

Hazel Crest School District 152 1/2



Parent / Student Discipline Handbook 2025-2026

August 2025

I have received the 2025-2026 Policy/Discipline Handbook for School District 152½. I know that it is my responsibility to review this handbook with my child(ren). I acknowledge that I have read this handbook with my child(ren) and accept the policies listed in the handbook.

Thank you.

Parent/Guardian Signature_____

Date_____

Hazel Crest School District

152 ½

ADMINISTRATIVE CENTER

1910 W. 170th Street * Hazel Crest, Illinois 60429
Phone (708) 335-0790 * Fax (708) 335-3520



Dear Parents/Guardians and Students,

Welcome to the 2025–2026 School Year!

We are excited to welcome our students, families, and staff into another year of growth, discovery, and achievement. As we begin this journey together, our collective goal remains the same: to provide a safe, respectful, and productive learning environment for every member of our school community.

Each year, we publish the **Parent/Student Discipline Handbook** to clearly outline students' rights, responsibilities, and the consequences of misbehavior. It also includes important legal notices and serves as a vital resource for understanding the policies and practices that promote safety and order in our schools.

The handbook is more than a set of guidelines—it's a tool to help our students develop responsible behavior and make wise decisions. Through mutual respect and ongoing communication between school and home, we can support our children in becoming thoughtful, engaged learners and citizens.

As we embrace the year ahead, I invite you to join us in fostering a positive and inspiring school culture. It is truly a privilege to work alongside dedicated parents and educators who encourage, challenge, support, and celebrate our students every day.

Let's make this school year extraordinary—together.

Sincerely,

Dr. Cynthia Levy
Superintendent of Schools

HAZEL CREST SCHOOL DISTRICT 152½ GENERAL INFORMATION

Forward

About Hazel Crest School District 152½

Hazel Crest School District 152½ proudly serves the diverse communities of East Hazel Crest, portions of Markham, Hazel Crest, and a section of South Harvey (refer to map). With an enrollment of approximately 1,180 students across two vibrant campuses—Barack H. Obama Learning Academy and Jesse C. White Learning Academy—the district is dedicated to fostering academic excellence and holistic development.

Commitment to Excellence

As a cornerstone of the community, the district upholds high standards for teaching and learning. It provides students and families with rich, well-rounded educational experiences designed to cultivate lifelong learners and responsible citizens.

Community Engagement

More than just schools, the district is an active and valued member of the community. It extends its impact through inclusive programs and by offering access to its facilities, promoting engagement, growth, and opportunity for residents of all ages.

Mission and Vision

Collective Mission

We are a district united in excellence, where innovative teaching, collective responsibility, engaged families, and thriving students build strong communities and brighter futures.

Collective Vision

To educate and support the whole child by fostering academic achievement, social emotional development, and a culture of respect, while ensuring safe environments, effective teaching and engaged families.

Board of Education

Mr. Dean Barnett	President	dbarnett@sd1525.org
Ms. Kimberly Chalmers	Vice-President	kchalmers@sd1525.org
Ms. Heldia Richardson	Secretary	hrichardson@sd1525.org
Ms. Taneshia Armstrong	Member	tarmstrong@sd1525.org
Ms. Frances Pollard	Member	fpollard@sd1525.org
Ms. Ivory Myles	Member	ivorymyles@sd1525.org
Ms. LaKeya Webb	Member	lwebb@sd1525.org

Board Meeting Dates

AUGUST 18, 2025

SEPTEMBER 15, 2025

OCTOBER 20, 2025

NOVEMBER 17, 2025

DECEMBER 15, 2025

JANUARY 20, 2026

FEBRUARY 17, 2026

MARCH 16, 2026

APRIL 20, 2026

MAY 18, 2026

JUNE 15, 2026

JULY 20, 2026

District Office

**1910 W. 170th Street ~ Hazel Crest, IL 60429
(708) 335-0790**

Dr. Cynthia Levy, Superintendent of Schools

clevy@sd1525.org

Ms. Denischia Cooper

Executive Assistant to the Superintendent of Schools

dcooper@sd1525.org

Administrative Staff

Dr. Sheila Johnson

sjohnson@sd1525.org

Assistant Superintendent of Business Services

Mr. Justin Whitten

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Dr. Antoinette Gray

agray@sd1525.org

Director of Teaching and Learning

Dr. Angela Diggs

adiggs@sd1525.org

Director of Special Services

Mr. Joseph Sierra

jsierra@sd1525.org

Director of Buildings and Grounds

Mr. Vincent Rucker

vrucker@sd1525.org

Technology Coordinator

Mr. Glenn Coffey

gcoffey@sd1525.org

Technology Specialist

Mr. David Arroyo,

darroyo@sd1525.org

Administrator for District Discipline

Ms. A. Michelle Hemp

ahemp@sd1525.org

Parent/Community Coordinator

Ms. Rayshonda Lewis

rlewis@sd1525.org

Truancy Officer

School Administrators

Barack H. Obama Learning Academy

16448 Park Avenue ~ Markham, IL 60428

(708) 825-2400 Office

(708) 825-0804 Fax

Mr. Darren Jones, Principal

djones@sd1525.org

Ms. Killen Sharp, Assistant Principal

ksharp@sd1525.org

Mrs. LaTanya Johnson-Haynes, Assistant Principal

ljhaynes@sd1525.org

Ms. Rebecca Winston, Administrative Assistant

rwinston@sd1525.org

Ms. Javette Evans, School Secretary

jevans@sd1525.org

Jesse C. White Learning Academy

16910 Western Avenue ~ Hazel Crest, IL 60429

(708) 825-2190 Office

(708) 825-0795 Fax

Mrs. Jayda T James, Principal

jjames@sd1525.org

Mr. Daniel Richmond Assistant Principal

drichmond@sd1525.org

Ms. Morgan Burrel , Assistant Principal

mburrel@sd1525.org

Ms. Kimberly Myles, Administrative Assistant

kmyles@sd1525.org

Ms. Maria Aguilar, School Secretary

maquilar@sd1525.org

Arrival and Dismissal

Breakfast will be served from 7:30 a.m. to 7:55 a.m. Once students have arrived, they may not leave the school grounds until dismissal. Instruction begins promptly at 8:00 a.m. It is imperative that students are in class by 7:55 a.m. Students should leave school promptly at the end of each school day unless they are involved in a supervised activity. There is no supervision available beyond the end of the school day. Parents should pick students up promptly to avoid waiting outside in inclement weather. Any student not picked up by 3:30 p.m. will be turned over to the local police department.

School hours are as follows:

Regular School Hours
Pre-K thru 8th Grade
7:50 a.m. – 2:45 p.m.

Instructional Hours
7:55 a.m. – 2:45 p.m.

Breakfast Hours
7:30 a.m. – 7:55 a.m.



Emergency School Closings (4:170)

It is the responsibility of the Superintendent of Schools to take such action as she deems appropriate for the schools within her jurisdiction. If there is a weather emergency and the schools of District 152½ must be closed, the following stations will carry the announcement: **Radio AM-720 (WGN), 780 (WBBM); TV: 2(CBS), 5(NBC), 7(ABC), 9(WGN), 32(FOX), CLTV (cable).** Emergency closing information may also be accessed electronically on the website www.emergencyclosings.com. Additionally, we will post the closing on the district website at www.sd1525.org **AND** an automated call will go out to all parent(s)/guardian(s) phone numbers on file with the school.

Transportation (Board Policy 4:110; 4:182)

Complimentary bus service is provided by the school district for those students who live more than 1.5 miles from their assigned schools and those students who reside within 1.5 miles of their assigned school where a serious safety hazard exists and adequate public transportation is not available.

Pre-kindergarten students who reside within district boundaries and kindergarten students receive complimentary door-to-door bus service to and from school. Providing door-to-door service requires additional planning and preparation for parents and staff. Please ensure that your student is prepared to depart at the estimated bus arrival time provided by the district. In the event that no one is home to receive the child, the child will be returned to the school. If at the end of the school business day (3:30 p.m.) the child has not been picked up, the child will be turned over to the local police department.

Students enrolled in special education programs not located in their regular attendance center will receive accommodating transportation in accordance with the Illinois School Code. (105 ILCS 5/14-1.02 and 14-13.01(b)).

Student safety is always a primary concern; students are expected to behave appropriately on the bus. Any student who cannot behave appropriately will be subject to disciplinary action, up to and including termination of bus services. (*Please refer to the Discipline section of this handbook.*) Students who are suspended or terminated from bus service are required to attend school, with the parents providing transportation to and from school during the period of suspension or termination. However, students who are suspended from the bus and who do not have alternative transportation to school will be given the opportunity to make up all missed work for equivalent academic credit (Public Act 99-456).



For the safety of all bus riders, parents should wait at the appointed corner to receive their students. In the case of an emergency, the local authorities will be contacted and the students will remain on the bus.

Attendance and Notification of Absence (Board Policy 7:70)

School attendance is critical for each student to achieve his/her potential. Class activities cannot be duplicated by assigning work. Please make every attempt to be in school every day and to arrive on time.

The State of Illinois has determined that student attendance for grades K-8 should be calculated and reported as follows:

Grade	Full Day	Half Day	No Attendance
Preschool For All	300 min.	150-299 min.	Less than 150 min.
Grade K-8	300 min.	150-299 min.	Less than 150 min.

When it is necessary for a child to be absent, the parent or guardian is required to call the school between 7:45 a.m. – 8:30 a.m. to report absences. For your convenience, voicemail is available during non-working hours.

Please supply the following information:

- The name of the person calling and relationship to the student
- The student's name, grade and/or homeroom
- The reason for the absence

If you do not call absences into the school, please know that we will attempt to call you at home or work to ensure that your child is safe. You can assist by providing your most recent phone numbers. This same day notification is vital and a protection for children who may be absent from school without the knowledge or permission of their parent/guardian. Your support and cooperation with the absence notification program is appreciated.

The district follows the Illinois School Code regarding student truancy. If your child is absent from school for two or three consecutive days or more, a doctor's note specifying the nature of the illness is required and a call from the parent(s)/guardian(s) must be made **each day** unless the school is informed of an extended illness. Absences, which are in violation of the school compulsory attendance law, will be referred to the Cook County Educational Service Region Truancy Officer for possible legal action. Finally, a student who is absent more than ten percent (10%) of the school year may be subject to a recommendation by the building principal for consideration of retention based on the student attendance.

It is the responsibility of the student to make up work missed during an absence. The teacher will provide, where feasible, make-up assignments for a student homebound for more than two days: however, one day's notice is necessary to assemble the assignments.

When a student returns to school after an absence due to a communicable and chronic infectious disease, the school administration may require that he/she present a certificate from a physician licensed in the State of Illinois stating that the student is free from disease or otherwise qualifies for readmission to school under the rules of the Illinois Department of Public Health which regulate periods of incubation, quarantine and reporting.

Tardiness (Board Policy 7:70)

A student is tardy if he/she comes to school late or is late to classes during the day (after 8:00 a.m.). ***Habitual tardiness has an adverse effect on student performance and may lower grades.*** Students who are tardy disrupt the educational process for all students. For these reasons, student tardiness is regarded and treated as a disciplinary infraction. **A student who arrives late for school is to report to the school office.** Continual tardiness will result in contact with the parent(s)/guardian(s) to discuss remediation.

Truancy (Board Policy 7:70)

Truancy is an unexcused absence from school for any portion of the school day. The parent or guardian shall be notified of the unauthorized absence. If interventions by the school are unsuccessful in resolving a truancy problem or if the parent or guardian is uncooperative, the school may begin legal action. In addition, students who are absent more than ten percent (10%) of the school year may be subject to a recommendation by the building principal for consideration of retention based on student attendance.

Absence Due to Travel (Board Policy 7:70)

Parents/guardians of students who are going to be absent due to travel should notify the school administrator at least two weeks before the absence. Students will be held responsible for making up any missing work.

Release During School Hours (Board Policy 7:90)

All students are to remain on school grounds during the school day unless permission to leave has been obtained from the Principal's Office. A parent/guardian, or emergency contacts with a picture ID, must sign the student out at the school office prior to the student leaving the school grounds. Students leaving school without permission or approval are classified as truant and will be treated as such. Students who become ill during the day should report to the school nurse. If it is necessary to send the student home, the school nurse or appropriate school personnel will contact the parent to make arrangements for the child to be picked up. In the event the parent cannot be reached, the student emergency data authorization shall be used.

As a Volunteering Chaperone, you are required to remain on the Field Trip in its entirety. Please understand that the expectation of a parent and student is to remain on the trip for the entirety. All students must be properly signed out in the main office upon return to the school

Closing During the School Day

On rare occasions it may be necessary to close a school before dismissal, due to loss of power, loss of water, or other emergency situations. If this occurs, procedures are in place to transport bus students home. Parents are reminded to provide the school office with up-to-date emergency telephone numbers. Also, families must have a plan of action in place in the event that students are dismissed early because of an unanticipated emergency.

Residency (Board Policy 7:60)

Hazel Crest School District 152½ follows guidelines and regulations set forth by the Illinois State Board of Education, and are fully expressed in the following language: General Rule of Residency: ***The residence of a person who has legal custody of a pupil is deemed to be the residence of the pupil. Legal custody for residency and enrollment DOES NOT mean guardianship.***

Determining a pupil's residence all comes down to what "legal custody" means. Legal custody, for the sole purpose of determining the residency of a pupil and enrolling him or her in school, is defined 5 ways in Section 10-20.12b(2), as subsections (i) through (v). The task of the registrar and the adult enrolling the pupil is to determine which 1 of the 5 situations most clearly reflects the reason the pupil lives in the district:

- (i) If the pupil lives with his or her natural or adoptive parents, the pupil is a resident of the school district in which his or her natural or adoptive parents live.
- (ii) If a court has granted custody, not guardianship, to an adult with whom the pupil lives, then the pupil is a resident of the district in which that adult lives, *as long as the pupil is not living with the adult for access to the educational programs of the district.*
- (iii) If an adult has been granted custody under a statutory short term guardianship, provided that within 60 days of the pupil's enrollment a court order is entered that establishes a permanent guardianship and grants custody to a person with whom the pupil resides for reasons other than to have access to the educational programs in the district. An adult's written appointment of short-term guardianship is sufficient to enroll a student under 105 ILCS 5/10-20.12b of the School Code. The adult is required to obtain a court order granting permanent guardianship within 60 days of enrollment of the pupil.

- (iv) If the pupil lives with an adult caretaker relative who is receiving aid under the Illinois Public Aid Code [305 ICS 5/1-1 et seq.] for that pupil who resides with that adult caretaker relative for purposes other than to have access to the educational programs of the district. The pupil is a resident of the district. For subsections (ii), (iii) and (iv), documentation **provided by the court** or the State is sufficient to prove the relationship with the child.
- (v) Custody exercised by an adult who demonstrates that, in fact, he or she has assumed and exercises legal responsibility for the pupil and provides the pupil with a regular fixed nighttime abode for the pupil, then the pupil is a resident of the district in which that adult lives, as long as the pupil is not living with the adult for access to the educational programs of the district.

Change of Name, Address, or Telephone

Parent(s)/Guardian(s) are required to notify the school immediately of any change in name, address, home, work, or emergency telephone number, a change in the number of contact person; changes in guardianship, etc., or any information that might be pertinent to school records or to contacting the parent(s)/guardian(s) in case of an emergency. Current, proper/legal documents are required at the time of change.

Homeless Pupils (Board Policy 6:140)

The residency, enrollment and attendance rights of students who are homeless are established under federal (McKinney-Vento Act) and Illinois (Illinois Education for Homeless Children Act) laws. Homeless students include children sharing housing with others due to loss of housing, financial hardship or similar causes, or those who lack a regular, fixed and adequate nighttime residence. A homeless student is generally entitled to immediate enrollment in the school where they were last enrolled when they were permanently housed, the school in which the student was last enrolled, or the school in the attendance area where the homeless student currently lives.

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youth. For any questions or issues related to the enrollment of a homeless student, the parent(s)/guardian(s) should contact the Director of Special Services, the homeless liaison for the district.

Additional information and a summary of the rights of the homeless students can be accessed at the following Illinois State Board of Education link:

<http://www.isbe.state.il.us/homeless/default.htm>

Students of Military Parents (Board Policy 7:60)

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

If, at the time of enrollment, a dependent child of military personnel is housed in temporary

housing located outside of the District, but will be living within the District within 60 days after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Immigrant Pupils (Board Policy 6:160)

The immigration status of the parent or child has no bearing on the rights of the students to enroll. The laws of Illinois and the United States guarantee all students, including undocumented immigrant students, access to a free public education through grade twelve up until the age of twenty-one regardless of immigrant status. This requires every district to guarantee all immigrant students equal access to the full range of programs and resources.

Preschool for All Programs (Board Policy 6:180)

Preschool for All Programs are available for students ages three to five. The preschool student must be three years old by Sept. 1st of the current school year. Preschool for All Program is a state funded program that serves children who have been determined eligible through a screening process. A student's ability is assessed through the following screening: cognition, fine motor, gross motor, language, speech, social-emotional, vision, and hearing. The students are evaluated in a natural play based environment. Parents are present to speak with staff and complete paperwork during the screening. This program provides opportunities and activities that will prepare children to learn and promote academic success. Pre-Kindergarten screenings are scheduled monthly beginning in August. Screening dates and reminders are communicated via flyers, local news media, school district newsletter and a monthly calendar. Parent involvement and regular attendance are encouraged. You may contact the district office for further information at (708) 335-0790.



Hazel Crest School District 152½ has developed guidelines to screen three and four year olds who exhibit academic or behavioral characteristics that would suggest the need for early intervention through the District's Early Childhood Learning Program.

Enrollment Requirements (Board Policy 7:50)

The State of Illinois requires that a child must be five years old on or before September 1st of the current school year to be eligible to enroll in kindergarten. You must be a resident of the state of Illinois to attend the all-day program.

Hazel Crest School District 152½ has developed guidelines to screen three and four year olds who exhibit academic or behavioral characteristics that would suggest the need for early intervention through the District's Early Childhood Learning Program.

Each student enrolling in the school district must have proof of residency, a certified copy of his/her birth certificate and a physical examination with a completed immunization record before acceptance into Hazel Crest School District 152½. Students transferring from other schools must submit evidence of these items before being accepted into the school system.

Also, students transferring in from a school within the State of Illinois must submit a Student Transfer Form (ISBE Form 33-78).

Waiver of Student Fees (Board Policy 4:140)

Fees for textbooks and other instructional materials are waived for students who meet the eligibility criteria for fee waiver contained in this policy. In order that no student is denied educational services or academic credit due to the inability of parent(s)/guardian(s) to pay fees and charges, the Superintendent will recommend to the Board for adoption what additional fees, if any, the District will waive for students who meet the eligibility criteria for fee waiver. **Students receiving a fee waiver are not exempt from charges for lost and damaged books, insurance on technology devices, materials, supplies, and equipment.**

Change of Name, Address, or Telephone

Parents/guardians are required to notify the school immediately of any change in name, address, home, work, or emergency telephone number; a change in the number of contact person; changes in guardianship, etc., or any information that might be pertinent to school records or to contacting the parent/guardian in case of an emergency. Current, proper/legal documents are required at the time of change.

Student Health (Board Policy 7:100)

Illinois State law requires that all students who enroll in school for the first time in preschool programs, kindergarten, and sixth grade must provide evidence of a physical examination by October 15th of the current year. Transfer students must provide proof of an Illinois physical examination on the revised form dated 12/2023, or a current physical examination will be required. Legislation also requires that all students have on file evidence of required immunizations for communicable diseases.

Children entering kindergarten require a second varicella immunization, children entering kindergarten and first grade require four or more doses of the same type of polio vaccine with the last dose qualifying as a booster which should have been received on or after their fourth birthday (progressive requirement).

Children entering sixth through eighth grade require the T-DaP immunization and the meningococcal immunization. The meningococcal immunization is required on or after the students' 11th birthday, NO EXCEPTIONS.

Students will be refused admittance to school for non-compliance with these regulations.

Dental Examinations (Board Policy 7:100)

Legislation requires all students in kindergarten, second grade, and sixth grade to have dental examinations. Proof of an examination by a licensed dentist, in accordance with the Illinois Department of Public Health rules, must be presented to the school before May 15th of the school year. A dental exam requirement may be waived for all children who demonstrate undue burden or lack access to a dentist, in accordance with the rules established by the Illinois Department of Public Health. Each year the district provides dental services from licensed

professional dentists to every student in the district, with parental consent. This examination fulfills the state mandate for students in kindergarten, second, sixth, and eighth graders.

Medications (prescription or non-prescription) will not be administered unless the following authorizations have been submitted to the school:

1. **Written authorization from a licensed physician on the form provided by the school.**
2. **Written authorization from the parent/guardian for the school to administer the medication or to supervise the child's self-administration (on the same form provided for the physician)**
3. **Students may carry their inhalers with them during the school day with written permission from the parent and physician.**

Vision Examinations (Board Policy 7:100)

A vision examination must be completed within one year of entering school and prior to October 15th of the kindergarten year. There are no exclusion provisions for the vision exam. Vision screenings provided by the school nurse do not fulfill the state mandated vision examination requirement.

Vision/Hearing Screening Tests (Board Policy 7:100)

Vision screenings will be conducted by the District annually for mandated grades set forth by the state, including students in pre-kindergarten, new students, students with IEPs, and those referred by their teacher. A student is not required to undergo this screening if an optometrist or ophthalmologist has completed and signed a report form indicating that an examination has been administered within the previous 12 months, and that a report is on file at school. If a vision examination is not on file at the school for your student, your student will be screened. Should these screenings indicate a possible problem, you will be notified by letter and urged to take your student to an optometrist or ophthalmologist who will make necessary recommendations for treatment.

Hearing screenings will be conducted by the District annually for mandated grades set forth by the state, including students in pre-kindergarten, new students, students with IEPs, and those referred by their teacher. Should these screenings indicate a possible problem, you will be notified by letter and urged to take your student to an Ear, Nose and Throat Physician who will make necessary recommendations for treatment.

Medication (Board 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(s)/guardian(s) believe that it is necessary for the student to take medication during school hours, they must request that the school dispense the medication to their 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" has been submitted by the student's parent(s)/guardian(s). No student shall possess or consume any prescription or non-prescription medication on school property or at a school-related function other than as provided for in this policy and its implementing procedures. A student may possess medication prescribed for asthma for immediate use, provided the student's parent(s)/guardian(s) have completed and signed a "School Medication Authorization Form." The School District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or the storage by school personnel. Parent(s)/Guardian(s) must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of medication or the storage of the medication by school personnel.

In the case of emergency, emergency medications i.e.: asthma inhalers, EpiPen, or Glucagon can be administered by non- licensed personnel.

Authorizations must be renewed at the beginning of each school year. The school must be notified in writing whenever the dose or timing is changed. The parent(s)/guardian(s) is responsible for ensuring that the medication arrives safely at school in the original container. Medications will be stored in a locked or limited access space determined by the District Nurse(s). All unused medications must be picked up by the parent(s)/guardian(s) at the end of the school year or will be discarded.

School Wellness (Board Policy 6:50)

The connection between nutrition and learning is well documented. Healthy eating patterns are necessary for students to achieve their academic potential, physical and mental growth, and lifelong health and well-being. Healthy eating is clearly linked to reduced risk of the development of many chronic diseases. Schools and school communities have a responsibility to help students acquire the knowledge and skills necessary to establish and maintain lifelong healthy eating patterns. Well-planned and well-implemented wellness programs have been shown to positively influence children's health.



The school wellness law requires local education agencies participating in a nutrition program authorized by the National School Lunch Act or the Child Nutrition Act of 1966 to develop a local wellness policy. The objectives of the wellness policy are to improve the school nutrition environment, promote student health and reduce childhood obesity. In addition, Public Act 094-0199 amends the Illinois School Code, requiring the Illinois State Board of Education to establish a state goal that all districts have a wellness policy.

Hazel Crest School District 152½ is committed to providing a learning environment that supports and promotes wellness, nutrition education, and an active lifestyle. The district also recognizes the positive relationship between good nutrition, physical activity and the capacity of students to develop and learn. The entire school environment shall be aligned with healthy school goals to positively influence students' beliefs and habits and promote health and wellness, good nutrition and regular physical activity.

Nutrition programs are to align with the district's wellness policy. Hazel Crest School District 152½ will promote nutritious food and beverage choices consistent with the current *Dietary Guidelines for Americans* published jointly by the US Department of Health and Human Services and Agriculture (USDA). The district provides fresh fruit and vegetables daily, fresh whole grain bread choices, and 100% fruit juices. Furthermore, ***the sale of unauthorized foods is strictly prohibited during the school day.*** These enhancements to our nutrition programming support and promote lifelong healthy eating habits for our students.

A Local Wellness Committee has been established to actively invite suggestions and comments concerning the development, implementation and improvement of the school wellness policy from parents, students, representatives from the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and community. (Adopted March 21, 2016) Please refer to the Local Wellness Policy available for review on the district website or contact Business Services at (708) 335-0790 for more information.

Nutrition Programs (Board Policy 6:50)

Students who attend District 152½ schools are expected to eat lunch at school. The lunch period is divided between eating and outdoor recess, when weather and safety conditions permit. Students should dress for the weather and outdoor play. An adult(s) is present at all times during meal times, and students are expected to follow the school's behavior guidelines. Meals provided to students will meet or exceed current nutrition requirements established by local, state, and federal statutes and regulations. Monthly menus are posted on the school's website. Nutrient information is available upon request. ***The District discourages bringing fast food lunches to students. A link to the healthy snack calculator is available on the school's website to determine healthier snack choices that give students the nutrition they need to grow and learn.***

The district participates in the Community Eligibility Option for National School Lunch Program providing **lunch and breakfast** at no cost to families. The district also offers, free of charge, **dinner** for students that are enrolled in district sponsored after school enrichment activities.

For additional information on nutrition programs, please contact Business Services at (708) 825-0066.

Equal Education Opportunities (Board Policy 5:10)

Hazel Crest School District 152½ provides equal educational opportunities to all students without regard to race, color, national origin, ancestry, sex, ethnicity, language, religious beliefs, physical or mental handicap or disability, economic and social conditions, or actual or potential marital or parental status. No student shall be denied access to programs, activities, services, or benefits on the basis of sex. Any student may file a discrimination or sex equity complaint by contacting the office of the Superintendent.



Special Education Program (ECSE) *CHILD FIND* (Board Policy 7:250)

The Early Childhood program is designed for children ages three to six years old with special needs. Children are enrolled in the program by way of transfer from an Early Intervention program or through an evaluation process. Students attending the program are provided opportunities for growth in all areas of development, physical, emotional, intellectual, and social. Providing a nurturing, safe, and healthy environment that enhances the growth and potential of every child and family is the goal of the program. We offer a full day Early Childhood program.

Student Records (Board Policy 7:340)

Hazel Crest School District 152½ adheres to the provisions of the Illinois Freedom of Information Act of 1984 and the provision of the School Student Records Act and Federal Family Educational Rights and Privacy Act. Disclosure of any information regarding the student or information taken from the student's cumulative record is in accordance with such laws and the applicable rules and regulations of the Illinois State Board of Education.

Hazel Crest School District 152½ offers students and parent(s)/guardian(s) certain rights, including the right to inspect, copy, and challenge school records as required by law. 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 parent(s)/guardian(s) shall have the right to object to the release of information regarding their child. However, the District will comply with an ex parte court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to, or the consent of, the students' parent(s)/ guardian(s).

Search and Seizure (Board Policy 7:140)

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 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 if their personal effects are left there.

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

Students

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 objectives and not excessively intrusive in light of the student's age or 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 certified 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 the law or the District's policies or rules, such 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

State law requires the District to notify students and their parents/guardians that school officials may 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. This request may be made only if there is reasonable cause to believe that the student's account contains evidence that he or she violated a school disciplinary rule or Board policy.

Parent/Teacher Conferences (Board Policy 8:95)

Hazel Crest School District 152½ commits to maximizing communications between parents, teachers, and students. The District schedules formal parent teacher conferences twice a year (fall and spring). Appointments will be set by classroom teachers. These conferences are designed to help answer any questions parents may have regarding their child's school progress. Parents may call the school to set up a conference time with the teacher. Conferences emphasize that a student is only successful in school if the teacher, parents and student work together to help achieve his/her educational goals.

Parent Involvement and Volunteers (Policy 6:250)

The Board of Education encourages the use of volunteers to: (1) increase 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.

All volunteers are subject to a criminal background check. The Superintendent shall establish procedures for securing and screening resource persons and volunteers. No person who is a "child sex offender," as defined by the Child Sex Offender and Murderer Community Notification Law, or has otherwise been convicted of a felony, shall be used.

Visitors (Board Policy 8:30; 4:182)

Visitors are welcome on school property, provided their presence will not be disruptive. All visitors on school property are required to report to the building's Main office and receive permission to remain on school property. Visitors are required to be logged in to the visitor management system, Raptor. Visitors will be asked to present a valid current government-issued ID, which will be scanned into the system. A visitor's badge will be issued

and ***must be worn at all times while on campus***. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution. Administration may limit visitor access to the school facility.

Any person wishing to confer with a staff member should contact the main office to make an appointment. Conferences with teachers are held before/after school hours or during the teacher's conference/preparation period.



Conceal & Carry/Possession of Weapons (Board Policy 8:30, 7:190)

The School District expects mutual respect, civility, and orderly conduct among all people whenever the conduct is reasonably related to school or school activities. This includes:

- On, or within sight of school grounds before, during or after school hours or at any time;
- Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
- Traveling to or from school or a school activity, function or event; or
- Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function.



No person on school property or at a school event (including visitors, students, and employees) shall possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.

In accordance with Illinois Law, the carrying of concealed weapons is strictly prohibited within any of the Hazel Crest School District 152½ facilities and/or grounds (Firearm Concealed Carry Act, 430 ILCS 66/1 et seq.). Students determined to have brought such objects to school, any school-sponsored activity or event, or any activity or event related to school will be expelled.

Cooperation with Department of Children and Family Services (DCFS) (Board Policy 7:250)

The school has a legal obligation to cooperate with the DCFS. This cooperation takes several forms; first, the school is not required to report an interview between DCFS and a student to parents. Further, the school is urged to notify the parents about such visits only upon recommendation of DCFS since DCFS must notify parents in writing that an interview has taken place and an investigation begun. In addition, school officials are not required to be present during an interview but are advised to do so because the school has a legitimate interest and the presence of an official is not viewed as a breach of confidentiality. In the event, that DCFS believes the child is in imminent danger; DCFS may take custody of the child without a court order. Finally, if the child becomes a ward of the DCFS, the agency is entitled to access the school records concerning that child.

The procedure for a DCFS and other approved agencies should follow these guidelines. DCFS personnel should contact the building principal or designee immediately upon entering the

school, and show proper identification. The office will send for the student or students, and the school will provide a room for the interview away from casual visitors or curious students. Finally, principals will maintain a log of all-procedural steps and personnel involved when DCFS works at the school.

Any other outside agencies must have written consent from parent/guardian prior to interacting, interviewing and/or servicing a child during the school day. For further information contact the department of Special Services.

Multi-Tiered Support Systems and Special Education Referral

As of January 1, 2009, all Illinois school districts were required to implement a Multi-Tiered Support System (MTSS) Plan. MTSS is a proactive, data-driven general education initiative designed to support student success through collaborative efforts across all district personnel—including general educators, special education staff, bilingual/ELL specialists, and administrators.

MTSS ensures a high-quality educational environment where academic and behavioral needs are continuously identified, monitored, and addressed using documented performance data. As defined by Batsche et al. (2005), MTSS is *"the practice of providing high-quality instruction and intervention matched to student needs and using performance results over time to make important educational decisions."*

Key features of MTSS include:

-  Differentiated instructional strategies tailored to diverse learning needs
-  Evidence-based interventions accessible to all students
-  Ongoing progress monitoring to inform instructional decisions and track growth

Hazel Crest School District has fully implemented MTSS across all of its schools. Each school's plan reflects our commitment to equitable, student-centered learning and is available for public review. Copies may be requested through the district's website or at the district office.

It is important to note that MTSS within a three-tier intervention model is also a part of special education eligibility decision-making required by the federal and state special education laws.

Summer Enrichment (Board Policy 6:180)

Hazel Crest School District Summer Enrichment Program

The Hazel Crest School District's Summer Enrichment Program offers a dynamic and comprehensive approach to academic growth and remediation. Designed to align seamlessly with the regular curriculum, the program focuses on reinforcing essential skills while continuously monitoring student progress.

Classes are intentionally structured to go beyond traditional learning. Through differentiated activities that spark creativity and promote higher-level thinking, students are encouraged to explore, innovate, and excel beyond their current capabilities.

Targeted support is a cornerstone of the program. Students who require academic improvement or who do not yet meet grade-level expectations are thoughtfully identified and invited to participate, ensuring that every learner has the opportunity to succeed and thrive.

Curriculum and Instruction (Board Policy 6:40)

The primary focus of curriculum and instruction is student learning. With this in mind, we believe that:

- Learning begins at home;
- Parental involvement is essential;
- Learning is a continuous process that requires participation of the Board of Education, staff, students, family and community;
- Every child is entitled to a quality education that provides for academic, social, emotional and physical growth; Children are our future and deserve the best;
- All students deserve a safe and healthy learning environment;
- Students have a right and responsibility to learn; Teachers have a right and responsibility to educate all students to their maximum potential;
- Differentiated instruction is provided to meet the learning needs of all students;
- Students will be provided rigorous instruction and should be presented with rising expectations and standards;
- The curriculum should reflect current technological demands in today's society; children are our future and deserve the best.
- Teachers will provide instruction using a blended learning process. Thus include the use of Zoom and Google Meets as virtual learning platforms.

Promotion/Retention Policy (Board Policy 6:280)

A student may be considered for retention if a combination of the following criteria exists:

1. The child is performing below grade level: grades/benchmark growth
2. The child may demonstrate social/emotional immaturity.
3. Poor work habits, incomplete work and/or excessive absenteeism (chronic absences /tardies (10% or higher) may lead to retention).
4. If the child falls into the category for retainment, summer learning is required. Upon successful completion of summer school, the child will be considered for promotion.
5. Additional factors may be considered in making a decision for retention. In some situations, it is in the best interest of the student that he/she not be retained, although the student may qualify as a retention candidate.
6. All final decisions on student promotion/retention come down to the discretion of the building principal of Barack Obama Learning Academy and Jesse White Learning Academy.

Retention Timeline - Best Practices Procedures

In an effort to provide support for students falling below acceptable standards the following timelines are to be followed:

1. No later than the end of the first quarter, the teacher shall inform the parents that the child is experiencing difficulty in school. Retention does not have to be suggested at this

time. The classroom teacher will notify the MTSS (Multi-tier System of Support) TEAM of concerns. Both the team and the classroom teacher will develop strategies to meet the child's needs and monitor student progress. Any area of concern will be reflected on the report card and discussed with the parent.

2. If the child continues to experience academic difficulties with the proper interventions in place, the MTSS Team will discuss the option of next steps (increase intervention minutes, recommendation for further testing).
3. The teacher shall keep the MTSS Committee informed about the students that are not making satisfactory progress according to progress monitoring data and report card grades.
4. If interventions are not helping to close the gap in student growth and special education evaluations are not in question, ten weeks prior to the school ending the teacher with support from the MTSS team shall prepare information on student progress and the report card will reflect any areas of concern. The teacher and the MTSS TEAM shall meet for the purpose of discussing retention.
5. By the fourth quarter progress report a Letter of Decision will be sent to the parents. The parents will be given the additional opportunity to schedule a conference to discuss the decision. The student's final report card will reflect the student's status of grade placement for the following year. The teacher along with the MTSS TEAM should work together to develop the Educational Plan for the child that is to be retained. This plan should be communicated to parents.

Educational Plan

The MTSS TEAM is responsible for planning for each child that is retained. The purpose of this plan is to ensure success for the following school year. The plan should include:

- A. Grade level expectations to be addressed both at school and at home.
- B. Suggested program placements and instructional procedures, i.e., learning styles, delivery systems, classroom placement.
- C. Additional support services to be provided for the student.

When making the decision to retain students the team should complete the questions below:

- A. Academic Progress
 1. Has the child mastered the grade level expectations?
 2. What does the summary of benchmark data indicate?
 3. What is the teacher's observation of the child's classroom performance?
 4. What does achievement on daily work in basic skills areas indicate (include artifacts)?
 5. Has the committee ruled out a disability?
- B. Social/Emotional Development
 1. What is the child's attitude toward school?
 2. Describe peer and adult relationships.
 3. Describe the child's behavior in a school setting.
 4. Describe attention span and task commitment.
 5. Does the child appear to be confident in school?

- C. Physical Development
 - 1. Is the child's gross and fine motor coordination adequate?
 - 2. Is the child physically able to perform expected tasks?
 - 3. Examine health factors.
 - 4. What is the student's age in relationship to other students in the grade level?
- D. Attendance
 - 1. Are there gaps in learning due to illness/excessive absences?
 - 2. Was there a change of school or other factors that created learning problems?
- E. Alternative Placements/Interventions
 - 1. Has there been a previous alternative grade placement (transition room, developmental kindergarten, or grade level retention)?
 - 2. What other interventions have been attempted?



E-Learning Days Overview

The State of Illinois provides E-Learning as an approach to teaching and learning during emergency school closures. As a result, Hazel Crest School District 152½ is introducing a plan to address learning remotely. This innovative approach to learning ensures that instruction does not stop during emergency closures. The goal of our E-Learning plan is for students to continue learning and receiving feedback from their teachers. E-Learning days will apply to all Kindergarten through eighth grade students. Remote learning, including E-Learning, is defined by the Illinois State Board of Education as learning that happens outside of the traditional classroom because the student and teacher are separated by distance and/or time. Remote learning can be done at flexible times, and it may or may not involve technology.

Public Act 101-0012 (105 ILCS 5/10-20.56)

Both virtual learning platforms are FERPA (Family Education Rights and Privacy Act) compliant. Students can participate in their learning through audio, video or both.



E-Learning Parent Support

1. What does E-Learning look like?

- Teachers will be utilizing Google Classroom to teach, give assignments, and communicate with students. A daily class schedule will be provided by teachers.

2. What is the purpose of E-Learning?

- E-Learning is a virtual extension of our regular school day. It will be used when we cannot physically meet in the school building. E-Learning will count towards regular school days and will not have to be made up when it is possible to return to the school building.

3. How will attendance be taken

- Attendance is being taken daily online. Parents and/or students should complete an attendance form every school day by 8:00 a.m.

4. Will E- Learning take place during spring break?

- No, E-Learning will not take place during spring break.

5. What are my responsibilities during E-Learning?

- Parents are asked to please assist your children with accessing the attendance form, their Google classrooms, and submitting the assignments. Please communicate questions and concerns to the appropriate teacher and/or administrator.

6. What are my students' responsibilities during E-Learning?

- Students need to complete the attendance form (with parent assistance when needed) by 8:00 a.m. every E-Learning school day. They are responsible for completing all assignments for each of their teachers, including P.E., Music/Band, Spanish, and Art by the due date. Students are responsible for asking questions if they do not understand or are having trouble accessing assignments.

7. What if a student does not have internet access on the E-Learning day?

- Parents and/or students who are experiencing internet delays or access trouble, should contact their homeroom teacher or building administrator for attendance entry and issue notification as soon as possible.

8. What are the staff's daily expectations during E-Learning days?

- Staff will be available every remote learning day to assist students with their learning needs. Forms of communications are determined by the teacher.

9. What changes are being made to the school calendar?

- E-Learning days are an integral part of the school year and take the place of emergency days such as snow days. They will not have to be made up.

10. When will assignments be posted?

- Assignments will be posted whenever the District deems it necessary to activate an E-Learning day.

11. What if my student has Special Education needs?

- Parents and/or students should contact their homeroom teacher who is in collaboration and co-teaching with their special education teacher for any concerns and/or questions regarding special education needs. Thereafter, the special education teacher can reach out as necessary.

12. Will students receive feedback on their E-Learning assignments?

- Yes, students will receive feedback on all remote learning assignments from the teacher.

13. Will students receive a grade on their E-Learning assignments?

- Yes, per the Illinois State Board of Education (ISBE), all completed assignments will count towards the result of a grade.

14. What video/virtual platforms are being used? What security measures are in place for them?

- For both Google Meet and Zoom, students are assigned individual codes for access. Each time they use the platform, teachers provide a new individual code. Zoom also provides teachers an opportunity to lock their virtual class once instruction begins. This helps to prevent entry from anyone else.

15. How will schools and educators address students' social-emotional needs?

- Social Emotional Learning (SEL) takes place at the beginning of each day. Teachers and staff use our online Second Step curriculum to guide students through various SEL activities. Additionally, each school has a school psychologist, social worker, and counselor available to meet with students virtually during eLearning.

Enrichment Classes

Art

Hazel Crest School District 152½ provides a robust visual art program to students in grades K-8. Our art curriculum is aligned with the Illinois Arts Learning Standards for Visual Arts. Students receive the opportunity to create art through planning, making, reflecting, and refining art-making processes. Exposure to a variety of materials is offered including painting, pastel, 3D sculpture, clay-making, and digital design. In addition, students are able to share and select personal art for public presentation, and are invited to critically respond to the art of others and their own.

Music

Students are taught through a variety of projects such as audio visual and hands-on activities in order to gain musical skills and appreciation of various types of music. All instruction is in alignment with the Illinois Learning Standards for Fine Arts Literacy.

Band

Hazel Crest School District 152½ provides the opportunity for students in grades 4th – 8th to participate in the band program. The focus of the band is to provide basic fundamental musical knowledge and skills using various instruments. Participation in the band program provides students the chance to perform in events such as concerts, fairs and school assemblies.

Physical Education and Health

Students at Hazel Crest School District 152½ have the opportunity to develop their fitness as well as participate in many individual and team sports. Our curriculum is designed to focus on skill development and gradually progressing to team play. As mandated by the Illinois Standards for Physical Health, Health Literacy and Social Emotional Learning. The district's Physical Education and Health Curriculum provides the students with knowledge and abilities to accomplish the following: acquire movement skills and understand concepts needed to engage in health enhancing physical activities; achieve and maintain optimum health; and increase the level of physical fitness based upon continual self- assessment.

Activities and Athletics

Interscholastic Sports & Activities

District 152½ is a member of the Illinois Elementary Sports Association (IESA). Students may participate in the following sports/pending eligibility and minimum team roster requirements are met:

- Boys Basketball
- Girls Basketball
- Cheerleading
- Girls Volleyball
- Girls Track & Field
- Boys Track & Field
- Girls Cross Country
- Boys Cross Country
- Co-ed Soccer
- Scholastic Bowl
- Band

A current sports physical is required year to year along with the policy concerning concussions. Students participating in interscholastic sports must participate in the After School Academic Enrichment Program.

Hazel Crest SD 152½ Electronic Device Usage Policy

The Hazel Crest School District 152½ provides Chromebook computers to its students (2nd-8th) and iPads to students (PreK-1st) as part of the District's 1:1 initiative that adheres to the educational mission of the District. These computers are being provided exclusively to students in a manner that assigns each Chromebook to an individual student for the entire school year. Therefore there will be no situations of multiple students (2nd-8th) using the same device.

Consequently, we expect parents and students to review and understand the Chromebook Acceptable Usage Policy. Use of these technologies is a privilege and is subject to a variety of terms and conditions. District 152½ retains the right to change such terms and conditions at any time.

The following are the expectations for students:

1. Communication

- a. I will use language and images that are pertinent and appropriate when submitting academic work, participating in online forums and working collaboratively.
- b. I will be thoughtful and mindful about the language and images I use when posting online or sending messages to someone else, in multiple forums.
- c. I will be mindful of how my words and images are interpreted by others.
- d. I will not use profanity, pictures or any language that is offensive to anyone.

2. Privacy

- a. I will not alter, change, or delete privacy settings on devices.
- b. I understand that anything I do online or electronically is not private and will be monitored.
- c. I will not share any personal information about myself, family, or faculty. This includes images, videos, passwords, home addresses, phone numbers, ages, and birth date.

3. Honesty and Safety

- a. I will not engage in behavior that puts myself or others at risk.
- b. I will not use any login other than the one given by the district.
- c. I will represent myself honestly, by not logging into another person's account or falsely assuming someone else's identity.
- d. I will seek help if I feel unsafe, bullied or witness unkind behavior.
- e. I will only communicate with people approved by my supervising teacher
- f. I will follow all safety guidelines posted by my teacher.

4. Learning

- a. I will have a positive attitude and be willing to explore different technologies and strategies.
- b. I will evaluate the validity of information presented online and understand that not everything online is true.

- c. I agree to document and properly cite all information acquired through online sources including but not limited to images, videos, and music.
- 5. Respect for self and others**
 - a. I will not upload or publish personal information, private communications, or photos/videos of other people without permission.
 - b. I will respond thoughtfully to the opinions, ideas, and values of others. I will not send or share mean or inappropriate emails or texts.
 - c. I will not engage, promote cyberbullying, or harassment while using technological devices.
- 6. Respect for school and personal property**
 - a. I will take care of all equipment on campus.
 - b. I will report misuse and/or inappropriate content to my teachers and/or school administrators.
 - c. I will use the Chromebooks/ iPads for school related purposes only.
 - d. I understand that it is my responsibility to honor the Acceptable Use Policy and uphold the District 152½ Technology Values both online, offline, at school, and at home.
 - e. I understand that my actions can affect others and that I will be accountable for my behavior.
 - f. I will not engage in activities that are in violation of the Technology Acceptable Use Policy.
- 7. Consequences for Misuse**
 - a. Neglect, misuse, irresponsibility resulting in damage/ theft to a Chromebook/ iPad will result in up to a \$50.00 repair / replacement fee for every occurrence.
 - b. Students who violate this Policy will be subject to revocation of their device until payment of said fee has been made.
 - c. There is a required parent/ student/ Administrator conference (by phone or in person) after payment is made and before the Chromebook/iPad is returned to the student.
 - d. Students may be subject to further disciplinary actions for repeated occurrences including permanent loss of this technology privilege.
 - e. We highly recommend that you make certain your child shares all of their login/ account information and that you monitor these accounts on a regular basis. Any inappropriate use, as determined by the Superintendent, Director of Technology, and/ or building administrators will be immediately reported to parents and swiftly addressed.

Parent Section: I hereby release District 152½, its personnel, and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from my child's use of, or inability to use, the District 152½ network.

I will instruct my child regarding the rules of use contained in this document and understand and confirm that the agreements contained herein are incorporated into the contract under which my child is enrolled at District 152½ School. I understand that it is impossible for District 152½ to restrict access to all controversial materials and I will not hold the school responsible for materials accessed on the network.

I accept full responsibility if and when my child's use of technology is not in a school setting and understand that my child is subject to the same rules and agreements while not at school. I understand that District 152½ encourages parents and guardians to supervise and monitor any online activity.

NOTE: A hard copy of the document will be sent home for a parent and student signature.

Technology (Board Policy 6:235)

Electronic networks are a part of the District's instructional program in order to promote professional and academic excellence by facilitating resource sharing, innovation, and communication. The use of the Internet for both educational purpose and legitimate school business purpose is supported through the use of the following products, programs, and technology initiatives:

Smart Boards

Smart Boards are an interactive teaching tool that integrates online technology and programming with hands-on student learning experiences.

Information Displays

Large 65" displays monitors strategically placed throughout the schools provide a means for distributing relevant education content to students and staff.

Document Camera

A digital presenter document camera, the document camera aids teachers in presenting a wide range of materials to the whole classroom.

Power School: Grades and Attendance

Power School is an efficient data system that manages the District's Administrative needs, such as recording student attendance, processing students' grades, state compliance reporting, staff and student data management, emergency/medical, health management, and much more. Power School is an internet-based system which allows for efficient communication amongst administrators, teachers, parent(s)/guardian(s), and students.

Wireless Internet (campus-wide)

A campus-wide Wireless Internet allows schools to have a direct connection to web resources.

Chromebook Mobile Labs

Chromebooks with a one to one ratio for every student in grades 2nd to 8th.

Classroom Computer Workstations

Computer Workstations aid in differentiating instruction and student resource.

iPads

iPads are used as a supplemental resource to provide instruction to primary students. One to one ratio for students in grades Pre-K to 1st.

STEM/STEAM

EV3 Robotics and Google Expedition Virtual Reality Kits are a few of the physical resources being used in our STEM curriculum.

Raptor System (Building Security)

Visitors will be asked to present a valid state-issued ID, which will be scanned into the system. The system tracks all building visitors including parent(s)/guardian(s), vendors, contractors, substitutes, and volunteers.

Parent Review of Instructional Material (Board Policy 6:210)

Parents have the right to review the instructional and curriculum materials used by instructors at school in the classroom. Any parent who wishes to review materials or observe instruction should contact the principal prior to coming to the school, and such requests shall be handled pursuant to district policy.

You may access a summary of your rights in this area at the following U.S. Department of Education website:

www.ed.gov/policy/gen/guid/fpco/pdf/modelnotification.pdf

www.ed.gov/policy/gen/guid/fpco/pdf/ppraconsent.pdf

You may also access a copy of the district's curriculum on the Hazel Crest School District 152½ website at: www.sd1525.org

Grading and Promotion (Board Policy 6:280)

The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance on the standardized tests required by the Ill. State Board of Education (ISBE) and/or other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted. Monitoring and communicating student achievement is accomplished using a variety of tools.

Report Card/Progress Distribution

Report cards describing classroom performance are sent home quarterly to parents. The written report card is not a stand-alone instrument. It is designed to be used in conjunction with parent/teacher/student conferences, student work, assessment data, and other parent/teacher/student communications. The report card serves as a document, which informs parents and students of academic and personal expectations, while describing strengths, weaknesses, progress and concerns.

Progress reports are sent home mid-quarter to provide parents with timely notice of their child's progress before report cards are distributed at the end of the quarter. This provides parents an opportunity to assist their child with any identified concerns before final grades are administered. A student shall not be promoted based upon age or any other social reasons not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted

The district maintains a website (www.sd1525.org) to provide information regarding student activities, academics and other district information. PowerSchool can be accessed at the district's website and at the following link:

<https://hazelcrest-il.powerschool.com/public/>

Parents are encouraged to check PowerSchool regularly to monitor their child's academic growth.

GRADING SCALE

100 – 90	= A (Outstanding)
89 – 80	= B (Very Good)
79 – 70	= C (Satisfactory)
69 – 60	= D (Need Improvement)
59 –Below	= F (Failing)

Academic Report Card				
Grading Period	1	2	3	4
Art				
English				
Geography				
History				
Math				
Music				
Social Studies				
Technology				
Average				
A - Excellent D - Acceptable B - Very Good E - Fail C - Good				

Student Testing and Assessment Programs (Board Policy 6:340)

The district student assessment program provides information for determining individual student achievement and guidance needs, curriculum and instruction effectiveness, as well as school performance measured against district student learning objectives and statewide norms.

Illinois Assessment for Readiness (IAR) (Board Policy 6:280)

IAR is a computer-based assessment that measures individual student achievement relative to the Common Core State Standards. The results give parents, teachers, and schools one measure of student learning and school performance.

All students in grades 3-8 will be administered the IAR assessment annually in the Spring in the Reading/English Language Arts and Math.

Computer delivery of IAR will provide individual student results quickly, in an easy to read format online. These reports will be sent home to parents in the Fall of the upcoming school year. In addition to providing test scores, IAR will also release a portion of the test questions and answers at the end of the year, so parents and educators can use the data to help reinforce students' strengths and weaknesses.

Illinois Science Assessment (ISA)

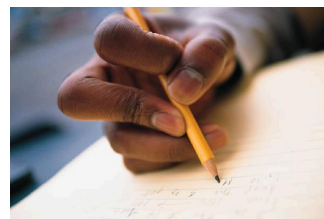
Illinois Science Assessment (ISA) in compliance with federal testing requirements, Illinois will administer a science assessment to students enrolled in a public school district in grades 5 and 8. The assessment will be administered in an online format and is aligned to the Illinois Learning Standards for Science incorporating the Next Generation Science Standards (NGSS).

NWEA

The NWEA (Northwest Evaluation Association) is used to assess student performance levels throughout the year as a means to help guide instruction. The assessment is designed to indicate how students will perform if they were assessed with the IAR during particular intervals of time. All students in grades K-8 are administered the assessment three times per year in both reading and math. American Reading and NWEA are assessments used to provide Multi-Tier Support System (MTSS) and progress monitoring for students assigned to Tier II and Tier III. Specific dates and time can be retrieved from your child's teacher.

Homework (Board Policy 6:290)

Homework assignments will be given regularly to enrich the instructional program. The three general purposes for homework assignments are providing practice, preparing students for the next learning activity, and extending the learning activity. In primary grades, careful consideration shall be given to the nature and frequency of homework assignments. Teachers shall provide homework expectations to both students and parents. Please contact the building principal and classroom teacher for more information about the homework activities for your school.



Field Trips (Board Policy 6:240)

Field trips are planned to support the instructional program. Students may be required to contribute toward the cost of field trips. Permission slips will be required for students to participate in school-sponsored off-site events. For liability reasons, under no circumstances will a student without a signed permission slip be permitted to participate.

Supervision on all trips must be as close as possible to a ratio of one adult to ten students. Parent/Guardian chaperones will be invited to attend on an "as needed" basis; however, for safety and liability reasons, siblings of students will not be permitted to accompany parents/guardians. Chaperones must be a parent/guardian or age 21 or older.

Graduation (Board Policies 6:2



Participation in the 8th grade graduation exercises is a privilege which must be earned through **academic achievement** and by **following school rules**. Severe or repeated violations of school rules may result in exclusion from selected commencement activities.

Discipline

**DISTRICT 152½ BOARD OF EDUCATION
STUDENT CONDUCT & DISCIPLINARY PROCEDURES**

DISTRICT BEHAVIOR EXPECTATIONS

Students are expected to follow district-wide expectations during before and after-school activities. The purpose of these expectations is to develop positive, productive behavior, and to help students become self-discipline and develop a strong sense of awareness towards themselves and others

All students are expected to:

- Attend school daily, be on time and be prepared.
- Follow all school regulations, emergency procedures, and directions.
- Respect the authority of teachers and other staff personnel at all times.
- Respect the rights and privileges of others (i.e keep hands and feet to self, show consideration for other people's property, etc.
- Turn in work on time, always do your best, cooperate, and learn well with others.
- Use appropriate websites and utilize technology for education purposes.
- Speak in a normal tone of voice, communicate with teachers, use appropriate language and listen attentively.
- Treat all members of the school community and all visitors with politeness and respect.
- Value yourself, be responsible, honest, and ethical (practice strong morals and values).
- Clean up personal and common spaces and keep bathrooms neat and clean. Allow for the privacy of others.

ELECTRONIC DEVICES

Cell Phones and other Portable Electronic Devices (iPods, personal tablets, personal musical devices, MP3 players, DVD players, electronic gaming devices, lasers, personal laptops, Smartwatches, AirPods, gaming mouse etc....) should not be seen on the school property.

Students may not use or possess electronic signaling (paging) devices or two-way radios on school property at any time, unless the Principal specifically grants permission. These devices are recommended to be kept at home. Possession and use of cell phones and other electronic devices other than paging and two-way radios, are subject to the following rules:

Cellular Device Procedure

- Cellular devices must be **TURNED OFF** and turned into their homeroom teacher and placed in the classroom cellular phone locker during the school day and will be returned to students at dismissal.
- All parent(s)/guardian(s) and students must provide the Model Number and Serial Number of any cellular device in their possession. Please make sure that you inform the administration and classroom teachers of new/replacement devices and update Model and Serial Number of the new device.
- The main office or classroom teacher will allow access to a telephone to contact parent(s)/guardian(s), as necessary.
- Any unauthorized cell phone usage **WILL RESULT IN DISCIPLINARY ACTION.**
- Utilization of picture/video phones in any manner may result in suspension from school.
- If a device is lost or stolen, the school shall not be held responsible.

NO STUDENT SHOULD HAVE A CELL PHONE IN THEIR POSSESSION DURING THE SCHOOL DAY.

- **1st Violation** — Warning, parent(s)/guardian(s) notified.
- **2nd Violation** — Device confiscated: parent(s)/guardian(s) notified to pick up the device in the office.
- **3rd Violation** — Additional violations may result in further disciplinary action, up to and include detention, in-school suspension, or out-of-school suspension.

Sexting Violations: Public Act 96-1087 provides that a person under age 18 who distributes or disseminates “an indecent visual depiction of another minor through the use of a computer or electronic communication device” may be subject to Juvenile Court proceedings and adjudged a minor in need of supervision (a non-delinquent status). A minor found to be in need of supervision by reason of “sexting” activity may be ordered to obtain counseling or other support services to address the misconduct, or to perform community service.

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

- Use of the device is provided for in the student’s IEP.
- Permission is received from the student’s teacher.

STUDENT BEHAVIOR (Board Policy 7:190)

Students are advised that any administrator, any faculty member, or any auxiliary staff has the responsibility and the authority to direct the action of the students at any place or time on school property or at any school activity. Disrespect, defiance or directing abusive language toward any staff member may be grounds for disciplinary action.

PHILOSOPHY ON DISCIPLINE

Maintaining good discipline is essential to the establishment of a good teaching-learning environment. This is the dual responsibility of the home and school. Thus, students are expected to follow district-wide expectations during school, as well as during before and after school activities. The purpose of these expectations is to develop positive, productive behavior, students become self-disciplined, and develop a strong sense of awareness towards themselves and others.

SCHOOL RULES AND DISCIPLINE GUIDELINES

All disciplinary actions shall be directed toward protecting the welfare of the school community, as well as helping the student develop self-discipline. When determining an appropriate response for a specific breach of discipline, school personnel will consider the nature of the act, the student’s previous behavior history, his/her age and maturation, any mitigating circumstances, and the effect of his/her actions on the welfare of the school community. Disciplinary responses may include, but are not limited to, the violations listed in this section, nor do they cover every possible incident.

RIGHTS OF STUDENTS

A student may not be deprived of rights without due process of law. Due process guarantees that the accused person has a chance to present a defense, to explain the circumstances of the

alleged improper actions, or to attempt to prove innocence. Before the imposition of a suspension, the following

1. The suspending school official shall give the student oral or written notice of the charges and evidence to support the charges.
2. If the student denies the charges, an opportunity shall be given to the student to present an explanation in a conference with the suspending school official, who shall then inform the student whether or not the suspension will be imposed.
3. If a parent/guardian has any academic or discipline concerns, please contact the Department of Teaching and Learning.

District 152 ½ does not permit corporal punishment. However, faculty and staff may use reasonable force as needed to maintain safety for others and remove a student from the classroom/instructional area for disruptive behavior. Students whose presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process may be immediately removed from school. In such cases, the requirements of notice and hearing shall follow as soon as practicable. School officials will employ detection devices, techniques, and strategies pertaining to weapons and drugs as necessary to ensure a safe, protective environment for students and visitors to district schools. These devices may be employed as needed anywhere on the school campus when appropriate, as determined by school officials.

RESPONSIBILITIES OF STUDENTS

Students, as citizens of the United States, are guaranteed certain individual rights and have corresponding individual responsibilities. Parents, teachers and administrators have a duty to protect the rights of students while maintaining an educational atmosphere conducive to the teaching and learning process. The concept of balancing the rights of the individual with the rights of society is as

valid in the educational community as in the larger community. There are certain special responsibilities required of a citizen who is a student in school:

1. To become informed of and adhere to reasonable rules and regulations established by the Board of Education and implemented by school administrators and teachers.
2. To respect the rights and individuality of other students and school personnel.
3. To refrain from libel, slanderous remarks, and obscenity in verbal, nonverbal, and written expression.
4. Designated uniform of the school district.
5. To be punctual and present in the regular or assigned school program to the best of one's ability.
6. To refrain from gross disobedience, misconduct, or behavior that materially and substantially disrupts the educational process or jeopardizes the safety of others.
7. To maintain the best possible level of academic achievement.
8. To respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline in the school and at sponsored activities.
9. To preserve school property, exercise care while using school facilities, and help maintain and improve the school environment.
10. To accept the consequences of any encroachment upon the rights of others.

DISCIPLINARY MEASURES

1. Notifying parents/guardians.
2. Disciplinary conference.
3. Withholding of privileges, including but not limited to after-school clubs, sports, field trips, and school events.
4. Temporary removal from the classroom.
5. Lunch detentions.

Disciplinary Measures Clause/Disclosure

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.

Physical Altercations and Verbal Aggression

Fighting – District 152 ½ does not tolerate fighting, defined as physical contact between two or more students which is harmful or disruptive, on school property, at school sponsored events, and/or on any real property adjacent to or near school property because this serious violation is a threat to the safety of staff and students or the fight otherwise has an affiliation to the school. Individuals or groups of students engaged in a physical confrontation shall cease such action upon the immediate order of any staff member. If the individual acting alone or as a member of a group fails to cease a disruptive activity immediately upon the request of a staff member, the local law enforcement agency shall be called upon as deemed necessary. Individual(s) shall be dealt with as legal offenders and may be ticketed. Individuals responsible for organizing, inciting, and/or perpetuating disruptive acts shall also be subject to disciplinary action.

Note: Self-defense is described as an action taken to block an attack by another person or to shield yourself from being hit by another person. Retaliating by hitting a person back is not self-defense and will be considered as fighting.

Bullying & Harassment Bully

Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending him or herself.

Three Key Components of Bullying Behavior

- Involves aggressive behavior.
- Typically involves a pattern of behavior repeated over time.
- Imbalance of power and strength.

Preventing Bullying, Intimidation, and Harassment Board Policies 7:190, 7:310, and 7:20

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal. The Superintendent or designee shall develop and maintain a program that fully implements and enforces the following Board policies:

- *7:190, Student Discipline.* This policy prohibits students from engaging in hazing or any kind of aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct. Prohibited conduct includes any

use of violence, force, noise, coercion, threats, intimidation, fear, harassment, bullying, hazing, or other comparable conduct.

- 7:310, *Restrictions on Publications and Written or Electronic Material*. This policy prohibits students from; (i) accessing and/or distributing at school any written or electronic material, including material from the internet, that will cause substantial disruption of the proper, orderly operation, discipline of the school or school activities, (ii) creating and/or distributing written or electronic material, including internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.
- 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing or intimidating a student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status.

Dress Code & Uniform Student Appearance (Board Policy 7:160)

As stated in School Board policy (7:160), students are required to wear school uniforms to school on all school attendance days, in order to maintain and promote orderly school functions, student safety, and a positive learning environment. Parent(s)/guardian(s) may request a waiver of this policy by providing the Board with a signed statement of objection for consideration detailing the grounds of the objection. The Building Principal is authorized to designate days on which this uniform policy is relaxed.

School Uniform (Board Policy 7:165)

The School Board specific dress code is as follows:

- **Tops:** Correctly sized white or light blue button-down or polo shirts, short or long-sleeved shirt with collar (**NO T-Shirts**) – **SHIRTS MUST BE TUCKED IN and NO MID-RIFF showing at anytime.**
- **Bottoms:** Navy blue or black uniform pants jumpers, shorts, skorts or skirts. All shorts, jumpers and skirts must be no shorter than 1" inch above the knee (**NO demin/blue jeans – NO SAGGING**).
- **Shoes:** Black, brown, or dark blue leather soft-sole shoes.
- **Belts:** Black, brown, or dark blue.
- **Sweaters:** White or Navy Blue, button down or pull-over sweaters, sweatshirts (without hoods) or blazers (**NO hoodies**).

The Dress Code Forbids:

- Gang-related colors, symbols, apparel, jewelry or tattoos.
- Hair with designs, dyed/sprayed/glitter hair or shaved, multiple parts in hair and eyebrows.
- Hats with visors, bandanas, chains and medallions.
- Vulgar, offensive or profane words, sayings, or graphics.
- Sagging pants – pants must be worn on the waist.
- Body piercing, jewelry in P.E. classes, for health/safety reasons.
- Spandex, leggings, skinny pants or jeans.
- See-through or transparent apparel, tank tops and tube tops.
- Biker or short-shorts or ANY apparel shorter than knee length.
- Anything that distracts from the learning environment.
- Purses.

Non-Uniform Compliance

- **1st Violation** – Parent(s)/Guardian(s) notified and request is made to bring uniform or pick up child.
- **2nd /3rd Violation** – Referral.
- **4th Violation** – Parent Conference.

Personal Electronics Usage

Students are prohibited from using SMART devices during the school day; this includes, but is not limited to cell phones, tablets, iPad, SMART watches, headphones, etc.

- **1ST Violation** – Warning, parent(s)/guardian(s) notified.
- **2nd Violation** – Device confiscated: parent(s)/guardian(s) notified to pick up the device in the office.
- **3rd Violation** – Additional violations may result in further disciplinary action, up to and include detention, in-school suspension, or out-of-school suspension.

Sexting Violations: Public Act 96-1087 provides that a person under age 18 who distributes or disseminates “an indecent visual depiction of another minor through the use of a computer or electronic communication device” may be subject to Juvenile Court proceedings and adjudged a minor in need of supervision (a non-delinquent status). A minor found to be in need of supervision by reason of “sexting” activity may be ordered to obtain counseling or other support services to address the misconduct, or to perform community service.

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

- Use of the device is stated in the student’s IEP.
- Permission is received from the student’s teacher.

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 recording 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.

Hazel Crest SD 152 ½ Electronic Device Acceptable Use Policy

The Hazel Crest School District 152 ½ provides Chromebook computers to its students (2nd- 8th) and iPads to students (PreK - 1st) as part of the District’s 1:1 initiative that adheres to the educational mission of the District. These computers are being provided exclusively to students in a manner that assigns each Chromebook to an individual student for the entire school year. Therefore there will be no situations of multiple students (2nd - 8th) using the same device. Consequently, we expect parents and students to review and understand the Chromebook Acceptable Usage Policy. Use of these technologies is a privilege and is subject to a variety of terms and conditions. District 152 ½ retains the right to change such terms and conditions at any time. The following are the expectations for students:

1. Communication
 - a. I will use language and images that are pertinent and appropriate when submitting academic work, participating in online forums and working collaboratively.
 - b. I will be thoughtful and mindful about the language and images I use when posting online or sending messages to someone else, in multiple forums.
 - c. I will be mindful of how my words and images are interpreted by others.
 - d. I will not use profanity, pictures or any language that is offensive to anyone.
2. Privacy
 - a. I will not alter, change, or delete privacy settings on devices.
 - b. I understand that anything I do online or electronically is not private and will be monitored.
 - c. I will not share any personal information about myself, family, or faculty. This includes images, videos, passwords, home addresses, phone numbers, ages, and birth date.
3. Honesty and Safety
 - a. I will not engage in behavior that puts myself or others at risk.
 - b. I will not use any login other than the one given by the district.
 - c. I will represent myself honestly, by not logging into another person's account or falsely assuming someone else's identity.
 - d. I will seek help if I feel unsafe, bullied or witness unkind behavior.
 - e. I will only communicate with people approved by my supervising teacher.
 - f. I will follow all safety guidelines posted by my teacher.
4. Learning
 - a. I will have a positive attitude and be willing to explore different technologies and strategies.
 - b. I will evaluate the validity of information presented online and understand that not everything online is true.
 - c. I agree to document and properly cite all information acquired through online sources including but not limited to images, videos, and music.
5. Respect for self and others
 - a. I will not upload or publish personal information, private communications, or photos/videos of other people without permission.
 - b. I will respond thoughtfully to the opinions, ideas, and values of others. I will not send or share mean or inappropriate emails or texts.
 - c. I will not engage, promote cyberbullying, or harassment while using technological devices.
6. Respect for school and personal property
 - a. I will take care of all the equipment on campus.
 - b. I will report misuse and/or inappropriate content to my teachers and/or school administrators.
 - c. I will use the Chromebooks/iPads for school related purposes only.

- d. I understand that it is my responsibility to honor the Acceptable Use Policy and uphold the District 152 ½ Technology Values both online, offline, at school, and at home.
- e. I understand that my actions can affect others and that I will be accountable for my behavior.
- f. I will not engage in activities that are in violation of the Technology Acceptable Use Policy.

7. Consequences for Misuse

- a. Neglect, misuse, irresponsibility resulting in damage/theft to a Chromebook/iPad will result in up to a \$50.00 repair/replacement fee for every occurrence.
- b. Students who violate this Policy will be subject to revocation of their device until payment of said fee has been made.
- c. There is a required parent/student/Administrator conference (by phone or in person) after payment is made and before the Chromebook/iPad is returned to the student.
- d. Students may be subject to further disciplinary actions for repeated occurrences including permanent loss of this technology privilege.
- e. We highly recommend that you make certain your child shares all of their login/account information and that you monitor these accounts on a regular basis. Any inappropriate use, as determined by the Superintendent, Director of Technology, and/or building administrators will be immediately reported to parents and swiftly addressed.

Parent Section: I hereby release District 152 ½, its personnel, and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from my child's use of, or inability to use, the District 152 ½ network.

I will instruct my child regarding the rules of use contained in this document and understand and confirm that the agreements contained herein are incorporated into the contract under which my child is enrolled at a District 152 ½ School. I understand that it is impossible for District 152 ½ to restrict access to all controversial materials and I will not hold the school responsible for materials accessed on the network.

I accept full responsibility if and when my child's use of technology is not in a school setting and understand that my child is subject to the same rules and agreements while not at school. I understand that District 152 ½ encourages parents and guardians to supervise and monitor any online activity.

NOTE: A hard copy of the document will be sent home for a parent and student signature.

Weapons & Weapon Possession

Possession, Use or Threatened Use of Weapons, Combustibles, Explosives, and Look-alikes or
Other Dangerous objects, including Disabling or Protective Devices – firearms, look-alike
weapons, ammunition, knives, objects used as weapons, chemicals, chemical
sprays, fireworks

and laser devices are some of the dangerous objects prohibited regardless of intended use.

Weapons and other dangerous objects will be turned over to local police and parents will be notified. Students involved in weapons violations or threatening to use weapons will be suspended and/or expelled.

Academic Dishonesty

Students engaged in academic dishonesty such as intentional plagiarism, giving or receiving help during an examination, obtaining copies of tests, homework or scoring devices prior to an examination, or impersonating other students to assist him/her academically may be subject to disciplinary action. Refer also to District 152 ½ standards for academic ethics in this section.

Alcohol & Drugs

Any student who transfers and/or consumes alcoholic beverages or who possesses alcoholic beverages while on campus, on buses or at school events shall be suspended until further notice and shall be recommended for expulsion. Any student involved in the transfer of a legal substance, which is represented as, or thought to be, an illegal substance (commonly termed a "look-alike") shall be recommended for expulsion. Students who make written or verbal offers to buy or sell any alcoholic beverages are subject to disciplinary consequences. Simple possession of "look-alike" may be grounds for suspension and/or expulsion.

Students apprehended while under the influence of alcoholic beverages shall be suspended and may be recommended for expulsion. A student shall be considered under the influence of an alcoholic beverage whenever the student emits a substance related odor or the student's conduct gives evidence of the consumption of an alcoholic beverage on or prior to arrival at school or a school sponsored event, or while on a school campus. Alcoholic beverages will be turned over to the local police and parents will be notified. Students who commit more than one alcoholic beverage violation shall be subject to suspension and/or expulsion for no less than one school year.

Drugs

Any student who transfers and/or consumes an illegal or controlled substance or who possesses an Illegal or controlled substance while on campus, on buses, or at school events shall be suspended until further notice and shall be recommended for expulsion. A student in

possession of drug Paraphernalia shall be considered in possession of an illegal drug when the item contains drug residue. The student shall be immediately suspended and referred to the Superintendent with a recommendation for expulsion from District 152 ½ schools for the duration of the term.

Any student involved in the transfer of a legal substance which is represented as, or thought to be, an illegal or controlled substance (commonly termed "look-alike" drugs) shall be recommended for expulsion. Students who make written or verbal offers to buy or sell any illegal or controlled substances are subject to disciplinary consequences. Simple possession of "look-alike" drugs and/or drug paraphernalia without residue may be grounds for suspension and/or expulsion.

Students apprehended while under the influence of an illegal or controlled substance shall be suspended and may be recommended for expulsion. A student shall be considered under the influence of an illegal or controlled substance whenever the student emits a substance related odor or the student's conduct gives evidence of the consumption of an illegal or controlled substance on or prior to arrival at school or a school sponsored event, or while on campus. Illegal or controlled substances or paraphernalia will be turned over to the local police and parents will be notified. Students who commit more than one controlled violation during a high school career shall be subject to suspension and/or expulsion for no less than one school year.

Classroom Disruption

Conduct or behavior that interferes with or detracts from the teaching/learning process. Students are expected to bring books and required materials, reports to their assigned seats, be attentive, respect the rights of others, and observe other guidelines set by individual teachers. Throwing objects, disturbing the class, horseplay, and other minor infractions will be corrected by the classroom teacher, including the assignment of detentions when necessary.

Smoking/Vaping

Smoking and/or Possession of Tobacco/Lookouts for Smokers – Students may not smoke, possess, transfer, or use tobacco and smoking materials, including vaping and/or e-cigarettes, nor may they warn users on school premises, school buses or at school sponsored events. Lighters and matches are also forbidden.

Bus Transportation

Transportation to and from school will be provided to students who reside more than one and one half miles from their school, by the most direct normal route or due to hazardous crossings as approved by the Illinois Department of Transportation. Repeated inappropriate and/or unsafe behavior may result in suspension from transportation services.

Bus Conduct

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

The Superintendent, or any designee as permitted in 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:

- Prohibited student conduct as defined in the Student Discipline policy.
- Willful injury or threat of injury to a bus driver or to another rider.
- Willful and/or repeated defacement of the bus.
- Repeated use of profanity.
- Repeated willful disobedience of the bus driver's or other supervisor's directives.
- Such other behavior as the administration deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the Administration 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.

Loitering/Cutting Class/Off Limits

Unexcused or unauthorized absence from a class, including tardiness exceeding 20 minutes beyond the bell for the student's first class of the day and ten minutes beyond the bell for subsequent classes.

Loitering

Students may not be in unauthorized areas of the building or grounds at any time. No student may remain in the building more than ten minutes after his/her last class, unless under the supervision of a staff member. If students are waiting for any activity, they must stay in the designated holding area. Any student not abiding by these rules will be suspended for insubordination.

Off Limits

Students must not leave class or school premises without a written official pass from the teacher, dean, nurse or administrator. This includes, but is not limited to, the following related infractions: Students found in an unauthorized area of the building, walk-outs of the classroom or out of the building, or off school grounds during the regular school day.

Damage to School/Personal property of others

Damage to School Property or Property of School Personnel – School property includes books, supplies, equipment, or the school building. Damage due to misuse or vandalism shall require full restitution. Acts of vandalism will be reported to local police. This violation also applies to damages to school buses.

Bomb Threats/Explosions

Any communication which has the effect of threatening an explosion to do malicious, destructive, or bodily harm to school system property at a school function or extracurricular/co-curricular activity, or to the person(s) in or on that property or attending the function. This includes preparing, possessing, or igniting explosives, including unauthorized fireworks, on school property or at a school function or extracurricular/co-curricular activity.

Theft/Possession of Stolen Property

Any incident involving theft shall be reported to the Assistant Principal, along with any known details of the case. Local police will be contacted when necessary. **The school shall not be responsible for the loss of personal property.** Any student guilty of theft or accessory to the act of theft will be liable for repayment. Any student knowingly in possession of stolen property or attempting to transfer stolen property will be subject to disciplinary action.

Threats

Threats to Employees, Volunteers or Students: Any direct threat, by word, gesture, or act, to do violence or harm to a school employee, volunteer or student(s) and/or their property, which creates a fear that the threat could be carried out. Threats of bodily harm could be electronic, written, spoken, or non-verbal. Threats may result in police notification.

False Alarms

False Alarms and Misuse of Other School Safety Equipment. Intentionally causing a fire alarm or any other false and disruptive rumor or report is a serious offense and endangers the safety of students and employees. A student guilty of such an offense shall be recommended for expulsion and shall be subject to arrest. The misuse of a fire extinguisher or any other school safety device without cause endangers the safety of students and employees.

False Phone Calls

Students who falsify a phone call or recruit another person to call on their behalf for an absence are subject to disciplinary action. Calls regarding attendance must be made by a parent/guardian.

Sexual Harassment/Sexual Misconduct

Sexual harassment of students is prohibited. Any person, including a district employee or agent, or student, engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and engages in other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 - a. substantially interfering with a student's educational environment;
 - b. creating an intimidating, hostile or offensive educational environment;
 - c. depriving a student of educational aid, benefits, services, treatment, or
 - d. making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms "intimidating," "hostile," and "offensive" include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. Students who believe they are victims of sexual harassment or have witnessed sexual harassment, are encouraged to discuss the matter with the Principal, Assistant Principal, or other designee. Students may choose to report to a person of the student's same sex.

Sexual Misconduct

Sexual Conduct Standards: Socializing in school should not include intimate expression of physical attraction. Students are not permitted in locker rooms or washrooms used by the opposite sex. Indecent exposure is also prohibited. This prohibition includes sexually suggestive graphics, electronic images, "sexting," and/or sexually oriented magazines.

Suspension (Policy 7:200)

Out of school suspension is a disciplinary tool that is used when earlier attempts to correct a student's behavior have been unsuccessful or the behavior warrants an immediate temporary exclusion from school.

The Superintendent, or the Superintendent's designee, including the Building Principal, is authorized to suspend students guilty of gross disobedience or misconduct from school (and all school functions) for a period not to exceed ten (10) school days. The student and/or parent are due the following procedural protections:

1. Prior to suspension, the student shall be provided oral or written notice of the charges. If the charges are denied, the student shall be given an explanation of the evidence against him and an opportunity to present his/her version of the incident.
2. Any suspension shall be reported immediately to the parents or guardian of the student. The report shall contain a full statement of the reasons for the suspension and a notice to the parents or guardian of their rights to review. In addition, a copy of the notice shall be given to the Superintendent and School Board.
3. Students who are suspended out-of-school for longer than four school days may be provided appropriate and available support services during the period of their suspension. (105 ILCS 5/10-22.6(b-25)).

Assignment to alternative school

The Board of Education believes that it cannot provide the students of the district with the education they deserve unless the school environment is conducive to learning. The school environment must be safe and conducive to learning so that all students, teachers, visitors, and staff are respected and free from violence, threats, harassment, intimidation, and inappropriate behaviors that disrupt the educational process.

In the sole discretion of the district administration, a student may be offered the option of transferring to an alternative school placement instead of a long term out of school suspension or expulsion consistent with Articles 13A and 13B of the School Code.

Accordingly, in lieu of suspension or a recommendation to the Board of Education for possible expulsion from school, the Board authorizes the district administration to offer to the parent/guardian of a student who the administration has found has engaged in gross disobedience or misconduct the option to transfer and be assigned to an alternative school recommended in the discretion of the administration.

If rejected, a hearing will be scheduled for the student consistent with the expulsion hearing process described above

Expulsion (Board Policy 7:210)

Expulsion from school is a formal process by which an individual has his or her rights to an education withdrawn for a period of more than ten (10) days.

The School Board is authorized to expel students guilty of gross disobedience or misconduct for the remainder of the school term or for a shorter period as determined by the School Board. The student and/or parent or guardian shall be due the following procedural protections:

1. Before expulsion, the student shall be provided written notice of the charges and the time and place of hearing. If the charges are denied, the student shall have an opportunity for a hearing at the time and place designated in the notice, conducted by a hearing officer appointed by the Board. The hearing officer shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate.
2. The Board shall provide written notice to the parents or guardian of the time, place and purpose of the hearing by registered or certified mail and request the appearance of the parents or guardian at the due process hearing.
3. During the due process hearing, the student and his/her parents or guardian may be represented by counsel, present witnesses and other evidence on his/her behalf and cross-examine adverse witnesses.

The due process hearing shall be a two-part proceeding. The hearing officer shall view and hear evidence regarding the issue of misconduct or gross disobedience by the student.

After presentation of the evidence and receipt of the hearing officer's report, the Board shall make a decision regarding whether expulsion or some lesser form of discipline shall be imposed upon the student.

Detentions (Board Policy 7:190)

Detentions will be assigned to students for infractions of school rules. Detentions will be held after school from 2:50-3:45 p.m., and on Saturdays from 8:00 a.m.-12:00 p.m. Students will be given written notification of the detention to share with parents or guardians.

Failure to report for an assigned Saturday detention will result in an out-of-school suspension.

Saturday Detention Rules (GRADES 5-8 ONLY)

- Students **must** arrive on time (7:50-8:00 a.m.)
- Students who arrive after 8:00 a.m. **WILL NOT BE ADMITTED** (Students are not allowed to be late for Saturday Detention)
- Students who arrive late, or fail to show up for an assigned Saturday detention, will automatically be suspended.

Misconduct by Students with Disabilities (Board Policy 7:230)

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.

Corporal Punishment

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

Bullying

Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending him or herself.

Three Key Components of Bullying Behavior

1. Involves an aggressive behavior
2. Typically involves a pattern of behavior repeated over time
3. Imbalance of power or strength.

Preventing Bullying, Intimidation, and Harassment **(Board Policies 7:190, 7:310, and 7:20)**

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal. The Superintendent or designee shall develop and maintain a program that fully implements and enforces the following Board policies:

- A. 7:190, *Student Discipline*. This policy prohibits students from engaging in hazing or any kind of aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct. Prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, bullying, hazing, or other comparable conduct.
- B. 7:310, *Restrictions on Publications and Written or Electronic Material*. This policy prohibits students from: (i) accessing and/or distributing at school any written or electronic material, including material from the internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (ii) creating and/or distributing written or electronic material, including internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.
- C. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing or intimidating a student based upon a student's sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status.

Gangs and Gang Activities (Policy 7:190)

The visibility of gangs and gang-related activities in the school setting causes a substantial disruption of the educational process within the academic settings. Gangs and gang-related activities are prohibited on school property and at school affiliated activities. No student may intimidate or harass other students for the purpose of gang recruitment or gang retaliation. "Gang" as used in this policy shall mean two or more individuals who associate with each other primarily for criminal, disruptive and/or other activities prohibited by law and/or the District's rules and regulations.

No student on or about school property or at any school activity shall:

- A. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other item that is evidence of membership or affiliation in any gang.
- B. Communicate either verbal or nonverbal, gestures, handshakes, slogans, drawings, etc. – Membership or affiliation in a gang.
- C. Commit any act that furthers gang activities, including, but not limited to:
 - i. Soliciting others for membership in any gang.
 - ii. Requesting any person to pay protection or otherwise intimidating or threatening any person.
 - iii. Committing any other illegal act or violation of school district policies.
 - iv. Inciting other students to act with violence upon any person.
 - v. Boys are not allowed to wear earrings of any sort.

HAZEL CREST SCHOOL DISTRICT 152½ 2025-2026 Calendar

August 14, 2025	Teacher Institute Day-No Student Attendance	
August 15, 2025	Teacher Institute Day-No Student Attendance	
August 18, 2025	Open House	
August 18, 2025	Board of Education Meeting - 6pm	
August 19, 2025	FIRST DAY OF PUPIL ATTENDANCE	(FULL DAY OF SCHOOL)
September 1, 2025	Holiday – Labor Day – No School	
September 3, 2025	Curriculum Night (6:00 p.m. – 7:00 p.m.)	
September 15, 2025	Board of Education Meeting - 6pm	
September 19, 2025	Mid Quarter Progress Report	
October 3, 2025	School Improvement Day – No Student Attendance	
October 13, 2025	Holiday – Columbus Day – No School	
October 20, 2025	Board Of Education Meeting - 6pm	
October 24, 2025	End of First Quarter	
October 27, 2025	Start Second Quarter	
October 29, 2025	Parent/Teacher Conference – No Student Attendance	
November 10, 2025	Holiday – Veterans Day – No School	
November 17, 2025	Board of Education Meeting - 6pm	
November 26-28, 2025	Holiday – Thanksgiving Recess – No School	
December 5, 2025	Mid Quarter Progress Report	
December 15, 2025	Board of Education Meeting – 6pm	

December 19, 2025	School Improvement Day – No Student Attendance/
December 22-Jan. 5, 2026	WINTER BREAK – NO SCHOOL
January 5, 2026	Teacher Institute Day
January 6, 2026	School Resumes
January 19, 2026	Holiday – Dr. Martin Luther King, Jr., Birthday – No School
January 20, 2026	Board of Education Meeting
January 23, 2026	End of Second Quarter
January 26, 2026	Start of Third Quarter
February 13, 2026	Holiday – Lincoln's Birthday – No School
February 16, 2026	Holiday – President's Day – No School
February 17, 2026	Board of Education Meeting – 6pm
February 27, 2026	Mid Quarter Progress Report
March 2, 2026	Holiday – Casimir Pulaski's Birthday – No School
March 5, 2026	Parent/Teacher Conference – No Student Attendance
March 16, 2026	Board of Education Meeting – 6pm
March 19, 2026	Teacher Institute Day-No Student Attendance
March 20, 2026	School Improvement Day-No Student Attendance
April 2, 2026	End of Third Quarter
April 3, 2026	Good Friday – No School
April 6-10, 2026	SPRING BREAK – NO SCHOOL
April 13, 2026	Start Fourth Quarter
April 20, 2025	Board of Education Meeting – 6pm
May 1, 2026	Mid Quarter Progress Report
May 21, 2026	Eighth Grade Graduation
May 18, 2026	Board of Education Meeting – 6pm
May 22, 2026	End of Fourth Quarter
May 25, 2026	Holiday – Memorial Day
*May 29, 2026 (FULL DAY OF SCHOOL)	LAST DAY OF PUPIL ATTENDANCE <i>(If no snow days used)</i>
June 1 – June 5, 2026	PROPOSED EMERGENCY (SNOW DAYS)

CODE OF STUDENT CONDUCT AGREEMENT CONTRACT

Dear Parents:

The State of Illinois passed S.B. #730, which required school districts to implement educational improvements. Our mandate was that the local school district establishes a discipline policy committee whose task was to formulate a district-wide discipline policy and handbook. The law further requires the following:

1. Students and parents will be given copies of the handbook within 15 days of enrollment in the school district
2. A teacher may remove a student from the classroom for disruptive behavior
3. The district policy must include due process for the student
4. The rights and responsibilities of the student, teachers, parents, Board of Education and administration be expressed in the discipline handbook
5. The administration should provide materials, organize the appropriate class size and have proper building conditions conducive to good discipline
6. Adopt and use a standard referral form throughout the district

Please carefully read the handbook and review the materials with your child.

Return this signed copy to your Building Principal within one week of your child(ren)'s enrollment.

We have read and reviewed School District 152½'s Parent/Student–Discipline Handbook for the 2025-2026 school year. We understand the district's rules and know the importance of following these rules in order to attain the best possible level of academic achievement. We look forward to a successful school year.

Student's Name_____

Student's Signature_____

Student's Home School_____

Parent's Signature_____

Date_____

Homeroom Teacher_____