair, eyes, face, hands, and body.
4. Follow your teacher's clean up procedures.
5. Know where to get help in an emergency.
6. Know the location of first aid and firefighting equipment.
7. Report all accidents to the teacher IMMEDIATELY.
8. Ask questions if they do not understand anything pertaining to the class

APPENDIX B

Extra-Curricular Code of Conduct Form

Name_____ Student ID_____ # Phone_____

Extra-curricular Activity/Activities_____ Year in School_____

Student participation in representing J. Sterling Morton High Schools, District #201, in extra-curricular activities is a privilege and not a right. As such, it carries expectations beyond those followed in the classroom. The JSM extra-curricular program intends to develop good citizenship among its student participants so that they may serve as positive role models for their school and community. In addition, it provides a practical forum for them to develop leadership, loyalty, trust, judgment, responsibility, self-discipline, competitiveness and skills necessary for success in all aspects of life. The policies and guidelines outlined below are not seasonal and must be followed for twelve months of the year throughout the student participant's high school career. Students in violation of the code may face disciplinary action.

Expectations of Student Participants

- To maintain the eligibility standards as determined by the IHSA in the semesters both prior and current to the participation in a given IHSA athletic activity.
- To submit to an annual physical examination for participation in athletic activities (athletes must complete and document their physicals before their participation can begin.)
- To attend practices, contests, meetings, and events, the participant must attend school prior to any participation in an extra-curricular activity held on the same day. It is the participant's responsibility to contact the coach or sponsor prior to an absence to a practice or contest.
- To abide by all rules established by individual coach or sponsor specific to the sport and/or activity.
- To attend a session that offers an explanation of the Extra- curricular Code of Conduct.
- To return all school issued equipment at the conclusion of the activity and be financially responsible for all damaged or lost materials. An athlete will not be allowed to participate in a subsequent sport or receive her/his transcripts until the equipment record has been cleared.
- If a student chooses to be involved in a school sponsored fundraiser, the student accepts financial responsibility for all merchandise given and the monies collected.
- To travel with school arranged transportation for all events away from JSM. An exception to this can be made only if a parent signs out their own child for transfer to and/or from an event with the coach or sponsor responsible for the given activity.
- To display respect for the people and property of both JSM and other schools.
- To attend awards ceremonies.

Violations of the Extra-Curricular Code of Conduct

- The possession, use, or transportation of alcohol, tobacco products, controlled substances including steroids, or look-a-like drugs and/or drug paraphernalia on or off campus.
- The hosting or attending of any gathering at which alcohol or any other controlled substances are being illegally served.
- The theft or the possession of stolen property.
- The violation of serious school rules and regulations as deemed by the Athletic Director and the Director of Student Activities.
- Any acts of gross disobedience and/or insubordination considered unbecoming for a participant and/or detrimental to the extra-curricular program of JSM.
- Any gang-related activity including, but not limited to recruiting or harassment.
- Any illegal act.
- Any activity which damages the reputation of JSM.
- Any hazing or bullying of any student or athlete.
- Discrimination or harassment on the basis of race, sex, gender identity, religion, color, national or ethnic origin, or handicap in the operation of all programs, activities, and services

Alleged violations of the JSM Extra-curricular Code of Conduct will be reviewed by a board empowered to invoke the following consequences. The Principal will have final authority in the administration of consequences.

Disciplinary Consequences for Violations of the Code

1st Offense: Suspension for 1/9 to 1/3 of the season*

2nd Offense: Suspension for 1/3 to one full season from any extra-curricular activity participation as a JSM student. If suspension occurs during a particular season, it will be prorated to equal one full season*

3rd Offense: Suspension for one full season to 12 months from any extra-curricular activities*

Major/Minor Violations: The Morton Athletic Director, Director of Student Activities, and the Principal of the building the student is housed, reserve the right to determine whether the infraction of the policy is a major or minor violation. Major violations will be disciplined at the maximum consequence. Minor violations will be disciplined within the stated level of consequence depending upon the recommendation of the Board of Review. Certain acts that are considered egregious may result in the Board of Review increasing the length of the suspension (including, but not limited to, assault of staff, selling narcotics, etc.)

Voluntary Admission: Voluntary admission of a 1st offense Extra-Curricular Code violation related to alcohol and/or drugs may reduce the penalty in half to 1/6 of the season. This admission requires the student and parent to meet with the Athletic Director or Director of Student Activities, and the head coach or sponsor of the activity involved prior to any school personnel being aware of the incident and that student's involvement.

* If an athlete is suspended by this code, he/she will be expected to attend all practices and contests and conduct themselves in the best interest of the team, but they will not be allowed to participate in the contest. The board of review will determine the number of contests to be missed; that number shall equal 1/3 of the sports season as defined by the IHSA; multiple contests on one day will be counted as one contest.

* If a participant in an extra-curricular activity is suspended, he/she will not be allowed to attend any of meetings and/or events planned by their activity for the duration of their suspension. The board will determine what constitutes 1/3 of the activity's season.

Board of Review Process

The Board of Review will consist of the Athletic Director and the Director of Student Activities or Assistant Principal, and the head coach or sponsor of the activity involved. The procedures followed in the event of suspected violations of the JSM Extra-curricular Code will be:

1. The alleged violations will be reported to the Athletic Director or the Director of Student Activities in a timely fashion.
2. The AD/DSA will arrange a conference with the accused student, the parent, and the coach/sponsor of the extra-curricular activity. At this time, the accused student is entitled to review the charges and will have an opportunity to explain the charges brought against him/her.
3. The AD/DSA will determine if there is sufficient evidence or cause to support the alleged violation.
4. The Board of Review will report its findings to the building principal. The Principal will, if necessary, levy the appropriate penalty for the code violation. The Principal's decision will be final.

APPENDIX C

Physical Education Dress Procedure

Physical Education in the J. Sterling Morton High School District is regarded as a vital part of general education and an integral part of the schools total educational program. It encompasses certain developmental goals, which include the physical, mental, and emotional aspects of child growth and maturity.

Physical education is a directed, purposeful activity, centering on the development, movement, care, and use of the total body. Physical education stresses the development of physical, social, and mental skills through organized learning experiences based on several principles of child growth and development.

Physical Education Purpose

It is the primary purpose of the Morton Physical Education Program to provide each student with opportunities for improving motor development and health related fitness components of cardiovascular fitness, muscular strength, muscular endurance, flexibility, and body composition. It is also the intent of the Physical Education program to increase the understanding and appreciation of the principles of movement, fitness, and lifetime sports activities. The following policies and procedures are presented for students to accomplish these goals and to help them maintain a strong mind in a strong body.

Dress Requirements

1. Uniform
   a. Morton PE uniform can be purchased in the school bookstore.
   b. Student must wear a Morton PE uniform during class
   c. No street clothes are allowed to be worn under PE clothes during activity.

2. Shoes and Socks
   a. No slippers, flats, just socks, various type of shoe boots, sport sandals, and gym shoes with heels, gym shoes without backs are Unacceptable.
   b. Shoes must have laces.

3. Sweatshirt and Pants
   a. A sweat outfit is recommended for outside activity when it is cold.
   b. Sweats must be solid color of black or gray. Morton sweats are preferred but not mandatory.

4. Jewelry
   a. No metal, hanging or dangling jewelry is to be worn during the PE class. This is for the student's personal safety.
   b. Cloth, rubber, or plastic adornments must be removed upon the request of the teacher for the safety of the student.

5. Swim participation (East and West campuses only)
   a. 100% participation is expected of students enrolled in an aquatic activity.
   b. Days out of the water must be made up unless the days out are because of a written note from a doctor. Swim make-ups will be done in the pool with the PE teacher on pre-arranged days.
   c. If a student is in swimming class but not swimming, they must have a note from a doctor. If a note exempts the student from swimming, they must come prepared to exercise and run if possible. If the note exempts them from all activity, they must be prepared to do written work for the class period.
   d. Students are responsible for providing their own swimsuits. Students must also provide goggles and swim caps. Towels and all other equipment will be provided by the department. Girls must have a swimsuit to be allowed to participate. Boys must have a swim suit with liner. (PE gym clothes will not be allowed in the pool.) Only teacher approved cover-ups may be allowed in the pool.
   e. Daily participation points also apply to swimming.

Locker Room Security

- Students are required to purchase a lock and lock up all personal items in their PE locker. (All PE lockers must be cleaned out every hour) Locks left on lockers after class will be cut and items will be removed from the locker.
- Students may purchase a carry bag for PE clothing.
- Aerosol cans, glass containers, food, drinks, electrical hair dryers, and curling irons are not allowed in the locker rooms.
- Students should not leave their belongings out in the locker rooms during class. Lock up any personal items every day.
- For security reasons, lockers are not to be shared unless pre- approved by the instructor.

Safety/Care of Facilities

Safety is an essential part of Physical Education. Students' must use common sense regarding safety issues and also observe all safety rules set forth by their teacher.

1. Per the school rule, cell phones, mp3 players or any other electronic devices are prohibited in the locker room. To provide a safe and uncluttered teaching area, book bags are not to be brought into the PE class.

2. Gum chewing, eating or drinking during gym classes is prohibited.

3. ***IF THE STUDENT HAS AN INJURY OR ACCIDENT OF ANY KIND DURING THE CLASS PERIOD OR WHILE IN THE LOCKER ROOM, IT IS TO BE REPORTED TO THEIR TEACHER IMMEDIATELY.***

Morton is fortunate to have excellent facilities and equipment. Please take care of the facilities and equipment; when things are destroyed it negatively impacts all Morton students.

APPENDIX D

Computer Use Policy

J. Sterling Morton High Schools District #201 is providing computer equipment for student use. To provide for adequate care of the equipment and software this Computer Use Policy is in effect.

Any student who uses computer equipment agrees to the following rules.

I understand and agree that:

1. The lab is a classroom. Students must behave as though they are in a class. (Students who create a disturbance or who show disrespect for other students, lab personnel, or equipment may lose their lab privileges.)
2. Students may not begin until they receive instructions. They must report any damages, malfunctions, or graffiti, etc. to the teacher or lab supervisor on duty as soon as they get to their station. Students may be held responsible for the problems that are not reported.
3. Under no circumstances are students to attempt to correct a program, software, or hardware problem. (Even if students are positive they know how to "fix" it, they are not to touch the computers. Report the problem to a lab supervisor.)
4. Students must report any Virus notices IMMEDIATELY. They must not touch the computer in any way or remove any disks if there is a Virus warning. (Students may be held responsible for any damage that results from an UNREPORTED Virus.)
5. Any attempt to damage a computer or to alter the computer configuration or in any way to access unauthorized software or tap into local or network drives will result in immediate loss of all computer use privileges.
6. Students may only use the class purchased disk in the lab. No unauthorized disks may be used in labs. No disks are to be removed from the lab. Students who have not purchased a disk will not be allowed to sit at a computer without advance approval from the lab supervisor. (Lab computers are to be used for school assignments and projects only.)
7. During class time, lab computers are not to be used to play games or to work on personal projects not approved by the classroom teacher.
8. Students who need files they have prepared at home transferred to a disk must see the lab supervisor on duty well in advance of class to allow lab personnel to perform the transfer. (No files will be transferred from contaminated disks.)

Disks are to be handled with care. Students are not to copy ANY school software onto the students' disks. All files are to be saved to the floppy disk in drive: A only. (Files saved on the hard drive will be erased.)

Special passes are required to use the lab before school, during lunch and during study hall hours. See classroom teachers or a lab supervisor on duty for details. Students may not come to the lab during their regularly scheduled classes. (Ex: History, Math, Gym, English, etc.)

Students must sign in when coming into the lab before school, during lunch hour, and study hall hours. No food, candy, or drink is allowed in the computer labs.

No student will be allowed to access the Internet unless there is a copy of the ***Computer Usage Consent Form signed by both the parent and the student on file*** in the Instructional Technology office. These forms can be obtained from the computer lab supervisor.

Students are expected to read the lab rules and be certain they understand them. Violation of lab rules may result in permanent loss of lab privileges and/or Deans' Office consequences.

Internet Acceptable Use Policy Statement Mission

The mission of Morton High Schools Internet initiative is to enhance learning and teaching through interpersonal communication, student access to information, research, teacher training, collaboration and dissemination of successful educational practices, methods, and materials.

Rights and Responsibilities

The mission of Morton High Schools Internet initiative is to enhance learning and teaching through interpersonal communication, student access to information, research, teacher training, collaboration and dissemination of successful educational practices, methods, and materials.

Rules applying to all users of the Morton High Schools Network Include:

1. All students, classroom teachers, support personnel, and administrators.
2. Educators and students from other educational institutions who are working in partnership with Morton High School for specific purposes over a limited period of time.

APPENDIX D (Cont'd)

Usage Guidelines

The Internet account holder is held responsible for his/her actions and activity within his/her account. Unacceptable uses of the network will result in the suspension or revoking of these privileges. In addition, if any persons are found misusing or damaging computer equipment, they will be subject to disciplinary measures and/or restitution. Some examples of unacceptable use are:

- Using the Network for any illegal or unethical activity, including violation of copyright or other contracts;
- Using the Network for financial or commercial gain;
- Degrading or disrupting equipment, software or system performance;
- Vandalizing the data or another user;
- Attempting or gaining unauthorized access to resources or entities;
- Using an account owned by another user;
- Posting anonymous messages;
- Downloading, storing or printing files or messages that are profane or obscene;
- Using the Network to access any e-mail accounts;
- Violating the Content Guidelines as outlined below.

Content Guidelines

Students will be allowed to produce and use electronic publication materials on the Internet. Library staff and classroom teachers will monitor these materials to ensure appropriate instruction use. All resources used for the student's work should be properly cited and all existing school/district plagiarism policies will apply.

NO STUDENT WILL BE ALLOWED ACCESS TO THE INTERNET UNTIL A COMPUTER USAGE CONSENT FORM IS SIGNED AND ON FILE.

APPENDIX E
Student Residency

Verifying Residency
To establish student residence within the District, the person who has legal custody of the student must be domiciled within District boundaries. Information establishing both domicile and legal custody must be presented to the District upon registration.

Where questions arise about the residency of students already enrolled, the person responsible for enrollment will also be required to provide appropriate information and documentation. Direct any questions or concerns about student residency to the attention of the District Truant Officer.

When questions of residency arise, the Principal or his designee may require the student and other appropriate individuals to complete residency questionnaires and to provide documents or other information relevant to a determination of residency. Such individuals may be required to attest to residency under oath and to provide timely information. Based on all the information available to the District, the Principal or his designee shall make an initial determination as to residency.

Pending a final decision by the Board following a hearing, the student shall be permitted to continue attending school on a tuition-free basis. If the Board determines that the student is not a resident, the person enrolling the student shall be responsible for paying all tuition owed. At its option, the Board may decide whether to permit the student to continue attending a school if tuition is paid.

If questions of residency arise before a student is enrolled, a tuition-free enrollment will be denied until residency is established. At the Principal's option, however, enrollment may be permitted pending such a determination upon payment of one semester's tuition, which will be partially or totally refundable if residency and custody are established.

Documentation of Legal Custody
If both parents reside in the District, no further proof of legal custody will normally be required.

If parents are separated or divorced and only one lives in the District, proof that the parent in the District has custody may be required. Joint custody may be sufficient.

If the person with whom the student resides is not the parent, a thorough investigation may be required to determine if the student is actually a resident. Both the person with whom the student is domiciled and the parent, if available, should be asked to complete a residency affidavit and to provide information requested in the affidavit.

Please visit the District website for the most recent School Calendar:

2024-2025 Academic Calendar - J Sterling Morton High School District 201 (morton201.org)










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