Coolidge Junior High School

2026-2027

Coolidge Junior High School
3231 Nameoki Road
Granite City, Illinois 62040

www.gcsd9.net

School Phone Number: 618.451.5826
Office Hours: 6:45 AM – 3:15 PM

STUDENT HANDBOOK

A Guide for Students and Parents

BOARD OF EDUCATION

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Mr. Tallin Curran, Vice President
Mrs. Erica Venne, Secretary
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Mr. Patrick Curry, Executive Director of K-12 Professional Development/Curriculum
Ms. Micki Watkins, Executive Director of Special Education/ Region 1
Mr. Bradley Ervay, Director of Information Systems/Student Services

JAMES J. GREENWALD ADMINISTRATION BUILDING

Granite City CUSD #9
3200 Maryville Road
Granite City, Illinois
62040

618.451.5800
www.gcsd9.net

Coolidge Bell Schedule

(Monday, Tuesday, Thursday, Friday)

1st hour–	7:30-8:25 AM
2nd hour–	8:29-9:23 AM
3rd hour–	9:27-10:21 AM
4th hour–	10:25-11:20 AM
4-1–	10:25-10:50 AM
4-2–	10:54-11:20 AM
5th hour–	11:24-12:19 PM
5-1–	11:24-11:49 AM
5-2–	11:53-12:19 PM
6th hour–	12:23-1:18 PM
6-1–	12:23-12:48 PM
6-2–	12:52-1:18 PM
7th hour–	1:22-2:15 PM

Coolidge Bell Schedule

(Early Out Wednesday)

1st hour–	7:30-8:14 AM
2nd hour–	8:18-9:01 AM
3rd hour–	9:05-9:48 AM
4th hour–	9:52-10:42 AM
4-1–	9:52-10:15 AM
4-2–	10:19-10:42 AM
5th hour–	10:46-11:36 AM
5-1–	10:46-11:09 AM
5-2–	11:13-11:36 PM
6th hour–	11:40-12:30 PM
6-1–	11:40-12:03 PM
6-2–	12:07-12:30 PM
7th hour–	12:34-1:15 PM

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DISTRICT MISSION: Our district is committed to providing a safe learning environment which enables all students to develop intellectually, physically, morally, and emotionally to the very best of their abilities. This learning environment must offer students the opportunity to practice and adopt the principles, values, and ideals which will help them to become self-sufficient and effective citizens in today's democratic society. Our goal is to promote learning as a life-long process.

Goal 1: Members of the District #9 professional staff will continuously strive to maintain curriculum aligned with state learning standards, while working to improve personal instructional skills that will lead to acceptable student performance on state designated indicators.

Goal 2: Members of the District #9 community will continuously review, improve and align educational and support programs/services to assist in each student's overall success.

Goal 3: Members of the District #9 community will continuously improve student and employee performance in a variety of measurable outcomes.

Goal 4: Members of the District #9 community will continue to provide adequate facilities and improve the conditions of all existing facilities.

Goal 5: Members of the District #9 leadership team will manage financial resources to support the growth and development of the district's mission.

Goal 6: Members of the District #9 community will continuously work to improve the relationship between the schools and the home-community in order to strengthen the learning environment.

JUNIOR HIGH SCHOOL MISSION: Our mission is to develop the intellectual, physical, and social capabilities of ALL of our students. This is to be accomplished within an educational environment that:

- is healthy, safe, caring, trusting, and challenging
- celebrates our cultural diversity
- is accountable for delivering the knowledge and attitudes that are necessary to ensure success
- ensures two-way communication with our community's citizens and the parents of our students
- is dedicated to involving citizens as genuine partners in the education of our future

Granite City School District ensures equal education opportunities are offered to students regardless of race, color, national origin, gender, religion or disability.

THIS STUDENT HANDBOOK CANNOT INCLUDE EVERY SITUATION THAT MAY OCCUR.
TEACHERS AND ADMINISTRATORS HAVE THE DISCRETION TO MAKE DECISIONS ON A CASE-BY-CASE BASIS APPROPRIATE TO THE SITUATION.

COOLIDGE JUNIOR HIGH SCHOOL
FACULTY AND STAFF

Language Arts

8th Grade:

Mrs. S. Chapman-Wiser Mrs. J. Frawley Mr. S. Pape Mrs. L. Pavlovec(Chair)

7th Grade:

Mrs. E. Feldman Mrs. B. Lang Mr. B. Welser

7th/8th:

Mrs. M. Ortega(ESL)

Math

8th Grade:

Ms. B. Boyer Mrs. J. Jackels (Chair) Ms. K. Johnson Ms. J. Titchenal

7th Grade:

Mrs. S. Delp Mrs. D. Mills Mrs. S. Stewart Ms. P. Wilson

Science

8th Grade:

Mr. T. Dodd (Chair) Ms. T. Kunz Mrs. S. Newsome Mrs. T. Pettus

7th Grade:

Mrs. S. Kennedy (Chair) Mrs. A. Ori Mr. A. Scholl Mr. P. Whitehead

Social Studies

8th Grade:

Ms. G. Bennett Ms. A. Creek Mr. S. Smallie Mr. A. Werths

7th Grade:

Mrs. T. Curry Mr. A. Hawkins Mrs. J. Mench Mrs. J. Relleke (Chair)

Self-Contained:

7th/8th Grade: Mrs. K. Alexander Mr. E. Brooks Mrs. K. Wallace

P.E.: Mr. T. Wallace Mrs. J. Dutko Ms. T. Brantley Mr. B. Robinson

Band: Mr. R. Campbell Mrs. J. Brockman

Electives:

7th/8th Grade:

Mr. B. Haerr(STEM) Mr. D. Holland(STEM) Mrs. J. Meza(Spanish)

Mrs. A. Michalski(Art) Mr. J. Palmer(Music Tech) Ms. N. Parker(Art)

Office Staff:

Mr. S. Mathes	Principal	Mrs. T. Copper	Monitor
Mr. K. Novacich-Koberna	Assistant Principal	Mr. S. Penny	School Resource Officer
Mrs. M. Wedekind	Assistant Principal	Ms. V. Torres	Secretary
Mrs. J. Wielgus	Nurse	Mrs. M. Allen	Secretary
Mrs. K. Silhavy	Social Worker		
Mrs. H.Williams	Social Worker		
Mrs. A. Johnson	Guidance Counselor		
Mr. K. Boyd	Monitor		
Mr. C. Byrd	Monitor		

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This handbook is provided to students and their families to acquaint them with the rules, regulations, procedures, and other relevant information necessary for the orderly functioning of the school. The provisions of this handbook are not to be considered as irrevocable contractual commitments between the school and the student. Rather, the provisions reflect the current status of the rules, practices, and procedures as currently practiced. The handbook is only a summary of board policies governing the district. Board policies are available to the public at the district office and website. This handbook, and any revisions, will be available on the district website (www.gcsd9.net).

It may become necessary from time to time to review and revise parts of this handbook. Students will be notified of any changes. Parents or students are always welcome to make recommendations and suggest changes in writing. Any suggestion will be reviewed at the end of the school year.

If a problem does arise, the following is the chain-of command, which should be followed in solving the problem: (Please do not skip a step.)

1. Person involved (teacher, counselor, etc.)
2. Assistant Principal
3. Principal
4. Superintendent
5. Board of Education

We hope that you will carefully read the Student Handbook we have provided. The policies and procedures outlined in this handbook apply to all school-sponsored events and activities. If you familiarize yourself with the school policies in this handbook and act accordingly, you should have a successful year. **We will ask that the parents review the Student Handbook with their child.**

Granite City School District provides another line of communication with parents, students, community, and staff through the use of the internet. The District website, www.gcsd9.net, provides valuable information regarding important happenings in and around the school district. Also available to parents is the Skyward Student Information System. The parent access, located at http://parent.gcsd9.net, allows parents to view their children's grades, attendance, and communicate with teachers, all in real time. **We highly recommend using e-mail and accessing Skyward as ways to obtain up-to-date information about your child. The importance of using these forms of communication is imperative due to the fact we will no longer be mailing information such as progress reports.**

EQUAL EDUCATIONAL OPPORTUNITIES: (Policy 7:10) Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under School Board policy 8:20, *Community Use of School Facilities.* Any student may file a discrimination grievance by using Board policy 2:260, *Uniform Grievance Procedure.*

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

The Superintendent and Building Principal shall use reasonable measures to inform staff members and students of this policy and grievance procedure.

PUBLIC NOTICE OF NON-DISCRIMINATION PROVIDED FOR UNDER SECTION 504 OF THE REHABILITATION ACT AND/OR TITLE IX OF SEX EQUITY ACT

Granite City Community District #9 herein provides notice of non-discrimination due to the presence of handicapping conditions or with respect to the individual's gender. This policy of non-discrimination applies to any of its policies, rules, regulations, and/or administrative procedures that concern admission, access to, or employment in, its programs and activities.

All grievances, inquiries and/or questions concerning discrimination related to a handicapping condition should be sent to the Director of Region I, Special Education, 3200 Maryville Road, telephone number 451-5800.

All grievances, inquiries, and/or questions concerning discrimination related to sex equity should be directed to the Director of Personnel, 3200 Maryville Road, telephone number 451-5800.

MEDIA EXCLUSION FORM: Occasionally the media visits the school as part of a story on school activities or other general news. Parents have a right to complete a Media Exclusion Form to have their child excluded from such coverage. Parents wishing to complete this form must contact the principal, and must complete the form on an annual basis. This includes the District's web page and school yearbook.

SCHOOL INFORMATION

ADMISSION PROCEDURE/District Enrollment (Policy 7:50)
Granite City families must register their children **EACH YEAR** prior to the start of school. This involves updating residency information, emergency contact information, and health information. Health information may include proof of disease immunization or detection and the required physical exam, as required by State law and Board Policy 7:100.

Parents/guardians of students enrolling in the District for the first time must present:

- Two Proofs of Residency Documents – tax bill or utility bill (power, water, sewer, trash, etc.)
- One Verification Identification – driver's license, state ID card, voter's registration card, or Public Aid Card and must show current address.
- Certified Birth Certificate (hospital certificate is not acceptable)
- Court Documents – if applicable (i.e. guardianship, orders of protection, name change)
- Social Security Number of the student needed only at the time of initial enrollment into the district
- Illinois Student Transfer Form if enrolling from another Illinois school district
- Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100.

ATTENDANCE
Attendance is a critical component of your child's academic success. Being at school on time and everyday ensures that your child will participate in engaging lessons that will foster their learning over the course of the school year. Students who are absent due to illness for five (5) consecutive school days are required to provide a doctor's note upon returning to school.

When absent for ½ hour or more, parents should contact the main office prior to 8:30 am. If you do not call, an automated call will be made to contact you at home or your place of employment. If phone contact is not made by you to the school, a note verifying the reason for the absence should be submitted to the main office upon your child's return.

ATTENDANCE CORRECTION FORM: If the student, parent, or guardian feels that there has been an error in the taking of attendance throughout the school day an "Attendance Correction Form" must be picked up from the main office the following day by the student. That student will take the form to the teacher to sign-off and verify the correct action and the student will return the form to the main office.

AUDIO/VISUAL SURVEILLANCE
All public areas, including the office area and school buses, are subject to audio and video surveillance and recording.

DROPPING OFF AND PICKING UP STUDENTS
The front parking lot is reserved for Bus traffic only between 7:00 AM and 8:00 AM and 1:30 PM and 2:30 PM on regular school days. It is reserved for Bus traffic only between 7:00 AM and 8:00 AM and 10:30 AM and

11:30 AM on scheduled half days. Please use the side parking lot to drop off and pick up students during the times stated above.

EARLY DISMISSAL

Parents/guardians or individuals listed as an Emergency Contact picking up their child early from school **must sign the dismissal log and have a Photo I.D. available in order for the child to be dismissed. A copy of the ID may be made and kept on file in the office.**

> NOTE: The parent/guardian will be notified for verification and authorization of student dismissal even if the individual picking up the student is on the Emergency Contact list. This process will occur each time a student is being dismissed.

A parent/legal guardian who has sole custody of a child should make that information known to the principal. **A copy of the court order must be included in the student's permanent record to insure that the child is not dismissed to someone who does not have custody or authorization.**

EMERGENCY CONTACT INFORMATION

It is the parent's responsibility to keep the emergency information updated with any changes. This occurs on an annual basis as part of the district-wide registration process, but can be updated throughout the year by the parent.

Each student is required to have on file emergency contacts that list, in addition to the family physician, the name of relatives or friends we may call in the event a student is ill or injured and the parent cannot be reached by phone.

RELEASE TIME FOR RELIGIOUS INSTRUCTION/OBSERVANCE (Policy 7:80)

A student shall be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the Building Principal at least 5 calendar days before the student's anticipated absence. This notice shall satisfy the District's requirement for a written excuse when the student returns to school.

SCHOOL CLOSING

Notification shall be given via automated phone system, to all of the major radio and television stations in the area, along with the public access channel on TV, and the district website at www.gcsd9.net. Such announcements shall serve as sufficient notice to all pupils and employees that school is not scheduled. Please do not call the school office for closing information as we need those lines for other communications.

SCHOOL DAY SCHEDULE

Students may enter the building by the main doors or Exit 2 starting at 6:50 AM. All students will enter the building passing through the OpenGate metal detector system. Teachers and administrators will be present at the metal detectors to ensure all safety guidelines are followed. Students are then offered breakfast to eat in the cafeteria then report to the gymnasium. At 7:24 AM the bell will ring for students to report to 1st hour. At 7:30 AM 1st hour will begin. During the day students are expected to abide by the classroom rules of each teacher and the building-wide rules and consequences that govern student behavior. Students must leave the school grounds immediately following the dismissal bell at 2:15 PM (M,T,TH,F) and 1:15 PM (W) unless they are taking part in a scheduled school activity.

SCHOOL IDENTIFICATION CARDS
Students will be issued an ID card at the beginning of the school year after pictures are taken. This ID is vital to students with regard to school lunches, transportation, and attendance at extra- curricular events. Students receive one free ID per school year.

TRANSPORTATION
The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Illinois State Board of Education that adequate public transportation is available, or (2) within one and one-half miles from his or her assigned school where walking to school or to a pick-up point or bus stop would constitute a serious hazard due to vehicular traffic or rail crossing, and adequate public transportation is not available. A student's parent(s)/guardian(s) may file a petition with the Board requesting transportation due to the existence of a serious safety hazard.

Students are not permitted to ride a bus other than the bus to which they are assigned. Exceptions must be approved in advance by the building principal. Students are expected to follow all school rules while on the bus. Students may be suspended from riding the school bus for up to 10 consecutive school days for violating school rules or for engaging in other acts of gross disobedience or misconduct.

Free transportation service and vehicle adaptation is provided for a special education student if included in the student's individualized educational program. Homeless students shall be transported in accordance with the McKinney Homeless Assistance Act.

TRUANCY (Policy 7:70)
Absences from school are not in the best interest of the child, the family, the school, or the community. Student attendance is critical to the learning process. Truancy, therefore, is a serious issue and will be dealt with in a serious manner by the school and district. The city ordinance on truancy will be enforced. **Students who miss 5% or more of the prior 180 regular school days without valid cause (a recognized excuse) are considered chronic truants**. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. If chronic truancy persists after support services and other resources are made available, then school and district will take further action, including:

- Appropriate school discipline
- Referral to the truancy officer
- Reporting to officials under the Juvenile Court Act and/or City Ordinance
- Referral to the State's Attorney

VACATION
You are encouraged to plan your vacation when school is not in session as attendance is vital to academic success. Please contact the school principal and inform him/her of your intent if your vacation unavoidably coincides with school. This will allow teachers to be notified and arrangements to be made. This must be done no less than 2 weeks in advance.

ACADEMIC INFORMATION

CHROMEBOOKS

All GCSD9 students have been or will be issued a district Chromebook. As indicated on the waiver, students are responsible for these Chromebooks and will be charged if they are lost or damaged. These Chromebooks are expected to be brought to school fully charged every day. Students are expected to use these for school related purposes only and usage will be monitored at the school and district level via iBoss software. Inappropriate use of the Chromebooks can result in discipline and possible confiscation. Incidents will be reviewed on a case-by-case basis. Chromebooks will be distributed and collected annually at the start and end of each school year.

ACADEMIC SUPPORT NETWORK

Coolidge Jr. High School offers a free tutoring service once or twice a week designed to provide further support in helping students achieve academic success. Tutoring or homework assistance services are provided in the core subject areas of Mathematics, Language Arts, Science, and Social Studies. The tutors are certified teachers from CJHS who run the program and assist students. Once started, the program is held after school from 2:20pm-3:20pm. Transportation is not provided. Information is available in the main office.

ACCELERATED PROGRAMS

Coolidge Jr. High School offers an accelerated program in Mathematics, Language Arts, and Science for both 7th and 8th grade students. The accelerated courses are specifically designed to prepare students for accelerated courses at the High School as well as secondary honors courses at the High School. Students are invited into the program based on specific criteria related to Grade Point Average (G.P.A.), performance on standardized tests, and teacher recommendation.

ACCELERATED CLASS TRANSFER NOTIFICATION

1. If a student in an accelerated class is earning a “D” or “F” by the fifth week of school, it is strongly recommended that the parent meet with the teacher to discuss moving to a non-accelerated section of that subject.
2. Up to the end of the nine-week grade period students with low and/or failing grades in accelerated classes may be moved, but will not be moved beyond this point until the quarter ends.
3. Students who are given an opportunity to move to a regular section, but choose not to do so, will receive the grade that they earned at the end of the quarter. REMEMBER: a grade of “D” or “F” in an accelerated class is not a weighted grade, i.e. a “D” is calculated as a regular “D.”
4. If a student in an accelerated class is earning a “D” or “F” at the end of the grading period (7th grade year or 1st semester 8th grade year), then the student will be removed from the accelerated class and be placed in a regular level class.

CHEATING

Students who cheat on class assignments are subject to discipline according to the individual classroom teacher’s rules. Cheating is unacceptable and reflects poorly on the student.

CLASS TRANSFER GUIDELINES

Students will not be allowed to switch classes for preference sake. Schedules are assigned to students based on availability determined by administration and the guidance department. Schedules will not be adjusted based upon parent or student request.

CONFERENCE/REPORT CARDS (Policy 6:110)
Days are set aside in the school year for parent/teacher conferences. These days are listed in the school calendar. Information will be sent home with your child by their teacher. Report cards are issued (4) times per year. Students will receive in all subjects, a letter grade of A, B, C, D, or F; except ½-hour Band will be pass/fail.

CURRICULUM (Policy 6:60)
Curriculum content follows District Policy 6:60.
Parents or guardians have the right to inspect all instructional materials used as a part of their child's education. If you believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy, you may file a complaint under the District's uniform grievance policy.

Parents or guardians with other suggestions or complaints about curriculum, instructional materials, or programs should complete a Curriculum Objection Form, which is available from the school office. A parent or guardian may also request that their child be exempt from using a particular instructional material or participating in certain course content or programs by completing a Curriculum Objection Form.

Exempting a child from using instructional material or refusing to allow a child from taking or participating in course content or a program that allows parents or guardians to object in writing and/or opt their child out of participation shall not be reason for disciplinary action or academic penalty to the student.

EDUCATION OF CHILDREN WITH DISABILITIES (Policy 6:120)
The School District shall provide a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the District, as required by the Individuals with Disabilities Education Act (IDEA) and implementing provisions of The School Code, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. The term "children with disabilities," as used in this policy, means children between ages 3 and 21 (inclusive) for whom it is determined, through definitions and procedures described in the Illinois State Board of Education's *Special Education* rules, that special education services are needed.

It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

ENGLISH LANGUAGE LEARNERS (Policy 6:160)
The District offers opportunities for resident English Language Learners to develop high levels of academic attainment in English and to meet the same academic content and student academic achievement standards that all children are expected to attain. Parents/guardians of English Language Learners will be: (1) given an opportunity to provide input to the program, and (2) provided notification regarding their child's placement in, and information about, the District's English Language Learners programs.

GRADING PROCEDURES
The following serves as a guideline that teachers follow regarding student tests and course work:
A = 90% -100% = represents excellent work
B = 80% -89% = represents above average work
C = 70% -79% = represents average work
D = 60% -69% = represents below average work
F = 59% or below = represents a failing grade

***** Accelerated ELA, Math, and Science grades of A, B, or C are calculated in a student's GPA at one point higher than the standard grade weight. A=6; B=5; C=4.

R = Pass
X = Fail

Special Note: The grades earned over the course of a student's seventh and eighth grade school years are valuable beyond understanding where the student's strengths and weaknesses are academically. A student's Junior High G.P.A. is utilized in determining placement for the appropriate High School classes as well as one component used to determine placement in the Secondary Honors Program at the High School. A student's G.P.A. is also utilized as one component for acceptance into the Accelerated Math, Language Arts, and Science Programs and National Junior Honor Society at the Jr. High School.

HOMEWORK

Teachers will have established procedures regarding classroom and homework expectations and will notify parents at the start of the school year. Homework that is assigned is expected to be completed because it supports learning. Failure to do homework will result in grades being lowered and possible failure. If a student consistently refuses to do his/her homework, parents will be contacted by teachers and requested to come to the school for a conference. Teachers and parents may at any time draw up a homework contract that stipulates a disciplinary consequence. Anyone who expects to achieve must practice his or her skills.

MAKE-UP WORK AND ASSIGNMENTS DUE TO AN ABSENCE

1. Students will always be allowed to make-up work or re-take tests they have missed because of **excused absences**. Students will have the same amount of days to make-up the missed work as they have missed days (i.e. absent 3 days = 3 make-up days).
1. For students who have unexcused absences, it is at the teacher's discretion whether to allow the student to make up work or credit it for a grade.
2. After three (3) days excused absences, please contact the main office to arrange for homework assignments from teachers. This request should be made by 8:00 a.m. for same day homework pick-up.

ILLINOIS LEARNING STANDARDS

The Illinois Learning Standards are statements which define a core of essential knowledge and skills that all Illinois students enrolled in public schools are expected to know and be able to do. Standards-based education uses standards to help educators and their communities identify explicitly what students must know and be able to do. It brings what is to be learned into focus and holds learning as a constant while treating other traditional constants (time, location, instructional materials, etc.) as variables. Having standards does the following:

- Set uniform high expectations for all students;
- Provide a basis for equal opportunity to learn;
- Clarify the intended results of schooling for all audiences;
- Ease transitions for students who move from school to school and from grade to grade;
- To specify exactly what will be assessed in order to return more useful information about student achievement;
- To establish criteria for a meaningful accountability system;
- To provide a foundation for defining the knowledge and skills teachers need in order to provide instruction for students.

The Illinois Learning Standards are available on the Illinois State Board of Education website at http://www.isbe.net. Copies are also available at all public schools and public libraries.

INTERVENTION CURRICULUM AND PROGRAMS
Coolidge Jr. High School offers a variety of curricular programs designed to assist students in making positive choices as it relates to their social and emotional health.

- Multi-Tiered System of Support (MTSS) framework guides development of school-wide programs and a continuum of supports, which may utilize some of the interventions listed below, as well as others specifically suited to the needs of individual students. MTSS is a systematic, prevention focused and data-informed approach designed to be responsive to the needs of all learners.
- Social-Emotional Learning (SEL) resources and interventions include:
    - Partnership with outside agencies to implement Life Skills education for our 7th grade students.
    - Guidance counselor, social workers, and a nurse that can help students with social/emotional needs. In addition, our social workers can assist families with resources available outside of school and in the community and surrounding communities.
    - Chestnut Health Services counseling opportunity at school.
    - Guest speakers and special programs are scheduled throughout the year.
    - RethinkEd- Online Social-Emotional Learning (SEL) program is utilized in study halls and elsewhere, as applicable.

NATIONAL JUNIOR HONOR SOCIETY
The National Junior Honor Society is one of the oldest and most respected student recognition organizations in the United States. Membership in NJHS distinguishes students who have committed themselves to the pursuit of academic excellence, community improvement, and personal development. NJHS focuses on service, leadership, and character which help students build the skills and relationships that will ensure success throughout their academic years and beyond.

NJHS is more than just an honor roll. The following criteria will be used:

1. Scholarship – have and maintain a minimum of a 4.5 cumulative G.P.A.;
2. Service – Student actively participates in at least three unpaid service/community activities;
3. Extracurricular activity – Student participates in one extracurricular activity;
4. Leadership – Student exhibits a leadership position in school community, or work activities;
5. Behavior – Student exhibits integrity, ethics and cooperation as verified by school staff.

Students will be eligible and invited at the conclusion of their seventh grade year. Students are invited to apply based on the above criteria and will be evaluated by a panel consisting of the staff and administration at Coolidge Junior High School.

ELEMENTARY AND SECONDARY EDUCATION ACT COMPLIANCE (Policy 6:170 & 5:190)
As a parent of a student in the Granite City School District, you have the right to know the professional qualifications of the teachers who instruct your child and the paraprofessionals, if any, who assist them. Federal law allows you to request the following information about your child's classroom teachers and their paraprofessional assistants, if any:

- Whether the teacher has met State licensure requirements,
- Whether the teacher is teaching under any emergency permit or other provisional status by which state licensing criteria have been waived,
- The teacher's college major,
- Whether the teacher has any advanced degrees and, if so, the subject of the degrees, and
- Whether any teachers' aides or paraprofessionals provide services to your child and, if so, their qualifications.
- If you would like to receive this information, please call the Personnel Department at 451.5800.

PLACEMENT AND PROMOTION OF STUDENTS (Policy 6:280)
The professional staff at Coolidge Junior High School, in compliance with District #9 Board of Education Policy 6:280, will notify parents and/or guardians throughout the school year of the potential retention of your child at the end of 1st semester, the end of 3rd quarter, and the final determination at the end of 2nd semester.

Several criteria are reviewed when determining whether or not retention is appropriate for the student. Criteria include: attendance, physical and social emotional growth, grades based on classroom performance, and total number of credits earned throughout the school year.

Students must earn at least 60%, rounded to the nearest .5 credit, of the credits taken in order to be promoted to the next grade level. Each student has the ability to earn 3.0 credits per semester for a total of 6.0 credits for the school year.

Students should not rely on a summer remediation program in order to promote to the next grade level. There is no guarantee that the district will approve a Junior High School Summer Program. This is evaluated on a year to year basis.

PROGRESS REPORTS
Academic reports are posted on Skyward at pre-designated intervals throughout the school year, approximately the 5th week of the quarter, the end of the quarter/semester. Parents are encouraged to track their child's academic progress through Parent Access to Skyward.

SCHOOL RECORDS (Policy 7:15, 7:340; Illinois School Student Records Act; FERPA)
A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings (including electronic recordings made on school busses) that are created in part for law enforcement, security, or safety reasons or purposes, though such electronic recordings may become a student record if the content is used for disciplinary or special education purposes regarding a particular student.

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

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

The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copyrights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. Within 10 business days, the building principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. In certain circumstances, the District may request an additional 5 business days in which to grant access. The District charges $.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost.

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

2. The right to have one or more scores received on college entrance examinations included on the student's academic transcript.

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

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

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

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

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

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

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

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

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; to another school district that overlaps attendance boundaries with the District, if the District has entered into an intergovernmental agreement that allows for sharing of student records and information with the other district,[2] any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; to the Ill. Department of Human Services (DHS) for the sole purpose of assessing or evaluating the student's eligibility for Medicaid waiver benefits consistent with the rules adopted by the DHS; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

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

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

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

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

- Name
- Address
- Grade level
- Birth date
  - Parent/guardian names, addresses, electronic mail addresses, and telephone numbers
  - Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs
  - Academic awards, degrees, and honors
  - Information in relation to school-sponsored activities, organizations, and athletics
  - Major field of study
  - Period of attendance in school

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

7. The right to request that military recruiters or institutions of higher learning not be granted access to your student's information without your prior written consent.[3]

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

8. The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any

individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.

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

STUDENT BIOMETRIC INFORMATION (Policy 7:340)
Before collecting biometric information from students, the school must seek the permission of the student's parent/guardian. Biometric information means information that is collected from students based on their unique characters, such as a fingerprint, voice recognition or retinal scan.

SKYWARD
The parent access, located at http://parent.gcsd9.net, allows parents to view their children's grades, attendance, lunch expenses, and communicate with the teacher, all in real time. Download the form from the district website or pick one up in the main office. The web address for our district page is: **www.gcsd9.net.** A link to the Junior High School is located on the home page.

SPECIAL EDUCATION (Policy 6:120)
The District provides special classes, resources, and itinerant services to the disabled population. In addition, support services such as physical occupations, and speech therapy are provided. To receive these services, a child must be referred for screening or testing by parents, teachers, or other staff members. Once parent permission is received, and a case study is completed, the child will be evaluated by a school psychologist. If it is determined that the child meets guidelines established by the state and federal government, a staffing is held with all individuals involved, including the parents, to determine the appropriate placement for the child. The student's program is reviewed each year and re-evaluated every three (3) years.

Any questions relevant to the disabling condition should be directed to the Director of Region 1 Special Education, 3200 Maryville Rd., Granite City, IL 62040 (618.451. 5800).

TESTING INFORMATION (Policy 6:340)
The District student assessment program provides information for determining individual student achievement and instructional needs; curriculum and instruction effectiveness; and school performance measured against District student learning objectives and statewide norms. Overall student assessment data on tests required by State law will be aggregated by the District and reported, along with other information, on the District's annual report card. Board Policy 7:340, *Student Records,* and its implementation procedures govern recordkeeping and access issues.

The Illinois State Board of Education has implemented a new assessment that began during the 2018-19 school year: **Illinois Assessment of Readiness (IAR)**. Information about the new assessment, as well as helpful resources are available for parents at the link below. https://www.isbe.net/iar

It is essential that parents make every attempt to see that their children are in attendance during the testing dates. There is one testing window during 2nd semester. It is important students have had an adequate amount of sleep before coming to school. Parents should make every effort to avoid scheduling any activity requiring extended leave, i.e., vacations or non-emergency events during these testing periods.

Testing results from 7th/8th grade is part of the criteria utilized to determine selection into the Secondary Honors Program and/or accelerated classes at Granite City High School. In addition, testing results from 5th

and 6th grade is part of the criteria utilized when placing students into the accelerated Math, Language Arts, and Science classes at the Junior High School**.**

EXTRA-CURRICULAR INFORMATION

ATHLETIC AND CLUB OPPORTUNITIES AT THE JUNIOR HIGH SCHOOL

Football	Be BRAVE Committee
Boys Baseball	Scholar Bowl
Girls Softball	Student Council
Girls Basketball	Rise Up Theater Club
Boys Basketball	Science Club
Girls Volleyball	Varsity Club
Wrestling	Young Authors' Club
Track	Science Fair
Cheerleading	Band
Boys Cross-Country	National Junior Honor Society (NJHS)
Girls Cross-Country	Yearbook
Coed Soccer	

Note: Band is considered a graded course in which students must remain for an entire semester.

ATHLETICS

Students who wish to participate in interscholastic sports must first turn in a parent permission form **and have an annual physical examination by a licensed physician**. The parent permission form must be filled out for each sport a student will participate in and then turned into the coach, and the physical exam is good for one calendar year and must be turned into the nurse. Thirty minutes after the conclusion of practice or of an event, all students must be out of the building/off the premises. The custodian will lock all doors at that time. Students who need to wait longer than thirty minutes should make arrangements to be picked up elsewhere. The only students permitted to be in the building during practices are those students actually participating in that sport. Students will not be permitted to wait for their friends who are at practice. Students not involved in a practice or attending a game must leave the building after the dismissal bell at 2:15 p.m.

Special Note: 5th and 6th grade students are allowed to try out for the wrestling program as directed by the head coach. This is a unique situation regarding weight classes. 5th and 6th grade students are not allowed to try out for any other Jr. High sports program.

Note: In accordance with Policy 7:305, the District shall develop and implement a program to manage concussion and head injuries suffered by students and athletes at school or school events.

ACTIVITY FEES

The Board of Education has set the fees for the school year as follows:

Athletic Fee - $50 per sport (maximum of $100 per student)
Band Fee - $50 for the year

NOTE: All fee payments are to be processed in the main office. Any participant in an activity, who does not pay their activity fee prior to the start of the season, will be ineligible to participate in games or receive a

uniform. This also applies to cheerleading. Band students will be excluded from participation in any non-graded extra-curricular activities or competitions. Please note, the new CEP lunch option (see page 19) does not exempt students from the extracurricular fees if they are a participating member of one of the athletic teams or the band. If a family believes they would still meet the qualifications for these fees to be waived, the family must complete a Household Income Form, unless they are eligible with direct certification.

CODE OF CONDUCT FOR EXTRACURRICULAR ACTIVITIES (Policy 6:190, 7:240)
The Superintendent or designee, using input from coaches and sponsors of extracurricular activities, shall develop a conduct code for all participants in extracurricular activities consistent with School Board Policy. The conduct code shall: (1) require participants in extracurricular activities to conduct themselves as good citizens and exemplars of their school at all times, including after school, on days when school is not in session, and whether on and off school property, and (2) notify participants that failure to abide by it could result in removal from the activity. The conduct code shall be reviewed by the Building Principal periodically at his/her discretion and presented to the Board.

All coaches and sponsors of extracurricular activities shall annually review the rules of conduct with the participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 7 through 12 participating in these programs.

The student involved in athletics or extracurricular activities shall not:

1. Violate the District's policies or procedures on student discipline;
2. Act in an unsportsmanlike manner;
3. Haze other students;
4. Violate the written rules for the activity or sport;
5. Behave in a manner that is detrimental to the good of the group or school;
6. Be insubordinate or disrespectful toward the activity's sponsors or team's coaching staff;
7. Falsify any information contained on any permit or permission form required by the activity or sport.

CONCUSSIONS AND HEAD INJURIES (Policy 7:305)
The District shall develop and implement a program to manage concussions and head injuries suffered by students. This includes a return-to-play protocol and a return-to-learn protocol governing a student's return to athletics practice/competition and the classroom following a force of impact believed to have caused a concussion.

Staff are required to complete training in dealing with students who have suffered a concussion. The school nurse will coordinate with the student's doctor with regard to treatment protocols at school and athletic activity and communicate with teachers and coaches. If there are any questions pertaining to concussion management, parents can contact the school nurse at 451-5826.

ELIGIBILITY—EXTRACURRICULAR ACTIVITIES (Policy 6.190, 7:240)
To be eligible to participate in extracurricular activities, students must maintain certain academic standards. A student must be passing all courses in order to maintain eligibility for their activity. An ineligible student may still participate in practice or attend meetings provided they work with their teachers to bring the failing grade up and take responsibility for their grade. It will be the coach's and/or the club sponsor's responsibility to ensure that the above eligibility standards are upheld.

SPECIAL NOTICE
Eligibility for all extracurricular activities will have a behavioral component. Since participation in these activities is a privilege, **ANYONE WHO IS SUSPENDED FROM SCHOOL FOR DISCIPLINARY REASONS MAY BE SUBJECT TO REMOVAL FROM THE TEAM AT THE DISCRETION OF THE BUILDING PRINCIPAL. EACH SITUATION WILL BE DETERMINED ON A CASE-BY-CASE BASIS.**

IESA
The Illinois Elementary School Association is a not-for-profit corporation that regulates all of the interscholastic activities in which its member schools may engage and performs such other functions related to interscholastic activities. The ultimate educational objectives of the Association are to elevate the standards of sportsmanship, encourage the growth of responsible citizenship, and encourage academic excellence.

Through IESA membership, Coolidge Junior High School is able to offer participation in state-wide competition in the following 8th grade activities: Boys Baseball, Boys Basketball, Girls Volleyball, Girls Basketball, Boys and Girls Track, Boys and Girls Cross-Country and Scholar Bowl. 7th grade activities include: Boys Baseball, Boys Basketball, Girls Volleyball, Girls Basketball, Boys and Girls Track, Boys and Girls Cross-Country and Scholar Bowl.

JUNIOR HIGH STUDENTS ATTENDING HIGH SCHOOL EVENTS
To encourage the best possible environment for our students, community members, and visitors from opposing schools, the following procedures have been put into effect and must be abided by:

- Junior High students must be accompanied by a parent or guardian at all High School events.
- Misconduct, inappropriate behavior while in attendance will result in removal from the event. Your child's name will be given to their principal where discipline may be issued.

We want all students to enjoy the event and do so in a respectful manner to participants, visitors, and all patrons attending the event.

SPECTATORS CODE OF CONDUCT
1. Students attending an event must remain in the building.
2. Good sportsmanship is expected from all spectators and participants.
3. If the game/contest/performance is underway, students shall be seated in the bleachers. No one may loiter in the hallway.
4. No food or drink may be brought into the school that has been purchased elsewhere.
5. Please report any spilled drinks immediately to the administrator on duty.
6. Please dispose of all trash in a proper container.
7. Small children shall not be left unattended.
8. Absolutely no one should be under the bleachers at any time.
9. Locker rooms are off-limits to all but participants and coaches.

NOTE: Students may be asked to call their parent and be picked up from an activity if that student refuses to follow the Spectators Code of Conduct. Attendance at extra-curricular activities is a privilege and may be temporarily or permanently removed at the Building Principals discretion. Students with failing grades will be subject to a "Fan" eligibility standard equal to that of the players and will not be allowed as a spectator.

TRAVEL PROCEDURE
All athletes participating in extracurricular activities are expected to travel with their teammates and coaches both to and from the opposing school. **In the event that a player must leave for any reason and will not be riding home with the team bus, coaches will only release that player to their legal guardian**.

FOOD SERVICE INFORMATION

CAFETERIA
The cafeteria offers breakfast prior to the start of the school day and offers a 30-minute lunch period for each student. Lunch may be purchased by the day, week, or month. **Parents may not bring in food purchased off-campus during lunch periods as this violates federal law and district policy concerning competitive food sales.**

2026-27 at Coolidge: GC CUSD #9 will be implementing an option available to schools participating in the National School Lunch and School Breakfast Programs called the **Community Eligibility Program** option (CEP) for this school year. **All enrolled students, K-8, are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of this school year**. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit an application. **Please note that all free meals must be complete meals.** You cannot choose only one component. For example, should your child choose to bring their lunch and want a milk, it will be necessary for them to purchase the milk for $.60 each.

Please note, this CEP program does not exempt students from the extracurricular fees if they are a participating member of one of the athletic teams or the band. If a family believes they would still meet the qualifications for these fees to be waived, the family must complete a Household Income Form, unless they are eligible with direct certification.

Due to limited seating in the cafeteria, only students eating the school breakfast may be in the cafeteria. All other students arriving early will report to the gym.

CAFETERIA PROCEDURES

1. Students will always follow directions given by the cafeteria aides.
2. All school rules apply in the cafeteria.
3. Anyone leaving the cafeteria must have a hall pass.
4. Students may move from one table to another or use the restroom ONLY with permission of a cafeteria aide.
5. All students are expected to use good table manners.
6. Personal hygiene or care (brushing hair, putting on make-up, etc.) is prohibited in the cafeteria.
7. Always dispose of trash in a proper container.
8. Safety is of the utmost importance. THINK before you ACT.
9. Throwing food will be dealt with in a serious manner.
10. Students are responsible for leaving the table and floor in clean condition before leaving cafeteria.

CARBONATED BEVERAGES ARE NOT ALLOWED DURING SCHOOL HOURS.

EATING OR DRINKING IN THE BUILDING
Food and drink are served in the cafeteria. They should be consumed in the cafeteria ONLY. Breakfast items are not allowed in the main gym. There is to be no food or drink taken into the halls or classrooms by the students. Lunch items brought from home should be placed in a lunch sack or backpack and stored in the

student's locker until their assigned lunch period. Students who are eating at their locker or in the hallway, littering on the floor will be subject to discipline. **EXERCISE RESPECT AND PRIDE FOR OUR CAMPUS AND FACILITIES BY CLEANING UP AFTER YOURSELF AND FOLLOWING GUIDELINES**.

FOOD ALLERGIES (Policy 7:285)
In order for the Food Service Department to provide a safe alternative for those with identified food allergies, a form must be completed by the parent and physician giving the school authorization to provide substitute food items. This is only for students with a physician statement of diagnosis. See the principal or school nurse for the food substitution form.

STUDENT MEAL PAYMENTS AND CHARGES
All cafeterias have computer programs to provide accountability of each student's meals. Parents are encouraged to prepay for extra purchases their child may make beyond the free meal provided through the CEP option. When writing a check for your student meals, be sure to include your child's name on each check. **Students at the Junior High School are not allowed to charge food items**. Balances can be viewed on Skyward Family Access. In addition, you can sign up to have e-mails forwarded to you when balances are low. Menus are available on the website at www.gcsd9.net.

MEDICAL INFORMATION

ADMINISTRATION OF MEDICINE (Policy 7:270)
If medication of any kind must be taken at school, a parent/guardian must bring this to the attention of the nurse. We must have on file the "School Medication Authorization Form" from the parent and the doctor. All medication must be brought to school in a prescription container with the label clearly marked and turned in to the nurse. **The nurse is the only person who may dispense medication. Students may not take any medication on their own, prescription or non-prescription.**

CARE OF STUDENTS WITH DIABETES (Policy 6:120)
If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the school principal. Parents/guardians are responsible for and must:
Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child.

a. Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
b. Sign the Diabetes Care Plan.
c. Grant consent for and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Care Plan.

For further information, please contact the Building Principal or the school nurse.

COMMUNICABLE AND CHRONIC INFECTIOUS DISEASE (Policy 7:280)
A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the School Board's policies. The Superintendent will develop procedures to safeguard these rights while managing health and safety concerns.

FOOD ALLERGY MANAGEMENT PROGRAM (Policy 7:285)
School attendance may increase a student's risk of exposure to allergens that could trigger a food allergic reaction. While it is not possible for the District to completely eliminate risks of exposure to allergens when a student is at school, a Food Allergy Management Program using a cooperative effort among students' families, staff members, and students helps the District reduce these risks and provide accommodations and proper treatment for allergic reactions. Contact the school nurse or building principal at 451-5826 for more information.

HOME/HOSPITAL INSTRUCTION (Policy 6:150)
The school district shall provide home/hospital instruction for pupils in accordance with Board Policy. Should your child need home/hospital instruction, contact the School Guidance Counselor for the necessary forms and assistance. Students who must be on homebound due to a serious medical condition are unable to attend and/or participate in any Junior High events and activities.

NURSE'S OFFICE
A student may ask to see the nurse if he/she becomes ill during the school day. A pass from a teacher or permission from the office is required for admittance to the clinic. If the door is locked, the student should report to the main office. Excessive visits to the nurse's office for the purpose of missing a class will not be tolerated, and will be met with disciplinary consequences. Students are not permitted to call parents via their cell phones because they have been sent back to class by the nurse. The nurse is the only individual who may dismiss students due to illness.

MEDICAL EXCUSES
Students with medical statements of any type from a doctor should report to the nurse's office before first hour class. Any student, who is to be excused from PE for a period in excess of one (1) day, must have a written request from the doctor stating the reason and the length of time he/she is to be excused. A release from the doctor is required before the student may again resume participation in any physical activity (PE, athletics, intramural, cheerleading, etc.).

Note: In accordance with Policy 7:305 the District shall develop and implement a program to manage concussion and head injuries suffered by students and athletes at school or school events.

PHYSICAL EXAMINATION/IMMUNIZATION
A dental exam is encouraged but not mandated. Students who transfer from another school system, at whatever grade level, must show proof of physical examination and completed immunizations as required by the Illinois School Code. This information is usually contained in the records that are received from the previous school. If it is not, the school nurse will notify the student's parents, according to the policy of the Board of Education. Physicals are required for all athletes on an annual basis to participate in practice or competitions.

SOCIAL WORKER SERVICES (Policy 7:250)
There are social workers in the school system and their primary responsibilities include crisis intervention and special education evaluations. On occasion, they may also conduct various groups throughout the building as an extension of the material that your child/children are learning in class. These topics may include, but are not limited to, bullying, peer relations and emotional health. The social workers complete social history and adaptive behavior assessment on all students who are referred for special education services. In addition, the social workers assist the school in; child abuse referrals; consultation with teachers; referrals for assistance from outside agencies; providing direct services to students; serving as a liaison between the home, school, and community; and by participating in multi-disciplinary conferences.

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

STUDENT INSURANCE
Granite City School District #9 offers parents the opportunity to purchase low cost Student Accident Insurance for their children on an annual basis. All pre-K and elementary students are given the information to bring home early in the school year. For secondary students (7 – 12 grade), information regarding this program, application and costs can be obtained from your child's school office. Parents have the availability of several plans with varied coverage and costs. The insurance policy is a discreet contract between the insurance company and the insured. The school district acts only as an agency for distribution of the enrollment forms and to assist in completing the initial accident report. **The school district strongly encourages parents to consider this insurance option.** Please contact the office for additional information.

VISION SCREENING
Vision screening will be done at mandated levels during each school year. 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 and that evaluation is on file at the school. This notice is not a permission to test and is not required to be returned. Vision screening is **NOT** an option. If a vision examination report is not on file at the school for your child, then your child in the mandated age/grade/group will be screened.

GENERAL INFORMATION

ASBESTOS: Our district buildings have been inspected for asbestos-containing materials as mandated by the USEPA, 40 CFR 763, Asbestos-containing Materials in Schools. A management plan has been prepared by an accredited management planner, Asbestos Consultants of America, Inc., to offer direction and guidance in the management of the asbestos in our buildings. These reports have been officially accepted by the State of Illinois and are available for inspection. Copies of these reports may be supplied upon request at cost of duplication.

COUNSELING SERVICES (Policy 6:110)
The school counselor is here to help students by providing students and parents with information to utilize their abilities to the fullest and assist with any problems or questions regarding the school experience. The counselor also provides assistance to students and their families involving social/emotional growth while at school. Outside resources are also available to families through the counselor.

DANCES
School sponsored dances throughout the school year are held in the gymnasium and are supervised by both school personnel and parent volunteers. Most dances are scheduled from 7:00 PM to 9:00 PM. Parents and students will be notified when there is an exception. Students may not leave the dance unless accompanied by an adult. Only currently enrolled COOLIDGE students may attend dances. Students that are suspended out-of-school may not attend a dance during their suspension.

Please make every effort to pick your child up at or before 9:00 P.M. It is important to know that school personnel cannot give students a ride home. Students that have not been picked-up in a timely manner will not be allowed to attend future dances.

NOTE: Any severe discipline at a school dance may result in being unable to attend any future dances for the entire school year, which also includes the 8th grade formal. Attendance at any dance is a privilege and may be withheld at the principal's discretion.

FIELD TRIPS AND FUNDRAISING:
Teams and/or clubs often take field trips. These trips are not funded by the school district. Rather, students must either pay or fundraise in order to participate. All school rules and consequences apply.

FIRE AND EMERGENCY DRILLS (Policy 4:170)
Fire and emergency drills during the school year are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone obeys orders promptly and clears the building by the prescribed route in an orderly fashion. Teachers will have these routes posted in their classroom and will discuss with the students at the very beginning of school. **Anyone setting off a fire alarm will receive an automatic ten (10) day suspension, with possible expulsion, and remanded to legal authorities.**

HALLWAYS-PASSING TO CLASSES
Students will change rooms at the end of each class hour. A bell dismisses the students signaling them to move to the next class. The following rules are to be observed in passing between classes:

1. Use the most direct way possible, staying in your own hallway;
2. Stay to the right
3. Move directly to your next class;
4. NO running;
5. If you must be in the hallway during a class period, you must have a hall pass.

LOCKERS (Policy 7:140)
Each student is assigned a locker. This space is "loaned" to you by the school; school authorities may search lockers at any time. No expectation of privacy with respect to lockers should be assumed by students using such lockers. Use only the locker assigned to you and keep it locked at all times. Do not give your combination to any other student. **The student is responsible for their own belongings being kept in their lockers; therefore, it is recommended that a lock, purchased by the student, should be used at all times. The school is not responsible for lost or stolen personal items.**

LOST AND FOUND
Numerous items are turned in to the lost and found each year. Many go unclaimed. Articles that are found should be turned in to the office so students can claim them. Students should properly mark personal items, books and clothing so they can be identified. The location of the lost and found area is near the Library. In addition, each of the PE locker rooms contain a lost and found.

MCKINNEY VENTO HOMELESS ACT- (Policy 6:140)
Keeping children and youth in homeless situations connected to school provides them with a source of stability and normalcy in otherwise chaotic and frightening circumstances. School stability supports academic achievement and mental and emotional security. If your family is suffering from lack of adequate housing, living in a shelter, or have been displaced by a natural disaster, assistance may be available to you and your family. Contact the school administration, school social worker, or the District homeless liaison, Chris Mitchell, Manager of District Communications at 618.451.5800.

OBLIGATIONS/STUDENT FEES
All obligations accrued during Junior High School must be taken care of before the end of the student's spring semester/eighth grade year. Obligations are reported on each report card and parents may access this information via Skyward under fee management. Students may be excluded from participation in extra-curricular activities or awards for outstanding obligations. Examples include 8th grade formal, club or athletic participation, and/or any other end-of-year grade level activities.

OBLIGATIONS/SCHOOL RECORDS/TRANSFERRING STUDENTS
If a student or former student has outstanding obligations, his/her official transcript of scholastic records will not be released pursuant to Illinois Compiled Statutes (105 ILCS 5/2-3.13a) until all fees are paid. "Each public school and each private or non-public elementary or secondary school in this State shall, within 10 days after the student has paid all or his or her outstanding fines and fees and at its own expense, forward an official transcript of the scholastic records of each student transferring from that school in strict accordance with the provisions of this Section and the rules established by the State Board of Education as herein provided."

PEST CONTROL (Policy 4:160)
District buildings are treated monthly for pest control by a licensed professional exterminator. Buildings will be notified four (4) days in advance of this treatment. All spraying is done after hours or on the weekends.

SEARCH AND SEIZURE (Policy 7:140)
In order to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School property and Equipment as well as Personal Effects Left There by Students

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

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

SEX OFFENDER REGISTRY (Policy 4:170 & 8:30)
The Sex Offender Registry can be accessed via the following:

- Local Police Department--in Granite City, individuals requesting their own copy of the list must provide identification and pay the copy cost (approximately $5). The list can be reviewed at the department for free with identification.
- Internet access-**www.gcsd9.net** (A link to the Illinois State Police site may be found at the Granite City School District website.)
- Internet access-**www.isp.state.il.us**

Concerned individuals should review the list periodically since changes are made frequently when individuals are added to the list or move to a different location. School officials will continue to discuss safety programs with students. Parents should also discuss safety concerns with their children.

SURVEYS (Policy 6:10 & 7:15)
All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students must advance or relate to the District's educational objectives as identified in School Board policy 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.

TELEPHONE USE
The office telephones are business phones **only** and are used by office personnel. Office telephones may be used by students in case of an emergency and upon request with permission of staff member.

TEXTBOOK FEES, INSTRUCTIONAL MATERIALS & TEXTBOOKS (Policy 4:140 & 6:210)
All District classrooms and learning centers should be equipped with an evenly-proportioned, wide assortment of instructional materials, including textbooks, workbooks, audio-visual materials, and electronic materials. Anyone may inspect any textbook or instructional material when coordinated with the building principal.

Granite City School District requires parents to pay a textbook/instructional fee. **However, for the 2023-24 school year, the Board of Education approved for K-8 buildings to participate in the CEP program, which provides free breakfast and lunch. Students at those grade levels will not be required to pay instructional fees.** Please note, this fee may be reinstated in the future. Students are not exempt from charges for participation in extracurricular activities, lost and damaged books, locks, materials, supplies, and equipment. (Also see **OBLIGATIONS**, page 24, for additional information on impact of not paying fees.)

VISITORS AND CONDUCT ON SCHOOL PROPERTY (Policy 8:30; 8:95)
The following definitions apply to this policy:

School property - school buildings and grounds, all District buildings and grounds, vehicles used for school purposes, and any location used for a School Board meeting, school athletic event, or other school-sponsored event.

Visitor - Any person other than an enrolled student or District employee.

All visitors to school property are required to follow these guidelines:

- All visitors must report and sign in at the Main Office, show identification, and obtain a visitor's pass/badge.
- Visitors must abide by all school rules.
- All visitors must have official approval from the Main Office.
- Parents must have an appointment to meet with teachers.
- Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event.

VOLUNTEERS
We want to encourage adult volunteers at the Junior High School. There will be many opportunities for parents and community members to help us achieve a sense of cooperation between the school and community and enhance our instructional program. To become a volunteer requires a police background

check and completion of the proper volunteer form. This process may take weeks so please plan ahead. Notification of approval will be given by Central Office Administrators.

SCHOOL-SPONSORED PUBLICATIONS AND WEBSITES (Policy 7:310)

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act, school board policies and the student/parent handbook. Except as provided below, a student journalist has the right to exercise freedom of speech and of the press in school-sponsored media, including the right to determine the news, opinion, feature, and advertising content of school-sponsored media.

Student journalists are prohibited from using school sponsored media in a way that:

a. Is libelous, slanderous, or obscene/
b. Constitutes an unwarranted invasion of privacy;
c. Violates Federal or State Law, including the constitutional rights of third parties; or
d. Encourages or incites students to (a) commit an unlawful act: (b) violate any school district policy or student handbook procedure; or (c) materially and substantially disrupt the orderly operations of the school.

All school-sponsored media shall comply with the ethics and the rules of responsible journalism. Text that fits into numbers one through four above will not be tolerated and school officials and student media advisers may edit or delete such material.

NON-SCHOOL SPONSORED PUBLICATIONS ACCESSED OR DISTRIBUTED ON CAMPUS

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by the School District.

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

1. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by School Board policy and the Student Handbook;
4. Is reasonably viewed as promoting illegal drug use;
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students[1]; or
6. Encourages or incites students to violate any Board policies.

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

NON-SCHOOL SPONSORED PUBLICATIONS ACCESSED OR DISTRIBUTED FF CAMPUS

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

STUDENT BEHAVIOR EXPECTATIONS AND CONSEQUENCES (Policy 7:190)

SCHOOL ATMOSPHERE

The administration and staff firmly believe that creating a positive school climate is necessary in order to have students realize their potential as learners. With this in mind, there will be many programs designed to provide incentives for students to act responsibly and achieve their educational goals. Dances, special activities and privileges, and recognition of achievement are a few of the ways we want to encourage students to excel.

RESPECT

Mutual respect for one another--teachers, students, and parents--must be a cornerstone to building a good working relationship. At CJHS we will use the **"Be BRAVE"** philosophy outlined below to foster and support respectful, responsible behavior for self, others, and our facility. Teachers and students will work together to foster the traits listed through classroom, grade level, and building wide discussions and activities about being safe, respectful and responsible.

Coolidge Jr. High School BRAVE Behaviors

	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE	BE BRAVE
PE/ATHLETICS/ LOCKER ROOM	• Use equipment properly • Avoid horseplay	• Use appropriate voice volume • Keep Hands to self • Respect personal property and space • Follow adult directives	• Leave it as you find it, or better • Take care of equipment • Practice good hygiene	• Include others in conversations • Be kind to everyone
COMMON AREAS (HALLS, STAIRS, CAFE')	• Walk & keep right in halls • Keep Hands to self • Keep Objects to self	• Use appropriate voice volume • Keep Hands to self • Follow adult directives	• Leave it as you find it, or better • Get materials and be on time to class	• Invite others to join in café • Be kind to everyone
CLASSROOM/ LEARNING SPACE	• Keep Hands to self • Keep Objects to self	• Follow classroom rules and teacher directives • Treat others as you want to be treated • Use appropriate language and volume • Value school property	• Be prepared • Actively participate • Leave it as you find it, or better	• Persevere! Always do your best • Show appreciation • Ask for help when you need it • Be kind to classmates • Help others
RESTROOM	• Conduct Bathroom business only	• Use supplies appropriately • Wait patiently • Respect privacy of others	• Leave it as you find it • Report suspicious behavior	• Value education. • Plan visits accordingly to reduce missing time in class
OFFICE	• Keep Hands to self	• Use a calm, respectful tone of voice • Be patient/wait quietly • Use good manners • Respect office property • Follow adult directives	• Arrive with a pass • Be honest • Turn in lost items • Seek permission to use phone	• Show appreciation • Make good choices
DISMISSAL/BUS	• Remain on walkway unless boarding a bus • Board bus once it has come to a complete stop • Obey signal lights	• Follow adult and bus driver directives • Keep hands and objects to self • Keep voice/electronics low on bus • Respect others' property	• Be on time • Leave it as you find it	• Show appreciation • Help others • Be kind to everyone

When disagreements arise, it will be extremely beneficial for everyone to remember that treating each other with respect is the starting point for reaching an understanding regarding any dispute. If we all treat each other the way we want to be treated, then no problem is insurmountable. **"Be BRAVE!"**

SCHOOL-WIDE DISCIPLINE PLAN

We believe that all students can behave appropriately at school, and have a responsibility to behave in a manner that allows teachers to teach, and students to learn, and which does not violate the best interest of any person in our school community. We also believe that a discipline plan with the greatest power to support student development, improve student behavior and communication between parents, teachers, and administration is one that is consistent whenever possible, but also considers the individual needs of the particular student. This structure will provide the most favorable learning climate for our children.

The school-wide plan consists of three levels of infractions: minor, intermediate, and severe.

- **MINOR INFRACTION:** Is behavior that is disruptive to the educational process. Examples shall include, but not limited to, the following types of conduct:
  1. Creating classroom disturbances,
  2. Not following classroom directions,
  3. Possession of some prohibited items,
  4. Running in the hallway,
  5. Verbal insults or name calling.

NOTE: Minor infractions are handled first at the classroom level by the teacher. Once referred to the office, discipline is utilized beginning with a detention session. Repeated infractions at this level may result in more severe consequences as determined by the administration on a case by case basis.

- **INTERMEDIATE INFRACTION:** Is behavior that warrants assignment to a detention session or assignment to In School Supervision (ISS) in the Intervention Room(IR). Examples shall include, but not limited to, the following types of conduct:

  1. Use of profanity on school grounds,
  2. Possession of tobacco or tobacco products,
  3. Closed campus violations,
  4. Cell phone violation or electronics possession,
  5. Disrespectful, rude, or argumentative to staff members.

  NOTE: Repeated infractions at this level may result in more severe consequences as determined by the administration on a case by case basis.

- **SEVERE INFRACTION:** Behavior that warrants immediate referral to the office and circumvents the systematic steps of our discipline plan for dealing with minor and intermediate infractions. Examples include, but not limited to, the following types of conduct:

  1. Student commits or threatens to commit physical harm to another student or adult,
  2. Student vandalizes student, teacher, or school property,
  3. Student overtly refuses to comply with a directive,
  4. Uses profane language and/or gestures directed toward ANY school personnel,
  5. Student commits theft of student or staff property.

  NOTE: A minimum of Intervention Room placement or immediate (OSS) Out-of-School Suspension may be utilized. At the principal's discretion students may be arrested and charged for a severe infraction. Repeated infractions at this level may result in more severe consequences as determined by the administration on a case by case basis.

The School-Wide Discipline Plan cannot include every disciplinary situation that may occur. Teachers and Administrators have the discretion to make decisions on a case-by-case basis that is appropriate for the situation and in the best interest of the school community.

INSUBORDINATION: Students are expected to comply with all directives given by ANY and ALL school personnel. This includes, but is not limited to, administrators, teachers, support personnel, aides, cafeteria staff, and custodians. If a student is given a directive, and then the directive is repeated for clarity and the student still refuses to comply purposely or willfully with a simple command (such as, but not limited to; change seats, report to the office, remove your hat, spit out your gum, etc.) the student will be subject to discipline and may be suspended out-of-school (OSS) depending on the particulars of each case.

DISCIPLINARY PROCEDURES

Students will be expected to do the following:

- Conform to socially acceptable standards of speech and conduct appropriate for a school environment.
- Refrain from violating or impairing the rights, safety, and peace of mind of others.
- Demonstrate respect toward authority and compliance with school rules.

Student behavior that does not meet expectations will result in disciplinary action such as the following:

- Student conference with administrator and disciplinary action, parent contact
- Silent Lunch/study and parent contact.
- Intervention Room (IR) – may be issued hourly, Half day(s), full day(s), parent contact.
- Out-of-School Suspension.
- Re-Engagement plan
- Placement in Educational Support Service Center(ESSC) located at Lake School or CEO in Troy.
- Recommendation for expulsion from school. Every student will be afforded due process in the event that he/she violates a school rule.

Intervention Room (IR)/In-School Supervision(ISS)
A student may be assigned In School Supervision in the Intervention Room for violation of school rules, misconduct, or repeated offenses. It may be assigned hourly, for the entire school day, or for multiple school days. Students must report on time to the designated IR. If anyone cannot complete the full day for any reason (sick, emergency, etc.) they must repeat the entire day on the day they return to school. The student is expected to bring materials and supplies with which to work on their school assignments during their time in the IR. Teachers will give the student the daily assignments that they would have had if they were in their regular classroom. Work assigned during time in the IR room will be due immediately upon the student's return to the regular classroom unless specified otherwise by the teacher. While in the Intervention Room students can be assigned appropriate lessons from RethinkEd to provide support in areas such as stress management, social skills, anger management, etc. This will not interfere with core class work and can be used to determine the amount of time spent in the IR.

SILENT LUNCH
Silent Lunch is a detention session in the form of hourly time in the Intervention Room. Silent lunch is held in the Intervention Room location where students are able to eat while being separated from the rest of the student body in the cafeteria.

OUT-OF-SCHOOL SUSPENSION (OSS)
A student may be assigned to OSS for serious violations of school rules, serious misconduct, repeated minor/intermediate offenses or accumulation of minor/intermediate offenses. A suspended student may not attend school and may not come on school grounds during their suspension. This includes extra-curricular activities.

- **HOMEWORK POLICY DURING SUSPENSION**
  Students who have received an Out-of-School suspension for violation of the discipline policy may complete their missed assignments and will have the same amount of days to make-up the missed work as the days they have missed due to suspension for full credit. Homework requests for long-term suspensions may be submitted by the administration to the classroom teachers prior to their return date.

EXPULSION (Policy 7:210)
Expulsion from school is the most serious form of student discipline. Expulsion is recommended when either the offense is so serious that immediate separation is necessary or all previous methods of discipline including suspensions have failed. Should a student exhibit behavior deemed dangerous to himself, herself, or others, that student may be referred for immediate expulsion or placement in an alternative program.

STUDENT BEHAVIOR (Policy 7:190; policy updated 2016)
The goals and objectives of this policy are to provide effective discipline practices that:

1. Ensure the safety and dignity of student and staff,
2. Maintain a positive, weapons-free, and drug-free learning environment,
3. Keep school property and the property of others secure,
4. Address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution, and
5. Teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

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

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

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

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes or vapes.
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 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 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 or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited.
    e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance:
        i. That a student believes is, or represents to be capable or, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system, or

ii. 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:

i. 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

ii. 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:

i. Ingest, inhale, or inject cannabis or controlled substances into the body, and

ii. Grow, process, store, or conceal cannabis or controlled substances.

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

4. Using, possessing, controlling, or transferring a "weapon" as that term is defined in the Weapons section of this policy, or violating the Weapons section of this policy.
5. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered off and out of sight during the regular school day unless:

   a. The supervising teacher grants permission,
   b. Use of the device is provided in student's individualized education program (IEP),
   c. It is used during the student's lunch period, or
   d. It is needed in an emergency that threatens the safety of students, staff, or other individuals.
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or

destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.

10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive:
    a. Expression of gender or sexual orientation or preference.
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 of a school facility without proper authorization.
14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
15. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
16. Being involved with any public school fraternity, sorority, or secret society, by:
    a. Being a member
    b. Promising to join
    c. Pledging to become a member, or
    d. Soliciting any other person to join, promise to join, or be pledged to become a member.
17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
19. Making an explicit threat on an internet website against a school employee, a student, or any school related personnel if the internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
21. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to:
    a. Be a threat or an attempted intimidation of a staff member, or
    b. Endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term "possession" includes having control, custody, or care, currently or in the past, or an object or substance, including situations in which the item is:

- On the student's person,
- Contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile,
- In a school's student locker, desk, or other school property, or
- At any location on school property or at a school-sponsored event.

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to

provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

Disciplinary Measures

Potential disciplinary measures include, without limitation, any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. Intervention Room/ISS Placement. The Building Principal or designee shall ensure that the student is properly supervised.
7. 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.
8. Seizure of contraband, confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
9. Suspension of bus riding privileges in accordance with Board policy 7:220, Bus Conduct.
10. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, Suspension Procedures. A student who has been suspended may also be restricted from being on school grounds and at school activities.
11. 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.
12. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law.
13. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), "look-alikes," alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

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

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 (18 U.S.C. § 921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including "look-alikes" of any firearm as defined above.

Re-Engagement of Returning Students

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

RULES AND REGULATIONS ON STUDENT SUBSTANCE USE/ABUSE POLICY (Policy 6:30; 7:190; 7:210)

The Board of Education, administration and staff reaffirm that the consumption of alcoholic beverages and the non-medical use of drugs and other forms of substance abuse are hazardous to the health of students. The consumption, possession or distribution of alcoholic beverages or the illicit use, possession, or distribution of drugs/substances (including medical marijuana) or possession of drug paraphernalia is not permitted on school buses, in school buildings, or on school grounds at any time. This policy extends to all school-sponsored functions and related activities, whether held before or after school, evenings, or weekends. Students shall not be permitted to attend school when they are under the influence or exhibiting symptoms of substance abuse. For the purpose of this policy, students who are under such influence shall be treated in the same manner as though they had illicit substances in their possession.

Furthermore, given reasonable grounds to believe that a search may turn up an illegal substance, school officials may search for and seize all illicit substances brought onto school buses, school property, and/or school sponsored trips away from school. Searches may include the use of specially trained dogs. Seized illegal substances shall be turned over to proper authorities and may result in criminal prosecution.

If a student would like to prove his/her innocence, he/she may complete a drug test, independently and at the parent's expense, **within 30 minutes of dismissal from school for this infraction. This test must take place at a secured facility that follows the "chain of evidence". The agency approved by School District #9 is Occupational Health at Gateway Regional Medical Center in Granite City.**

POSSESSION/USE/ABUSE OF ALCOHOL

The school administrator will administer a suspension as outlined in the district suspension policy, and parents and police will be informed. The suspension may be reduced if the student is assessed by a certified agency and their recommendation is followed. Failure to follow the certified agency's recommended program and/or continued repeated offenses may result in a recommendation by the administration for expulsion for the remainder of the school term and/or placement at an alternative school. Appropriately deemed consequences, which may include placement in In School Supervision(ISS), Out of School Suspension and/or expulsion, will be handled on a case by case basis by administration.

POSSESSION OR SALE OF CONTROLLED SUBSTANCES OFFENSE

The school administrator will administer a suspension as outlined in the district suspension policy, and parents and police will be informed. Appropriately deemed consequences, which may include suspension and/or expulsion, will be handled on a case by case by administration.

FIGHTING

Fighting is the exchange of mutual physical contact with or without injury between students. Without clear and convincing evidence that a participant in a fight attempted to avoid the confrontation, all parties will be disciplined. Students involved in fighting may be ineligible to attend ANY and ALL school dances.

Appropriately deemed consequences, which may include In School Supervision (ISS), Out of School Suspension (OSS) and/or expulsion, will be handled on a case by case basis by administration. **Students involved in a fight must stop when directed to by a staff member. Failure to stop or hitting a staff member as a result of not stopping when directed is an expellable offense.** In addition, students not involved in the fight must leave the scene when instructed to by a staff member. Failure to do so may result in school discipline.

MOB ACTION
Is an action which constitutes two or more students physically attacking a single student or engaging in a group assault of any kind. These students may be suspended for 10 days pending administrative review and recommended for expulsion.

SELF-DEFENSE
Is defined as not contributing in any way to the start of a conflict- there should also be an attempt to retreat as well as an attempt to neutralize a hostile situation without escalating it.

HAZING PROHIBITED (Policy 7:190)
Soliciting, encouraging, aiding, or engaging in hazing, no matter when or where it occurs, is prohibited. Hazing means any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students. Students engaging in hazing will be subject to one or more of the following disciplinary actions:

1. Removal from the extracurricular activity,
2. Conference with parents/guardians, and/or
3. Referral to appropriate law enforcement agency.

Students engaging in hazing that endangers the mental or physical health or safety of another person may also be subject to:
1. Suspension for up to 10 days, and/or
2. Expulsion for the remainder of the school term.

GANG RELATED ACTIVITY (Policy 7:190)
Students are prohibited from engaging in gang activity. A *gang* is any group of 2 or more persons whose purpose includes the commission of illegal acts. No student shall engage in any gang activity, including but not limited to:
1. Wearing, using, distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign or other thing that are evidence of membership or affiliation in any gang,
2. Committing any act or omission, or using any speech, either verbal or non-verbal (such as gestures or handshakes) showing membership or affiliation in a gang, and
3. Using any speech or committing any act or omission in furtherance of any gang or gang activity, including but not limited to:
    a. soliciting others for membership in any gangs,
    b. requesting any person to pay protection or otherwise intimidating or threatening any person,
    c. committing any other illegal act or other violation of school district policies,
    d. inciting other students to act with physical violence upon any other person.

Appropriately deemed consequences, which may include suspension and/or expulsion, will be handled on a case by case basis by administration. Students engaging in any gang-related activity will be subject to one or more of the following disciplinary actions:

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

STUDENT TO STUDENT BULLYING/HARASSMENT/ INTIMIDATION (Policy 6.40, 7.20, 7.180, 7.190)
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. No student should accept being harassed by other student(s). Students should report any type of harassment by other student(s) to a teacher, counselor, nurse or principal.

Harassment on the basis of actual or perceived race, color, national origin, military status, 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 devise that is not owned, leased, or used by the school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school.

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

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

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. Cyberbullying includes: (1) the creation of a webpage or weblog in which the

creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying:. (2) the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying:. and (3) the posting or distribution of an unauthorized digital replica by electronic means if the posting or distribution creates any of the effects enumerated in the definition of bullying.

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

Students are encouraged to immediately report bullying. A report may be made orally or in writing to the building principal, nondiscrimination coordinator, district complaint manager or any staff member with whom the student is comfortable speaking. All school staff members are available for help with a bully or to make a report about bullying. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the district complaint manager or any staff member. Anonymous reports are also accepted by phone call or in writing.

Each building principal will establish guidelines for his/her building on reporting, investigating and dispensing disciplinary action for students who harass other students. Appropriately deemed consequences, which may include suspension and/or expulsion, will be handled on a case by case basis by administration.

SEXUAL HARASSMENT & TEEN DATING VIOLENCE PROHIBITED (Policy 7:185)
Sexual harassment of students is prohibited. A person engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct, including sexual violence, of a sexual or sex-based nature, imposed on the basis of sex, that:

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

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

HARASSMENT PROHIBITED
No person, including a school district employee, agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identity[1]; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential

marital or parental status, including pregnancy; physical appearance; socioeconomic status; academic status; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

SEXUAL HARASSMENT PROHIBITED (Title IX)

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

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or

3. Sexual assault as defined in or stalking as defined in District policy and federal law.

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

MAKING A COMPLAINT

Students are encouraged to report claims or incidents of sexual harassment, teen dating violence or any other prohibited conduct to the building principal, assistant principal, social worker, counselor, etc. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to discipline.

STUDENT CODE OF DRESS K – 12(Policy 7:160AP)

THE PURPOSE OF THE DRESS CODE IS TO PRESERVE THE LEARNING ENVIRONMENT IN ORDER TO CREATE THE CONDITIONS NECESSARY FOR TEACHING AND LEARNING TO SUCCESSFULLY OCCUR FOR ALL STUDENTS AND STAFF

Granite City Community Unit School District #9 recognizes that dress and appearance are a matter of personal taste. Clothing must be worn and fit appropriately. At no time should bellies, bottoms, backs, bras, bandannas, boxers or bedroom attire (pajamas) be visible. Any attire which is unsafe, inappropriate, revealing, obscene, or which disrupts the educational process will not be permitted.

Guidelines for Student Attire:

1. Tops must touch the bottom attire all the way around when a student is sitting, standing, or walking.
2. Shirts must have sleeves. Tank tops/camisoles are not permitted as tops.
3. All undergarments must be covered by outer attire.
4. Bottom attire (skirts/shorts) must extend to the mid-thigh.
5. No holes are allowed in clothing above the mid-thigh.
6. Leggings must not be sheer and worn with a top garment that covers the hips
7. Pants must be worn at waist level.
8. Shoes must be worn, no slippers.

Unacceptable attire includes, but is not limited to:

1. Facial and other piercings which are a safety concern.
2. Clothing or personal items with ads, representations, or slogans about unlawful products, alcohol, weapons, tobacco, or with obscene language or images is not allowed.
3. Dress indicating affiliation with any group that advocates dangerous or unlawful activity.
4. Sagging pants
5. Chains/straps, collars with sharp or pointed protrusions
6. Slippers
7. Hats, hoods, ski masks, bonnets, visors, bandanas, etc.
8. Costumes

Teachers and administrators will screen students for dress that may disrupt the learning environment. Students in violation of the dress code will need to correct the offense or will be sent to the ISS room until a change can be made. Repeated violations by a student may result in additional disciplinary action. This policy is subject to change given fads and fashion trends; 7 160 AP Page 2 of 2 the Superintendent and/or building administrators will make the final determination if a student is sent to the office for an offense.

Religious Exemptions

The parent or legal guardian of a student (or a student who is 18 years of age or older) may object to the student's compliance with any portion of this STUDENT CODE OF DRESS K12 Policy based upon a sincerely held religious belief. In order to object, the parent or legal guardian (or student who is 18 years of age or older) shall submit a written statement which responds to the following questions:

What is the basis for the request for religious exemption?

What religious teaching, religious belief or religious practice prohibits compliance with this student dress code policy?

In addition, all written objections must be accompanied by a signed statement of either a religious official, (such as minister, rabbi, imam, or other) or another person who can verify the nature and good faith basis of the sincerely held religious belief. The Superintendent or the building administrator shall review all objections to the STUDENT CODE OF DRESS K-12 Policy. Students with legitimate religious objections shall not be required to comply with those portions of the STUDENT CODE OF DRESS K–12 Policy which conflict with such good faith, religious requirements. If the application for religious exemption is denied, the

student applying for the exemption may appeal the determination to the Board of Education who will review the application and make a determination within 30 days of the appeal.

CELL PHONE/SMART PHONE/ETC. USAGE (Policy 6:30)
Cell/Smart phones may be brought to school but must be **COMPLETELY POWERED OFF FROM 7:30 A.M. until 2:15 P.M.** and put away during the school day. Inadvertent use of phone (i.e., phone goes off in class, checking the time, etc.) or willful use of phone in any way not expressly allowed by a classroom teacher, including but not limited to talking on phone, sending and/or receiving text messages, looking at the time, using calculator, playing games, taking photos, etc. will be handled in the same manner as described below:

> Students will receive an hourly Silent Lunch/study for the first cell phone infraction. Subsequent infractions will result in discipline ranging from multiple Silent Lunch/study, Half Day ISS, full day ISS, or Out of School Suspension (OSS) as determined by administration for chronic offenses.

NOTE: Insubordinate acts such as not giving cell phone to staff member when directed to do so will result in assignment to the Intervention Room.

ELECTRONIC DEVICES (Policy 6:30)
Students assume the risks associated with bringing electronic devices on school property. Electronic devices IPad, IPod, Mp3 player, radios, cameras, recording devices, gaming systems etc.) are not permitted on school campus. Earbuds are not permitted to be used in classrooms or hallways during school hours. Articles such as these, if brought to school without permission, will be confiscated until the end of the day. Discipline will be issued with a minimum of a detention session assigned with repeated offenses following that of the cell phone policy above.

Any invasion of privacy of another, including but not limited to using a cell phone, smart phone, or any other electronic device or photographic device to take and/or transmit pictures or videos of another without the person's consent is prohibited. This does not include images taken in circumstances where the person has no reasonable expectation of privacy, such as a spectator at, or a participant in, an athletic/school activity. Students violating this policy will be subject to disciplinary action. Sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as "sexting", is prohibited. Students violating this policy will be subject to disciplinary action. Appropriately deemed consequences, which may include suspension and/or expulsion, will be handled on a case by case basis by administration.

INTERNET USE (Policy 6:235)
All usage of the Internet through the Granite City School District network is governed by Board Policy. The use of the District's electronic networks shall (1) be consistent with the curriculum adopted by the District as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students, and (2) comply with the selection criteria for instructional materials and library-media center materials. Furthermore, all use of the District's electronic network must be (1) in support of education and/or research, and be in furtherance of the School Board's stated goal, or (2) for a legitimate school business purpose. **Use is a privilege, not a right. Students and staff members have no expectation of privacy in any material that is stored, transmitted, or received via the District's electronic network or District computers.**

Students are warned that harassment or threats of an electronic nature involving the Internet and or cell phones are specifically prohibited while at school and could be subject to disciplinary action as well referral to local police authorities.

We strongly encourage parents to monitor their child's use of technology outside of school due to the likelihood these incidents carry over into the school and interrupt the educational process.

If the school becomes aware of a negative posting by a student on a website outside of the school, made during the school day, the student may be assigned consequences for the post that causes school students or staff members to feel threatened or compromised. Disciplinary action may be taken in response to postings containing threats, bullying, inappropriate pictures, allegations of inappropriate behavior, or such content that is likely to cause disruption in the school.

NOTIFICATION REGARDING STUDENT ACCOUNTS OR PROFILES ON SOCIAL NETWORKING WEBSITES
(Policy 7:140)
The Superintendent or designee shall notify students and their parents/guardians of each of the following in accordance with the Right to Privacy in the School Setting Act, 105 ILCS 75:

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

DISCIPLINE GUIDELINES FOR COMPUTER LAB/CLASSROOM
Students are expected to follow District Technology Policy as well as proper usage as outlined by teachers. Improper usage shall include, but not limited to, the following type of conduct:

Examples:

- unauthorized use of the internet, chat rooms, etc.
- maneuvering around the system; restarting the computer or removing cable to disconnect from the network or system software; downloading unauthorized software or bringing from the outside via a flash drive; tampering with equipment, etc.
- Such as logging on as another user; accessing someone else's files, etc.

Students who violate the above guidelines may be subject to discipline which may include the loss of computer privileges throughout the building for the remainder of the quarter, semester or school year. Teachers and administrators have the discretion to make decisions on a case-by-case basis that is appropriate for the situation.

CLOSED CAMPUS/SKIPPING CLASSES:
The Junior High School has a closed campus policy, which means that students may not leave the school grounds once they have arrived at school until dismissal at the end of the day or early dismissal through the normal dismissal procedures in the main office/nurse's office. This policy will be strictly enforced.
After school, students must go directly to the school bus. Students may not leave campus and return to ride a bus. If staying for an after school event, students may not leave campus and then return to watch the event unless accompanied by an adult.

Student attendance is critical to the learning process. Skipping classes occurs when a student is not in his/her regularly scheduled class/area. Skipping classes will result in appropriate discipline.

Students who are absent from school or class without a valid cause or violate the closed campus policy will receive the following discipline:

1st Offense: Silent Lunch/study or ISS and notification of parent.
2nd Offense: ISS full day(s) and notification of parent.
3rd Offense: ISS or OSS placement and parent conference. Referral for support services.
Continued infractions: Appropriate discipline will be issued as determined by administration on a case by case basis and parental conference.

TOBACCO

Students are not to use or have in their possession any tobacco products while in any school building, bus, or on the school grounds. Tobacco products include: cigarettes, electronic cigarettes (e-cigarettes or vaping devices), chewing tobacco, snuff, and cigars. **Also, the city ordinance prohibiting possession of tobacco products will be enforced and local authorities may be notified.**

VIOLATIONS:

A. Usage on School Property – Inside or Outside

A minimum disciplinary consequence of 1 day Out of School Suspension (OSS) and 2 days In-school suspension(ISS) will be assigned. Repeated infractions at this level include multiple days of Out of School Suspension(OSS) as determined by the administration on a case by case basis.

B. Possession on School Property.

A minimum disciplinary consequence of 3 days of In School Supervision (ISS)will be assigned. Appropriate consequences including multiple days of ISS or OSS for repeated infractions will be determined by the administration on a case by case basis.

Any violations involving a vaping device containing a substance other than tobacco or nicotine will fall under the discipline for the appropriate substance outlined elsewhere in this handbook

BUS RIDING POLICY (Policy 4:170; 7:190; 7:220)

Riding a school bus is a privilege extended to students that can be taken away for disruptive or unsatisfactory conduct. All students being transported are under the authority of the school bus driver and must obey his/her requests. Specific regulations are posted in the buses. The school bus is an extension of the school and is thought of as a classroom. Students may not ride any other bus than the one to which they have been assigned. Students that are not bus riders may not, under any circumstances, ride a bus.

Students will be subject to disciplinary consequences for Bus Conduct Notices throughout each semester as outlined below:

Minor Infraction:	Warning, parent notification, and possible detention.
Intermediate Infraction:	Parent notification and possible detention or ISS placement.
Severe Infraction:	Parent notification, possible ISS/Bus Suspension/OSS.

Severe infractions may circumvent the systematic steps outlined above and could result in immediate suspension from the bus or school, or placement in an Alt-Ed program. Possible further loss of bus riding privileges, pending administrative review, may include recommendation to the Board of Education for permanent removal from the bus.

Note: 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.

BUS RIDING RULES: School Bus Safety (Policy 7:190; 7:220; 4:110-AP3)
Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles.

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

SPECIAL TRANSPORTATION REQUEST DUE TO CHILD CARE
In order to process this request, parents and/or guardians must pick up a form in the main office. A new request must be made annually. Should the bus become overcrowded due to the enrollment of new students residing on the bus route, special requests for transportation will be terminated. Parents will be notified prior to any change in transportation status.

TARDY POLICY
School starts at 7:30 am. If a student is late to school, they must report to the office and sign in. Punctuality to classes throughout the day is vital to the educational process and the development of responsible student behavior. Students will be subject to disciplinary consequences for accumulated tardies throughout each quarter.

Disciplinary action resulting from excessive tardiness:
Tardy discipline, as with all classroom discipline, begins with the classroom teacher. Reports of students who have accumulated 7 or more tardies in a quarter will be run periodically by administration and students are subject to discipline as follows:

- 5 tardies- warning
- 8 tardies- 1 hour Silent Lunch/study
- 10 tardies-Removal from quarterly incentive party
- 15 tardies-1/2 day in ISS
- 20 tardies- 1 full day in ISS
- 25/30/etc- Full day(s) in ISS

NOTE: Further tardies will result in additional consequences as determined by administration on a case by case basis. Excessive tardiness to a single class (arriving to a class more than five minutes late) will be issued a minimum of a Silent Lunch/study and may be considered skipping, depending on the particular situation (see the section entitled **CLOSED CAMPUS/SKIPPING CLASSES**).

VANDALISM
Students are responsible for the proper care and security of all school books, supplies, and materials issued to them. Students who disfigure property, break windows, or otherwise damage school property or equipment will be required either to pay for the damage done or replace the item. Vandalism will result in possible ISS placement, Out of School Suspension (OSS) or expulsion.

PUBLIC DISPLAYS OF AFFECTION (PDA)
Public displays of affection between students have a tendency to reflect unfavorable impressions of the school and the individuals involved. Students are not to embrace, kiss or have affectionate bodily contact while on school property. Offenders' parents or guardians will be notified and continued offenses may result in disciplinary action.

INAPPROPRIATE LANGUAGE
Students who use inappropriate language, gestures, or behavior on campus will be given a minimum of a detention session. **Inappropriate language, disrespectful comments, or gestures directed toward a staff member will result in an out of school suspension.** This includes vandalism and any type of misconduct or disrespect to a staff member off campus.

SNOWBALL THROWING
Due to the possibility of injuries, snowball throwing cannot be allowed at bus stops or on campus. Snowball throwing will result in an assignment of detention session. Repeated violations will result in discipline as deemed appropriate by the administration on a case by case basis.

STEALING/THEFT
Coolidge Junior High School will not tolerate theft. Students who steal are a major threat to the security of other students and staff. Students involved in theft will be placed in In School Supervision(ISS) or assigned Out of School Suspension (OSS). Local police authorities may be notified as determined by administration. **The school cannot assume responsibility for personal property that is lost, damaged or stolen at school.**

MISCONDUCT BY STUDENTS WITH DISABILITIES (Policy 7:230)
Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The District complies with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's rules when disciplining special education students.

PROHIBITED ITEMS
All of the following items are prohibited at school or school-related activities unless previously approved by the administration. Examples shall include, but not limited to, the following items:

1. Live animals and/or pets;
2. Hats, caps, and/or sunglasses are not to be worn in the building;
3. Fireworks;
4. Skates, skateboards;
5. Horns, whistles, or other noise-making devices;
6. Toys, laser lights, gum, etc.

Items will be confiscated and kept in the office until the end of the school day and be treated as a minor offense. **Administration reserves the right to add items to the list that are deemed disruptive to the educational process or a potential safety concern.**

THIS STUDENT HANDBOOK CANNOT INCLUDE EVERY SITUATION THAT MAY OCCUR. TEACHERS AND ADMINISTRATORS HAVE THE DISCRETION TO MAKE DECISIONS ON A CASE-BY-CASE BASIS APPROPRIATE FOR THE SITUATION.

Granite City Community Unit School District #9
Donald J. Harris, Ed.D. | Superintendent of Schools

2026-2027 School Calendar

August 10-12	Teacher Institute - Staff Reports
August 13	First Day of Student Attendance
September 7	No School - Labor Day
October 9	No School - County Institute / Teacher Institute
October 12	No School - Columbus Day
November 11	No School - Veterans' Day
November 23	No School - Parent/Teacher Conferences {PM Schedule}
November 24	No School - Parent/Teacher Conferences {AM schedule}
November 25-27	No School - Thanksgiving Break
December 21, 2026 January 1, 2027	No School - Winter Break
January 4	Full Day Professional Learning {PLD - #1}; No Student Attendance
January 5	Students Return for Spring Semester
January 18	No School - MLK Jr. Day
February 12	Full Day Professional Learning {PLD - #2}; No Student Attendance
February 15	No School - Presidents' Day
March 22-29	No School - Spring Break
April 28	Full Day Professional Learning {PLD - #3}; Parent/Teacher Conferences No Student Attendance
May 20	Last Day of Student Attendance {half day}
May 27	Last Day of Student Attendance If ALL Emergency Days Used

Approved at the 09.23.2025 Board of Education Meeting - Updated 6.23.2026 - {Subject to Change}

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