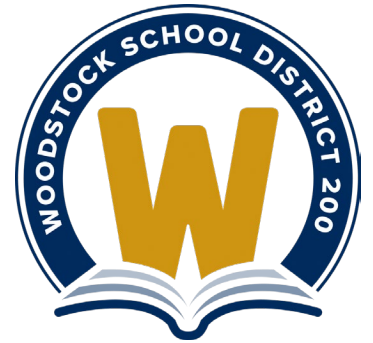
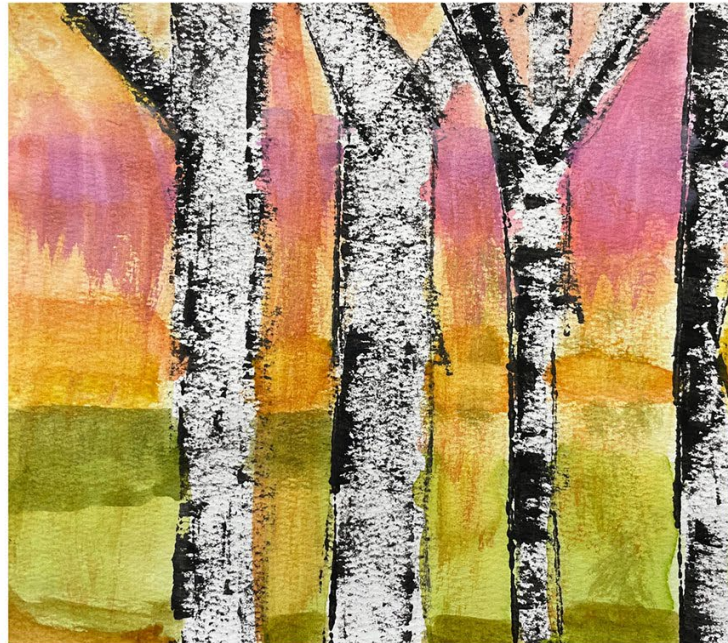




2025-26

Parent &  
Student  
Handbook



Woodstock  
Community Unit  
School District 200



## 2025-26 Dates to Remember

If changes to the 2025-26 calendar are necessary during the course of the school year, the most up-to-date version will always be posted on the District website. The full-year calendar, as well as monthly event calendars for each school are available at [www.woodstockschoools.org](http://www.woodstockschoools.org).

<b>Aug. 13</b>	First Day of School
<b>Sept. 1</b>	NO SCHOOL – Labor Day
<b>Oct. 8-9</b>	Fall Parent-Teacher Conferences
<b>Oct. 9-10</b>	NO SCHOOL
<b>Oct. 13</b>	NO SCHOOL – Columbus Day
<b>Nov. 11</b>	NO SCHOOL – Veterans Day
<b>Nov. 26-28</b>	NO SCHOOL – Thanksgiving Break
<b>Dec. 22- Jan. 2</b>	NO SCHOOL – Winter Break
<b>Jan. 5</b>	NO SCHOOL – School Improvement Day
<b>Jan. 6</b>	School Resumes – Beginning of Second Semester
<b>Jan. 19</b>	NO SCHOOL – Martin Luther King, Jr. Day
<b>Feb. 12-13</b>	Spring Parent-Teacher Conferences
<b>Feb. 13</b>	NO SCHOOL
<b>Feb. 16</b>	NO SCHOOL – Presidents Day
<b>March 23-27</b>	NO SCHOOL – Spring Break
<b>April 3</b>	NO SCHOOL
<b>May 21</b>	Last Day of School *

\* Tentative date – if no emergency days are used  
(May 22, 26, 27, 28 & 29 are reserved as emergency days, if needed)

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# 2025-26

# Parent and Student Handbook

Woodstock Community Unit  
School District 200

*Changing the Future Through Education*

This handbook contains a summary of essential and up-to-date information about District 200 procedures, practices and expectations for parents and students and is posted each year as a convenience for families and staff. A complete list and full wording of all policies and procedures can be found in the Board of Education's Policy Manual, available on the District's website at [www.woodstockschoools.org](http://www.woodstockschoools.org), and at the District Administrative Services Center.

***This handbook may be amended during the school year without notice.***

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# Welcome to the 2025-26 school year!

We are pleased to share 2025-26 edition of the District 200 Parent and Student Handbook. This is the primary source for information about our programs and services, and the roles and responsibilities of families and school staff in the educational process. This handbook contains information on numerous topics that impact our students on a daily basis.

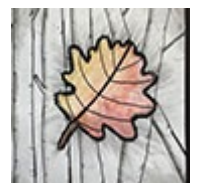
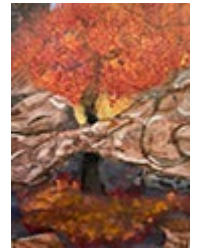
It is extremely important that ALL parents and students are familiar with the information in this handbook and in your school handbook (where applicable). Therefore, we are asking that all families set aside time to review and discuss all the information in the handbook together.

As Superintendent of District 200, I truly feel that it is an honor and a privilege for me to serve such a high-quality school district made up of outstanding communities. I feel extremely fortunate to work with a school district that is excellent in so many ways. From the exemplary students, involved parents, the dedicated and experienced staff, to the outstanding community support, District 200 is a great place to be. District 200 remains committed to making the most effective and efficient use of our resources in order to provide the most comprehensive education possible to our diverse learning populations. From our innovative dual language program district-wide to our rigorous Advanced Placement offerings at the high school level, and our vast opportunities for extracurricular activities at all levels, District 200 is a district we can all be proud of. Our staff works to meet the needs of all our learners and to provide the opportunity for all our students to have personal successes each and every day.

Effective communication between school and home is a key component of a successful school-home relationship and we hope you find this handbook a starting point for that communication. We also encourage you to visit the district website ([www.woodstockschoools.org](http://www.woodstockschoools.org)) and your school building website for regular updates and announcements. You are always welcome to ask questions of your student's teachers, building administrators, or me, as we all strive to offer your student the best experience possible in District 200 schools.

All of us in District 200 are dedicated to making this a successful and rewarding year for our students, parents, and our communities. Welcome back to school!

Michael Moan, EdD  
 Superintendent of Schools  
 mmoan@wvusd200.org  
 815.337.5406



# Overview

## Board of Education & Superintendent

District 200 is governed by a Board of Education made up of seven residents of the school district elected to serve staggered four-year terms without pay. The Board of Education determines the policies which guide the operation of the school district and establishes the “ends,” or desired outcomes, for the district to achieve. The Superintendent and administrators then carry out those policies by overseeing the management, operation, and procedures of the school district.

The Board of Education generally meets on the second and fourth Tuesday of the month except during the summer months and in March, November, and December. Public attendance is welcome at all meetings, and a specific time is set aside on the agenda for public comment. By law, all board discussions and deliberations must be conducted in public, except for certain specific matters such as personnel and student disciplinary cases. All official board action (voting) is taken in public.

Meetings are held in the Learning Resources Center (Library) on the second floor of Woodstock High School, 501 W. South Street, Woodstock. Board meetings begin at 7:00 p.m. unless otherwise noted. Attendees can enter through the main door (circle drive on South Street) or the Athletic entrance on Putnam Street.

Parents, staff and community members should submit questions or communications to the Board of Education through the Superintendent. The Superintendent also responds to requests made under the Illinois Freedom of Information Act (FOIA) from anyone desiring to inspect and/or copy a District public record.

**More information about the Board of Education, including contact information, meeting schedule, agendas and minutes can be found at [www.woodstockschoools.org/school-board](http://www.woodstockschoools.org/school-board).**

# Basic Procedures & Information

## Admission

To be eligible for admission to District 200, a child must be 5 years old and less than 21 years of age on or before September 1 of the current school term. A child with exceptional needs who qualifies for special education services is eligible for admission at 3 years of age through age 22. All students must register for each school year according to procedures set by the school administration.

## Residency Requirement

Only students who are residents of District 200 may attend a District school without a tuition charge, except as otherwise provided in Board of Education policy or in State law. A student's residence is the same as the person who has legal custody of the student. Further information about school admission and student residency is contained in Board of Education Policies 7:50 and 7:60.

## Custody Arrangements

In order for school personnel to be aware of any custody arrangements, please provide legal custody/divorce settlement documents to your child's school prior to the beginning of the school year and as situations change.

## Attendance Areas

District 200 is divided into school attendance areas. Students living within a specific school attendance area will be assigned to the school in that attendance area if the students' registration materials are filed with the district in a timely manner. Students participating in District designated special programs may be assigned to a school outside of their attendance area for programming purposes. Maps showing the attendance areas are available on the District website, at the District Administrative Office and the Transportation Department, and all school buildings. The assignment of homeless children is governed by Board Policy 6:140 in accordance with the McKinney-Vento Homeless Act. For more information, please visit [www.woodstockschools.org](http://www.woodstockschools.org) and view the Registration page tab "McKinney-Vento (Homeless)."

**Call the  
District 200  
Transportation  
Department at  
815-338-4777  
to verify your  
correct school  
attendance  
area.**

## Registration

Prior to enrollment, the person enrolling the student must present evidence that the student is a resident of the school district. At the time of registration, at least three (3) items from the list below must be submitted as evidence of residency and a Certificate of Residency form must be completed:

- |   |  |
|---|--|
| 1. Driver's license                     | 4. Voter registration  |
| 2. Current home ownership title or deed | 5. Utility bills (water, electric, gas) within last 3 months |
| 3. Current apartment lease              | 6. Current automobile insurance.                             |

Telephone and cable bills are not accepted as proof of residency. Parents or guardians of students enrolling in District 200 for the first time must present:

1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's temporary record, and return the original to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, Superintendent or designee shall immediately notify the local law enforcement agency and shall also notify the person enrolling the student in writing that, unless he or she complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content.
2. Proof of residence (see Residency Requirement in this handbook).
3. Proof of disease immunization or detection and the required physical examinations. (See Health Services section of this handbook).

Any homeless child will be immediately admitted to school even if the child or child's parent or guardian is unable to produce records normally required to establish residency as provided in Board policy 6:140.

## Student Transfers to and from Non-District Schools

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

The building Principal or designee shall make the class or grade level assignment, with input from a counselor when needed, and may accept or reject the transferring school's recommendations, except that a special education student must be placed in a program in accordance with the I.E.P.

## Elementary & Middle School Intra-District Transfers

Parents or guardians of elementary and middle school students may request a transfer for their child to another D200 school other than the one assigned by submitting a Permit Request form to the Superintendent's office. The Superintendent and sending/receiving principals may grant the request if space is available, and the request meets established priorities. If a request is granted, the parent or guardian will be responsible for providing transportation for their student, unless the student is eligible for Fee-Based Transportation Services and the parent chooses to pay for the service.

## High School Intra-District Transfers

Parents or guardians of high school students may request a transfer for their child to another D200 high school by contacting the Superintendent's office and following the High School Intra-District Transfer Procedure. If the request is granted, the parent or guardian will be responsible for providing transportation for their student, unless the student is eligible for Fee-Based Transportation Services and the parent chooses to pay for the service. There may be additional considerations regarding eligibility for student athletes participating in IHSA sports.

## Challenging a Student's Residence Status

If the Superintendent or designee determines that a student attending school on a tuition-free basis is not a resident of District 200 and must be charged tuition, the person who enrolled the student will be notified by Certified/Return Receipt mail, of the tuition amount that is due. The person who enrolled the student may challenge this determination and request a hearing.

## Absences

Students are required to attend school regularly and punctually. All absences from school must be authorized by the student's parent or guardian. On the day that a student is going to be absent from school, the parent or guardian must notify the school by telephone within two hours after the first class. Parents of students in PreK and Kindergarten must contact Verda Dierzen Early Learning Center by 9:00 a.m. If a student must be absent for more than one day, parents must notify the school EACH DAY OF THE ABSENCE. A valid cause for absence includes illness, observance of a religious holiday; death in the immediate family, family emergency, mental health, other situations beyond the control of the student, other circumstances that cause reasonable concern to the parent or guardian for the student's safety or health, or other reason as approved by the Superintendent or designee.

If a student is to be released from school for the purpose of observing a religious holiday, the parents or guardians must give written notice to the school before the student's anticipated absence. The parent or guardian's written notification of the student's anticipated absence will satisfy the District's requirement for a written excuse when the student returns to school. A child who is absent from school due to the observance of a religious holiday will have an equal opportunity to make up any schoolwork requirements, including exams, missed due to the absence.

A student may be released from school for a day or portion of a day for the purpose of religious instruction. A letter requesting the student's absence and written by the student's parent or guardian, must be given to the building principal before the day the student is to be absent.

For absence reporting procedures for high school students, see the schools' online handbooks.

## Make-Up of School Work

Students will be given one day to complete schoolwork for each school day they are absent. If a student has an extended illness involving many missed days, please contact the principal or school nurse to make special arrangements to address the student's educational needs.

## Truancy

A "truant" is defined as a child subject to compulsory school attendance and who is absent without valid cause from such attendance for a school day or portion thereof. A "chronic or habitual truant" is defined as a child who is subject to compulsory school attendance and who is absent without valid cause from such attendance for 5 percent or more of the previous 180 regular attendance days. A "truant minor" is a child to whom supportive services, including prevention, diagnostic, intervention and remedial services, alternative programs, and other school and community resources have been provided and have failed to result in the cessation of chronic truancy or have been offered and refused.

If a student is determined to be a truant, chronic or habitual truant, or a truant minor, the appropriate District 200 staff will develop diagnostic procedures to be used for identifying the cause(s) of unexcused student absenteeism. These procedures will include, but not be limited to, interviews with the student, his or her parents or guardians, and any school official(s) or other people who may have information. This process will also include an effort to identify any supportive services that may be offered within the school district or by outside non-district agencies.

No punitive action, including out-of-school suspensions, expulsions, or court action, will be taken against a chronic truant for his or her truancy unless available supportive services and other school resources have been provided to the student.

School districts are allowed to temporarily exclude a student, 17 years of age or older, for failure to meet minimum academic or attendance standards. Any dropout, as defined in Section 26-2a of the Illinois School Code, who is 17 years of age may apply to the District for status as a truant. The student will be permitted to participate in the District's various programs and resources for truants.

## Kids Club

Kids Club after school program is offered at elementary schools and at Verda Dierzen Early Learning Center (VDELC), in conjunction with the full-day Kindergarten program. All sites operate from the time school dismisses until 6:00 p.m. The Kindergarten program at VDELC is also open in the mornings from 6:30 a.m. until school begins. On district Early Release Days and Half Days, all elementary school Kids Club sites open at the time schools dismiss, to provide seamless coverage for Kids Club participants.

Kids Club is open on many days when school is not in session (e.g., parent/teacher conference days, winter break and spring break). All Kids Club sites will combine at one elementary school location and will operate from 6:30 a.m. until 6:00 p.m. on non-attendance days.

Kids Club is closed on district-designated national holidays.

Kids Club offers Summer Day Camp programs during the summer months. The Day Camp program includes weekly swim days at Woodstock Water Works, field trips and a variety of fun summer activities. Registration for Kids Club Summer Day Camp is separate from the school year program.

For additional information on fees, registration, Summer Day Camp, etc., please contact the Kids Club office at 815-338-0643 or at [kidsclub@wcusd200.org](mailto:kidsclub@wcusd200.org).

See the Kids Club pages on the District website for more information, including the Kids Club Parent Handbook, calendar, fees, and registration forms.

[www.woodstockschoools.org/departments/kidsclub](http://www.woodstockschoools.org/departments/kidsclub).

## Recycling Program

District 200 believes that every student and employee has a responsibility to recycle all materials that are marketable and for which a recycling procedure has been implemented. The district has two recycling programs. One is a comingled recycling program which currently includes all paper that is recyclable, tin cans, aluminum cans, cardboard boxes, and newspapers. The second is for clean paper and cardboard from which the district receives revenue. The recyclables are transferred from the school district by our waste hauler who brings them to a sorting facility where they are separated for recycling. District 200 also attempts to purchase recycled products whenever feasible and to provide opportunities to redistribute and share items within the district.



## Student Fees and Waivers

District 200 students are charged for the use of textbooks, consumable materials, extracurricular activities, and other school fees and are expected to pay for the loss of schoolbooks or other school-owned materials.

Students will not be denied educational services or academic credit due to the inability of parents or guardians to pay fees and charges. The district does not withhold a student's grades, transcripts, or diploma because of an unpaid balance on the student's school account. Students whose parents are unable to afford student fees may receive a waiver of fees. However, these students are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

The application for fee waiver may be submitted by a student's parents or guardians on an application form available at each school's office, or at [www.woodstockschools.org/families/registration](http://www.woodstockschools.org/families/registration). A student is eligible for a fee waiver, after completing the Application for Waiver of Student Fees form, if the family is currently receiving aid through the Illinois Public Aid Code – Supplemental Nutrition Assistance (SNAP) or Temporary Assistance for Needy Families (TANF). If a family does not qualify for SNAP or TANF, the family may qualify if the family meets the current school year income requirements for free meals as annually published by the U.S. Department of Agriculture. Income above the amounts shown on the Income Eligibility Guidelines will not qualify for fee waiver. Additional consideration will be given by the Administration where one or more of the following factors are present.

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

Parents or guardians must submit written evidence of eligibility for waiver of the student's fee.

Denial of a fee waiver request may be appealed to the Superintendent by submitting the appeal in writing to the Superintendent within 14 days of the denial. The Superintendent or designee shall respond within 14 days of receipt of the appeal. The Superintendent's decision may be appealed to the Board of Education. The decision of the Board is final and binding.

Questions regarding the fee waiver request process should be addressed to the Building Principal's office. The use of false information to acquire a fee waiver is a felony under Illinois law.

## Student Insurance

Parents are expected to provide health insurance for their children. However, District 200 has purchased Student Accident Insurance Coverage on behalf of all students. Under this program your child will be covered for any injuries incurred while participating in any school-sponsored and/or supervised activity, including athletics. The program administrators are Zevitz Student Accident Insurance Services, Inc.

Aside from this school-sponsored coverage, the program administrator is also offering optional dental, and 24-hour medical accident coverage that provides protection when your child is not in school. Information and applications are available at [www.k12specialmarkets.com](http://www.k12specialmarkets.com). Questions should be directed to the plan administrator at 847-374-0888.

## Equal Educational Opportunities

Equal educational and extracurricular opportunities shall be available for all students without regard to race, color, nationality, sex, sexual orientation, religion, ancestry, age, physical or mental disability, gender identity, status as homeless, immigration status, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under Board policy 8:20, Community Involvement. Any student may file a discrimination grievance by using the Board Policy 2:260, Uniform Grievance Procedure.

## Sex Equity Policy

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

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

## Sexual Harassment

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

- denies or limits that provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
- has the purpose or effect of:
  1. Substantially interfering with a student's educational environment;
  2. Creating an intimidating, hostile, or offensive educational environment;
  3. Depriving a student of educational aid, benefits, services, or treatment; or
  4. Making submission to or rejection of such conduct the basis for academic decisions that affect 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. The term "sexual violence" includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, or sexual coercion.

## Uniform Grievance Procedure

Students who believe they are victims of harassment, bullying, or intimidation or who have witnessed harassment, intimidation or bullying are encouraged to discuss the matter with a building administrator. Students may choose to report harassment, bullying, or intimidation to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined. In addition, if the behavior is based upon the victim's actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic, the victim may seek redress through the Nondiscrimination Coordinator or Title IX Coordinator, and District's Uniform Grievance Procedure.

Any District student who is determined, after an investigation, to have engaged in harassment, bullying or intimidation will be subject to disciplinary action, including but not limited to suspension and expulsion consistent with the Student Discipline policy. Any District employee who is determined, after an investigation, to have engaged in harassment, bullying or intimidation will be subject to disciplinary action up to and including discharge. Any person making a knowingly false accusation regarding harassment, bullying or intimidation will likewise be subject to the disciplinary action just described.

## Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. If the complaint involves accommodation of disability or discrimination on the basis of disability, the complaint may be referred to the ADA Coordinator who will follow the grievance procedure. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same sex. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with the parents/guardian of a student. The Complaint Manager or Title IX Coordinator shall assist the Complainant as needed.

### Non-Discrimination Coordinator & Title IX Coordinator:

*Brian McAdow  
2990 Raffel Rd.  
Woodstock, IL 60098  
815.337.5144*

### Complaint Managers:

*Brian McAdow or Keely Krueger  
2990 Raffel Rd.  
Woodstock, IL 60098  
815.337.5144*

# Educational Programs & Services

## Objectives

District 200's educational program seeks to provide an opportunity for each child to develop to his or her maximum potential. The objectives for the educational program are to:

- foster self-discovery, self-awareness, and self-discipline;
- develop an awareness of and appreciation for cultural diversity;
- stimulate intellectual curiosity and growth;
- provide fundamental career concepts and skills;
- help the student develop sensitivity to the needs and values of others and a respect for individual and group differences;
- help each student strive for excellence and instill a desire to reach the limit of his or her potential;
- develop the fundamental skills which will provide a basis for life-long learning;
- provide an educational climate and culture free of bias.

## Curriculum

District 200 provides an articulated standards-based curriculum from pre-kindergarten through twelfth grade. As children progress through the grades, content and skills are designed to provide a continuous succession of learning objectives designed to build on previous learning. Students receive a consistent curriculum throughout the district based on the Illinois Common Core Standards developed for each grade level.

## Curriculum Content



District 200's curriculum is designed to give every student the opportunity to succeed. A special emphasis is placed on reading, writing and mathematics competencies, combined with the use of technology as an integral part of the daily school experience. At the elementary level, the educational program focuses on basic academic skills, fine arts, physical education, and social/emotional development. Students at the middle school level receive a core curriculum consisting of literacy, math, science, and social studies, as well as an exploratory curriculum in technology, world languages, art, music, and physical education. The high school program features a comprehensive academic and career/technical curriculum designed to prepare students for post-secondary education and/or the workforce. Instruction at all levels is provided on all subjects required by State statute or regulation. For a detailed description of these topics and grade level(s) at which they are taught, see Board Policy 6:60, Curriculum Content.

## Instructional Materials

All District classrooms and learning centers are equipped with an evenly proportioned, wide assortment of instructional materials, including textbooks, workbooks, audio-visual materials, and electronic materials. These materials are designed to provide quality learning experiences for students and to:

- Enrich and support the curriculum;
- Stimulate growth in knowledge, literary appreciation, aesthetic values, and ethical standards;
- Provide background information to enable students to make intelligent judgments and promote critical reading and thinking
- Depict in an accurate and unbiased way the cultural diversity and pluralistic nature of American society; and
- Contribute to a sense of the worth of all people regardless of sex, race, religion, nationality, ethnic origin, sexual orientation, disability, or any other differences that may exist.

### Illinois Learning Standards

To see what students will be expected to learn in mathematics and English language arts at the end of each grade level, read the Parents' Guides to Student Success, developed by the Illinois State Board of Education, the Illinois Parent Teacher Organization and the National PTA, at: [www.isbe.net](http://www.isbe.net).

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

Teachers are encouraged to use supplemental material only when it will enhance, or otherwise illustrate, the subjects being taught and to ensure it is age appropriate.

A student’s parents or guardians may inspect, upon their request, any instructional material used as part of their child’s or ward’s educational curriculum within a reasonable time of their request. Requests to inspect textbooks or instructional materials must be filed with the Superintendent’s office.

## Parental Notice

Parents will be notified at least five days in advance of instruction in recognizing and avoiding sexual abuse to students, comprehensive sex education, family life class or instruction on diseases. Parents must submit a written request to the principal that their child(ren) not receive instruction in the above-mentioned areas. Refusal to take or participate in such instruction will not be reason for suspension or expulsion of any student. Parents or guardians may examine the sex education instructional materials to be used in such class or course by contacting the Building Principal.

## Preschool and Early Childhood Programs

District 200 offers preschool and early childhood programs for students from the ages of 3-5 at the Verda Dierzen Early Learning Center, and at Greenwood Elementary School. The Early Childhood programs are for children with developmental delays and who are in need of special education services. Children for these programs are referred to the District through Head-Start, Child Family Connections, Adult and Child Therapy Services, Women, Infants and Children (WIC), and other community-based child-find programs. The preschool program is offered on a tuition free basis for students whose academic success may be at risk. A screening process is used to determine student eligibility for the programs. Screenings are free, but it is necessary to schedule an appointment in advance. A tuition-based preschool program is also offered on a first-come first-served basis for families who would like a public school based program. Information about all programs is available by calling Verda Dierzen Early Learning Center at 815-338-8883 or visiting the website at <https://vdelc.woodstockschoools.org>.

### Preschool Screening Dates

For more information about preschool screening, including screening dates, please visit:

<https://vdelc.woodstockschoools.org>.

## Bilingual Education

Consistent with District 200’s commitment to quality education, students who are English language learners are offered instructional programs which provide the opportunity for all students to achieve academically while acquiring English proficiency and literacy. A cooperative effort among all staff members exists to ensure that the Transitional Program of Instruction (TPI) and Dual Language programs are an integral part of the total instructional program. Value is placed on the native language and culture of students and is used to promote the academic success of second language learners.



## Dual Language Program

District 200's Dual Language Program integrates native Spanish speaking students and native English-speaking students for academic instruction which is presented in both languages. Social and academic learning occurs in an environment that values the language and culture of all students and sets high standards to ultimately achieve academic success. The curriculum of the program is the same as the general education curriculum; classes follow the same state learning standards as mainstream classes. This is a program of choice, offered to both dominant English and dominant Spanish-speaking students.



The objectives of the program are:

- to develop high levels of proficiency in a second language without diminishing the level of proficiency in the native language;
- to achieve grade-level academic performance in the native language and the foreign language;
- to increase the understanding of the ever-changing interdependent world in which diverse cultural and language groups converge through the study of foreign language;
- to increase the use of foreign language among monolingual groups (i.e. teachers, parents and community members) that will support the students in the program, as well as the general community.

## Transitional Program of Instruction (TPI)

The TIP program is implemented in all schools that serve 1-19 students of the same language classification and employs a resource instructional delivery system concentrating on ESL instruction. The program is designed to increase the English language proficiency skills in the areas of listening, speaking, reading and writing. The program is staffed by teachers who hold endorsements in teaching English as a second language, and teaching associates. Native language support is given, whenever possible, to enhance the educational development of each student.

***For more information about any of these bilingual services, contact the Department of Language & Culture at 815-338-8200.***

## Gifted and Talented Enrichment Program

To the extent possible within the resources available, District 200 offers all gifted and talented students an opportunity to participate in appropriate educational programs. Students with a need for academic enrichment receive support services through differentiation of curriculum in grades K-12. Classroom teachers and enrichment facilitators collaborate in providing appropriately challenging activities in reading, science, math, English and social studies. Beginning in grade 4, students needing enrichment are offered opportunities to work together in both small and large group settings. In addition, students in grades 6-8 are offered the opportunity to take advanced courses in literature and math. A wide variety of honors courses, Dual Credit (DC) and Advanced Placement (AP) courses are available in grades 9-12 in academic, fine arts and technological fields.



## Schoolwide Title I Program

Schoolwide Title I is a supplemental federally funded program that provides extra academic support and learning opportunities for children farthest away from meeting the state standards. Identified elementary schoolwide programs embrace a high-quality curriculum according to a comprehensive plan that ensures all children meet the state's challenging academic standards.



Schoolwide programs serve all children in a school. All staff, resources and classes are part of the overall schoolwide program. The purpose is to generate high levels of academic achievement in core subject areas for all students, especially those students who are most in need.

This purpose is achieved through:

- High quality instruction
- School improvement strategies and methods
- Strategies and methods to improve teacher quality and professional development
- Consolidated use of funds

Parents are involved in the schoolwide program in the following ways:

- Parents are invited to participate in parent advisory committee meetings
- Parents are invited to participate in parent-child learning opportunities
- Parents are provided information via newsletters, conferences, and through the parent involvement policy

### What Can Parents Do?

- Share a love of learning and set a good example by reading, writing letters, comparing prices, etc.
- Make learning fun by playing educational games, visiting the library and listening to, and talking with your child.
- Show interest in your child's school day by asking specific questions and praising effort and improvement.

## Parents' Right to Know

Under the Every Student Succeeds Act (ESSA), parents of students who attend a Title I school in District 200 may request information regarding the qualifications of the student's classroom teachers. The following information will be provided:

1. Whether the teacher has met State qualification and licensing criteria for grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and if so, their qualifications. In addition, the schools will provide:
5. Information on the level of achievement of the parent's child in each of the State academic assessments as required.
6. Timely notice that the parent's child has been assigned to, or has been taught for 4 or more consecutive weeks by, a teacher who is not highly qualified.

## Multi-Tiered System of Supports (MTSS)

Multi-Tiered System of Supports (MTSS) is a nationwide federally mandated initiative designed to ensure successful academic, behavioral, and emotional outcomes for all students. When schools establish effective MTSS processes, high-quality targeted instruction can reduce the number of children demonstrating academic and behavioral difficulties. MTSS is an overall integrated system of service delivery which creates a universal school approach for all students to be academically and socially successful. The services delivery model encompasses all grade levels with a special emphasis on early intervention in the primary grades.

## Support Personnel

District 200 employs social workers, psychologists, speech-language pathologists, occupational therapists, physical therapists, and counselors to support the efforts of classroom teachers at all levels.

Counselors and/or social workers are available in each school to assist students with social and emotional needs. At the high school, guidance counselors are also available to help students identify career opportunities and the coursework necessary to achieve their individual post-secondary goals.

## Special Education Services and Programs

All children with disabilities who are between the ages of 3 and 22 and have not yet graduated from high school are entitled to a Free Appropriate Public Education (FAPE). District 200 is committed to providing a continuum of special education programs and services for children ages 3 through 22 with special needs who qualify for special education services.

### District 200 uses a variety of methods to identify children with disabilities including:

1. Referral by parents or guardians, concerned adults, and children themselves
2. Preschool screening for children ages 3-5 at the Verda Dierzen Early Learning Center
3. Hearing and vision screenings at regular intervals during the child's career
4. An ongoing referral process completed by teachers and other professional personnel identifying children who exhibit difficulty performing in the classroom

When a referral is made, a team of professionals will meet to determine whether a case study evaluation is warranted. If so, an Individualized Education Plan (IEP) Team will meet with parents to collect information from parents or guardians, teachers, and others to review existing information and determine the specific domain areas to be assessed in an evaluation. This domain meeting will address the areas of Health, Vision, Hearing, Social/ Emotional Status, General Intelligence, Academic Performance, Functional Performance, Communication Status, and Motor Abilities. Once the domain areas have been determined, the parents will then give consent or refuse consent for evaluation of the determined assessments.

After determined assessments are completed, a meeting to share the results will be held within 60 school days. The purpose of this meeting will be to summarize, interpret and document evaluation results, and determine eligibility for special education services. A child eligible for special education programs and services is one whose disability significantly impacts educational performance in the classroom. This disability interferes with the child's ability to learn in the classroom environment without specific accommodations, modifications, and specialized instruction.

If the child is eligible for special education services, an Individualized Education Plan (IEP) will be developed that will enable the child to be involved in and progress in the general education curriculum.

The IEP includes: the child's strengths and needs, annual goals and short-term objectives/benchmarks, appropriate special education and/or related services, and appropriate educational placement.

If the child is eligible for special education services, the child's IEP will be reviewed annually. At this annual review, information regarding the child's progress will be shared. After reviewing the current IEP, a new IEP will be developed that will enable the child to be involved and progress in the general education curriculum. The goals and objectives will be updated quarterly and again at the annual review of the IEP.

**A special education student's educational rights are transferred from the student's parents to the student on the student's 18th birthday. District 200 will provide written notice of the transfer of rights at an IEP meeting during the year in which the student turns 17, and again when the student turns 18.**

The child's eligibility will be reevaluated every three years. A meeting will be scheduled to review existing evaluation data, in collaboration with the parent or guardian, to determine the specific assessment(s) needed to evaluate. The parent or guardian will give or refuse consent for the reevaluation. The eligibility meeting will take place, and if the child is found eligible, an IEP will be developed and appropriate special education and/or related services and educational placement will be determined.

This evaluation process is standard for all children within District 200's boundaries whether enrolled in a District 200 school or not. However, home-schooled students or students who are enrolled in a private or parochial school, who are found eligible for special education services, are only entitled to services relevant to a Proportionate Share Plan.

Children who are deaf, hard of hearing, blind or visually impaired may be eligible for the services of the Illinois School for the Visually Impaired, the Illinois School for the Deaf, or another local schools that provide similar services. Eligibility for entrance is determined by the student's IEP (Individualized Education Plan) team. Questions about these services can be directed to Lisa Pearson, Director of Special Services, at 815-337-5146.

## **Clay Academy**

Clay Academy is a District 200 public therapeutic day school. It provides education and services for students in grades PreK-12 who require an intense therapeutic program including emotional and behavioral support.

## **Alternative Learning Opportunities**

District 200 offers several programs for students at risk of academic failure or dropping out of school. These include a high school (grades 9-12) Academy of Changes and the county regional safe school Evergreen Academy (grades 6-12). The programs include an education component as well as services that may address individual learning styles, career development and social needs. Questions about these programs may be directed to the Assistant Superintendent for Middle and High School Education at 815-337-2153.

## **Home and Hospital Instruction**

A student who is absent from school because of a medical condition may be eligible for instruction in the student's home or the hospital. Eligibility is determined by State law and the Illinois State Board of Education rule governing the continuum of placement options for home/hospital services. Appropriate educational services from qualified staff begin as soon as eligibility is established. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program (IEP).

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction before the birth of the child upon a physician's written recommendation and up to 3 months after the child's birth or a miscarriage.

## **Computer Network Access and Use**

District 200's computer network is considered part of the educational curriculum. Access to it facilitates resource sharing, innovation and communication and extends the educational lessons learned within the classroom by:

- providing access to educational resources and reference materials;
- reinforcing the specific subject matter taught;
- requiring the use of critical thinking skills;
- promoting tolerance for diverse views; and
- teaching socially appropriate forms of civil discourse and expression.

**Access to the computer network is a privilege, not a right.**

Board of Education Policy 6:235 covers safe and acceptable use of the District's computers, computer network, and Internet by students and employees. District 200 will not permit any use of the computer network which:

- disrupts the proper and orderly operation and discipline of schools in the District;
- threatens the integrity or efficient operation of the District's computer network; violates the rights of others;
- is socially inappropriate or inappropriate for a student's age or maturity level;
- is primarily intended as an immediate solicitation of funds;
- is illegal or for illegal purposes of any kind; or
- constitutes gross disobedience or misconduct.

## **Authorization for Network Access**

Before accessing D200's computer network, students and parents or guardians must consent to the Authorization for Electronic Network Access as part of the registration process. This document describes the appropriate uses, ethics, and procedures that must be followed. Failure of any user to follow the procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

## **Internet Safety**

District 200 takes multiple precautions to restrict access to controversial and inappropriate materials on the Internet. Access is limited to students and staff who have submitted a signed Authorization for Electronic Network Access form. Internet safety is almost assured if users do not engage in unacceptable uses and follow approved procedures. Staff members monitor students while on the District Internet to ensure they are abiding by the rules. Every computer with Internet access has a filtering device that blocks content that may be harmful or inappropriate for students as defined by the Children's Internet Protection Act and determined by the Superintendent or designee.

District 200 is not responsible for any information that may be lost, damaged, or become unavailable when using the computer network, or for any information that is retrieved or transmitted via the Internet. In addition, D200 will not be responsible for any unauthorized charges or fees resulting from access to the Internet. Students and staff members have no expectation of privacy in any material that is stored, transmitted, or received via the District's electronic networks or District computers. General rules for behavior and communications apply when using electronic networks. Electronic communications and downloaded materials, including files deleted from a user's account but not erased, may be monitored, or read by school officials.

## **Internet Publishing Guidelines**

The Board of Education believes that the Internet is an important means of communicating with the public and has established the District and School websites as a window into the District for students, families, staff, community members and professional colleagues. Information posted on these sites is intended to inform constituents about District goals and activities, accomplishments, programs, and services as well as to serve as an educational and instructional resource.

All materials published on District websites, Facebook, and other platforms must have educational value and comply with State and federal law as well as Board policies, administrative procedures, and guidelines. Before a student's name, photograph, grade level or work can be published on any District website, Facebook page, or other platform, authorization must be granted by the parent or guardian. Permission is requested at the time of registration. Parents may revoke their permission at any time by notifying the building Principal.

For student privacy purposes, District 200 will only identify the first name and last initial of students' names in PreK through 8th grade unless as part of a school recognition initiative. First and last names of students in grades 9 through 12 may be published subject to the written authorization described above.

## District Email and other Digital Information Systems

District 200 uses the Google Apps for Education system and the Canvas Learning Management system as an educational tool to aid students and staff members in fulfilling their duties and responsibilities.

1. Google allows the school district to control access to our email domain (@wvusd200.org). The District reserves the right to access and disclose the contents of any account on its system, or staff member to an electronic mail account is strictly prohibited.
2. Students who are granted access to the district's Google Apps for Education system and the Canvas Learning Management System will be able to email and collaborate on documents and files with other students and teachers within the district's internet domain (@wvusd200.org). Students will not be able to email, receive email, or collaborate on documents with anyone outside the @wvusd200.org domain.
3. Great care should be taken, therefore, in the composition of such email messages and information shared as part of the Canvas Learning Management System. General rules for behavior apply when using these systems. Users will be held personally responsible for the content of any and all electronic mail messages or digitally transmitted information to external recipients. Inappropriate use of the district's digital system will result in disciplinary action up to and including potential revocation of digital privileges, suspension, expulsion, and referral to local law enforcement.
4. Use of any of the District's digital systems constitutes consent to these regulations.

## Social Networking

Students who use their personal social networking sites to bully, harass, or for other inappropriate use may be subject to disciplinary action at the school up to and including expulsion. This may occur even if the activity took place off school grounds and at a time when school was not in session. Students are reminded that information posted on social networking sites can be accessed by anyone in the world. College admission officers, recruiters, and potential employers may use searches on these sites to determine an individual's character. Appropriate etiquette and general rules for appropriate behavior should guide information posted on these sites.

## Student Assessment

Assessment of student learning is an integral part of the educational program. District 200 uses a variety of formal and informal assessments to determine individual student achievement and guidance needs, curriculum, and instruction effectiveness, and to measure student progress against local, state and national standards. Information from these assessments is used to guide instructional decision-making and evaluate our curriculum and instructional programs. District 200 utilizes the following:

**NWEA MAP (Northwest Educational Association Measures of Academic Progress):** This online digital assessment is administered to students in grades K-8 up to three times per year to measure academic achievement and growth in reading and math. High school students with an Individual Education Program or involved in reading and/or math intervention may also take the assessment.

**IAR (Illinois Assessment of Readiness):** This assessment is administered online to students in grades 3-8. The assessments are given over multiple days and are designed to measure a student's learning in reading, math, and writing in relation to the Illinois Learning Standards.

**ISA (ILLINOIS SCIENCE ASSESSMENT):** The Illinois Learning Standards in Science are measured through this online assessment in the Spring of every year to students in grades 5 and 8.

**PreACT 9 Secure, PreACT Secure, ACT:** These tests are administered to students in grades 9-11 with appropriate funding from the Illinois State legislature. The tests measure a student's college readiness in Reading, Math, English, and Science. The ACT is an Illinois requirement for high school graduation.

## Promotion

District 200 has developed a system for promotion to the next grade level that is based on the successful completion of the curriculum, attendance, performance based on State assessments. No student will 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.

See the D200 website for a full schedule of all testing dates.

## Graduation Requirements

To be eligible for graduation, students must earn a minimum of 222 semester hours (or unit equivalent) in grades 9-12 and must have completed their last semester at either WHS or WNHS.

- These graduation requirements may be modified or waived, to the extent permitted by law, as determined by an individual education team for a student with disabilities.
- Students may also earn high school credit for correspondence courses, foreign exchange courses, summer school, college, and work-related training.
- Additional details about graduation requirements are contained in Board Policy 6:300 and in the high school Curriculum Guide.

### REQUIRED CREDIT HOURS INCLUDE

English	40 semester hours
Mathematics	30 semester hours
Science	20 semester hours
Social Studies	25 semester hours
Physical Educ.	32.5 semester hours
Health	5 semester hours
Financial Literacy	5 semester hours
Driver Educ. Classroom	2.5 semester hours
Other requirements*	10 semester hours



### POST SECONDARY RECOMMENDATIONS

English	40 semester hours
Mathematics	30 semester hours
Science	30 semester hours
Social Studies	30 semester hours
World Language	20 semester hours

\* Successful completion of any combination of 2 semesters of: Fine Arts, Career & Technical Education, or World Language; One year of a course that includes intensive instruction in computer literacy; FAFSA completion; State's accountability assessments (ACT and IL/US Constitution Exam)

District 200 high schools are designed to be four-year institutions. While the overwhelming majority of students attend high school for the full four years, it is possible for some students to complete graduation requirements early. Students intending to graduate early must meet with their counselor at least two semesters prior to their intended early graduation date. The school is not responsible for providing courses in a specific sequence to allow a student to complete high school early. Students who graduate early may not participate in any co-curricular activities after first semester final exams. Early graduates may be excluded from some graduation activities.

## Certificate of Completion

A Certificate of Completion will be awarded to students with a disability who have an individualized education program (IEP) prescribing services beyond four years of high school. A student with an IEP may participate in the graduation ceremony of his or her high school graduation class; receive a certificate of completion and return to continue his or her education.

## Field Trips

Field trips and educational tours are offered to provide educational experiences which prepare the participating students to better meet the philosophical and objective goals of the District and to learn to respect one another. At registration, parents are asked to indicate their permission for their child to attend all field trips assigned for their grade level for the entire school year. Parents will be notified prior to each trip and may deny permission for any individual trip by submitting a letter to the teacher in writing. Non-participating students will be provided with an alternate experience for all field trips that are a planned part of a course of study. For all overnight and /or international trips, the parent approval form must be signed and notarized.

Students who do not follow the instruction and directions of the field trip supervisor or chaperone or who do not conduct themselves in an appropriate manner will not be able to participate in the field trip. Any funds not actually used will be refunded and the student will be sent home at the parent's expense. The student will also be subject to discipline under District 200's discipline policies.

In the event of an accident or illness to a student during a field trip and if the parents cannot be contacted immediately, district personnel will arrange for transportation of the student by ambulance or otherwise to a proper facility where emergency medical treatment is normally administered. District personnel will also sign any releases required in order to obtain immediate medical or surgical treatment.

## Student Surveys

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

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parents or guardians may inspect the survey or evaluation and within a reasonable time of their request, refuse to allow their child or ward to participate. The school will not penalize any student whose parents or guardians exercised this option.

No school official or staff member is allowed to administer or distribute to students a survey or other instrument for the purpose of collecting personal information for marketing or for selling that information except as provided under Board Policy 7:15 or the law.

## Homework

Homework is an opportunity for learning which extends beyond the regular school day. There are times when meaningful work must be done outside of school.

**Homework may be assigned to help a specific student when:**

1. Extra help or practice is needed. Often parents' help will be requested to assist the effort of the teacher. This will be especially true for students who have fallen behind.
2. Lessons have been missed due to illness.
3. Lessons have been missed due to family emergencies or family trips.

**Homework will be assigned as a part of the regular instructional program when:**

1. Work on a given skill begun in class under teacher supervision, but not completed, will be done at home to assure adequate practice.
2. Enrichment interests prompted by basic work in the school's curriculum may require that work be done at home.

## Make-Up of School Work

Students will be given one day to complete schoolwork for each school day missed. If a student has an extended illness involving many missed days, please contact the principal or school nurse to make special arrangements to address the student's educational needs.

Homework, as such, is not the sole contributor to the development of good study habits; however, it does play a strong role in skill building in this area, especially in budgeting time and organization tasks.

## Report Cards and Progress Reports

Student report cards and progress reports are designed to inform parents of the social and academic development of their student. Parents are welcome to contact school personnel any time they desire information about their student's progress. These reports are issued as follows:

- **Pre-Kindergarten - Grade 5: Student progress is reported using a standards-based system three (3) times per year in November, February, and the end of the school year.**
- **Grades 6-8:** Report cards are issued four times per year at the end of each quarter. Mid-way through each quarter a progress report is issued to parents indicating the current progress of their student.
- **Grades 9-12:** Report cards are issued two times per year at the end of each semester. A progress report is issued at the end of each quarter to inform parents of their student's current progress in each class.

Parents can follow student progress online through the Parent Portal.

<https://ps.wcusd200.org/public/home.html>

## State School Report Cards

In addition to the report cards issued for individual students, the Illinois State Board of Education publishes a report card for every school in the state. These report cards are published in the fall of each year and contain information about students' performance on state-mandated tests, characteristics of the student population, the instructional setting and school district finances. Copies of District 200's State School Report Cards are posted on the district and all school websites.

## Athletics and Co-Curricular Activities

The Board of Education believes that student activities at school are a vital part of the total educational experience and should be used as a means for developing wholesome attitudes and good human relations as well as knowledge and skills. In addition, school citizenship, as reflected in student activities, is an important measure of the achievement of school goals. All District-sponsored extracurricular and co-curricular activities are approved by the Superintendent using the following criteria:

1. The activity will contribute to the leadership abilities, social well-being, self-realization, good citizenship, or general growth of members.
2. Fees are reasonable and do not exceed the actual cost of operation.
3. Student body desires are considered.
4. The activity will be supervised by a school-approved sponsor.

District 200 offers a diversified program of interscholastic athletics in middle school and high school. In addition, the orchestra program begins in grade 4 and the band and choral programs begin in grade 5 and continue through high school with opportunities for student participation in concert, pep bands and jazz bands. The vocal music program for both middle and high school students includes a variety of choirs and specialty groups. In addition, the high schools have excellent theatre programs and highly acclaimed academic teams. Many other club activities are available to middle and high school students, giving them a chance to discover their special talents and interests.

Student participation in school-sponsored athletic and co-curricular activities is a privilege and not a right and is contingent upon the following:

1. The student must meet the academic criteria set forth in the Board policy on Extracurricular and Co-Curricular activities.
2. Written permission must be given by the parents or guardians for the student's participation, giving the District full waiver of responsibility for the risks involved.
3. A physical examination of the student must be conducted by a licensed healthcare provider and an accompanying written statement assuring that the student's health status allows for active athletic participation must be submitted to the District.
4. The student must show proof of accident insurance coverage by a parent's or guardian's written statement that the student is covered under a family insurance plan. If a student has no family insurance plan, the district's student accident insurance policy will provide coverage.
5. The student and his or her parent or guardian must consent to random drug testing pursuant to the Illinois High School Association (IHSA) Performance Enhancing Drug Testing policy before participating in interscholastic athletics.
6. Before a student is allowed to participate in a practice or inter-scholastic competition, the student and his or her parent or guardian must read and consent to an information sheet provided by the IHSA and the school about the symptoms and procedures for managing concussions and head injuries suffered by student athletes.

The district allows a student to modify his or her athletic or team uniform for the purpose of modesty in clothing or attire that is in accordance with the requirements of his or her religion, cultural values, or modesty preferences. A student is not required to receive the prior approval of the board for such modification.

### Academic Criteria for Co-Curricular Participation

#### For students in grades K-8

Selection of members or participants is at the discretion of the teachers, sponsors, directors, or coaches, provided that the selection criteria conform to District policies. Students must satisfy all academic standards and must comply with the activity's rules and the student conduct code.

#### For high school students

Selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Participation in co-curricular activities is dependent upon course selection and successful progress in those courses. Any student-participant failing to meet these academic criteria shall be suspended from the activity until the specified academic criteria are met.

**A student who violates the Code of Conduct for extracurricular athletic and co-curricular activities may be subject to discipline as set forth in this handbook and by Board policy (7:240).**

## Participation by Home Schooled Students

In order for a home-schooled student to participate in the co-curricular program at a District 200 high school, the student must be enrolled in a minimum of two classes (10 credits) at a D200 high school and must pass the standard number of hours of required instruction.

All participants in co-curricular and extracurricular activities are expected to conduct themselves as good citizens and exemplars of their school at all times. Good conduct is expected of all participants whether they are in, or out, of a co-curricular season, including after school and on days when school is not in session, and whether on or off school property.

Students may be denied the right to participate in co-curricular activities for violation of eligibility, training, conduct, participation, or activity rules. In the event a student is denied the right to participate in a co-curricular activity, the student will be provided with an opportunity to discuss the reasons for such denial with the activity coach, sponsor, or Athletic Director. Such denial may be appealed to the principal.

The District 200 athletic program is conducted under the regulations established by the Illinois High School Association, the conferences in which District 200 Schools hold membership, administrative regulations, and the Board of Education.

The Board of Education believes that students generally have a responsibility to attend scheduled athletic team events and practices during the Thanksgiving, Winter, and Spring Break vacation periods, especially at the varsity level. At the same time, the Board recognizes that occasionally it may be desirable or necessary for a student to travel with his/ her family during one of these vacation periods and miss scheduled practices, games or meets. In these instances, the student must have discussed with and received approval from their coach or advisor in advance of the absence.

**To be eligible to participate in any Illinois High School Association (IHSA)-sponsored athletic or extracurricular activity at WHS or WNHS, all students must do passing work in at least 25 credit hours of coursework per week and must have passed 25 hours of work in the previous semester.**

## Student Records

District 200 maintains student records in accordance with the Illinois Student Records Act and the Family Educational Rights and Privacy Act. The records contain information that is deemed necessary to the education of the student and are of two types.

- The Permanent Record consists of basic identifying information concerning the student, his or her parents' names and addresses, the student's academic transcript, unique identifier, attendance record, birth certificate, health record, scores received on all State assessment tests administered in grades 9-12, and a record of release of this information.
- The Temporary Record consists of all information not required to be kept in the student's permanent record. This includes scores received on State assessment tests administered in grades K-8, a completed home language survey form, information regarding serious disciplinary infractions that resulted in punishment or sanction of any kind, and information regarding any report related to the Abused and Neglected Child Reporting Act, custody information, court related information, student transfer information, temporary health information, accident reports, and Title IX investigation documents.

The parents, guardians, or designated parent representative of a student under 18 years of age have the right to inspect and copy information in the child's school records. A student less than 18 years old may inspect or copy information in his or her permanent school record. Such requests must be made in writing and directed to the building Principal. Access to the records will be granted within 15 school days of the receipt of the request. A fee not to exceed 35¢ per page may be charged for copies of the record. This fee will be waived when the parent is unable to pay.

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When the student reaches 18 years of age, graduates from high school, marries, or enters military service, all rights and privileges accorded to the parents or guardians become exclusively those of the student.

District 200 prohibits the disclosure by school employees to any person against whom the District has received a certified copy of an order of protection. In addition, no person who is prohibited by an order of protection from inspecting or obtaining school records of a student pursuant to the Illinois Domestic Violence Act of 1986 shall have any right of access to, or inspection of, the school records of that student.

Board Policy 7:340 and its Administrative Procedures define the specific circumstances under which access is allowed and information in a student's records is released. In cases where the release of information requires written parental consent, the parent has the right to request a copy of any released records.

Parents or guardians may challenge the accuracy, relevancy or propriety of their student's school records. However, when the student's school records are being forwarded to another school, no challenges may be made to grades or references to expulsions or out-of-school suspensions.

The building Principal is responsible for the maintenance, care, and security of a student's permanent or temporary records. All questions should be directed to the appropriate administrator.

## **Destruction of Records**

Parents will be notified of the destruction schedule of the student's records at the time of graduation, transfer, or permanent withdrawal from the District. Permanent records are kept for sixty (60) years. Temporary records are kept for the period of their usefulness to the school, but in no case less than five (5) years after the student leaves the District. Student records are reviewed by the District every four (4) years or when a student changes attendance centers. A parent has the right to copy any student record, or information contained in it, proposed to be destroyed or deleted.

# Communication & Participation

## Role of Parents

Parents are a child's first and most important teachers. District 200 believes that responsibility does not end when a child enters school and that it should continue throughout the child's entire school career. Research shows a very strong connection between student success in school and the level of parent involvement in their child's education at home. Students whose parents and family members support and participate in their education have been shown to have:

- Higher test scores
- Better attendance
- More positive attitudes and behavior
- Higher graduation rates
- Greater enrollment in post-secondary education

## Parent Involvement

The school district welcomes the involvement of all parents and guardians as active partners in the educational process. Families are encouraged to:

- Keep thoroughly informed about their child's school and progress
- Become involved in their child's school and education
- Maintain ongoing communication with their child's teacher(s) and other school personnel
- Provide input on school-related issues
- Learn how they can assist their child(ren)'s learning

## Alert Messages

District 200 subscribes to an automated messaging system to communicate important information to parents and staff members within a very short period of time. The system allows the District to quickly inform parents by phone, email and text messages about any critical or emergency situations. Schools also use it to provide reminders and to keep families informed about upcoming events and activities. To be sure all messages are received, parents should check with their school office to be sure their official contact information is correct. Any changes should be reported to the office immediately.

## Closings and Cancellations

The Superintendent makes the decision to close schools in the event of severe weather or other emergencies that threaten the safety of students, staff members or school property. Information about closings will be announced immediately after a decision is made. To find out if school will be in session:

- Wait for a phone call.
- Visit the District 200 website at [www.woodstockschoools.org](http://www.woodstockschoools.org).
- Watch/listen to Chicagoland and McHenry County news media.
- Please DO NOT call the school to inquire about possible closings.

If schools close, families will be notified as to whether classes are canceled or switched to remote learning.

A number of factors are studied when considering whether or not to cancel school. Weather conditions may vary in different locations around the district. Ultimately, it is the parent's decision as to whether a student is kept home during inclement weather.

## Severe Temperatures

District 200 does not use a specific degree of temperature to determine whether schools should be closed. Several factors are taken into consideration including the actual temperature, wind levels and chill factors, other weather conditions such as snow, ice, and fog, whether the condition of the roads will affect the Transportation Department's ability to safely navigate the routes, and whether buses can be consistently started and kept running.

## Recess Temperature

Whenever possible, recess will be held outside. Indoor recess will be held during inclement weather (rain, harsh snowstorm, or when the wind chill is at or below 5 degrees for elementary schools, and at or below 10 degrees for Kindergarten students). PreK students will stay inside if the wind chill is below 25 degrees. Parents are reminded to dress their child appropriately for the weather conditions.

## Parent Portal

Parents of children in grades 6-12 can get updated information about their student's grades, assignments, schedules, and attendance online through District's 200's Parent Portal, located on the district and school websites. Parents and students each have their own accounts, and access is available only with an assigned user ID and password. Anyone needing assistance with their Parent Portal account should contact their school's secretary.

## Virtual Backpack

District 200 uses an online system to distribute information about activities and opportunities for students and families that are sponsored by non-profit groups and other approved community organizations. Fliers, brochures, and other print materials are posted on a link called "Virtual Backpack" located on the district and all school websites. The page also provides information on how interested organizations may post their information. A limited number of print copies are also provided to the schools for anyone that does not have Internet access.

**Check the Virtual Backpack weekly for new information.**

[www.woodstockschoools.org/families/virtualbackpack](http://www.woodstockschoools.org/families/virtualbackpack)

## Parent Organizations and Booster Clubs

Every building has an active parent organization and/or booster club which provides invaluable support for students and staff. Information about each organization and their activities is publicized at registration and regularly throughout the year via announcements, websites and other school channels. Parents are encouraged to check out their school's organization and to consider how they can become involved.

While parent organizations and booster clubs have no administrative authority and cannot determine district policy, the District welcomes their suggestions and assistance. Each group has an administrative staff member who serves as a liaison and resource person who provides information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff are also encouraged to participate in these organizations.

## Visits to Schools and Classrooms

District 200 welcomes and encourages visitors to any facility. All visitors, including parents and volunteers, must first check in at the building Principal's office or visitor's desk and receive a visitor's badge to wear while on school property. District 200 expects mutual respect, civility, and orderly conduct among all people on school property or at a school event.

During the first week of school, early childhood and elementary parents may walk their child to class. In order for school personnel to monitor visitors more closely and account for everyone in the building if an emergency should arise, we ask that after the first week, parents drop their child off at the front door.

## Meetings with School Staff

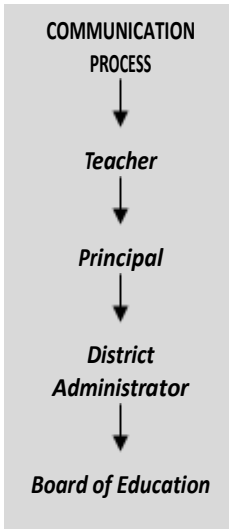
Anyone wishing to meet with a teacher or other staff member must contact that person by phone or by email to make an appointment at least 24 hours in advance of the visit. All conferences or meetings with staff members should be scheduled outside of the normal school hours or during the staff member's preparation period. The number and duration of conferences or meetings with staff members will be determined by the district and building administrators.

## Disability Accommodation

All District 200 schools are accessible to those with disabilities. District 200 will provide auxiliary aids and services where necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a school-sponsored function, program, or meeting. Individuals with disabilities should notify the Superintendent or Building Principal prior to the date of the event if they have a disability which will require special assistance and, if so, what services are required.

## Parent Concerns

District 200 values open and direct communication with parents. Parents are encouraged to address their questions or concerns to the person or office most directly involved in the matter's resolution. When a subsequent conversation is deemed necessary, the customary "chain of command" should be followed. For example, if a specific concern arises within the classroom, it should first be discussed with the teacher. If the outcome of that discussion is not satisfactory, it should be brought to the attention of the principal. After speaking with the teacher and the principal, if a parent still believes that the problem cannot be resolved, a district office administrator may be contacted.



## Publicity Permission

During the school year, students are occasionally photographed or videotaped for District publicity. Photographs, videos, and students' original work may be shared with local newspapers, used in various District print publications, displayed in school, or posted on a District or school webpage. Videos and photographs may also be used in classrooms or at school-sponsored functions. At the time of registration, parents or guardians are asked to give District 200 permission to use their child's name, image, or original work on District or school webpages, in various District print publications, as well as in school and around the District. Parents may revoke their permission at any time by notifying the building Principal.

## Directory Information

Some personal information contained in a student's educational record is legally designated as public information and may be released at the discretion of the School District unless a parent or guardian requests that information about his or her child not be released. This "Directory Information" includes:

- student's name, address, gender, grade level, birthdate and birthplace, and parent or guardian name(s)/address(es)
- academic awards, degrees and honors received
- information relating to school-sponsored activities, organizations, athletics, and major field of study
- period of attendance in the school

The above information will be released to military recruiters and institutions of higher education upon their request and to the general public as needed, including by way of a school directory and/or student yearbook, unless a parent informs the District within ten (10) days of this Notice that information concerning his or her child should not be released, or that some or all of this information not be designated as directory information. Requests for high school student Directory Information from military recruiters and institutions of higher education will only contain the student's name, address, and telephone listing.

## School Visitation Rights Act

Public and private employers of at least 50 employees in Illinois must grant parents leave of up to a total of eight (8) hours during any school year, and no more than four (4) hours of which may be taken on any given day, to attend school conferences or classroom activities related to the employee's child if the conference or classroom activities cannot be scheduled during non-working hours. However, no leave may be taken unless the employee has exhausted all accrued vacation leave, personal leave, compensatory leave, and any other leave that may be granted to the employee except sick leave and disability leave. Nothing in this Act requires that the leave be paid. If needed, the school will provide documentation of the school visitation including, but not limited to, the exact time and date the visitation began and ended.

### Information Provided to Divorced Parents

Copies of reports and school correspondence will be provided by mail to both natural parents when requested in writing by the parent who does not have custody of a student and unless a court order to the contrary is in effect.

# Bus Transportation

## Eligibility

District 200 provides bus transportation at no cost to all students living at least a mile and a half away from their school and to kindergarten students who live less than one and one-half miles from their school. Free transportation is also provided to any student where conditions are such that walking constitutes a serious hazard to the safety of the pupil (as designated by the Board of Education and the Illinois Department of Transportation).

Free transportation services and vehicle adaptation are provided for special education students if included in a student's individual educational plan (IEP). Non-public school students and homeless students are transported in accordance with State and federal regulations. If a District 200 school becomes subject to the "public school choice" provision of the *Every Student Succeeds Act* (ESSA), the District will provide transportation to those students who opt for public school choice as long as the school is subject to the public school choice provision.

**Riding the bus  
is a privilege,  
not a right.**

Bus schedules and routes are established each year by the Transportation Department. The safety and convenience of students, as well as route efficiency, are the main criteria when determining pick up and discharge points. Every vehicle used regularly for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations.

## Bus Route Information

Information for parents about how to access the bus route tracking system can be found on the Transportation Department webpage. If you have questions or concerns, please contact the Transportation Department at 815-338-4777.

**Transportation Department webpage:** <https://www.woodstockschools.org/departments/transportation>

## Important Reminders

- Only assigned riders may ride the bus.
- Students in kindergarten, early childhood education and preschool programs must have an adult present to accept the child when getting off the bus at their assigned stop. If an adult is not at the bus stop, District 200 will transport the child back to school. Parents of kindergarten students may sign a waiver giving permission to the school district to release their child at his/her bus stop without an adult being present.
- Students may not ride a bus other than their own except in an emergency. In these cases, the bus driver will need a written note from the school principal or written or verbal permission from the Director of Transportation.
- Bus riders may not get on and off their assigned bus at a place other than their regular stop unless they present the driver with a permission slip signed by the school principal. Riders who change buses at a transfer point and are not riding the bus home should give the permission slip to the driver of the bus that took them from school to the transfer point.
- Any student who fails to get on their assigned bus at dismissal time will be kept at school and their parents will be contacted to make arrangements to pick up their child.
- Bus riders should be dressed warmly during the winter months because breakdowns do occur and, upon occasion, buses get stuck in the snow.
- In the event of a bus accident, parents of students involved will be contacted immediately by the school or the Transportation Department as to the students' condition and any alternate plans for transporting to their planned destination. Parents should not go to the scene of the accident.
- If parents find it necessary to change after-school transportation arrangements, a note must be sent to the child's teacher. If plans change during the school day and it is too late to send a note, please call the school office and inform the secretary of the change no later than one hour prior to dismissal.

Families who live over 1.5 miles from their child's school may be eligible for reimbursement for transporting their student to and from school. For specific eligibility criteria, contact the Transportation Department at 815-338-4777.

## Students' Responsibility

District 200 prides itself on providing safe transportation for all students to and from school and for school-sponsored activities.

**Good conduct is expected every time students ride the bus, whether they ride regularly, occasionally, or on a school-sponsored trip.**

Misconduct is a distraction to the bus driver and can also be a safety hazard to other children. To ensure the safety of every bus rider, families and students must understand and observe the following rules and guidelines when riding a bus.

### Bus Safety Rules

- Be on time. Arrive at the bus stop 5 minutes before the pickup time to help keep the bus on schedule.
- Stay off the street at all times while waiting for the bus. Respect private property.
- Wait to move toward the bus until it has come to a complete stop. Do not cross the street until the driver signals that it is safe to do so.
- Form an orderly single-file line to board the bus. Do not shove, push, or try to be first in line.
- When getting on the bus, always use the handrail. If both hands are full, ask someone to carry something for you.
- Place musical instruments where the driver instructs them to be placed. Backpacks are to be carried on students' laps and not worn on backs.
- Be seated as quickly as possible, facing forward, and remain seated until the bus stops. Keep the aisles clear at all times.
- Do not raise or lower bus windows unless the driver gives permission.
- Eating and/or drinking of any type is not allowed on the bus or on school-sponsored trips.
- No pets or animals are allowed on the bus.
- No skis, skateboards, scooters, or other objects that may pose a safety hazard are permitted on the bus.
- No knives, guns or weapons of any kind including toy replicas can be taken on the bus.
- Use of alcoholic beverages, drugs, tobacco products, lighters and matches on buses is strictly prohibited.
- Vandalism to any part of the inside or the outside of the bus is considered willful damage and must be paid for.
- Students must:
  - speak in a conversational tone. Yelling, shouting, or whistling is not allowed;
  - remain seated at all times except when entering or exiting the bus;
  - not throw anything inside the bus or into or out of the bus window;
  - keep hands and feet to themselves and inside the bus at all times;
  - be quiet when the bus approaches and crosses railroad tracks;
  - refrain from any fighting or use of profane language, both of which will have discipline consequences; and
  - keep the bus clean. Wastepaper must be placed in containers upon entering or leaving.
- When leaving the bus to enter the school building, students should walk straight out from the bus steps to the sidewalk or loading zone. Do NOT walk back along the side of the bus or diagonally across the roadway or blacktop.
- Riders who must cross the road to get to their homes from the bus stop should walk to a point approximately 15 feet ahead of the bus where they can see the driver and the driver can see them. Before crossing they should check traffic and wait for the bus driver's signal to cross the road.
- Riders who do not have to cross the road to get to their homes should walk approximately 15 feet straight ahead from the steps, then stop and turn around so that the driver is able to see them when pulling away.
- Students whose bus stop is at their driveway should walk away immediately from the bus. Mailboxes should be checked only after the bus has pulled away from the stop.

## Bus Conduct

All students are expected to follow District 200's Bus Safety Rules. Bus drivers have the ultimate authority on their buses and have been instructed not to tolerate misbehavior on the bus. Students are expected to sit in their assigned seats.

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.

If a bus rider's behavior is such that the bus driver feels it is necessary, the rider's name will be reported to the Director of Transportation who will seek help from school officials and parents to resolve the matter. The following actions may be taken with bus riders who do not follow the established rules and regulations.

**Gross disobedience or misconduct may provide grounds for suspension from riding the school bus.**

### 1. The driver will:

- Speak to the rider if a rule is violated.
- Speak to the rider on subsequent offenses if the offense is one that is not likely to bring danger to the child or other riders.
- Issue a warning if the rider exposes him/herself or others to danger, damages property, curses, shows disrespect, fails to follow an order, or violates any other rules and guidelines for bus safety and conduct.
- Contact the Director of Transportation if disciplinary measures are needed. Parents will be notified by the principal prior to suspension of riding privileges.

### 2. Suspension of riding privileges for gross disobedience or misconduct. Examples include:

- Any conduct prohibited 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 deemed by the administration to threaten the safe operation of the bus and/or its occupants.
- The District's regular suspension procedures will be used to suspend a student's school bus riding privileges.

### 3. Suspension of Riding Privileges:

- **Fighting:** The student may receive a warning or up to a 10-day suspension of riding privileges.
- **Non-Fighting Problems:** For the first offense, the student may receive a warning and may be involved in a conference, and parents will be notified. For additional offenses, the student may be removed from the bus for up to 10 days.
- Notwithstanding the above, the School Board, at any time, may suspend (for gross misconduct) the student's riding privileges for a period in excess of 10 days for safety reasons.
- Suspension of riding privileges may be appealed upon request of the parent(s)/guardian(s). A review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board.
- When a student has lost the privilege of riding the bus, at least one parent and the student will be expected to come to the school to discuss
- the problem with the principal. A written note of permission from the principal, superintendent or designee must be given to the bus driver before the student may ride any District 200 bus again.

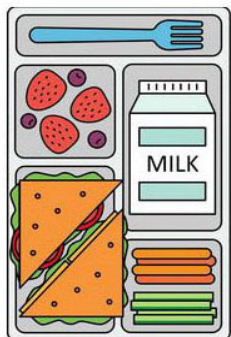
### 4. In addition to suspension of riding privileges,

- students engaging in misconduct or disobedience on the school bus are subject to discipline in accordance with the District's Discipline Policy.

# Food Services

## Child Nutrition Programs

District 200 operates a non-profit Child Nutrition Program for all students during their school day in compliance with the United States Department of Agriculture (USDA). We participate in the National School Lunch Program (NSLP), the National School Breakfast Program (NSBP), the After School Snack Program and Summer School Feeding, offering a variety of nutritious food choices. Our programs promote a healthy diet by offering lean proteins, low-fat dairy, varieties of fruits and vegetables, whole grains, and many different choices from each of the five basic food groups.



District 200's Child Nutrition Program has received national recognition from the Alliance for a Healthier Generation and the USDA's Healthier US School Challenge in an ongoing effort to reduce childhood obesity. Watch for nutritional updates as we move forward in our efforts to help reduce childhood obesity and continue to promote a healthy school environment for all District 200 students. For more information, visit [www.woodstockschoools.org/departments/food-services](http://www.woodstockschoools.org/departments/food-services).

## Menus and Prices

Monthly menus and meal prices are published on the Food Service Department website. Please visit the site to view menus, make online deposits, receive a variety of nutrition and fitness information, access a free and reduced application, or to find contact information for department and school nutrition staff. Use the convenient "Go Green Menus" to sign up and receive a monthly menu via email, along with the Harvest of the Month newsletter and other great nutritional resources.

Charging of school meals is discouraged, but if a student does not have sufficient funds on account at the time of purchase the student will be allowed to charge a school meal. A notification will be sent out via the school messaging system and/or email to the parent/guardian. Charging of à la carte items is prohibited at all schools.

Students are eligible for free or reduced-price meals based upon income eligibility guidelines set forth annually by the U.S. Department of Agriculture. Those who feel they are in need are encouraged to apply for this assistance. The eligibility requirements, the application process and other required information is made available four weeks prior to the start of each school year and can be obtained at any school, or the district office, as well as on the Food Services Department website. Once the application is processed, parents will receive a notification letter regarding eligibility status. For further details and access to the application form please visit [www.woodstockschoools.org/departments/food-services](http://www.woodstockschoools.org/departments/food-services).

## Payments

District 200 uses an online debit card system called *My MealTime* for purchasing breakfast, lunch, milk, juice and/or à la carte selections within the food service operations. This system protects students' confidentiality by treating every student exactly the same way, regardless of the paid, reduced, or free eligibility status. This debit card system is both accurate and efficient, and allows students sufficient time to enjoy their meal during their breakfast or lunch period.

Payments for deposits into students' debit accounts are accepted daily in the food services or school offices or can be completed online at [www.mymealtime.com](http://www.mymealtime.com). *My MealTime* is a convenient and user-friendly program for parents to monitor transactions, deposit funds, or simply check balances. A link to *My MealTime* is available on the District and the Food Services Department websites. Parents can follow the simple three-step process using their student's school ID number to set up their account.

An option available on the *My MealTime* website allows parents to receive an email alert when their student's account has a low balance or has a meal charge creating a negative balance. To ensure that a student's account has sufficient funds, simply check the box and provide an email address to receive this email alert. Balances at the end of the school year will transfer with the student to their respective school for the following school year as long as the student is still enrolled in District 200. Parents who relocate outside of District 200 may request a refund through the school's Food Service Manager.

# Health Services

## Mission

The philosophy of District 200 Health Services is centered on the belief that optimum health is essential for learning, and enhances school success.

### Goals of Health Services

- Reduce students' health-related absenteeism.
- Eliminate or minimize health problems that impact learning.
- Help students achieve the highest degree of independent functioning.
- Assist with referrals and screenings.
- Educate families regarding health conditions of school age children.
- Promote healthy lifestyles for all stakeholders of District 200.



## Staff

Every school has a registered nurse on staff during the school day to address student health care needs and concerns, communicate with parents regarding their children's health, and to provide instruction and emergency medical services as permitted by their professional training. Professional training of our nursing staff consists of registered nurses and professional licensure through the Illinois State Board of Education.

## Physical Examinations

As required by the Illinois Department of Public Health, all children entering pre-kindergarten, kindergarten, sixth and ninth grades and any student entering District 200 from outside of Illinois must present proof of a current physical exam prior to admission. State law requires that these health examinations be performed by a physician licensed to practice medicine in all of its branches, an advanced practice nurse who has a written collaborative agreement with a collaborating physician authorizing the advanced practice nurse to perform health examinations, or a physician assistant who has been delegated the performance of health examinations by a supervising physician. A diabetes screening must be included as a required part of each health examination.

**REMINDER:**  
Please be  
sure your  
child's  
emergency  
contact  
information  
is current  
and correct.

## Immunizations



All children without established contraindications should receive diphtheria-pertussis-tetanus (DTP or DTaP), inactivated poliovirus (IPV), measles-mumps-rubella (MMR), haemophilus influenzae type b (Hib), pneumococcal conjugate (PCV15, PCV20), and varicella (VAR) vaccines in accordance with recommended immunization schedules. Hepatitis B series administered at the state designated levels is required for entry into PreK and 6<sup>th</sup> grade. Any student entering 6<sup>th</sup> grade must show proof of receiving one dose of Tdap (Tetanus-Diphtheria-Acellular Pertussis) and one dose of meningococcal vaccine. Students entering 12<sup>th</sup> grade

must show proof of receiving two doses of meningococcal vaccine.

Unless the student is homeless, failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students from out-of-state who are first-time registrants shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the licensed provider, advanced practice nurse, physician assistant or local health department responsible for administering the immunizations.

A student may be exempted from this policy's requirements on religious or medical grounds if the student's parents or guardians present to the Superintendent or designee a signed statement explaining the objection. A student may be exempted from the health examination or immunizations on medical grounds if the physician provides written verification. A student may be exempted from the dental and eye examination requirements if the student's parents or guardians show an undue burden or lack of access to the required licensed professionals.

Any homeless child will be immediately admitted, even if the child or child's parent or guardian is unable to produce these records and will be immediately referred to the Homeless Liaison who will help the children secure immunizations and/or the necessary records.

Before admission and in conjunction with required physical examinations, parents, or guardians of children between the ages of 6 months and 6 years must provide a statement from a physician that their child was "risk- assessed" or screened for lead poisoning.

The Department of Public Health will provide all students entering sixth grade and their parents or guardians with information about the link between human papilloma virus (HPV) and HPV-related cancers and the availability of the HPV vaccine.

### **Dental Requirement**

Dental examinations are required for students entering kindergarten, second, sixth and ninth grades. Proof of such examination must be submitted at least sixty (60) days before May 15th of each school year. Parents or guardians are encouraged to have their children undergo a dental examination whenever health examinations are required.

A waiver of this requirement is available for students who show an undue burden or lack of access to a dentist. In this case, the Illinois Department of Health Dental Examination Waiver Form must be submitted by May 15. This form is available from your school nurse, or on the District website.

### **Vision Requirement**

An eye examination is required for all students entering kindergarten and for any student entering an Illinois public school for the first time. This exam must be completed by a licensed optometrist or ophthalmologist and turned into the school no later than October 15 of the current school year. Parents or guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

A waiver of this requirement is available for students who show an undue burden or lack of access to an optometrist or a physician who performs eye exams. In this case, the Illinois Department of Health Dental Examination Waiver Form must be submitted by October 15. This form is available from your school nurse, or on the District website.

### **School Wellness**

District 200 promotes student wellness, including good nutrition and physical activity, throughout the educational program, school activities and meal programs. The positive relationship between good nutrition, physical activity, and the capacity to develop and learn is stressed in all schools.

## Early Learning and Elementary Classroom Celebrations

Parents and teachers can plan celebrations that are built around physical activity and healthy habits. We encourage students to plan the menu and activities for the celebration. We encourage healthy snacks and beverages such as yogurt, string cheese, graham crackers, fruit, pretzels, or vegetable sticks. Activities for classroom celebrations will be focused on our curriculum.

According to the regulations of the McHenry County Department of Health, students may not bring food prepared from home to share as treats in their classrooms but should bring in items that are commercially prepared and packaged.

## Vision Screening

The purpose of a school vision screening program is to identify students with visual impairments. Visual problems can and do affect the educational or social emotional development of children. Mandatory vision screening is provided annually to students in preschool through third grade, fifth grade, eighth grade, special education, and to students who have transferred into the school district or have been referred by a teacher. Parents will be notified in writing when vision screening will occur in their school. Children may also be tested anytime during the school year upon request of the parent to the school nurse. Children determined to need further vision evaluation will be referred in a letter sent home to the parent indicating the area of vision deficit identified. Vision screening is not a substitute for a complete eye and vision evaluation by an eye doctor. Your child is not required to undergo this vision screening if an optometrist or ophthalmologist has completed and signed a report form indicating that an examination has been administered within the previous 12 months.



## Hearing Screening

The purpose of a hearing screening test is to identify students with hearing loss that may affect their educational, speech/language and/or social/emotional development. Mandatory hearing screening is provided annually to students in preschool through third grade, fifth grade, eighth grade, special education, and to students who have transferred into the school district or have been referred by a teacher. Children determined to need further hearing evaluation will be referred in a letter sent home to the parent, indicating the area of hearing deficit identified. Medical intervention will restore hearing for the majority of these students. The key to successful remediation is early identification, which may prevent hearing loss from impacting educational performance or permanent hearing loss.

In accordance with federal requirements, District 200 will notify parents of the date and time of any non-emergency invasive physical exam or screening that is required: 1) as a condition of attendance; 2) that is to be administered by the school and scheduled in advance; and 3) that is not necessary to protect the immediate health and safety of the student or other students. Parents and guardians have the right to opt out of such an exam.

## Administering Medicines to Students

Students should not take medication during school hours or during school-related activities unless it is necessary for their health and well-being. When a student's licensed health care provider and parents or guardians believe that it is necessary for the student to take a medication during school hours or during



school-related activities, they must request that the school administer or supervise the self-administration of the medication to their child or ward and otherwise follow the District's procedures on administering medication.

School district employees cannot administer or supervise a student's self-administration of any prescription or non-prescription medication to a student until a completed and signed "School Medication Authorization Form" is submitted by the student's parents or guardians. These forms are available at each school or from the school nurse and on the district website. Students may not possess or consume any prescription or non-prescription medication on school grounds or at a school-related function except as provided for in Board of Education policy and procedures.

A student may possess an epinephrine auto-injector (epi-pen) and/or medication prescribed for asthma for immediate use at the student's discretion provided the student's physician and parents or guardians have completed and signed the "Self-Administration Forms." Parents or guardians who want school personnel to administer epi-pens for emergency treatment of anaphylaxis caused by insect stings or bites or other allergies must complete the "School Medication Authorization Form" and provide an EpiPen.

Illinois law allows schools to carry a supply of undesignated EpiPens and permits the school nurse to administer an EpiPen to a student whom the school nurse in good faith believes to be having an anaphylactic reaction (life-threatening allergic reaction) while in school, at a school-sponsored activity, under the supervision of school personnel, or before or after normal school activities.

The EpiPen4Schools program was developed to help improve access to epinephrine in the event a person experiences an anaphylactic reaction (anaphylaxis) in the school setting. More information is available at [www.epipen4schools.com](http://www.epipen4schools.com). The intent of this program is not to replace the requirement that students with a known/diagnosed severe allergy have a doctor's prescription for epinephrine at school. Rather, the intent is to provide EpiPens to schools to be able to assist a student without a known allergy who experiences an anaphylactic reaction while at school or at a school-sponsored activity.

Additionally, Illinois law provides that the District, the Board of Education and its members, employees and agents are to incur no liability or professional discipline, except for willful and wanton conduct, as a result of any injury arising from the administration of an EpiPen regardless of whether authorization was given by the student's parents or physician. Parents may opt-out of the program if they do not want their child to be administered an EpiPen without prior authorization.

Self-Administration of medicines in grades K-5 will be restricted to inhalers and epi-pens. Self-administration of medicines in grades 6-12 will be authorized for inhalers, epi-pens and medication necessary during participation in co-curricular events. Parents or guardians will be notified following any epi-pen administration.

Cough drops are not subject to these regulations. However, cough drops should be provided by the parent with a signed note from the parent. Elementary students will be required to use cough drops in the office under supervision to prevent choking.

All medications that are sent to school must be clearly marked with the student's name, doctor's name, the name of the medication, the prescribed dosage, and the time and circumstances under which the medication is to be authorized. For use of an epi-pen, a written statement from an authorized medical professional containing the name and purpose of the epi-pen, the prescribed dosage, and the time and special circumstances under which it is to be administered is required. No medication will be given by school personnel if the medication arrives at the school in an envelope or improperly labeled bottle/inhaler.

Medication may not be sent to school with a minor child under any circumstances. If a student brings medication to school, it will remain under the control of the school until a responsible adult comes for it.

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 an epi-pen or the medication's storage by school personnel regardless of whether authorization was given by the student's parents or guardians or by the student's physician, physician's assistant or advanced registered nurse. Parents or guardians 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 regardless of whether authorization was given by the student's parents or guardians or by the student's physician, physician's assistant or advanced registered nurse. Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

**Children going on field trips who may need medication, including emergency medication for allergies or insect stings, must fill out the medication form and have a supply of the medication at the school in properly labeled bottles before the trip.**

## Communicable and Chronic Infectious Diseases

In the school environment many communicable diseases are easily transmitted from one student to another. District 200 follows communicable disease guidelines from the Illinois Department of Health and the McHenry County Department of Health. If your child contracts a contagious or communicable disease (chicken pox, strep throat, scarlet fever, etc.), he/she should be kept home for their own health and to prevent the spread of infection to others. Parents should immediately inform the school if their child contracts a communicable disease. Students will be admitted to school after recovery from a communicable disease only at the discretion of the nurse or principal and must have a physician's note to return to school.

Any student who has a chronic communicable disease or is a carrier of a communicable disease will be provided a free and appropriate education in the least restrictive placement. A student who has a chronic communicable disease or is a carrier of a communicable disease may attend school in the regular classroom setting whenever, through reasonable accommodation, the risk of the transmission of the disease and/or the risk of further injury to the student is sufficiently remote in such setting so as to be outweighed by the detrimental effects for the student's placement in a more restrictive setting. If a student is required to be placed in a non-school setting, an appropriate educational program shall be developed and provided to the student.

## When Children Should Stay Home

A common problem confronting parents occurs when their child complains of not feeling well on a school day and a decision must be made whether or not to send the child to school. While parents do not want to keep a child at home that is really not sick, they should also not send a sick child to school. If a child is experiencing any of the following symptoms, the student should be kept home:

- Fever of 100.4 degrees or greater
- Vomiting
- Diarrhea
- Skin rash
- Severe congestion/coughing
- Red and watery eyes with crusting or drainage

Parents are asked to notify the school of each symptom the student is experiencing so the school can adequately monitor illness trends in the schools. Students must be fever-free for 24 hours before they return to school. If a child is experiencing vomiting and/or diarrhea the student must be free of those symptoms for 24 hours before returning to school.

To help keep your children healthy, make sure they have plenty of rest, eat a well-balanced and nutritious diet, and most of all teach your children the proper way to wash hands. Make sure they use soap and rub hands together for 15 seconds, rinse their hands in running water and dry hands thoroughly. Teach your child to cover a cough with a tissue or cough into the inside of the elbow.

## Health Care Assistance

Students District 200 schools have access to many resources if families need assistance providing for their child's healthcare needs. Just contact the nurse in your child's school.

## Illness or Injury at School

If your child gets sick or injured at school, every effort will be made to first make him or her comfortable. A decision is made by the nurse and/or principal as to whether parents should be called and if the student should go home. The parent or an adult authorized by the parent will be expected to pick up the child within a reasonable time after notification. District 200 is not equipped from a personnel, space, or medical standpoint to keep ill or injured children at school. If a child is not picked up, the school's only option is to initiate emergency procedures. An adult must come to the office to sign the child out. In the event of a serious illness or injury, 9-1-1 will be called as well as the parents.

Every year our schools have difficulty notifying parents because the office has not been notified of changes in address, phone numbers and/or emergency contacts. It is unfair to the child and to school personnel. It is extremely important that emergency phone numbers and procedures are current!

AUTOMATED  
EXTERNAL  
DEFIBRILLATORS

**AED**



Available at all  
schools and  
District 200 offices  
(Board Policy 4:170)

## Food Allergies

District 200 recognizes that exposure to allergens could trigger a life-threatening food-allergic reaction among some students and staff members. While it is not possible for the District to completely eliminate the risks of exposure to allergens when a student is at school, a combined plan of support involving the student, the student's family, and D200 personnel will be created in order to prevent exposure to known allergens, provide accommodations, and implement proper treatment for allergic reactions.

## Food Served to Students at School

In compliance with the local health department policy, only foods prepared by a commercial establishment, such as a bakery, grocery store, or other licensed establishments, or prepared in a commercial, licensed kitchen may be served to students at school.

## Head Lice

1. Head lice (pediculosis) are found worldwide. Although it is not a serious medical condition, it can cause an interruption in students' education. Control of head lice requires a cooperative effort between home and school. The presence of head lice does not indicate lack of hygiene or cleanliness. Lice are small, grayish-black insects which lay eggs (nits) on the hair, especially at the nape of the neck and in the area behind the ears. Nits (eggs) are tiny yellowish-white oval flecks attached to the hair with waterproof, cement-like glue. Unlike dandruff, nits cannot be removed unless pulled from the entire length of the hair strand. Symptoms are itching and irritation of the scalp. To prevent the spread of head lice to other children, District 200 has established the following policy. A student's parents or guardians will be contacted by the school if the child is suspected of having a lice infestation.
2. Any child who is found to have live adult lice and/or nits on the hair shaft that are ¼ inch or less from the scalp will be sent home for same day treatment.
3. Parents and guardians are strongly urged to notify their child's close contacts regarding the possibility of head lice transmission.
4. The school nurse will provide parents and guardians with evidence-based guidelines and information pertaining to the elimination of head lice.
5. Following treatment, the student should be brought back to school by the parent or guardian and taken to the school nurse who will inspect the child's head for lice to determine if additional measures are needed.

## How to Check for Head Lice

Under a good light, separate all of the hair especially behind the ears and at the nape of the neck using wooden sticks such as toothpicks. If dandruff is found, it will loosen easily when rubbed vigorously with the stick. If nits or lice are found, please inform the school of your child's condition, and follow the directions above. For more information about the diagnosis, prevention, and treatment of head lice, visit the D200 website at [www.woodstockschools.org/departments/health-services](http://www.woodstockschools.org/departments/health-services).

# Student Safety, Behavior & Discipline

## School Safety

District 200 believes that schools should be safe places for children whether they are learning in our classrooms, riding on our buses, or participating in an after school or extracurricular activity. District 200 has a comprehensive districtwide Standardized Emergency and Crisis Plan that contains specific responses to be followed in a wide variety of occurrences. This plan is reviewed annually with all District and building administrators, and with representatives from law enforcement, the fire department and emergency management services. Every school and the District has a crisis team which is responsible for implementing the plan and for developing specific building-level procedures. The building teams are generally comprised of an administrator, several teachers, the school nurse, a custodian, and a staff member(s) specifically trained in administering first aid.

### To protect the safety of students and staff, the following procedures are in effect at all D200 schools:

1. All doors will be locked during the school day.
2. All parents, visitors and volunteers must report to the main office before proceeding to classrooms.
3. Visitors and/or volunteers are required to wear identification badges while in the school. Badges are available in the main office.
4. Parents who are picking up elementary and middle school students at times other than normal dismissal must enter the building and sign the student out in the school office before the student will be released.

To help us to implement our crisis plans successfully and to keep students as safe as possible, the cooperation of District 200 parents is of the utmost importance. In the event of a lockdown, evacuation or other critical event, please **DO NOT COME TO THE SCHOOL**. Emergency responders and school staff are well-trained to manage crisis situations, and extra vehicular traffic and additional people can impede response time. Parents will be notified immediately about any emergency through messages sent via the District's automated messaging system. Updates to the status of the emergency and/or any reunification procedures will also be provided in this manner. Information will also be posted on the district website.

## Safety Drills

As mandated by the Illinois School Code, District 200 conducts a number of emergency drills to prepare for emergencies. These include a minimum of three fire drills a year, one bus evacuation drill, one tornado or other severe weather drill, and one lockdown drill with the participation by a local law enforcement agency.



## Severe Weather and Emergency Procedures

The schools will promptly implement the appropriate safety drill for any emergency that occurs during the school day. In the event that a tornado warning occurs at dismissal time, students will be kept in the building until conditions improve or an all-clear signal is given. In the event of impending severe weather conditions, such as an approaching snowstorm, students may be dismissed earlier or later than regular dismissal times.

**Parents will be notified of any changes through the District's automated messaging system.**

## Bullying, Harassment, and Intimidation

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals.

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

1. During any school sponsored education program or activity;
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school sponsored or school sanctioned events or activities;
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment;
4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non-school-related activity, function, or program;
5. In any other way that has a nexus to school or school activities.

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

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

Bullying, intimidation, and/or harassment may take various forms, including without limitation: physical, verbal, or psychological attacks, intimidation, sexual harassment, or sexual violence directed against another individual or writing, messages, or pictures delivered using multi-media communications or devices, harassment, threats, stalking, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

### **District 200 will not tolerate bullying behavior.**

Policy 7:180 describes D200's anti-bullying procedures, including restorative measures, bullying prevention, and response plan. Any student who engages in such behavior is subject to discipline as defined in Board Policy 7:190, Student Behavior.

## Dress and Appearance

Students' dress and grooming must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency. Items of clothing which could be construed as promoting illegal, immoral, or obscene acts including, but not limited to, those depicting or referring to sex, drugs, tobacco products, alcohol, gangs, vulgar inferences, or obscenities will not be allowed. The school reserves the right to require students to change their clothing before attending class if they do not meet the above stated standard of dress. This may mean a phone call home to have more appropriate clothing brought to school. The building principal is the final authority for judging the appropriateness of a student's appearance.

## **Discipline Procedures**

Because the Board of Education is entrusted with protecting the safety, health, and welfare of the students, staff, and property of the school district, it may be necessary at times to discipline students whose conduct affects the well-being of the schools. Procedures for the use of discipline are described in Board Policy 7:190. The conditions under which a student may be suspended or expelled from school are covered in Policy 7:200 and Policy 7:210, and the use of isolated time-out and physical restraint interventions are described in Board Policy 7:245. The Superintendent, Principal, and Assistant Principal may suspend students from school or the school bus for up to ten (10) school days.

Only the Board of Education may make the decision to expel a student from school or from the school bus.

It is recognized that misbehavior in the Pre-K through fifth grade age group is part of the child's developmental process. Therefore, we view misbehavior as a learning experience and design consequences that teach the student proper behavior. While the expectations and guidelines for all students are similar, the degree of accountability varies from Pre-K to fifth grade. Disciplinary consequences are assigned according to this degree of accountability. All consequences are designed to assist the child in developing self-discipline skills.

Negative behaviors that present a danger to children or are ongoing will be handled first by the classroom teacher. The classroom teacher will notify and involve the building principal when the behavior is extremely disruptive and all efforts at remediation, by the teacher, have failed. Parents will be contacted by the classroom teacher and, if necessary, the principal.

## **Delegation of Authority**

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

## **Corporal Punishment**

District 200 prohibits the use of corporal punishment. 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.

## **Videotaping on School Property**

District 200 permits the use of District video cameras on school buses and in the public areas of school buildings, grounds, and other property, including but not limited to, hallways, stairwells, classrooms and other instructional areas, for the primary purpose of documenting disciplinary problems and vandalism on school buses and grounds, thereby reducing disciplinary problems and protecting school property. Video cameras will not be placed in restrooms, locker rooms, changing rooms or any other location prohibited by law. Any videotaping or recording of school day activities by students, parents, or guardians must be approved in advance by the building principal.

## Searches

To maintain order and security in the schools, District 200 authorities have the right to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school staff and school liaison police officers. Searches can include lockers, desks, and parking lots, as well as personal effects left there by a student, without notice to or the consent of the student. This policy also applies to student vehicles parked on school property.

Where deemed necessary, 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.

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 and sex, and the nature of the infraction.

### **Mandatory Expulsion for Weapons**

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

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

The expulsion requirement for bringing an object defined under either paragraph 1 or 2 above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm. Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil or pen is considered a weapon if it is used, or attempted to be used, to cause bodily harm.

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

### **Required Notices: Firearm, Drug and Other Criminal Incidents**

Any school staff member must immediately notify the Building Principal if he/she: (1) observes any person in possession of a firearm on or around school grounds, unless it would endanger the students under his/her supervision; (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member. The building Principal or designee will then immediately notify the local law enforcement agency, State Police, and any parent/guardian of students involved in the incident. "School grounds" includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

## Student Behavior

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

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

## Prohibited Student Conduct

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

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling, or offering for sale:
  - a. Any illegal drug or controlled substance, or cannabis (including medical cannabis, marijuana, and hashish).
  - b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
  - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
  - d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. Use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited.
  - e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
  - f. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
  - g. "Look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.
  - h. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

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

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

4. Using, possessing, controlling, or transferring a “weapon” as that term is defined in the Weapons section of this policy, or violating the Weapons section of this policy.
5. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person (sexting) through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student’s individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
6. Using or possessing a laser pointer unless under a staff member’s direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member’s request to stop, present school identification, or submit to a search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.
10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive expression of gender or sexual orientation or preference.
11. Teen dating violence, as described in Board policy 7:185, Teen Dating Violence Prohibited.
12. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person’s personal property.
13. Entering school property or a school facility without proper authorization.
14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
15. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
16. Being involved with any public-school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
19. Making an explicit threat on an Internet website against a school employee, a student, or any school related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.

**District 200 does not allow gangs or gang-related activities on school property or at school affiliated activities.**

20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee. Individuals operating an unmanned aircraft system (UAS) or drone on school grounds should be under the direct supervision of a school administrator and should carry a copy of the permission granted by the Superintendent or designee.
21. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

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

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

## Disciplinary Measures

Disciplinary measures may include:

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

## Time Out and Physical Discipline

The Board of Education bears the responsibility of protecting the safety, health, and welfare of the students, staff, and property of the school district and maintaining a safe and orderly environment for learning. Therefore, it may be necessary at times to physically restrain or physically remove a student into a supervised time out setting when the student's conduct affects the well-being of the schools. It is the policy of District 200 to implement supervised time out and physical restraint procedures as a means of maintaining a safe and orderly learning environment to the extent such procedures are necessary to preserve the safety of the students, staff or others. Neither supervised time out nor shall physical restraint procedures be used as a form of punishment when administering discipline to individual students.

## Behavioral Interventions for Students with Disabilities

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

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.

## Suspension and Expulsion

The Superintendent, Principal, and Assistant Principals may suspend from school temporarily (up to ten days) any student whose behavior is disruptive to the educational process or decorum of the school or who violates school rules.

The Board of Education may expel a student guilty of gross disobedience or misconduct in accordance with the policy and rules established in Board Policy, the Handbook, or through other District procedures.

District 200 will comply with the Individuals with Disabilities Improvement Act of 2004 and the Illinois State Board of Education's special education rules when disciplining special education students. No special education student will be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

**It is expected that any student suspended from school will spend such time at home or under the supervision of a parent or guardian.**

## Suspension Procedures

Before suspension, the student shall be provided a conference during which the charges will be explained, and the student will be given an opportunity to respond to the charges. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.

Any suspension shall be reported immediately to the student's parents or guardians. A written notice of the suspension shall state the reasons for the suspension, including any school rule which was violated, and a notice to the student's parents or guardians of their right to a review of the suspension. A copy of a notice shall be given to the Board of Education.

Upon request of the parents or guardians, a review of the suspension shall be conducted by the Board of Education, or a hearing officer appointed by the Board. At the review, the student's parents or guardians may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate.

## Expulsion Procedures

Before expulsion, the student and parents or guardians shall be provided with written notice of the time, place, and purpose of a hearing by Registered or Certified Receipt mail requesting the appearance of the parents or guardians. If requested, the student shall have a hearing, at the time and place designated in the notice, conducted by the Board or a hearing officer appointed by it. If a hearing officer is appointed by the Board, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate.

During the expulsion hearing, the student and his or her parents or guardians may be represented by counsel, present witnesses and other evidence, and cross-examine witnesses. At the expulsion hearing, the Board or hearing officer shall hear evidence of whether the student is guilty of the gross disobedience or misconduct as charged. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.

## Crisis Help

### Erin's Law

Public Act 97-1147, known as "Erin's Law," requires Illinois school districts to add age-appropriate sexual abuse and assault awareness and prevention education to the health curriculum for students, as well as in-service training for school personnel. The purpose of Erin's Law is to equip children with awareness of sexual abuse so that they report abuse and, ultimately, to reduce victimization.

Additional information and resources are available at [www.erinslaw.org](http://www.erinslaw.org).

### Suicide & Crisis Lifeline • Call or Text **988**

The Lifeline is available for everyone. It is free and confidential. For anyone who is thinking about suicide, who is worried about a friend or loved one, or who would like emotional support, the Lifeline network is available 24/7 across the United States. Information is also available at <https://988lifeline.org>.

### McHenry County Crisis Line • **800-892-8900**

### Illinois Dept of Human Services • **211**

More information and links are available on the district website at:

[www.woodstockschools.org/families](http://www.woodstockschools.org/families).

## Parent-Teacher Advisory Committee

This committee assists in the development of student discipline policy and procedure. Its members are parents/guardians and teachers and may include persons whose expertise or experience is needed. The committee reviews such issues as administering medication in the schools, reciprocal reporting between the School District and local law enforcement agencies regarding criminal offenses committed by students, student discipline, disruptive classroom behavior, school bus safety procedures, and the dissemination of student conduct information.

The District 200 Board of Education Policy Manual is available online at the district website. For complete policy information, visit: [www.woodstockschools.org/school-board](http://www.woodstockschools.org/school-board).

# Notifications

All D200 staff members are mandated reporters.

## Abused and Neglected Child Reporting

Any District 200 employee who suspects or receives knowledge that a student may be an abused or neglected child must immediately report such a case to the Illinois Department of Children and Family Services on its Child Abuse Hotline at 800-25-ABUSE or 217-524-2606. The employee must also promptly notify the building principal or the Superintendent or designee if the case involves a district employee or the principal.

## Advertising and Distributing Materials in School

No advertising material or literature may be posted or distributed that would 1) disrupt the educational process; 2) violate the rights or invade the privacy of others; 3) infringe on a trademark or copyright; or 4) be defamatory, obscene, vulgar, or indecent. Community, educational, charitable, recreational, or similar groups may advertise events pertinent to students' interests or involvement. All material and literature must be student-oriented and have the sponsoring organization's name prominently displayed. Commercial companies may purchase space for their advertisements in or on athletic field fences; athletic, theater or music programs; scoreboards; or other appropriate location provided they are consistent with administrative procedures and approved by the Board of Education. No one may advertise or promote its interests by using the names or pictures of the school district, any district school or facility, staff members, or students unless authorized under Board policy and approved by the Board. Material from candidates and political parties will not be accepted for posting or distribution except when used as part of the curriculum.

## Asbestos-Containing Materials

Properly maintained, asbestos-containing building materials do not possess a health threat. Governmental guidelines require public building owners to periodically inspect and if necessary, remove asbestos that could pose a potential risk. District 200 maintenance and custodial staff receive training mandated by the Illinois Environmental Protection Agency (IEPA) on the procedures to be used to identify potential hazardous situations. They also maintain flooring in accordance with recommended work practices by the IEPA. When asbestos must be removed in any of the buildings, it is done by professionals licensed by the Illinois Department of Public Health and disposed of in accordance with federal regulations.

District 200 maintains an asbestos management plan and inspection reports for all buildings. This information is available for public review in the principal's office and at the Buildings and Grounds Department. Questions may be directed to the Director of Buildings and Grounds at 815-338-3397.

## Community Use of School Facilities

District 200 supports the use of school facilities by staff, nonprofit and for-profit groups for uses consistent with the public interest when such use does not interfere with (1) any school function or the safety of students or employees, or (2) affect the property or liability of the District. The District has established usage guidelines and rental fees for a number of categories. All requests must be submitted for approval through the District's online scheduling system. District 200 sponsored activities and events will take precedence over all other requests for use. Persons on school premises must abide by the District's conduct rules at all times.

## Green School Initiative

In accordance with the State of Illinois' Green School Act, District 200 schools follow the guidelines of the Illinois Green Government Coordinating Council (IGGCC) for all cleaning services. Whenever feasible, only environmentally sensitive cleaning and maintenance products are used.

D200 building use information, including fees, guidelines, and a link to the scheduling system, can be found at: [www.woodstockschoools.org/departments/buildings-grounds](http://www.woodstockschoools.org/departments/buildings-grounds).

## Sex Offender Notification

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

1. A parent/guardian of a student attending the school and the parent/guardian is: (i) attending a conference at the school with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion and notifies the Building Principal of his or her presence at the school; or
2. Has permission to be present from the Superintendent or Superintendent's designee. If permission is granted, the Superintendent or Superintendent's designee shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity. If a child sex offender violates this policy, school officials shall immediately contact law enforcement. Information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law. Any questions regarding offenders in the community should be directed to a local law enforcement agency.

## Pesticide Applications

Parents or guardians who would like to be notified prior to the application of pesticides inside or outside of their child's building should request that their name be placed on the Notification Registry when they register their child for school. The term "pesticide" includes insecticides, herbicides, rodenticides, and fungicides. Antimicrobial agents, insecticide baits and rodenticide baits are excluded from notification requirements. Parents on the notification list will be notified in writing or by phone in accordance with the Illinois Pest Control Act. In the event that emergency application of pesticides is required, such as wasp infestation, notification will occur after the application of pesticides as required by law. Any other questions about District 200 pest management practices may be directed to the office of the Director of Buildings and Grounds, 815-338-3397.

## Reporting of Child Pornography

Any District 200 employee who discovers child pornography on electronic and information technology equipment must immediately report it to local law enforcement, the National Center for Missing and Exploited Children's Cyber Tipline at 800-843-5678, or online at [www.cybertipline.com](http://www.cybertipline.com). The employee must also promptly notify the Superintendent and Building Principal of the discovery.

## Safe and Drug Free Schools Programs

The District may utilize federal and state grants to support Safe and Drug Free Programs and violence and drug prevention efforts and activities outside the classroom including after school programs, mentoring and student assistance programs. If you do not want your child to participate in these activities, please notify the Building Principal, in writing.

## Smoke-Free Tobacco-Free Schools

The Board of Education believes that smoking represents a health and safety hazard which can have serious consequences for the smoker, the non-smoker, and the safety of the school district. As required by state and federal law, and in order to protect students, employees, visitors, and guests of the District from an environment that may be harmful to them, all uses of tobacco and tobacco products, including smokeless tobacco, are prohibited in all of the District's facilities and on all school grounds. School district employees, supervisors at events and security/police officers are empowered to ask a visitor, guest, or spectator to refrain from the use of tobacco on school grounds and in school buildings. Continued disregard for the smoke/tobacco-free designation will be cause for removal of the individual from the building and school grounds. Organizations sponsoring activities in the schools or on school grounds are expected to be aware of this policy and to take appropriate measures to assure compliance with the policy. Failure to do so could result in cancellation of that organization's privilege to use district facilities.

## Student Fund-Raising Activities

Students may only engage in fund-raising activities for school-sponsored student organizations and recognized parent organizations and booster clubs. Fund-raising efforts must be voluntary and not conflict with instructional activities or programs. For students' safety, door-to-door solicitations are prohibited. Fund-raising efforts must support the organization's purposes or activities, the general welfare, a charitable cause, or the general educational experiences of students. Any fund-raising activity of a school-sponsored student organization must be supervised by a school staff member. All fund-raising activities must be approved by the Building Principal and the Board of Education.

## Student Data Privacy: Notice to Parents about Educational Technology Vendors

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

For more information about SOPPA, and data privacy, visit:

[www.woodstockschools.org/departments/technology](http://www.woodstockschools.org/departments/technology).

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

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

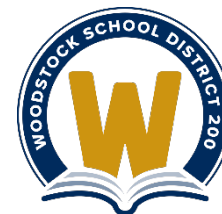
In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as:

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

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

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

# District Administration



**Main Phone Number: 815-338-8200**

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

**Facebook: @WoodstockD200**

**Staff email:** First initial of first name, followed by full last name @wvusd200.org

Superintendent	Dr. Mike Moan	815-337-5406
Executive Assistant to the Superintendent	Lisa Adams	815-337-5406
Associate Superintendent	Brian McAdow	815-337-5144
Assistant Superintendent for Middle & High School Education	Dr. Justin Smith	815-337-2153
Assistant Superintendent for Early Childhood & Elementary Education	Keely Krueger	815-334-3410
Chief Financial Officer	Julie Dillon	815-338-8204
Director of Buildings & Grounds	Paul Guza	815-338-3397
Director of Communications	Kevin Lyons	815-337-3071
Director of Elementary Curriculum	Jacki Carrasco	815-337-2146
Director of Financial Services	Curt Johannsen	815-338-8204
Director of Food Services	Amy Kroyer	815-338-0643
Director of Kids Club	Amy Kroyer	815-338-0643
Director of Nursing & Health Services	Lisa Tate	815-206-3014
Director of Special Services	Lisa Pearson	815-337-5146
Special Education Coordinator	Julie Jennett	815-337-5146
Special Education Coordinator	Kristie Carbajal	815-337-5146
Special Education Coordinator	Tiffany Valkema	815-337-5146
Director of Technology	George Oslovich	815-337-2155
Director of Transportation	Mike Freeman	815-338-4777
Community Outreach/Web Content Manager	Katie Hughes	815-337-5147
HR Generalist	Kim Nordvall	815-337-5144
HR IS Specialist	Tami Packard	815-206-4482

**Office Locations** • Hours: 7:30 a.m. to 4:30 p.m., Monday through Friday

#### **District Administrative Services Center**

2990 Raffel Road  
Woodstock, IL 60098  
815-338-8200

#### **Transportation Center**

11401 Charles Road  
Woodstock, IL 60098  
815-338-4777

#### **Buildings & Grounds Department**

14126 W. South Street  
Woodstock, IL 60098  
815-338-3397

#### **Food Services Department**

14126 W. South Street  
Woodstock, IL 60098  
815-338-8166

#### **Technology Department**

2990 Raffel Road  
Woodstock, IL 60098  
815-337-2155

#### **Special Services Department**

112 Grove Street  
Woodstock, IL 60098  
815-337-5146

#### **Kids Club**

14126 W. South Street  
Woodstock, IL 60098  
815-338-0643



VERDA DIERZEN  
Early Learning Center

# Verda Dierzen Early Learning Center

2045 N. Seminary Ave.  
Woodstock, IL 60098  
815-338-8883

<https://vdelc.woodstockschoo.org>

Facebook: @verdadierzenwoodstock  
[www.woodstockschoo.org](http://www.woodstockschoo.org)

## Main Office

**Hours** 7:00 a.m. – 3:30 p.m.  
**Phone** 815-338-8883  
**Attendance Line** 815-337-8616  
(Report absences by 9:00 a.m.)  
**Fax** 815-337-5431  
**Kids Club Main Office** 815-338-0643  
**Kids Club School Contact** 815-276-3669

**Principal** Dr. Tricia Bogott  
**Assistant Principal** Suzanne Evenson  
**Principal's Secretary** Alex Arias  
**Early Childhood Secretary** Robin Kalivoda  
**Attendance Secretary** Shannon Scott  
**School Nurse** Anaida Hare

## Mission

We are committed to providing a comprehensive foundation for all students and we regard the success of every student as our collective responsibility.

## Vision

Students will acquire the skills and knowledge for personal success in life, college, and/or career.

## School Values and Beliefs

We will...

- Provide a safe learning environment
- Develop positive relationships with all members of the school community
- Collaborate to ensure all learning experiences are purposeful
- Embrace diversity

## School Start/End Times:

- Full Day: 8:20 am. -2:35 p.m.
- Half Day: 8:20 -10:50 a.m. & 12:05 -2:35 p.m.

## Arrival and Dismissal Procedures

### Car Riders

- Car riders will line up along the front of the building.
- At 8:10 a.m. and 12:05 p.m. school staff will unload students, and students will be escorted into the school using Door 2.
- If you arrive later than 8:20 a.m. and 12:10 p.m., the school doors will be locked. You will need to park and sign in your child. A staff member will then assist your child to their classroom.

### Please remember the following when picking up your child early:

- Park in the designated visitor/parent spot.
- Be prepared to show your current ID at the front desk and sign-in.
- Wait for your child to arrive in the office.

### Please remember the following when picking up your child at the end of the school day:

- Please have your number displayed for staff members.
- Drive past the main entrance.
- Pull up to the Pick-Up Only sign at the end of the school.
- Staff Members will assist your child into the car.
- Pull forward and assist your child into their restraint system.  
**Please Note: It is the parent's responsibility to ensure their child is properly restrained.**

### Bus Riders

- Students are dropped off in the North lot for all school sessions.
- No parent or visitor parking is allowed in this lot.
- PreK and Kindergarten students will only be released from the bus if a parent or guardian is present.
- If a parent or guardian is not available, both the school and transportation offices must be contacted as to who will be meeting the student at the bus stop.
- If no adult is present to accept the student, the student will be returned to Verda Dierzen to be picked up by a parent or guardian.
- If the authorized parent or guardian is not at the school by 4:00 p.m., with identification, the student will be sent to Kids Club Emergency Care and the parent or guardian will be charged a fee.
- Parents should call the office no later than 2:15 p.m. if a change in dismissal plans for a student is necessary.

# Dean Street Elementary School

600 Dean Street  
Woodstock, IL 60098  
815-338-1133

<https://dse.woodstockschoo.ls.org>

Facebook: @deanstreetwoodstock  
[www.woodstockschoo.ls.org](http://www.woodstockschoo.ls.org)



## Main Office

Hours	7:00 a.m.-3:30 p.m.
Phone	815-338-1133
Attendance Line	815-337-8612
Fax	815-338-3089
Kids Club	815-276-3634

Principal	Mariví Galera
Principal's Secretary	Gisela McLean
Attendance Secretary	Jane Britton
School Nurse	Kelly Schnulle

## Mission

To provide a service that inspires a community of life-long learners by working collaboratively as a school.

## Vision

Dean Street School is a community of life-long learners, leaving no child behind by providing a safe and friendly environment where everyone is actively engaged in learning and challenged to reach their individual potential.

## Daily Schedule

School Begins	7:20 a.m.
Dismissal	1:50 p.m.

## Cold-Weather Recess

Indoor recess will be held during inclement weather (rain, harsh snowstorm), or when the wind chill is at or below 5 degrees for elementary schools. Parents are reminded to please dress their child appropriately for the weather conditions.

## Arrival and Dismissal Information

### Before School

Children should not arrive at school before 7:10 a.m. as there is no adult supervision.

- Breakfast served from 7:10-7:20 a.m.

Parents who drive their children to school should drop them off on Austin Avenue, near the entrance of the playground. Forest Avenue needs to be kept clear for buses.

### After School

If a student who normally rides the bus is being picked up, we must have a parent written request. Parents should park their vehicle in the designated lot across the street, or along Tryon Street, and enter the building through the main entrance (on Dean Street) next to Door #5. Please show identification and sign your child out, and wait in the office until your child arrives

### Parking

Visitors must use the parking lot across the street, or park along Tryon Street. Visitors with a state-issued handicapped license plate or placard may park in the designated handicapped parking spaces on the south side of the building. There is no parking allowed behind the building, and this area may not be used for drop-off or pick-up. There is absolutely no parking in the driveways, or on the street in front of the school, as it causes dangerous conditions for walkers.

We appreciate your patience and cooperation as we work together to make the arrival to, and departure from school a smooth and safe transition for all our students.



# Greenwood Elementary School

4618 Greenwood Road  
Woodstock, IL 60098  
815-648-2606

<https://ges.woodstockschoo.org>

Facebook: @greenwoodwoodstock  
[www.woodstockschoo.org](http://www.woodstockschoo.org)

## Main Office

**Hours** 7:00 a.m.-3:30 p.m.  
**Phone** 815-648-2606  
**Attendance Line** 815-337-8614  
**Fax** 815-648-4808  
**Kids Club** 815-276-3755

**Principal** Julie Smith  
**Principal's Secretary** Tammy Wood  
**Attendance Secretary** Geraldine Singer  
**School Nurse** Denise Clark

## Mission

The Greenwood Community will advance students academically, socially, and emotionally by working together to provide specific instruction to meet their needs.

## Vision

The Greenwood School Staff Envision a Learning Environment Where...

1. We respect, trust, and care about all members of our school community.
2. We are vested in the growth of our students and celebrate their learning and success.
3. We collaborate and learn together.
4. We partner with our school community to utilize our available resources to enhance learning.

## Daily Schedule

School Begins 7:20 a.m.  
Dismissal 1:50 p.m.

Pre-K:

Half Day: 8:20 -10:50 a.m. & 12:05 -2:35 p.m.

## Cold-Weather Recess

If the temperature is or feels like zero degrees or below, students will have indoor recess. Please always send your child prepared for outdoor recess with the appropriate clothing.

## Arrival and Dismissal Procedures

### Arrival Procedures

- Buses drop students off on the south side of the building at 7:10 a.m.
- Parents should pull to the end of the sidewalk on the west side drive-through loop to drop off car riders between 7:10 and 7:20 a.m.
- Breakfast served from 7:10-7:20 a.m.
- Any students arriving after 7:20 a.m. must be accompanied by the parent into the building and signed in by the parent.

### Dismissal Procedures

- Students will board the buses on the south side of the building at 1:50 p.m. for departure between 1:50 and 1:58 p.m.
- Parents should pick up car riders in the parking lot pick-up loop on the west side of the building.
- Please stay in your car and let your child come to you.

## Important

- If parents find it necessary to change after-school transportation arrangements, a dated and signed note must be sent to the child's teacher and/or to the school office.
- If plans change during the school day due to unforeseen circumstances and it is not possible to send a note, parents must call to inform the office of the change no later than 1:00 p.m. so that the message can be given to the teacher and to the child.
- No child will be permitted to vary his/her normal dismissal method unless the office and teacher have received parent/guardian notification and authorization.

## Greenwood Eagles SOAR

Show integrity

Own your learning

Accept responsibility

Respect self and others

# Mary Endres Elementary School

2181 N. Seminary Avenue  
Woodstock, IL 60098  
815-337-8177

<https://mee.woodstockschoools.org>

Facebook: @maryendreswoodstock  
[www.woodstockschoools.org](http://www.woodstockschoools.org)



## Main Office

<b>Hours</b>	7:00 a.m.-3:30 p.m.
<b>Phone</b>	815-337-8177
<b>Attendance Line</b>	815-337-8626
<b>Fax</b>	815-337-5765
<b>Kids Club</b>	815-276-3781

<b>Principal</b>	Christi Ruiz
<b>Principal's Secretary</b>	Kimberly Niese
<b>Attendance Secretary</b>	Viri Karnouzian
<b>School Nurse</b>	Karen Camp

## Mission

We will create a positive learning environment for children to achieve their academic and social potential through a strong core curriculum and interventions based on formal and informal assessment.

## Vision

Students will achieve their potential by acquiring knowledge and independent skills in order to fully participate in our global society.

## Daily Schedule

Classes Begin	7:20 a.m.
Dismissal	1:50 p.m.

## Arrival Procedures

- Buses drop students off at the back of the building to enter through Doors F and G at approximately 7:00 a.m.
- Parents should pull all the way up to the end of the sidewalk in front of the building to drop off car riders while keeping crosswalks open for pedestrians.
- Students will be allowed into the building at 7:00 a.m. for breakfast and into their classes at 7:10.
- Breakfast is served from 7:00-7:20 a.m. Students are sent to class promptly at 7:20.
- Any students arriving after 7:20 a.m. must be accompanied by the parent into the building and signed in by the parent.

## Dismissal Procedures

### Bus Riders

- Students are released from Doors F and G to board their District 200 or daycare buses in the back of the building at approximately 1:50 p.m. for a departure time between 1:55 and 2:00 p.m.

### Car Riders

- Students will exit through Door A and Door J, on the north side of the building to meet parents on the sidewalk of staff parking lot.
- Cars should line up around the parking lot, pulling up to the sidewalk as space becomes available, and wait for students.

### Walkers

- Students exit the building through Door F and wait for buses to clear the playground.
- Walk to the Tappan Street Bridge and cross into the neighborhood to walk directly home and check in with a parent or guardian.

### Bike riders

- Bike rider permission form must be completed before students are allowed to ride their bike to school.
- Crossing 47 May ONLY be done with the crossing guard at Northwood Middle School.

## Important

- If parents find it necessary to change after-school transportation arrangements, a dated and signed note must be sent to the child's teacher and/or to the school office.
- If plans change during the school day due to unforeseen circumstances and it is not possible to send a note, parents must call to inform the office of the change no later than 1:00 p.m. so that the message can be given to the teacher and to the child.
- If parents are unable to call before 1:00 p.m. they are asked to park in the lot and enter the building to sign out their child(ren).
- No child will be permitted to vary his/her normal dismissal method unless the office and teacher have received parent/guardian notification and authorization.



# Olson Elementary School

720 W. Judd Street  
Woodstock, IL 60098  
815-338-0473

<https://oes.woodstockschoo.org>

Facebook: @OlsonElementaryWCUSD200  
[www.woodstockschoo.org](http://www.woodstockschoo.org)

## Main Office

**Hours** 7:00 a.m. - 3:30 p.m.  
**Phone** 815-338-0473  
**Attendance Line** 815-337-8620  
**Fax** 815-338-8142  
**Kids Club** 815-276-3783

**Principal** Jennifer Malecke  
**Principal's Secretary** Lydia Davis  
**Attendance Secretary** Yamilex Salinas  
**School Nurse** Jean Diamond

## Mission

Our mission is to empower the Olson community to be learning ready, reach our highest potential, and show positive character in an inclusive environment.

## Vision

- We believe all children can learn and that perseverance is necessary in the pursuit of excellence.
- We believe education requires a collaborative partnership of staff, parents and students.
- We believe that respect for self and others is essential in a learning community.

## Daily Schedule

First Bell 7:10 a.m.  
School Begins 7:20 a.m.  
Dismissal 1:50 p.m.

## Arrival and Dismissal Procedures

### Bus Riders

Students are dropped off at 7:10 a.m. on Hill Street. Students are dismissed at 1:50 p.m. and must proceed to their assigned bus at the end of the day.

### Walkers

- Walkers may arrive at school as early as 7:10 a.m., entering the building at Door #1 and proceeding to the cafeteria or classroom.
- Walkers and bike riders must cross with the crossing guard on the corner of Hill Street and Quinlan.
- Walkers exit through Door #1.

## Arrival and Dismissal Procedures (cont.)

### Car Riders

Please remember the following when dropping off at the start of school:

- Pull up as far as possible next to the curb along the sidewalk. Students may be dropped off on the sidewalk side when all cars are stopped along the marked area.
- Students will enter the building through the front doors.
- Anyone entering after 7:20 a.m. will go through the office and be marked "tardy." After 7:20 a.m. parents are required to enter the building to sign in their child.

Please remember the following when picking up at the end of school:

- Line up with cars along the marked area of the drive.
- Students MUST enter the vehicle on the sidewalk side. Students will be released to enter the car by a dismissal supervisor.
- DO NOT PARK in the circle driveway.
- DO NOT PARK on Judd and cross the driveway to pick up your child(ren).
- Students (and parents) are NOT allowed to cross the drive during arrival or dismissal.
- If you need to load items into your car, please park in the parking lot to pick up your child.
- On rainy or extremely cold days, the students will be inside the building and we will get them to their cars as quickly as we can.

### Dismissal

If parents find it necessary to change after-school transportation arrangements, a dated and signed note must be sent to the child's teacher and/or to the school office. If plans change during the school day due to unforeseen circumstances and it is not possible to send a note, parents must call to inform the office of the change no later than 1:00 p.m. so that the message can be given to the teacher and to the child. If parents are unable to call before 1:00 p.m. they are asked to park in the lot and enter the building to sign out their child(ren). No child will be permitted to vary his/her normal dismissal method unless the office and teacher have received parent/guardian notification and authorization..

# Prairiewood Elementary School

3215 Hercules Road  
Woodstock, IL 60098  
815-337-5300

<https://pes.woodstockschoools.org>

Facebook: @PrairiewoodWoodstock  
[www.woodstockschoools.org](http://www.woodstockschoools.org)



## Main Office

**Hours** 7:00 a.m.-3:30 p.m.  
**Phone** 815-337-5300  
**Attendance Line** 815-337-5310  
**Fax** 815-206-0479  
**Kids Club** 815-243-1038

**Principal** Nikki Kunde  
**Principal's Secretary** Carol Cerny  
**Attendance Secretary** Kathy Schweder  
**School Nurse** Laura Hedges

## Mission

The Prairiewood Community empowers students, staff, and families to create a compassionate and challenging learning environment where all students reach their highest potential.

## Vision

To educate the whole child.

## Daily Schedule

First Bell 7:10 a.m.  
School Begins 7:20 a.m.  
Dismissal 1:50 p.m.

## Cold-Weather Recess

If the temperature is or feels like five degrees or below students will have indoor recess. Please always send your child prepared for outdoor recess with the appropriate clothing.

## Daily Arrival & Breakfast

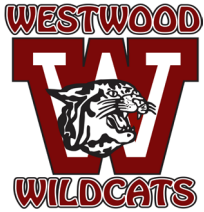
- Students eating breakfast at school may enter at 7:10 a.m. and line up by the kitchen.
- Students will enter their 4-digit code and receive their breakfast, to be eaten in the cafeteria.
- Breakfast will be served until 7:20 a.m. If students arrive late they may take their breakfast to class to finish it there.
- Students not eating breakfast will line up at their designated areas outside.

## Arrival Procedures

- Students arrive on buses at 7:10 a.m. and should proceed directly to their homerooms before the 7:20 bell rings. Students eating breakfast should go straight to the cafeteria.
- Car riders are dropped off at the front of the school. Cars should pull up to the far end of the sidewalk at the end of the school by the library so students can exit the car on the sidewalk side. Drop off begins at 7:10 a.m. Once the bell rings at 7:20 a.m., students must enter through the front office doors.
- Students should not walk through the parking lot or in between cars without an adult escort.
- Car rider and walker students enter the school at the south end of the building.

## Dismissal Procedures

- Bus riders will be dismissed through the back of the school by the playground and board buses.
- Car riders will dismiss out the far south door of the building and wait until a staff member has called their name to enter their car. Each car must display their sign with their child's name on it when picking up their child, which will be given to them at the beginning of the year.
- Walkers will check-out with an adult before leaving through the main doors.
- If a parent chooses, they can park their car in the parking lot and retrieve their child either in the office or at the end of the sidewalk where the students will be gathering. Parents should call the school office no later than 1:15 p.m. if a change in dismissal for a student needs to occur.



# Westwood Elementary School

14124 W. South Street  
Woodstock, IL 60098  
815-337-8173

<https://wes.woodstockschoools.org>

Facebook: @westwoodwoodstock  
[www.woodstockschoools.org](http://www.woodstockschoools.org)

## Main Office

Hours 7:00 a.m.-3:30 p.m.  
Phone 815-337-8173  
Attendance Line 815-337-8622  
Fax 815-337-8175  
Kids Club 815-338-0643

Principal Dr. Ryan Hart  
Principal's Secretary Julia Wessell  
Attendance Secretary Heidi Carbajal  
School Nurse Roxane Tillman

## Mission

Westwood will be a supportive learning environment that empowers individuals to meet high academic expectations, achieve balance, and exhibit respect for self, others and property.

## Vision

**WE** Believe, **WE** Achieve, **WE** Celebrate

## Daily Schedule

Doors Open 7:10 a.m.  
School Begins 7:20 a.m.  
Dismissal 1:50 p.m.

## Arrival and Dismissal Procedures

### Arrival

- Buses arrive in the horseshoe lane at the front of the building by 7:10 a.m.
- Please use the blacktop on the east side of the building to drop off your child(ren) between 7:10 and 7:20 a.m.
- Students enter the front doors beginning at 7:10 a.m.
- Breakfast will be available in the Cafeteria from 7:10 until 7:20 a.m.
- Any student that arrives to school after 7:20 a.m. will be marked tardy.

### Dismissal

- Students are dismissed at 1:50 p.m.
- Bus riders board their assigned buses parked in the horseshoe lane at the front of the building.
- The buses depart between 1:55 and 2:00 p.m.
- Car riders will wait on the sidewalk on the east side of the building to watch for their vehicles.

# Creekside Middle School

3201 Hercules Road  
Woodstock, IL 60098  
815-337-5200

<https://cms.woodstockschoools.org>

Facebook: @creeksidewoodstock  
[www.woodstockschoools.org](http://www.woodstockschoools.org)



## Main Office

**Hours** 7:30 a.m.- 4:00 p.m.  
**Phone** 815-337-5200  
**Attendance Line** 815-337-5210  
**Fax** 815-206-0476

**Principal** Ryan Doyle  
**Assistant Principal** Kristopher Nickolas  
**School Facilitator** Jason Laidig  
**Athletic Director** Jason Laidig  
**Principal's Secretary** Kerrie Butenschoen  
**School Secretaries** Adriana Rodriguez  
Susan Dunnett  
**School Nurse** Carla Shrock

## Team Leaders

**6<sup>th</sup> Grade** Matthew Weger  
**7<sup>th</sup> Grade** Joanna Kline  
**8<sup>th</sup> Grade** Eric Schleutermann  
**Physical Education** Darren Spear  
**Exploratories** Derek Lee

## Daily Schedule

**Classes Begin** 8:45 a.m.  
**Lunch Periods** 7th – 11:03-11:46  
8th – 11:49-12:32  
6th – 12:35- 1:05  
**Dismissal** 3:35 p.m.

## Mission

Teach, Learn, Grow, Support, Achieve



# Northwood Middle School

2121 N. Seminary Avenue  
Woodstock, IL 60098  
815-338-4900  
<https://nms.woodstockschoo.ls.org>

Facebook: @northwoodwoodstock  
[www.woodstockschoo.ls.org](http://www.woodstockschoo.ls.org)

## Main Office

Hours 7:30 a.m. - 4:15 p.m.  
Phone 815-338-4900  
Attendance Line 815-337-8618  
Fax 815-337-2150

Principal Bethany Hall  
Assistant Principal Kelsey Murphy  
Principal's Secretary Sarai Butler  
Assistant Principal's Secretary Robin Simandl  
Records Secretary TBD  
School Nurse Karli Kush

## Team Leaders

6<sup>th</sup> Grade Sarah Braun  
7<sup>th</sup> Grade Jennifer Wiegel  
8<sup>th</sup> Grade Kelly Healless  
Exploratories Jennifer Koeser

## School Start / End Times

School Begins: 8:45 a.m.  
Dismissal: 3:35 p.m.  
Lunch Periods 6<sup>th</sup> – 11:03-11:46  
7<sup>th</sup> – 11:49-12:32  
8<sup>th</sup> – 12:35- 1:05

## Mission

Northwood Middle School's community members take **P.R.I.D.E.** in their school by believing in the power to embrace learning and own their future.

### **P** stands for Purpose

This involves setting academic and personal goals and putting a plan in place to achieve them.

### **R** stands for Respect

This involves celebrating diversity, becoming a global citizen, being honest, self-confident and a team player.

### **I** stands for Independence

This involves taking risks, problem solving, believing in your power to be self-reliant and proactive.

### **D** stands for Discipline

This involves exercising self-control, upholding moral conviction and having a sense of responsibility.

### **E** stands for Excellence

This involves learning from your mistakes and actively pursuing your goals.

# Woodstock High School

501 W. South Street  
Woodstock, IL 60098  
815-338-4370

<https://whs.woodstockschoools.org>

Facebook: @whsbluestreaks

X: @LetsGoStreaks

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



## Main Office

<b>Hours</b>	7:30 a.m.- 4:00 p.m.
<b>Phone</b>	815-338-4370
<b>Attendance Line</b>	815-337-8625
<b>Fax</b>	815-334-0811

<b>Principal</b>	Dr. Art Vallicelli
<b>Assistant Principal</b>	John Liuzzi
<b>Assistant Principal</b>	Cara Vandermyde
<b>Athletic Director</b>	Al Baker
<b>Dean of Students</b>	Mike Brasile
<b>Principal's Secretary</b>	Vanessa Buchanan
<b>School Nurse</b>	Jennifer Tierney

## Frequently Dialed Numbers

Assistant Principal's Office	815-206-2244
School Counseling Office	815-337-3031
School Counseling Office Fax	815-337-1807
Nurse's Office	815-206-2261
Athletic Office	815-337-3030
Athletic Office Fax	815-337-5414

## Daily Bell Schedule

Zero hour	7:35 a.m.-8:25 a.m.
1st hour	8:35 a.m.-9:25 a.m.
2nd hour	9:30 a.m.-10:19 a.m.
3rd hour	10:24 a.m.-11:13 a.m.
4th hour (4A Lunch)	11:18 a.m.-11:43 a.m.
4th hour (4B Lunch)	11:48 a.m.-12:13 a.m.
4th hour (4C Lunch)	12:18 p.m.-12:43 p.m.
5th hour	12:48 p.m.-1:37 p.m.
6th hour	1:42 p.m.-2:31 p.m.
7th hour	2:36 p.m.-3:25 p.m.

## Mission

Woodstock High School's mission is to create rigorous and relevant educational experiences, so learners become purposeful and engaged members of our diverse society.

## Vision

The vision of our school is to be better than we were yesterday; to strive for and expect excellence; to make our school a place where everyone learns without limits; to be the best our country has to offer; to be true Blue Streaks.



# Woodstock North High School

3000 Raffle Road  
Woodstock, IL 60098  
815-334-2100  
<https://wnhs.woodstockschoools.org>

Facebook: @WNThunder  
X: @WNHSathletics  
Instagram: WNHSThunderD200  
[www.woodstockschoools.org](http://www.woodstockschoools.org)

## Main Office

Hours 7:30 a.m.- 4:00 p.m.  
Phone 815-334-2100  
Attendance Line 815-334-2400  
Fax 815-334-2101

Principal Dr. Josh Segura  
Assistant Principal Tyler Carlson  
Assistant Principal Ed Weaver  
Athletic Director Derek Crabill  
Dean of Attendance Jeff Schroeder  
Principal's Secretary Dalia Olvera  
School Nurse Melissa Manke

## Frequently Dialed Numbers

Asst. Principal's Office 815-334-5704  
Guidance Office 815-334-2124  
Guidance Office Fax 815-334-2117  
Nurse's Office 815-334-2122  
Athletic Office 815-334-5700  
Athletic Office Fax 815-334-2404

## Daily Bell Schedule

Zero hour 7:35 a.m.-8:25 a.m.  
1st hour 8:35 a.m.-9:25 a.m.  
2nd hour 9:30 a.m.-10:19 a.m.  
3rd hour 10:24 a.m.-11:13 a.m.  
4th hour (4A Lunch) 11:18 a.m.-11:43 a.m.  
4th hour (4B Lunch) 11:48 a.m.-12:13 p.m.  
4th hour (4C Lunch) 12:18 p.m.-12:43 p.m.  
5th hour 12:48 p.m.-1:37 p.m.  
6th hour 1:42 p.m.-2:31 p.m.  
7th hour 2:36 p.m.-3:25 p.m.

## Vision

**Design Your Path** - Empower students to design their paths, pursue their passions, and apply their talents toward the betterment of society.

## Mission

At Woodstock North High School, together with our community, we lead by inspiring everyone to:

**N - Never Give Up:** Follow your postsecondary dreams and talents.

**O - Own Your Choices:** Take responsibility and become an empathetic leader.

**R - Respect Differences:** Be inclusive of different lifestyles, cultures, and abilities.

**T - Take Chances:** Explore your path and passion - even through obstacles.

**H - Have Pride:** Represent YOURself, YOUR family, YOUR school, and YOUR community in a positive light.

Together, we are **NORTH**.

# Clay Academy

112 Grove Street  
Woodstock, IL 60098  
815-337-2529

<https://ca.woodstockschoools.org>

Facebook: @clayacademywoodstock  
[www.woodstockschoools.org](http://www.woodstockschoools.org)



## Main Office

**Hours** 7:30 a.m.- 3:30 p.m.  
**Phone** 815-337-2529  
**Attendance Line** 815-337-8610  
**Fax** 815-337-2140

**Principal** Dr. Dan Palombit  
**Principal's Secretary** Lauren Kerns  
**School Nurse** Janna Sankey

## Mission

To provide a learning environment which fosters individual growth, life-long learning and social accountability to meet future responsibilities and challenges of adulthood.

## Core Foundations

- Character Building
- Social Skills Development
- Living Skills Development
- Relationship-Building
- Coping Skills Development
- Academic and Vocational Training
- Recreational and Activity Skill Development

## School Schedules

### Elementary School Program Daily Schedule

Arrival	8:00 a.m.-8:30 a.m.
1st hour	8:30 a.m.-9:15 a.m.
2nd hour	9:15 a.m.-10:00 a.m.
3rd hour	10:00 a.m.-10:45 a.m.
4th hour [4a]	10:45 a.m.-11:15 a.m.
5th hour	11:15 a.m.-11:45 a.m. [lunch]
4th hour [4b]	11:45 a.m.-12:00 p.m.
6th hour	12:00 p.m.-12:45 p.m.
7th hour	12:45 p.m.-1:30 p.m.
8th hour	1:30 p.m.-2:15 p.m.
Dismissal	2:15 p.m.

### Middle School Program Daily Schedule

Arrival	8:00 a.m.-8:30 a.m.
1st hour	8:30 a.m.-9:15 a.m.
2nd hour	9:15 a.m.-10:00 a.m.
3rd hour	10:00 a.m.-10:45 a.m.
4th hour	10:45 a.m.-11:30 a.m.
5th hour [5a]	11:30 a.m.-11:45 a.m.
6th hour	11:45 a.m.-12:15 p.m. [lunch]
5th hour [5b]	12:15 p.m.-12:45 p.m.
7th hour	12:45 p.m.-1:30 p.m.
8th hour	1:30 p.m.-2:15 p.m.
Dismissal	2:15 p.m.

### High School Program Daily Schedule

Arrival	8:00 a.m.-8:30 a.m.
1st hour	8:30 a.m.-9:15 a.m.
2nd hour	9:15 a.m.-10:00 a.m.
3rd hour	10:00 a.m.-10:45 a.m.
4th hour	10:45 a.m.-11:30 a.m.
5th hour	11:30 a.m.-12:15 p.m.
6th hour	12:15 p.m.-12:45 p.m. [lunch]
7th hour	12:45 p.m.-1:30 p.m.
8th hour	1:30 p.m.-2:15 p.m.
Dismissal	2:15 p.m.

# Quick Contact List

## Schools

### Verda Dierzen Early Learning Center

2045 N. Seminary Avenue, Woodstock, IL 60098  
815-338-8883  
Dr. Tricia Bogott, Principal

### Dean Street Elementary School

600 Dean Street, Woodstock, IL 60098  
815-338-1133  
Mariví Galera, Principal

### Greenwood Elementary School

4618 Greenwood Road, Woodstock, IL 60098  
815-648-2606  
Julie Smith, Principal

### Mary Endres Elementary School

2181 N. Seminary Avenue, Woodstock, IL 60098  
815-337-8177  
Christi Ruiz, Principal

### Olson Elementary School

720 W. Judd Street, Woodstock, IL 60098  
815-338-0473  
Jennifer Malecke, Principal

### Prairiewood Elementary School

3215 Hercules Road, Woodstock, IL 60098  
815-337-5300  
Nikki Kunde, Principal

### Westwood Elementary School

14124 W. South Street, Woodstock, IL 60098  
815-337-8173  
Dr. Ryan Hart, Principal

### Creekside Middle School

3201 Hercules Road, Woodstock, IL 60098  
815-337-5200  
Ryan Doyle, Principal

### Northwood Middle School

2121 N. Seminary Avenue, Woodstock, IL 60098  
815-338-4900  
Bethany Hall, Principal

### Woodstock High School

501 W. South Street, Woodstock, IL 60098  
815-338-4370  
Dr. Art Vallicelli, Principal

### Woodstock North High School

3000 Raffel Road, Woodstock, IL 60098  
815-334-2100  
Dr. Josh Segura, Principal

### Clay Academy

112 Grove Street, Woodstock, IL 60098  
815-337-2529  
Dr. Dan Palombit, Principal

## Offices

### Administrative Services Center & Board

2990 Raffel Road, Woodstock, IL 60098  
815-338-8200  
Dr. Mike Moan, Superintendent

### Buildings & Grounds

14126 W. South Street, Woodstock, IL 60098  
815-338-3397  
Paul Guza, Director of Buildings & Grounds

### Food Services

14126 W. South Street, Woodstock, IL 60098  
815-338-0643  
Amy Kroyer, Director of Food Services

### Kids Club

14126 W. South Street, Woodstock, IL 60098  
815-338-0643  
Amy Kroyer, Director of Kids Club

### Technology

2990 Raffel Road, Woodstock, IL 60098  
815-337-2155  
George Oslovich, Director of Technology

### Special Services Department

112 Grove Street, Woodstock, IL 60098  
815-337-5146  
Lisa Pearson, Director of Special Services

### Transportation

11401 Charles Road, Woodstock, IL 60098  
815-338-4777  
Mike Freeman, Director of Transportation

Visit our website at: [www.woodstockschoos.org](http://www.woodstockschoos.org)



Please support the District 200 Education Foundation. More than \$750,000 in grants have been awarded to D200 teachers, to date.  
<https://d200edfoundation.org>